

TOWN OF CANMORE

AGENDA

Committee of the Whole

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

Tuesday, January 17, 2023 at 1:00 p.m.

- 1:00 – 1:05
- A. CALL TO ORDER AND APPROVAL OF AGENDA**
1. Land Acknowledgement
 2. Agenda for the January 17, 2023 Committee of the Whole Meeting
- 1:05 – 1:50
- B. DELEGATIONS**
1. Investment Presentation from CIBC Wood Gundy (verbal)
- 1:50 – 2:10
2. Alberta Health Services/Emergency Management Services Community Engagement
- 2:10
- C. MINUTES**
1. Minutes of the December 20, 2022 Committee of the Whole Meeting
- 2:10 – 2:25
- D. STAFF REPORTS**
1. 2022 Childcare Assessment
Purpose: To provide Committee of the Whole with an overview of the 2022 Childcare Assessment.
- 2:25 – 3:05
2. Emergency Social Services (ESS) Overview
Purpose: To provide Committee of the Whole with an overview of Emergency Social Services and recent ESS plan updates.
- Meeting Break 3:05 – 3:20**
- 3:20 – 3:50
3. Railway Avenue Central Concept Design
Purpose: To update Committee of the Whole on the Railway Avenue Central Concept project, currently undergoing a Conceptual Design Update.
- 3:50 – 4:05
- E. COUNCILLOR UPDATES**
1. January 2023 Councillor Updates
- 4:05 – 4:20
- F. ADMINISTRATIVE UPDATE**
1. January 2023 Administrative Update
- 4:20 – 4:25
- G. COUNCIL RESOLUTION ACTION LIST**
1. Council Resolution Action List as of January 6, 2023
- 4:25 – 4:30
- H. CORRESPONDENCE**
1. Marigold Library Report November 2022
- I. IN CAMERA**
- None
- 4:30
- J. ADJOURNMENT**

AHS/EMS Community Engagement Canmore

**Bringing Care to Patients &
Patients to Care**

Randy Bryksa, Associate Executive Director, EMS Operations, Calgary Zone



Presentation Objectives

- Goals for the Presentation
- EMS Resources in Canmore
- EMS Call Volume in Canmore
- EMS Ambulances Serving Canmore
- Communities/Areas Served by Canmore
- Transport Destinations for Canmore Ambulances
- EMS Response Times for Canmore
- Current Challenges and Mitigation Strategies
- Discussion and Questions

Goals for the Presentation

Purpose of engagement is to continue dialogue and create a consistent approach to all our presentations with the goals of:

- Sharing information about EMS
- Addressing concerns from community stakeholders
- Looking for opportunities for improvement

EMS Resources in Canmore

Number of Ambulances:

- One 24-hour Advanced Life Support (ALS) ambulance, seven days a week (0700-1900/1900-0700).
- One Core Flex Advanced Life Support (ALS) ambulance, seven days a week (0800-2000/2000-0800).
 - *ALS: Advanced assessments skills, advanced airway management and drugs*
- Access to the Basic Life Support (BLS) IFT ambulance from Cochrane, Monday through Friday (0700-1524).
- Access to the Basic Life Support (BLS) IFT ambulance from Cochrane, Monday through Friday (1600-2400).
 - *BLS: Basic assessment skills, basic airway management and limited drugs.*

***Ambulance resources are scheduled based on time of day, day of week and call volume demand.*

Support Systems in Canmore

Support Systems:

- Canmore General Hospital
- Medical First Response Model – Canmore Fire
- Air Ambulance Support/Response - STARS
- Community AEDs – 10 registered AEDs in Canmore. www.heart-safe.ca

EMS Call Volume in Canmore

April 1, 2021 to March 31, 2022 (AHS Fiscal Year)

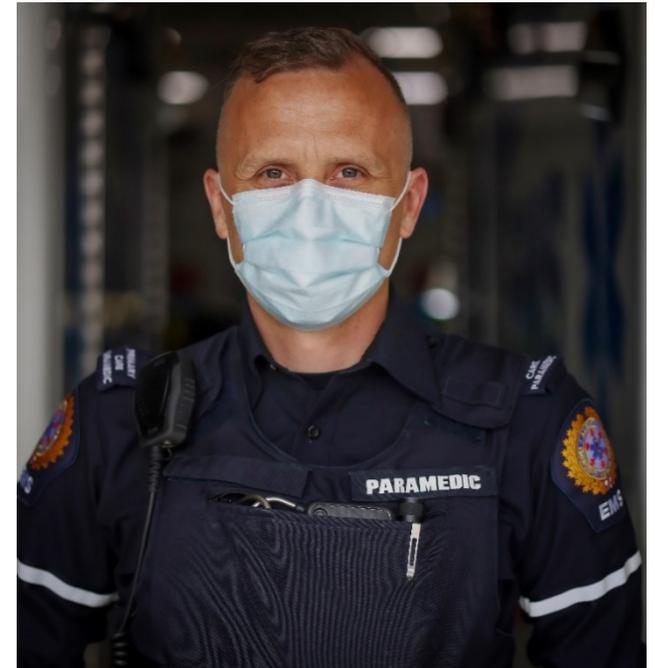
- Quarter 2 (April to June) – 396
- Quarter 3 (July to September) – 491
- Quarter 4 (October to December) – 380
- Quarter 1 (January to March) – 402

Total Call Volume: 1669

April 1, 2022 to September 30, 2022 (Two Quarters)

- Quarter 2 (April to June) – 432
- Quarter 3 (July to September) - 481

Total Call Volume: 913



EMS Ambulances Serving Canmore

April 1, 2021 to March 31, 2022 (AHS Fiscal Year)

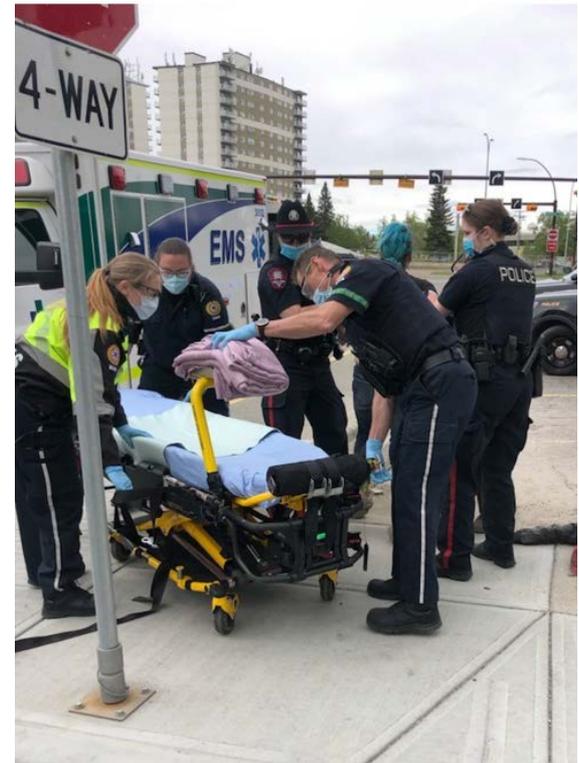
Top units responding into Canmore:

- Canmore – 76% of the call volume.
- Banff – 17% of the call volume.
- Cochrane – 3% of the call volume.
- Calgary – 3% of the call volume.

April 1, 2022 to September 30, 2022 (Two Quarters)

Top units responding into Canmore:

- Canmore – 73% of the call volume.
- Banff – 19% of the call volume.
- Cochrane – 5% of the call volume.
- Kananaskis – 1% of the call volume.



Communities/Areas Served by Canmore Ambulances

The top communities/areas assisted by Canmore:

April 1, 2021 to March 31, 2022 (AHS Fiscal Year)

- Canmore – 54%
- Calgary – 17%
- Nakoda – 6%
- Cochrane – 4%

April 1, 2022 to September 30, 2022 (Two Quarters)

- Canmore – 63%
- Nakoda – 8%
- Calgary – 7%
- Banff – 5%



Frequency of Canmore Ambulances Responding to Events in the City of Calgary

The Metro Response Plan was implemented on February 7, 2022.

Reporting started for Canmore on February 21, 2022.

Operational Unit Responses (Count) - Calendar Weeks Ago (Mon - Sun)													
	1	2	3	4	5	6	7	8	9	10	11	12	52 Week Average
Canmore	3		2	3	2	4	29	16		9	6	5	6
Total	3	0	2	3	2	4	29	16	0	9	6	5	6

October 2022 (after implementation of Metro Response Plan)

Operational Unit Responses (Count) - Calendar Weeks Ago (Mon - Sun)													
	1	2	3	4	5	6	7	8	9	10	11	12	52 Week Average
Canmore			3			1		1		2		1	3
Total	0	0	3	0	0	1	0	1	0	2	0	1	3

Transport Destination for Canmore Ambulances

April 1, 2021 to March 31, 2022 (AHS Fiscal Year)

The top destinations Canmore units transported to:

- Canmore – 50%
- Calgary – 44%
- Banff – 5%
- Cochrane – 0.7%



EMS Response Times for Canmore

April 1, 2021 to March 31, 2022 (AHS Fiscal Year)

**Canmore Response Time Target:
10 mins median, 15 minutes 90th
percentile**

Year	50th Percentile Median Response Interval (D&E only)	90th Percentile Response Interval (D&E only)	Valid D&E Response interval Count
2016	0:08:39	0:17:15	197
2017	0:09:34	0:19:27	209
2018	0:10:04	0:19:15	188
2019	0:09:00	0:16:53	205
2020	0:09:34	0:19:03	202
2021	0:09:42	0:18:21	220
2022 YTD	0:10:16	0:18:12	189
Total:	0:09:31	0:18:27	1410

Median or 50th Percentile: Of all the calls responded to, this is the time at which half the responses are faster and half are slower. For example, a median response time of ten minutes means half of all events are responded to within ten minutes and the other half take longer than ten minutes.

90th Percentile: Of all the calls responded to, this is the time which 90 per cent are responded within. For example, a 90th percentile response time of 15 minutes means that 90 per cent of all events are responded to within 15 minutes and the other 10 percent take longer than 15 minutes.

Current Challenges and Mitigation Strategies

- **Increased event volume in Calgary Metro.**
 - IFT discharge transport options.
 - Triageing low acuity 9-1-1 calls.
 - Addition of 10 new ambulances in the City of Calgary.
- **Prolonged hospital waits.**
 - Raising awareness.
 - Integrated Operations Center (IOC).
 - Increasing transports to Urgent Care Centres.
- **Fluctuating EMS staffing levels.**
 - Hiring of staff (Full-time and casual).
- **Suburban Rural resources coming into the city.**
 - Changes to the Metro Response Plan have resulted in a significant decrease in Canmore ambulances responding to events in the City of Calgary.



Discussion and Questions





**TOWN OF CANMORE
MINUTES**

Committee of the Whole
Council Chamber at the Canmore Civic Centre, 902 – 7 Avenue
Tuesday, December 20, 2022 at 1:00 p.m.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

Joanna McCallum Councillor

ADMINISTRATION PRESENT

Scott McKay Acting CAO/ General Manager of Municipal Services
Therese Rogers General Manager of Corporate Services
Cheryl Hyde Municipal Clerk
Allyssa Rygersberg Deputy Municipal Clerk (Recorder)
Caitlin Miller Manager of Protective Services
Lisa Brown Manager of Community Social Development

Mayor Krausert called the December 20, 2022 Committee of the Whole meeting to order at 1:00 p.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

- 1. **Land Acknowledgement**
- 2. **Agenda for the December 20, 2022 Committee of the Whole Meeting**

42-2022COW Moved by Mayor Krausert that the Committee of the Whole approve the agenda for December 20, 2022 meeting as presented.

CARRIED UNANIMOUSLY

B. DELEGATIONS

- 1. **Bow Valley Regional Housing Annual Update**
Ian Wilson, CAO provided a presentation on behalf of Bow Valley Regional Housing.

C. MINUTES

- 1. **Minutes of the November 15, 2022 Committee of the Whole Meeting**
Moved by Mayor Krausert that the Committee of the Whole approve the minutes of the November 15, 2022 meeting as presented.

43-2022COW

CARRIED UNANIMOUSLY

D. STAFF REPORTS

1. Regional Emergency Management Coordination

Administration, joined by Chief Adamo from the Banff Fire Department, provided Committee of the Whole with an update on the Regional Emergency Management Coordination Plan project.

2. 2022 Living Wage

Administration provided Committee of the Whole with an update on the 2022 Canmore Living Wage.

E. COUNCILLOR UPDATES

1. December 2022 Councillor Updates

Written report, received as information.

F. ADMINISTRATIVE UPDATE

1. December 2022 Administrative Update

Written report, received as information.

G. COUNCIL RESOLUTION ACTION LIST

1. Council Resolution Action List as of December 2, 2022

Written report, received as information.

H. CORRESPONDENCE

1. Minister Rebecca Schulz, Alberta Municipal Affairs re: 2022/23 Fire Services Training Program Grant

2. Assistant Deputy Minister M.A Degrand re: Automated Traffic Enforcement Guideline

3. Minister Devin Dreeshen, Transportation and Economic Corridors re: Wildlife Mitigation

4. Minister Mike Ellis, Public Safety and Emergency Services re: Victim Services

I. IN CAMERA

None

J. ADJOURNMENT

44-2022COW

Moved by Mayor Krausert that the Committee of the Whole adjourn the December 20, 2022 meeting at 2:20 p.m.

CARRIED UNANIMOUSLY

Sean Krausert, Mayor

Allyssa Rygersberg, Deputy Municipal Clerk

Minutes approved by: _____



Briefing

DATE OF MEETING: January 17, 2023 **Agenda #:** D-1

To: Committee of the Whole

SUBJECT: 2022 Childcare Assessment

SUBMITTED BY: Elle West, Community Evaluator

PURPOSE: To provide Committee of the Whole with an overview of the 2022 Childcare Assessment.

EXECUTIVE SUMMARY

In 2022, the Town of Canmore completed a childcare availability and accessibility assessment (see attachment 1). The results of the assessment indicate that there are not enough childcare spaces (i.e., operational licensed spaces) within existing programs to meet the needs of residents. Moreover, the assessment demonstrates that the creation of new or more spaces alone will not solve the problems associated with childcare availability and accessibility in Canmore. Factors such as program affordability, staffing by qualified professionals who can afford to live in Canmore, space flexibility based on non-traditional working hours, and provincial legislative requirements impact the ways in which residents can access or use childcare programs.

To support the province-wide need for additional childcare spaces over the next four years, the Alberta government is allocating funding through the Space Creation Grant to licensed non-profit and home-based childcare providers in communities where there is an assessed 'high-need' for childcare (see attachment 2). Notably, the provincial government assessed Canmore as a 'low-need' community and as such, local childcare providers are not a priority for the grant.

While the Community Childcare Coverage in Alberta Appendix (attachment 2) determines Canmore to be a 'low-need' community, the results of the Town of Canmore's 2022 Childcare Assessment demonstrates that there is a significant need for additional childcare spaces and support. In particular, the assessment highlights that families with children ages 0 - 3 years of age are uniquely challenged with accessing childcare; a focused area of need that is not fully considered by the province's assessment.

