



TOWN OF CANMORE
AGENDA
Regular Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, March 4, 2025 at 9:00 a.m.

Times are estimates only.

- 9:00 – 9:05 **A. CALL TO ORDER AND APPROVAL OF AGENDA**
- 1. Land Acknowledgement
 - 2. Agenda for the March 4, 2025 Regular Meeting of Council
- 9:05 – 9:35 **B. PUBLIC HEARINGS**
- 1. **Steep Creek Updates to the Municipal Development Plan Bylaw Amendment 2024-23 and Revised Land Use Bylaw Amendment 2024-24**
 - (1) Call to order
 - (2) Administration Summary
 - (3) Public Verbal Submissions
 - (4) Public Written Submissions
 - (5) Closing Comments from Administration
 - (6) Council Questions of Administration
 - (7) Adjournment of the Public Hearing
- 9:35 – 10:05 **2. Palliser Lane Perpetual Affordable Housing Direct Control District Bylaw Amendment 2024-37**
- (1) Call to order
 - (2) Administration Summary
 - (3) Public Verbal Submissions
 - (4) Public Written Submissions
 - (5) Closing Comments from Administration
 - (6) Council Questions of Administration
 - (7) Adjournment of the Public Hearing
- 10:05 – 10:20 **Meeting Break**
- C. DELEGATIONS – none**
- 10:20 **D. APPROVAL OF MINUTES**
- 1. Minutes of the February 4, 2025 Regular Meeting of Council
 - 2. Minutes of the February 11, 2025 Special Meeting of Council
- E. BUSINESS ARISING FROM THE MINUTES – none**
- F. UNFINISHED BUSINESS – none**

G. BYLAW APPROVAL

10:20 – 10:40

1. Steep Creek Updates to the Municipal Development Plan and Land Use Bylaw

Recommendation:

- 1) That Council give second reading to Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.
- 2) That Council give third reading to Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.
- 3) That Council give second reading to Land Use Bylaw Amendment 2024-24 – Steep Creek.
- 4) That Council give third reading to Land Use Bylaw Amendment 2024-24 – Steep Creek.

10:40 – 11:00

2. Palliser Lane Perpetual Affordable Housing Direct Control District Bylaw Amendment 2024-37

Recommendation:

- 1) That Council give second reading to Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control District.
- 2) That Council give third reading to Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control District.

11:00 – 11:15

3. 2025 Borrowing Bylaws

Recommendation:

- 1) That Council give first reading to Borrowing Bylaw 2025-10 for Ladder Truck Replacement.
- 2) That Council give first reading to Borrowing Bylaw 2025-11 for Snow Management Facility.
- 3) That Council give first reading to Borrowing Bylaw 2025-12 for WTP 1 - Chlorine Gas Upgrade.

11:15 – 11:30

Meeting Break

H. NEW BUSINESS

11:30 – 11:40

1. Capital Budget Amendment – CAP 7386 Community Fireguard Construction

Recommendation: That Council approve a capital budget amendment for CAP 7386 – Community Fireguard Phase 2 - Construction to reflect an increase in funding of \$580,000 from the Forest Resource Improvement Association of Alberta (FRIAA) and \$357,500 in other revenue making the total capital project value \$1,687,500.

11:40 – 11:50

2. 2025 Capital Project– CAP 7390 Bow Valley Regional Evacuation Modelling and Plan

Recommendation: That Council approve a new 2025 capital project for the Bow Valley Evacuation Modelling and Plan project funded by the Alberta Community Partnership grant in the amount of \$150,000.

- 11:50 – 12:00 **3. FRIAA Grant Application – Community Fireguard Canmore Nordic Centre East and West Phase 2: Construction**
 Recommendation: That Council approve the submission of a Request for Proposals in the FRIAA Community Fireguard Program, for Canmore Nordic Centre East and West Phase 2: Construction.
- 12:00 – 12:05 **4. FRIAA Grant Application – Canyon Ridge FireSmart Vegetation Management Project**
 Recommendation: That Council approve the submission of an Expression of Interest for the 2025 Forest Resource Improvement Association of Alberta (FRIAA) grant for vegetation management in the Canyon Ridge area.
- 12:05 – 12:10 **5. Community Grants Selection Committee Public Member Appointment**
 Recommendation: That Council appoint Catherine Tetreault to the Community Grants Selection Committee for a term ending at the 2025 annual organizational meeting of council.
- I. REPORTS FROM ADMINISTRATION – none**
- J. NOTICES OF MOTION – none**
- K. CLOSED SESSION – none**
- 12:10 **L. ADJOURNMENT**

**TOWN OF CANMORE
MINUTES**

Regular Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, February 4, 2025 at 9:00 a.m.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

Joanna McCallum	Councillor
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ADMINISTRATION PRESENT

Sally Caudill	Chief Administrative Officer
Whitney Smithers	General Manager of Municipal Infrastructure
Ted Ruiters	Fire Chief / Acting General Manager of Municipal Services
Cheryl Hyde	Manager of the Municipal Clerk's Office
Ben Stiver	Municipal Clerk (recorder)
Harry Shnyder	Manager of Planning and Development
Greg Burt	Municipal Enforcement Supervisor
Greg Tulloch	RCMP Detachment Commander
Johanna Sauve	Manager of Human Resources
Brian Kinzie	Municipal Engineer
Andy Esarte	Manager of Engineering
Amy Bernard	Facilities Project Manager

Mayor Krausert called the February 4, 2025 regular meeting to order at 9:00 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement
2. Agenda for the February 4, 2025 Regular Meeting of Council

12-2025 Moved by Mayor Krausert that Council approve the agenda for regular council meeting as presented.

CARRIED UNANIMOUSLY

B. PUBLIC HEARINGS – none

C. DELEGATIONS – none

Minutes approved by: _____

D. APPROVAL OF MINUTES

1. Minutes of the January 7, 2025 Regular Meeting of Council

13-2025 Moved by Mayor Krausert that Council approve the minutes of the regular council meeting as presented.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS – none

G. BYLAW APPROVAL

1. Removing Tourist Homes as a Use in Various Land Use Districts

14-2025 Moved by Mayor Krausert that Council give first reading to the Bow Valley Trail Area Redevelopment Plan Bylaw Amendment 2025-02 – Removal of Tourist Homes.

CARRIED UNANIMOUSLY

15-2025 Moved by Mayor Krausert that Council give first reading to the Teepee Town Area Redevelopment Plan Bylaw Amendment 2025-03 – Removal of Tourist Homes.

CARRIED UNANIMOUSLY

16-2025 Moved by Mayor Krausert that Council give first reading to Land Use Bylaw Amendment 2025-04 – Removal of Tourist Homes.

CARRIED UNANIMOUSLY

17-2025 Moved by Mayor Krausert that Council schedule a single public hearing for Bylaws 2025-02, 2025-03, and 2025-04 on March 11, 2025.

CARRIED UNANIMOUSLY

2. Palliser Lane Perpetual Affordable Housing Direct Control District Bylaw Amendment 2024-37

18-2025 Moved by Mayor Krausert that Council give first reading to Revised Land Use Bylaw Amendment 2024-37 Palliser Lane Perpetual Affordable Housing Direct Control District and schedule a public hearing for March 4, 2025.

CARRIED UNANIMOUSLY

3. Steep Creek Updates to the Municipal Development Plan and Land Use Bylaw

19-2025 Moved by Mayor Krausert that Council give first reading to the Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23.

CARRIED UNANIMOUSLY

20-2025 Moved by Mayor Krausert that Council give first reading to Land Use Bylaw Amendment 2024-24.

CARRIED UNANIMOUSLY

21-2025 Moved by Mayor Krausert that Council schedule a single public hearing for Bylaws 2024-23 and 2024-24 on March 4, 2025.

CARRIED UNANIMOUSLY

Minutes approved by: _____

- 28-2025 **2. Palliser Lands Development Feasibility Study**
Moved by Mayor Krausert that Council approve new capital project (7389) for \$237,485 for a feasibility study for the development of the Palliser (Moustache) Lands, to be funded by a transfer of \$47,505 from CAP7327 Housing Action Plan, and by grant funding of \$189,980 from the Federation of Canadian Municipalities (FCM) Sustainable Affordable Housing Program.
CARRIED UNANIMOUSLY
- 29-2025 **3. 2025 Engineering Design and Construction Guidelines**
Moved by Mayor Krausert that Council approve the 2025 Engineering Design and Construction Guidelines.
CARRIED UNANIMOUSLY
- 30-2025 **4. Boom Lift Replacement and CAP Sheet (7351) Scope Change**
Moved by Mayor Krausert that Council approve a scope change for CAP 7351 – Boom Lift Replacement.
CARRIED UNANIMOUSLY
- I. REPORTS FROM ADMINISTRATION – none**
- J. NOTICES OF MOTION – none**
- K. CLOSED SESSION – none**
- 31-2025 **L. ADJOURNMENT**
Moved by Mayor Krausert that Council adjourn the February 4, 2025 regular council meeting at 12:12 p.m.
CARRIED UNANIMOUSLY

Sean Krausert
Mayor

Ben Stiver
Municipal Clerk

Minutes approved by: _____

**TOWN OF CANMORE
MINUTES**

Special Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, February 11, 2025 at 1:10 p.m.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

None

ADMINISTRATION PRESENT

Sally Caudill	Chief Administrative Officer
Whitney Smithers	General Manager of Municipal Infrastructure
Scott McKay	General Manager of Municipal Services
Chelsey Gibbons	Manager of Finance
Ric Irwin	Senior Finance Officer
Ted Ruitter	Fire Chief
Michael Bourgon	Deputy Fire Chief
Ben Stiver	Municipal Clerk (recorder)

Mayor Krausert called the February 11, 2025 special meeting to order at 1:03 p.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

- 1. Land Acknowledgement**
- 2. Agenda for the February 11, 2025 Special Meeting of Council**

32-2025 Moved by Mayor Krausert that Council approve the agenda for February 11, 2025 special meeting as presented.

32A-2025 Moved by Mayor Krausert that Council amend the agenda for the February 11, 2025 Special Council meeting by inserting Fire Resource Improvement Association of Alberta (FRIAA) FireSmart Capital Project – Larch 2025 (Project 7391) as item H2 and to direct administration to republish the February 11, 2025 agenda package to include this item and corresponding reports.

CARRIED UNANIMOUSLY

Minutes approved by: _____

32-2025 Moved by Mayor Krausert that Council approve the agenda for February 11, 2025 special meeting as amended by inserting Fire Resource Improvement Association of Alberta (FRIAA) FireSmart Capital Project – Larch 2025 (Project 7391) as item H2 and to direct administration to republish the February 11, 2025 agenda package to include this item and corresponding reports.

CARRIED UNANIMOUSLY

B. PUBLIC HEARINGS – none

C. DELEGATIONS – none

D. APPROVAL OF MINUTES – none

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS – none

G. BYLAW APPROVAL

1. Canmore Community Housing 100 Palliser Lane Loan Bylaw 2025-07

33-2025 Moved by Mayor Krausert that Council give first reading to Canmore Community Housing 100 Palliser Lane Loan Bylaw 2025-07.

CARRIED UNANIMOUSLY

H. NEW BUSINESS

1. 2025-2026 Operating and Capital Budget Approval

34-2025 Moved by Mayor Krausert that Council approve the 2025 Operating Budget for \$99,774,180 and 2026 Operating Budget for \$106,601,833 and adopt the 2027-2028 Operating Plans as presented.

34A-2025 Moved by Mayor Krausert that Council direct administration to reduce the municipal taxes collected through the Livability Tax Program to \$10.3 million for each of 2025 and 2026, and to reduce the transfer to the Livability Reserve by the corresponding \$1.7 million in each year.

CARRIED UNANIMOUSLY

34-2025 Moved by Mayor Krausert that Council approve the 2025 Operating Budget for \$98,074,180 and 2026 Operating Budget for \$104,901,833 and adopt the 2027-2028 Operating Plans as amended:

- That Council direct administration to reduce the municipal taxes collected through the Livability Tax Program to \$10.3 million for each of 2025 and 2026, and to reduce the transfer to the Livability Reserve by the corresponding \$1.7 million in each year.

CARRIED UNANIMOUSLY

35-2025 Moved by Mayor Krausert that Council approve the 2025 Capital Budget for \$39,748,398 and 2026 Capital Budget for \$44,932,506 and adopt the 2027-2030 Capital Plans as presented.

Minutes approved by: _____

35A-2025 Moved by Mayor Krausert that Council direct administration to amend the 2025 and 2026 capital budget by reducing the capital project budgets for Housing in Palliser (2025) to \$8,242,398 and Housing in Palliser (2026) to \$5,123,506.

CARRIED UNANIMOUSLY

35B-2025 Moved by Mayor Krausert that Council direct Administration to amend the 2025 capital budget by adding a new project "Town Land Acquisition" in the amount of \$375,000, to be funded from the General Capital Reserve.

CARRIED UNANIMOUSLY

35-2025 Moved by Mayor Krausert that Council approve the 2025 Capital Budget for \$38,423,398 and 2026 Capital Budget for \$43,232,506 and adopt the 2027-2030 Capital Plans as amended:

- That Council direct administration to amend the 2025 and 2026 capital budget by reducing the capital project budgets for Housing in Palliser (2025) to \$8,242,398 and Housing in Palliser (2026) to \$5,123,506.
- That Council direct Administration to amend the 2025 capital budget by adding a new project "Town Land Acquisition" in the amount of \$375,000, to be funded from the General Capital Reserve.

CARRIED UNANIMOUSLY

Meeting Break from 2:08 p.m. – 2:20 p.m.

36-2025 Moved by Councillor Foubert that Council direct administration to return in Q4 of 2025 with a briefing on the community's ongoing circular economy efforts and information on how the new zero waste coordinator position's role could support circular economy objectives in the Climate Emergency Action Plan.

CARRIED UNANIMOUSLY

37-2025 Moved by Councillor Foubert that Council direct administration to review the current Community Grants Program process and return in Q4 of 2025 with recommendations for potential changes to the program.

CARRIED UNANIMOUSLY

2. Fire Resource Improvement Association of Alberta (FRIAA) FireSmart Capital Project – Larch 2025 (Project 7391).

38-2025 Moved by Mayor Krausert that Council approve a new capital project, FireSmart (2025) Larch (Project Number 7391), as Phase 2 of the Larch Vegetation Management Project, with a budget of \$162,000, fully funded by the Forest Resource Improvement Association of Alberta (FRIAA) grant.

CARRIED UNANIMOUSLY

I. REPORTS FROM ADMINISTRATION – none

J. NOTICES OF MOTION – none

Minutes approved by: _____

K. CLOSED SESSION – none

L. ADJOURNMENT

39-2025

Moved by Mayor Krausert that Council adjourn the February 11, 2025 special council meeting at 2:39 p.m.

CARRIED UNANIMOUSLY

Sean Krausert
Mayor

Ben Stiver
Municipal Clerk

Minutes approved by: _____



Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #: G 1**

TO: Council

SUBJECT: Steep Creek Updates to the Municipal Development Plan and Land Use Bylaw

SUBMITTED BY: Harry Shnider, Manager, Planning and Development
Jennica Collette, Development Planner

RECOMMENDATION: That Council give second reading to Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.

That Council give third reading to Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.

That Council give second reading to Land Use Bylaw Amendment 2024-24 – Steep Creek.

That Council give third reading to Land Use Bylaw Amendment 2024-24 – Steep Creek.

EXECUTIVE SUMMARY

Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek and Revised Land Use Bylaw Amendment 2024-24 – Steep Creek received first readings on February 4, 2025 and were the subject of a public hearing on March 4, 2025.

Administration’s analysis on this matter was presented at first reading of this bylaw. After first reading, a duplication error was rectified in section 4(a)(ii) of the Municipal Development Plan Bylaw Amendment 2024-23 by striking out “For new development, the individual risk (PDI) shall not exceed 1:100,000, and”. In addition, a clerical error was rectified in section 4(b)(i) by striking out “.” after “mitigation” and substituting “, and”. Please see Attachment 1 for the updated version of the bylaw amendment, alongside the redline excerpt in Attachment 2. As a reminder of what was brought to Council for first reading, please refer to Attachment 4.

ATTACHMENTS

- 1) Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek
- 2) Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek – REDLINE Excerpt
- 3) Land Use Bylaw Amendment 2024-34 – Steep Creek
- 4) RFD and attachments from the February 4, 2025 regular council meeting.

AUTHORIZATION

Approved by: Sally Caudill
Chief Administrative Officer

Date February 24, 2025



BYLAW 2024-23

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND TOWN OF CANMORE MUNICIPAL DEVELOPMENT PLAN 2016-03

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.”

INTERPRETATION

- 2 Words defined in Town of Canmore Municipal Development Plan Bylaw 2016-03 shall have the same meaning when used in this bylaw.

PROVISIONS

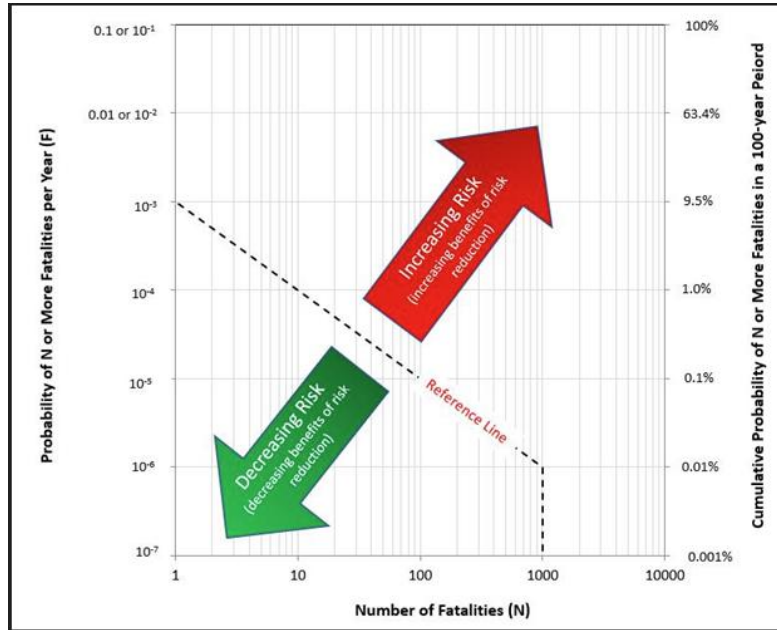
- 3 Town of Canmore Municipal Development Plan Bylaw 2016-03 is amended by this bylaw.
- 4 Section 3.5.1 is amended by striking out the following:
 - a. Group risk is within an acceptable or As Low As Reasonably Practicable (ALARP) range as shown in Figure 1; and
 - b. For new development, the individual risk (PDI) shall not exceed 1:100,000, and
 - c. For existing development, the individual risk (PDI) shall not exceed 1:10,000.

and substituting the following:

- a. For new development:
 - i. Group risk shall be at or below the reference line of Figure 1, and
 - ii. The individual risk (PDI) shall not exceed 1:100,000.
- b. For existing development:
 - i. Group risk shall be reduced as much as possible to near the reference line of Figure 1, considering cost-benefit and cost-effectiveness of the mitigation, and
 - ii. The individual risk (PDI) shall not exceed 1:10,000.

Bylaw approved by: _____

- 5 Section 3.5.1 is amended by striking out the chart in Figure 1 and substituting the following chart:



- 6 Section 3.5.4 is amended by striking out “to within acceptable thresholds” and substituting “at or below the reference line of Figure 1,”.
- 7 Section 3.5.6 is amended by striking out “Development Hold Zone” and by striking out “Hazard Zone” and substituting “Hazard Zones”.
- 8 Section 3.5.11 “DEVELOPMENT HOLD ZONE”, including the title and preamble preceding the section, is repealed.
- 9 The preamble following the title “STEEP CREEK HAZARD ZONE” is amended by assigning section number 3.5.11 and striking out “The level of group risk in Steep Creek Hazard Zones is within the Acceptable or As Low As Reasonably Practicable (ALARP) range as established in section 3.5.1.”
- 10 The un-numbered subsections following “STEEP CREEK HAZARD ZONE” section 3.5.11 are amended by assigning subsections numbers a. through c.
- 11 Section 3.5.11 is amended by adding the following after subsection c.:
- d. Residual – means an area where the hazard has been reduced by way of structural steep creek mitigation but there is still a low residual hazard probability due to potential flood events larger than the design event, or due to failure of structural mitigation.
- 12 Section 20.4 STEEP CREEK DEVELOPMENT FLOW CHART is amended by striking out the flow chart and replacing it with chart shown in Schedule A of this bylaw.

Bylaw approved by: _____

ENACTMENT/TRANSITION

- 13 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 14 Schedule A forms part of this bylaw.
- 15 This bylaw comes into force on the date it is passed.

FIRST READING: February 4, 2025

PUBLIC HEARING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk's Office

Date





BYLAW 2024-23

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND TOWN OF CANMORE MUNICIPAL DEVELOPMENT PLAN 2016-03

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.”

INTERPRETATION

- 2 Words defined in Town of Canmore Municipal Development Plan Bylaw 2016-03 shall have the same meaning when used in this bylaw.

PROVISIONS

- 3 Town of Canmore Municipal Development Plan Bylaw 2016-03 is amended by this bylaw.
- 4 Section 3.5.1 is amended by striking out the following:
 - a. Group risk is within an acceptable or As Low As Reasonably Practicable (ALARP) range as shown in Figure 1; and
 - b. For new development, the individual risk (PDI) shall not exceed 1:100,000, and
 - c. For existing development, the individual risk (PDI) shall not exceed 1:10,000.

and substituting the following:

- a. For new development:
 - i. Group risk shall be at or below the reference line of Figure 1, and
 - ii. The individual risk (PDI) shall not exceed 1:100,000. ~~For new development, the individual risk (PDI) shall not exceed 1:100,000, and~~
- b. For existing development:
 - i. Group risk shall be reduced as much as possible to near the reference line of Figure 1, considering cost-benefit and cost-effectiveness of the mitigation, ~~and~~
 - ii. The individual risk (PDI) shall not exceed 1:10,000.

Bylaw approved by: _____



BYLAW 2024-24

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND REVISED LAND USE BYLAW 2018-22

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Revised Land Use Bylaw Amendment 2024-24 – Steep Creek.”

INTERPRETATION

- 2 Words defined in revised Land Use Bylaw 2018-22 shall have the same meaning when used in this bylaw.

PROVISIONS

- 3 Revised Land Use Bylaw 2018-22 is amended by this bylaw.
- 4 Subsection a. of section 7.8.1.1 is amended by inserting “include new windows or doors at grade, and that the addition does not” between “does not” and “increase”.
- 5 Section 7.8.4 is amended by adding “and Residual Hazard Zone”.
- 6 Section 7.8.4.1 is amended by inserting “and Residual” between “In Low” and “Hazard Zones”.
- 7 The following sections are repealed: 7.8.6, 7.8.6.1, 7.8.6.2, 7.8.6.3, and 7.8.6.4.
- 8 Section 7.8 is amended by striking out the map in Figure 7.8-1 Steep Creek Hazards Key Map and substituting the map in Schedule A of this bylaw.
- 9 Section 7.8 is amended by striking out the map in Figure 7.8-2 Steep creek study areas.
- 10 Section 7.8 is amended by striking out Maps 1 through 7 and substituting the maps shown in Schedules B through H of this bylaw.
- 11 Section 7.8 is amended by adding Maps 8 and 9 as shown in Schedules I and J of this bylaw.

ENACTMENT/TRANSITION

- 12 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 13 Schedules A through J form part of this bylaw.
- 14 This bylaw comes into force on the date it is passed.

Bylaw approved by: _____

FIRST READING: February 4, 2025

PUBLIC HEARING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk’s Office

Date



Request for Decision

DATE OF MEETING: February 4, 2025 **Agenda #: G 3**

TO: Council

SUBJECT: Steep Creek Updates to the Municipal Development Plan and Land Use Bylaw

SUBMITTED BY: Harry Shnider, Manager, Planning and Development
Jennica Collette, Development Planner

RECOMMENDATION: That Council give first reading to the Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23.

That Council give first reading to Land Use Bylaw Amendment 2024-24.

That Council schedule a single public hearing for Bylaws 2024-23 and 2024-24 on March 4, 2025.

EXECUTIVE SUMMARY

After the steep creek flood events of 2013, policies and rules were included in the Municipal Development Plan (MDP) and Land Use Bylaw (LUB) to protect high-hazard areas of the community from risks associated with these events. Now that the Cougar Creek debris flood retention structure is substantially complete, changes to the MDP and LUB are proposed by administration to acknowledge the relative reduction in flood risk for the Cougar Creek area. Recently completed steep creek hazard assessments for other creeks adjacent to the community inform other proposed changes to the MDP and LUB.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Following the 2013 floods, the Town undertook hazard and risk assessments of all the steep creeks within its municipal boundary. When adopted in 2016, the MDP included specific policy direction for steep creeks. This included: establishing a safety risk tolerance approach to managing steep creeks and identifying steep creek study areas; development hold zones (where the level of risk is unacceptable); and steep creek hazard zones (characterized by three levels of hazard). Supplemental guidance for development in those steep creek areas was provided through the 2016 Steep Creek Policy, which was repealed after the Steep Creek Hazard Overlay was passed in the LUB.

With the adoption of the LUB in 2018, the Steep Creek Hazard Overlay was introduced. The overlay established rules for development located in steep creek hazard areas, steep creek study areas, and development hold zones. The policies of the MDP and regulations in the LUB ensure steep creeks are studied in detail prior to development; areas of high or extreme hazard are avoided; and development in areas of moderate and low hazard is appropriately mitigated.

In conjunction with the MDP and LUB, the Town planned structural hazard mitigation on several creeks through the Mountain Creek Hazard Mitigation Program. The purpose of mitigation is to reduce risks to

existing development in already developed areas to acceptable levels. Several short-term mitigation projects have been completed, and long-term mitigations are being undertaken in order of priority, with the Cougar Creek debris flood retention structure (the “Structure”) being the first project to be undertaken due to high risks to existing development on the Cougar Creek alluvial fan. Construction of the Structure is substantially complete, materially reducing community risks.

A significant portion of the Three Sisters Mountain Village (TSMV) lands, between Three Sisters Creek and Pigeon Creek, are currently identified as steep creek study areas in the LUB overlay. However, through the Three Sisters Village and Smith Creek Area Structure Plan (ASP) process, hazard and risk assessments have been completed for the areas within these ASPs. Administration has reviewed these assessments and has established hazard areas and maps to replace the study areas.

DISCUSSION

Administration has prepared amendments to the Town’s MDP and LUB. The amendments are as follows:

Municipal Development Plan

The bylaw to amend the MDP is provided as Attachment 1. Amendments are proposed to section 3.5 Steep Creeks and 20.4 Steep Creek Development Flow Chart of the MDP:

- Section 3.5.1 revises the description of safety risk tolerance criteria and the accompanying group risk figure. This will simplify the threshold for existing development and contextualize the costs and benefits of planned mitigation.
- The removal of the Development Hold Zone. This zone was intended to be applied to the Cougar Creek area in response to the risk assessment, and to minimize development ahead of structural mitigation. With mitigation for Cougar Creek substantially completed, and no other developed areas in town presenting an unacceptable group risk, the Development Hold Zone will no longer be needed.
- The addition of a Residual Hazard Zone. This zone is intended to be applied to areas that could be inundated if mitigation is overwhelmed or fails. This new Residual Hazard Zone is intended to ensure a minimum level of community resiliency, responding to climate uncertainty and residual risk post-mitigation.

The proposed amendments reflect a revision to safety risk tolerance criteria based on the progression of research on risk tolerance; the removal of the development hold zone which is no longer applicable within the Town; and the addition of the Residual Hazard Zone to reflect the impact of the Cougar Creek structure.

The proposed changes are shown in redline in Attachment 3.

Land Use Bylaw

Amendments are proposed to section 7.8 Steep Creek Hazard Overlay of the LUB and the Hazard Mapping.

An amendment to section 7.8.1.1 a. adds further restrictions for additions to existing buildings in the Steep Creek Hazard Overlay. Currently, additions are not allowed to increase the intensity of use, but an amendment has been added to not allow new windows or doors at grade to further protect future development from a flood event.

Section 7.8.4 is amended to include the Residual Hazard Zone. When developing within a Residual Hazard Zone, the requirements of the Low Hazard Zone will apply, which allows for uses within their current zoning districts to continue without the possibility of intensification or amending the LUB to a more development intensive district. For example, lots within the Residual Hazard Zone that have a land use designation of R-1A (Residential Detached Small-Lot District) would be allowed accessory buildings, accessory dwelling units, detached dwellings, and Home Occupation – Class 1 as permitted uses. Discretionary uses could also be allowed provided they are listed within the appropriate land use district.

Section 7.8.6 Development Hold Zone is removed, since there is no longer a need for this zone within the Town.

Amendments to the Steep Creek Hazard mapping are also proposed. Updates to the Cougar Creek area are based on the residual risk assessment completed post structural mitigation, which significantly reduces the previous hazard zones for most of the existing development in the Cougar Creek area. The updated mapping also includes the new Residual Hazard Zone, which covers the previous hazard zones extents. The current hazard and study areas, between Three Sisters Creek and Pigeon Creek, have also been amended based on the new or updated hazard assessments completed through the Three Sisters Village Area Structure Plan and Smith Creek Area Structure Plan processes. All previous Study Areas are being replaced with new hazard zones.

The bylaw required to implement these changes is provided as Attachment 2. The proposed changes are shown in redline in Attachment 4.

ANALYSIS OF ALTERNATIVES

N/A

FINANCIAL IMPACTS

None

INTEREST HOLDER ENGAGEMENT

Engineering has provided input on the content of the report.

ATTACHMENTS

- 1) Town of Canmore Municipal Development Plan Bylaw Amendment 2024-23 –Steep Creek
- 2) Land Use Bylaw Amendment 2024-24 – LUB Amendment for Steep Creek
- 3) Town of Canmore Municipal Development Plan 2016-03 – Redline Excerpt
- 4) Revised Land Use Bylaw 2018-22 – Redline Excerpt

AUTHORIZATION

Submitted by: Jennica Collette
 Development Planner Date: January 14, 2025

Approved by: Whitney Smithers
 General Manager of Municipal
 Infrastructure Date: January 15, 2025

Approved by: Sally Caudill
 Chief Administrative Officer Date: January 28, 2025

RFD Submitted
 February 4, 2025



BYLAW 2024-23

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND TOWN OF CANMORE MUNICIPAL DEVELOPMENT PLAN 2016-03

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Municipal Development Plan Bylaw Amendment 2024-23 – Steep Creek.”

INTERPRETATION

- 2 Words defined in Town of Canmore Municipal Development Plan Bylaw 2016-03 shall have the same meaning when used in this bylaw.

PROVISIONS

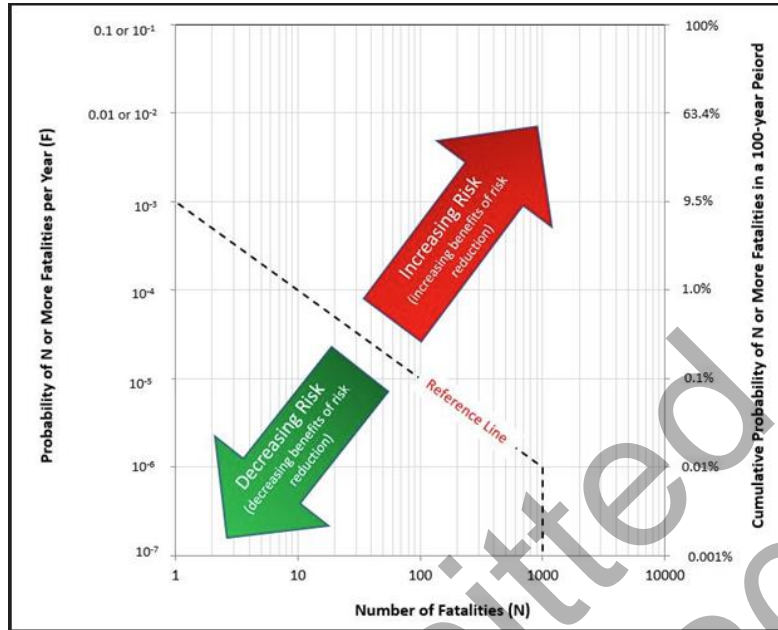
- 3 Town of Canmore Municipal Development Plan Bylaw 2016-03 is amended by this bylaw.
- 4 Section 3.5.1 is amended by striking out the following:
 - a. Group risk is within an acceptable or As Low As Reasonably Practicable (ALARP) range as shown in Figure 1; and
 - b. For new development, the individual risk (PDI) shall not exceed 1:100,000, and
 - c. For existing development, the individual risk (PDI) shall not exceed 1:10,000.

and substituting the following:

- a. For new development:
 - i. Group risk shall be at or below the reference line of Figure 1, and
 - ii. The individual risk (PDI) shall not exceed 1:100,000. For new development, the individual risk (PDI) shall not exceed 1:100,000, and
- b. For existing development:
 - i. Group risk shall be reduced as much as possible to near the reference line of Figure 1, considering cost-benefit and cost-effectiveness of the mitigation.
 - ii. The individual risk (PDI) shall not exceed 1:10,000.

Bylaw approved by: _____

- 5 Section 3.5.1 is amended by striking out the chart in Figure 1 and substituting the following chart:



- 6 Section 3.5.4 is amended by striking out “to within acceptable thresholds” and substituting “at or below the reference line of Figure 1,”.
- 7 Section 3.5.6 is amended by striking out “Development Hold Zone” and by striking out “Hazard Zone” and substituting “Hazard Zones”.
- 8 Section 3.5.11 “DEVELOPMENT HOLD ZONE”, including the title and preamble preceding the section, is repealed.
- 9 The preamble following the title “STEEP CREEK HAZARD ZONE” is amended by assigning section number 3.5.11 and striking out “The level of group risk in Steep Creek Hazard Zones is within the Acceptable or As Low As Reasonably Practicable (ALARP) range as established in section 3.5.1.”
- 10 The un-numbered subsections following “STEEP CREEK HAZARD ZONE” section 3.5.11 are amended by assigning subsections numbers a. through c.
- 11 Section 3.5.11 is amended by adding the following after subsection c.:
- d. Residual – means an area where the hazard has been reduced by way of structural steep creek mitigation but there is still a low residual hazard probability due to potential flood events larger than the design event, or due to failure of structural mitigation.
- 12 Section 20.4 STEEP CREEK DEVELOPMENT FLOW CHART is amended by striking out the flow chart and replacing it with chart shown in Schedule A of this bylaw.

ENACTMENT/TRANSITION

- 13 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 14 Schedule A forms part of this bylaw.
- 15 This bylaw comes into force on the date it is passed.

