



**COUGAR CREEK  
DEBRIS FLOOD RETENTION STRUCTURE**

**Responses to NRCB Panel Questions for the  
Town of Canmore – 4 July 2018  
NRCB Application No. 1601**

SUBMITTED TO:  
Natural Resources Conservation Board

SUBMITTED BY:  
Town of Canmore

July 2018

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## TABLE OF ABBREVIATIONS

ACO	Aboriginal Consultation Office
AEP	Alberta Environment and Parks
ALARP	as low as reasonably practicable
CHT	Canadian Hydrotech Corporation
CPESC	certified professional in erosion and sediment control
ECO	environmental construction operations
EIA	environmental impact assessment
ESC	erosion and sediment control
HRA	Historical Resources Act
HRMB	Historical Resources Management Branch
INFC	Infrastructure Canada
MDP	municipal development plan
NRCB	Natural Resources Conservation Board
PDI	probability of death of an individual
SCRA	site-specific risk assessment
SIR	supplemental information request
SOC	statements of concern

# 1 ABORIGINAL CONSULTATION

1.1	Has the Crown identified that it will be relying on the NRCB's processes to fulfill the Crown's duty to consult? If so, were First Nations advised of this reliance?
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**Response:**

The Aboriginal Consultation Office (ACO) has not informed the Town of Canmore that it will be relying on the Natural Resource Conservation Board (NRCB) process to fulfill the Crown's duty to consult. The Town of Canmore has not been a party to any communication between the ACO and Treaty 7 First Nations regarding this issue.

The Project is a reviewable water management project pursuant to Section 4(d) of the *Natural Resources Conservation Board Act*. All non-energy natural resource projects that require an Environmental Impact Assessment (EIA) pursuant to the *Environmental Protection and Enhancement Act* are automatically referred to the NRCB. The NRCB conducts a quasi-judicial review and determines if the proposed project is in the public interest.

As a mandatory activity pursuant to the *Environmental Assessment (Mandatory and Exempted Activities) Regulation*, the Project required Level 3 extensive consultation in accordance with *The Government of Alberta's Guidelines on Consultation with First Nations on Land and Natural Resource Management* (GoA 2014). First Nations consultation is required before any Alberta Environment and Parks (AEP) or NRCB decisions are taken with respect to the Project. The ACO provided a pre-consultation assessment on August 11, 2015, confirming that all Treaty 7 First Nations were to be consulted on the Project.

A Consultation Plan prepared by the Town of Canmore to fulfill requirements for Level 3 extensive consultation was approved by the ACO on October 1, 2015, and the Town of Canmore has undertaken the specific activities included in the Consultation Plan since that time.

On April 27, 2018, the ACO informed the Town of Canmore that they would conduct an interim adequacy review once the EIA was deemed complete and that the final consultation adequacy assessment would occur after the NRCB review (Attachment 1). Since the NRCB will make the public interest decision on this Project, it was the Town of Canmore's understanding the ACO would provide AEP and the NRCB with a preliminary recommendation regarding consultation adequacy and that the NRCB would have that information available during their review.

**References:**

Government of Alberta (GoA). 2014. *The Government of Alberta's Guidelines on Consultation with First Nations on Land and Natural Resource Management*. Draft for Discussion. May 9, 2014,

1.2	Did the Crown ask that the Town advise First Nations that the Natural Resources Conservation Board review process includes broad powers to facilitate consultation (e.g. requiring studies or information, imposing conditions, participant funding)?
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**Response:**

The Crown did not ask the Town to advise First Nations about NRCB powers to facilitate consultation. The Town of Canmore has not been a party to any communication between the ACO and Treaty 7 First Nations regarding this issue.

The ACO requested that the Town of Canmore notify Treaty 7 First Nations of the process for submitting Statements of Concern (SOC) on the Project (as per the Consultation Plan). The Town of Canmore notified First Nations of the process for submitting SOC's to the NRCB on April 16, 2018, by way of a covering letter and attached NRCB Notice of Application (Attachments 2 to 8).

1.3	What is the “consultation log” referenced in the October/November bi-monthly report to the Blood Tribe and how does it differ from the “consultation report”?
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**Response:**

The term “consultation log” was used to specifically refer to changes made in Table 1 in the December 2015/January 2016 bi-monthly report as requested by the ACO and communicated to the Blood Tribe in the October and November 2016 bi-monthly report. There is no separate consultation log document.

1.4	<p>Provide:</p> <ul style="list-style-type: none"> <li>a) Aboriginal land use studies or traditional land use studies that were provided to the Town of Canmore</li> <li>b) Baseline Vegetation Fieldwork Summary</li> <li>c) Historical Resources Summary</li> <li>d) Meeting minutes for initial meetings with aboriginal groups</li> <li>e) Meeting minutes associated with aboriginal site visits</li> <li>f) Meeting minutes for aboriginal consultation meetings</li> </ul>
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**Response:**

- a. The Town of Canmore inquired about traditional land use and traditional knowledge information during consultation meetings and site visits with all of the Treaty 7 First Nations. No land use studies were provided to the Town of Canmore by any of the First Nations communities in relation to the Project.
- b. The Baseline Vegetation Fieldwork Summary is provided as Attachment 9.
- c. The Historical Resources Summary is provided as Attachment 10.
- d. Meeting minutes for initial meetings with Treaty 7 First Nations are provided as Attachments 11 to 15.

- e. There were no meeting minutes taken during the site visits. Brief summaries of key items discussed were included in the bi-monthly reports. Three actionable items resulted from the site visits:
- An individual from the Blood Tribe requested that native species be used for reclamation. The Town of Canmore confirmed during the site visit that native species would be used for reclamation of the Project.
  - Stoney Nation participants expressed an interest in an opportunity to harvest usable medicinal or ceremonial plants prior to construction. The Town of Canmore has committed to providing an opportunity to harvest plants and hold a ceremony on the site before construction begins.
  - Stoney Nation participants expressed concerns regarding graffiti and other evidence of human use within the creek. To address this concern, the Town conducted a clean-up in August 2017 to remove all signs of human use in the Creek including rock piles, graffiti, fire pits, and piles of woody debris. On September 12, 2017, the Town submitted a letter to the Stoney Nation describing these efforts with photos to demonstrate that the work had been completed. This memo was provided to the NRCB on May 21, 2018.
- f. There were no additional consultation meetings held after the initial meetings described in item 1 (d) above.

1.5	In several instances the Alberta Aboriginal Consultation Office requested the Town provide revised bi-monthly consultation reports that included missing emails and correspondence. Provide the emails and correspondence referenced by the ACO.
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**Response:**

The Town of Canmore has provided a current consultation record with all back-up files as a separate submission.

1.6	Has the Alberta Aboriginal Consultation Office identified any outstanding matters in relation to the Town’s aboriginal consultation efforts? If so, please provide.
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**Response:**

The ACO has asked the Town of Canmore to continue sending bi-monthly reports to Treaty 7 First Nations until the NRCB review is complete (see Attachment 1). The ACO has not identified any other outstanding matters in relation to the Town’s Level 3 consultation efforts.

The Town of Canmore will be conducting additional consultation specifically related to the *Water Act* application.