BACKGROUND/HISTORY

Funded by the Province of Alberta's Family Resource Network grant, the Town of Canmore completed a childcare assessment to better understand the availability and accessibility of childcare services within the town (attachment 1). This assessment is timely as the Province of Alberta is currently dedicating funding to childcare space creation, and this funding is targeted to communities with demonstrable need.

Childcare provision is managed and funded by the Province of Alberta with the federal government acting as a funding partner. Announced in 2021, and launched in 2022, the Federal-provincial childcare agreement is designed to increase accessible, affordable, and high-quality childcare for Albertans. Over the next five years, the federal-provincial childcare agreement will invest \$3.8 billion to lower childcare fees, to increase the

available number of childcare spaces, to develop and fund childcare options to support vulnerable and diverse populations, and to increase the quality of support for families through licensed childcare programs and certified educators.

Following the launch of the federal-provincial childcare agreement, the province announced the Space Creation Grant and invited non-profit and home-based childcare organizations to apply for funding for the creation of new childcare spaces or for new childcare programs. The grant stipulates that funding will be first allocated to communities that the province has assessed as having a 'high need' for space. Canmore is assessed as a 'low-need' community according to the Community Childcare Coverage in Alberta Appendix (attachment 2) included in the grant application documents.

The Province of Alberta recognizes that lack of childcare is a significant economic concern, and it is currently working with the federal government to create new childcare spaces and to increase staff wages. Unfortunately, the provincial space creation initiative is only targeted to areas of the province that are deemed 'high-need,' and Canmore is not considered 'high-need'. The Town's Childcare Assessment explores the data that informs the province's definition of 'need,' and provides a more holistic view of need that considers both family experience and Canmore's high cost of living. This assessment demonstrates significant need for additional childcare support in Canmore, despite being defined as 'low-need'.

DISCUSSION

Over the next four years the Government of Alberta is allocating funding to space creation, and this funding is targeted to communities that are considered 'high-need'.

When determining a community's need level for space, the province uses an equation that examines current childcare enrollment numbers within the community, the number of available spaces, and the total child population between the ages of 0 – 6 years of age (attachment 2). Though the equation can be applied equally to each Alberta community assessed for childcare coverage, the results cannot account for nuanced or unique childcare needs within those communities. While Canmore was assessed as a 'low-need' community, the Town's childcare assessment demonstrates that the province's evaluation does not accurately reflect the current reality of childcare availability and accessibility within the community.

By reviewing community data, local perspectives, and other municipal supports, the assessment highlights several key areas of child care need, including additional child care space (particularly for families with children under 3 years of age), wage support for local staff that reflects Canmore's high cost of living, flexible child care hours that meet the demands of Canmore's service-based labour force, and appropriate community locations for additional space that meet legislative requirements.

It is important that the broader Canmore community understands the barriers to the availability and accessibility of local childcare services because childcare is a key component of livability. The Town's Childcare Assessment provides an examination of the local childcare challenges that families, caregivers, and providers experience. A better understanding of these challenges may help guide future service delivery as well as support community with accessing additional provincial funding.

FINANCIAL IMPACTS

\$9,000 in surplus Family Resource Network grant dollars was used to complete the Childcare Assessment, with Provincial approval.

STAKEHOLDER ENGAGEMENT

The assessment was undertaken by the Community and Social Development department with support from Planning, Economic Development, Recreation, and Facilities departments, as well from external stakeholders, including Mountain Munchkin Daycare, Canmore Community Daycare Society, DAVAR Bow Valley Day Homes, and the Centre D’Expérience de Préscolaire et Parascolaire de Canmore.

Caregivers and business owners were engaged through a community survey.

ATTACHMENTS

- 1) Town of Canmore 2022 Childcare Assessment
- 2) Community Childcare Coverage in Alberta Appendix

AUTHORIZATION

Submitted by:	Elle West Community/Housing Evaluator	Date:	<u>December 28, 2022</u>
Approved by:	Palki Biswas Manager of Finance	Date:	<u>December 30, 2022</u>
Approved by:	Lisa Brown Manager of Community Social Development	Date:	<u>December 28, 2022</u>
Approved by:	Scott McKay GM of Municipal Services	Date:	<u>December 28, 2022</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>January 10, 2023</u>



Town of Canmore

CHILDCARE ASSESSMENT

Prepared by: Elle West, Community Evaluator

January 2023

Acknowledgements

The Town of Canmore Childcare Assessment was funded by the Province of Alberta's Family Resource Network grant. The assessment was undertaken by the Community and Social Development department with support from the Planning, Economic Development, Facilities, and Recreation departments, and external stakeholders including Mountain Munchkin Daycare, Canmore Community Daycare Society, DAVAR Bow Valley Day-homes, and the Centre D'Expérience de Préscolaire et Parascolaire de Canmore.

We would like to acknowledge all the parents, childcare providers, employers, and local stakeholders who enriched this report by sharing their support, expertise, and stories.

In this report we discuss the experiences of families and different genders. When we say women and men, we mean any person who identifies as a woman or man, inclusive of cis-gender and trans-gender people.

The Town of Canmore is located within the Treaty 7 region of Southern Alberta, the traditional territories and home of the Stoney Nakoda Nations (Bears paw, Goodstoney, Chiniki), the Blackfoot Confederacy (Siksika, Kaini, Pikani), the Tsuut'ina Nation, and the Métis Nation of Alberta Region 3.

Executive Summary

Funded by the Province of Alberta's Family Resource Network grant, the Town of Canmore completed a childcare assessment to better understand the availability and accessibility of childcare services within the town. This assessment is timely as the Province of Alberta is currently dedicating funding to childcare space creation, and this funding is targeted to communities with demonstrable need.

The Province of Alberta created a Community Childcare Coverage Appendix which categorizes community need based on the number of childcare spaces per child in an area. On this appendix, Canmore was defined as 'low-need.' This childcare assessment demonstrates significant need for additional childcare support in Canmore, despite being defined as 'low-need'.

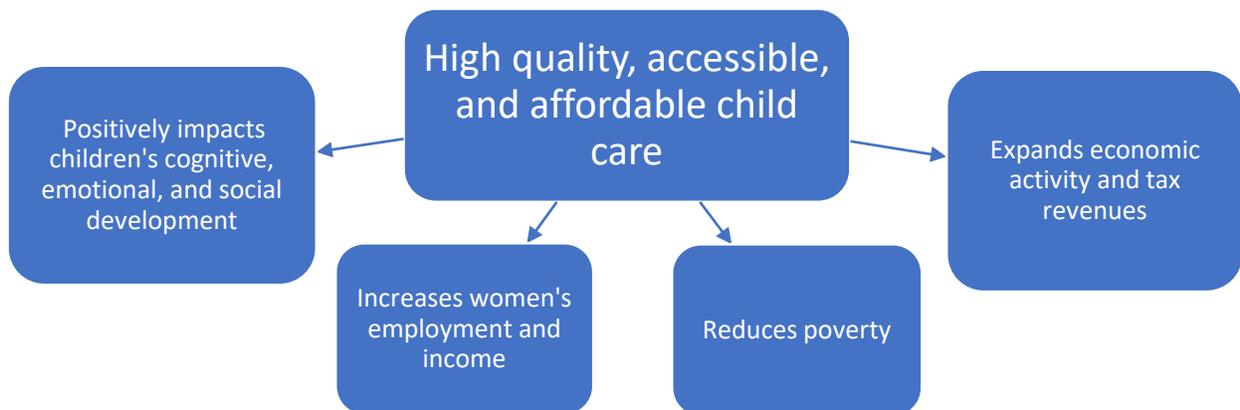
Survey results from local parents and businesses, and interviews with childcare professionals in Canmore all demonstrate a need for increased access to childcare services. In particular, families with younger children are uniquely challenged with accessing childcare; an area of need that was not fully considered in the Community Childcare Coverage Appendix.

This assessment also highlights that although additional childcare space is needed, space alone will not address Canmore's challenges. Space needs to be affordable, staffed by qualified professionals who can afford Canmore's high cost of living, and flexible to the business needs of the community. In addition, all childcare spaces must meet provincial legislative requirements, which further limits growth options.

Appropriate and affordable childcare is an essential component of a livable and equitable community. Accessible and quality childcare supports child development and increases employment and economic opportunities, particularly for women. The Town of Canmore's Childcare Assessment is designed to understand childcare challenges within the community, which in turn, may guide future services so that Canmore can continue to be a community where all residents thrive.

Introduction

Research shows that accessible and affordable childcare is an essential component of the economy and community. Quality childcare supports child-development, increases employment opportunities (particularly for women), reduces poverty, and enables a strong economy (Government of Canada, 2021). It also improves children's social inclusion and school readiness.



(Edmonton Council for Early Learning and Care)

The COVID-19 pandemic has exacerbated childcare challenges in Canmore, and these challenges have predominately affected women. During the pandemic, childcare centres closed temporarily. Once reopened, centres still closed intermittently due to COVID-19 outbreaks. Intermittent and unpredictable closures took a significant toll on families. According to Statistics Canada, the daily routines of families were disrupted due to the pandemic, and although both men and women took on additional family tasks, the responsibility for parental tasks disproportionately fell on women.

“Disruptions to school and child care during the COVID-19 pandemic caused working mothers to leave or lose their jobs at a higher rate than fathers – and many have not returned”

Marshall Plan for Moms

The pandemic impacted childcare centre operations significantly, and to date, most daycare facilities in Canmore have not returned to pre-pandemic hours, largely due to staff shortages. Furthermore, childcare workers earn below average wages, and Canmore has a high cost of living. All licensed daycare centres in Canmore reported staffing challenges and high rates of staff turn-over. It is important to note that childcare workers are predominantly women, which further contributes to gender equality issues related to childcare.

Staffing is not the only challenge impacting service delivery. Adequate numbers of childcare spaces available for use by local families are needed. Through this assessment, childcare centres and parents reported limited spaces and long waitlists as key barriers to accessible childcare.

The Province of Alberta recognizes that lack of childcare is a significant economic concern, and it is currently working with the federal government to create new childcare spaces and to increase staff wages. Unfortunately, the provincial space creation initiative is only targeted to areas of the province that are deemed 'high-need,' and Canmore is not considered 'high-need'. The Town of Canmore's Childcare Assessment explores the data that informs the province's definition of 'need,' and provides a more holistic view of need that considers both family experience and Canmore's high cost of living.

Adequate childcare is a key component of a livable and equitable community, and consequently, it is important that the community understands the availability and accessibility of local services. The Town of Canmore Childcare Assessment is designed to better understand local childcare challenges, which in turn, may help guide future service delivery and demonstrate community need for additional provincial funding.

Current State of Childcare



New Federal-provincial childcare agreement:

Childcare provision is managed and funded by the Province of Alberta, with the federal government acting as a funding-partner. In 2021, a Federal-provincial childcare agreement was announced to provide all Albertan families with access to affordable childcare. As explained in a provincial announcement, "Childcare is an essential part of Alberta's economic recovery." The agreement was an economic decision, and it recognizes that without adequate childcare, many households struggle with balancing work and family obligations.

Signed on November 15, 2021, the agreement includes a federal investment of \$3.8 billion over the next five years, aimed at supporting the Province of Alberta by creating new spaces, decreasing childcare costs, and increasing subsidy eligibility.

As result of the agreement, families that earn less than \$119,999 per year pay \$10 per day for childcare, families that earn between \$120,000 and \$179,999 per year pay between \$11-\$17 per day, and families that earn above \$180,000 per year pay \$22.19 per day. By 2026 all Albertan parents will pay an average of \$10 per day for childcare. Prior to the agreement, a Canmore family that earned a Living

By 2026, all Albertan parents will pay an average of \$10 per day for childcare.

Wage was still above the threshold for the provincial childcare subsidy, although other Albertan families who earned a Living Wage in communities that had a lower cost of living were eligible. This is a direct result of Canmore's high cost of living. In Canmore, households must earn a higher income to cover basic household expenses. In fact, Canmore's Living Wage, which represents the minimum income that is required to cover household expenses, is \$32.75 per hour, which is, on average, \$10 per hour more than other Alberta municipalities who calculate a Living Wage.

The recent federal-provincial childcare agreement expanded childcare subsidy eligibility criteria, and as a result, Canmore families that earn a Living Wage are now eligible for over \$8,000 in annual childcare subsidy benefits. The federal-provincial childcare agreement supports affordable childcare, but to be impactful, families must also be able to access these spaces.

Province of Alberta Space Creation Grant

On July 7, 2022, the province announced a new space creation grant and committed to creating 42,500 new childcare spaces over the next five years. The grant currently targets non-profit childcare centres, and the province has announced a plan to support new day-home spaces (in 2022) as well as new private childcare spaces (in 2023). Additional childcare space is a key component of accessible childcare services.

As per the grant documentation, applications from communities that the province considers to be 'high-need' will be awarded grant funding first. The Community Childcare Coverage in Alberta Appendix, which ranks Alberta municipal needs, was included in the grant application package. This appendix defines need based on the number of licensed childcare spaces within a given community and the number of children under the age of 6 years. For example, a community with 100 children under the age of 6, and 100 childcare spaces available for children under age 6 would have 100% childcare coverage. A community with 50 spaces available and 100 children would have 50% coverage. Both of these examples would be considered 'adequate' coverage.

Coverage Definitions:

- 'adequate' is defined by the province as childcare coverage of higher than 33%
- 'low-need' is defined as 15 – 33% coverage
- 'moderate-need' is 9 – 15%
- 'high-need' is 0-8% coverage.

Canmore is described as having 23% coverage, and therefore 'low-need'.

The next section of this report examines the information that the province uses to determine need and assess if this information matches the reality of Canmore families and the experiences of childcare centres.

Local Population Statistics

To examine the number of children in Canmore, the Town of Canmore Childcare Assessment compared two population data points:

- 1) Statistics Canada
- 2) Provincial Childcare Coverage in Alberta Report

The difference in the stated population did not impact the outcome of this childcare assessment. The provincial childcare coverage in Alberta states that Canmore has 1,335 children ages 0-6, as compared to Statistics Canada, which states that Canmore has 1,340 children ages 0-9. Statistics Canada does not disaggregate population numbers for children 0-6 years of age specifically.

Children in Canmore



Statistics Canada 2021 Census

Licensed Spaces in Canmore

The number of licensed spaces in a community is a key component of childcare need. This assessment found that the information on number of spaces available was not consistent and depended on where information was gathered. This discrepancy in reporting has a significant impact on the province's determination of childcare need within a given area.

Licensed childcare space is defined as the number of children that any given centre is allowed to operate with at any one time. This number is a maximum and it does not always consider available staff, staff-to-child ratios, or physical programming space.