FIRST READING:

PUBLIC HEARING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

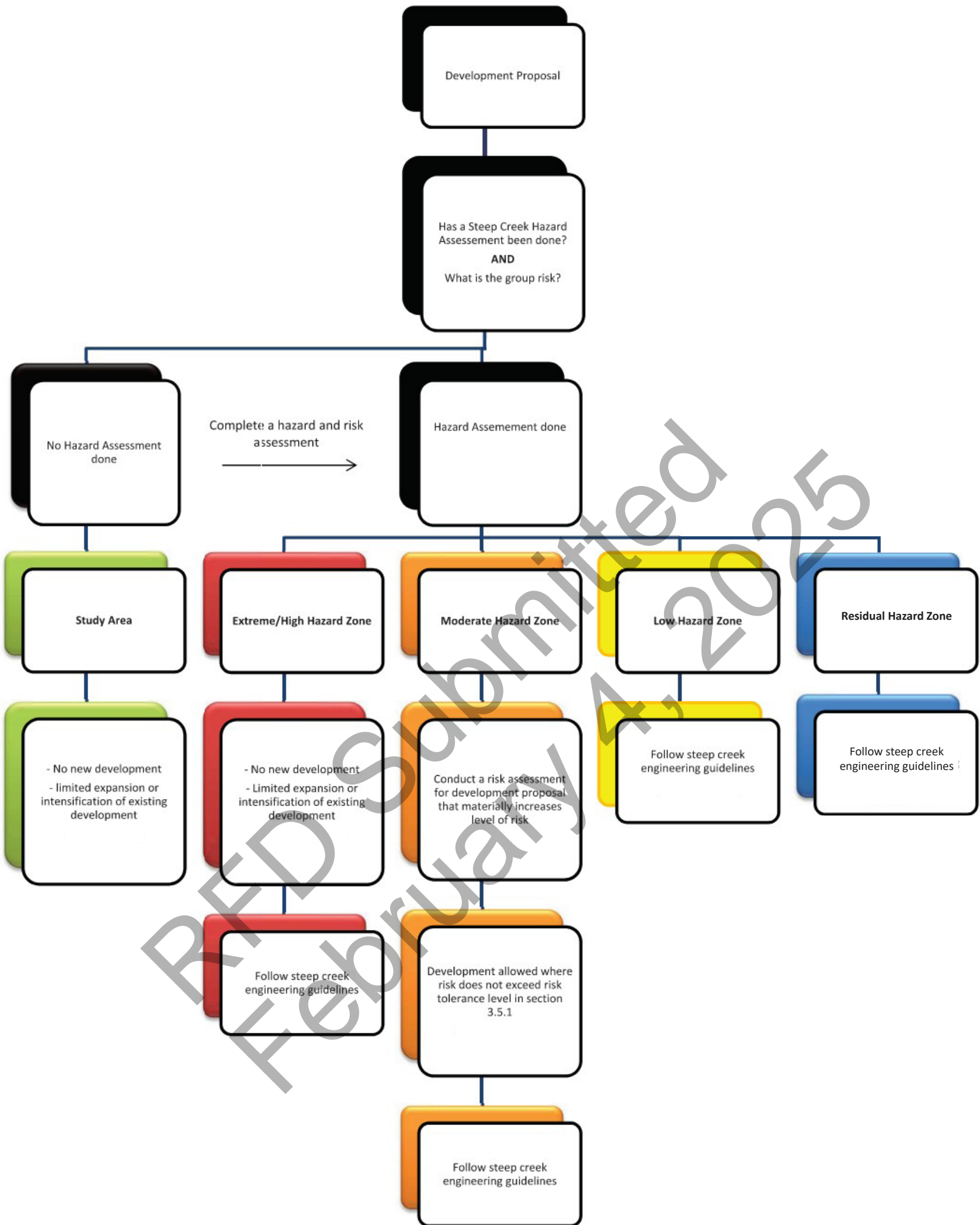
Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk's Office

Date

RFD Submitted February 4, 2025





BYLAW 2024-24

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND REVISED LAND USE BYLAW 2018-22

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Revised Land Use Bylaw Amendment 2024-24 – Steep Creek.”

INTERPRETATION

- 2 Words defined in revised Land Use Bylaw 2018-22 shall have the same meaning when used in this bylaw.

PROVISIONS

- 3 Revised Land Use Bylaw 2018-22 is amended by this bylaw.
- 4 Subsection a. of section 7.8.1.1 is amended by inserting “include new windows or doors at grade, and that the addition does not” between “does not” and “increase”.
- 5 Section 7.8.4 is amended by adding “and Residual Hazard Zone”.
- 6 Section 7.8.4.1 is amended by inserting “and Residual” between “In Low” and “Hazard Zones”.
- 7 The following sections are repealed: 7.8.6, 7.8.6.1, 7.8.6.2, 7.8.6.3, and 7.8.6.4.
- 8 Section 7.8 is amended by striking out the map in Figure 7.8-1 Steep Creek Hazards Key Map and substituting the map in Schedule A of this bylaw.
- 9 Section 7.8 is amended by striking out the map in Figure 7.8-2 Steep creek study areas.
- 10 Section 7.8 is amended by striking out Maps 1 through 7 and substituting the maps shown in Schedules B through H of this bylaw.
- 11 Section 7.8 is amended by adding Maps 8 and 9 as shown in Schedules I and J of this bylaw.

ENACTMENT/TRANSITION

- 12 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 13 Schedules A through J form part of this bylaw.
- 14 This bylaw comes into force on the date it is passed.

Bylaw approved by: _____

FIRST READING:

PUBLIC HEARING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

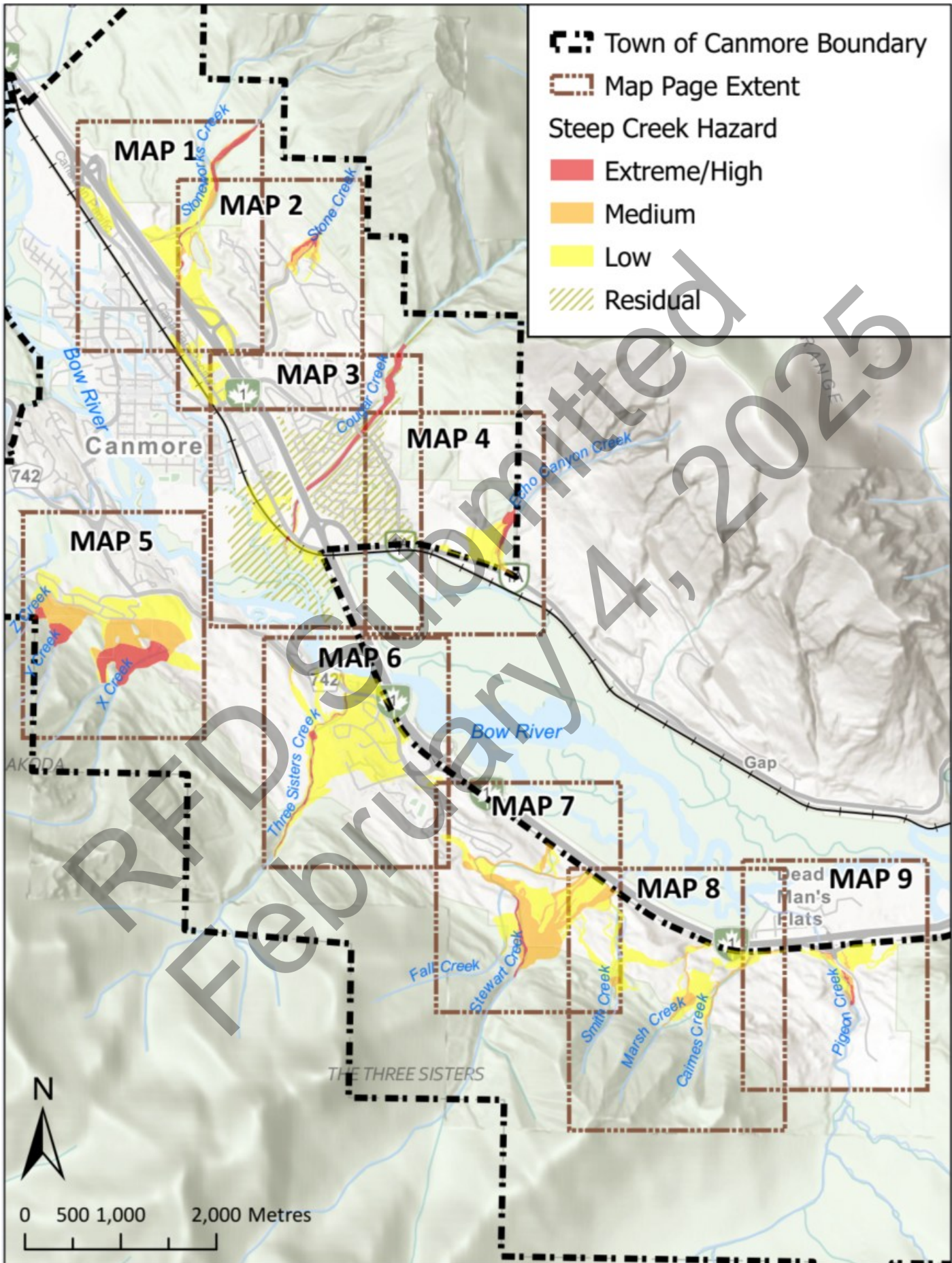
Cheryl Hyde
Manager, Municipal Clerk's Office