1.7	<p>Infrastructure Canada (letter October, 19, 2016 from Infrastructure Canada to the Town of Canmore re: Town of Canmore Cougar Creek Flood Mitigation Project – The Canadian Environmental Assessment Act, 2012 and the Duty to Consult with Aboriginal Peoples) identified:</p> <p style="padding-left: 40px;">...that consultation with Aboriginal peoples is required in the context of the project and that work may not proceed with construction until INFC can confirm that Canada’s obligations for Aboriginal consultation have been met.</p> <p>The Town of Canmore reported to the NRCB (letter May 31, 2018 from Town of Canmore to Natural Resources Conservation Board re: Summary of Aboriginal Consultation on the Town of Canmore Cougar Creek Debris Retention Structure Project from October 2015 to March 2018):</p> <p style="padding-left: 40px;">That...after reviewing the Town of Canmore Consultation Plan that included all Treaty 7 First Nations, INFC requested that the Town of Canmore also notify the Metis Nation of Alberta and the Ktunaxa Nation.</p> <p>Within this same document (letter May 31, 2018), the Town of Canmore reports:</p> <p style="padding-left: 40px;">...the Town of Canmore submitted notification letters in November 2016 to the Metis Nation of Alberta and to the Ktunaxa Nation through the ?Akisq'nuk [sic] First Nation of Windermere British Columbia and the Shuswap First Nation of Invermere British Columbia (Attachments 13a to 13c). The Town of Canmore confirmed delivery of the notifications and only received one response. The Shuswap Band responded by email to confirm that they had no concerns regarding the Project and indicated support for any efforts to prevent flood damage similar to what was experienced in 2013 (Attachment 14), and;</p> <p style="padding-left: 40px;">No further action by the Town of Canmore was required by INFC.</p> <p>It must be inferred from this communication that ?Akisq'nuk First Nation of Windermere British Columbia did not respond to the November 2016 notification letter.</p> <p>Please provide:</p> <ol style="list-style-type: none"> <li>a) Confirmation that ?Akisq'nuk First Nation did not respond to the Town’s notification letter.</li> <li>b) Supporting records and documentation between the Town of Canmore and Infrastructure Canada detailing the requested consultation and results.</li> <li>c) Written confirmation from Infrastructure Canada that no further action is required by the Town of Canmore.</li> </ol>
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**Response:**

- a. The ?Akisq'nuk First Nation did not respond to the Town of Canmore’s notification letter.

- b. The following correspondence is included:
- A letter from Infrastructure Canada indicating that consultation related to federal funding would be required (Attachment 16);
  - An email from Infrastructure Canada indicating which First Nation and Métis groups, in addition to Treaty 7 communities, were to be consulted in relation to federal funding (Attachment 17); and
  - An email from Infrastructure Canada indicating that the consultation records provided by the Town of Canmore were adequate and that sufficient time had elapsed to close the federal consultation (Attachment 18).
- c. Infrastructure Canada confirmed on July 17, 2018, by email that the consultation records provided by the Town of Canmore were adequate and that sufficient time had elapsed to close the federal consultation (Attachment 18). Infrastructure Canada has informed the Town of Canmore that a letter regarding the closing of the consultation will be provided. The Town of Canmore will provide this letter to the NRCB once it has been received.



## 2 HISTORICAL RESOURCES

2.1	Section 8.8.5 says that the Project archaeologist recommended to HRMB that HRA clearance be granted for ground disturbing activities...(page 8-70 and page 8-77). What is the current status of the HRA review?
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**Response:**

Alberta Culture and Tourism issued the *Historical Resources Act* clearance for the Project on October 13, 2016. A copy of the clearance letter is included in Attachment 19.

### 3 DAM AND CHANNEL DESIGN

3.1	Have there been any significant design changes arising from the Dam Safety application? If so, please provide a description of each change and the associated effects. Also, please provide an updated forecast of construction costs.
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**Response:**

The spillway design has changed since the EIA report was submitted to AEP in 2016. Moreover, the final Project now includes the tunnel option for flow control, instead of the bottom outlet structure. Both of these flow control options were described in the EIA but a decision on the final design had not been made by the time the EIA report was submitted. The Town of Canmore provided a Project update (Canmore 2017) in December 2017 with the SIR 2 response package. A complete description of the design changes and the associated effects are provided in the Project update.

Since the 2017 Project update, the spillway, stilling basin and tunnel outflow have all been further optimized. Numerical modelling, as well as the physical scale modelling, has been used to optimize the designs. No significant changes (such as Project footprint, tunnel maximum outflow, or grades of slopes) or new effects are associated with the optimization undertaken in 2018.

The construction cost of \$38,000,000, as described in section 8.5.5.5 of the EIA report, is still valid. The cost estimate will be updated in the next few months once the physical scale modelling and dam safety review are completed. All Project changes will then be incorporated into the final design and the cost estimate can be confirmed.

**Reference:**

Town of Canmore (Canmore). 2017. *Cougar Creek Debris Flood Retention Structure, Project Update*. Town of Canmore, Canmore, Alberta. December 2017.

3.2	Given the debris net required modification from a restricted low flow opening (EIA Figure 66-3), to approximately 0.6 m with success since June 2014 (SIR 1 Section 5-11), please confirm that this was considered in the proposed design of the opening between the rake and intake base plate (SIR 1 Section 5-8) to the diversion tunnel.
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**Response:**

Yes, the Town's experience with the Debris Net was taken into account in the design of the rake. Moreover, as discussed in SIR 1 Q66, the physical scale modelling undertaken at the Institute of Mountain Risk Engineering focused heavily on rake design, including spacing of the beams and the opening between the rake and the intake base plate.

3.3	In Appendix 4B (Canadian Hydrotech Corp., 2016), section 04.06.01 states that low stability of the channel bed and flow concentration on the outside bends could overstress the cable-concrete mats and limit the capacity and overall stability of the channel. Complementary grade control at critical sections is recommended. Section 09.02 states that a maximum allowable clear water discharge of 45m <sup>3</sup> /s was determined for the current state of channel design. Explain if any further measures are required, or proposed, to ensure the channel and concrete mats function with the design Project discharge.
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**Response:**

The concrete mats were designed by ISL Engineering for a maximum discharge of 64 m<sup>3</sup>/s. After further analysis by Canadian Hydrotech Corporation (CHT) of the existing channel and culverts, it was recommended to limit the discharge to a maximum of 45 m<sup>3</sup>/s. The Structure's throttle has been designed with an opening that limits the discharge to 45 m<sup>3</sup>/s at full impoundment.

CHT has recommended that the existing articulated concrete mats be armored with stone pitching in concrete, especially at the transition of No Man's Land and the protected channel. Stone pitching in concrete consists of a layer of class four rip-rap, placed in an interlocking way, on a bed of concrete. The spaces between the large boulders are also grouted. This would further increase erosion protection along the armored channel. Moreover, CHT has recommended improvement to the existing culverts at Highway 1 and Elk Run Boulevard. The improvements have been designed as part of the overall mitigation strategy to improve hydraulics and minimize maintenance during flood events. The improvements at Highway 1 have already been completed in 2017 as a joint project with Alberta Transportation.

3.4	All three options (A, B and C) in Alpinfra's report of January 13, 2015 planned for a "diverting structure" (approximately 500 m downstream of the chosen Option A structure). Describe if a diverting structure is required to complement the Project. If it is required, describe the effects a diverting structure would have on No Man's Land.
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**Response:**

A diverting structure in No Man's Land is not required. All options in the Alpinfra's report of January 2015 did show a diverting structure. However, since that report was published, further investigation of the 45 m<sup>3</sup>/s design discharge effects downstream of the structure has shown that a diverting structure is not required.