This assessment considers three sources of information when examining the number of licensed childcare spaces:

- 1) Licensed childcare centres' verbal reports to the Town of Canmore
- 2) Community Childcare Coverage in Alberta Appendix
- 3) Province of Alberta's childcare look-up tool

All three sources provided a different representation of childcare spaces. As described below, according to the Community Childcare Coverage in Alberta Appendix, Canmore has 304 childcare spaces available for children 0-6 years of age, but as a result of staffing shortages and the provincial limits on staff-to-child ratios, the actual operating capacity of Canmore's childcare centres, as reported by childcare centres, is only 244 spaces.

Notably, the provincial childcare look-up tool provides a different number of licensed spaces, which is substantially higher than both the Community Childcare Coverage Appendix and the centres' reported numbers. It is unclear as to how the look-up tool calculates capacity.

Childcare Centres' Verbal Report:

Based on interviews with local providers, Canmore has 317 children ages 0-12 in childcare, comprised of 276 children in licensed daycare facilities and 41 children in licensed day-homes. Of these spaces, 244 are designed for children ages 0-6.

The chart below describes available Canmore licensed childcare spaces as reported by local centres:

	0 – 12mos	1 – 3yrs	3 – 6yrs	6 and up	Total
Canmore Community Daycare Society (CCDS)	0	32	38	0	70
CCDS – Out of School Care	0	0	50	58	108
Mountain Munchkin	0	32	30	0	62
CEPPC*	0	0	21	15	36
DAVAR Bow Valley Day-homes	0	19	22	0	41
Total	0	83	161	73	317

* The Centre D'Expérience de Préscolaire et Parascolaire de Canmore (CEPPC, Canmore's Francophone child care)

The numbers above are current as of November 2022, although they may vary from month to month. Every one of the agencies listed above has a waitlist, with some waitlists totaling over 100 names. Agencies also reported a high need for space for children under age 3. Currently, there are a total of only 83 spaces for children under 3 years of age.

Community Childcare Coverage in Alberta Appendix:

To determine childcare need in given area, the province created a Community Childcare Coverage Appendix that states that Canmore has 304 licensed childcare spaces for children ages 0-6. Of the 304 spaces, the province also reports that only 275 spaces are being utilized, giving the perception that the town has 29 unoccupied licensed spaces available.

Province of Alberta Childcare Lookup Tool:

On the Government of Alberta website there is a childcare lookup tool designed to support families with finding childcare within their community. The lookup tool states that Canmore has 539 spaces for children ages 0-12 and 499 spaces for children ages 0-6. Most significantly, the number of spaces for Davar Bow Valley Day-homes (210), are not specific to Canmore and include spaces in other municipalities like Cochrane.

Summary of Current State of Childcare

The Province of Alberta recognizes that lack of childcare has an economic impact on families and communities, and as a result, has invested in space creation and childcare subsidy for a broader base. Unfortunately, space creation funding allocation is based on the Community Childcare Coverage in Alberta Appendix. Canmore was defined as having 23% childcare coverage, making it a 'low-need' community.

According to the province, out of 131 Alberta municipal areas, 11 municipalities are considered high-need, 12 moderate-need, 60 low-need, and 48 as having adequate childcare coverage.

If the numbers from the Canmore childcare centres' verbal reports are considered (244 spaces for 1335 children aged 0-6), Canmore has 18% childcare coverage (as opposed to 23%). At 18% coverage, Canmore would still be considered a 'low-need' community, even though Canmore has only one childcare space for every 6 children, aged 0-6 years of age.

In addition, as per the childcare verbal reports, there is a higher need for additional childcare for children under three years of age. Based on childcare centres' verbal reports for children 0-3 years only, Canmore has only 13% coverage (83 spaces for 620 children).

The difference between verbal reports and the Community Childcare Coverage Appendix does not appear to be unique to Canmore. For example, the appendix calculated that the Town of Banff has over 280% childcare coverage. Representatives from the Town of Banff have reported that Banff has only two childcare centres for children under the age of 6 and 106 licensed spaces, as opposed to 197 spaces as outlined in the attached appendix. Representatives have also reported that Banff has over 230 children ages 0-4, as opposed to the 70 children ages 0-6 as outlined in the attached appendix.

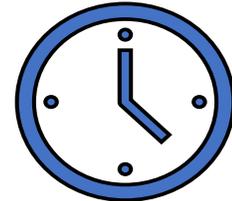
The above information provides important context to Canmore's childcare situation, but data is only part of the picture. Local lived experience is also an important variable. The next section reviews the results from a caregiver survey, results from a business survey, and information from interviews with local childcare providers.

Canmore Caregiver Survey

“Lack of childcare affects my family’s ability to choose Canmore as a place to live. It’s the number one reason I would choose to relocate”

“Finding childcare for my kids in Canmore has been the single hardest thing; extremely frustrating and stressful and resulted in my not [being] able to return to work full time”

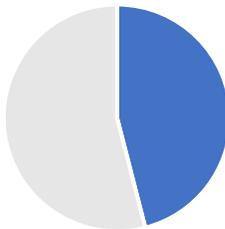
62% of parents accessing childcare were on a waitlist first.



The average time spent on a waitlist is **16-17 months**



28% of respondents work outside of regular business hours (8am – 6pm)



54% of respondents are unable to access the childcare they need.

“We have been on the waitlist since he was born (the earliest permitted to be). We have been informed by the daycare society they will not be able to take our child yet even next summer.”



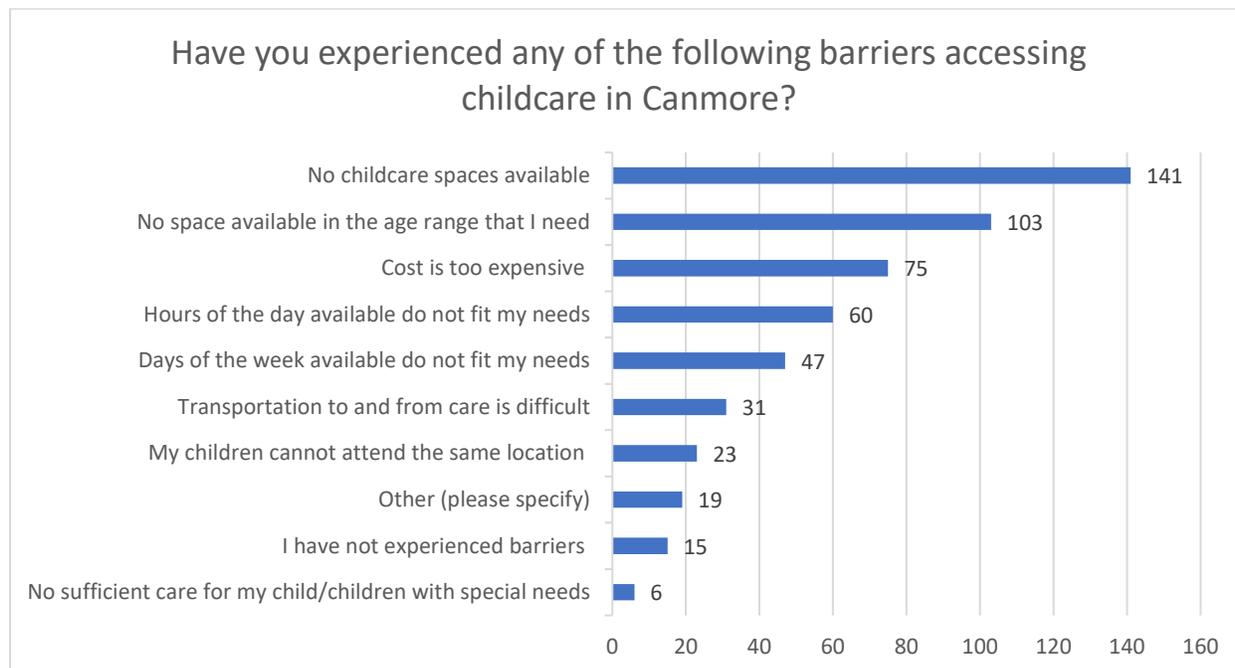
28% say that a lack of childcare has affected their ability to attend work.

As part of the assessment, parents and guardians, whose children are under the age of 13 were asked to complete a community survey that was administered online and from October 18 to November 9, 2022.

215 families representing 332 children, or about 16% of children in Canmore, responded to the survey. 92% of respondents were residents of Canmore, 70% worked in Canmore, and 84% of survey respondents accessed childcare in Canmore. The majority of the respondents had one or two children in their care (98%).

87% of households had an annual family income of less than \$180,000 (\$180,000 is the new provincial childcare subsidy eligibility income limit). The majority of respondents (60%) worked full-time.

Respondents were asked if they experienced any barriers accessing childcare services. The below graph outlines the reported barriers.



The most prominent barrier to accessing childcare is the lack of available space; 54% of respondents stated that they were unable to access the childcare they needed. In fact, only 7% of respondents commented that they did not experience any childcare barriers.

Overall, the respondents who are currently able to access licensed care seem happy with the quality and the location of their childcare. 87% agree or definitely agree that they are satisfied with the quality of care their child receives, and 79% agree or definitely agree that they are satisfied with the location of their childcare.

When it comes to the cost of childcare, families are more evenly split with 45% of respondents saying that they agree or definitely agree that the cost of childcare is sustainable, whereas 47% disagree or definitely disagree.

“We have to use a Nanny for our younger one (otherwise we could not work full time). The additional costs of having a Nanny vs. having him in a day-home/daycare is \$40,000 a year.”

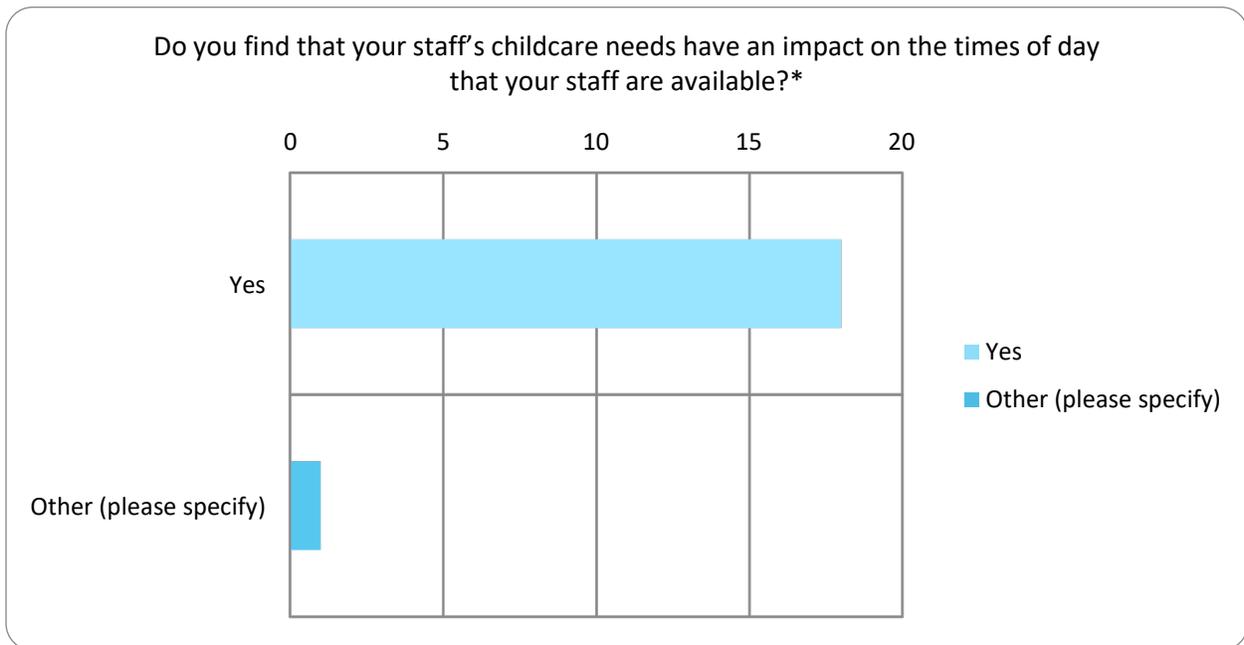
Parents who are using unlicensed day-homes or informal arrangements frequently commented that they wish that they could access licensed care to have higher-quality care as well as having access to the childcare subsidy benefits.

In summary, accessing licensed childcare spaces is difficult for families. Almost all families struggle or have struggled with finding appropriate childcare. Those who can access licensed space are not only happy with the quality of the care that they receive, but they are also able to access provincial subsidy

benefits, especially since the income eligibility limits have recently increased from \$90,000 to \$180,000 per household. Still, 28% of respondents are unable to access childcare that fits with their hours of work, and 28% reported that the lack of childcare has impacted their ability to work.

Canmore Childcare Business Survey

The lack of accessible and affordable childcare affects Canmore’s economy in addition to families’ economic well-being. A local business survey launched at the same time as the caregiver survey. 19 businesses in Canmore representing 331 staff completed the survey. 95% of survey respondents (18 of the 19) stated that their staff’s childcare needs affect the time of day that their staff are available to work, and 63% stated that staff’s childcare needs affect their staff wages. 84% of respondents stated that their staff’s childcare needs affect the days of the week that staff are available to work. Only one respondent stated that childcare does not impact their staff availability, but they did comment that there were concerns when schools were closed during the pandemic.



* ‘No’ was an option, but no businesses selected ‘No’ as a response

Canmore has a service-based industry. According to the Banff Canmore Job Resource Centre’s Fall Labour Market Review, the highest labour demand is in the food and beverage industry. This industry relies on shift work, and staffing needs can vary seasonally as well as daily. In fact, 53% of businesses that responded to Canmore’s childcare assessment survey stated that their staff requirements vary seasonally as well as during day. Consequently, the lack of flexible childcare also impacts the ability for local businesses to retain and attract employees.

Flexible childcare is extremely desired in Canmore. I keep losing staff to Cochrane because they
a- can’t find child care or
b- it’s so much more expensive.

Summary of Childcare Centre Interviews

The perspective of childcare providers is a critical component of this assessment. Childcare centres have a robust understanding of both the opportunities and challenges that impact childcare services within the community. For instance, all childcare centres reported that their staff are well-educated, caring, and professional. In addition, every centre offers programs that support child development and social connection. This feedback is consistent with information from the parent surveys.

“We do have some fantastic, experienced, staff from a variety of backgrounds! Programming is already great. Curriculum is good.”

All childcare providers in Canmore identified limited space and a lack of staff as being significant barriers to providing increased access to childcare. Centres commented that additional childcare spaces are needed, but with appropriate locations that meet provincial regulations. In addition, since centres already struggle with attracting and retaining staff, considering how to staff new spaces is paramount to ensuring ongoing accessibility.

Childcare agencies commented that low childcare wages impact their ability to attract and retain staff, and Canmore’s high cost of living further compounds this. Centres reported that there are provincial wage top-up grants that are designed to support staff retention, but in Canmore, the wage top-ups are not enough to retain staff. In addition, the top-ups require significant training (over two years of training is needed to access the top wage of \$26 per hour). The table below, from Government of Alberta Website, outlines the wage top-up grants.