Date

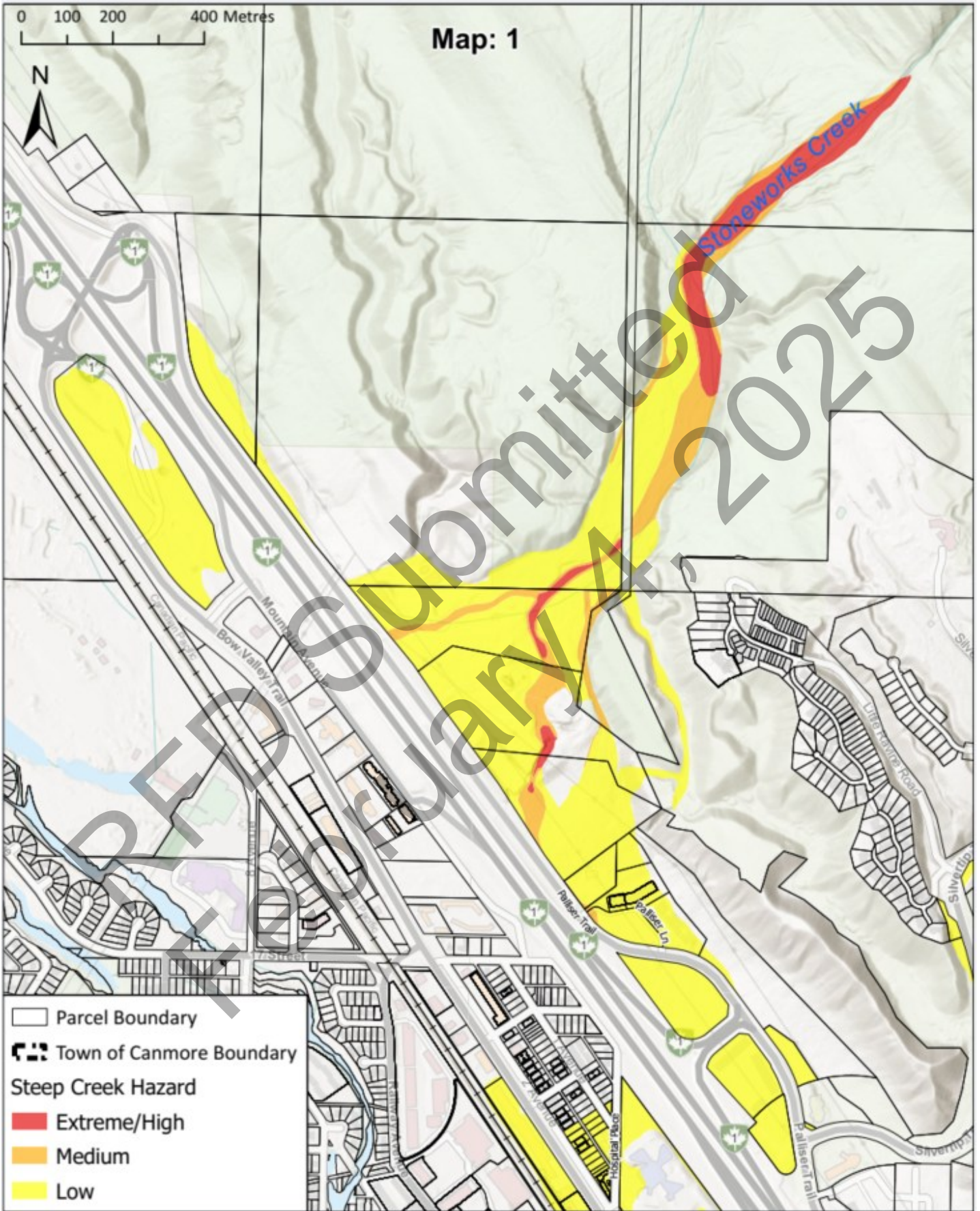
RFD Submitted
February 4, 2025

Bylaw approved by: _____

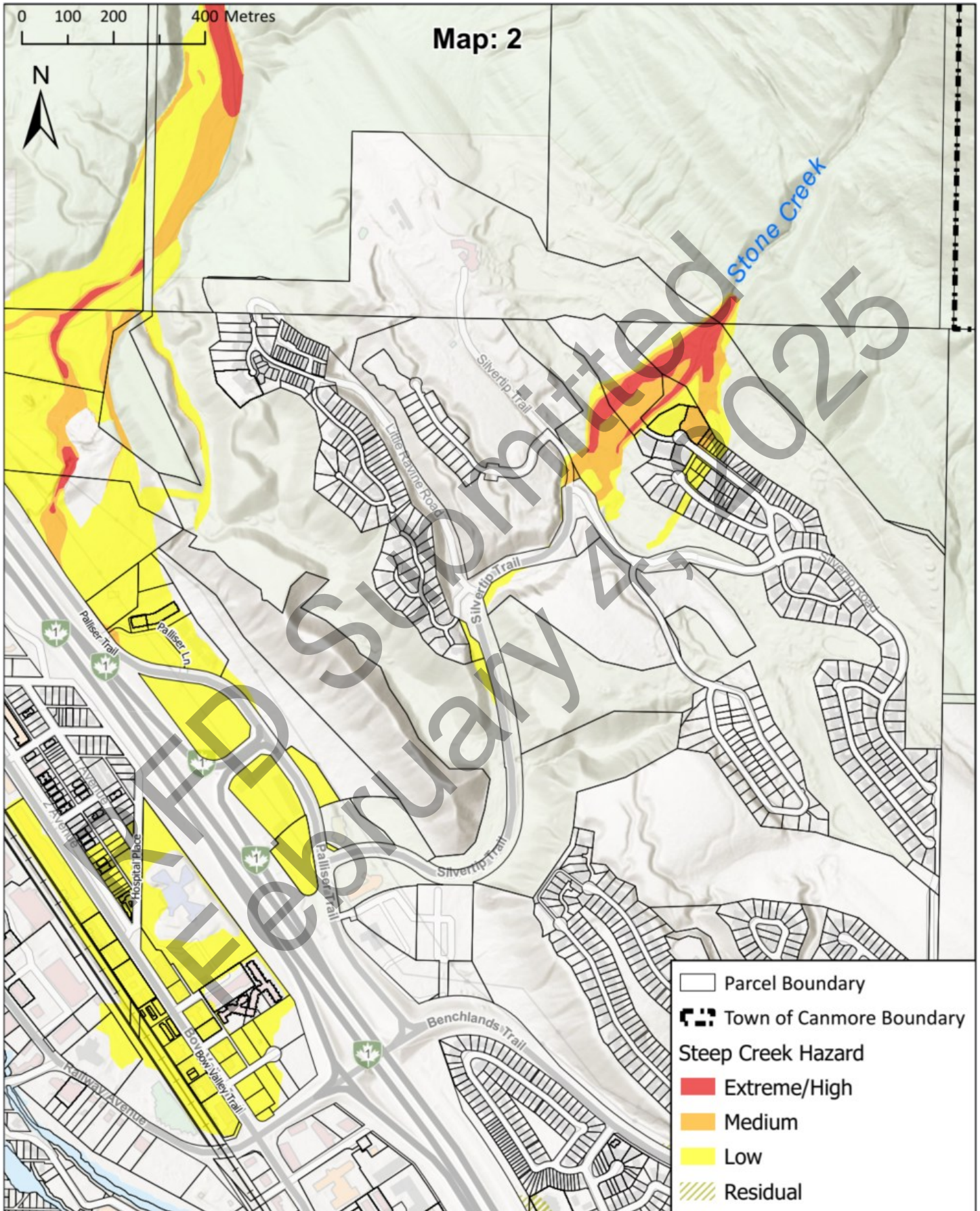
Bylaw 2024-24 Schedule A



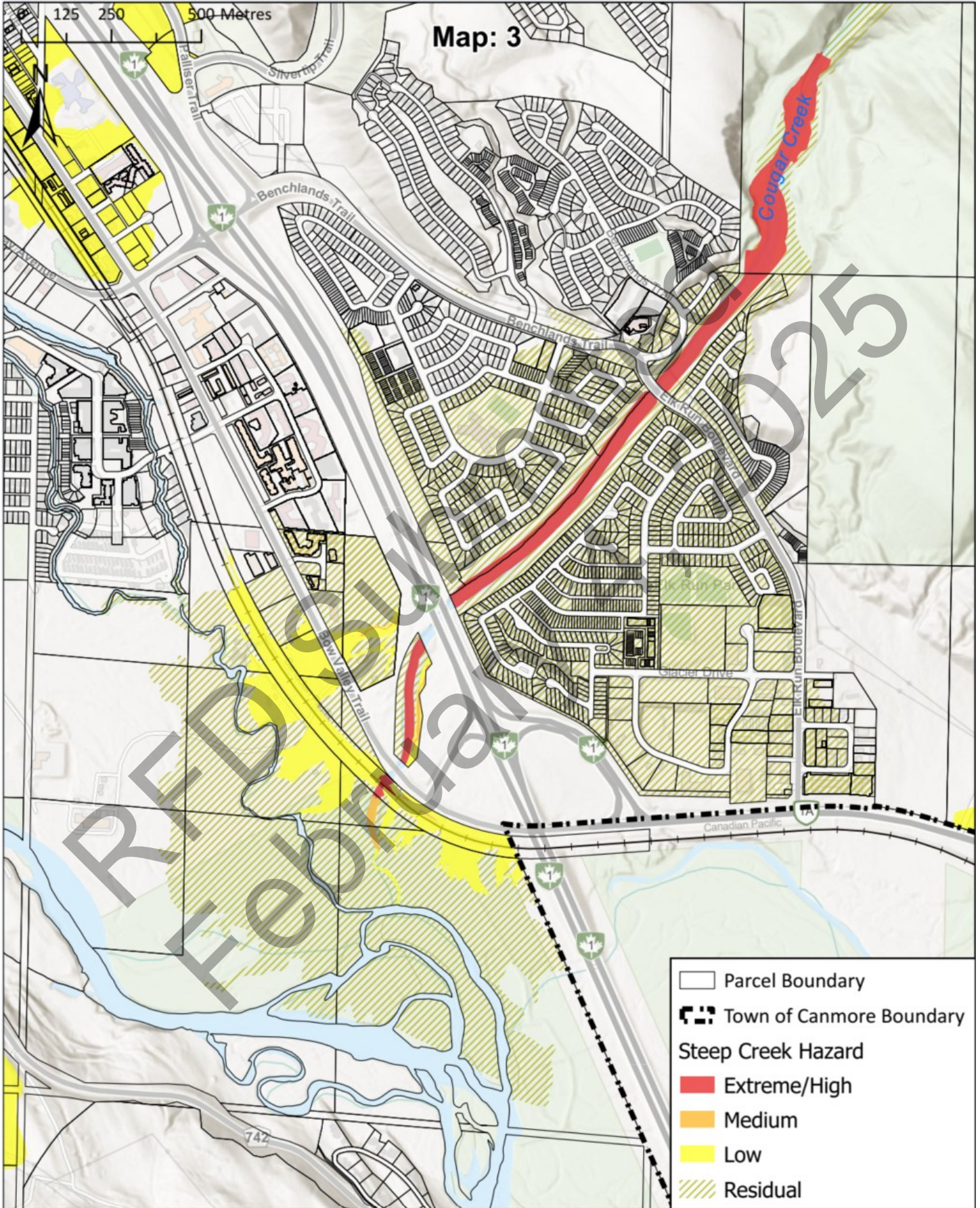
Bylaw 2024-24 Schedule B



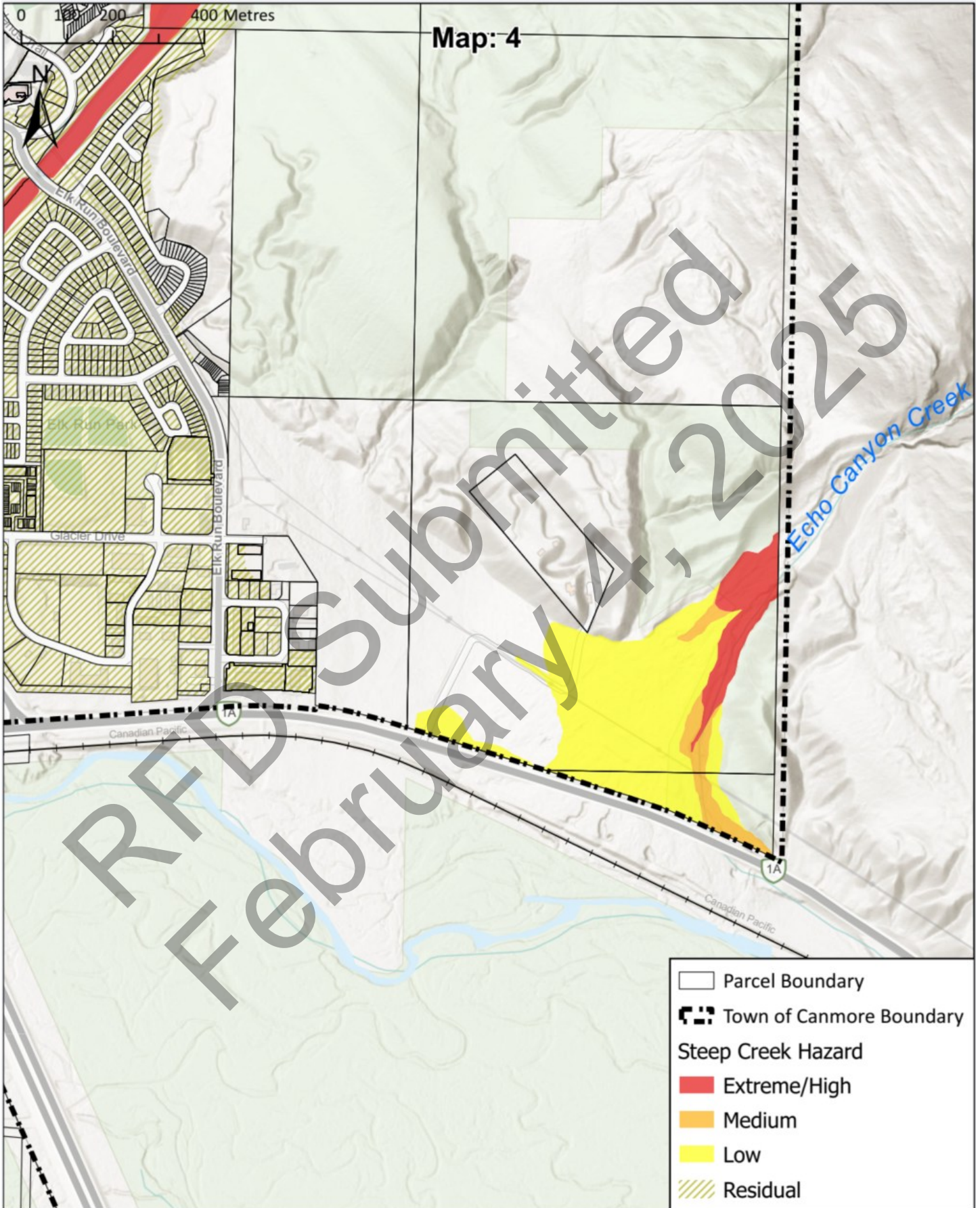
Bylaw 2024-24 Schedule C



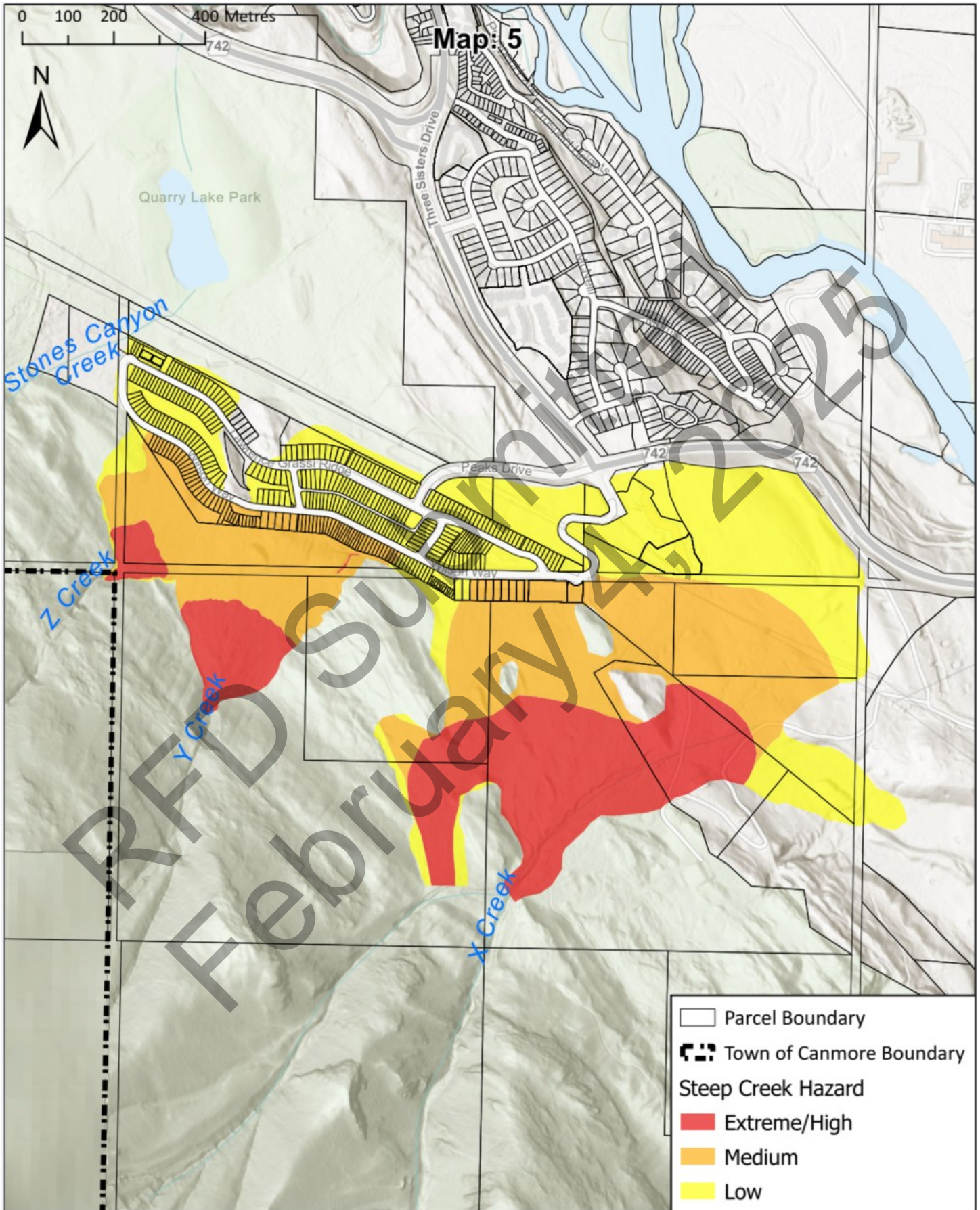
Bylaw 2024-24 Schedule D



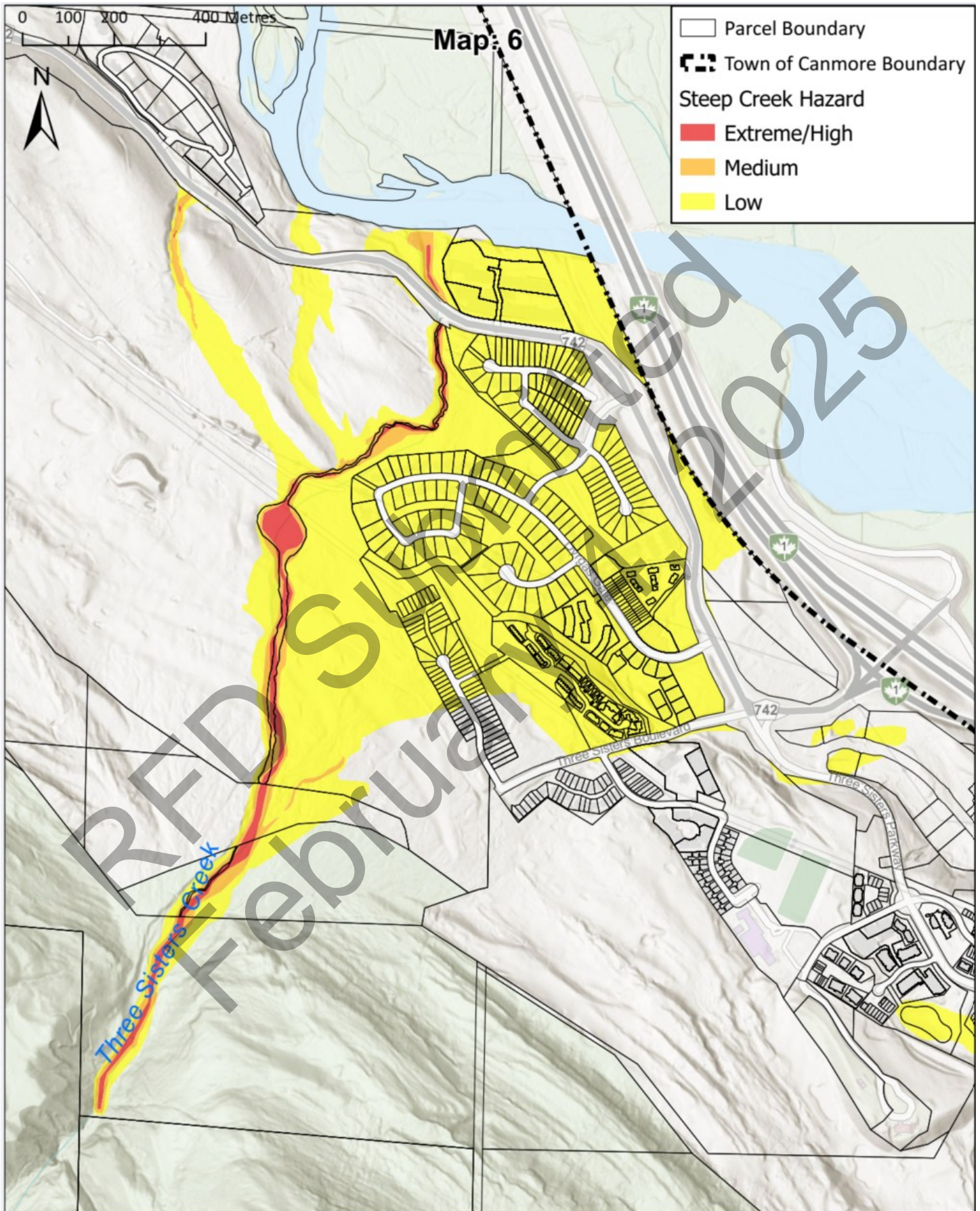
Bylaw 2024-24 Schedule E



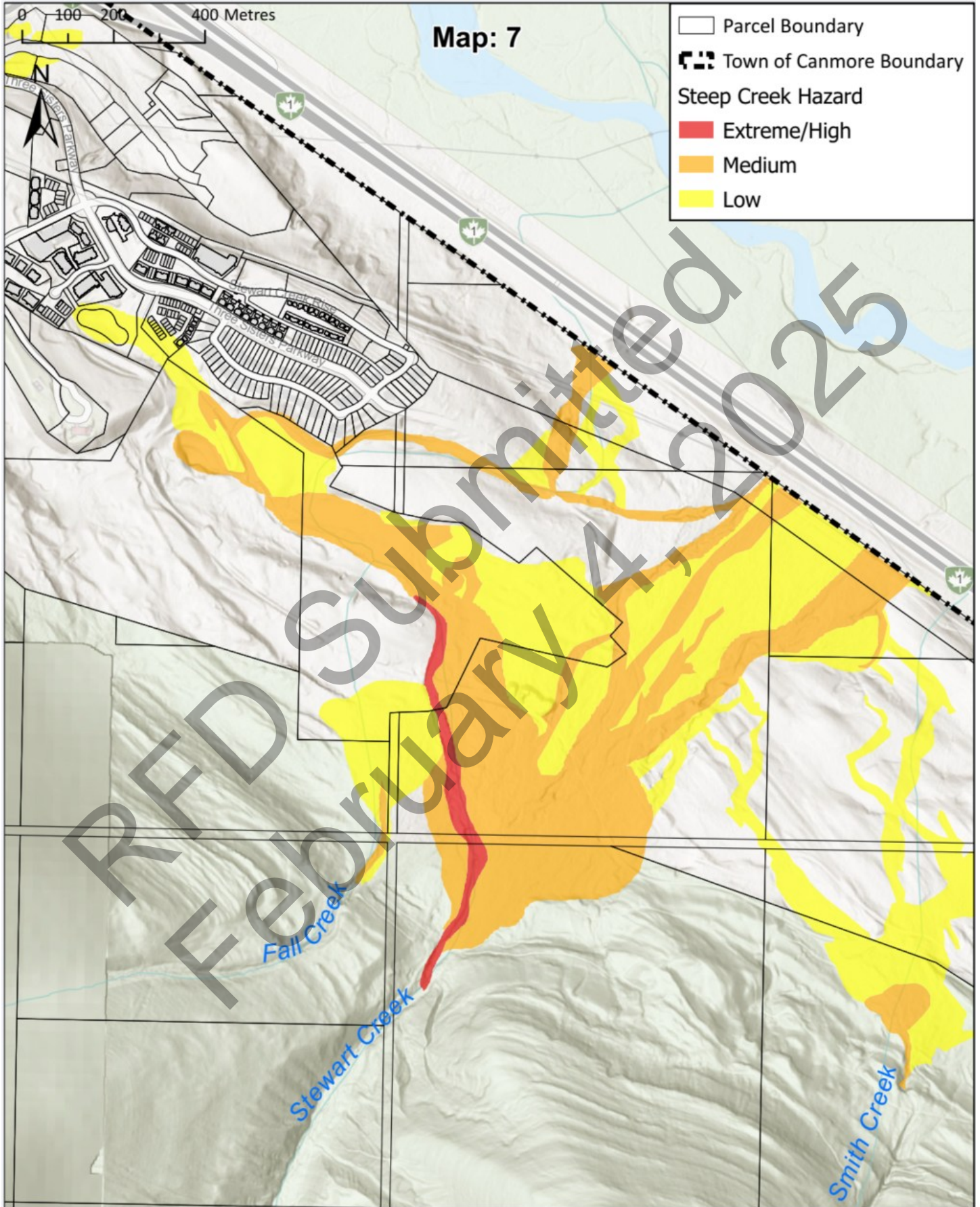
Bylaw 2024-24 Schedule F



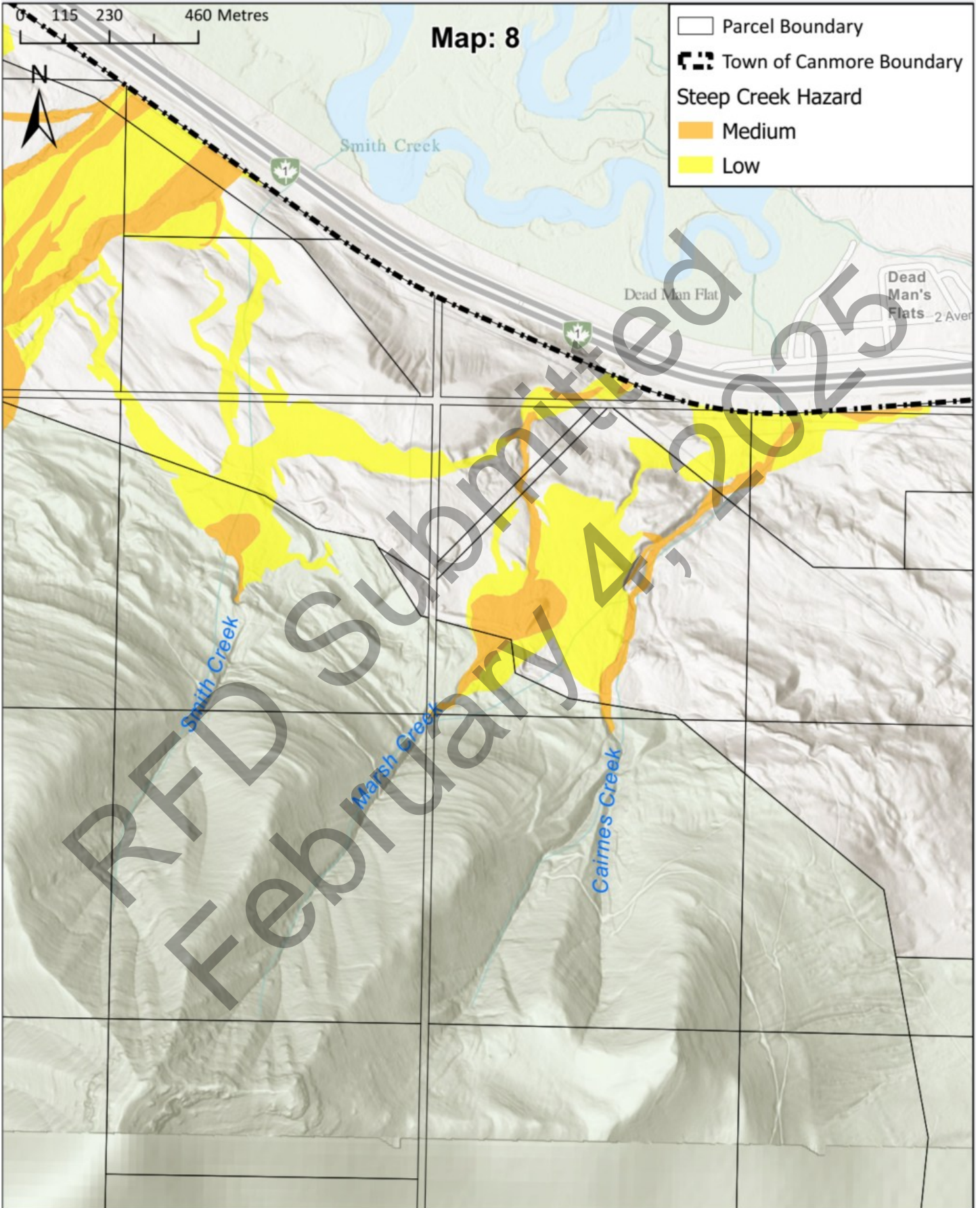
Bylaw 2024-24 Schedule G



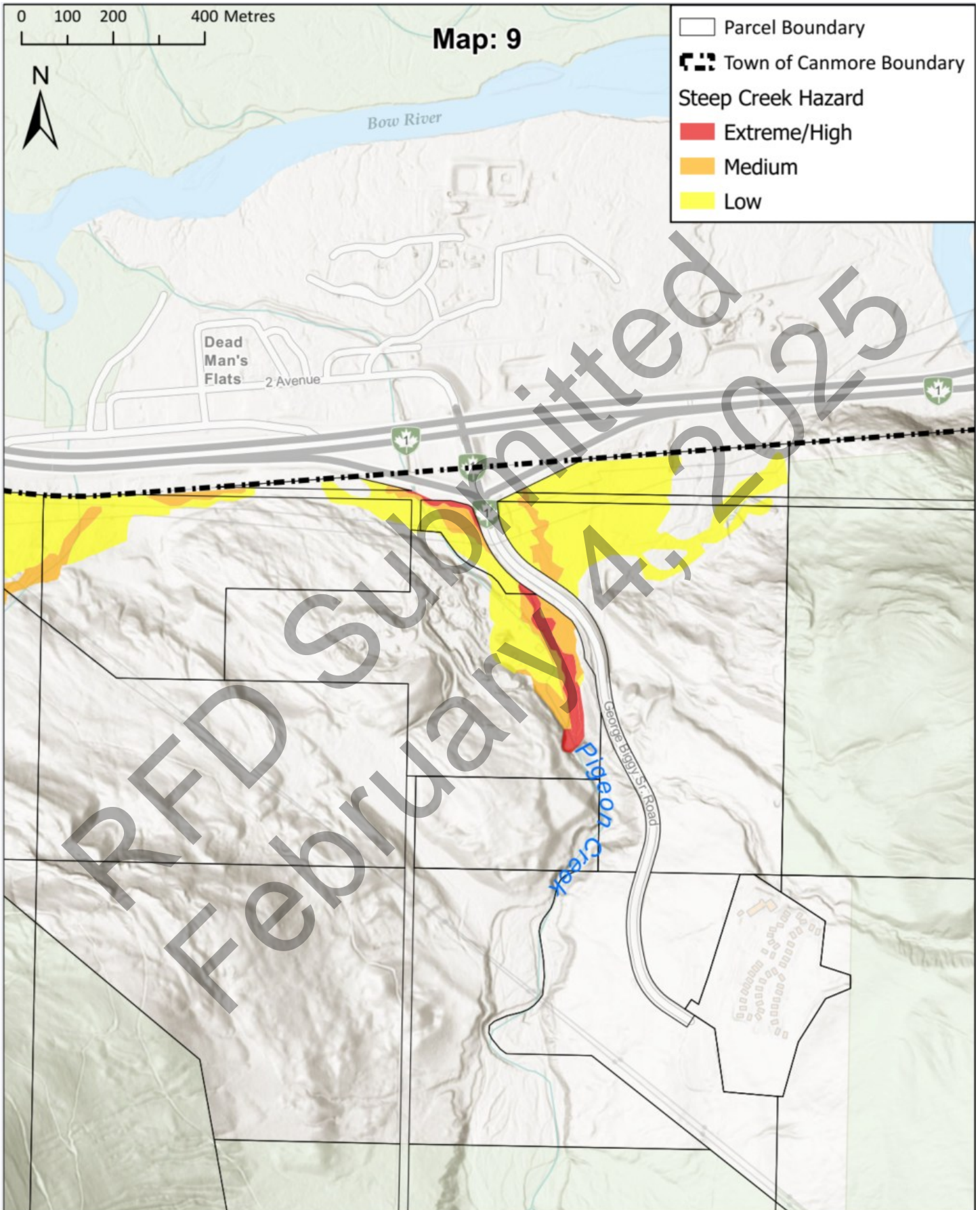
Bylaw 2024-24 Schedule H



Bylaw 2024-24 Schedule I



Bylaw 2024-24 Schedule J



POLICIES

3.1 STEEP SLOPES

- 3.1.1 To encourage development that is sensitive to the natural mountainous landscape and to create safe development, proposals on lands with a slope of 15% or greater or adjacent to an escarpment should align with the Town's *Guidelines for Subdivision and Development in Mountainous Terrain*.

3.2 WELLHEAD PROTECTION

- 3.2.1 In order to protect the Town's municipal drinking water source, uses that could cause groundwater contamination will be prohibited or regulated.

3.3 HIGH GROUNDWATER

- 3.3.1 To protect development from high groundwater levels, habitable floor spaces will be prohibited below the 1:100 year groundwater table elevation.
- 3.3.2 At the area structure plan or area redevelopment plan stage, areas with potential groundwater concerns shall be identified.

3.4 FLOOD RISK AREAS

Due to Canmore's location in the Bow River floodplain, portions of the town are subject to flooding and have been designated as flood hazard areas based on a 100-year flood, as calculated by the Alberta Environment and Parks Flood Hazard Mapping Identification Program. Provincial regulations for development in floodways are currently being developed and may supersede municipal regulations.

- 3.4.1 Development within the areas identified as floodway, flood fringe and overland flow areas shall be designed to protect buildings and habitable spaces in addition to protecting the natural function of waterbodies.
- 3.4.2 Development within the floodway will be limited to uses such as natural parks, trails and essential utilities that do not materially impede the natural function of the floodway.
- 3.4.3 The Town will work with, and advocate to, the Province to maintain appropriate mitigation for the Bow River relative to the risks.

3.5 STEEP CREEKS [2018-27]

The Town has established an approach to the management of steep creeks that integrates both hazard and risk considerations. Risk tolerance criteria are intended to set out the maximum levels of tolerable risks to life for both existing and new development. The two metrics used to measure safety risk include group risk and individual risk.

Group Risk – is the potential for multiple deaths in a single event.

Individual Risk – is the potential for the death of an individual on a specific property in any given year, and is referred to as the Annual Probability of Death of an Individual (PDI).

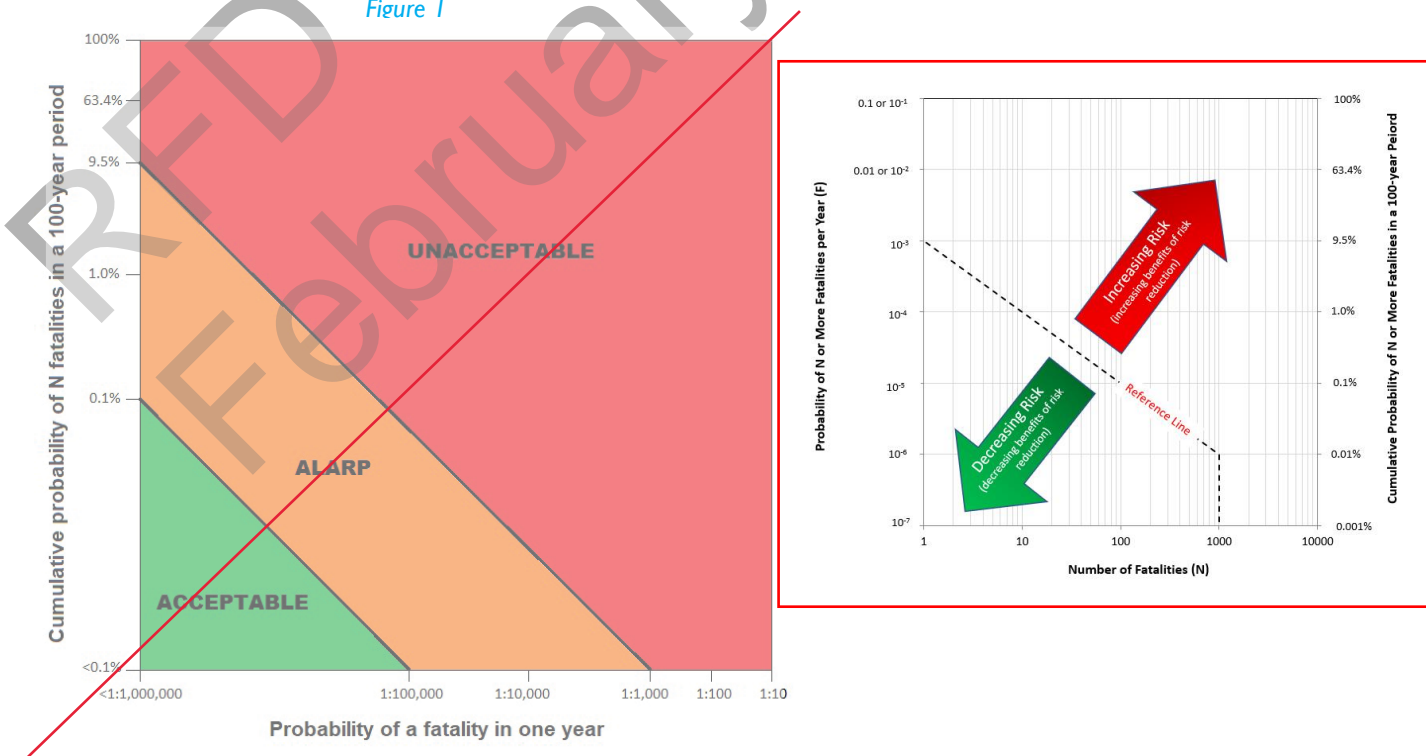
The Town’s objective is to avoid new risk associated with steep creek hazards exceeding these thresholds and reduce existing risk to within these thresholds over time. Steep Creek Study Areas, Development Hold Zones, and Hazard Zones have been established by the Town in order to achieve this.

Safety Risk Tolerance

3.5.1 Canmore’s safety risk tolerance criteria for development impacted by steep creek hazards are established as follows:

- ~~a. Group risk is within an acceptable or As Low As Reasonably Practicable (ALARP) range as shown in Figure 1; and~~
- ~~b. For new development, the individual risk (PDI) shall not exceed 1:100,000, and~~
- ~~c. For existing development, the individual risk (PDI) shall not exceed 1:10,000.~~
- a. **For new development:**
 - i. **Group risk shall be at or below the reference line of Figure 1, and**
 - ii. **The individual risk (PDI) shall not exceed 1:100,000. For new development, the individual risk (PDI) shall not exceed 1:100,000, and**
- b. **For existing development:**
 - i. **Group risk shall be reduced as much as possible to near the reference line of Figure 1, considering cost-benefit and cost-effectiveness of the mitigation.**
 - ii. **The individual risk (PDI) shall not exceed 1:10,000.**

Figure 1



Economic Risk Tolerance

- 3.5.2 Specific economic risk tolerance criteria have not been established for economic risk thresholds as each development proposal will provide unique social and economic benefits. Economic risk assessments will be used to provide context for considering these benefits and to support decision making.

Hazard and Risk Assessment

- 3.5.3 Where Steep Creek hazard and risk is required to be assessed the appropriate method of assessment and level of effort shall be determined by a qualified professional in accordance with the Town's *Engineering Design and Construction Guidelines*, and Provincial regulations or guidelines where they exist. The assessment shall be specific to the type of hazard, the proposed development and local site conditions.

Steep Creek Risk Reduction

- 3.5.4 For new development, passive mitigation such as the avoidance of steep creek hazard areas should be the principal approach employed to avoid or reduce risk. Off-site hazard mitigation may be allowed as an approach to reduce risk ~~to within acceptable thresholds~~ **at or below the reference line of Figure 1**, where it is determined that the use of the land provides a net positive community benefit after consideration of residual risk, long term maintenance and replacement of mitigation, and the capital cost of mitigation is borne by the developer.
- 3.5.5 In cases where mitigation constructed for new development is to the benefit of other parties, cost sharing and other funding mechanisms will be explored and considered, in prior consultation with the other parties.

Development Proposals

- 3.5.6 The flow chart in Appendix 20.4 (Figure 2) shows the process for evaluating development proposals within a Steep Creek Study Area, ~~Development Hold Zone~~ and Hazard Zones.
- 3.5.7 A development or steep creek hazard mitigation shall not cause any material adverse impact on other properties without written consent of the landowner.
- 3.5.8 Mitigation, whether active or passive, local or off-site, must be designed and constructed in accordance with the Town's *Engineering Design and Construction Guidelines*.

STEEP CREEK STUDY AREA

A Steep Creek Study Area is the area in and around steep creeks for which a hazard and risk assessment has not been completed and for which it can be reasonably expected that a hazard exists.

Development in a Steep Creek Study Area

- 3.5.9 For development proposals within a Steep Creek Study Area, a comprehensive hazard and risk assessment must be completed and a hazard map shall be prepared. Upon acceptance of the hazard and risk assessments, development will be managed in accordance with the policies and regulations of Steep Creek Hazard Zones.

Infrastructure

3.5.10 The development of municipal infrastructure by a private developer shall not be allowed in a Steep Creek Study Area prior to the completion and acceptance of a hazard assessment.

~~DEVELOPMENT HOLD ZONE~~

~~A Development Hold Zone is an area where a steep creek hazard and risk assessment has been completed and accepted by the Town, and the level of group risk is determined to be Unacceptable in accordance with the established risk tolerance level in section 3.5.1.~~

~~3.5.11 Where mitigation has been constructed and an updated hazard and risk assessment determines that the risk is within an Acceptable or ALARP range for group risk, the Development Hold Zone shall be removed. Development will be regulated in accordance with the policies and regulations of Steep Creek Hazard Zones for any post-mitigation hazard that remains.~~

STEEP CREEK HAZARD ZONE

3.5.11 Steep Creek Hazard Zones are areas characterized by varying intensities of a steep creek hazard based on the outcomes of a hazard and risk assessment. ~~The level of group risk in Steep Creek Hazard Zones is within the Acceptable or As Low As Reasonably Practicable (ALARP) range as established in section 3.5.1.~~

Steep Creek Hazard Zones include:

- a. **Extreme/High** – means an area characterized by very fast flowing and deep water and debris which can cause severe building structural damage, severe sediment and water damage, and is dangerous to people in buildings, on foot or in vehicles.
- b. **Moderate** – means an area characterized by fast flowing but mostly shallow water and debris which can cause moderate building structural damage and a high likelihood of major sediment and/or water damage. Can be potentially dangerous to people of the first floor or the basement of buildings, on foot or in vehicles.
- c. **Low** – means an area characterized by slow flowing shallow or deep water with little or no debris in which there is a high likelihood of water damage to buildings. In areas with higher water depths, can be potentially dangerous to people in buildings, on foot or in vehicles.
- d. **Residual** – means an area where the hazard has been reduced by way of structural steep creek mitigation but there is still a low residual hazard probability due to potential flood events larger than the design event, or due to failure of structural mitigation.

Critical Facilities

3.5.12 Critical facilities such as schools, hospitals, emergency services or essential municipal utilities should not be located within Steep Creek Hazard Zones.

Infrastructure

3.5.13 Municipal infrastructure in Steep Creek Hazard Zones must be designed by a qualified professional and constructed in accordance with the Town's *Engineering Design and Construction Guidelines*.

Emergency Access and Egress

- 3.5.14 Subdivision and development proposals within a Steep Creek Hazard Zone shall ensure adequate access and egress to all affected properties in the event of a debris flood or flow.

3.6 WILDFIRE

The Town recognizes the threats of wildfire to development and has undertaken the *Bow Valley Wildland/Urban Interface Plan (2000)* and the updated *FireSmart Mitigation Strategy (2010)*. These plans identify the wildfire hazard and risk in and adjacent to Canmore, and provides mitigation options for development based on FireSmart principles.

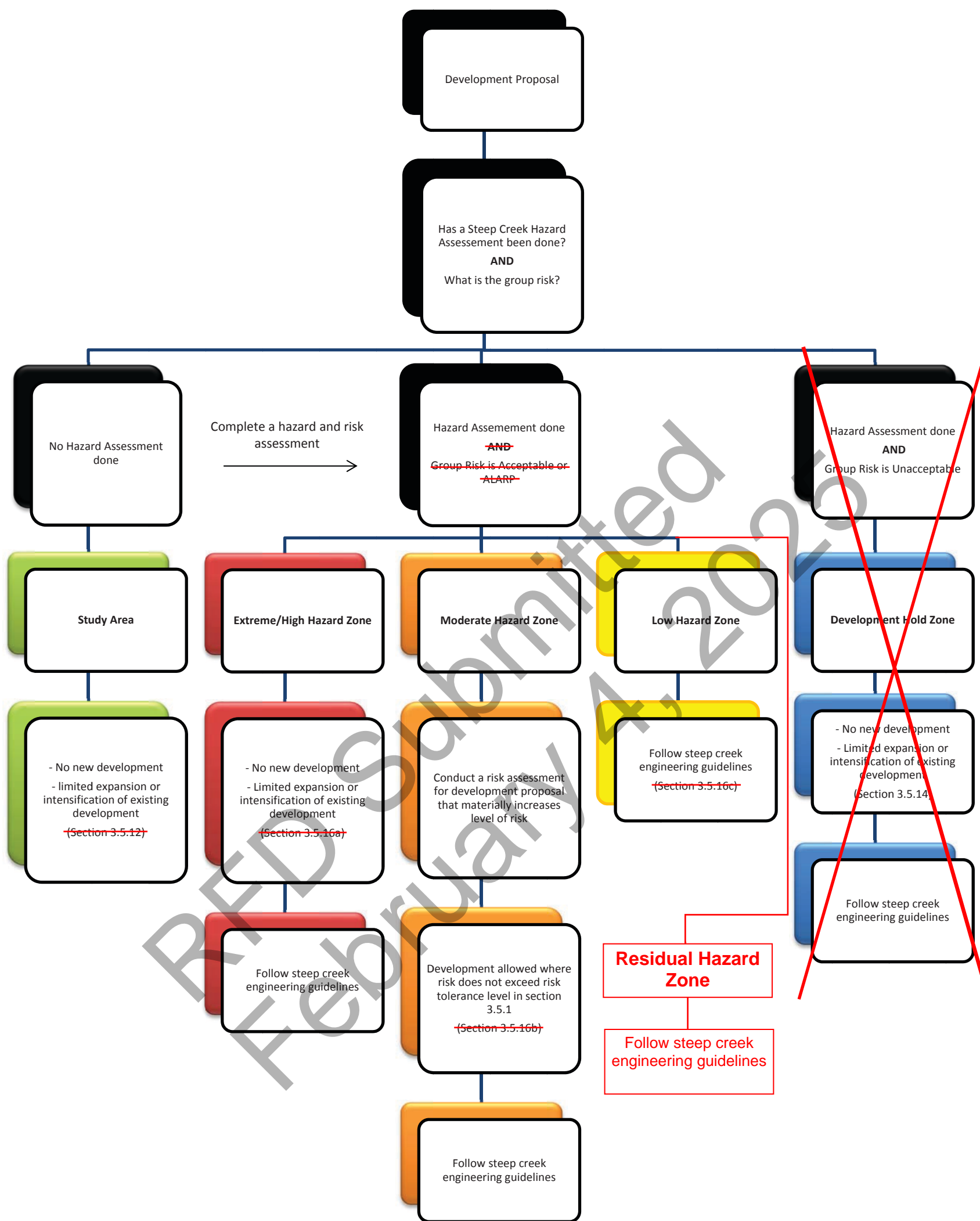
- 3.6.1 An applicant for a subdivision or development proposal within or adjacent to high and moderate wildfire hazard areas may be required to undertake a wildfire risk assessment, prepared by a qualified professional.
- 3.6.2 A wildfire risk assessment shall include, but not be limited to the following:
- the present wildfire hazard assessment,
 - proposed structural, vegetation management and infrastructure development standards, and
 - recommendations to reduce the wildfire hazard to development.
- 3.6.3 Subdivision and development proposals considered to be located within or adjacent to a high wildfire hazard area should align with *FireSmart: Protecting Your Community from Wildfire* design principles. Approvals of such proposals may include conditions that require the implementation of FireSmart principles and fire prevention measures.

3.7 UNDERMINING

- 3.7.1 Development on undermined lands within the Three Sisters Resorts NRCB decision area as shown on Map 3 – Undermining Regulation Area is covered by the *Canmore Undermining Review Regulation 34/2020*. All third party liability issues with development in these areas accrue to the Province in accordance with the *Canmore Undermining Exemption from Liability Regulation 113/1997* and the Town is indemnified pursuant to the *Canmore Undermining Indemnity Regulation 112/97*.
- 3.7.2 Unacceptable undermining risk or liability outside of these designated lands as shown on Map 3, including unacceptable risks on municipal infrastructure, will not be allowed or assumed by the Town unless the developer provides undermining reporting and certification prepared by qualified professionals, and any recommended mitigation is undertaken in accordance with *Canmore Undermining Review Regulation 34/2020* and associated guidelines, to the satisfaction of the Town.

3.8 SETBACKS TO WASTE FACILITIES

- 3.8.1 Development shall be set back from waste facilities in accordance with the *Provincial Subdivision and Development Regulation 43/2002*, as amended from time to time.



7.8 STEEP CREEK HAZARD OVERLAY

Purpose

The purpose of these provisions is to reduce risk to life to an acceptable level, while allowing for the use of land within the defined steep creek hazard zones. Regulations take into consideration both hazard and risk, and are based on the risk tolerance criteria established in the Municipal Development Plan (MDP).

7.8.1 General Regulations

7.8.1.1 For the purposes of this section, development which does not materially increase the hazard or the risk shall be allowed in all Steep Creek Hazard Areas and Steep Creek Study Areas and shall generally include, but not be limited to:

- a. Additions to an existing building, provided the addition does not **include new windows or doors at grade, and that the addition does not** increase the intensity of use;
- b. Repairs or renovations to an existing building;
- c. Construction of additional stories above an existing building, provided the addition does not increase the intensity of use;
- d. Construction, repair or replacement of a deck; and
- e. Landscaping activities that do not alter site grades or increase the hazard to other properties or buildings.

7.8.1.2 All development in the Steep Creek Hazard Overlay shall be designed and constructed in accordance with the Town of Canmore Engineering Design and Construction Guidelines. Development approvals may be granted subject to hazard mitigation in the form of avoidance, resistance and resilience measures, determined on a site-specific basis.

7.8.2 Extreme/High Hazard Zones

7.8.2.1 In an Extreme/High Hazard Zone, only the uses listed below shall be allowed if they are listed as Permitted or Discretionary uses in the underlying Land Use District for which the site is designated:

- a. Accessory Building
- b. Agriculture, Extensive
- c. Athletic and Recreational Facility, Outdoor
- d. Bed and Breakfast
- e. Home Occupation - Class 1
- f. Home Occupation - Class 2
- g. Open Space
- h. Public Utility
- i. Sign
- j. Wildlife Corridor
- k. Wildlife Habitat Patch

07 DEVELOPMENT OVERLAYS

7.8.2.2 Bed and Breakfast developments shall not be permitted to operate during the high hazard flood season from May 15 to June 30, annually.

7.8.2.3 Notwithstanding Subsection 1.16, a non-conforming building that is damaged or destroyed greater than 75% of the value of the building above its foundation shall be allowed to be repaired or rebuilt.

7.8.3 Moderate Hazard Zone

7.8.3.1 In a Moderate Hazard Zone, only those uses listed as Permitted or Discretionary in the underlying land use district for which the site is designated shall be allowed where a Site Specific Steep Creek Risk Assessment prepared for the development is within the risk tolerance criteria.

7.8.3.2 Operation of a Bed and Breakfast development in the Moderate Hazard Zone during the period of May 15 to June 30 shall only be allowed where the results of a Site Specific Steep Creek Risk Assessment are within the risk tolerance criteria.

7.8.4 Low Hazard Zone and Residual Hazard Zone

7.8.4.1 In Low **and Residual** Hazard Zones, only those uses listed as Permitted or Discretionary in the underlying land use district for which the site is designated shall be allowed.

7.8.4.2 At the discretion of the Development Authority, where a development proposal may result in significant damage to buildings or economic losses in the case of an event, the applicant may be required to submit a Site Specific Steep Creek Risk Assessment, to evaluate the development and proposed on-site mitigations.

7.8.5 Steep Creek Study Areas

7.8.5.1 In a Steep Creek Study Area, only the uses listed below shall be allowed, provided they are listed as Permitted or Discretionary in the underlying land use district for which the site is designated:

- a. Accessory Building
- b. Agriculture, Extensive
- c. Athletic and Recreational Facility, Outdoor
- d. Open Space
- e. Public Utility
- f. Sign
- g. Wildlife Corridor
- h. Wildlife Habitat Patch

~~**7.8.6 Development Hold Zone**~~

~~7.8.6.1 In a Development Hold Zone, only the uses listed below shall be allowed, so long as they are listed as Permitted or Discretionary in the underlying land use district for which the site is designated:~~

- a: ~~Accessory Building~~
- b: ~~Athletic and Recreational Facility, Outdoor~~
- c: ~~Bed and Breakfast~~
- d: ~~Home Occupation – Class 1~~
- e: ~~Home Occupation – Class 2~~
- f: ~~Open Space~~
- g: ~~Public Utility~~
- h: ~~Sign~~
- i: ~~Wildlife Corridor~~
- j: ~~Wildlife Habitat Patch~~

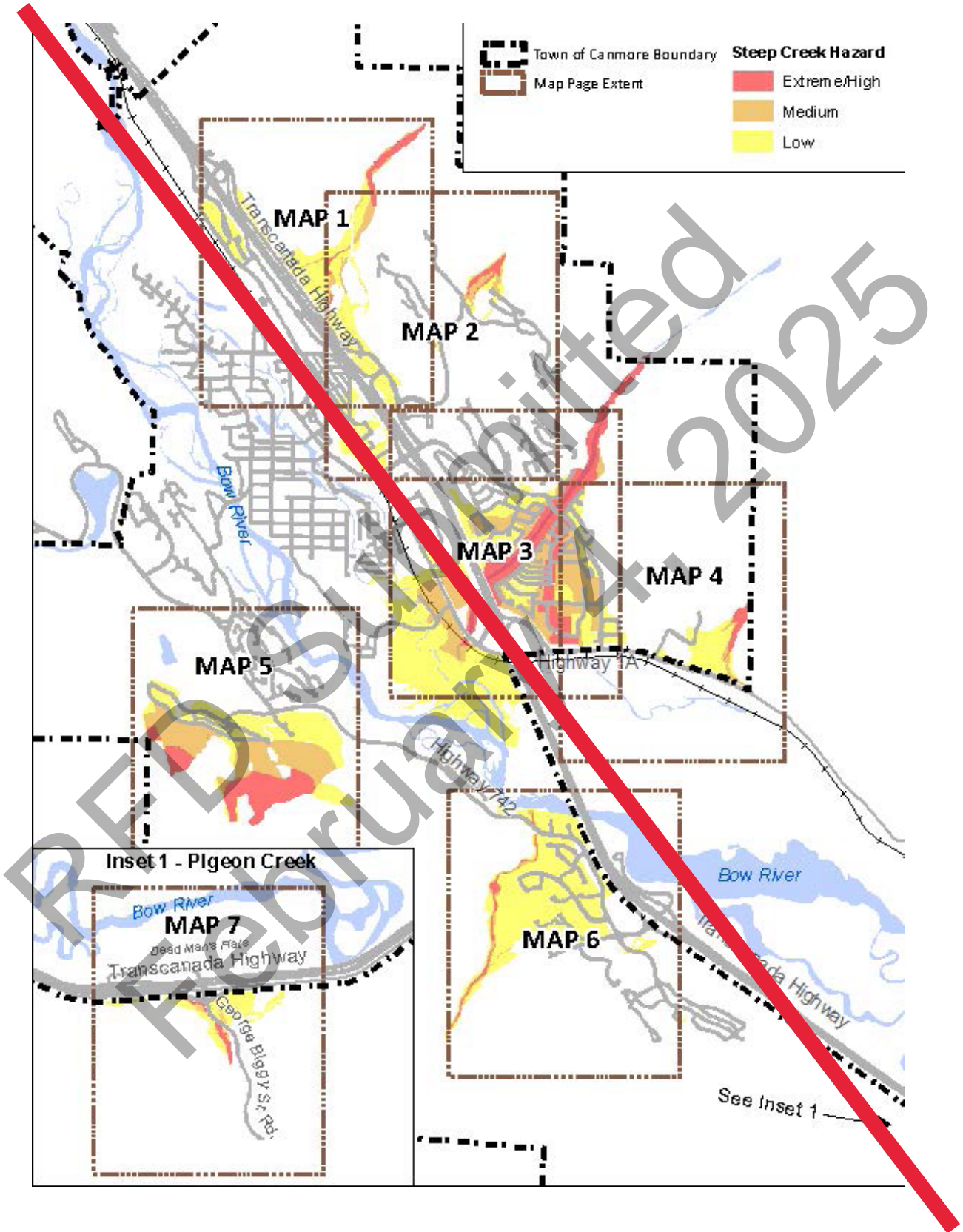
~~7.8.6.2 At the discretion of the Development Authority, where a development proposal may result in significant damage to buildings or economic losses in the case of an event, the applicant may be required to submit a Site Specific Steep Creek Risk Assessment, specifically related to economic risk, to evaluate the development and proposed on-site mitigations~~

~~7.8.6.3 Bed and Breakfast developments shall not be permitted to operate during the high hazard flood season from May 15 to June 30, annually.~~

~~7.8.6.4 Notwithstanding Subsection 1.16, a non-conforming building that is damaged or destroyed greater than 75% of the value of the building above its foundation shall be allowed to be repaired or rebuilt.~~