3.5	Modelling results in Canadian Hydrotech's report Cougar Creek Update of Grade Control Design Report (May 4, 2016) include Elk Run Boulevard culvert and Highway 1 culvert, but do not include assessments of the culvert at Bow Valley Trail and the CPR bridge crossing. Qualitatively describe how the culvert at Bow Valley Trail and the CPR bridge crossing would perform during a flood of 45 m <sup>3</sup> /s of clear water discharge plus bedload.
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**Response:**

The culvert at Bow Valley Trail is the same size as the Highway 1 culvert; however, its gradient is shallower than at Highway 1. Therefore, its capacity is slightly lower compared to the capacity of the Highway 1 culvert. It is likely that some aggradation would take place directly upstream of

the Bow Valley Trail culvert and that an excavator would be required on site to remove debris during a flood event.

The CPR bridge is a clear span bridge and has enough capacity to handle 45 m<sup>3</sup>/s plus bedload. However, the creek gradient is very shallow at the bridge, and while it is expected that material smaller than 40 mm will be mobilized during a very high flow event and transported downstream (SIR 1 Q73 for reference), larger material may aggrade upstream of the bridge. Material aggradation at the CPR tracks has been an issue since the Cougar Creek subdivision was constructed and it will continue to be an issue with the shallow grades of the distal boundary of the alluvial fan. An excavator is required on a yearly basis to remove sediment and debris accumulation directly upstream of the bridge during yearly spring freshet.

## 4 MUNICIPAL PLANNING

4.1	Please provide both the current MDP and Steep Creek Policy.
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**Response:**

The Town of Canmore Municipal Development Plan (MDP) and Steep Creek Hazard and Risk Policy are included in Attachment 20 and 21, respectively.

4.2	Does the Town own the debris dam structure? Are there any requirements to further change Town of Canmore planning documents or other legal instruments to accommodate ownership?
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**Response:**

The Town of Canmore will be the owner of the Structure. The Town already owns several infrastructure works on provincial lands including bridges, pathways, water and sewer lines, and other flood mitigation infrastructure. The Cougar Creek Structure will also be constructed on provincial land and the Town of Canmore will hold a valid land disposition from the Province of Alberta. No other planning documents or other legal instruments are required to accommodate ownership.

4.3	Does the MDP or another binding planning instrument involve establishment of steep creek study areas, development hold zones and hazard zones, and does it describe acceptable development activities and processes to be followed within each area or zone? Please describe which provisions do this.
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**Response:**

Section 3.5 of the MDP, as well as the Steep Creek Hazard and Risk Policy, describes the approach used for the management of steep creeks. The approach integrates both hazard and risk considerations. Risk tolerance criteria are intended to set out the maximum levels of tolerable risks to life for both existing and new development. The two metrics used to measure safety risk include group risk and individual risk. Specific economic risk tolerance criteria have not been established as each development proposal will provide unique social and economic benefits. Economic risk assessments is used to provide context for considering these benefits and to support decision making.

The above criteria are used to assess the hazard and risk, develop hazard and development hold zones, and evaluate development proposals.

- Acceptable development activities and process to follow in hazard zones are described in Sections 3.5.16 to 3.5.18 of the MDP.
- Section 3.5.10 of the MDP describes the process to follow for a development proposal in a Steep Creek Study Area.

- Acceptable development in a Development Hold Zone is described in Section 3.5.14 of the MDP.

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

Moreover, steep creeks hazard mitigation guidelines and site-specific steep creek risk assessment guidelines are currently being incorporated in the Town of Canmore Engineering and Construction Guidelines. It is expected that these new guidelines will be approved by the end of 2018.

4.4	Please confirm whether the Cougar Creek alluvial fan mapped under the MDP (or other binding planning instrument) is located in a development hold zone (page 4-13). If the mapping is in the Steep Creek Hazard Policy, please identify where a development hold zone is defined and where the Cougar Creek alluvial fan is illustrated as being contained within such a zone. What and where are the activities permitted in such a zone?
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**Response:**

The Cougar Creek alluvial fan is not located in a Development Hold Zone. A decision was made at the time of policy adoption to delay application of the Development Hold Zone while mitigation work progressed and Council approved the application of a Steep Creek Hazard Zone, as mapped in Appendix A of the Steep Creek Hazard and Risk Policy.

The Cougar Creek Hazard Zone is divided in Extreme/High hazard area, Moderate hazard area and Low hazard area. Development permitted in hazard zones are described in Section 3.5.16 of the MDP. Accordingly, development is not permitted in the High/Extreme Hazard Zone. Site-specific risk assessments required for development in moderate hazard areas ensure that the risks associated with any new development are within adopted thresholds.

This approach ensures each development meets risk requirements, while tolerating small increases to group risk. If the Project were not to proceed, the Town of Canmore Engineering Department would recommend a development hold zone be applied to Cougar Creek.

4.5	<p>The Town indicated that its MDP was modified and expected to be adopted in 2016 [EIA P. 4-13]. The Town states an objective to avoid new risks in steep creek areas that exceed safety risk thresholds and reduce existing risks to within established thresholds over time. Further the Town indicates that the Cougar Creek alluvial fan has been designated as a development hold zone where no new development will be allowed until the steep creek risk is reduced to acceptable levels.</p> <p>a) Has the Town adopted a steep creek policy and incorporated its stated objectives within a new MDP?</p> <p>b) The Town states that the Project is expected to reduce the risk of mortality in the Cougar Creek alluvial fan to less than 1:10,000 (acceptable threshold). The Town also states that further development will be allowed should the Project be approved and constructed.</p> <p>i. Confirm that the entire Cougar Creek alluvial fan will be a development hold zone absent the Project.</p> <p>ii. What is the total amount of land available for development in the Cougar Creek alluvial fan currently; and what amount of additional land does the Town anticipate would be available for development in the alluvial fan with the Project completed?</p> <p>iii. Describe the types of land uses (zoning) available to be developed in the Cougar Creek alluvial fan?</p>
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**Response:**

- a. Yes, the Town has adopted a steep creek policy and incorporated stated objectives in the updated MDP. As stated in response to question 4.4 above, Cougar Creek is being managed as a Hazard Zone. This approach ensures each development meets risk requirements, while tolerating small increases to group risk. If the Project were not to proceed, the Engineering Department would recommend a development hold zone be applied.
- b.i. Yes, this can be confirmed. Absent the Project and absent the anticipated reduction of currently unacceptable group risk, the Engineering Department will recommend the application of a development hold zone.

- b.ii. The Cougar Creek fan is nearly fully developed. Some parcels remain undeveloped, as described in Table 4-1.