Table 1. Funding is paid monthly up to a maximum of 181 hours at the following rates

Early Childhood Educator certification level	Average employer-paid wage (average as of January 2022)	Wage top-up rate	Average wage (with wage top-up)
Level 1 Early Childhood Educator	\$16.75	\$2.14	\$18.89
Level 2 Early Childhood Educator	\$17.87	\$4.05	\$21.92
Level 3 Early Childhood Educator	\$19.55	\$6.62	\$26.17

All childcare organizations in Canmore have a waitlist, and on average, families are on these waitlists for approximately 16 - 17 months. Often, families are on numerous waitlists and will take whatever options first becomes available to them.

“The waitlist was always high but the phone rang off the hook when \$25 a day care came in.”

Childcare providers are aware of the province’s space creation grant. Most providers report that they have limited capacity to search and apply for funding, and that grants for space creation only cover a portion of the costs.

Affordable housing for staff is a significant barrier for centres when it comes to employment. Like many local businesses, Canmore’s cost of living impacts the ability for childcare organization to retain and attract staff. In addition, childcare fees are capped by the province, further limiting the ability for agencies to pay higher wages.

The province plans to support the creation of new day-home spaces; it may be difficult, however, to increase the number of day-home spaces in Canmore. Based on consultation with the Town of Canmore’s planning department, the town allows day-home operations in most neighbourhoods, and there is an exception for day-homes to be allowed within higher density buildings where other home occupation class 2 businesses may not be permitted. This is good news for anyone wishing to operate a day-home in Canmore, but according to interviews, local condominium boards and landlords often prohibit the operation of a day-homes in their units. A local home-based childcare agency states that approximately two day-homes per year attempt to open but are unable to because of property owner and/or condo board restrictions.

Local childcare organizations also commented that new immigrants may be an underserved population in Canmore. According to local organizations, many individuals who are new immigrants appear to need support with the subsidy application process and will often need childcare with little notice, therefore are further impacted by long waitlists. In addition, new immigrants who have not yet been granted Permanent Resident status are not eligible for childcare subsidies.

In summary, besides the need for additional funding, there are multiple challenges that need to be addressed before new spaces can be created in Canmore. Appropriate staffing is a key barrier. Other barriers include time and resources for fund development, appropriate childcare space locations within the community, and property owners’ willingness to allow day-homes.

In addition to understanding the gaps and challenges related to local childcare services, it is also important to understand what communities have done. The next section is an overview of municipal childcare assessments and related supports.

Municipal Assessments and Support

The challenges associated with childcare are not unique to Canmore or Alberta. As part of this assessment a review of other municipal childcare assessments was completed. There were number of assessments completed in B.C. as the province provided funding to municipalities for this work. Unfortunately, there were few communities in Alberta that completed an assessment. This overview of municipal assessments and supports highlight a number of opportunities that can be explored to further enhance childcare services within the town. Monitoring the outcome of this municipal work may provide the Town of Canmore with insight on areas of potential, future next steps.

The Town of Canmore:

In 2012, the Town of Canmore financially supported the Canmore Community Daycare Society with moving to a new location: the Roundhouse. The Roundhouse is a town-owned building that is leased to the society for the purpose of operating a childcare centre. The society pays a monthly capital loan repayment fee as well as monthly maintenance and security fees to the town. The Town of Canmore further supports the centre through building improvement projects which have included mechanical as well as millwork upgrades. In 2014 the society's provincial funding decreased and the town temporarily deferred the capital debt repayments. The society has currently paid all outstanding balances.

In addition, through the Community Social Development Department the Town of Canmore leads the Early Years Alliance, which is an interagency group with the goal of supporting child development across the community, by bringing organizations together to collective discuss and address community challenges and opportunities. For example, through this Alliance the town has organized professional development opportunities for early years providers, which includes childcare organizations.

Northern Sunrise County, Alberta:

The Northern Sunrise County, Alberta, completed childcare assessments in 2015 but had low community engagement and the survey was redeveloped in 2018. In 2022, the lack of locally available childcare became a crisis. Childcare was only available in neighbouring communities, and when children reached school age, families were not relocating their children back to Nampa for school. The village of Nampa school was at risk of closing. As a result, the county created an urgent business case to consider options for childcare space creation.

British Columbia:

In some communities in British Columbia, municipalities supported childcare through community amenity contributions, which are included in development cost levies. Burnaby, Delta, Port Coquitlam, New Westminster, North Vancouver, Vancouver, and West Vancouver have all defined childcare as a community amenity. The Creekside Community and Child Care Centre in Southeast False Creek, Vancouver was built as an in-kind community amenity contribution through development cost levies. Richmond has collected over three million dollars from developers as cash-in-lieu to support childcare facility development.

Sicamous used grant funding to purchase a building for a childcare organization and the district did not charge tax, water, or sewage to the organization for three years. In addition, utilities, lawn care, snow removal, and building maintenance were also covered by the district for two years; the daycare society is required to provide report to council each year.

Aside from creating new childcare funding sources, some municipalities participate on local review and assessment boards. Richmond, B.C. for example, created a Childcare Development Advisory Committee, which includes representation from council and municipal administration staff. This advisory board is tasked with monitoring the childcare situation and looking for innovative solutions to address childcare shortages.

Summary of Assessment

Appropriate and affordable childcare is an essential component of a livable and equitable community. Accessible and quality childcare supports child development as well as increases employment and economic opportunities, particularly for women.

The Town of Canmore's Childcare Assessment highlights a demonstrable need for additional childcare services within the town. The assessment shows that although the Province of Alberta defines Canmore as a 'low-need' community, the criteria that the province uses to define need in Canmore does not provide a holistic view of the childcare reality that many local families experience.

By reviewing community data, local perspectives, and other municipal supports, the assessment highlights several key areas of need, including additional childcare spaces (particularly for families with children under the age of three), wage support for local staff that fits Canmore's high cost of living, flexible childcare hours that meet the demands of Canmore service-based labour force, and appropriate community locations for additional space that meet legislative requirements.

It is important that Canmore understands the availability and accessibility of local childcare services as childcare is a key component of a livable and equitable community. The Canmore Childcare Assessment provides a better understanding of the local childcare challenges that families experience, which in turn, may help guide future service delivery as well as demonstrate community need for additional provincial funding.

For Canmore to continue to be a community where all residents thrive, families need accessible, affordable, and quality childcare services.

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[Regional dashboard: Canmore - Population \(alberta.ca\)](https://www.alberta.ca/regional-dashboards.aspx)

Appendix 3: Community Child Care Coverage in Alberta

Community	Child Care Region	Enrollment	Spaces	Total child population Age 0-6 (2021 Census)	Coverage rate (%)
AIRDRIE	CALGARY	2,273	2,040	8,195	25%
ATHABASCA	NORTHWEST	132	103	420	25%
BANFF	CALGARY	301	197	70	281%
BARRHEAD	NORTH CENTRAL	77	110	870	13%
BEAUMONT	EDMONTON	736	674	2,710	25%
BEAVERLODGE	NORTHWEST	86	92	420	22%
BLACK DIAMOND	CALGARY	124	174	255	68%
BONNYVILLE	NORTH CENTRAL	225	292	1,115	26%
BOYLE	NORTH CENTRAL	38	86	120	72%
CALGARY - CENTRE	CALGARY	2,058	2,966	2,865	104%
CALGARY - CENTRE NORTH	CALGARY	1,030	1,072	3,000	36%
CALGARY - CENTRE WEST	CALGARY	1,558	1,668	5,095	35%
CALGARY - EAST	CALGARY	871	1,450	4,900	30%
CALGARY - ELBOW	CALGARY	502	622	2,065	30%
CALGARY - FISH CREEK	CALGARY	1,965	2,598	6,950	37%
CALGARY - LOWER NE	CALGARY	1,108	1,267	7,050	18%
CALGARY - LOWER NW	CALGARY	947	1,003	4,105	24%
CALGARY - NORTH	CALGARY	2,225	2,045	10,880	19%
CALGARY - NOSE HILL	CALGARY	1,746	2,073	5,660	37%
CALGARY - SE	CALGARY	3,145	2,526	14,310	18%
CALGARY - SW	CALGARY	1,803	1,900	9,315	20%
CALGARY - UPPER NE	CALGARY	1,925	2,021	12,675	16%
CALGARY - UPPER NW	CALGARY	2,497	2,323	8,495	27%
CALGARY - WEST	CALGARY	1,647	1,747	6,660	26%
CALGARY - WEST BOW	CALGARY	351	443	1,525	29%
CAMROSE & COUNTY	CENTRAL	481	516	1,805	29%
CANMORE	CALGARY	275	304	1,335	23%
CARDSTON-KAINAI	SOUTH	0	0	495	0%
CASTOR/CORONATION/CONSORT	CENTRAL	84	98	285	34%
CHESTERMERE	CALGARY	487	484	2,135	23%
CITY OF GRANDE PRAIRIE	NORTHWEST	821	758	6,630	11%
CLARESHOLM	CALGARY	82	98	90	109%
COCHRANE-SPRINGBANK	CALGARY	1,051	1,024	4,030	25%
COLD LAKE	NORTH CENTRAL	724	777	1,875	41%
COUNTY OF FORTY MILE	SOUTH	0	24	620	4%
COUNTY OF LETHBRIDGE	SOUTH	80	85	2,470	3%
COUNTY OF WARNER	SOUTH	47	38	490	8%
CROSSFIELD	CALGARY	118	127	305	42%
CROWSNEST PASS	SOUTH	73	84	110	76%
CYPRESS COUNTY	SOUTH	140	136	690	20%

Summary of Community Coverage	
	Count
High need community (0-8% coverage)	11
Moderate need community (9-15% coverage)	12
Low need community (15-33% coverage)	60
Total	83
Communities with adequate coverage (33+%)	48
Total	131
	100%

Definitions/Methodology

- "Enrollment" includes total enrollment of children aged 0-6 (excluding Family Day Home and Out-of-School Care programs), Out-of-School Care programs are excluded from enrollment because these programs serve the 6+ age group.

- "Spaces" includes total licensed spaces available for children 0-6. These consist of facility-based child care (Day Care and Pre-School), Group Family Child Care and Innovative Child Care. Space calculation excludes Family Day Homes and Out-of-School Care programs.

- Many children attend programs part-time. As a result, it is possible to have higher enrollment numbers than spaces, as multiple children may utilize one available space.

- Several sources* classify areas where gaps in child care exist as those that have less than one child care space for every three children, or a coverage rate of less than 33%. In this chart, coverage rate is calculated by dividing licensed spaces by the 0-6 child population. Note, this chart does not account for available spaces, if a community has more than 33% space coverage to its 0-6 population, it is considered to have adequate coverage, even if the enrollment to space ratio is 100% and therefore, no spaces are available.

- Communities were determined by aggregating relevant child care postal code data into census dissemination areas, or geographic units. These geographic units are provincial health boundaries with a minimum population of 5,000. The boundaries can be greater than a small municipality/village (e.g., Lacombe includes the nearby villages) or smaller than a big city (e.g., Calgary is divided into several units).

Sources

- March 2022 Child Care data, 2021 Census data, and an internal 2022 postal code translator file.

- * Internal document, Canadian Centre for Policy Alternatives

Community	Child Care Region	Enrollment	Spaces	Total child population Age 0-6 (2021 Census)	Coverage rate (%)
DIDSBURO	CENTRAL	363	248	370	67%
DRAYTON VALLEY	CENTRAL	83	210	1,365	15%
EDMONTON - ABBOTTSFIELD	EDMONTON	313	455	1,105	41%
EDMONTON - BONNIE DOON	EDMONTON	2,367	3,352	5,435	62%
EDMONTON - CASTLE DOWNS	EDMONTON	1,361	1,537	6,855	22%
EDMONTON - DUGGAN	EDMONTON	1,058	1,257	2,545	49%
EDMONTON - EASTWOOD	EDMONTON	1,362	2,571	3,335	77%
EDMONTON - JASPER PLACE	EDMONTON	1,236	1,635	3,055	54%
EDMONTON - MILL WOODS SOUTH & EAST	EDMONTON	1,089	1,079	7,600	14%
EDMONTON - MILL WOODS WEST	EDMONTON	1,026	1,330	3,670	36%
EDMONTON - NE	EDMONTON	1,525	1,702	9,075	19%
EDMONTON - NORTHGATE	EDMONTON	1,574	1,699	6,575	26%
EDMONTON - RUTHERFORD	EDMONTON	3,250	3,058	16,245	19%
EDMONTON - TWIN BROOKS	EDMONTON	1,235	1,157	4,890	24%
EDMONTON - WEST JASPER PLACE	EDMONTON	1,795	1,988	9,835	20%
EDMONTON - WOODCROFT EAST	EDMONTON	1,057	1,696	3,605	47%
EDMONTON - WOODCROFT WEST	EDMONTON	889	1,142	2,765	41%
EDSON	NORTH CENTRAL	269	374	1,220	31%
FAIRVIEW	NORTHWEST	87	83	320	26%
FALHER	NORTHWEST	35	79	235	34%
FLAGSTAFF COUNTY	CENTRAL	70	212	185	115%
FORT MACLEOD	SOUTH	44	54	115	47%
FORT MCMURRAY	NORTHEAST	1,005	1,103	8,125	14%
FORT SASKATCHEWAN	EDMONTON	902	944	2,685	35%
FOX CREEK	NORTHWEST	0	23	120	19%
FROG LAKE	NORTH CENTRAL	61	122	130	94%
GRANDE CACHE	NORTHWEST	76	57	70	81%
GRANDE PRAIRIE COUNTY	NORTHWEST	65	170	1,845	9%
HIGH LEVEL	NORTHWEST	67	103	2,035	5%
HIGH PRAIRIE	NORTHWEST	55	172	425	40%
HIGH RIVER	CALGARY	222	384	1,345	29%
HINTON	NORTH CENTRAL	190	208	930	22%
INNISFAIL	CENTRAL	141	129	970	13%
JASPER	NORTH CENTRAL	90	119	45	264%
LAC LA BICHE	NORTH CENTRAL	186	347	190	183%
LACOMBE	CENTRAL	294	233	1,540	15%
LAMONT COUNTY	NORTH CENTRAL	35	70	280	25%
LEDUC & DEVON	EDMONTON	490	630	3,975	16%
LETHBRIDGE - NORTH	SOUTH	273	310	2,130	15%
LETHBRIDGE - SOUTH	SOUTH	1,078	1,172	1,860	63%
LETHBRIDGE - WEST	SOUTH	452	414	3,560	12%
MANNING	NORTHWEST	58	77	185	42%
MAYERTHORPE	NORTH CENTRAL	181	115	620	19%