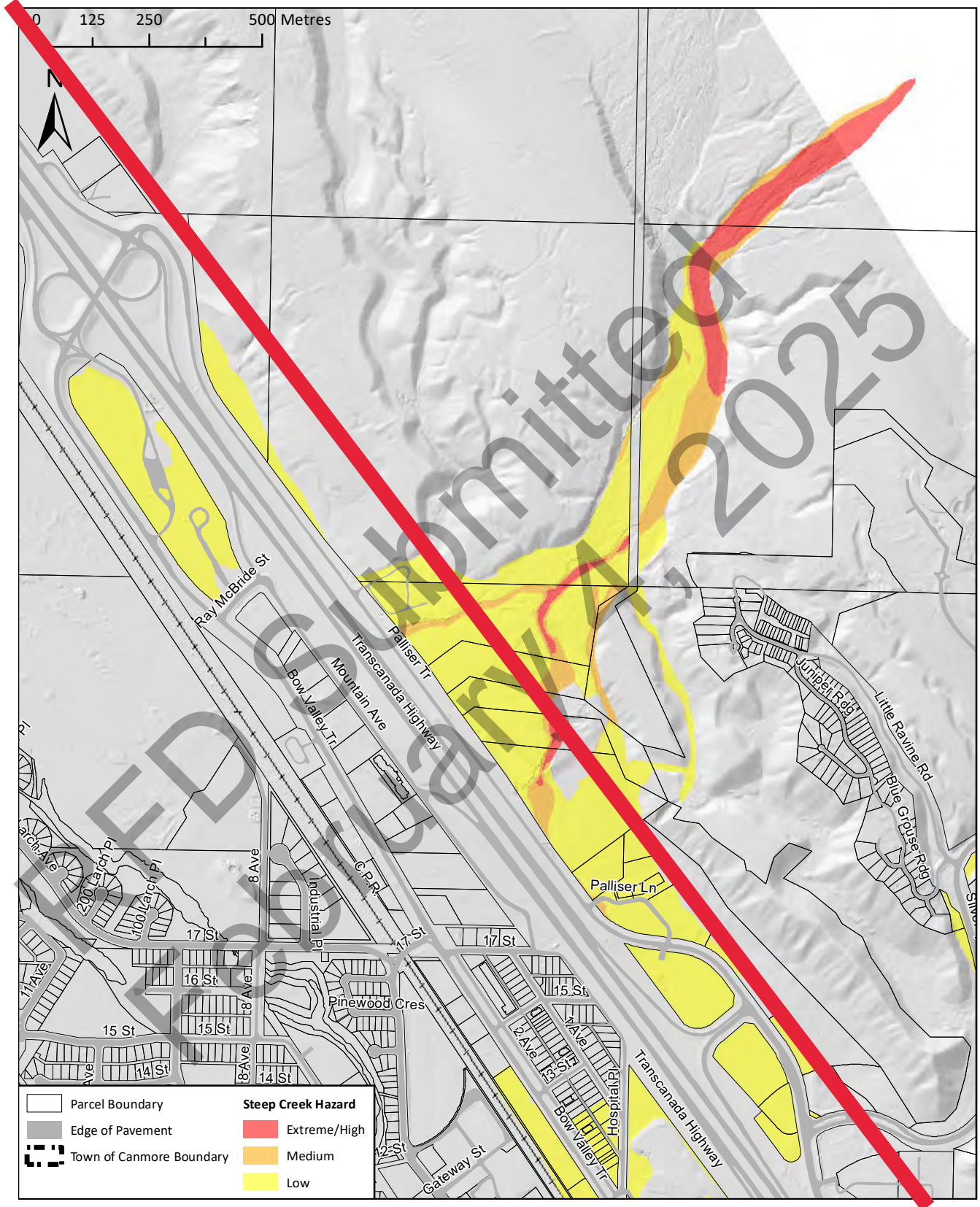
07 DEVELOPMENT OVERLAYS

Figure 7.8-1 Steep Creek Hazards Key Map



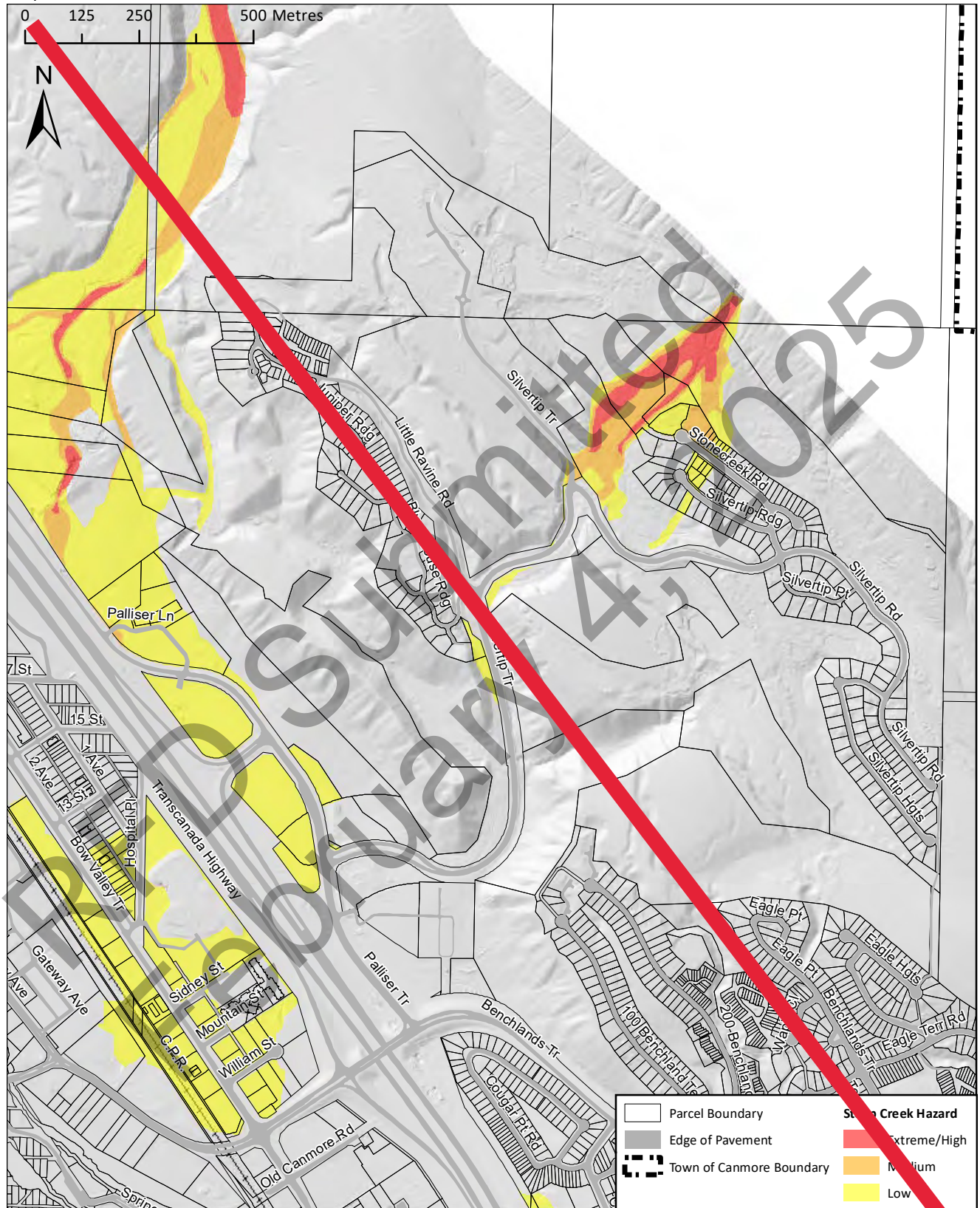
07 DEVELOPMENT OVERLAYS

Map 1

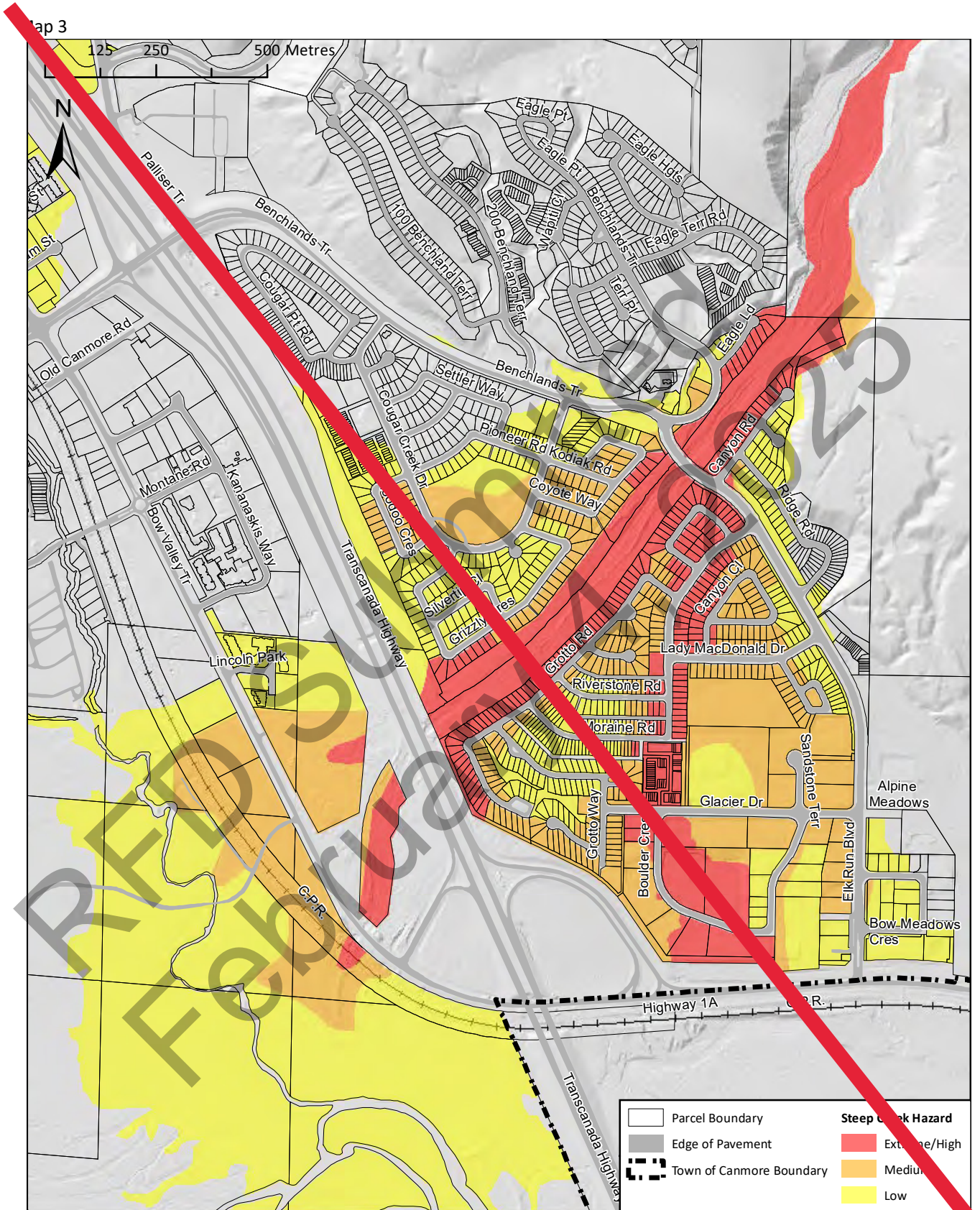


07 DEVELOPMENT OVERLAYS

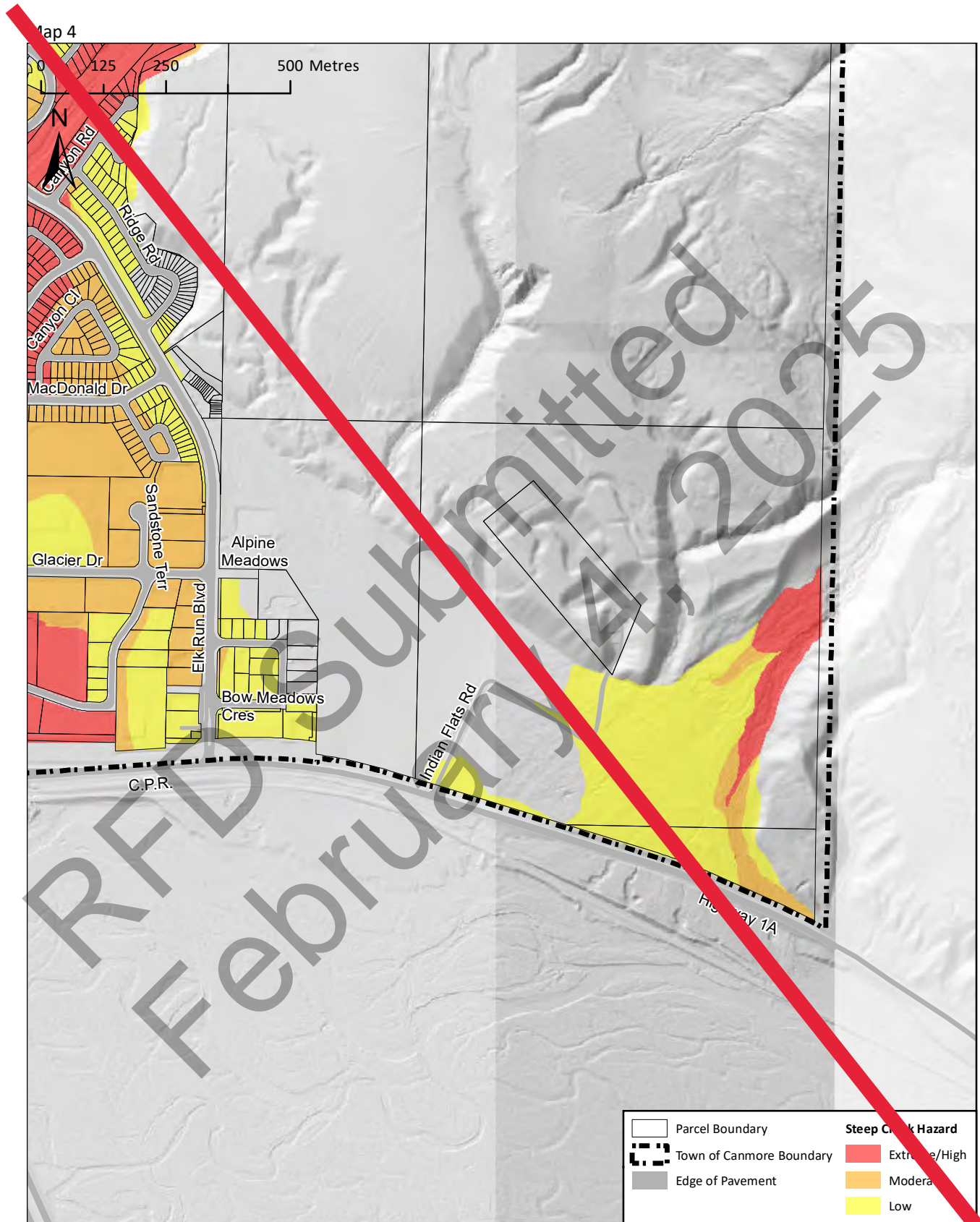
Map 2



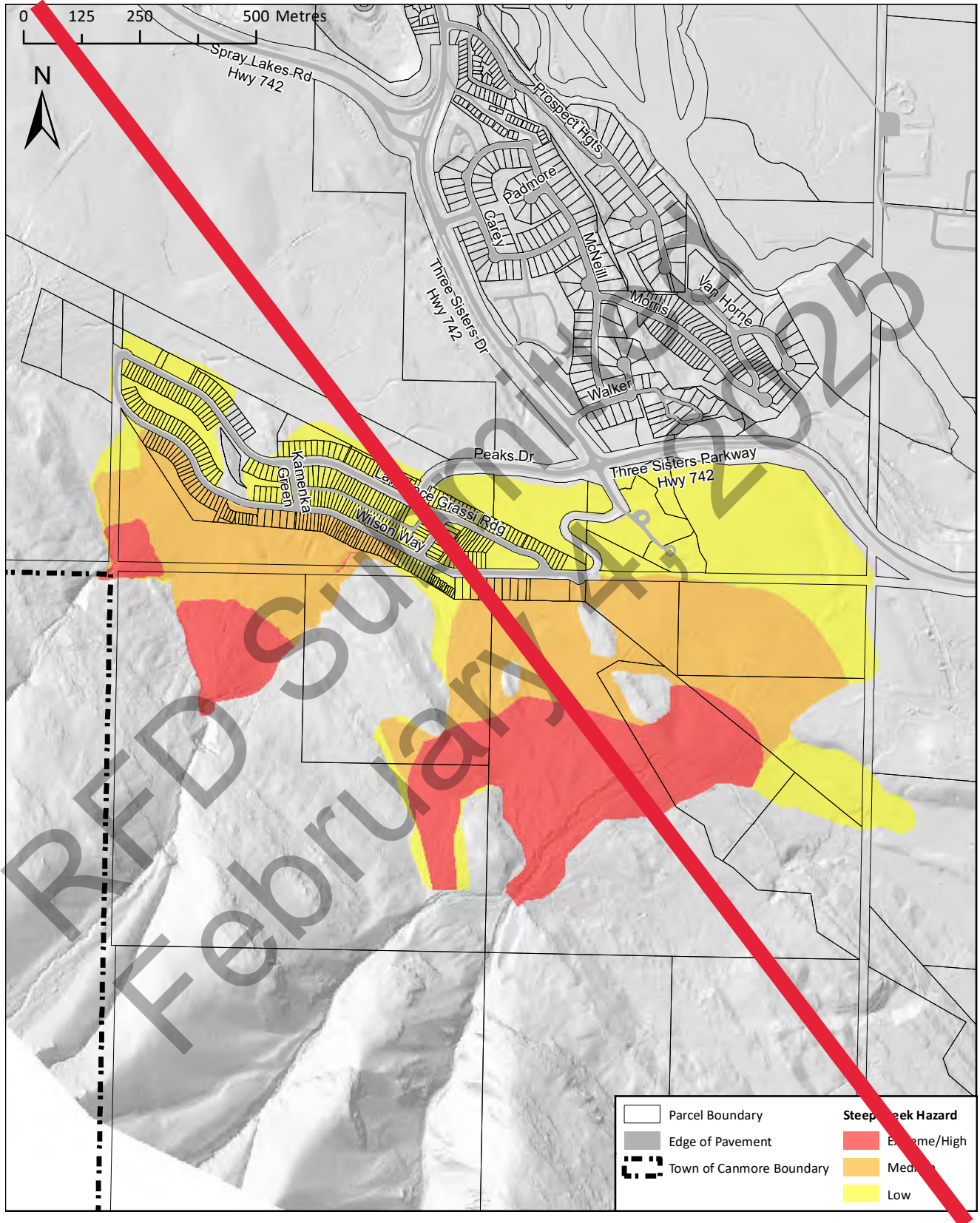
07 DEVELOPMENT OVERLAYS



07 DEVELOPMENT OVERLAYS



Map 5



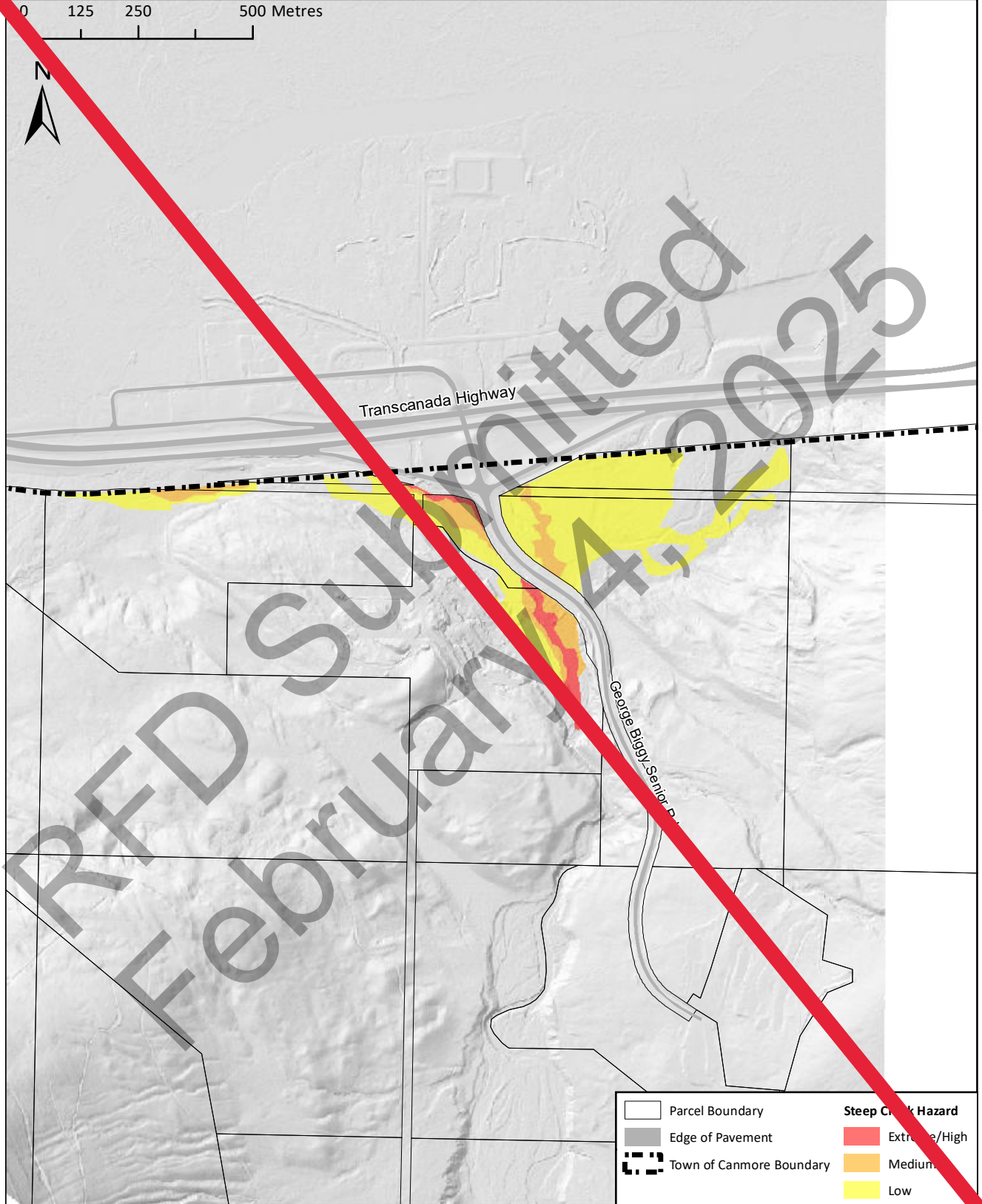
07 DEVELOPMENT OVERLAYS

Map 6



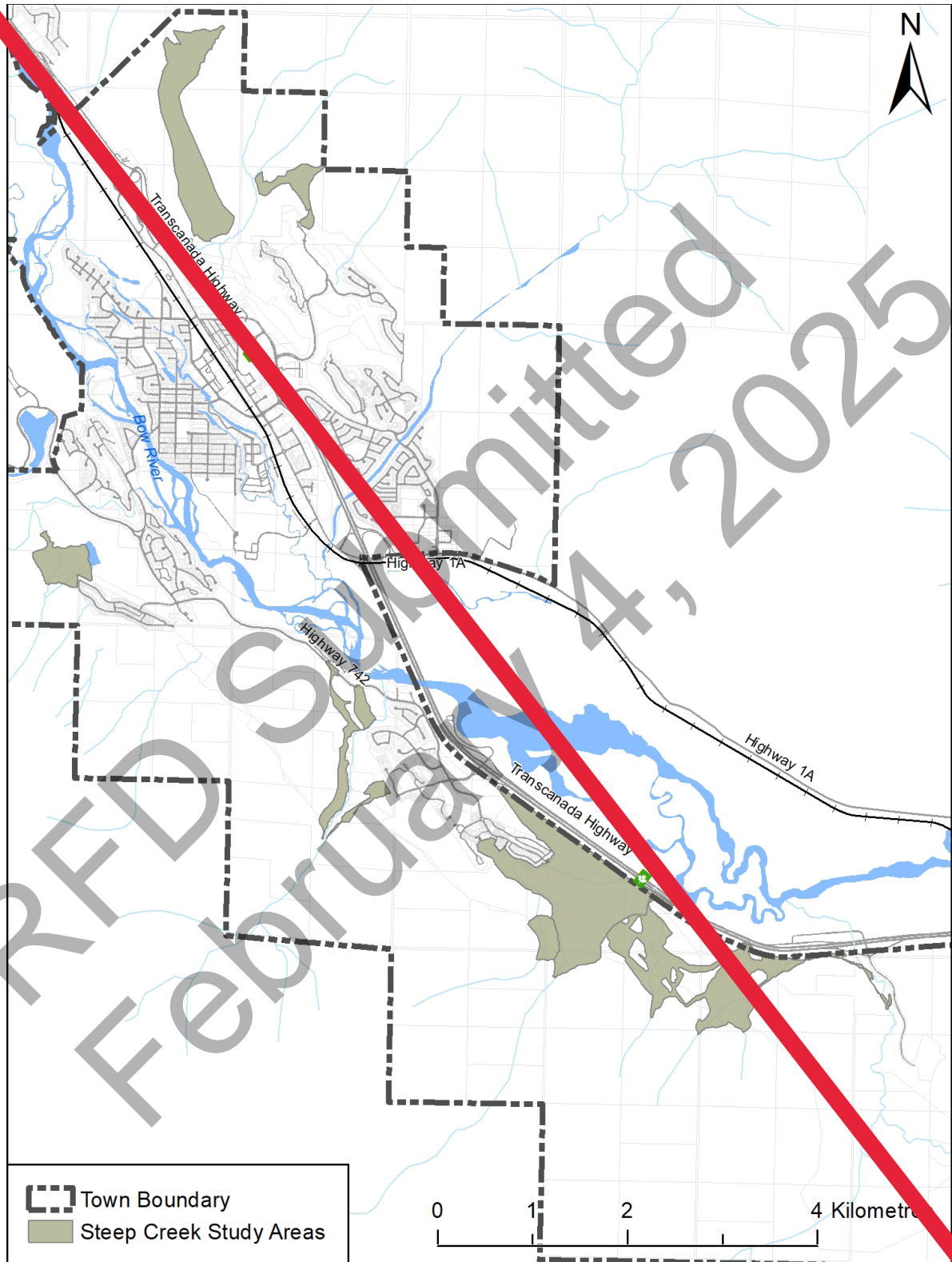
07 DEVELOPMENT OVERLAYS

Map 7



07 DEVELOPMENT OVERLAYS

Figure 7.8-2 Steep creek study areas

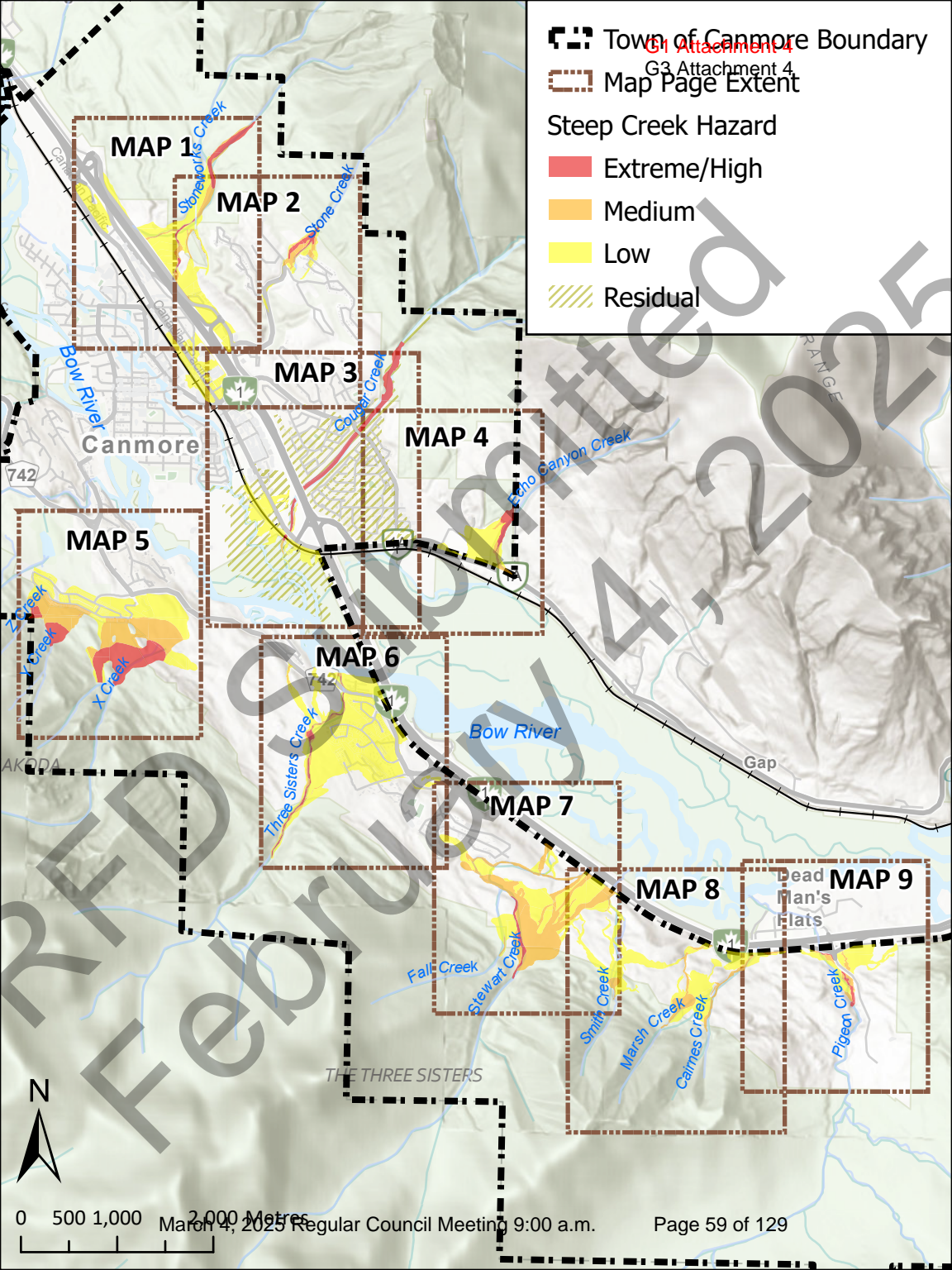


Town of Canmore Boundary

Map Page Extent

Steep Creek Hazard

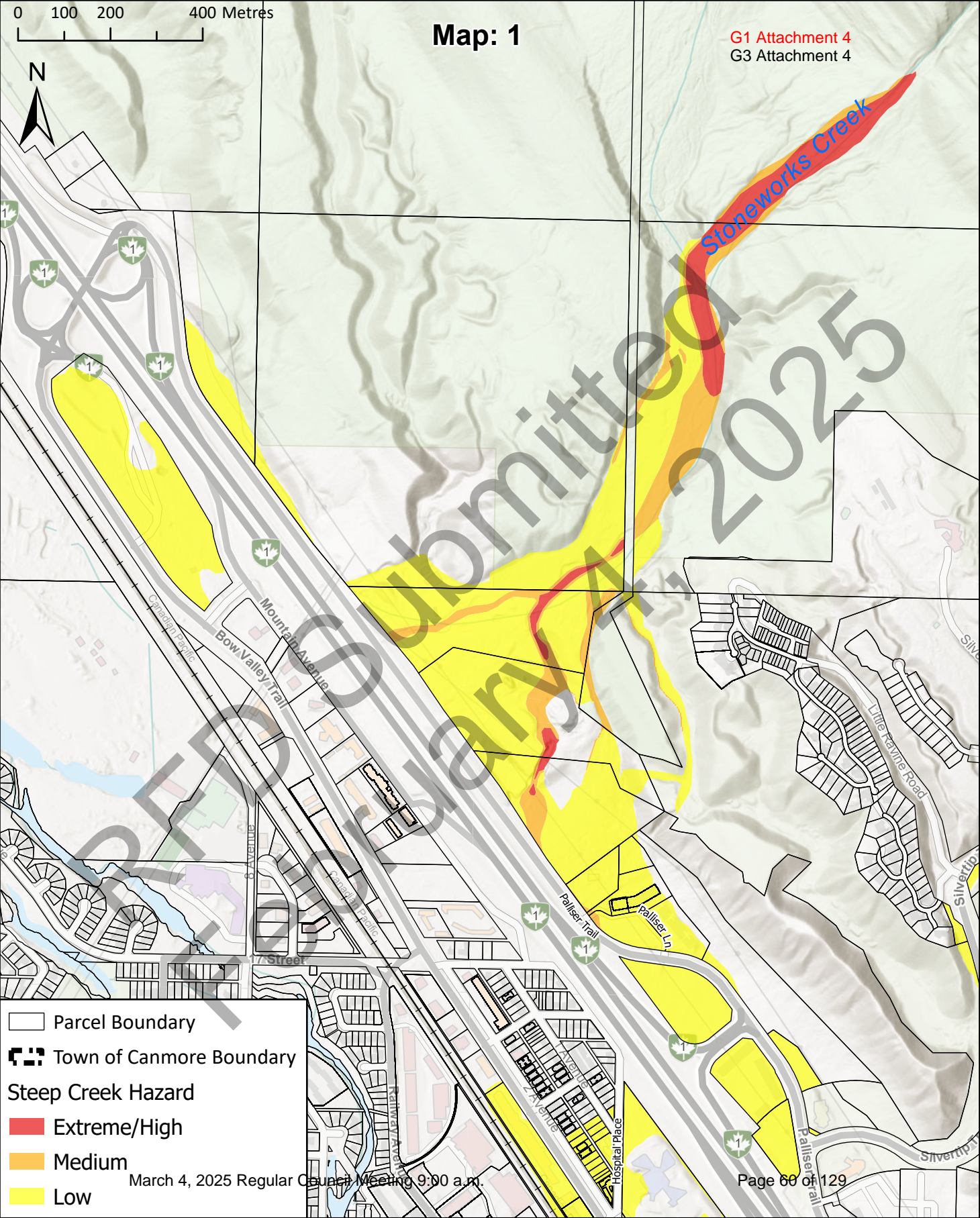
- Extreme/High
- Medium
- Low
- Residual