**Table 4-1 Cougar Creek Undeveloped Parcels**

Land Use Zone	Number of Parcels Affected (parcel size)	Hazard Zone	Currently Developable	Developable Once Project Completed
<b>R1B Residential lot</b>	1 (527 m <sup>2</sup> ) 1 (782 m <sup>2</sup> )	High hazard	No	Most likely <sup>1</sup>
<b>R1B Residential lot</b>	1 (436 m <sup>2</sup> )	Moderate hazard	Most likely, with SCRA <sup>2</sup>	Most likely <sup>1</sup>
<b>R1A Residential lot</b>	1 (572 m <sup>2</sup> ) 2 (owned by Town of Canmore – 436 m <sup>2</sup> each)	High hazard	No	Most likely <sup>1</sup>
<b>R1A Residential lot</b>	1 (675 m <sup>2</sup> )	Moderate hazard	Most likely, with SCRA <sup>2</sup>	Most likely <sup>1</sup>
<b>R1 Residential lot</b>	1 (590 m <sup>2</sup> )	Moderate hazard	Most likely, with SCRA <sup>2</sup>	Most likely <sup>1</sup>
<b>R1 Residential lot</b>	1 (493 m <sup>2</sup> ) 1 (681 m <sup>2</sup> )	Outside of hazard zone	Yes	yes
<b>SB Business lot</b>	1 (12,140m <sup>2</sup> ) 1 (12,148 m <sup>2</sup> )	Moderate hazard	Most likely, with SCRA <sup>2</sup>	Most likely <sup>1</sup>
<b>SB Business lot</b>	1 (42,611 m <sup>2</sup> - owned by Town of Canmore / 11,678 m <sup>2</sup> in low hazard & 30,933 m <sup>2</sup> in moderate hazard)	Moderate & Low hazard	Most likely, with SCRA <sup>2</sup>	Most likely <sup>1</sup>
<b>SB Business lot</b>	1 (8,104 m <sup>2</sup> ) 1 (9,712 m <sup>2</sup> )	Low hazard	Yes <sup>3</sup>	Yes

<sup>1</sup> A residual risk assessment will be undertaken once the final project is confirmed and accepted. The results of the assessment will be the basis for the updated Cougar Creek hazard zone map. Preliminary results suggest that all areas currently in the Extreme/High & Moderate areas will be either outside of the hazard zone or within a low hazard area. Therefore, those lots will most likely be developable once the Project is completed.

<sup>2</sup> As per Section 3.5.16 of the MDP, any proposed development in a moderate hazard area requires a site specific risk assessment (SCRA) to be completed. The development may be allowed where the results of the SCRA show that PDI is less than 1:100,000.

<sup>3</sup> A SCRA may be required if a significant development is proposed that may increase the level of group risk above ALARP.



**b.iii. R1: Residential Single Family-Detached District**

To provide for single family-detached residential dwelling units on standard lots (between 460-920 m<sup>2</sup>).

**R1A: Residential Single Family-Detached Small-Lot District**

To provide for single family-detached residential dwelling units on smaller lots (minimum 400 m<sup>2</sup>).

**R1B: Residential Single Family-Detached Plus District**

To provide for single family-detached plus dwelling units (secondary suites) where the appearance of the homes from the street are similar to single family-detached dwellings (minimum 230 m<sup>2</sup>).

**SB: Southern Business District [2014-07]**

To be a gateway to the community and provide for a range of light manufacturing and other light industrial uses (minimum 1,000 m<sup>2</sup>).

Complete description of land use zones is included in Attachment 22.

## 5 MITIGATION, MONITORING AND COMMITMENTS

5.1	Sections 11, 12 and 13 in the Environmental Impact Assessment, July 2016 (EIA) included Mitigation Measures, Monitoring, and Commitments, respectively. Please provide an update to the list of Mitigation Measures, Monitoring, and Commitments, including additional items noted in the SIRs or other consultations.
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### Response:

In response to information requests from EIA reviewers and as a result of First Nations consultation, the Town of Canmore has identified a number of new mitigation measures and monitoring actions and made additional commitments. The following sections are an update to Sections 11, 12 and 13 of the EIA.

### MITIGATION MEASURES (EIA SECTION 11)

- The Town of Canmore will have a qualified environmental monitor on site to ensure that mitigation measures are followed, including confirmation that equipment is clean and that soil handling and reclamation procedures are followed (Round 1 SIR 109c and SIR 123a).
- Given the low quality sheep and goat habitat within and adjacent to the Project footprint, and the mitigation measures currently planned, effects on sheep and goats in the area is expected to be low. Nonetheless, the following additional mitigations have been identified (Round 1 SIR 131):
  - When a helicopter is needed, the Town of Canmore will avoid the spring and early summer lambing and kidding period if possible. If a helicopter is needed, a sheep/goat biologist will be onsite to monitor the location and activity of sheep and/or goats around the construction site. The biologist and Project team will use monitoring information to redirect or stop activities if needed.
  - Blasting will preferentially occur outside of the early summer lambing and kidding period. If blasting needs to occur during this period, the area will be surveyed for bighorn sheep or mountain goat activity. If any bighorn sheep or mountain goat are detected, blasting will stop.
- The Town of Canmore will use the following mitigations to reduce impacts to nocturnal wildlife (Round 1 SIR 137):
  - Vegetation will be left intact where possible to reduce sensory disturbance effects to wildlife from light and allow passage of wildlife around Project activities.
  - Fully shielded directional luminaires aimed at specific target areas will be used, preferably with flat bottom lenses and no upward directed lights.
  - All lighting will be turned off when not in use, including outside of regular working hours (7 am to 7 pm).
- To minimize effects on habitat connectively there will be no vehicular traffic along the Access Road aside from infrequent maintenance work for the Structure. No fencing will

be added to the Access Road as that would inhibit wildlife movement and a locked, removable bollard or a gate that is passable by hikers and wildlife will be installed to restrict vehicle access (Round 1 SIR 134b).

- The Town of Canmore provided additional details regarding mitigation measures in the EIA that relate to clearing and construction activities (Round 1 SIR 127 and SIR 126):
  - Government bodies will be contacted if there is potential to violate the *Alberta Wildlife Act*, *Migratory Bird Convention Act*, or the *Species at Risk Act* such as conducting any clearing within sensitive wildlife periods, finding an active bear den or other sensitive wildlife habitat feature (e.g., raptor nest) in the vicinity of the Project, the occurrence of problem wildlife (e.g., habituated or aggressive bears, wolves or cougars).
  - Extending the period of construction, to avoid sensitive wildlife periods may have more impact on wildlife than completing small amounts of clearing within sensitive wildlife periods. A nest sweep survey will be conducted before any clearing that is deemed necessary. If evidence of breeding or nesting is found during nest surveys, construction will stop and the Town of Canmore will abide with setback distances as recommended through consultation with Environment and Climate Change Canada and AEP. Construction and clearing activity will resume when the nest is deemed inactive by subsequent nest surveys.
  - Active bear dens found during den site investigations will be reported to AEP and the Town of Canmore will work with AEP to decide on the most appropriate course of action.
- All workers at the construction site will be required to take a wildlife awareness program that the Town of Canmore and AEP have reviewed and approved (Round 1 SIR 139).
- Contractors will prepare an environmental construction operations (ECO) plan in accordance with the Alberta Transportation *Environmental Construction Operations (ECO) Plan Framework: Instructions for preparing ECO Plans for Alberta Transportation, City of Calgary and City of Edmonton Construction Projects* (ECO Plan Framework; Alberta Transportation, City of Calgary, City of Edmonton 2014). The ECO plan will address site-specific environmental sensitivities and features that require additional protection and education including wildlife and wildlife habitat (Round 1 SIR 25a, 42b and 139).
- The Town of Canmore will require contractors to prepare an Erosion and Sediment Control (ESC) plan in accordance with the *Erosion and Sediment Control Manual* (GoA 2011). The Town will review and approve the ESC plan before construction and will require that it be developed, implemented and monitored by a certified professional in erosion and sediment control (CPESC) (Round 1 SIR 42b).
- The Town of Canmore will develop a signage plan that includes design and placement of signage for safety and for educational purposes. Signage will conform to regulatory or available industry standards where applicable. Enforcement will be a joint effort

between the Town, the construction contractor and AEP and a safety supervisor will be onsite at all times (Round 1 SIR 144f).