Community	Child Care Region	Enrollment	Spaces	Total child population Age 0-6 (2021 Census)	Coverage rate (%)
	CENTRAL	136	163	210	78%
WIND OF PROVOST	CENTRAL	379	320	960	39%
WIND OF WAINWRIGHT	CENTRAL	1,141	1,101	4,510	24%
MEDICINE HAT	SOUTH	307	336	2,180	15%
NEWELL	SOUTH	726	859	3,160	27%
OKOTOKS-PRIDDIS	CALGARY	223	172	720	24%
OLDS	CENTRAL	33	20	210	10%
OYEN	SOUTH	190	245	1,290	19%
PEACE RIVER	NORTHWEST	73	112	290	39%
PINCHER CREEK	SOUTH	0	24	20	120%
PLANNING & SPECIAL AREA 2	CENTRAL	108	187	670	28%
PONOKA	CENTRAL	662	630	4,220	15%
RED DEER - EAST	CENTRAL	545	589	2,635	22%
RED DEER - NORTH	CENTRAL	350	337	850	40%
RED DEER - SW	CENTRAL	356	242	2,445	10%
RED DEER COUNTY	CENTRAL	25	61	245	25%
RIMBEY	CENTRAL	370	258	940	27%
ROCKY MOUNTAIN HOUSE	CENTRAL	2,158	2,155	5,600	38%
SHERWOOD PARK	EDMONTON	182	242	570	42%
SLAVE LAKE	NORTHWEST	66	106	180	59%
SMOKY LAKE	NORTH CENTRAL	0	16	320	5%
SPIRIT RIVER	NORTHWEST	1,611	2,116	4,900	43%
ST. ALBERT	EDMONTON	170	215	410	52%
ST. PAUL	NORTH CENTRAL	46	100	305	33%
STARLAND COUNTY/DRUMHELLER	CENTRAL	147	178	455	39%
STETTLER & COUNTY	CENTRAL	1,319	1,463	4,925	30%
STONY PLAIN & SPRUCE GROVE	EDMONTON	20	20	985	2%
STRATHCONA COUNTY EXCLUDING SHERWOOD PARK	EDMONTON	391	412	2,500	16%
STRATHMORE	CALGARY	22	83	250	33%
STURGEON COUNTY EAST	EDMONTON	358	389	2,380	16%
STURGEON COUNTY WEST	EDMONTON	170	103	110	94%
SUNDRE	CENTRAL	0	0	10	0%
SWAN HILLS	NORTH CENTRAL	316	194	1,585	12%
SYLVAN LAKE	CENTRAL	114	110	1,870	6%
TABER MD	SOUTH	91	85	450	19%
THORSBY	EDMONTON	114	188	385	49%
THREE HILLS/HIGHWAY 21	CENTRAL	72	99	225	44%
TOFIELD	CENTRAL	14	24	455	5%
TWO HILLS COUNTY	NORTH CENTRAL	25	45	275	16%
VALLEYVIEW	NORTHWEST	112	161	595	27%
VEGREVILLE/MINIBURN COUNTY	NORTH CENTRAL	684	659	2,710	24%
VERMILION RIVER COUNTY	CENTRAL	25	76	110	69%
VIKING	CENTRAL				

Community	Child Care Region	Enrollment	Spaces	Total child population Age 0-6 (2021 Census)	Coverage rate (%)
	CALGARY	32	51	195	26%
	NORTHWEST	41	110	200	55%
	NORTH CENTRAL	155	226	845	27%
	EDMONTON	50	111	2,670	4%
	CENTRAL	151	280	1,570	18%
	NORTH CENTRAL	114	193	1,080	18%
	NORTHEAST	0	32	145	22%
Total					
Community	Child Care Region	Enrollment	Spaces	Total child population Age 0-6 (2021 Census)	Coverage rate (%)
#N/A (Hidden domestic violence shelters with child care programs)	-	0	0	28,440	0%
Grand Total	-	76,251	85,928	359,670	24%



Briefing

DATE OF MEETING: January 17, 2023 **Agenda #:** D-2

TO: Committee of the Whole

SUBJECT: Emergency Social Services (ESS) Overview

SUBMITTED BY: Tara Gilchrist, ESS Leadership Team

PURPOSE: To provide Committee of the Whole with an overview of Emergency Social Services and recent ESS plan updates.

EXECUTIVE SUMMARY

Emergency Social Services is a crucial component of an Emergency Management Plan. It is defined as the support provided to people impacted by an emergency once they are no longer in immediate danger. Historically, Emergency Social Services (ESS) was thought to be the operation and management of a reception centre, however, due to the increase in the volume and complexity of emergency events occurring in Alberta, Emergency Social Services has needed to expand its scope beyond the traditional operation of a reception centre.

BACKGROUND/HISTORY

Prior to this update, the Town of Canmore's ESS plan was last updated in 2014.

DISCUSSION

The Government of Alberta Emergency Management Act and Regulation states that local authorities are responsible for having a plan to provide Emergency Social Services within their larger Emergency Management Plan.

In 2020 the province integrated the Provincial ESS program into the Alberta Emergency Management Agency (AEMA) whereas previously ESS and Emergency Management reported to different ministries. Several factors contributed to this shift:

- There was opportunity to increase both the efficiency and effectiveness of ESS by amalgamating program management.
- There has been an increase in the frequency of large-scale events in which the ESS response was a crucial component of the emergency response.
- The complexity of events, such as the pandemic, challenged the traditional role of ESS and required that ESS be defined outside of reception centre operation.
- Concerns pertaining to dual disaster scenarios became likely, plans needed to be amended to consider Reception Centre management during a global pandemic.
- As learning from event debriefs became available there is greater understanding of the specialized skills required to serve in an ESS response.

The ESS program in Canmore is coordinated by an ESS leadership team that has representation from four municipal departments (Community Social Development, Recreation, Facilities, Economic Development) as well as the support of the Director of Emergency Management (DEM). The manager of Community Social Development is the ESS Director and holds the final accountability for the ESS program. The ESS Director works closely with the director of Emergency Management.

The ESS program is divided into three areas of work: Preparedness, Response, and Recovery. Below is a brief overview of each of these areas of work:

Preparedness Phase: This phase focuses on preparation and training. It includes formal partnerships for community resources, information sharing with key community partners, and connection with provincial and regional networks. Preparedness activities include:

- Review and update the ESS Plan
- Design and deliver quarterly training for ESS members
- Attend Provincial ESS South Central Regional Meetings
- Participate in Emergency Social Services Network of Alberta (ESSNA)
- Contribute to the Bow Valley Wellness, Preparedness, and Recovery Coalition
- Create and update Memorandums of Understanding with facilities and other support services
- Contribute ESS information to Emergency Preparedness Week activities

Response Phase: This phase focuses on response and organization. Response activities include:

- ESS Activation by the Emergency Coordination Centre (ECC)
- ESS-ECC information exchange
- Incident Command System (ICS)-based activation, tailored to event type and size
- Incorporation of additional ESS supports in collaboration with the DEM

Recovery Phase: This phase focuses demobilization and response evaluation:

- Deactivation of ESS services
- Evaluation and overview of ESS response with community partners through Bow Valley Wellness, Preparedness, and Recovery Coalition
- Initiate and attend new Bow Valley Wellness, Preparedness, and Recovery Coalition meetings, as needed, to understand and respond to the ongoing emotional needs of impacted people, to create appropriate community messaging, to monitor ongoing needs, and to explore ways to honor loss
- Create on-going community check-in opportunities
- Support individuals in accessing funds, including Red Cross and provincial Disaster Recovery Program (DRP)
- Debrief and incorporate learning into ESS plan and/or training

Since the 2013 Southern Alberta Floods the Town of Canmore has had an increased commitment to Emergency Management, including ESS. The current ESS plan was developed following the 2013 flood event and has been activated several times including in response to the 2015 House Explosion, the 2018 Heavy Snowfall Event, 2020 Pandemic, and the 2021 Boil Water Advisory.

Based on provincial trends, local activations, and ESS exercises, some deficiencies with the current ESS plan have been identified. This prompted a review and update of the ESS plan. Key updates include:

- The inclusion of an ESS section in ECC Incident Command System (ICS)
- Activation of ESS in all ECC activations
- Expansion of scope to include both Reception Centre activities and Outreach activities (Outreach is defined as any ESS response that does not include the activation of a Reception Centre).
- The addition of “just in time” ESS activation support, which is Town of Canmore staff and volunteers who have an ESS-related skill set, but who are not trained in ESS. The plan defines ways to incorporate this support into an ESS response
- The addition of training standards for ESS leadership team
- The creation of an Emergency Social Services Management Model to highlight when additional ESS resources may be required

FINANCIAL IMPACTS

\$2,000 is allocated annually to Community Social Development for Emergency Social Services materials and supplies.

STAKEHOLDER ENGAGEMENT

Updates were made in consultation with Provincial ESS representatives, Town of Canmore DEM, and ESSNA partners.

ATTACHMENTS

N/A

AUTHORIZATION

Submitted by:	Tara Gilchrist FCSS Supervisor	Date:	<u>December 28, 2022</u>
Approved by:	Palki Biswas Manager of Finance	Date:	<u>December 30, 2022</u>
Approved by:	Lisa Brown Manager of Community Social Development	Date:	<u>December 28, 2022</u>
Approved by:	Scott McKay GM of Municipal Services	Date:	<u>December 28, 2022</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>January 10, 2023</u>



Briefing

DATE OF MEETING: January 17, 2023 **Agenda #:** D-3

TO: Committee of the Whole

SUBJECT: Railway Avenue Central Staff Report

SUBMITTED BY: Andy Esarte, Manager of Engineering

PURPOSE: To update Council on the Railway Avenue Central project, currently undergoing a Conceptual Design Update.

EXECUTIVE SUMMARY

A Concept Design Brief for the Railway Avenue corridor was presented to Council on July 2, 2019. The complete street rehabilitation design accepted by Council at that meeting was based on stakeholder engagement and the design standards of the Integrated Transportation Plan. The brief was the basis for transportation improvement program in 2020. The Engineering Department is proceeding with an update to the Concept Plan followed by Detailed Design for a second phase of work, planned for between Bow Valley Trail and 10th Street. This presentation is an interim update, prior to upcoming engagement and a planned return to Council for Concept Plan approval later in the year.

BACKGROUND/HISTORY

In July of 2018, Council accepted the 2018 Integrated Transportation Plan for planning purposes.

The Railway Avenue Design Brief was accepted by Council in 2019 for planning purposes to allow for the design of a first phase of work at Bow Valley Trail and Railway Avenue to proceed.

The acceptance included a motion approved unanimously by Council to return for approvals at each subsequent phase of work:

170-2019 Moved by Mayor Borrowman that Council direct administration to return to Council for approval of Phase 2 – Railway Avenue Central and Phase 3 – Railway Avenue North prior to commencing detailed design of those phases.

CARRIED UNANIMOUSLY

The Railway Avenue South Transit Corridor capital construction project was approved by Council in 2019. Several related capital projects were also approved by Council including design and construction of utilities, road rehabilitation, and transportation projects. All of these related projects were delivered jointly in a single construction program executed between 2020-2022 under the TIP20 project, CAP7078. This first phase of construction was substantially completed by July 1, 2021.

On May 27, 2020 through motion 115-2020 Council voted to cancel capital project 7026 Complete Streets Railway Design budgeted at \$600,000 as part of a suite of measures to mitigate the impacts of the Covid-19 pandemic.

For the 2022 budget year Council approved a capital budget for Complete Street Improvements Railway Avenue Design in the amount of \$500,000 for a next phase of construction.

DISCUSSION

A comprehensive concept design including traffic analysis was prepared for Railway Avenue between 17th Street and Bow Valley Trail at the north end of the corridor, and Benchlands and Bow Valley Trail at the south. The concept envisions vehicle lanes and transit stops, wider sidewalks, and a separated cycle path in each direction, with the corridor divided by a central median.

Improved connectivity throughout the corridor expands Railway Avenue as the backbone of Canmore's transportation network linking schools, the Town Centre, residential areas, Elevation Place, gateway commercial and industrial, and key areas of the transportation network including Spring Creek Mountain Village, Bow Valley Trail, Benchlands Trail, and 17th Street.

Intersections are protected, meaning separation between vehicular traffic from other modes, with vehicle turn bays at intersections and key commercial and residential access points. Signals will be placed near-side, as with the TIP 20 project, for safety and functionality. Traffic controllers are already on order to avoid delays.

The design has been developed to handle future traffic volumes and provides for substantially greater travel capacity than today. Vehicle capacity is roughly equivalent to today's configuration, while capacity for transit, walk and cycle trips during our summer peak times is greatly increased.

The basis of the design is the 2018 Integrated Transportation Plan update, which outlines requirements for arterial corridors. Prior to initiating the concept development, traffic data was collected, a detailed geometric survey was completed, and a series of workshops and meetings were held to engage directly impacted commercial, industrial, and residential stakeholders along the corridor.

The concept design was accepted by Council in 2019, and subsequently Railway South was designed and constructed in 2020-2022 as the TIP20 project. Engineering is now proceeding with Railway Central, beginning with a concept update followed by public engagement. Engineering will incorporate lessons learned from the TIP20 project, as well as engagement feedback from the broader community and directly impacted stakeholders, in a preliminary design to be presented to Council in May of 2023 for approval and prior to proceeding with detailed design.

The central median was a core feature of the original corridor plan, designed to limit access and keep traffic flowing smoothly and consistently. Previous feedback expressed some concern with a continuous hard median. Updated conceptual work has addressed these concerns. Turn movements are now accommodated at driveway locations for passenger vehicles, with median crossings at minor driveways and turn lanes at major driveways and larger sections of mountable median for emergency response (see Fig 1. through Fig 3 below).

Vehicle traffic up to and beyond 18,000 vehicles per day - above today's average volume of 14,000 vehicles per day and peak volume of 17,000 vehicles per day - is accommodated by a three-lane arterial roadway design. This includes a single lane in each direction with turn bays at appropriate intersections and access points. A second outbound lane is maintained by the railway tracks to accommodate train queuing. Planned typical summer day volume for this section of Railway Ave for 2030 in the ITP is 13,900 vehicles per day, achievable if target mode shift goals are met, and traffic redistribution to new commercial areas and other traffic corridors is successfully accomplished.

Railway Central is width constrained, and parking cars interrupts traffic flow. The primary function of this corridor is the movement of people, with parking recommended to be accommodated off-street.

Traffic analysis, and precedent projects, indicate the corridor will function at a high level of service when considering all travel modes at the 2038 horizon.