0 500 1,000 2,000 Metres

Map: 1

G1 Attachment 4
G3 Attachment 4



Parcel Boundary

Town of Canmore Boundary

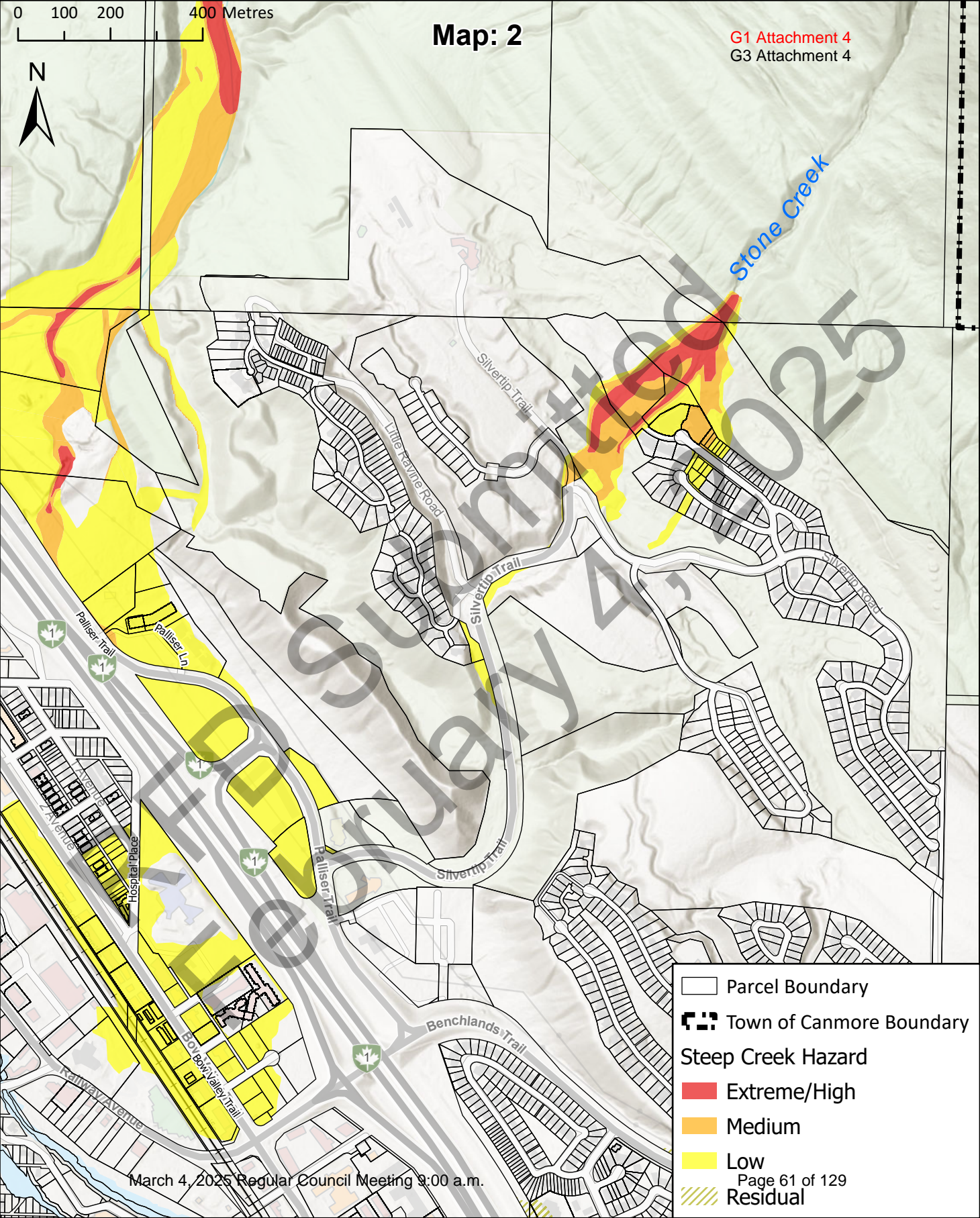
Steep Creek Hazard







- Extreme/High
- Medium
- Low

0 100 200 400 Metres

Map: 2

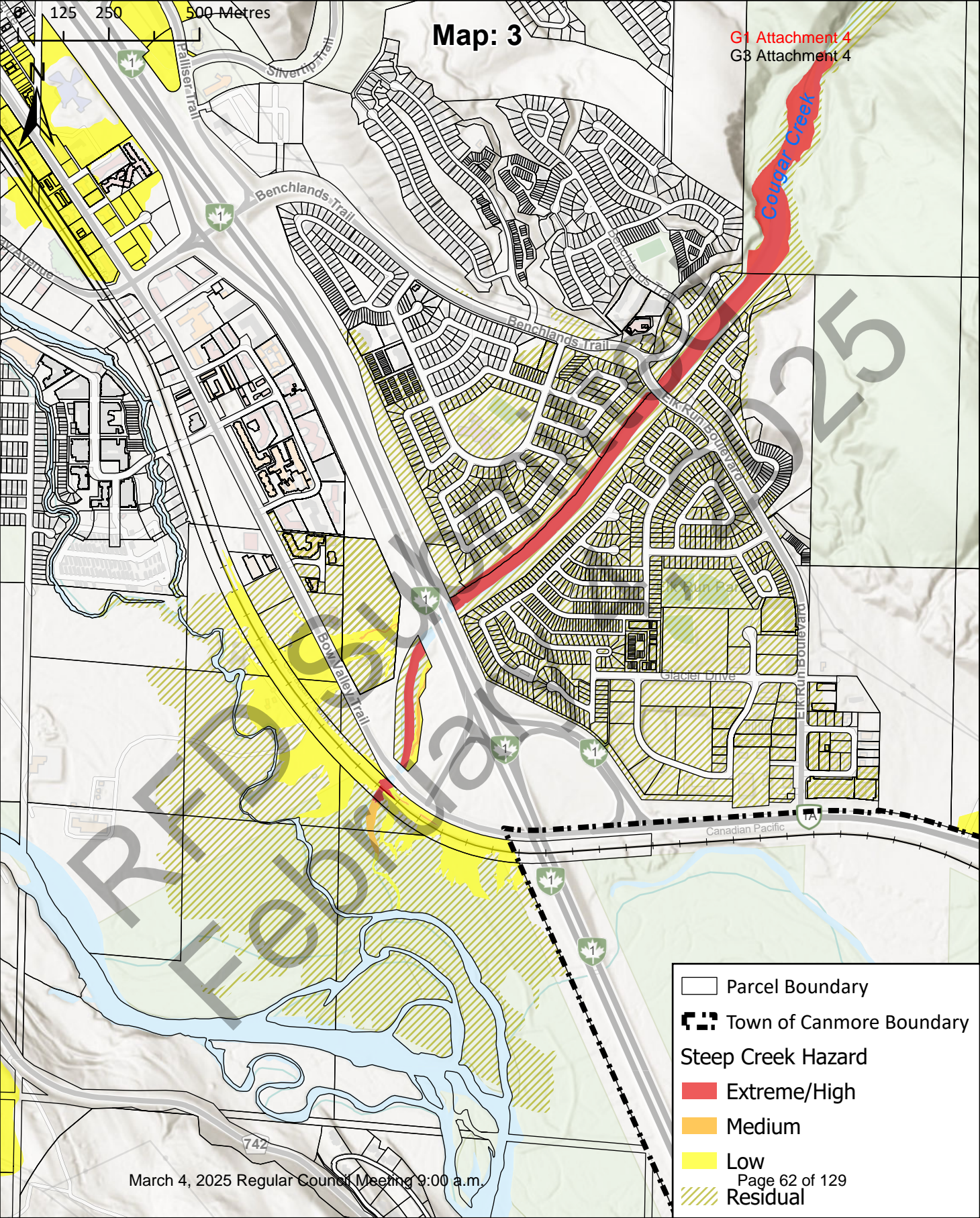
G1 Attachment 4
G3 Attachment 4









-  Parcel Boundary
-  Town of Canmore Boundary
- Steep Creek Hazard**
-  Extreme/High
-  Medium
-  Low
-  Residual

Map: 3

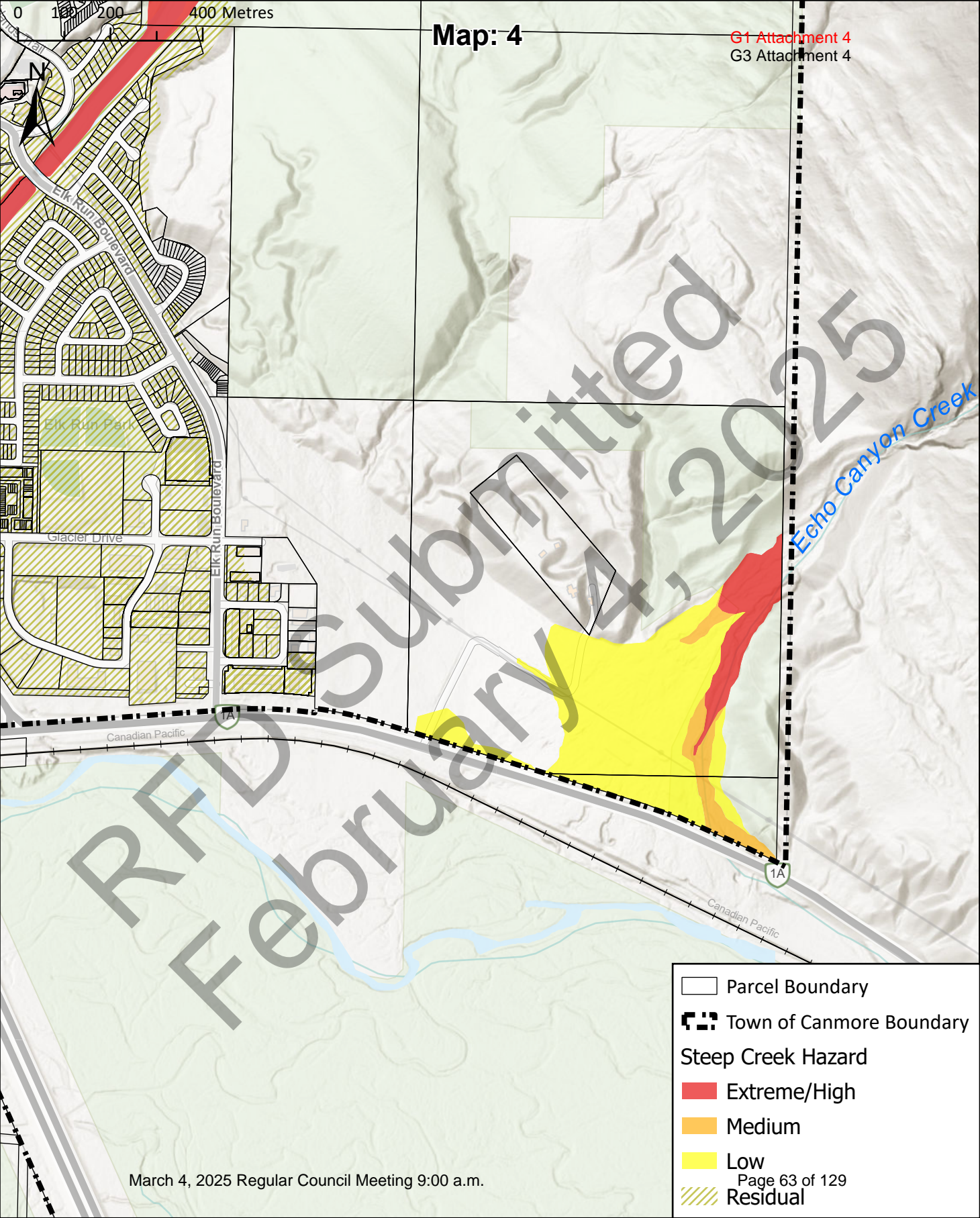
G1 Attachment 4
G3 Attachment 4









-  Parcel Boundary
-  Town of Canmore Boundary
- Steep Creek Hazard**
-  Extreme/High
-  Medium
-  Low
-  Residual

Map: 4

G1 Attachment 4
G3 Attachment 4



-  Parcel Boundary
-  Town of Canmore Boundary
- Steep Creek Hazard**
-  Extreme/High
-  Medium
-  Low
-  Residual

0 100 200 400 Metres

Map: 5

G1 Attachment 4
G3 Attachment 4



Quarry Lake Park

Thirteen Sisters Drive

Stones Canyon
Creek

Grass Ridge

Peaks Drive

742






742

Z Creek







Y Creek

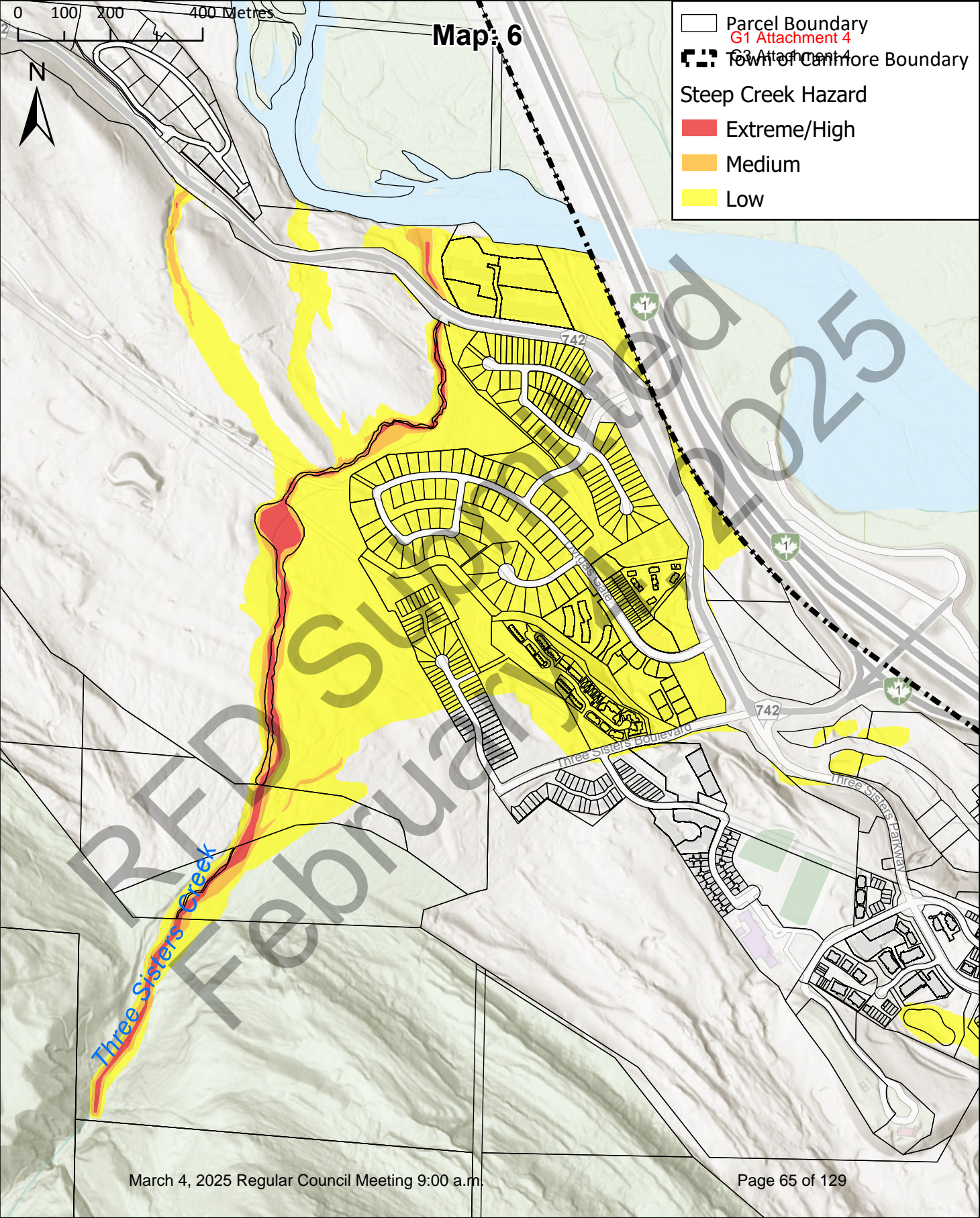
X Creek

Legend

-  Parcel Boundary
-  Town of Canmore Boundary
- Steep Creek Hazard**
-  Extreme/High
-  Medium
-  Low









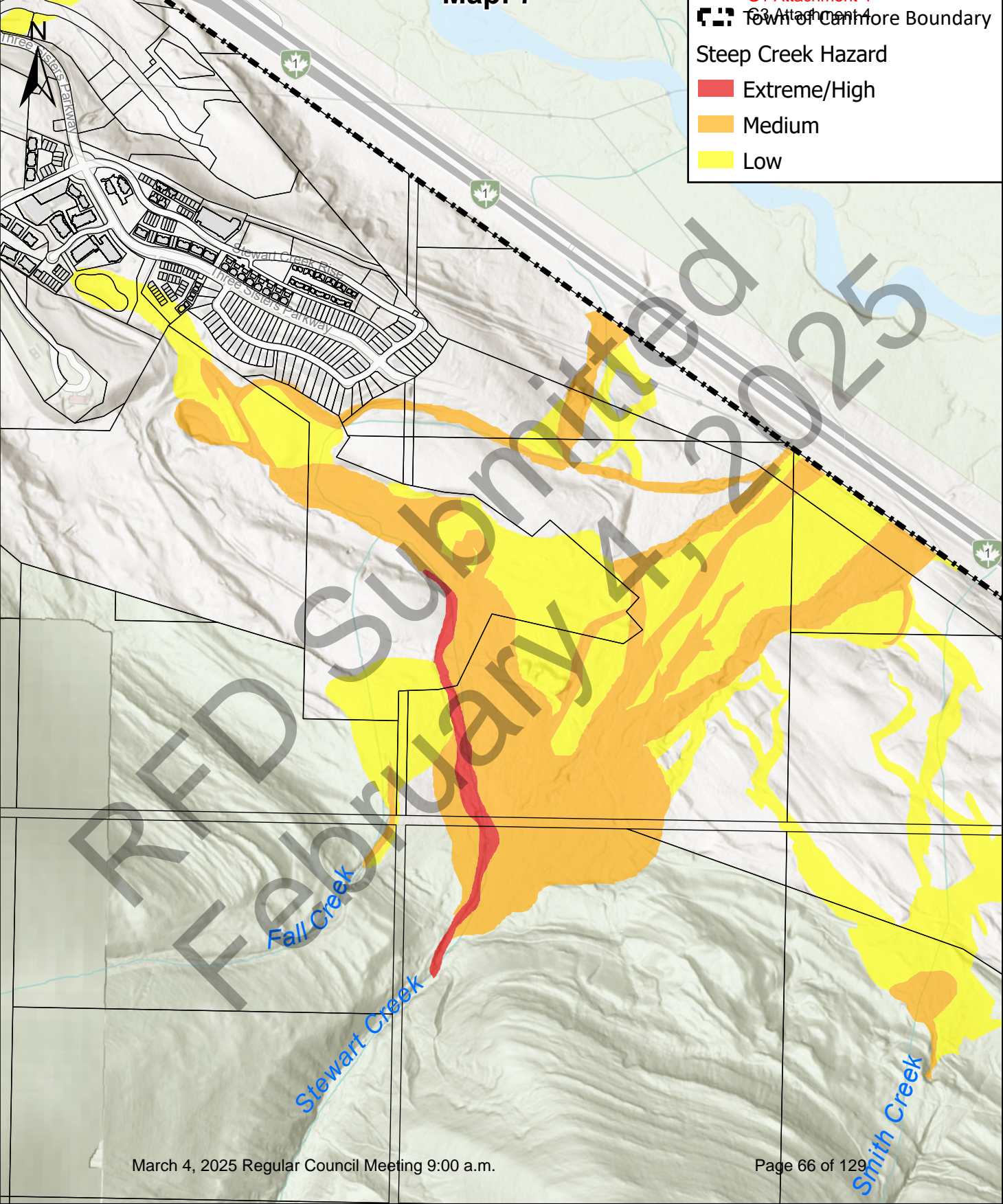
 Parcel Boundary
 G1 Attachment 4
 Town of Canmore Boundary
 Step Creek Hazard
 Extreme/High
 Medium
 Low



0 100 200 400 Metres

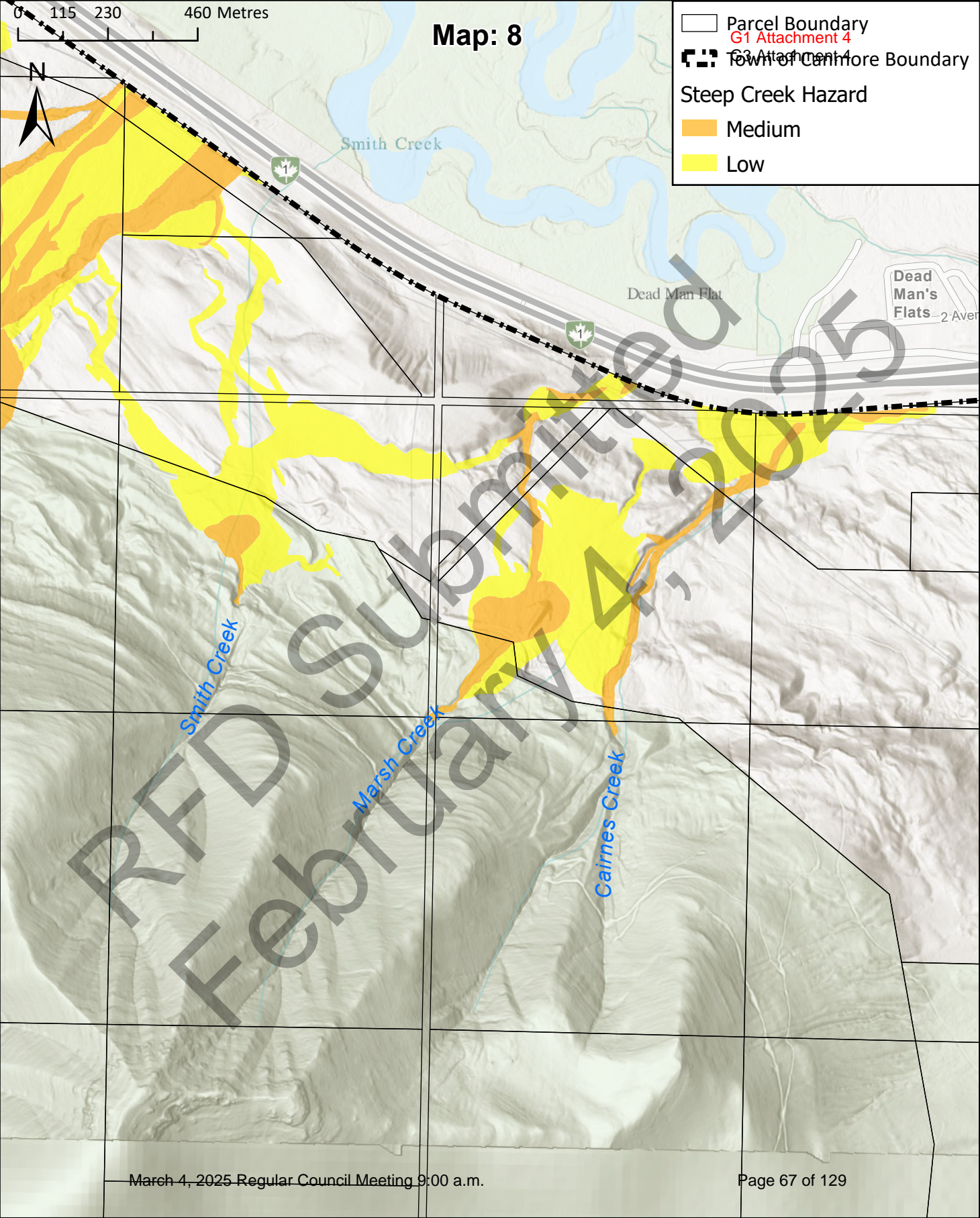
Map: 7

 Parcel Boundary
 G1 Attachment 4
 Town of Canmore Boundary
Steep Creek Hazard
 Extreme/High
 Medium
 Low



Map: 8

Parcel Boundary
 G1 Attachment 4
 G3 Attachment 4
 Town of Canmore Boundary
 Steep Creek Hazard
 Medium
 Low

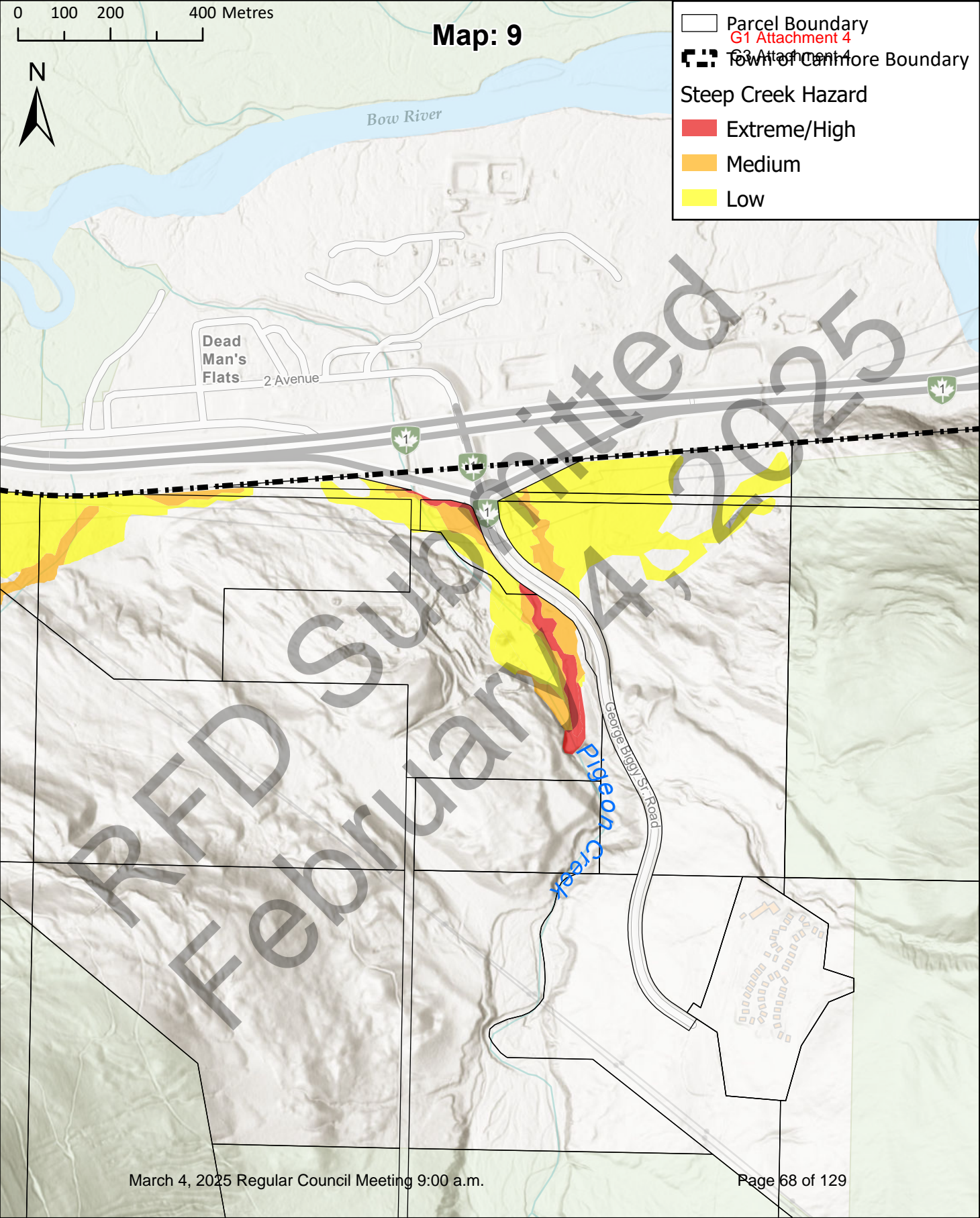


Map: 9



Parcel Boundary
 G1 Attachment 4
 G3 Attachment 4
 Town of Canmore Boundary
 Step Creek Hazard

- Extreme/High
- Medium
- Low





Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #: G 2**

TO: Council

SUBJECT: Palliser Lane Perpetual Affordable Housing Direct Control District
Bylaw Amendment 2024-37

SUBMITTED BY: Anika Drost, Senior Development Planner

RECOMMENDATION: That Council give second reading to Revised Land Use Bylaw
Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing
Direct Control District.

That Council give third reading to Revised Land Use Bylaw Amendment
2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control
District.

EXECUTIVE SUMMARY

Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control District received first reading on February 4, 2025 and was the subject of a public hearing on March 4, 2025.

Administration's analysis and position on this matter was presented at first reading of this bylaw remains unchanged. Please see Attachment 2 for the Request for Decision and related attachments presented at first reading.

ATTACHMENTS

- 1) Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control
- 2) RFD and attachments from the February 4, 2025 regular council meeting.

AUTHORIZATION

Approved by: Sally Caudill
Chief Administrative Officer

Date February 24, 2025



BYLAW 2024-37

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND REVISED LAND USE BYLAW 2018-22

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control District.”

INTERPRETATION

- 2 Words defined in revised Land Use Bylaw 2018-22 shall have the same meaning when used in this bylaw.

PROVISIONS

- 3 Revised Land Use Bylaw 2018-22 is amended by this bylaw.
- 4 Section 14.43.6.6 is amended by striking out “12.0 m on Palliser Trail” and substituting “0.0 m on Palliser Trail”.
- 5 Section 14.43.7.2 is amended by striking out “100% of above and below grade parking stalls shall be roughed in for Level 2 EV charging which requires that wall and floor penetrations, or conduit, be completed as required to accommodate future Level 2 EV charging.” and substituting “Where the Development Authority is satisfied that the sustainability of the development could be enhanced through a relaxation of Section 11, Community Architectural & Urban Design Standards without compromising the architectural integrity of the building, a variance may be granted to Section 11.”
- 6 The following is added after section 14.43.9.4:
 - 14.43.9.5 100% of above and below grade parking stalls shall be roughed in for Level 2 EV charging which requires that wall and floor penetrations, or conduit, be completed as required to accommodate future Level 2 EV charging.

ENACTMENT/TRANSITION

- 7 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 8 This bylaw comes into force on the date it is passed.

Bylaw approved by: _____

FIRST READING: February 4, 2025

PUBLIC HEARING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk's Office

Date

Bylaw approved by: _____



Request for Decision

DATE OF MEETING: February 4, 2025 **Agenda #: G 2**

TO: Council

SUBJECT: Palliser Lane Perpetual Affordable Housing Direct Control District
Bylaw Amendment 2024-37

SUBMITTED BY: Anika Drost, Senior Development Planner

RECOMMENDATION: That Council give first reading to Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control District and schedule a public hearing for March 4, 2025.

EXECUTIVE SUMMARY

The proposed amendment will enable Canmore Community Housing to apply a more efficient site design on this uniquely configured parcel and allows more flexibility to the exterior building design. The proposed amendment amends section 14.43.6 of the district to include a rear yard setback of 0.0 m on Palliser Trail. The amendment also amends section 14.43.9 to provide flexibility to the Section 11 building design requirements.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Palliser Trail Area Structure Plan – passed by Council November 7, 2023

Palliser Lane Perpetually Affordable Housing Direct Control District (Bylaw 2023-36) – passed by Council May 7, 2024

DISCUSSION

This amendment to the Palliser Lane Perpetually Affordable Housing Direct Control District (DC District) is to accommodate the building and site design for a perpetual affordable housing development. The resulting Bylaw 2024-37 proposes the following amendments to DC District in the Land Use Bylaw:

- Amendment to Section 14.43.6 to include a rear yard setback of 0.0 m to accommodate the unique parcel configuration
- Amendment to Sections 14.43.7 and 14.43.9 to provide flexibility to the Section 11 Community Architectural & Urban Design Standards requirements

These amendments address issues encountered by CCH as they have progressed development plans for the site.

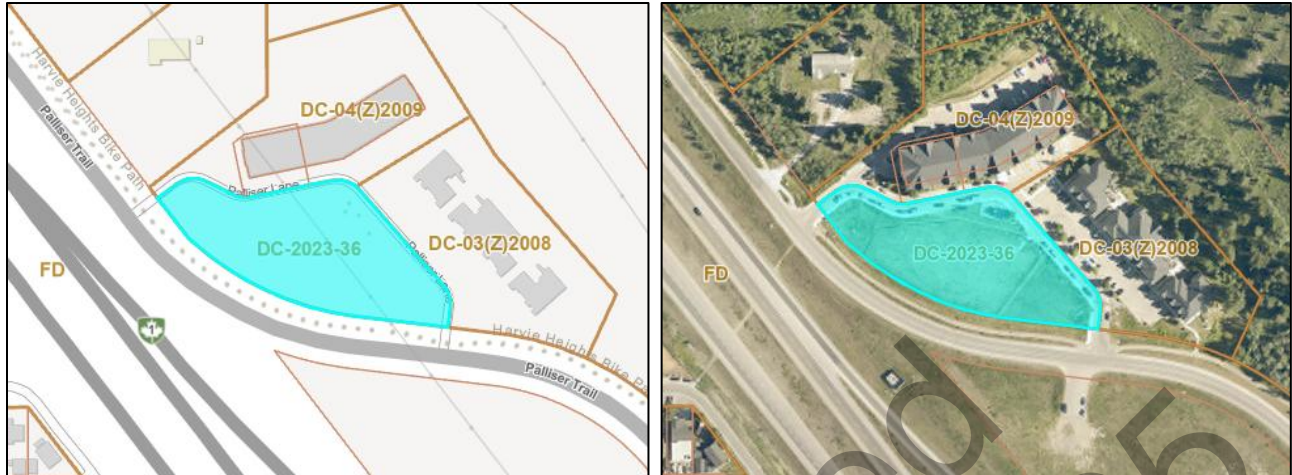


Figure 1: Land Use District and Aerial View of Site

FINANCIAL IMPACTS

There are no associated financial implications.

INTEREST HOLDER ENGAGEMENT

The applicant has not completed any public engagement.

Administration completed a circulation to landowners within 60m of the site and allowed a month for comment. The deadline for receipt of public comments is January 31. Comments received will be summarized in the presentation to Council on February 4.

ATTACHMENTS

- 1) Land Use Bylaw Amendment 2024-37 – Palliser Land Perpetual Affordable Housing DC District
- 2) Revised Land Use Bylaw 2018-22 – Redline Excerpt

AUTHORIZATION

Submitted by:	Anika Drost Senior Development Planner	Date: <u>January 3, 2025</u>
Approved by:	Harry Shnider Manager of Planning and Development	Date <u>January 6, 2025</u>
Approved by:	Whitney Smithers General Manager of Municipal Infrastructure	Date: <u>January 16, 2025</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date: <u>January 28, 2025</u>



BYLAW 2024-37

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO AMEND REVISED LAND USE BYLAW 2018-22

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

TITLE

- 1 This bylaw shall be known as “Revised Land Use Bylaw Amendment 2024-37 – Palliser Lane Perpetual Affordable Housing Direct Control District.”

INTERPRETATION

- 2 Words defined in revised Land Use Bylaw 2018-22 shall have the same meaning when used in this bylaw.

PROVISIONS

- 3 Revised Land Use Bylaw 2018-22 is amended by this bylaw.
- 4 Section 14.43.6.6 is amended by striking out “12.0 m on Palliser Trail” and substituting “0.0 m on Palliser Trail”.
- 5 Section 14.43.7.2 is amended by striking out “100% of above and below grade parking stalls shall be roughed in for Level 2 EV charging which requires that wall and floor penetrations, or conduit, be completed as required to accommodate future Level 2 EV charging.” and substituting “Where the Development Authority is satisfied that the sustainability of the development could be enhanced through a relaxation of Section 11, Community Architectural & Urban Design Standards without compromising the architectural integrity of the building, a variance may be granted to Section 11.”
- 6 The following is added after section 14.43.9.4:
 - 14.43.9.5 100% of above and below grade parking stalls shall be roughed in for Level 2 EV charging which requires that wall and floor penetrations, or conduit, be completed as required to accommodate future Level 2 EV charging.