- All refueling equipment working within the maintenance area will be equipped with break-away couplings to minimize the risk of accidental spillage during refueling (Round 1 Sir 46).
- Whirling Disease decontamination protocols will be used for any equipment before and after construction. Protocols will align with recommended measures in the interim guidelines released by the Government of Alberta (2016a) (Round 1 SIR 101).
- As noted in the EIA, the Town of Canmore will harvest merchantable timber as directed by AEP. Related mitigations and anticipated requirements include (Round 1 SIR 111 and SIR 112):
  - The Town of Canmore will develop a Timber Removal Plan for review and approval by AEP. The Town of Canmore will review the *Alberta Timber Harvest Planning and Operating Ground Rules Framework for Renewal* (GoA 2016b) for any applicable harvesting practices that can be incorporated into the Timber Removal Plan.
  - Town of Canmore will be conservative in tree removal for the Project and only remove trees as necessary for the construction and operation of the Project.
  - No additional roads will be constructed for the purposes of tree removal and, if required, alternative methods for timber removal will be reviewed and approved by AEP (e.g., heli-logging).
  - Final locations of the log deck and woody debris stockpile will be chosen during construction planning and will be located on level or gently sloping and stable terrain paralleling the footprint of the Access Road if possible.
  - Timber will be yarded to one log deck location, likely in No Man's Land and closer to the Structure than to the Town of Canmore to minimize the visual impact.
  - Large woody debris including stumps will be piled in one location in No Man's Land until it is used in reclamation along the Access Road or as additions of woody debris on the reclaimed areas in No Man's Land. Final locations will be chosen to minimize Project footprint, disturbance and visual impact.
  - Restoration of the log decks and woody debris stockpile will be considered in discussions with AEP regarding reclamation activities.
  - If windthrow occurs at the Project, the Town of Canmore will clear deadfall as part of maintenance and surveillance activities.
- The Town of Canmore has identified additional mitigation measures associated with importing construction and reclamation materials from other locations (Round 1 SIR 109a and SIR 117a):
  - A visual inspection of vegetation growth at the topsoil source location in the Three Sisters Area will be done to confirm that there are no prohibited noxious or noxious weeds at the topsoil source location.
  - The Town of Canmore will conduct weed surveys and weed control, including spraying of appropriate non-residual herbicides if necessary, at the Three Sisters topsoil source area ahead of importing the soil.

- The Town of Canmore will obtain and review the results of weed seed analysis and analyses of soil and fill before importing topsoil or fill to the Project. Soil or fill with analytical results that do not comply with *Alberta Tier 1 Soil and Groundwater Remediation Guidelines* (AEP 2016) will not be imported.
- Aggregate will be visually inspected for potential contaminants before it is imported for use on the Project.
- The Town of Canmore will conduct a test storage of the Structure. The test will only be conducted for 24 hours at a storage height of 10 m. The total duration of the test will be 54 hours, which includes the filling and emptying of the inundation area and is based on conservative assumptions. The following mitigation measures will apply to the test storage (Round 1 SIR 133):
  - The test is expected to be conducted in the summer or fall, depending on the eventual construction schedule. The emptying of the inundation area will begin during the day to allow easy monitoring of downstream effects and to minimize impacts to wildlife movement across Cougar Creek.
  - The test will be announced via all the media outlets available to the Town of Canmore, including sharing the information with hiking, climbing and cycling clubs and groups.
  - Signs will be posted at the Cougar Creek parking lot and trailhead and at different locations on the trail network to inform users.
  - Town of Canmore representatives and/or security personnel will be posted 24 hours a day, for the duration of the test, on the downstream and upstream sides of the Structure to ensure that no people or animals enter the “exclusion.”
  - The Structure will be lit during the test to ensure good visibility.

#### **MONITORING (EIA SECTION 12)**

- The Town of Canmore has proposed the following program to monitor sediment and debris transport during peak floods at Cougar Creek, at Cougar Creek and Bow River confluence, and at Bow River downstream of the confluence (Round 1 SIR 96a):
  - a baseline analysis to determine if underlying trends in channel morphology were present before construction of the Structure; and
  - periodic air photograph analysis and field review to assess changes in channel pattern and reach-scale morphology in Policeman Creek and Bow River.

#### **COMMITMENTS (EIA SECTION 13)**

- During the Stoney Nakoda First Nation site visit, a representative requested an opportunity to harvest traditionally used plants and to hold a pre-construction ceremony on the site. The Town of Canmore has committed to providing an opportunity to harvest plants and hold a ceremony on the site before construction begins.
- During the Blood Tribe site visit, a representative the Blood Tribe requested that native species be used for reclamation but did not specify a concern or preference regarding

loss of rare plants or traditionally used species. The Town of Canmore confirmed during the site visit that native species would be used for reclamation.

- The Town of Canmore committed to provide up to \$4M for the Project. All other funds required to construct the Project will be provided by the Federal and Provincial governments. The financial impact of the Project is well within acceptable range for the Town of Canmore (Round 1 SIR 39b).
- The Town has committed to maintain and clean the debris from the Structure. A maintenance reserve fund has been established and yearly contributions are based on an analysis of annual maintenance and inspection of the Structure, as well as an annualized cost of cleaning the debris accumulated behind the Structure. The operation, maintenance and inspection of the Structure will be a key role for one Town of Canmore Engineering staff (Round 1 SIR 38c and Response 47b).
- The Town of Canmore has committed to supporting the work that AEP is doing to understand potential effects of human use on wildlife in Cougar Creek. Wildlife movement will continue to be evaluated as part of a long-term monitoring project using cameras to record wildlife use in Cougar Creek. Additional mitigation will be considered if wildlife movement is shown to be affected (Round 2 SIR 4).

#### References:

- Alberta Environment and Parks (AEP). 2016. *Alberta Tier 1 Soil and Groundwater Remediation Guidelines*. Land Policy Branch, Policy and Planning Division. Edmonton, Alberta. Effective February 2, 2016.  
<http://aep.alberta.ca/lands-forests/land-industrial/inspections-and-compliance/documents/AlbertaTier1Guidelines-Feb02-2016A.pdf>
- Alberta Transportation, City of Calgary, City of Edmonton. 2014. *Environmental Construction Operations (ECO) Plan Framework: Instructions for preparing ECO Plans for Alberta Transportation, City of Calgary and City of Edmonton Construction Projects*. January 1, 2014.  
<http://www.transportation.alberta.ca/Content/docType245/Production/EcoPlan.pdf>
- Government of Alberta (GoA). 2016a. *Interim Guidelines for the Disinfection of Fisheries Equipment to Reduce the Spread of Whirling Disease in Southern Alberta*. AEP Fish and Wildlife 2016 No. 5. Alberta Environment and Parks Support and Emergency Response Team (ASERT). October 15, 2016.
- Government of Alberta (GoA). 2016b. *Alberta Timber Harvest Planning and Operating Ground Rules*. December 2016.  
[http://www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/formain15749/\\$FILE/TimberHarvestPlanning\\_OperatingGroundRulesFramework\\_Dec2016.pdf](http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/formain15749/$FILE/TimberHarvestPlanning_OperatingGroundRulesFramework_Dec2016.pdf)
- Government of Alberta (GoA). 2011. *Erosion and Sediment Control Manual*. Government of Alberta. June 2011.  
<http://www.transportation.alberta.ca/Content/docType372/Production/ErosionControlManual.pdf>