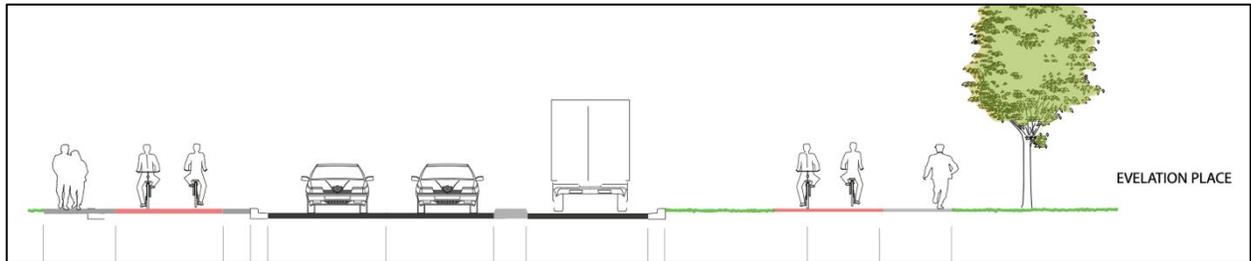


Fig1: Railway Avenue Central – Cross Section A-A



Fig2: Railway Avenue Central – TIP20 to Main Street

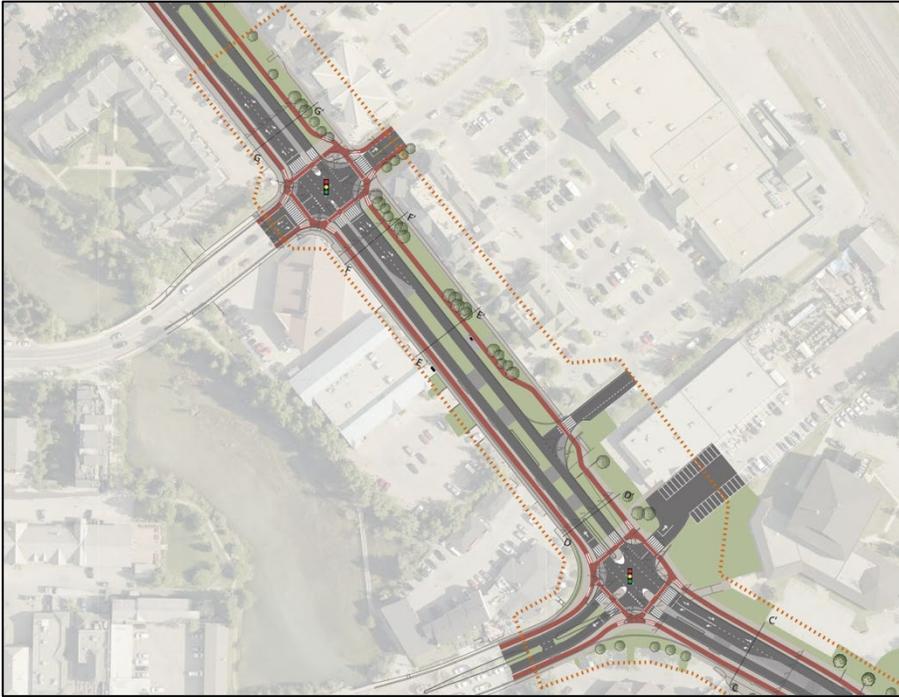


Fig3: Railway Avenue Central – Main Street to 10th Street

SCHEDULE

Completion of detailed design is contingent on successful engagement and approval by Council. This work is planned for the first half of 2023. Detailed design can proceed on the basis of that approval, with an early start for construction earmarked in the capital budget for 2024. There are several project risks that may impact the ability to start construction, including design approvals, implications of ongoing utility master planning, and budget and funding. Administration will continue to update Council and the community as the design phase of work progresses.

FINANCIAL IMPACTS

Concept update and detailed design are funded through CAP7239 which was approved in budget 2022. Construction is planned for 2024 and is funded through CAP7359 for surfaceworks which was approved in budget 2023-24.

STAKEHOLDER ENGAGEMENT

Stakeholder engagement with the public will take place from January 23 – February 10, 2023. The purpose of the engagement is to share the design to create greater awareness of the project as well as the rationale. Concerns raised directly by impacted landowners, businesses, and occupants will be reviewed and addressed as practical, with those requesting a response receiving one. Engagement will include an online component through mycanmore.ca and will also be included at the Open House on January 25, 2023 at the Canmore Recreation Centre.

Administration has also reached out to all property owners in the project boundary and will be working with them on direct impacts to their property.

AUTHORIZATION

Submitted by: Trevor Reeder
Project Manager Date: 2023-01-06

Submitted by: Andy Esarte
Manager of Engineering Date: 2023-01-06

Approved by: Whitney Smithers
GM Municipal Infrastructure Date: 2023-01-10

Approved by: Sally Caudill
Chief Administrative Officer Date: January 10, 2023

DATE OF MEETING: January 17, 2023

Agenda #: E-1

1. Mayor Krausert

- a) Canmore Community Housing
 - I defer to Councillor Foubert's report.
- b) Tourism Canmore Kananaskis
 - Nothing new to report.
- c) Rocky Mountain Heritage Foundation
 - Nothing new to report.
- d) Emergency Management Committee
 - Nothing new to report.
- e) Human Wildlife Co-existence Roundtable
 - The next meeting is set for January 27, 2023, at which time we will be hearing updates from the Technical Team and revise the terms of reference for the roundtable given that we are now in implementation mode.
- f) Town of Canmore – MD of Bighorn Inter-Municipal Committee
 - Nothing new to report apart from the renewal of the Fire Services Agreement approved by Council in December.
- g) Canmore Tourism Roundtable
 - Nothing new to report.
- h) Mid-Sized Cities Mayors' Caucus (MCMC)
 - On November 21st, all member municipalities had their monthly phone call.
 - Canmore will be hosting an MCMC Summit in the Fall of 2023 (date soon to be finalized). The Summit will feature attendance being open to members of Council from each member municipality; discussions with government representatives (elected and administrative); and addressing common issues. A planning sub-committee has been formed comprised of myself (Chair), Sara Jones, Mayor Cathy Heron (St. Albert), Mayor Jackie Clayton (Grand Prairie), Mayor Rod Frank (Strathcona County), and Mayor Jeff Genung (Cochrane).
- i) Advocacy on Behalf of the Town of Canmore
 - With respect to being recognized as tourism-based economies (along with Banff and Jasper), I participated in the following meeting/activities:

- weekly meetings with New West Public Affairs (strategist), who has been having conversations with multiple provincial ministries; and
- reviewing materials for submission for minister consideration re municipal designation and funding.
- The municipalities of the Bow Valley who support Bow Valley Victim Services (Canmore, Banff, MD of Bighorn, ID#9) have decided to reiterate our request for a meeting with Minister Mike Ellis, Public Safety & Emergency Services.
- On December 22nd, I attended a virtual meeting of the Bow Valley Corridor Alliance (re mass transit) attended by Mayors Gondek (Calgary ... along with Cllr GC Carra), Genung (Cochrane), and DiManno (Banff) along with members of each municipality's administration. Items discussed/decided included re-sending letter previously sent to Premier Kenney to Premier Smith; not having any formal relationship with the Friends of CABR (given they are essentially a lobby group); and pursuing an MOU between the CABR proponents and the affected municipalities if the design phase is approved by the Province.
- On January 5th, along with Cllr Foubert, talking to the western regional manager of the Canadian Infrastructure Bank ("CIB") about how to move forward with advocating to CIB to include housing infrastructure within its mandate. This will likely be discussed at a future Council meeting.
- On January 5th, continued preliminary exploratory discussions with the Sedona Sister City Association about developing a relationship between Sedona, Arizona and Canmore for the purposes of sharing information and best practices between stakeholders in each community.

j) Events

- Nothing to report since last update.

k) Miscellaneous

- Continued my monthly appearances on Mountain FM with Rob Murray.
- On January 5th, I was the inaugural guest on a new Mountain FM monthly radio segment created in collaboration with BOWDA called "Building in the Bow".

2. Councillor Foubert

a) Canmore Community Housing

- CCH agreed to purchase five units at market value as part of the Canadian Rockies Public Schools housing project to pilot a new residency program
- CCH also agreed to enter into negotiations to rent five to 10 units of employee rental housing, which had proposed as part of housing for CRPS staff

Ownership:

- CCH had no new units for sale and no sales to report for December.
- CCH ended the year with a total of 19 sales, 10 were new units that were introduced into our inventory from Ravens Ridge and 9 were resales of units that were already in our Program.
- CCH had no new units for sale and no sales to report for December.

- CCH ended the year with a total of 19 sales, 10 were new units that were introduced into our inventory from Ravens Ridge and 9 were resales of units that were already in our Program.
- CCH announced the Program Criteria Change on December 1, 2022. Prior to this announcement CCH had 15 households registered for the monthly Homeownership Information Session. CCH saw a surge of Households register and by December 7th there were a total of 35 households registered.
- The Ownership Information Session was held on December 7th, 28 households attended, via Zoom. Prior to the session three households requested to be re-registered for January as they had scheduling conflicts, four households did not log onto the session.
- Of the 28 households that attended the information session on December 7, 12 submitted their application for the Own Program.

Rental:

- CCH saw an overall increase in applications for the Rent Program in the through the year. We continue to see newcomers who are accepting positions with no housing options, who are looking for affordable options for housing.
- Our current average approximate wait time for a unit across our Rent Program remains at 6-12 months, depending on the unit size a household is approved for.
- CCH saw three households move in December, two households moved out of the Bow Valley, one household moved within Canmore.
- CCH was at 100% occupancy for December across all properties.

Accessory Dwelling Grant Program:

- CCH had one application for this Program for December, it was approved for \$20,000.
- CCH is also currently working with one household who are in the renovating stages of their accessory dwelling. We have committed \$20,000 to this households project, but has yet to forward any funds.
- The household whose application was approved for \$15,000 in November has informed us that they will not be proceeding with their build and has withdrawn their application from this program.

Matching Down Deposit Program:

- We currently have 10 households that have a total of \$250,000 in funding committed (max \$25,000 per household). These households have until December 31, 2022 to use these funds.
- To date we have provided \$167,053 towards down deposits to eligible households
- We currently have 12 households on the Waitlist for this Program.

a) Bow Valley Regional Transit

- See Councillor McCallum's update

- b) Canmore Planning Commission
 - No meetings
- c) Canmore Museum
 - No meeting in December
- d) Alberta Municipalities Environment and Sustainability Committee
 - The committee's next meeting is in February
- e) Alberta Municipal Climate Change Leadership Council
 - The first meeting of the council is Jan. 12

3. Councillor Graham

Nothing new to report

4. Councillor Hilstad

- a) CAO Performance Review Committee
 - Nothing new to report
- b) Heliport Monitoring Committee
 - Nothing new to report
- c) Canmore Planning Commission
 - I defer to Councillor Foubert's report
- d) Enforcement Appeal Review Committee
 - No meeting to date, nothing new to report
- e) Community Grants Selection Committee
 - Nothing new to report

5. Councillor Mah

- a) Bow Valley Waste Management Commission
 - BVWMC met on Dec 15th 2022, and reviewed financials for the first 11 months of the year as well as allocation of reserves, and we are on sound financial footing.
 - Additionally, we held our organizational meeting for the upcoming year. Outcomes are:
 - 1. Banff Councillor Grant Canning is the Chair for the Commission.
 - 2. Canmore Councillor, Karen Marra is the Vice-Chair
 - 3. Finance Committee is Grant Canning, Jeff Mah and Alice James
 - 4. HR Committee is Karen Marra, Jen Smith and Hugh Pettigrew

- b) Biosphere Institute of the Bow Valley
 - No board meetings held in December
- c) Emergency Management Committee
 - I defer to Mayor Krausert's report
- d) Canmore Community Housing (CCH)
 - I defer to Councillor Foubert's report
 - Of note: CCH held a Bold Housing Initiatives workshop on Dec 14, 2022 hosted by Dan Wilson of WCS Planning and Engagement.
- e) Additional items:
 - None to report – it was lovely to have a Christmas break with the family.

6. Councillor Marra

Nothing new to report.

7. Councillor McCallum

- a) Bow Valley Regional Housing
 - I defer to Councillor Marra's report
- b) Bow Valley Regional Transit Services Commission
 - The December meeting of the Commission was rather exciting. In principal, the commission members approved the acquisition of a 5 bedroom common amenity housing unit in Canmore that will be available in early 2024. Commission members had a few additional questions outside of what was provided and there was some minor details in the proforma that needed to be updated, but it was felt in general that this was a positive step forward ensuring future sustainability of ROAM transportation services.
 - In addition to the above, the Commission approved administration moving forward with leasing 2 – 3 bedroom units for the purpose of housing transit drivers. These leases begin January 1st, 2023

- Statistics

Ridership YTD (end of November)	2019	2022	Increase
1 Gondola	510,674	504,988	-1%
2 Tunnel Mtn/Fairmont	396,088	420,009	6%
3 Canmore/Banff Regional	182,010	174,524	-4%
5 Canmore Local	129,889	159,200	23%
8X Lake Louise Express	108,804	123,669	14%
9 Johnston Canyon	10,993	21,977	100%

November	2019	2022	Increase
1 Gondola	24,776	30,751	24%
2 Tunnel Mtn/Fairmont	20,300	36,146	78%
3 Canmore/Banff Regional	15,682	17,797	13%
5 Canmore Local	13,841	19,956	44%
8X Lake Louise Express	4,715	6,021	28%
9 Johnston Canyon	0	312	

c) SDAB

- Nothing new to report

d) Assessment Review Board

- Nothing new to report

e) Alberta Municipalities Safe and Healthy Communities Committee

- I attended my first meeting of the Alberta Municipalities Safe and Healthy Community Committee in Edmonton on Thursday, December 8th. The approved work plan is long and I look forward to rolling up my sleeves with my municipal colleagues and getting to work

f) Other

- November 9th – On behalf of the Town I presented the winner of the Bert Dyck Leadership Scholarship to a CCHC student.
- November 11th – I had the great honour of being asked to emcee the Royal Canadian Legion #3 Remembrance Day Services.
- November 21 -23rd – I attended the BC Non-Profit Housing Association annual “Housing Central” conference. It is an incredibly informative conference and this is the 3rd time I have had the opportunity to attend.



- December 19th – It was my pleasure to take some of the seniors from the Bow River Lodge on a Holiday light tour. I have the pleasure of doing this annually and it really is the highlight of Holiday Season for me.