ENACTMENT/TRANSITION

- 7 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 8 This bylaw comes into force on the date it is passed.

Bylaw approved by: _____

FIRST READING:

PUBLIC HEARING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk's Office

Date

RFD Submitted
February 4, 2025

Bylaw approved by: _____

14.43 PALLISER LANE PERPETUALLY AFFORDABLE HOUSING DIRECT CONTROL DISTRICT [2023-36]

14.43.1 Purpose

To develop affordable housing on Area 5 as described in the Palliser Trail Area Structure Plan in the form of multi-unit development up to six storeys.

14.43.2 Compliance with Bylaw 2018-22

14.43.2.1 Except as specifically modified by this Direct Control Bylaw, the provisions of the Land Use Bylaw 2018-22 including but not limited to Section 2, General Regulations, and Section 11, Community Architectural & Urban Design Standards, shall apply. Variances to these regulations may be granted where deemed appropriate by the Development Authority.

14.43.3 Development Authority

14.43.3.1 The Development Authority shall be the Development Officer.

14.43.4 Permitted Uses

Accessory Building
Apartment Building
Employee Housing
Home Occupation - Class 1
Open Space
Perpetually Affordable Housing
Public Utility

14.43.5 Discretionary Uses

Administrative/Sales Office
Common Amenity Housing

14.43.6 Regulations

- 14.43.6.1 The minimum lot area shall be 8,407 m².
- 14.43.6.2 The maximum floor area ratio shall be 1.5.
- 14.43.6.3 The minimum landscaped area shall be 25%.
- 14.43.6.4 The minimum front yard setback shall be 3.0 m.
- 14.43.6.5 The minimum side yard setback shall be 3.0 m.
- 14.43.6.6 The minimum rear yard setback shall be ~~12.0 m on Palliser Trail~~ 0.0 m on Palliser Trail.
- 14.43.6.7 The maximum building height shall be 26 m.

14.43.7 Variances

14.43.7.1 Where the Development Authority is satisfied that the architectural integrity of a building would be enhanced, variance may be granted to allow 10% of the building to exceed the maximum building height and maximum eaveline height by up to 10%.

~~14.43.7.2 100% of above and below grade parking stalls shall be roughed in for Level 2 EV charging which requires that wall and floor penetrations, or conduit, be completed as required to accommodate future Level 2 EV charging.~~

14.43.7.2 Where the Development Authority is satisfied that the sustainability of the development could be enhanced through a relaxation of Section 11, Community Architectural & Urban Design Standards without compromising the architectural integrity of the building, a variance may be granted to Section 11.

14.43.8 Parking Requirements

14.43.8.1 Perpetually Affordable Housing shall be exempt from providing a minimum number of automobile parking stalls per unit. Perpetually Affordable Housing parking stalls and Visitor parking stalls shall be provided at the discretion of the Development Authority.

14.43.8.2 Perpetually Affordable Housing bicycle parking stall requirements:

- a. Minimum number of Short-Term Bicycle Parking Stalls: 0.25 stalls per dwelling unit.
- b. Minimum number of Long-Term Bicycle Parking Stalls: 1.5 stalls per dwelling unit.

14.43.9 Design Requirements

14.43.9.1 A building energy modelling report that achieves the policy framework of Section 4.3 of the Palliser Trail Area Structure Plan shall be submitted to the Development Authority at the time of building permit application.

14.43.9.2 Signage: Signage shall not be oriented to or be legible from the Trans-Canada Highway.

14.43.9.3 Landscaping: in addition to the requirements of Section 11.4.3, a minimum 12.0m wide strip of land adjacent to the Trans-Canada Highway and off-ramp shall be landscaped.

14.43.9.4 Site Design: A pedestrian-oriented site design shall be established to allow for or encourage pedestrian traffic throughout the development. These pedestrian connections must link to the Town's existing and future trail networks surrounding the development

~~14.43.9.5 100% of above and below grade parking stalls shall be roughed in for Level 2 EV charging which requires that wall and floor penetrations, or conduit, be completed as required to accommodate future Level 2 EV charging.~~

14.43.10 Schedules

14.43.10.1 Schedule "A" shows the location of this Direct Control District, and forms part of this Bylaw.



Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #:** G 3

TO: Council

SUBJECT: 2025 Borrowing Bylaws

SUBMITTED BY: Chelsey Gibbons, Manager of Finance

RECOMMENDATIONS: That Council give first reading to Borrowing Bylaw 2025-10 for Ladder Truck Replacement.

That Council give first reading to Borrowing Bylaw 2025-11 for Snow Management Facility.

That Council give first reading to Borrowing Bylaw 2025-12 for WTP 1 - Chlorine Gas Upgrade.

EXECUTIVE SUMMARY

As part of the 2025 budget, Council approved several capital projects that have debt financing as a source of funding. These were the Ladder Truck Replacement, Snow Management Facility, and WTP 1 – Chlorine Gas Upgrade projects.

The borrowing terms recommended for all the approved projects will exceed five years, therefore the proposed bylaws must be advertised between first and second readings for a period of two consecutive weeks followed by a fifteen-day petition period.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

- 2025-2026 Budget Process and Approval at the February 11, 2025 Special Council Meeting
- Government of Alberta Loan to Local Authorities Debenture Approval Process

DISCUSSION

The **Ladder Truck Replacement** project was approved by Council in the amount of \$3,100,000 with **\$1,500,000** in debenture financing, \$1,000,000 in allocated grant funding, and \$600,000 from the Asset Replacement/Rehabilitation Reserve. The project is to research, specify and procure a replacement for the 2003 Bronto Tower truck (Tower 1).

The **Snow Management Facility** project was approved by Council in the amount of \$3,000,000 with **\$1,500,000** in debenture financing, \$1,000,000 in allocated grant funding and \$500,000 from the General Municipal Capital Reserve. The project is to develop a snow management facility(s) for processing snow and street sweepings removed from roadways in a compliant manner.

The **WTP 1 – Chlorine Gas Upgrade** project was approved by Council in the amount of \$1,100,000 with **\$900,000** in debenture financing and \$200,000 from the Water Utility Reserve. This project will upgrade the chlorine handling and delivery system.

When a borrowing bylaw is approved, it ensures compliance with the Municipal Government Act and the Government of Alberta’s lending policy, thus allowing the debenture borrowing to proceed. The projects cannot commence until the borrowing bylaws are approved by Council and valid. The debenture is not drawn until actual expenditures warrant the need for debt funding. Depending on the timing of projects, the actual debenture could be drawn in a subsequent year.

The debenture bylaw approval process has set timelines. To ensure a valid borrowing bylaw, the following process is being followed.

- **March 4th** – Bylaw First Reading
- **March 6th** – Advertised (week 1)
- **March 13th** – Advertised (week 2)
- **March 28th** – 15-day petition period deadline
- **April 1st** – Bylaw Second and Third Readings
- **May 1st** – Valid bylaw (if no application is made to Court of King’s Bench)

ANALYSIS OF ALTERNATIVES

Rather than fund a portion of the project through debt financing, Council could direct Administration to fund the work through another funding source, such as reserve balances. This is not recommended as the costs of servicing the debt are matched with the use of that asset/facility, and careful consideration of projects and available funding sources was already completed as part of the recent capital budgeting process.

FINANCIAL IMPACTS

The Government of Alberta provides eligible local authorities with financing for capital projects and the loan terms allow for 3 – 30-year amortization, depending on asset life. While the useful life of these projects is expected to be longer, Administration does not recommend borrowing to the maximum allowable term and is instead recommending a term of 15 years for each of the three project debentures. The Loan to Local Authorities Indicative Interest Rate as of January 15, 2025, was 4.92% for a 15-year term, which will change depending on market rates at the time of the actual debenture draw.

INTEREST HOLDER ENGAGEMENT

N/A

ATTACHMENTS

- 1) Borrowing Bylaw 2025-10 Ladder Truck Replacement
- 2) Borrowing Bylaw 2025-11 Snow Management Facility
- 3) Borrowing Bylaw 2025-12 WTP 1 Chlorine Gas Upgrade

AUTHORIZATION

Submitted by: Chelsey Gibbons
Manager of Finance Date: February 12, 2025

Approved by: Whitney Smithers
General Manager of Municipal
Infrastructure Date: February 24, 2025

Approved by: Sally Caudill
Chief Administrative Officer Date: February 24, 2025



BYLAW 2025-10

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE(S) IN THE AMOUNT OF UP TO \$1,500,000 FOR THE PURPOSE OF FINANCING A LADDER TRUCK REPLACEMENT

WHEREAS

The Council of the Town of Canmore has decided to issue a bylaw pursuant to the *Municipal Government Act* to authorize the financing, undertaking and completion of the capital project – Ladder Truck Replacement;

Plans and project details have been prepared and the total budget of the project is \$3,100,000. The project will be funded through a combination of debentures, grants and reserve. The Town of Canmore estimates the following contributions will be applied to the project:

Debentures	\$1,500,000
Grant Funding	1,000,000
Asset Replacement/Rehabilitation Reserve	600,000
 Total Cost	 \$3,100,000

In order to complete the project, it will be necessary for the Town of Canmore to borrow the sum of one million five hundred thousand (\$1,500,000) dollars for a period not to exceed fifteen (15) years, from the Government of Alberta, or another authorized financial institution by the issuance of debentures and on the terms and conditions referred to in this bylaw;

The estimated lifetime of the project financed under this bylaw is equal to or in excess of the fifteen (15) years;

The principal amount of the outstanding debt of the Town of Canmore on December 31, 2023, is \$37,312,622 and no part of the principal or interest is in arrears;

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Alberta;

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

TITLE

- 1 This bylaw shall be known as “Borrowing Bylaw 2025-10 Ladder Truck Replacement”

PROVISIONS

- 2 That for the purpose of obtaining the Ladder Truck Replacement, the sum of one million five hundred thousand (\$1,500,000) dollars be borrowed from the Government of Alberta or another authorized financial institution by way of debenture on the credit and security of the Town of

Bylaw approved by: _____

Page 1 of 2

Canmore at large, of which amount the full sum of \$1,500,000 is to be paid by the Town of Canmore at large.

- 3 The proper officers of the Town of Canmore are hereby authorized to issue debenture on behalf of the Town of Canmore for the amount and purpose as authorized by this bylaw, namely the Ladder Truck Replacement
- 4 The Town of Canmore shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed fifteen (15) years calculated at a rate not exceeding the interest rate fixed by the Government of Alberta or another authorized financial institution on the date of borrowing and not to exceed ten (10.0) percent.
- 5 The Town of Canmore shall levy and raise municipal taxes, user fees and/or utility rates sufficiently to pay the indebtedness.
- 6 The indebtedness shall be contracted on the credit and security of the Town of Canmore.
- 7 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

ENACTMENT/TRANSITION

- 8 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 9 This bylaw comes into effect 30 days after the date of its final passing, provided no appeals are filed.

FIRST READING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk’s Office

Date

Bylaw approved by: _____



BYLAW 2025-11

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE(S) IN THE AMOUNT OF UP TO \$1,500,000 FOR THE PURPOSE OF FINANCING THE DEVELOPMENT OF A SNOW MANAGEMENT FACILITY

WHEREAS

The Council of the Town of Canmore has decided to issue a bylaw pursuant to the *Municipal Government Act* to authorize the financing, undertaking and completion of the capital project – Snow Management Facility;

Plans and project details have been prepared and the total budget of the project is \$3,000,000. The project will be funded through a combination of debentures, grant funding and reserve. The Town of Canmore estimates the following contributions will be applied to the project:

Debentures	\$1,500,000
Grant Funding	1,000,000
General Municipal Capital Reserve	500,000
 Total Cost	 \$3,000,000

In order to complete the project, it will be necessary for the Town of Canmore to borrow the sum of one million five hundred thousand (\$1,500,000) dollars for a period not to exceed fifteen (15) years, from the Government of Alberta, or another authorized financial institution by the issuance of debentures and on the terms and conditions referred to in this bylaw;

The estimated lifetime of the project financed under this bylaw is equal to or in excess of the fifteen (15) years;

The principal amount of the outstanding debt of the Town of Canmore on December 31, 2023, is \$37,312,622 and no part of the principal or interest is in arrears;

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Alberta;

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

TITLE

- 1 This bylaw shall be known as “Borrowing Bylaw 2025-11 Snow Management Facility.”

PROVISIONS

- 2 That for the purpose of developing the Snow Management Facility, the sum of one million five hundred thousand (\$1,500,000) dollars be borrowed from the Government of Alberta or another authorized financial institution by way of debenture on the credit and security of the Town of

Bylaw approved by: _____

Page 1 of 2

Canmore at large, of which amount the full sum of \$1,500,000 is to be paid by the Town of Canmore at large.

- 3 The proper officers of the Town of Canmore are hereby authorized to issue debenture on behalf of the Town of Canmore for the amount and purpose as authorized by this bylaw, namely the Snow Management Facility.
- 4 The Town of Canmore shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed fifteen (15) years calculated at a rate not exceeding the interest rate fixed by the Government of Alberta or another authorized financial institution on the date of borrowing and not to exceed ten (10.0) percent.
- 5 The Town of Canmore shall levy and raise municipal taxes, user fees and/or utility rates sufficiently to pay the indebtedness.
- 6 The indebtedness shall be contracted on the credit and security of the Town of Canmore.
- 7 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

ENACTMENT/TRANSITION

- 8 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 9 This bylaw comes into effect 30 days after the date of its final passing, provided no appeals are filed.

FIRST READING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk’s Office

Date

Bylaw approved by: _____



BYLAW 2025-12

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE(S) IN THE AMOUNT OF UP TO \$900,000 FOR THE PURPOSE OF FINANCING WTP 1 – CHLORINE GAS UPGRADE

WHEREAS

The Council of the Town of Canmore has decided to issue a bylaw pursuant to the *Municipal Government Act* to authorize the financing, undertaking and completion of the capital project – WTP 1 – Chlorine Gas Upgrade;

Plans and project details have been prepared and the total budget of the project is \$1,100,000. The project will be funded through a combination of debentures and reserve. The Town of Canmore estimates the following contributions will be applied to the project:

Debentures	\$900,000
Water Utility Reserve	200,000
 Total Cost	 \$1,100,000

In order to complete the project, it will be necessary for the Town of Canmore to borrow the sum of nine hundred thousand (\$900,000) dollars for a period not to exceed fifteen (15) years, from the Government of Alberta, or another authorized financial institution by the issuance of debentures and on the terms and conditions referred to in this bylaw;

The estimated lifetime of the project financed under this bylaw is equal to or in excess of the fifteen (15) years;

The principal amount of the outstanding debt of the Town of Canmore on December 31, 2023, is \$37,312,622 and no part of the principal or interest is in arrears;

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Government of Alberta;

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

TITLE

- 1 This bylaw shall be known as “Borrowing Bylaw 2025-12 WTP 1 – Chlorine Gas Upgrade.”

PROVISIONS

- 2 That for the purpose of completing the WTP 1 – Chlorine Gas Upgrade, the sum of nine hundred thousand (\$900,000) dollars be borrowed from the Government of Alberta or another authorized

Bylaw approved by: _____

Page 1 of 2

financial institution by way of debenture on the credit and security of the Town of Canmore at large, of which amount the full sum of \$900,000 is to be paid by the Town of Canmore at large.

- 3 The proper officers of the Town of Canmore are hereby authorized to issue debenture on behalf of the Town of Canmore for the amount and purpose as authorized by this bylaw, namely the WTP 1 – Chlorine Gas Upgrade.
- 4 The Town of Canmore shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed fifteen (15) years calculated at a rate not exceeding the interest rate fixed by the Government of Alberta or another authorized financial institution on the date of borrowing and not to exceed ten (10.0) percent.
- 5 The Town of Canmore shall levy and raise municipal taxes, user fees and/or utility rates sufficiently to pay the indebtedness.
- 6 The indebtedness shall be contracted on the credit and security of the Town of Canmore.
- 7 The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.

ENACTMENT/TRANSITION

- 8 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 9 This bylaw comes into effect 30 days after the date of its final passing, provided no appeals are filed.

FIRST READING:

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

Sean Krausert
Mayor

Date

Cheryl Hyde
Manager, Municipal Clerk’s Office

Date

Bylaw approved by: _____



Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #: H 1**

To: Council

SUBJECT: Capital Budget Amendment – CAP 7386 Community Fireguard Construction

SUBMITTED BY: Caitlin Miller, Manager of Protective Services

RECOMMENDATION: That Council approve a capital budget amendment for CAP 7386 – Community Fireguard Phase 2 - Construction to reflect an increase in funding of \$580,000 from the Forest Resource Improvement Association of Alberta (FRIAA) and \$357,500 in other revenue making the total capital project value \$1,687,500.

EXECUTIVE SUMMARY

Due to debris disposal expenses being higher than anticipated, the Bow Valley Community Fireguard team submitted another application to FRIAA to increase the grant amount by \$580,000 to allow for all planned activities of the project to be completed. On February 10, 2025, administration received notification indicating that the grant application was successful. This capital budget amendment request is to increase the project value from \$750,000 to \$1,687,500 to account for the additional funds requested and received from FRIAA for this project and to account for the revenue from timber sales to offset expenses of the project.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Motion 193-2024 – That Council approve the submission of a Request for Proposals in the FRIAA Community Fireguard Program, for Phase 2: Construction.

Motion 256-2024 – That Council approve a new 2024 capital project for the construction of community fireguards in Stoneworks Creek, Harvie Heights, and the East Park Gates funded in full by the Forest Resource Improvement Association of Alberta (FRIAA) grant in the amount of \$750,000.

DISCUSSION

Following Motion 193-2024 at the September 4, 2024 Council meeting, administration applied for grant funds through the Forest Resource Improvement Association of Alberta (FRIAA) Community Fireguard Program and was awarded \$750,000 to advance the construction of community fireguards in Stoneworks Creek, Harvie Heights, and the East Park Gates. This project was approved by Council in November 2024 and a capital project was created. Administration is requesting an amendment to the total value of the capital project to account for the revenue from the timber being sold at an estimated value of \$357,500 to be put back into the project to offset expenses, and to account for additional funding being provided by FRIAA due to the increased operational expenses of the debris disposal method. The new total value of the project is \$1,687,500, \$1.33M funded by grant funding and \$357,500 funded through the revenues of the timber sold.

Administration requested and was approved additional funding from FRIAA as the cost of the air curtain incinerator used for debris disposal in the Stoneworks Creek East block incurred more expenses than anticipated. While the air curtain incinerator provided a debris disposal method that had minimal to no impact on the community, the cost of continuing to use this debris disposal method is cost prohibitive. The impact on community is measured by the amount of smoke in the air while burning, which was minimal or unnoticeable while the air curtain incinerator was in operation. Due to the large volume of debris needing to be disposed of, this method was the preferred method over open pile burning, which leads to significant smoke in the air and requires additional controls in place to burn safely. Using the air curtain incinerator also allowed the project team to burn the wood while it was “green” instead of waiting a year for the wood to dry out. The remaining debris disposal work will be carried out later in 2025 and into 2026 by alternative method(s). Various options are currently being investigated by the Community Fireguard Team.

ANALYSIS OF ALTERNATIVES

None.

FINANCIAL IMPACTS

No anticipated impacts to the 2025 operational budget is expected as a result of this work.

Amendments to Capital Project 7386: additional funding added in 2025 to include the additional grant funding from FRIAA of \$580,000 and to include the timber revenue of \$357,000. No other changes have been made.

INTEREST HOLDER ENGAGEMENT

While the Town of Canmore is leading this project, administration continues to work closely with the MD of Bighorn, Kananaskis Improvement District, Alberta Forestry and Alberta Parks.

Indigenous consultation occurred through September and October and followed Alberta’s Aboriginal Consultation Office’s (ACO) process. A record of consultation has been submitted to the ACO.

ATTACHMENTS

- 1) Community Fireguard Phase 2 – Construction Capital Project Sheet with Amendments (CP7386)

AUTHORIZATION

Submitted by:	Caitlin Miller Manager of Protective Services	Date: <u>February 6, 2025</u>
Approved by:	Chelsey Gibbons Manager of Finance	Date: <u>February 12, 2025</u>
Approved by:	Scott McKay General Manager of Municipal Services	Date: <u>February 13, 2025</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date: <u>February 24, 2025</u>



Community Fireguard Phase 2 - Construction

Project Summary

Project Number

7386

Budget Year:	2024
Department:	Fire Services
Questica Reference:	PRO-24-09

Budget:	\$1,687,500
Project Type:	Other
Priority:	B

Project Description:

To help protect Canmore and the surrounding areas from wildfire, a fireguard from the East Park Gates to Dead Man's Flats will be constructed in phases over a period of three to five years. Construction of the fireguard will use a combination of mechanical tree removal and forest thinning. While the fireguard will protect the Hamlets of Harvie Heights, Dead Man's Flats, and the Town of Canmore, the majority of the work will be completed on provincial land.

The project will be grant funded.

END

Budget Funding:

	2024	2025	2026	2027	2028	2029	Total
Other	0	\$357,500	0	0	0	0	\$357,500
Provincial Grants	\$750,000	\$580,000	0	0	0	0	\$1,330,000
Total	\$750,000	\$937,500	0	0	0	0	\$1,687,500

Operating Budget Impact:

n/a

END



Community Fireguard Phase 2 - Construction

Project Summary

Project Number

7386

Project Rationale:

Wildfire is the top rated hazard to life, property, and critical infrastructure within and around the Bow Valley. The construction of a fireguard will help to reduce losses in the event of a wildfire.

END

Options Considered:

n/a

END



Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #:** H 2

To: Council

SUBJECT: 2025 Capital Project – CAP 7390 Bow Valley Evacuation Modelling and Plan

SUBMITTED BY: Caitlin Miller, Manager of Protective Services

RECOMMENDATION: That Council approve a new 2025 capital project for the Bow Valley Evacuation Modelling and Plan project funded by the Alberta Community Partnership grant in the amount of \$150,000.

EXECUTIVE SUMMARY

Administration applied for grant funds through the Alberta Community Partnership Grant for the Bow Valley Evacuation Modelling and Plan in partnership with the Town of Banff and the MD of Bighorn. Administration was notified that the grant application was successful on January 20, 2025. This request is to create a capital project and allow work to begin this spring.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Motion 213-2024 – That Council approve the submission of an Alberta Community Partnership Grant application for a Bow Valley Evacuation Modelling and Plan Project.

DISCUSSION

Following Motion 213-2024 at the October 1, 2024 Council meeting, administration applied for grant funds through the Alberta Community Partnership grant and was awarded \$150,000 for a Bow Valley Evacuation Modelling and Plan project. Subject to Council approving this capital project, the work is expected to begin this spring.

ANALYSIS OF ALTERNATIVES

None.

FINANCIAL IMPACTS

The grant award is for \$150,000. There are no anticipated impacts to the 2025 or 2026 operational budgets as a result of this work.

INTEREST HOLDER ENGAGEMENT

While the Town of Canmore is leading this project, this project is being done in collaboration with the MD of Bighorn and the Town of Banff. Parks Canada's Banff and Lake Louise/Yoho Field Units have expressed interest in the modelling and planning aspects of evacuations through their areas as well.

ATTACHMENTS

- 1) Minister Approval Letter – Town of Canmore
- 2) Alberta Community Partnership – Bow Valley Evacuation Modelling and Plan Capital Sheet (CAP 7390)

AUTHORIZATION

Submitted by:	Caitlin Miller Manager of Protective Services	Date:	<u>February 6, 2025</u>
Approved by:	Chelsey Gibbons Manager of Finance	Date:	<u>February 12, 2025</u>
Approved by:	Scott McKay General Manager of Municipal Services	Date:	<u>February 11, 2025</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>February 24, 2025</u>



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister**MLA, Calgary-Hays*

January 20, 2025

AR116914

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

Dear Mayor Krausert:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Canmore has been approved for a grant of \$150,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Bow Valley Evacuation Modelling and Plan project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

- 2 -

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

cc: Honourable Jason Nixon, MLA, Rimbey-Rocky Mountain House-Sundre
Corrie DiManno, Mayor, Town of Banff
Lisa Rosvold, Reeve, Municipal District of Bighorn No. 8
Sally Caudill, Chief Administrative Officer, Town of Canmore
Kelly Gibson, Chief Administrative Officer, Town of Banff
Shaina Tutt, Chief Administrative Officer, Municipal District of Bighorn No. 8



Bow Valley Evacuation Modelling and Plan

Project Summary

Project Number

7390

Budget Year:	2025	Budget:	\$150,000
Department:	Municipal Enforcement	Project Type:	Studies
Questica Reference:	PRO-25-02	Priority:	B

Project Description:

Transportation modelling for various scenarios across the Bow Valley and preparation of a regional evacuation plan to supplement municipal evacuation plans.

END

Budget Funding:

	2025	2026	2027	2028	2029	2030	Total
Provincial Grants	\$150,000	0	0	0	0	0	\$150,000
Total	\$150,000	0	0	0	0	0	\$150,000

Operating Budget Impact:

n/a



Bow Valley Evacuation Modelling and Plan

Project Summary

Project Number

7390

Project Rationale:

This is a priority project for several reasons, including but not limited to:

1) Wildfire remains the top-rated hazard to the communities of the towns of Banff, Canmore and the MD of Bighorn. Climate change continues to produce hotter and drier weather, all communities have extreme development into the wildland-urban interface, and all communities are surrounded by overly-mature, decadent forests. All three communities have an increased risk to a severe wildfire impacting the community and requiring evacuation. The communities are close together, and in the case of the MD of Bighorn and Canmore, the boundaries are intertwined. It is likely that the evacuation of Canmore will be simultaneous with the evacuation of parts of the MD of Bighorn. Similarly, it is highly likely that the evacuation of either the towns of Banff or Canmore/the MD of Bighorn is likely to impact the other communities based on their proximity and the makeup of the transportation network throughout the Bow Valley. Preparing for a regional evacuation or an evacuation of one community into the other is important to increase resilience given the high wildfire risk.

2) Increased visitation to the Bow Valley has increased the number of vehicles within the region. At times, the population with visitors can more than double the actual population that resides in the Bow Valley. Ensuring that modelling includes and incorporates the visitors that are within or driving through the communities during an evacuation is a priority for this project.

3) There are a number of people living, working, and visiting the Bow Valley who do not use or have access to a personal vehicle. Modelling how evacuating a larger portion of the population without personal vehicles is a priority for this project and all three communities need to understand the impacts on the transportation systems should the regional transit be redeployed to help with evacuations.

END

Options Considered:

n/a



Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #: H 3**

TO: Council

SUBJECT: FRIAA Grant Application – Community Fireguard Canmore Nordic Centre East and West Phase 2: Construction

SUBMITTED BY: Caitlin Miller, Manager of Protective Services

RECOMMENDATION: That Council approve the submission of a Request for Proposals in the FRIAA Community Fireguard Program, for Canmore Nordic Centre East and West Phase 2: Construction.

EXECUTIVE SUMMARY

The Forest Resource Improvement Association of Alberta (FRIAA) has announced phase 2 of funding in the Community Fireguard Grant Program. Phase 2 Requests for Proposals (RFP) are funding the construction of fireguards in communities who have substantially completed the Phase 1 Planning, have communities that have significant wildfire risk, and are ready to begin clearing and construction. If approved, the work is expected to start in August 2025. Council resolution supporting the application is required for the RFP submission. This application would be for the fireguard construction in the Canmore Nordic Centre East and West areas.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Motion 193-2024 – that Council approve the submission of a Request for Proposals in the FRIAA Community Fireguard Program, for Phase 2: Construction.

Motion 97-2024 - that Council approve the submission of the application for the 2024 Forest Resource Improvement Association of Alberta (FRIAA) Community Fireguard Program.

On November 22, 2023, Mayor Krausert sent correspondence to the Honourable Todd Loewen Minister of Forestry and Parks requesting assistance in directing Forestry & Parks staff to complete the Bow Valley Wildfire and Vegetation Management Plan and release for committee members' review due to the high risk the hazard of wildfire poses to the Town of Canmore.

On January 16, 2024, Mayor Krausert received correspondence from the Honourable Todd Loewen, Minister of Forestry and Parks regarding the FRIAA Community Fireguard Program and encouraged the Town of Canmore and neighbouring municipalities of the Municipal District of Bighorn to consider the opportunities of the new grant program.

On March 25, 2024, Mayor Krausert received correspondence from the Honourable Todd Loewen, Minister of Forestry and Parks, regarding the actions taken by the Province to prepare for the 2024 wildfire season, including the Community Fireguard Grant Program.

On May 7, 2024, the Honourable Todd Loewen, Ministry and Forestry and Parks, sent correspondence to Mayor Krausert in the form of a letter of support for the funding proposal for the Bow Valley Community Fireguard initiative. Mayor Krausert responded on May 8, 2024, expressing appreciation for the support from the Minister and for the presentation from Ms. Erica Samis from the Calgary Forest Area regarding the work being done to protect the residents and visitors in the region from wildfire.

DISCUSSION

The Town of Canmore continues to work in collaboration with the MD of Bighorn and the Kananaskis Improvement District with support from Alberta Forestry and Parks on the Bow Valley Community Fireguard. This Community Fireguard Construction project is a continuation of the project that has already been started and partially completed in the Stoneworks Creek, Harvie Heights, and the East Parks Gate areas. The two blocks of work proposed in this application are in the Canmore Nordic Centre West and East areas. The Canmore Nordic Centre West block is on Town of Canmore land but is within provincial park boundary. The construction of the fireguard in this area will enhance mitigation of a wildfire coming from the West and complements the mitigation work done by Alberta Forestry immediately adjacent to the area. The Canmore Nordic Centre East block is located directly above the Canmore Nordic Centre buildings and is intended to provide wildfire mitigation from a wildfire coming both from the West and/or through the Spray valley. If grant funding is approved, construction may start as early as August 2025.

ANALYSIS OF ALTERNATIVES

None.

FINANCIAL IMPACTS

The project team is finalizing the grant amount being requested for the construction for the next phase of community fireguard work in 2025-2026. The request is subject to funding availability. If the FRIAA grant is approved, Administration will return with a request to add a new capital project to be funded from the FRIAA grant. If the grant is not approved, an application will be resubmitted for future rounds of submissions. This project is grant funded and there are no incremental impacts to the operating budget.

INTEREST HOLDER ENGAGEMENT

Indigenous consultation through the Aboriginal Consultation Office will occur as a part of this process.

The Town of Canmore’s website has a page dedicated to the project and information sharing has occurred with several interest holders which includes developers, utility providers, property owners, and community associations.

On January 13, 2025, Mayor Krausert, the Honourable Todd Loewen Minister of Forestry and Parks, and Lisa Rosvold, the Reeve of the MD of Bighorn, spoke at a press conference regarding the importance of this work and continuing to pursue this project.