## Attachment 1 ACO email



Rochelle Harding &lt;rochelle@redes-inc.com&gt;

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## Cougar Creek Debris Flood Retention Structure EIA - Consultation Adequacy Assessment Timeline

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**Kathleen Perchaluk** <Kathleen.Perchaluk@gov.ab.ca>  
To: Rochelle Harding <rochelle@redes-inc.com>  
Cc: Tanya Holden <Tanya.Holden@gov.ab.ca>

Thu, Apr 27, 2017 at 11:11 AM

Rochelle,

I spoke with Tanya regarding next steps in ACO's review process for the Cougar Creek EIA. An interim adequacy review will be conducted after EIA completeness and AEP will be informed of ACO's interim recommendation. A final consultation adequacy assessment will not be completed until after the NRCB reviews the project. Should new information be presented as a result of NRCB's review regarding First Nations consultation and potential impacts to Treaty rights and traditional uses, the ACO will consider this information in the consultation adequacy assessment.

For now, the ACO recommends the Town of Canmore continue sending bi-monthly reports to the ACO and all First Nations being consulted. Acceptable delivery verification must be provided to the ACO with each bi-monthly submission. After you submit the outstanding bi-monthly reports, I would like to work with you to set up a schedule to submit future reports. This will help ensure ACO's review of each report is done in a timely manner and that any issues that may arise are dealt with quickly.

Warm regards,

**Kathy Perchaluk, M.Sc.**

**Consultation Advisor**

Ministry of Indigenous Relations

Phone (403) 592-2999

Email: [Kathleen.Perchaluk@gov.ab.ca](mailto:Kathleen.Perchaluk@gov.ab.ca)

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.



## Attachment 2 Blood Tribe Notice of Application

April 16, 2018

Mr. Mike Oka  
Consultation Coordinator  
Tribal Government and External Affairs  
Blood Tribe  
PO Box 60  
Standoff, AB T0L 1Y0  
[mike.oka@bloodtribe.org](mailto:mike.oka@bloodtribe.org)



Dear Mr. Oka,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

Please find attached a copy of the public Notice of Application for Natural Resources Conservation Board (NRCB) Application No. 1601 that was published by the NRCB in several Alberta newspapers the week of April 9, 2018. Parties who have concerns or objections relating to the proposed project are asked to file seven paper copies and one electronic copy of their written submission with the NRCB by **May 22, 2018**. Your written submission should identify how you would be directly affected by the proposed project, and should also identify your specific concerns or objections. Written submissions must be sent to:

Laura Friend, Manager, Board Reviews  
Natural Resources Conservation Board  
19<sup>th</sup> Floor, Centennial Place, West Tower  
250 – 5 Street SW, Calgary, AB T2P 0R4  
Email: [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca)  
Telephone: (403) 297-8269 / Fax: (403) 662-3994  
Toll-free in Alberta by first dialing 310-0000

There will be a separate public notice regarding the *Water Act* application for this project and we will notify you when it is published by AEP.

The Town of Canmore would like to thank you for your participation in the development of this project. If you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Félix Camiré".

Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure

# Notice of Application

## Town of Canmore Debris Flood Retention Structure

### Application by the Town of Canmore to Construct a Debris Flood Retention Structure on Cougar Creek and an Associated Access Road

NRCB APPLICATION NO. 1601,  
ALBERTA ENVIRONMENT AND PARKS WATER ACT FILE NO. 00384210, AND  
ENVIRONMENTAL IMPACT ASSESSMENT REPORT

**TAKE NOTICE** that the Town of Canmore has applied to the Natural Resources Conservation Board (NRCB) and Alberta Environment and Parks for approval to construct a debris flood retention structure on Cougar Creek and an associated access road. The project location (14-34-24-10 W5M) is at the site of an existing debris net on Cougar Creek, approximately 2 kilometres northwest of the TransCanada Highway.

The Town of Canmore's application to the NRCB, Application No. 1601, was submitted in August 2016 and filed under section 5(1) of the *Natural Resources Conservation Board Act*. The Town of Canmore also filed an application with Environment and Parks under the *Water Act* (File No. 00384210). It also submitted an environmental impact assessment report to Environment and Parks, which formed part of its application to the NRCB.

In September 2016, the NRCB and Environment and Parks issued a Joint Notice of Filing. Following the review of the environmental impact assessment report and the applications, supplemental information was requested from the Town of Canmore on three occasions (December 2016, October 2017, and March 2018). The Town of Canmore provided the requested information in its responses filed on June 9, 2017, December 12, 2017, and March 20, 2018. Subsequently, the environmental impact assessment and application were deemed complete on March 23, 2018.

This notice invites written submissions from those who may have concerns about or objections to the proposed project.

#### Additional Information

To obtain additional information about the proposed project, or copies of the environmental impact assessment report, application, or supplemental information, contact:

Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

The application and environmental impact assessment are available online:  
<https://canmore.ca/projects/mountain-creek-hazard-mitigation>

Or, by appointment, they may be viewed at the following locations:

Town Hall, Canmore Civic Center  
903 – 7 Avenue, Canmore  
Telephone: 403-678-1512

Natural Resources Conservation Board  
250 – 5 Street SW, Calgary  
Telephone: 403-297-8269  
Toll-free in Alberta by first dialing 310-0000

**THEREFORE TAKE NOTICE:**

1. The application has now been deemed complete.
2. Persons with an established interest in the proposed project may obtain a copy of the application and supporting documents from the Town of Canmore. (In the event that there is a question as to whether a person has an established interest in the matter, the Board will provide direction.)
3. Parties who have concerns or objections relating to the proposed project are asked to file seven paper copies and one electronic copy of their written submission with the Natural Resources Conservation Board by May 22, 2018. Your written submission should identify how you would be directly affected by the proposed project, and should also identify your specific concerns or objections.
4. Written submissions must be sent to:

Laura Friend, Manager, Board Reviews  
Natural Resources Conservation Board  
19<sup>th</sup> Floor, Centennial Place, West Tower  
250 – 5 Street SW, Calgary, AB T2P 0R4  
Email: [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca)  
Telephone: (403) 297-8269 / Fax: (403) 662-3994  
Toll-free in Alberta by first dialing 310-0000

If no submissions are filed by directly affected parties who object to the proposed project, the Board will proceed to consider the application, and may choose to approve the proposed project without conducting a formal public hearing and/or without further notice.

**NRCB Review Process**

Individuals who have an interest in receiving notices respecting the NRCB's review process for this proposed project should contact the NRCB at (403) 297-8269, email [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca), or write to the address above to be included on the contact list.

Please note that all correspondence, information, and submissions filed regarding this proposed project are considered to be public records, and are therefore accessible by the public. (Under section 24 of the NRCB's Rules of Practice, all documents filed in respect of this proceeding must be placed on the public record unless otherwise ordered by the Board, subject to the *Freedom of Information and Protection of Privacy Act*.)