Attachments

1. Canmore Community Housing: Goals and Strategies December 2022
2. Canmore Community Housing: December 2022 Operations Report

2022 CCH Goals and Strategies – December 2022

Strategy/Objective: Complete Ravens Ridge development

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

- *The one-year warranty through ANHWP continues through April of 2023.*

Strategy/Objective: Review VHP program criteria

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

- *The Vital Homes Rental program policy was reviewed in June and proposed amendments were approved.*
- *The Homeownership program was reviewed in August and proposed amendments were approved. It was reviewed again in November and effective January 1 2023 the Net Asset threshold test will be eliminated and the household income threshold will increase to \$250,000.*
- *The MDDP and ADGP programs will be discontinued December 31, 2022. MDDP and ADGP funding that has not been disbursed is to be reinvested in new programming as directed by CCH's Board at the appropriate time.*

Strategy/Objective: CCH Housing Action Plan

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

- *The Board reviewed a report in October noting the impact of purpose-built rental buildings since 2019.*
- *The Board moved that Lot 7 on Palliser Lane be surveyed with intent of developing a purpose-built rental building on the site beginning in 2023. (CCH will await the Palliser ASP update to be completed first)*
- *A draft staff housing survey has been created and the Bow Valley Chamber of Commerce, BOWDA, BIA and CHLA have agreed to circulate the same to their membership, the survey will be out in late January 2023.*

Strategy/Objective: Palliser Lands Master Planning

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

- *Master Planning of the CCH held Palliser lands will await the Town of Canmore's Palliser ASP update.*

Strategy/Objective: Wolf Willow Condominium

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

- *As of December 31, 2022 there are nine (9) units at Wolf Willow that CCH holds in its rental inventory*

Strategy/Objective: Investigate social media options

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

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

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

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

- *CCH's Board moved \$210,000 in uncommitted 2021 MDDP and ADGP funds into the 2022 MDDP funds available. There is \$360,000 in 2022 MDDP available, and \$100,000 in 2022 ADGP funds available.*
- *\$75,000 in MDDP funding was used as a function of 3 Ravens Ridge purchases.*
- *Three (3) ADGP applications were received/approved in 2022 (March -\$20,000 & 2 in November - \$15,000 & \$20,000 commitment). One approved applicant subsequently advised they would not be proceeding.*
- *The MDDP and ADGP programs will be discontinued December 31, 2022. MDDP and ADGP funding that has not been disbursed is to be reinvested in new programming as directed by CCH's Board at the appropriate time.*

Strategy/Objective: Determine future projects

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

- *The Board is looking to proceed with a homeownership development on two lots it owns in TSMV, it is awaiting clarification on a Public Use district designation on one of the two lots. It is anticipated development of these lots will begin in 2023.*

Strategy/Objective: Partnership opportunities

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

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

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

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

packages and minutes; implementing Board/Shareholder policies/procedures as required.

- *The Hector and McArthur Place were at 100% occupancy in December, 2022*
- *Through December 2022 CCH has had 9 resales and 10 new sales (Ravens Ridge)*

CCH OPERATIONS REPORT December 2022														
	Matching Down Deposit Program (MDDP)		Accessory Dwelling Grant Program (ADGP)		OWN Program		RENT Program							
Wait List:	12	no change from last month	2	same as last month	130	+19 over last month	86			+5 over last month				
Applications YTD:	11	no change from last month	4	+1 over last month	72	+19 over last month +13 over STLY	154			+19 over last month +48 over STLY				
Number of Applicants: Funding Presently Committed	10: \$250,000		2: \$40,000											
Funds Advanced to Date / Total Allocated to Program	\$167,053	\$360,000	\$60,000	\$100,000										
<i>Applications Received/Processed 2021:</i>	8		2		59		106							
Inquiries YTD:	4	0 over last month -6 from STLY	8	+2 over last month +5 over STLY	227	+38 over last month +75 over STLY	238			+27 over last month +90 over STLY				
<i>Inquiries 2021:</i>	10 Total		3 Total		152 Total		148 Total							
Current Occupancy:							100%	Hector	100%	McArthur	100%	Wolf Willow	100%	NLCC
Total Vital Home Units:					157	No units for sale in December	60		48		9		1	
Turnover YTD:					12%	19	18%	11	31%	15	30%	3	0%	0
<i>Turnover 2021:</i>					16%	23 sales (23/144)	13%	8 Units (8/60)	31%	15 units (15/48)	31%	4 Units (6/13)	0%	0
↑ Above numbers updated as of December 31, 2022 ↑														



Administrative Update

DATE OF MEETING:

January 17, 2023

Agenda #: F

A. CAO's Office

1. CAO

- a) The Corporate Strategic Team, Town Solicitor, and Executive Assistant held a half day working session to review our performance during this past year and to set a direction and some desired outcomes for 2023.
- b) The CAO and General Manager of Municipal Infrastructure met with the CEO of BOWDA to discuss a report that BOWDA had commissioned comparing application processing times of the Town and several other municipalities. We emphasized that the Town is committed to an effective and efficient application process and invited BOWDA to provide us with specific feedback on where they believe our process is not working, suggest specific improvements that can be made (including on current or previous files), foster a culture of direct feedback to the Town within their membership, and involve us directly in future studies and surveys so that we can further our commitment to continuous improvement.

2. General Manager of Municipal Infrastructure

- a) The Town is hosting our first-ever Capital Project Preview on Wednesday, February 1 from 1:30 – 3:00 p.m. at the Canmore Recreation Centre. This is an opportunity to hear about and ask questions on recently approved projects in our 2023/2024 capital budget. The event will start with a short presentation on the capital plan, followed by an informal question and answer opportunity. We are hosting this preview to provide more up-front information sharing on Town of Canmore projects, allowing the consulting and contracting community to better understand opportunities prior to bidding on projects.
- b) The Town is launching a Development Updates newsletter to share timely information on matters related to development applications with applicants. Individuals and businesses interested in signing up can do so at canmore.ca/municipal-services/residents-development-planning

B. MUNICIPAL SERVICES

1. Recreation Services

- a) The seasonal promotion offering 12 Elevation Place admissions for the price of 10 has seen a relatively strong return with 363 "Holiday 12-Packs" sold for a total revenue of \$43,841. Comparatively, in 2019, there were a total of 410 "Holiday 12-Packs" sold for a total revenue of \$42,210.

- b) In an effort to increase access to the aquatics centre, additional training has been provided to existing Waterslide Attendants and as a result these staff have moved into Assistant Lifeguard positions. As per Lifesaving Society recommendations, Assistant Lifeguards can be included in bather to lifeguard ratios when working alongside fully certified National Lifeguards.
- c) Successful staff recruitment in aquatics allowed local school programming to resume this fall. From October to December, the aquatics team welcomed 350 students (1014 individual visits) to learn about being safe in and around water.

2. Protective Services

- a) With the passing of the *Police Amendment Act*, communities with populations over 15,000 are now required to form civilian governance bodies in jurisdictions policed by the RCMP to give communities a greater role in setting policing priorities and performance goals. The Manager of Protective Services will be bringing forward a report to detail the changes to the *Police Amendment Act* and associated recommendations at an upcoming Council meeting. A fact sheet for the *Police Amendment Act 2022* has been attached to this update (attachment 1).
- b) Municipal Enforcement – Peace officers helped with crowd control at the CP holiday train and traffic control at the Royal LePage food drive. Recently, Peace Officers have been conducting proactive patrols to ensure that sidewalks have been cleared of snow.

3. Economic Development

- a) Economic Development
 - \$50,000 has been received from Alberta Labour and Immigrations towards the Canmore Labour Market Recruitment and Retention Strategy Capital project.
 - Economic Development will be partnering with the Bow Valley Chamber of Commerce on a second cohort of the Peer Mastermind Mentorship Program in 2023. The Peer Mastermind Mentorship Program was brought in to support business resiliency in 2022 and the 2022 cohort is continuing in a self supported manner.
- b) Arts & Events
 - Main Street Temporary Art Installation: A call for installation-ready sculptures will go out in January for a sculpture to be installed from mid-May to mid-October on Main Street and 7 Avenue during Main Street’s pedestrianization.

C. CORPORATE SERVICES

1. Human Resources

- a) Upon approval of the budget, the vacancies for four new Fulltime Firefighters were immediately filled from a pool of internal candidates in Career Casual positions. Recruitment activities will occur in the new year to invite more casual and developing Firefighters into our team.

2. Finance

- a) The assessments for 2023 tax purposes are currently being finalized by the assessor. These assessments are based the market value at July 1 and the condition of the property as of December 31, 2022. The assessment notices are tentatively scheduled to be mailed on February 13 with a final complaint due date of April 24, 2023. Property owners are provided a 60-day (+ 7-day mail time) appeal period where they can question their assessment and, if still dissatisfied, lodge an official appeal with the Assessment Review Board (ARB). Benchmark Assessment

Consultants Inc. will be coming to Council in February to provide an overview and update of 2023 assessments for the Town.

3. Communication

- a) A return to in-person public engagement is planned with our first public open house (since March 4, 2020) at the Canmore Recreation Centre on Jan. 25 between 5:30 - 7:30 p.m. Staff will be available to answer questions about numerous topics such as pathway improvements, changes to residential speed limits, and much more. The public will be able to provide input on proposed upgrades to Railway Ave and Teepee Town.
- b) Statistics show that in 2022, for the first time in years, our website www.canmore.ca did not experience a growth in users over the previous year. In 2022, there were 2% fewer users than in 2021 (408,004 vs 415,311). New Users also decreased by 3%, to 399,030 vs 411,432. The most frequently visited pages include Elevation Place information and schedule, paid parking and resident parking pass information, aquatics centre updates, and career opportunities. An increasing number of users access our website on their mobile device (61% in 2022 vs 56% in 2021).
- c) Work is underway on the website platform renewal project. The first phase of stakeholder engagement, which included a public survey, is now complete. We are finalizing our review of this feedback as part of developing the Request for Quotation which we anticipate having available for prospective vendors in early February, so that the new website can launch this summer.
- d) The 2022 Report to the Community was published, highlighting the progress made on priorities in the final year of Council's 2019-2022 strategic plan. It can be read at www.canmore.ca/documents

D. MUNICIPAL INFRASTRUCTURE

1. Facilities

- Aquatics Centre Air Quality Update: Administration has developed and implemented a 'Made in Canmore' standard operator procedure for staff to use when assessing air quality measurements. Air quality has been more consistently in the normal to moderate range, which is also encouraging. Administration will be presenting a briefing to Council in the new year to provide an update on the work done to improve and monitor air quality at the aquatics centre.

2. Public Works

- a) Parks
 - All prior approved outdoor rinks are open; the Pond, Larch, Cougar Creek, Rundle, and the Peaks. The OLS rink, which was approved this year, will be open by December 23.
 - Mountain Pine Beetle grant was received in November and control is in progress with the Silvertip, Cougar Creek, Rundle view, Rundle Forebay, and Quarry Lake areas completed. Work will be completed by the first week of January.

b) Streets and Roads

- Second electric vehicle delivery delays – The Town continues to wait for delivery of its second electric vehicle. The unit has been built and is awaiting export from the US into Canada. It is expected to arrive before the end of January.
- Administrative fleet usage –Below are usage stats for the first 35 days of having the electric vehicle (unit F-132) in the fleet as compared to the combustion engine vehicles show that the EV Bolt was the second most utilized vehicle in three categories, and used the most for trips over 1 hour:

Item	Bolt (F-132)	Cruze (F-059)	Trax (F-75)	Smart Car (F-055)	Transit (F-100)
Kms driven	848	469	839	36	301
No. of trips	48	59	23	14	39
Trips over 1 hr	5	2	3	0	0
Longest trip (kms)	171	111	236	5	50

c) Solid Waste Services

- Extended Producer Responsibility – Canmore will be taking part in a working group that has been convened by Alberta Municipalities. The aim of the working group is to assist municipalities with the transition. The first meeting was on January 13, 2023. The members of the working group have been selected to give a balanced representation of Alberta.

d) Utilities

- Regulatory: No contraventions to report.
- Service Disruptions: On November 15th, a contractor damaged a water main when making a service connection along 8th Avenue. EPCOR assisted the contractor with the repair (depressurizing the line) and notified the provincial regulator. Approx. 26 homes were affected with low pressure during the repair.

e) Sustainability

- The project for Emergency Response Plans for Extreme Heat and Wildfire Smoke funded by the Municipal Climate Change Action Centre has kicked off. The webpage for the project is on the Town’s website. A resident survey will be open in late January, launching at the Town’s Open House on January 25, 2023.
- The Town contracted two Seasonal Park staff this fall/winter to complete a fruit bearing vegetation inventory on Town owned land. This project wrapped up on Dec 16, 2022. The information from this project will help inform future human wildlife coexistence actions.
- Rabbit proofing at Stan Rogers Stage was completed in December 2022. The contractor completed a survey of the community at the same time, and despite the presence of rabbit hemorrhagic disease, they noted the indication of feral rabbits being present at a couple of locations. The rabbit trapping program administered by Municipal Enforcement will focus trapping in these areas in early 2023.
- As of December 19, 2022, the Town has received nine pre-approval applications for the Clean Energy Improvement Program (CEIP) since the program launched on November 1. These applicants have requested a combined \$204,000 in estimated retrofit funding. This represents 65% of the anticipated Year 1 budget for CEIP, which projected fourteen projects at an average of \$22,608. A three-week advertising campaign for CEIP is planned for the end of January.
- The application period for the Town’s annual solar incentive program will open in mid-February, with applications due by March 27, 2023. Ten incentives of \$1,250 will be available and, assuming there are more applicants than available funding, recipients will be selected by

a lottery. The solar incentive program will be stackable with CEIP as well as the federal Greener Homes program.

Police Amendment Act 2022

The *Police Amendment Act* includes measures that will enhance transparency, accountability and civilian involvement. Key reforms will establish an independent and more straightforward process for complaints against the police, promote more diversity in policing and encourage greater collaboration between police and civilian partners to improve public safety.

Expanded mandate for the Alberta Serious Incident Response Team (ASIRT)

- Currently, ASIRT investigates cases of death and serious injuries involving all police services in Alberta, as well as serious and sensitive allegations of misconduct.
- This legislation would expand ASIRT's mandate to also include deaths and serious injury involving peace officers employed by provincial organizations (i.e. the Alberta Sheriffs) as well as community peace officers working at the municipal level.
- ASIRT will become part of the new Police Review Commission – see below.

Independent public complaints process

- An independent agency, the Police Review Commission, will replace the current patchwork of “police investigating police” with a single organization for receiving complaints, carrying out investigations and conducting disciplinary hearings.
 - ASIRT will continue to handle all cases involving death or serious injuries, as well as serious and sensitive allegations.
 - A newly-formed investigations unit will handle all other misconduct complaints involving police officers employed by municipal police services and First Nations police services.
 - Further discussions are underway with the RCMP and Public Safety Canada to determine the extent of the RCMP's ability to participate in the complaints process.
 - The commission will manage a central pool of presenting and presiding officers for disciplinary hearings, ensuring proceedings are impartial and scheduled efficiently.
- Amendments to the act will also create standardized categories of complaints. This will establish a consistent framework for how the commission triages complaints and improve the public's understanding of the process.
- The amended act will distinguish between police misconduct and employee performance, ensuring police services can better handle performance issues through human resources and collective bargaining processes.
- Delineating police misconduct from employee performance will allow the commission to focus on misconduct and lead to more timely resolution of complaints.

Greater collaboration with communities

- Under this legislation, police will be required to develop community safety plans and report annually on their progress.
- Community safety plans encourage police to work more closely with civilian partners and put added focus on alternatives to enforcement that target root causes of crime, like addiction treatment, housing and employment supports.
- The planning process will result in greater coordination between police and civilian partners, helping them identify and close gaps in services for people who need help.
- Greater collaboration with partners could help prevent crime, while also allowing police to devote more resources toward serious and violent offences.

Fostering diversity and inclusion

- This legislation would require police to develop diversity and inclusion plans. Many police services and commissions already make this part of their strategic planning processes; this legislation would formalize that requirement.
- Diversity and inclusion plans will encourage police to reflect the communities they serve and to train officers about the distinct cultural needs of the various populations in our province.
- Better understanding can help create stronger partnerships with the community, greater opportunities for mentorship and encourage more people from diverse communities to pursue a career in policing.