ATTACHMENTS

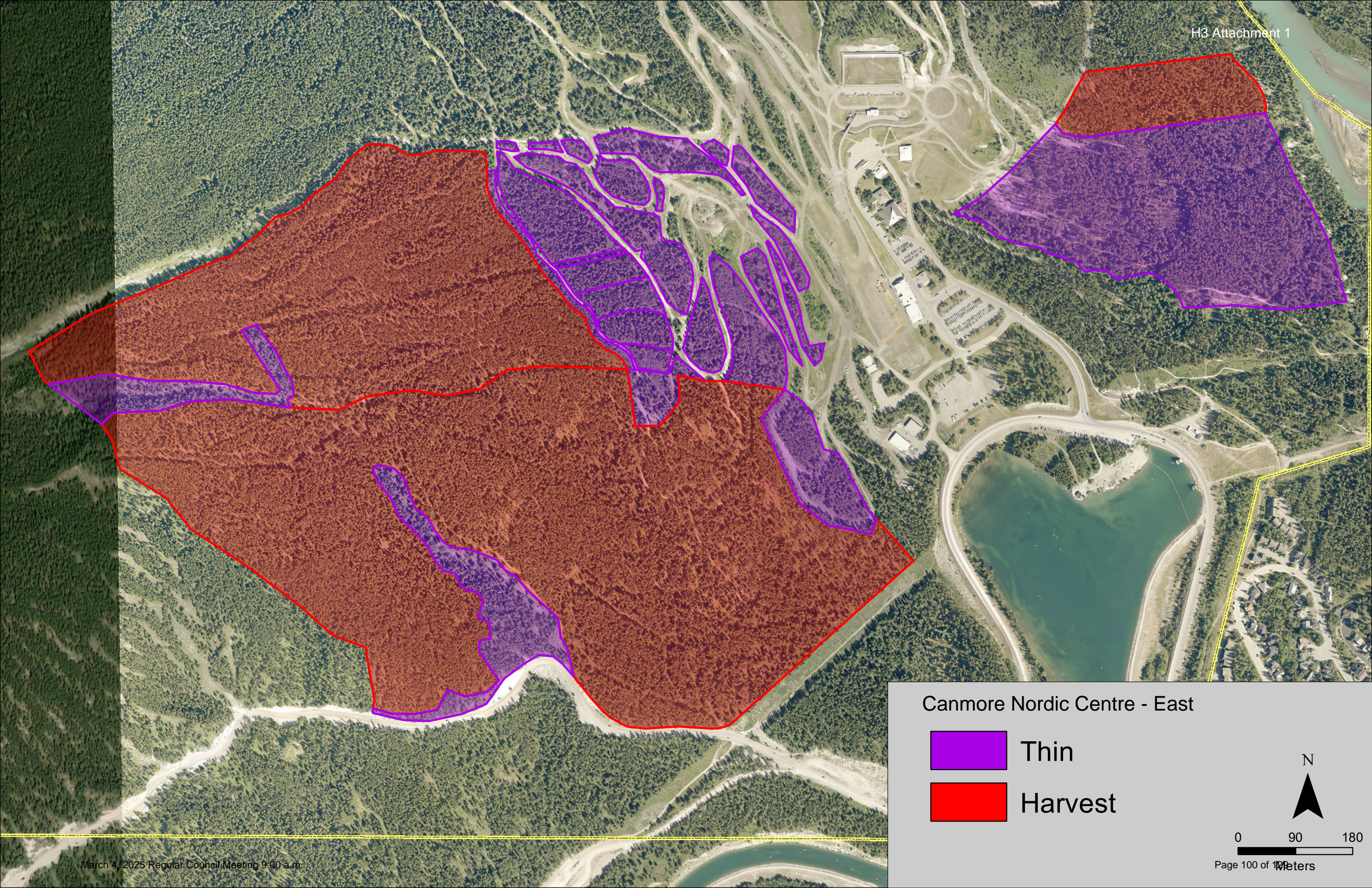
- 1) Canmore Nordic Centre East Map – Fall 2025/Winter 2026
- 2) Canmore Nordic Centre West Map – Fall 2025/Winter 2026
- 3) Bow Valley Community Fireguard Construction Map– Full Project

AUTHORIZATION



Submitted by: Caitlin Miller
Manager of Protective Services Date: February 6, 2025

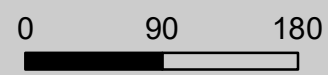
Approved by: Scott McKay
General Manager of Municipal Services Date: February 11, 2025

Approved by: Sally Caudill
Chief Administrative Officer Date: February 24, 2025

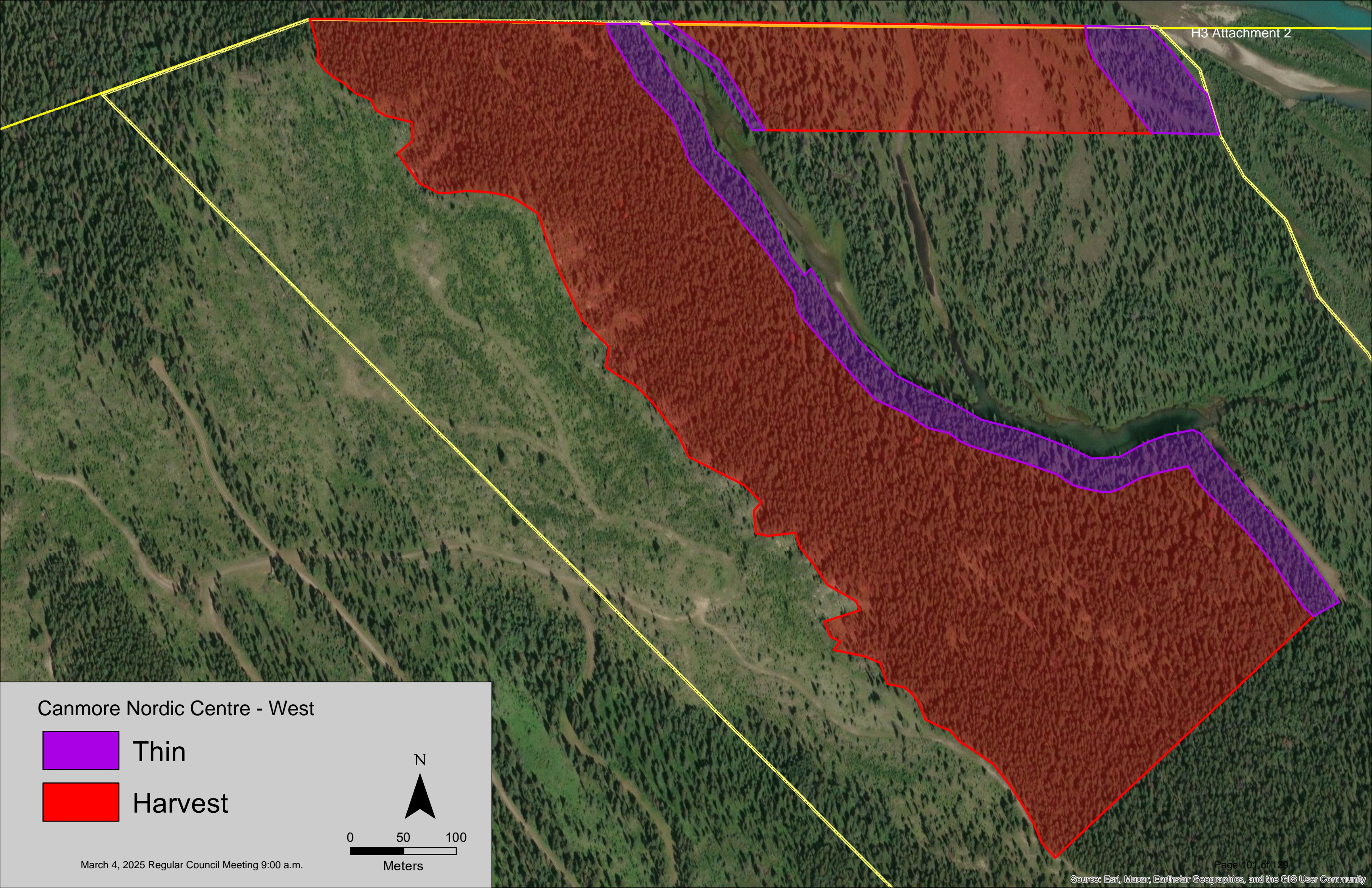


Canmore Nordic Centre - East

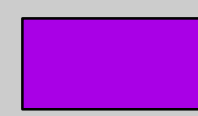
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Canmore Nordic Centre - West

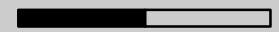
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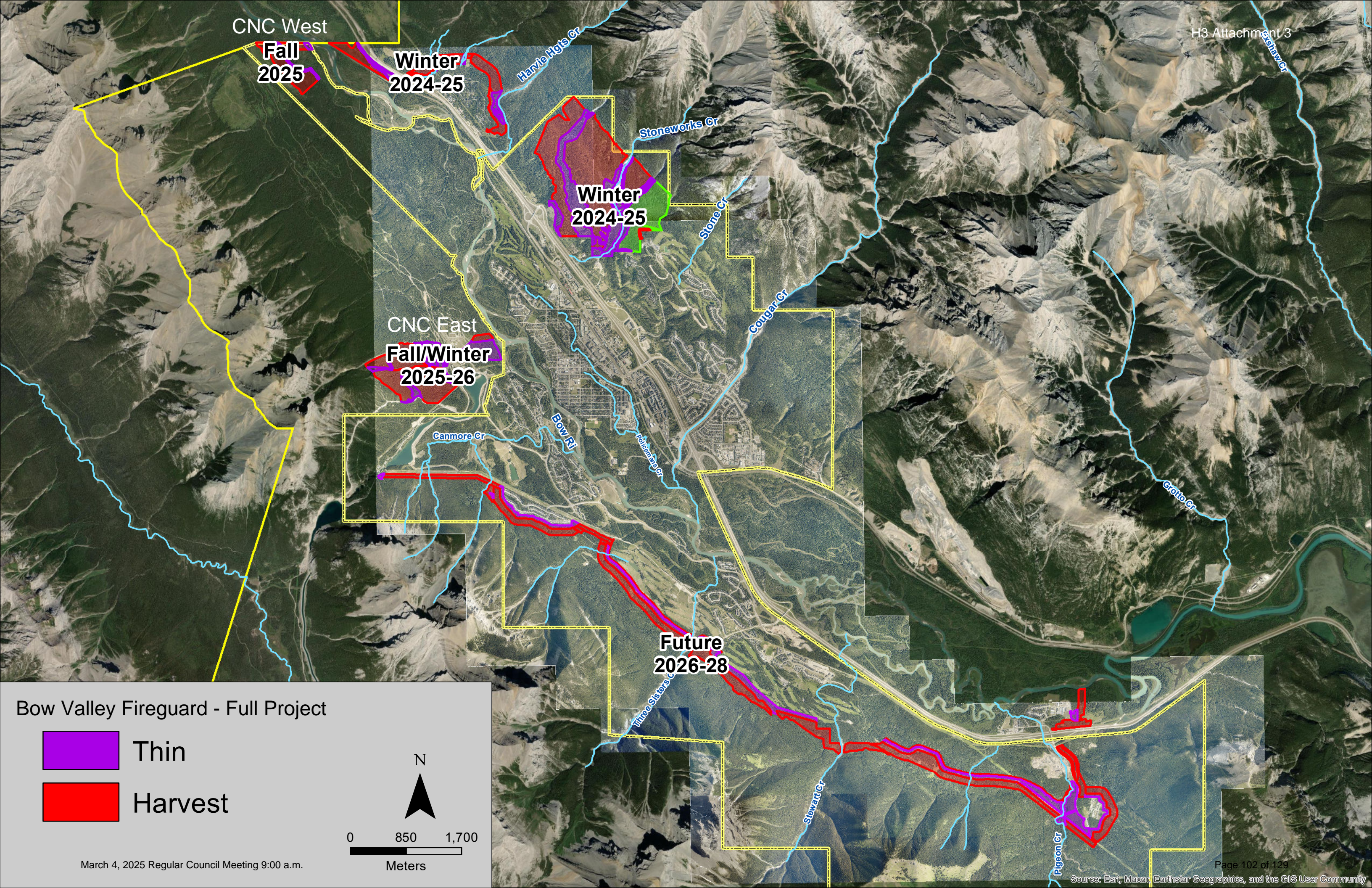
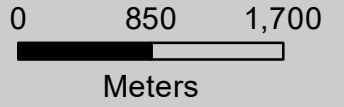
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Bow Valley Fireguard - Full Project

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Harvie Hgts Cr

Stoneworks Cr

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Canmore Cr

Bow Rl

Pohamane Cr

Grato Cr

Three Sisters Cr

Stewart Cr

Pigeon Cr



Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #:** H 4

TO: Council

SUBJECT: FRIAA Grant Application – Canyon Ridge FireSmart Vegetation Management Project

SUBMITTED BY: Michael Bourgon, Deputy Fire Chief

RECOMMENDATION: That Council approve the submission of an Expression of Interest for the 2025 Forest Resource Improvement Association of Alberta (FRIAA) grant for vegetation management in the Canyon Ridge area.

EXECUTIVE SUMMARY

The Forest Resource Improvement Association of Alberta (FRIAA) has announced funding opportunities for 2025. The Town of Canmore is proposing to submit an application for \$200,000 in funding for a FireSmart vegetation management project in the Canyon Ridge area. This project aligns with the recommendations of the updated Town of Canmore FireSmart Vegetation Management Plan and is part of ongoing efforts to reduce wildfire risks within the community. The requested funding will support critical fuel reduction activities to enhance community safety. Council approval is required to support the application submission.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Since 2007, the Town of Canmore has successfully applied for and received FRIAA grant funding for numerous FireSmart initiatives. These grants have supported projects such as vegetation management, large-scale functional exercises, updates to wildfire preparedness plans, and the development of the Wildfire Mitigation Strategy.

Motion 150-2024: That Council accept the Climate Emergency Action Plan for planning purposes. The proposed project supports the Town’s Climate Emergency Action Plan, which includes:

- Updating FireSmart guidelines for new developments.
- Developing a region-wide FireSmart program in collaboration with the province.
- Enhancing multi-hazard protection measures.

DISCUSSION

Wildfire remains the top-rated hazard for the Town of Canmore, as identified in the Hazard Identification Risk Assessment process and the Town’s Climate Emergency Action Plan. Over the years, FRIAA grants have played a critical role in supporting Canmore’s preparedness initiatives.

The Canyon Ridge Vegetation Management Project represents the next phase of the Town’s long-term FireSmart strategy, focusing on high-priority areas identified in the updated FireSmart Vegetation

Management Plan. This project builds on the Town's proven track record of successful vegetation management initiatives, including the Larch area, which demonstrated significant wildfire risk reduction.

Specific project activities will include:

- Thinning of understory evergreen trees.
- Pruning of lower limbs on remaining evergreen trees.
- Removal of dead/downed logs and standing dead trees.
- Disposal of debris by pile and burn, chip and remove methods.

By targeting the Canyon Ridge area, the project will further enhance the community's resilience against wildfire threats and align with the strategic priorities set out in previous mitigation plans.

Subject to available funding, the maximum funding for a project submitted under FRIAA's FireSmart – Vegetation Management program is \$200,000. It is estimated that approximately \$300,000 is needed to complete all of the recommended vegetation management in the Canyon Ridge area. Should grant funding of \$200,000 be approved, vegetation management within 100 m of infrastructure will be prioritized and a grant application to complete the full recommended treatment can be submitted during future application intake periods.

ANALYSIS OF ALTERNATIVES

None.

FINANCIAL IMPACTS

If approved, the Town will request \$200,000 in funding from FRIAA for the project. The final project budget will depend on the grant award and project scope. If the grant is not approved, staff will explore alternative funding sources or resubmit applications for future funding opportunities.

INTEREST HOLDER ENGAGEMENT

The Canyon Ridge Vegetation Management Project is consistent with the Town of Canmore's long-term FireSmart strategy and builds on previous successful vegetation management efforts in priority areas. The project aligns directly with the recommendations of the Town of Canmore FireSmart Vegetation Management Plan Update and represents the next phase of implementation.

ATTACHMENTS

- 1) Town of Canmore FireSmart Vegetation Management Update

AUTHORIZATION

Submitted by:	Michael Bourgon Deputy Fire Chief	Date:	<u>February 13, 2025</u>
Approved by:	Chelsey Gibbons Manager of Financial Services	Date:	<u>February 13, 2025</u>
Approved by:	Ted Ruitter Fire Chief	Date:	<u>February 13, 2025</u>
Approved by:	Scott McKay General Manger of Municipal Services	Date:	<u>February 13, 2025</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>February 24, 2025</u>

Town of Canmore FireSmart Vegetation Management Plan Update

Prepared for:
Town of Canmore Fire Rescue



Prepared by:
Stew Walkinshaw
MONTANE
Forest Management Ltd.

March 2023

1 Overview

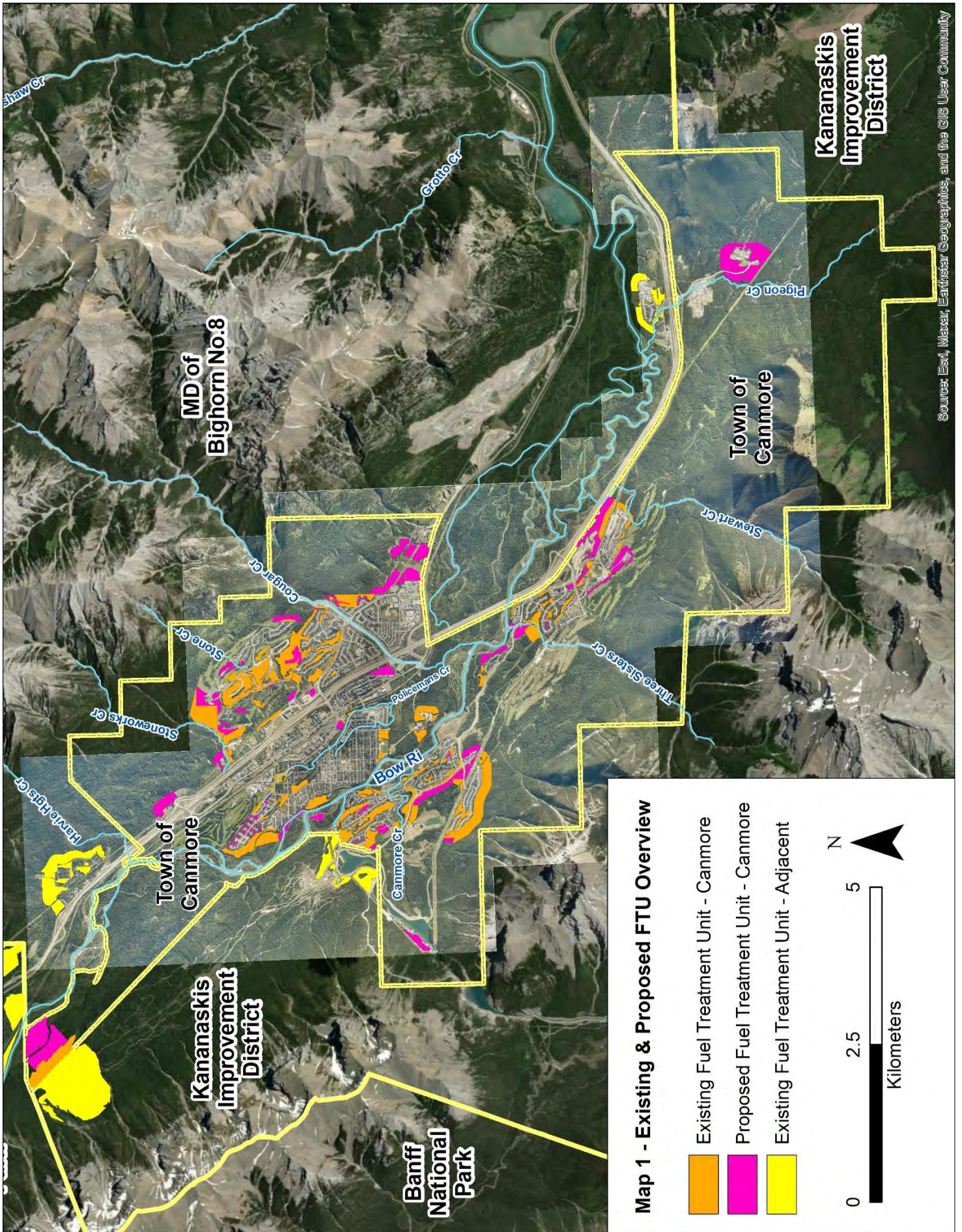
The objectives of the Town of Canmore FireSmart Vegetation Management Plan Update were to:

- Field-inspect existing fuel treatment units (FTU's) to determine future maintenance treatment needs
- Identify and field-inspect untreated areas to determine proposed new fuel treatment areas
- Update the FireSmart vegetation management database

Existing and proposed new fuel treatment units are identified for all Municipal, Provincial, and deeded developer/business-owner lands within the Town of Canmore (Map 1).

The Town of Canmore, Alberta government, and private landowners are each responsible for maintenance of existing and implementation of proposed new FireSmart fuel treatment units on their lands.

The Town of Canmore will liaise with the responsible Provincial government departments and private developers/business owners regarding the fuel treatment units and the priorities identified in this Plan.



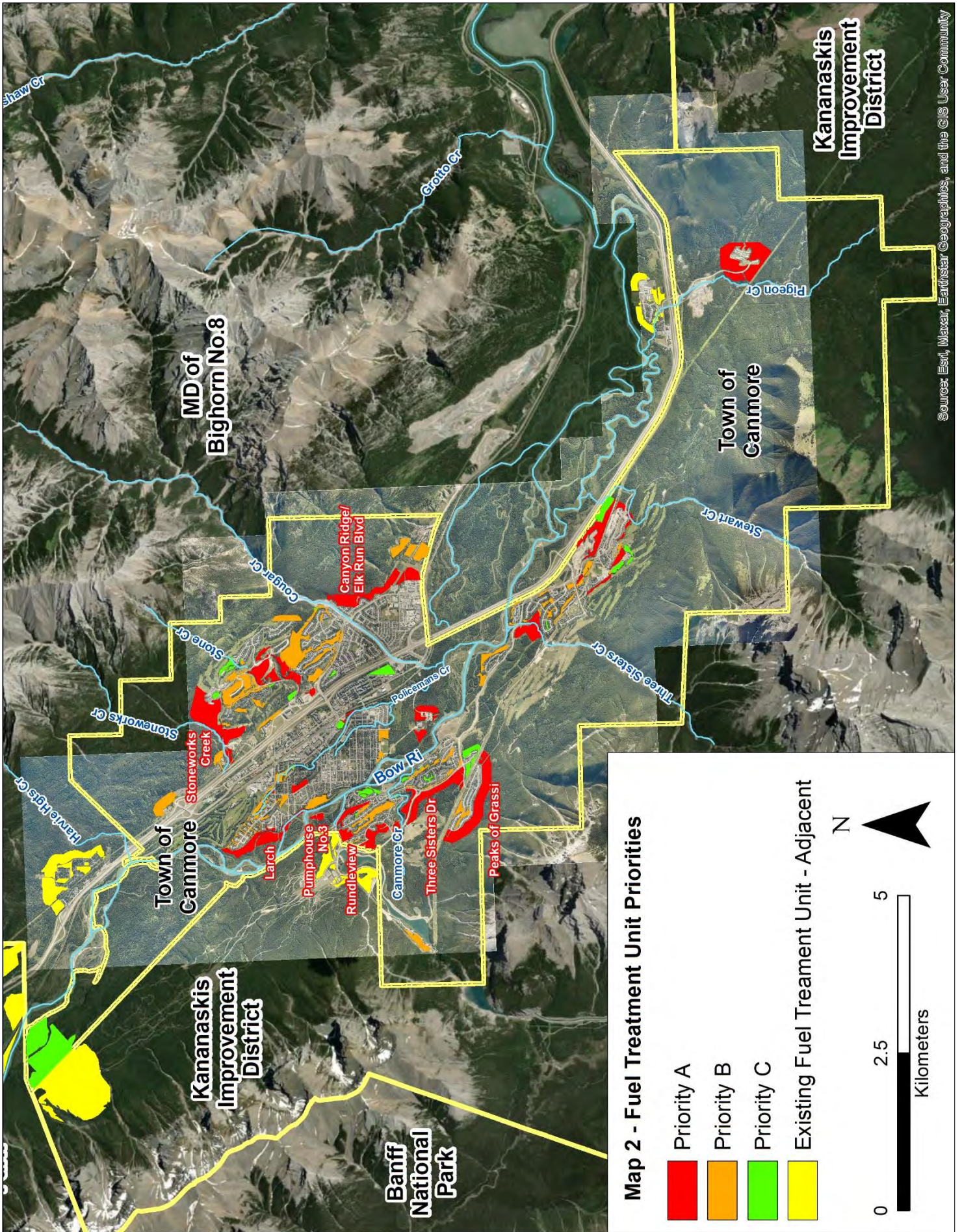
2 Treatment Priorities

Treatment priorities (Map 2) have been assigned to each existing and proposed new FTU based on the following criteria:

Priority	Factors
A	<ul style="list-style-type: none"> ▪ Neighbourhood-Level Perimeter Fuelbreak OR ▪ Protecting Critical Infrastructure, Special, or Hazardous Values
B	<ul style="list-style-type: none"> ▪ Community-Level Perimeter Fuelbreak OR ▪ Protecting Isolated/Individual Value
C	<ul style="list-style-type: none"> ▪ Neighbourhood-Level Occluded Patch OR ▪ Landscape-Level Fuelbreak

Based on the above criteria, the following fuelbreaks have been determined as the highest priority for existing maintenance and/or new treatment:

- Canyon Ridge/Elk Run Blvd
- RundleView
- Peaks of Grassi
- Larch
- Stoneworks Creek
- Three Sisters Drive
- Engine Bridge Pumphouse No.3



3 Existing and Proposed Fuel Treatment Units

Existing and proposed fuel treatment units are identified for all Municipal, Provincial, and deeded developer/business-owner lands within the Town of Canmore (Maps 3A-3I).

All existing FTU maintenance and new proposed treatments require preparation of a detailed fuel modification prescription by a qualified individual to identify constraints, block boundaries, and prescription standards prior to implementation.

3.1 Existing Fuel Treatment Unit Maintenance

A total of 230.1 hectares have been FireSmart fuel-reduced since 2000 (Table 1).

Table 1: Existing Fuel Treatment Unit (FTU) Summary

Area (Ha) by Land Manager			
Municipal	Provincial	Deeded	Total
77.6	97.5	55.0	230.1

Existing fuel treatment units on Municipal and Provincial lands within the Town of Canmore were evaluated and classified by Maintenance Treatment Type as described below. **The assigned Maintenance Treatment Type applies to the current (2023) state.**

Maintenance Treatment Type

Treatment Type	Factors
No Action	<ul style="list-style-type: none"> ▪ Inspect/re-evaluate in 5 years
Maintain	<ul style="list-style-type: none"> ▪ Thin selected coniferous stems ▪ Remove dead/down and dead standing ▪ Prune ladder fuels on residual coniferous stems
2nd Pass TPC (Thin/Prune/Clean)	<ul style="list-style-type: none"> ▪ 2nd pass thin coniferous stems to reduce stem density ▪ Remove dead/down and dead standing ▪ Prune ladder fuels on residual coniferous stems

Tables 2A (Maintenance/2nd Pass TPC) and 2B (No Action) provide a summary of all existing fuel treatment units on Municipal and Provincial lands within the Town of Canmore and Maps 3A-3I illustrate the recommended maintenance type for each FTU.

Table 2A: Existing Municipal & Provincial-Land FTU's Requiring Maintenance/2nd Pass TPC

FTU#	Area (Ha) by Land Manager			Initial Treatment Year	Last Maintenance Year	Recommended Maintenance Treatment	Priority
	Municipal	Provincial	Total				
05-1		16.76	16.76	2005		2 nd Pass TPC	C
08-1	3.88		3.88	2008		2 nd Pass TPC	A
10-1	3.04		3.04	2010		2 nd Pass TPC	A
10-2	1.30		1.30	2010		2 nd Pass TPC	A
11-1	0.62		0.62	2011		Maintain	C
11-2	1.88		6.88	2011		2 nd Pass TPC	A
	5.00						B
11-3	0.33		1.26	2011		2 nd Pass TPC	A
	0.93						Maintain
13-1	8.09		8.09	2013		2 nd Pass TPC	B
13-2	0.48		0.48	2013		2 nd Pass TPC	C
13-3	0.49		0.63	2013	2015	2 nd Pass TPC	C
	0.14						
13-4	2.28		2.28	2013		2 nd Pass TPC	A
13-5	2.44		4.58	2013		2 nd Pass TPC	B
	2.14						Maintain
13-6	1.40		1.40	2013		2 nd Pass TPC	C
14-1		12.19	12.19	2014		2 nd Pass TPC	A
14-2	0.10	3.94	4.04	2014		2 nd Pass TPC	B
14-3		3.15	3.15	2014		2 nd Pass TPC	A
15-1	3.09		3.09	2015		2 nd Pass TPC	B
15-2	1.62		1.62	2015		2 nd Pass TPC	B
15-3	1.54		1.54	2015		2 nd Pass TPC	B
15-4	0.45		0.45	2015		Maintain	B
15-5	0.51		0.51	2015		2 nd Pass TPC	B
15-6	0.45		0.45	2015		2 nd Pass TPC	A
15-7	2.46		2.46	2015		2 nd Pass TPC	A
15-8	3.66		3.66	2015		2 nd Pass TPC	A
15-9	3.55		3.55	2015		2 nd Pass TPC	B
15-10	0.17		0.17	2015		2 nd Pass TPC	A
15-11		1.33	1.33	2015		2 nd Pass TPC	B
15-12		2.70	2.70	2015		2 nd Pass TPC	A
15-13		1.84	1.84	2015		2 nd Pass TPC	A
15-14		0.64	0.64	2015		2 nd Pass TPC	C
16-1	0.54	22.47	23.01	2016		2 nd Pass TPC	A
17-1		18.65	18.65	2017		2 nd Pass TPC	A
19-4	0.42	0.35	0.77	2019		2 nd Pass TPC	B
19-5	0.34		0.34	2019		Maintain	A
19-6	1.97		1.97	2019		Maintain	B
Total Area (Ha)	55.31	84.02	139.33				

Table 2B: Existing Municipal & Provincial-Land FTU's Requiring No Action

FTU#	Area (Ha) by Land Manager			Initial Treatment Year	Last Maintenance Year	Recommended Maintenance Treatment	Priority
	Municipal	Provincial	Total				
01-1	0.70		0.70	2001	2019	No Action	B
01-2	1.25		1.25	2001	2019	No Action	B
01-3	0.82		0.82	2001	2019	No Action	B
01-4	1.48		1.48	2001	2019	No Action	B
01-5	0.48		0.48	2001		No Action	B
15-15	0.71		0.71	2015	2022	No Action	B
17-2		7.87	7.87	2017		No Action	A
19-1	2.35		2.35	2019		No Action	B
19-2	0.48		0.48	2019		No Action	A
19-3	1.76		1.76	2019		No Action	B
19-5	0.27		0.27	2019		No Action	A
20-1	0.56		1.33	2020		No Action	A B
	0.77						
21-1	0.07		0.07	2021		No Action	A
22-1	5.32	5.04	10.36	2022		No Action	A
22-2	1.50	0.53	2.73	2022		No Action	B C
	0.70						
22-3	0.45		1.18	2022		No Action	B C
	0.73						
22-4	1.63		1.63	2022		No Action	B
22-5	0.28		0.28	2022		No Action	A
Total Area (Ha)	22.31	13.44	35.75				

3.2 Proposed New Fuel Treatment Units

New fuel treatment units are proposed on Municipal, Provincial, and deeded developer lands (Table 3 and Maps 3A-3I) to:

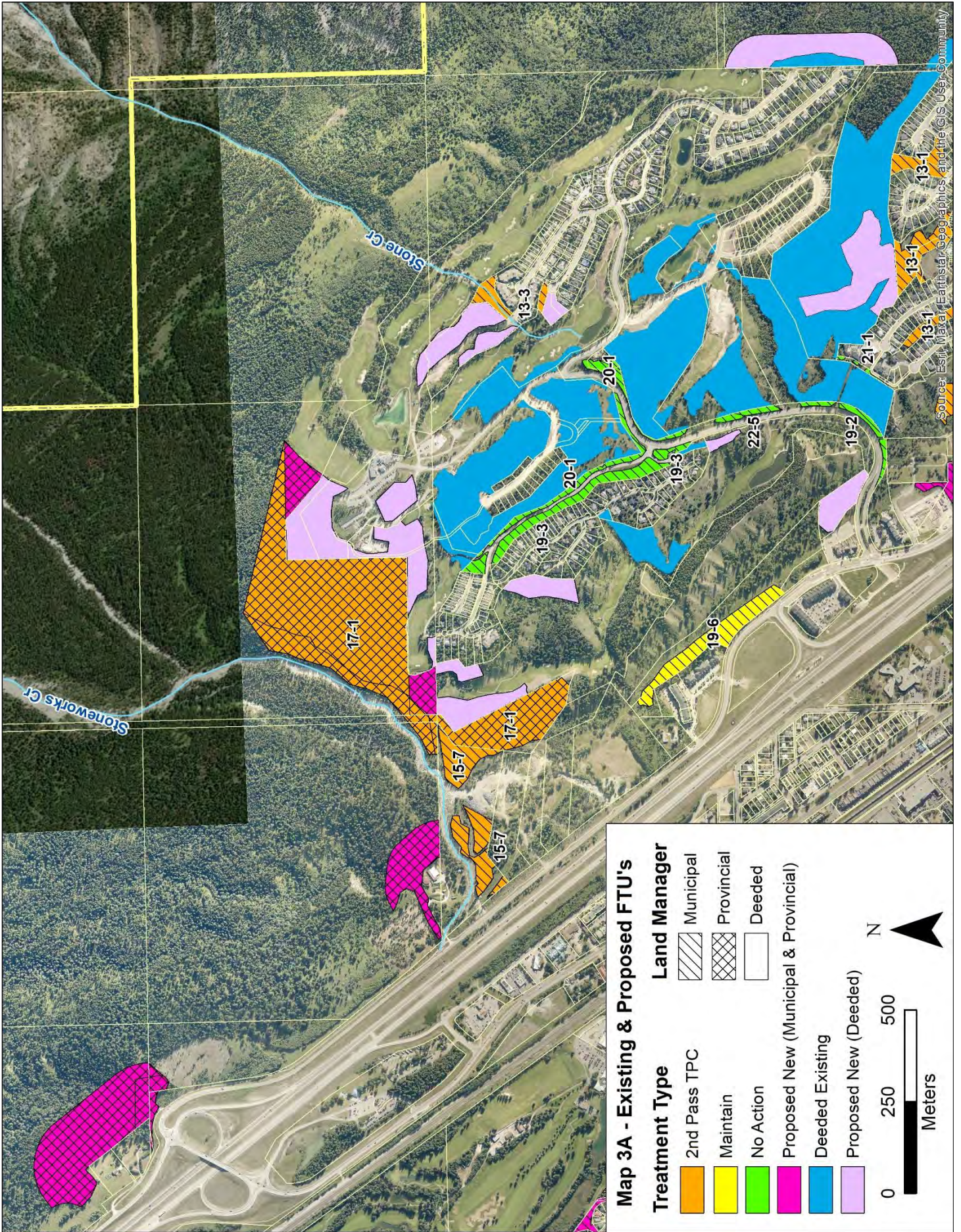
- Establish new fuelbreaks around isolated and/or infrastructure facilities and new developments
- Strengthen existing fuelbreaks

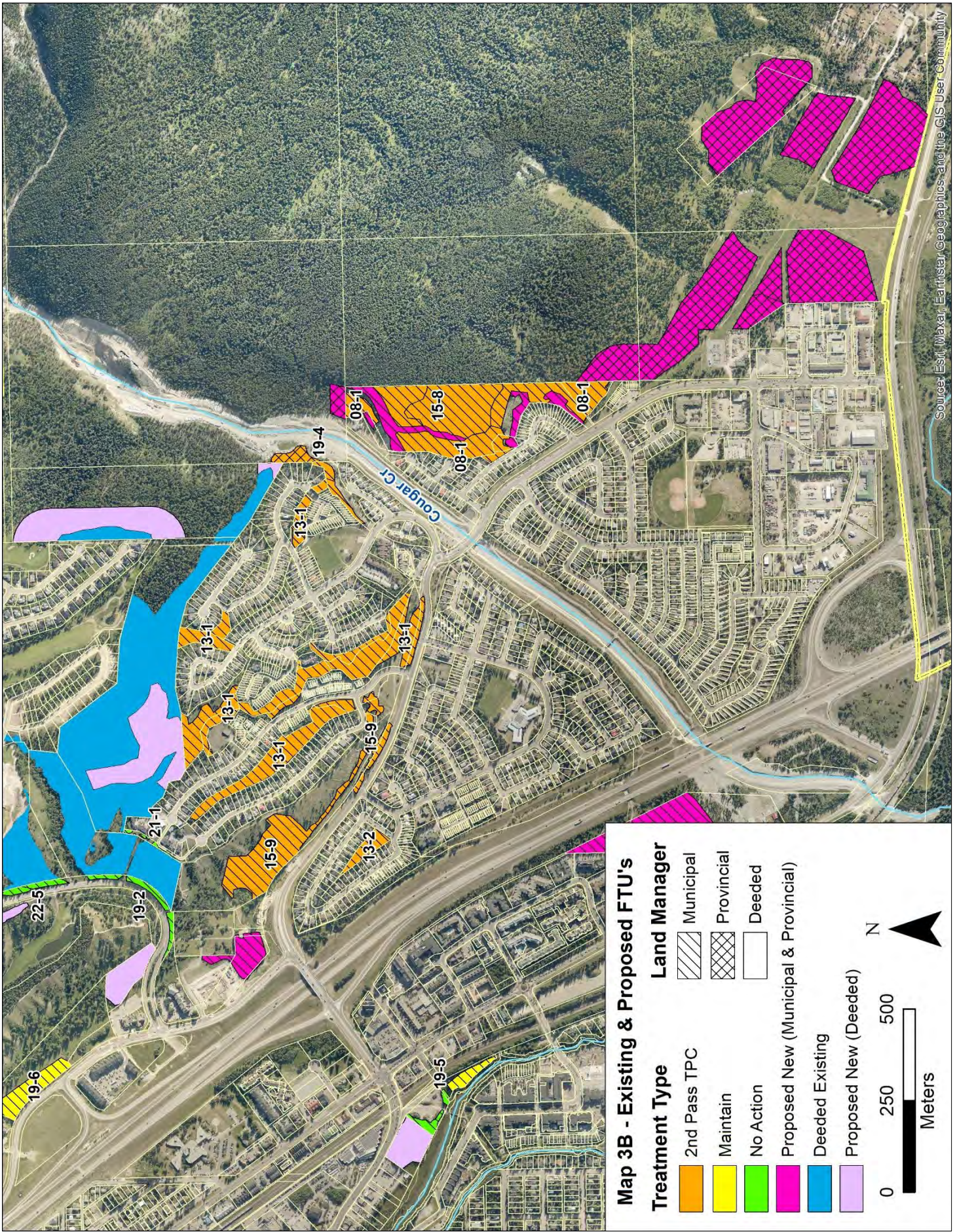
Provincial lands include Provincial Park and occupied and vacant crown land parcels within the Town of Canmore.