For more information on the NRCB review process, please refer to the NRCB website ([www.nrcb.ca](http://www.nrcb.ca)), or contact Laura Friend (details in #4 above).

Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



## Attachment 3 Piikani Nation Notice of Application

April 16, 2018

Ira Provost  
Consultation Manager  
Piikani Nation  
PO Box 70  
Brocket, AB T0K 0H0  
[piikanicc@gmail.com](mailto:piikanicc@gmail.com)



Dear Mr. Provost,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

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Natural Resources Conservation Board  
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250 – 5 Street SW, Calgary, AB T2P 0R4  
Email: [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca)  
Telephone: (403) 297-8269 / Fax: (403) 662-3994  
Toll-free in Alberta by first dialing 310-0000

There will be a separate public notice regarding the *Water Act* application for this project and we will notify you when it is published by AEP.

The Town of Canmore would like to thank you for your participation in the development of this project. If you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Félix Camiré".

Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure

# Notice of Application

## Town of Canmore Debris Flood Retention Structure

### Application by the Town of Canmore to Construct a Debris Flood Retention Structure on Cougar Creek and an Associated Access Road

NRCB APPLICATION NO. 1601,  
ALBERTA ENVIRONMENT AND PARKS WATER ACT FILE NO. 00384210, AND  
ENVIRONMENTAL IMPACT ASSESSMENT REPORT

**TAKE NOTICE** that the Town of Canmore has applied to the Natural Resources Conservation Board (NRCB) and Alberta Environment and Parks for approval to construct a debris flood retention structure on Cougar Creek and an associated access road. The project location (14-34-24-10 W5M) is at the site of an existing debris net on Cougar Creek, approximately 2 kilometres northwest of the TransCanada Highway.

The Town of Canmore's application to the NRCB, Application No. 1601, was submitted in August 2016 and filed under section 5(1) of the *Natural Resources Conservation Board Act*. The Town of Canmore also filed an application with Environment and Parks under the *Water Act* (File No. 00384210). It also submitted an environmental impact assessment report to Environment and Parks, which formed part of its application to the NRCB.

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This notice invites written submissions from those who may have concerns about or objections to the proposed project.

#### Additional Information

To obtain additional information about the proposed project, or copies of the environmental impact assessment report, application, or supplemental information, contact:

Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

The application and environmental impact assessment are available online:  
<https://canmore.ca/projects/mountain-creek-hazard-mitigation>



Or, by appointment, they may be viewed at the following locations:

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Natural Resources Conservation Board  
250 – 5 Street SW, Calgary  
Telephone: 403-297-8269  
Toll-free in Alberta by first dialing 310-0000

**THEREFORE TAKE NOTICE:**

1. The application has now been deemed complete.
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If no submissions are filed by directly affected parties who object to the proposed project, the Board will proceed to consider the application, and may choose to approve the proposed project without conducting a formal public hearing and/or without further notice.

**NRCB Review Process**

Individuals who have an interest in receiving notices respecting the NRCB's review process for this proposed project should contact the NRCB at (403) 297-8269, email [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca), or write to the address above to be included on the contact list.

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Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



## Attachment 4 Siksika Nation Notice of Application

April 16, 2018

Ms. Glenda Spotted Eagle  
Consultation Manager  
Siksika Nation  
PO Box 1100  
Siksika, AB T0J 3W0  
[glendase@siksikanation.com](mailto:glendase@siksikanation.com)



Dear Ms. Spotted Eagle,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

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Natural Resources Conservation Board  
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Email: [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca)  
Telephone: (403) 297-8269 / Fax: (403) 662-3994  
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There will be a separate public notice regarding the *Water Act* application for this project and we will notify you when it is published by AEP.

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Sincerely,

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Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure

# Notice of Application

## Town of Canmore Debris Flood Retention Structure

### Application by the Town of Canmore to Construct a Debris Flood Retention Structure on Cougar Creek and an Associated Access Road

NRCB APPLICATION NO. 1601,  
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ENVIRONMENTAL IMPACT ASSESSMENT REPORT

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#### Additional Information

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Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

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Toll-free in Alberta by first dialing 310-0000

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**NRCB Review Process**

Individuals who have an interest in receiving notices respecting the NRCB's review process for this proposed project should contact the NRCB at (403) 297-8269, email [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca), or write to the address above to be included on the contact list.

Please note that all correspondence, information, and submissions filed regarding this proposed project are considered to be public records, and are therefore accessible by the public. (Under section 24 of the NRCB's Rules of Practice, all documents filed in respect of this proceeding must be placed on the public record unless otherwise ordered by the Board, subject to the *Freedom of Information and Protection of Privacy Act*.)

For more information on the NRCB review process, please refer to the NRCB website ([www.nrcb.ca](http://www.nrcb.ca)), or contact Laura Friend (details in #4 above).

Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



Attachment 5 Stoney Nation (Bearspaw Band)  
Notice of Application



April 16, 2018

Mr. William (Bill) Snow  
Stoney Tribal Administration – Bears paw Band  
PO Box 120  
Morley, AB T0L 1N0  
[bills@stoney-nation.com](mailto:bills@stoney-nation.com)



Dear Mr. Snow,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

Please find attached a copy of the public Notice of Application for Natural Resources Conservation Board (NRCB) Application No. 1601 that was published by the NRCB in several Alberta newspapers the week of April 9, 2018. Parties who have concerns or objections relating to the proposed project are asked to file seven paper copies and one electronic copy of their written submission with the NRCB by **May 22, 2018**. Your written submission should identify how you would be directly affected by the proposed project, and should also identify your specific concerns or objections. Written submissions must be sent to:

Laura Friend, Manager, Board Reviews  
Natural Resources Conservation Board  
19<sup>th</sup> Floor, Centennial Place, West Tower  
250 – 5 Street SW, Calgary, AB T2P 0R4  
Email: [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca)  
Telephone: (403) 297-8269 / Fax: (403) 662-3994  
Toll-free in Alberta by first dialing 310-0000

There will be a separate public notice regarding the *Water Act* application for this project and we will notify you when it is published by AEP.

The Town of Canmore would like to thank you for your participation in the development of this project. If you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Félix Camiré".

Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure

# Notice of Application

## Town of Canmore Debris Flood Retention Structure

### Application by the Town of Canmore to Construct a Debris Flood Retention Structure on Cougar Creek and an Associated Access Road

NRCB APPLICATION NO. 1601,  
ALBERTA ENVIRONMENT AND PARKS WATER ACT FILE NO. 00384210, AND  
ENVIRONMENTAL IMPACT ASSESSMENT REPORT

**TAKE NOTICE** that the Town of Canmore has applied to the Natural Resources Conservation Board (NRCB) and Alberta Environment and Parks for approval to construct a debris flood retention structure on Cougar Creek and an associated access road. The project location (14-34-24-10 W5M) is at the site of an existing debris net on Cougar Creek, approximately 2 kilometres northwest of the TransCanada Highway.

The Town of Canmore's application to the NRCB, Application No. 1601, was submitted in August 2016 and filed under section 5(1) of the *Natural Resources Conservation Board Act*. The Town of Canmore also filed an application with Environment and Parks under the *Water Act* (File No. 00384210). It also submitted an environmental impact assessment report to Environment and Parks, which formed part of its application to the NRCB.