Enhanced civilian governance

- The legislation creates formal governance bodies for all communities policed by the RCMP in Alberta, giving them a role in setting policing priorities and performance goals they've never had under the existing governance structure.
 - Small and rural communities served by the RCMP under the Provincial Police Service Agreement will be represented on a provincial board that will make recommendations on province-wide policing priorities.
 - The provincial board will have one seat designated for a First Nations representative and one seat designated for a representative of Métis communities.
 - Municipalities with a population over 15,000 that are policed by the RCMP will be required to establish local governance bodies.
 - Communities under 15,000 with municipal RCMP contracts will be represented by regional governance bodies – but will have the option to form their own local governance body.
 - An engagement with municipalities, First Nations and Metis Settlements will ensure they're involved in developing these new governance bodies.
- Amendments will give the minister authority to appoint members to municipal police commissions, with the number of appointees based on the size of the commission.
- Sections of the act governing ministerial intervention will be clarified to allow the minister to step in at the request of police services or commissions in the event of a dispute at the local level. This is consistent with the provincial government's legislated responsibility to ensure adequate policing in Alberta.

Establishing provincial policing priorities

- The legislation will enable the minister to set provincial policing priorities, which will help foster consistency in policing across Alberta.
- Police commissions will also need to create their own policing priorities, while taking the provincial priorities under consideration, and report whenever they change.
- Police will need to report annually on their progress, which will increase accountability and transparency with the communities that they serve.

Guiding principles for police

- The new act adds eight guiding principles for Alberta police services based on tenets developed in 1829 by Sir Robert Peel, who is considered the founder of modern policing.
- These guiding principles will provide an enduring foundation of core beliefs and values that all police services in Alberta will be expected to live up to.
- The eight guiding principles are:
 - policing should be guided by the need to ensure the safety and security of all persons and property in Alberta
 - policing should safeguard the fundamental rights guaranteed by the *Canadian Charter of Rights and Freedoms* and the *Alberta Human Rights Act*
 - there should be co-operation between the providers of police services and the members of the communities they serve
 - when providing policing services to the public, it is desirable for police officers to consider the health-related situations, conditions or impediments affecting an individual
 - it is desirable that policing services be provided in a manner that recognizes the history and cultures of First Nations, Inuit and Métis peoples in Alberta
 - police services should strive to reflect the pluralistic character of society and the communities they serve
 - police officers at all levels should promote a culture of accountability within their roles as police officers
 - policing complaint processes should be objective and transparent, and should promote public confidence in the complaints process.

Administrative changes for the Law Enforcement Review Board (LERB)

- This legislation increases the term limit for the LERB chair up to five years, from the current limit of up to three years.
- Amendments will clarify that electronic documents are valid for official business.
- Amendments will also switch the annual reporting cycle to calendar year, instead of fiscal year.

Council Resolution Action List

G1

Motion #	Agenda Item	Resolution	Council Mtg Date	Service Area	Action Status	Last Update	Date Complete
99-2021	MOU with Stoney Nakoda	Direct administration to investigate and report back on the scope, process and resources needed to establish a Memorandum of Understanding (MOU) with the Stoney Nakoda Nation.	27-Apr-21	CST	The Stoney Nakoda Nation would like access to lands within the Town of Canmore boundaries for cultural ceremonies. This would help in building relationships that will assist with establishing an MOU in the future. Council approved a request to advance this work at the Sept 7, 2021 council meeting. Administration continues to reach out to the Stoney Nakoda Administration to advance this work.	7-Nov-22	
216-2021	Advancing Truth and Reconciliation with the Stoney Nakoda Nation	Direct administration to work with the Stoney Nakoda Nation to identify lands within the Town of Canmore boundaries that would be appropriate for cultural ceremonies and assist with any necessary agreements for the use of these lands.	7-Sep-21	CST	Work is ongoing. The next step for this items rests with the Stoney Nakoda Nation.	7-Nov-22	
219-2021	Lower Silvertip Wildlife Corridor	Direct administration to assemble a working group consisting of key Lower Silvertip Wildlife Corridor landowners to develop principles for and an approach to shared management of the corridor.	7-Sep-21	Public Works Admin	The Lower Silvertip Wildlife Corridor Working Group met for their second and third working sessions on November 1 and November 22 respectively. This work will continue throughout the rest of 2022 and early 2023.	1-Dec-22	
79-2022	Procedural Bylaw Amendment 2022-04 Omnibus	Direct administration to investigate the options for video and audio being treated as written submissions and imbedded in the record of public submissions.	5-Apr-22	Clerks	IT and the Municipal Clerk continue to investigate options as part of the capital project to update Council Chambers A/V.	Dec. 5, 2022	
86-2022	Food Truck Pilot Project	Approve the Food Truck Pilot Project as presented and direct administration to report back to Council on learning and any next steps.	5-Apr-22	Ec Dev	Season ended October 15. A report will come to Council by the end of Q1 2023.	1-Nov-22	
125-2022	Bylaws 2022-09 and 2022-10 800 3rd Avenue Municipal Development Plan and Land Use Bylaw Amendments	Direct administration to work with the Applicant to prepare a recommendation and/or wording for a potential amendment with respect to Bylaws 2022-09 and 2022-10 ("the Bylaws") regarding each of the following topics and provide the said recommendation and/or wording to Council prior to the 2nd reading of the Bylaws. <ul style="list-style-type: none"> • Limiting house sizes in the subject area; • Creation of a legal instrument upon all parcels of the subject lands, which will include the following elements: (i) if a palliative care facility is not constructed in Area A then Area A will revert to the owner and the land in Area A will remain in a natural state; (ii) there is to be no trail or road connection between the Spring Creek development and 3rd Avenue through the subject lands; and (iii) the lands shall be protected in perpetuity from any further development except as described in the application; • Minimizing the distance between the buildings in Area B and 3rd Avenue in order to minimize the disruption to the undeveloped areas of the lands; • Removing the buildings in Area C, subject to an agreement between the Spring Creek development and the Applicant whereby the Spring Creek development provides at its own cost water servicing to the palliative care facility (if such is determined to be needed) and provides at its own cost fill, landscaping, and a trail for Area C to become a park; and • Limiting maximum building height. 	24-May-22	Planning	See item 152 below.	2-Sep-22	Complete
152-2022	800 3 Avenue Bylaws	Return no later than November 1, 2022 with a response to Council Motion 125-2022.	5-Jul-22	Planning	A report was brought to Council at the November 1 Regular Business meeting directing administration to return no later than June 2023 with a response from the applicant to Council direction from the May 24, 2022 Council meeting regarding Bylaws 2022-09 and 2022-10.	7-Nov-22	Complete
149-2022	Bow Valley Clean Air Society	Review and recommendation of implementing a closed-door bylaw from approximately early September to early June; and, if the recommendation is in support of the request, to provide Council with a draft closed door bylaw for consideration.	28-Sep-22	Public Works	An administration update was provided to the Committee of the Whole in November 2022. Monitoring of doors will occur over the winter with a report planned to come to Council next spring or summer.	7-Dec-22	

200-2022	Court of Queen's Bench of Alberta decision re. "Staircase Lands" (Three Sisters Mountain Village Properties Ltd. V Canmore, 2022 ABQB 511)	Acquire the upper portion of the Staircase Lands to satisfy the decision of the Court of Queens Bench decision and report on detailed options for implementing this decision.	16-Aug-22	Legal	Council gave direction at the November 1 regular business meeting and a public hearing has been set for February 28, 2023.	1-Dec-22	
232-2022	Canadian Rockies Public School Board Land Transfer	Report back to provide information on the number of units in the residency program prior to the transfer of the land parcel legally described as 1095F;OT to the Canadian Rockies Public Schools Board being executed.	13-Sep-22	CST	Council was provided with an update at the January 10, 2023 business meeting. The matter is now finished and the land transfer can be executed.	10-Jan-23	17-Jan-23
258-2022	Bylaws 2022-09 and 2022-10 800 3rd Avenue Municipal Development Plan and Land Use Bylaw Amendments	Return no later than June 2023 with a response from the applicant regarding motion 125-2022: That Council direct administration to work with the Applicant to prepare a recommendation and/or wording for a potential amendment with respect to Bylaws 2022-09 and 2022-10 ("the Bylaws") regarding each of the following topics and provide the said recommendation and/or wording to Council prior to the 2nd reading of the Bylaws. • Limiting house sizes in the subject area; • Creation of a legal instrument upon all parcels of the subject lands, which will include the following elements: (i) if a palliative care facility is not constructed in Area A then Area A will revert to the owner and the land in Area A will remain in a natural state; (ii) there is to be no trail or road connection between the Spring Creek development and 3rd Avenue through the subject lands; and (iii) the lands shall be protected in perpetuity from any further development except as described in the application; • Minimizing the distance between the buildings in Area B and 3rd Avenue in order to minimize the disruption to the undeveloped areas of the lands; • Removing the buildings in Area C, subject to an agreement between the Spring Creek development and the Applicant whereby the Spring Creek development provides at its own cost water servicing to the palliative care facility (if such is determined to be needed) and provides at its own cost fill, landscaping, and a trail for Area C to become a park; and • Limiting maximum building height.	1-Nov-22	Planning	Next steps on moving this forward are now with the applicant.	1-Nov-22	
262-2022	Commercial Food Waste	Prepare a mandatory commercial food waste program, to include a Recyclables and Waste Control Bylaw amendment and implementation plan, by April 2023 for a program start of October 1, 2023.	1-Nov-22	SWS	Work is underway	29-Dec-22	
270-2022	Court of King's Bench of Alberta decision re. "Staircase Lands"	Bring a Land Use Bylaw amendment application to redesignate the upper triangle of the Staircase Lands to Future Development District and that the first reading of the bylaw amendment occur no later than November 29, 2022, and that the public hearing on the bylaw amendment, if required, occur no later than March of 2023.	1-Nov-22	Legal	First reading was given on November 29 and a public hearing set for February 28, 2023.	1-Dec-22	
31-2022FIN	Finance Committee Deliberation and Direction	Develop a Paid Parking Revenue Allocation Model (PPRAM) for approval prior to the 2024 budget amendment in fall of 2023.	24-Nov-22	Fin			
57-2022FIN	Finance Committee Deliberation and Direction	Explore options with regards to a car share program and report back to Council no later than the end of 2023.	29-Nov-22	Eng			
38-22022FIN	Finance Committee Deliberation and Direction	Return to Council with recommendations to change the Safe Park Program	29-Nov-22	CSD			
61-2022FIN	Finance Committee Deliberation and Direction	Reassess the Canmore Community Housing requisition in the fall of 2023 for the 2024 budget amendment to ensure alignment with any new programs or priorities.	29-Nov-22	Council/CCH			
62-2022FIN	Finance Committee Deliberation and Direction	Include provincial downloading in the annual budget process.	29-Nov-22	CST			
285-2022	Update on Council Resolution 251-2021 – Election Signage	Return to Council with options for regulating or managing election signage on municipal property by December 2023.	6-Dec-22	Planning			



Correspondence

DATE OF MEETING:

January 17, 2023

Agenda #: H

1. Marigold Library Report November 2022



MARIGOLD REPORT

To Councils and Special Areas Board



MARIGOLD BOARD MEETING HIGHLIGHTS:

November 26, 2022

The Marigold Library System Board met Saturday, November 26 via Zoom. New Board members were recognized: Kelly Burgess – Village of Empress

FINANCIAL STATEMENTS

Marigold unaudited Financial Statements to October 31, 2022 were accepted for information. Marigold Library System is in a positive financial position. Expenditures are on track including IT equipment and materials.

Draft Operating Budget 2023-2025

The draft budgets for operating and capital/projects budgets were presented and approved for information. In January, the final budget will be presented to Marigold Board for approval, based on year-end January 17, 2023 Committee of the Whole

actual expenditures and official populations from Municipal Affairs.

Marigold's Draft Operating Budget for 2023 is \$5,784,820, which is 3% higher to account for an projected increase to population numbers.

Marigold is the third largest library system in Alberta, based on service population, after Calgary and Edmonton. With a larger service population, costs are higher, and many expenses are calculated on a per capita basis. There are increased costs for utilities, fuel and IT contracts.

eResource subscriptions and eBook pricing are impacted by U.S. dollar exchange rates. Salaries account for 38% of the total budget. Savings have been found in website development, internet costs and promotional materials.

HQ Building Sale: 710 2 Street, Strathmore

Here are details on the listing of our old headquarters building and property in Strathmore: <https://www.realtor.ca/real-estate/25017701/710-2-street-strathmore>

Key initiatives in 2023 include:

The development of Marigold's 2023-2025 Plan of Service will be completed early next year.

The IT department is working on a network storage replacement project, which will add additional network hardware and enhance the storage space for virtualized servers and appliances.

Marigold continues to work with the Langdon Library Society and Rocky View County on the opening of the new Langdon Community Library in early 2023.



Wishing everyone a wonderful, happy and healthy holiday season! All the best from Marigold Headquarters for a bright 2023.

- Lynne Price, CEO (right) and Laura Taylor, Chief Operating Officer (left)



POLICY APPROVAL & DECISION

Policies reviewed and approved by the Marigold Board:

Finance Policy - Finance
Information Technology (IT) Services Policy – Standards & Services

The Board also reviewed the Library Services for Indigenous Persons Operational Policy (Public Library Services Branch)

Capital and project expenditures for 2023 are based on available funds after estimated operating costs have been subtracted from revenue projections. Two service vehicles need to be replaced.

FREEDOM TO READ WEEK

February 19-February 25, 2023: Vice Chair Maxine Booker proclaimed Freedom to Read Week in Marigold. Communications & Engagement Manager Jessie Bach spoke about the importance of being able to choose what you want to read and how intellectual freedom is challenged when any resource is restricted. Canadian libraries have an essential role in promoting freedom to read and intellectual freedom. Member libraries, councils and residents are encouraged to celebrate Freedom to Read Week from February 19– February 25. The proclamation will be sent to local library boards and councils early in January. More at: freedomtoread.ca

HQ STAFF PRESENTATIONS TO MARIGOLD BOARD:

IT Update:

IT Manager Richard Kenig reported on several long-term projects related to hardware and server upgrades, network architecture and infrastructure, and general cyber security. Service continues to expand for hybrid workers, including expanding cloud storage capacities and providing more user training and onboarding with available tools (e.g. Teams, Onedrive, Sharepoint).

The IT department continues to support several libraries on upcoming moves or builds: Rumsey, Morrin, the new Langdon Community Library, and Airdrie Public Library as they progress through the building of their new facility.

Upcoming Board Meetings

Saturday, January 28, 2023: Virtual Teams Meeting, 9:30 am.

Saturday, April 22, 2023: 9:30 am in Strathmore at the Marigold Library System & Western Irrigation District Community Room

Trustee Orientation: February 11, 2023

Virtual Teams Meeting, 9:30 am.