Priorities have been assigned using the same criteria used for existing FTU's.

Table 3: Proposed New Fuel Treatment Unit (FTU) Summary

Area (Ha) by Land Manager			
Municipal	Provincial	Deeded	Total
13.8	99.5	57.4	170.7





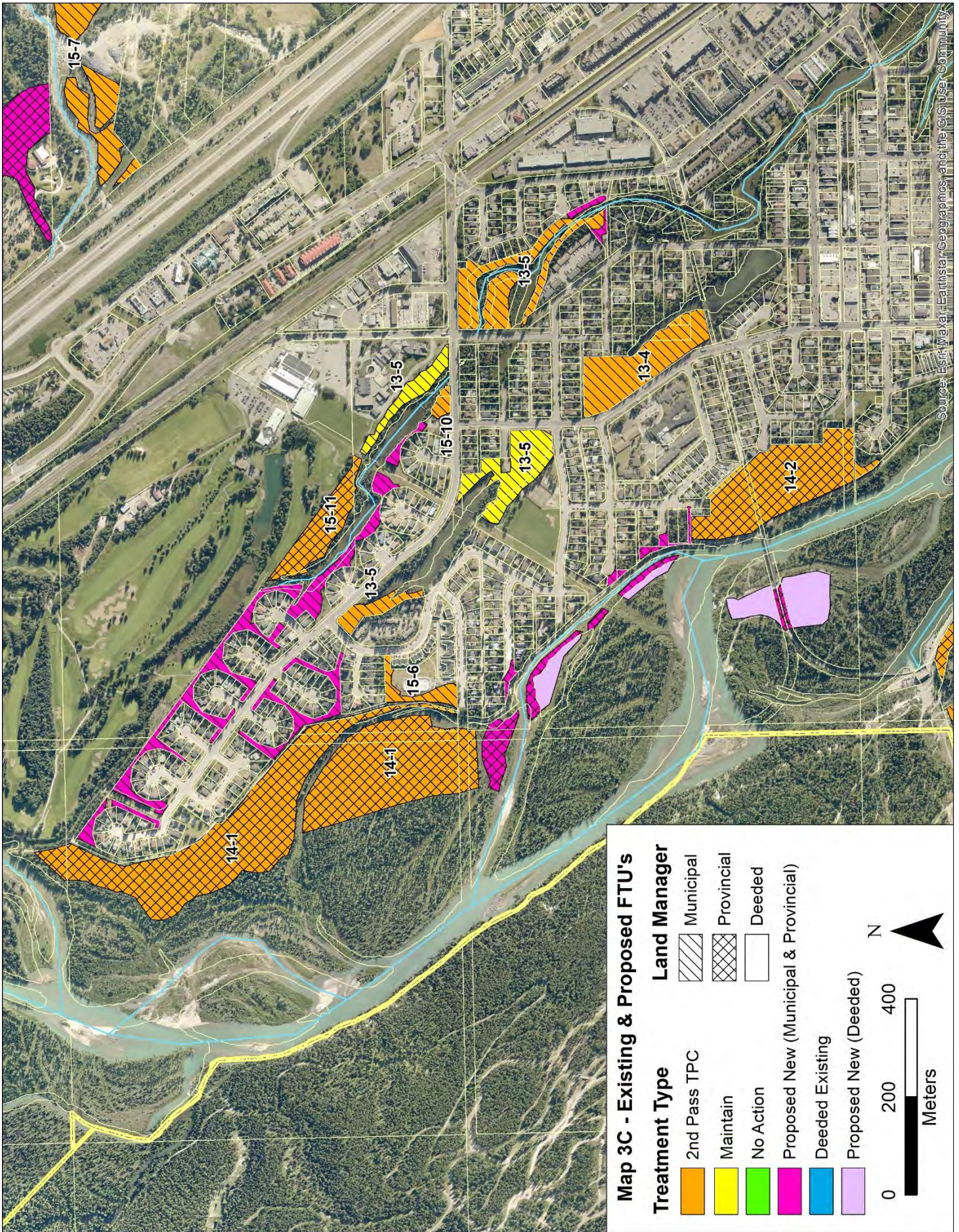
Map 3B - Existing & Proposed FTU's

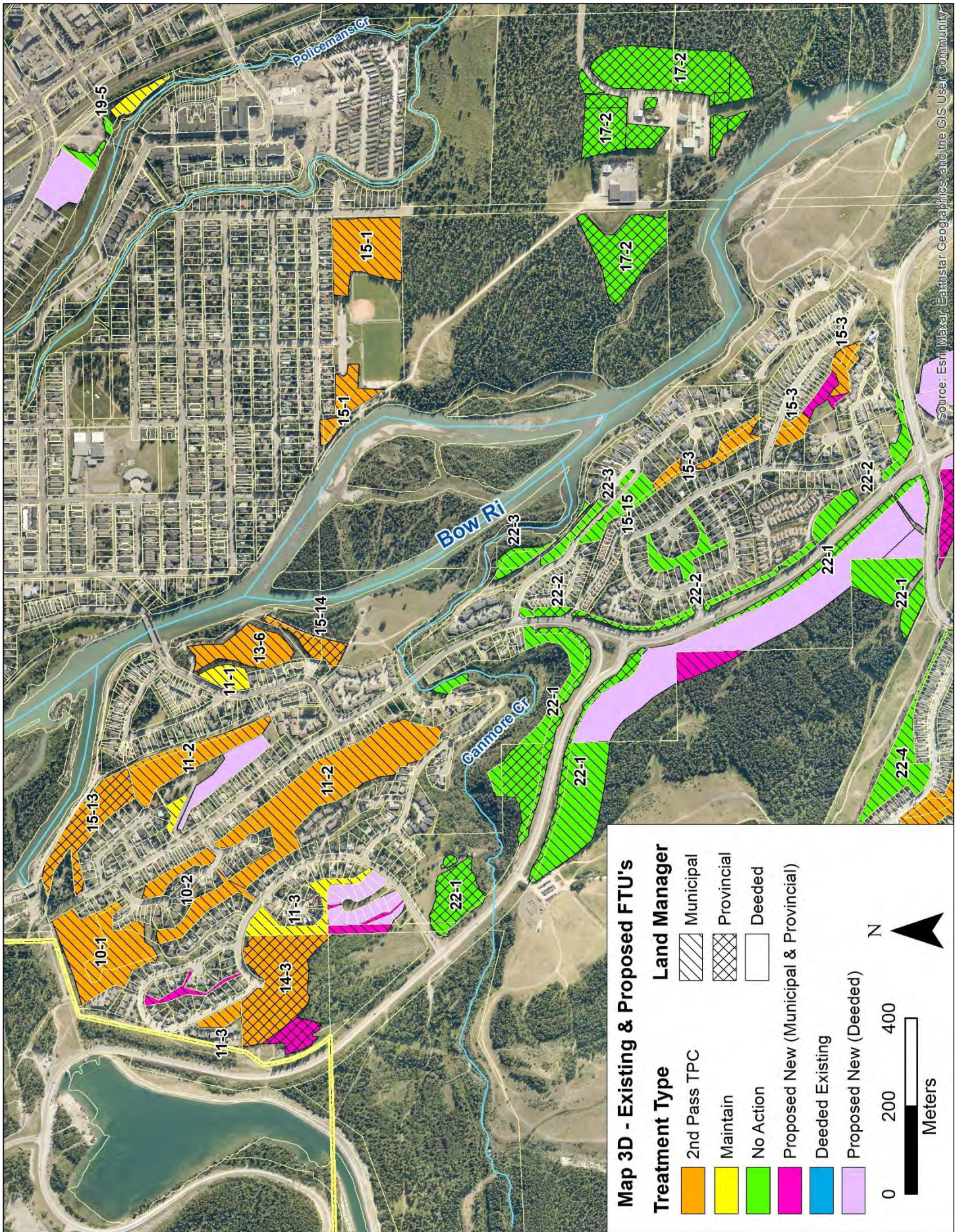
Treatment Type	Land Manager
	Municipal
	Provincial
	Deeded
	Proposed New (Municipal & Provincial)
	Deeded Existing
	Proposed New (Deeded)

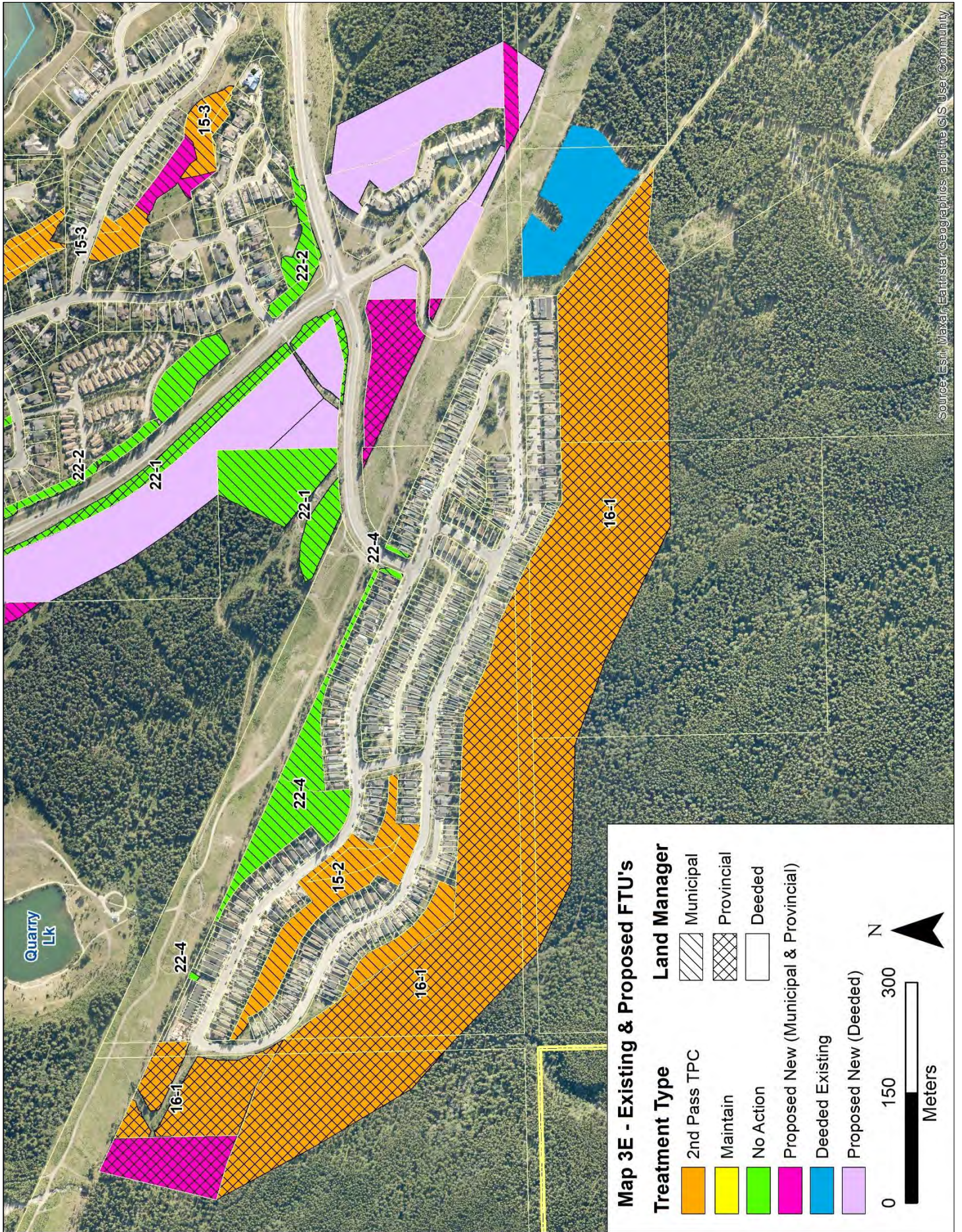
0 250 500
Meters

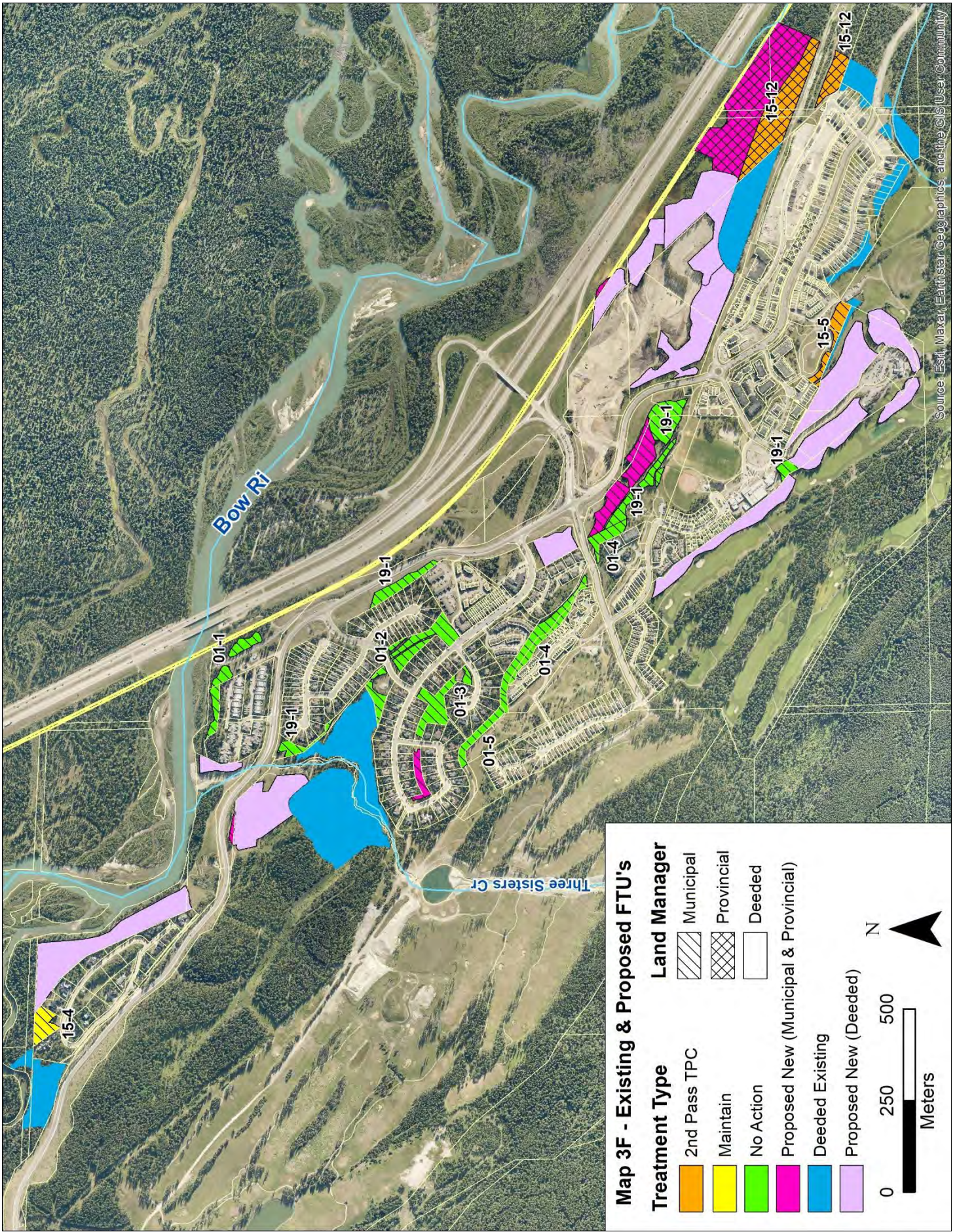
N

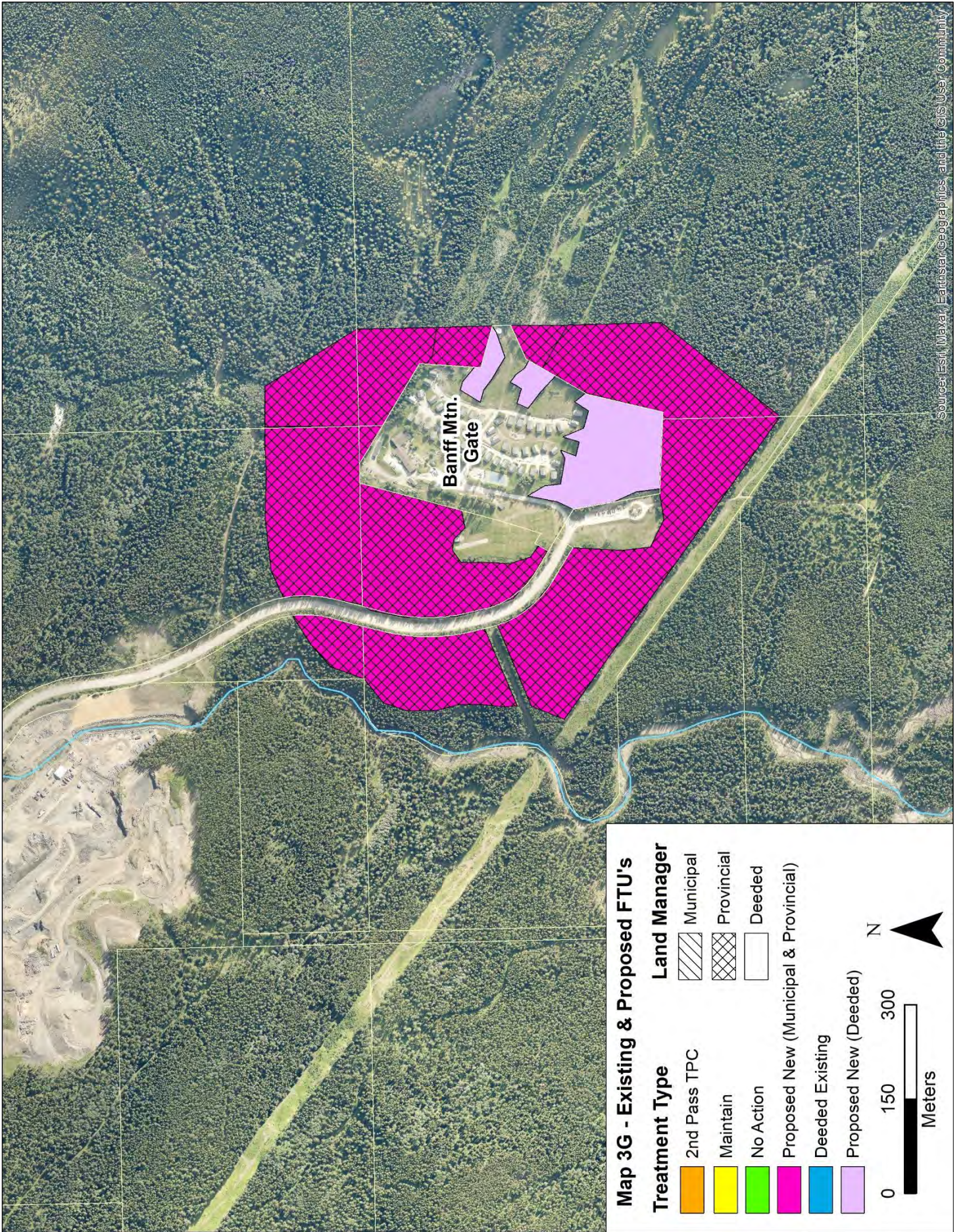
Source: Esri, Maxar, Earthstar, GeoGraphics, and the GIS User Community

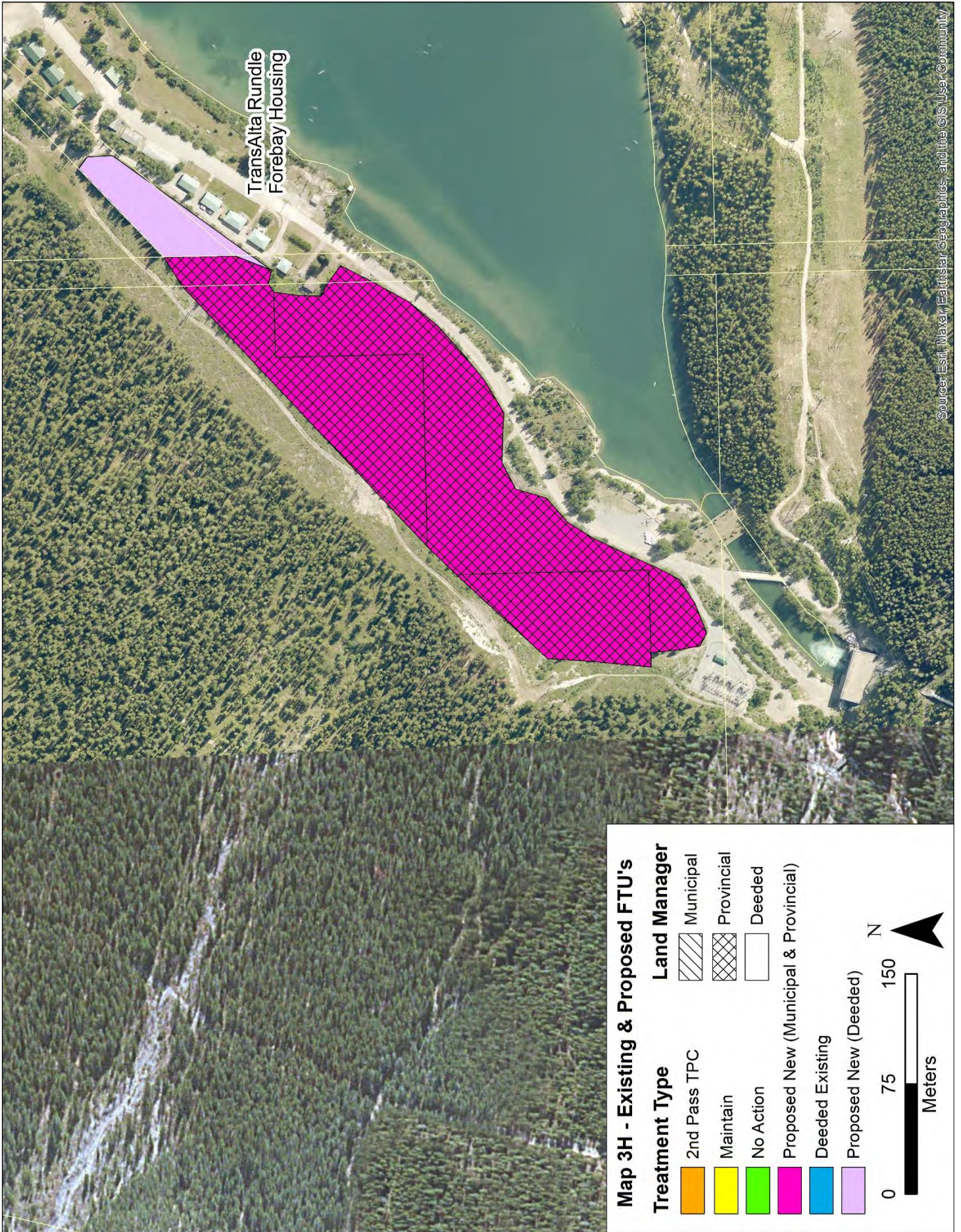


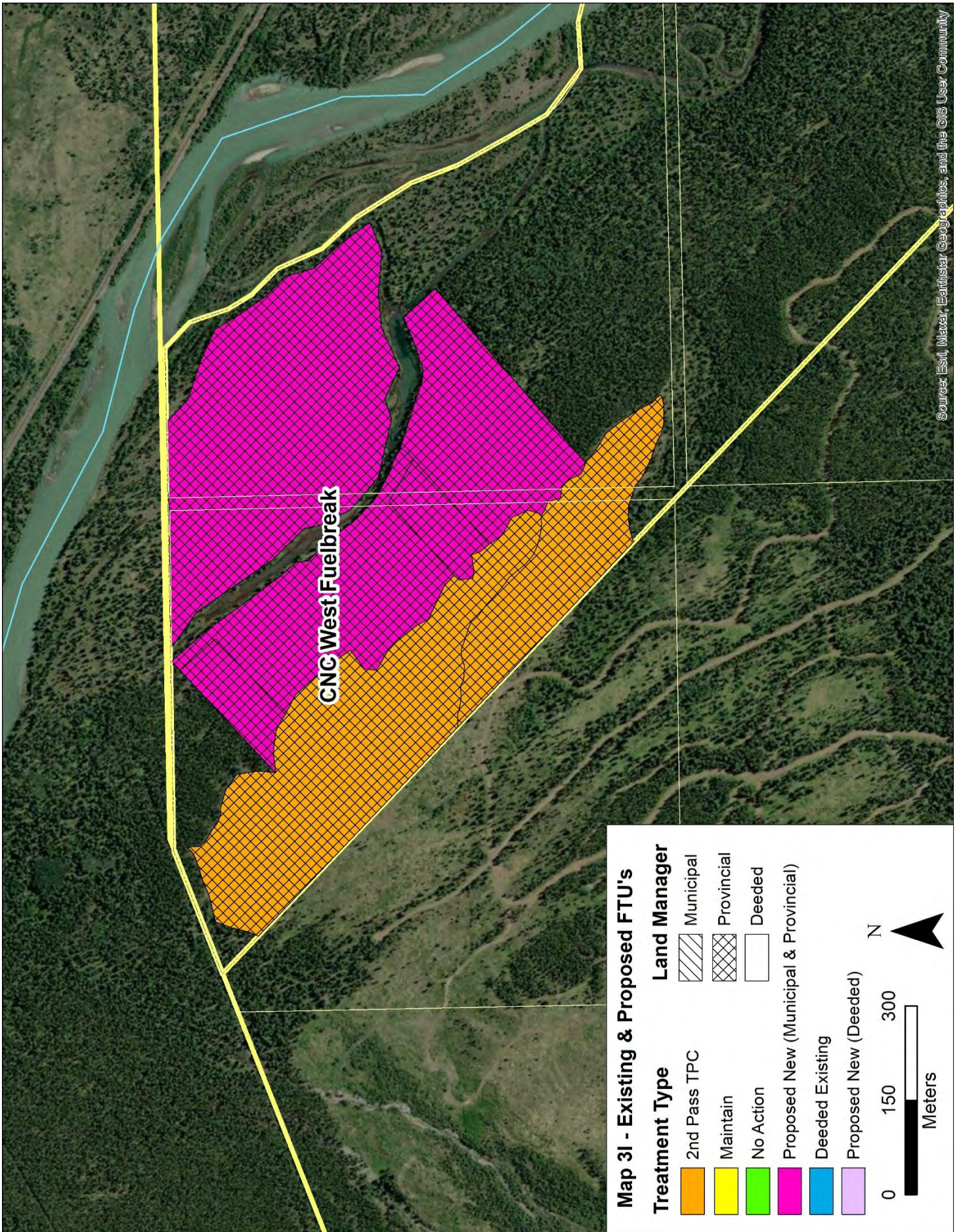














Request for Decision

DATE OF MEETING: March 4, 2025 **Agenda #:** H 5

TO: Council

SUBJECT: Community Grants Selection Committee Public Member Appointment

SUBMITTED BY: Ben Stiver, Municipal Clerk

RECOMMENDATION: That Council appoint Catherine Tetreault to the Community Grants Selection Committee for a term ending at the 2025 annual organizational meeting of council.

EXECUTIVE SUMMARY

At the annual organizational meeting on October 22, 2024, Council appointed members to internal and external advisory boards, committees, commissions, and task forces. Due to an unexpected vacancy in the Community Grants Selection Committee, Council is required to appoint a new public member to serve until the 2025 annual organizational meeting of council.

RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Committee membership criteria is set out in the Community Grants Selection Committee Bylaw 2017-16.

DISCUSSION

Current public member appointments for the Community Grants Selection Committee are listed below. Victoria Meah informed administration after the new year that they were no longer able to commit to the time allocation needed for this committee and submitted their resignation.

Community Grants Selection Committee	Term Expiry
Gunn, David	2025
Meah, Victoria	2025

*Submitted Resignation

Administration recommends that Council appoint Catherine Tetreault, who applied for the committee at the 2024 annual organizational meeting but was not appointed at that time. The term being recommended aligns with the expiry of the other member’s terms on the Community Grants Selection Committee.

ANALYSIS OF ALTERNATIVES

If Council decides to not appoint Catherine Tetreault as the new member of the Community Grants Selection Committee, administration will launch a new recruitment process as Ms. Tetreault is the last remaining unassigned applicant for the committee.

FINANCIAL IMPACTS

None.

INTEREST HOLDER ENGAGEMENT

None.

ATTACHMENTS

- 1) Boards & Committees Application – Catherine Tetreault
 - To prevent the disclosure of personal information in accordance with section 17(4)(g) of the *Freedom of Information and Protection of Privacy Act*, Attachment 1 is not included in the public agenda package and only provided to Council for their review.
- 2) Community Grants Selection Committee Bylaw 2017-16

AUTHORIZATION

Submitted by:	Ben Stiver Municipal Clerk	Date:	<u>February 12, 2025</u>
Approved by:	Cheryl Hyde Manager, Municipal Clerk’s Office	Date:	<u>February 26, 2025</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>February 24, 2025</u>



BYLAW 2017-16

A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING A COMMUNITY GRANT SELECTION COMMITTEE

The Council of the Town of Canmore, in the Province of Alberta, duly assembled, enacts as follows:

1: TITLE

1.1. This bylaw shall be known as the Community Grants Selection Committee Bylaw.

2: INTERPRETATION

2.1. In this bylaw, "Committee" means the Community Grants Selection Committee.

2.2. Where a bylaw references a Town staff position, department or Committee, the reference is deemed to be to the current name that the staff position, department or Committee is known by.

3: ESTABLISHMENT

3.1. The Community Grants Selection Committee is hereby established.

3.2. The purpose of the Committee is to allocate community grant funding in accordance with the Town's Community Grants Policy.

4: AUTHORITY

4.1. The Committee is authorized to:

- a) Evaluate the eligibility of applications received for community grants funding; and
- b) Determine funding allocations.

4.2. The Committee shall report biannually to Council:

- a) The names of successful applicants, descriptions of their projects, and the amount of funding awarded;
- b) The process used for allocating grant funding; and
- c) Final reported outcomes of the projects or events funded through community grants.

5: MEMBERSHIP AND TERM

5.1. The Committee shall be comprised of the following members:

- a) one Council representative;
- b) the Manager of Community Social Development;

- c) one administrative representative from the Arts and Events department or the Event Permitting function (non-voting); and
 - d) two members of the public.
- 5.2. Council shall appoint public members and the Council member at Council's annual organizational meeting.
- 5.3. The term of membership for public members shall be 1 year, beginning on the date following Council's annual organizational meeting and terminating on the date of annual organizational meeting two years later.
- 5.4. The number of consecutive terms served by a public member shall not exceed 5 years.

6: ELIGIBILITY

- 6.1. To be eligible for public membership on the Committee, a person must:
- a) be legally residing in Canada;
 - b) be a resident or a second homeowner in Canmore; and
 - c) be at least eighteen years of age.
- 6.2. A public member is not eligible for continuing a term on the Committee and/or for reapplying for the next subsequent term on that Committee if the public member:
- a) fails to attend three consecutive meetings of the Committee, unless that absence is caused through illness or is authorized in advance by resolution of the Committee; or
 - b) ceases to meet the eligibility requirements set out in this bylaw.

7: RESIGNATIONS AND REMOVALS

- 7.1. Any public member may resign from the Committee at any time by sending written notice to the Committee chair.
- 7.2. If a vacancy occurs before Council's annual organizational meeting, Council may appoint a replacement for the remainder of the term.

8: MEETING SCHEDULE AND PROCEDURES

- 8.1. Quorum shall be a simple majority of voting members.
- 8.2. The Committee will meet a minimum of 3 times per year.
- 8.3. Public notice of a meeting will be provided on the Town's website at least 24 hours prior to the meeting.

Bylaw approved by:

8.4. The Committee will conduct its meetings in public except where authorized by the municipal Government Act to close a meeting to the public.

8.5. The Manager of Community Social Development shall be the chair of the Committee.

8.6. Matters will be decided by majority vote. A tied vote is defeated.

9: MEETING RECORDS

9.1. Agendas shall be made available to Committee members at least three days prior to a meeting, and made available to the public at least one day prior to a meeting.

9.2. Minutes shall be prepared for every Committee meeting and contain the following:

- a) The date, time and location of the meeting;
- b) The names of all Committee members present;
- c) The name of anyone other than a Committee member who participated in the meeting; and
- d) Any motions made at the meeting, along with the results of the vote on the motion.

9.3. Questions and debate shall not be recorded in committee minutes.

9.4. Minutes of a meeting shall be adopted by motion at the next meeting convened.

9.5. Any member may request a correction to the minutes before they are adopted; corrections are deemed adopted when the motion to adopt the minutes has carried.

9.6. Approved minutes shall be signed by the chairperson and the recorder who were present at the meeting where the minutes were taken, wherever possible. Where not possible, the minutes shall be signed by the current presiding officer and recording secretary.

10: ENACTMENT/TRANSITION

10.1. If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

10.2. This bylaw comes into force on the date it is passed.

FIRST READING: March 7, 2017

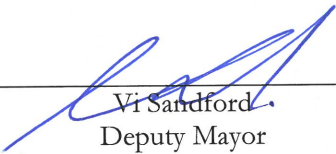
SECOND READING: March 7, 2017

THIRD READING: March 7, 2017

Bylaw approved by:  

March 4, 2025 Regular Council Meeting 9:00 a.m.

Approved on behalf of the Town of Canmore:



Vi Sandford
Deputy Mayor

Mar 13, 2017
Date



Cheryl Hyde
Municipal Clerk

March 8, 2017
Date

Bylaw approved by: CTT _____