In September 2016, the NRCB and Environment and Parks issued a Joint Notice of Filing. Following the review of the environmental impact assessment report and the applications, supplemental information was requested from the Town of Canmore on three occasions (December 2016, October 2017, and March 2018). The Town of Canmore provided the requested information in its responses filed on June 9, 2017, December 12, 2017, and March 20, 2018. Subsequently, the environmental impact assessment and application were deemed complete on March 23, 2018.

This notice invites written submissions from those who may have concerns about or objections to the proposed project.

#### Additional Information

To obtain additional information about the proposed project, or copies of the environmental impact assessment report, application, or supplemental information, contact:

Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

The application and environmental impact assessment are available online:  
<https://canmore.ca/projects/mountain-creek-hazard-mitigation>

Or, by appointment, they may be viewed at the following locations:

Town Hall, Canmore Civic Center  
903 – 7 Avenue, Canmore  
Telephone: 403-678-1512

Natural Resources Conservation Board  
250 – 5 Street SW, Calgary  
Telephone: 403-297-8269  
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**THEREFORE TAKE NOTICE:**

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**NRCB Review Process**

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Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



Attachment 6 Stoney Nation (Chiniki Band)  
Notice of Application

April 16, 2018

Mr. William (Bill) Snow  
Stoney Tribal Administration – Chiniki Band  
PO Box 120  
Morley, AB T0L 1N0  
[bills@stoney-nation.com](mailto:bills@stoney-nation.com)



Dear Mr. Snow,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

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Natural Resources Conservation Board  
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250 – 5 Street SW, Calgary, AB T2P 0R4  
Email: [laura.friend@nrcb.ca](mailto:laura.friend@nrcb.ca)  
Telephone: (403) 297-8269 / Fax: (403) 662-3994  
Toll-free in Alberta by first dialing 310-0000

There will be a separate public notice regarding the *Water Act* application for this project and we will notify you when it is published by AEP.

The Town of Canmore would like to thank you for your participation in the development of this project. If you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Félix Camiré".

Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure

# Notice of Application

## Town of Canmore Debris Flood Retention Structure

### Application by the Town of Canmore to Construct a Debris Flood Retention Structure on Cougar Creek and an Associated Access Road

NRCB APPLICATION NO. 1601,  
ALBERTA ENVIRONMENT AND PARKS WATER ACT FILE NO. 00384210, AND  
ENVIRONMENTAL IMPACT ASSESSMENT REPORT

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#### Additional Information

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Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

The application and environmental impact assessment are available online:  
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**THEREFORE TAKE NOTICE:**

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2. Persons with an established interest in the proposed project may obtain a copy of the application and supporting documents from the Town of Canmore. (In the event that there is a question as to whether a person has an established interest in the matter, the Board will provide direction.)
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Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



Attachment 7 Stoney Nation (Welsey Band)  
Notice of Application

April 16, 2018

Mr. William (Bill) Snow  
Stoney Tribal Administration – Wesley Band  
PO Box 120  
Morley, AB T0L 1N0  
[bills@stoney-nation.com](mailto:bills@stoney-nation.com)



Dear Mr. Snow,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

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There will be a separate public notice regarding the *Water Act* application for this project and we will notify you when it is published by AEP.

The Town of Canmore would like to thank you for your participation in the development of this project. If you have any questions, please do not hesitate to contact me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Félix Camiré".

Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure

# Notice of Application

## Town of Canmore Debris Flood Retention Structure

### Application by the Town of Canmore to Construct a Debris Flood Retention Structure on Cougar Creek and an Associated Access Road

NRCB APPLICATION NO. 1601,  
ALBERTA ENVIRONMENT AND PARKS WATER ACT FILE NO. 00384210, AND  
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#### Additional Information

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Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

The application and environmental impact assessment are available online:  
<https://canmore.ca/projects/mountain-creek-hazard-mitigation>

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Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



## Attachment 8 Tsuut'ina Nation Notice of Application

April 16, 2018

Mr. Declan Starlight  
Database Technician  
Tsuut'ina Nation  
9911 Chiila Blvd  
Tsuut'ina, AB T2W 6H6  
[declanstarlight@tsuutina.com](mailto:declanstarlight@tsuutina.com)



Dear Mr. Starlight,

**Re:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
*Natural Resources Conservation Board Act* Notice of Application

On March 23, 2018, the Town of Canmore was informed by Alberta Environment and Parks (AEP) that the Environmental Impact Assessment (EIA) for the proposed Cougar Creek Debris Flood Retention Structure has been deemed complete pursuant to Section 53 of the *Environmental Protection and Enhancement Act*.

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Sincerely,



Félix Camiré, P.Eng.  
Town of Canmore Engineering Services  
[fcamire@canmore.ca](mailto:fcamire@canmore.ca)  
403.678.1512

Attached: Notice of Application Town of Canmore Debris Flood Retention Structure



# Notice of Application

## Town of Canmore Debris Flood Retention Structure

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NRCB APPLICATION NO. 1601,  
ALBERTA ENVIRONMENT AND PARKS WATER ACT FILE NO. 00384210, AND  
ENVIRONMENTAL IMPACT ASSESSMENT REPORT

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Felix Camire, P.Eng., Project Manager  
Town of Canmore  
Canmore, Alberta T1W 3K1  
Telephone: 403-678-1512  
Email: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

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Dated at Calgary, Alberta, on April 11, 2018.

William Y. Kennedy, General Counsel, NRCB



# Attachment 9 Baseline Vegetation Fieldwork Summary

November 13, 2015

Matrix 20746-514

**Mr. Felix Camire, Project Manager**

**TOWN OF CANMORE**

902 - 7 Ave

Canmore, Alberta T1W 3K1

**Subject: Vegetation Fieldwork Summary - Town of Canmore Cougar Creek Debris Flood Retention Structure Project**

Dear Mr. Camire,

## **1 INTRODUCTION AND PURPOSE OF RESEARCH**

In 2015 Matrix Solutions Inc. was hired to support the Town of Canmore in development of their Cougar Creek Debris Flood Retention Structure Project.

Vegetation surveys characterized vegetation communities in the study area (Figure 1) and supported wildlife habitat assessments. Rare plant surveys documented rare plants or rare plant communities that may be present in the development area. Research and collection permits were obtained from Alberta Parks prior to fieldwork commencing.

An integrated field crew consisting of a vegetation ecologist, a soils scientist and a wildlife ecologist accessed the development area within the Bow Valley Wildland Provincial Park (BVWPP) on foot. Vegetation, rare plant and soil surveys were conducted in the BVWPP on June 15 and 16, 2015. Additional vegetation surveys to assist in mapping and wildlife habitat characterization were completed in conjunction with wildlife surveys on June 17 and 18, 2015 (Figure 1).

## **2 METHODS**

### **2.1 Vegetation Field Surveys**

An ecological land classification (ELC) approach was used to gather vegetation information. The Alberta Vegetation Inventory (AVI; ASRD 2005) data layer was obtained from Alberta Parks and used for ELC mapping. Vegetation communities were classified according to the Montane natural subregion ecosite phases (Archibald, Klappstein and Corns 1996), and wetland ecosite phases were assigned an equivalent Alberta Wetland Inventory (AWI) class (Halsey et al. 2004). The ecosite phase and wetland classes of mapped polygons intersecting the proposed footprint (including the debris flood retention structure, the access road and the inundation area) and wildlife transects were verified and ground-truthed in the field during the vegetation and rare plant surveys.

Vegetation plots (20 m × 20 m) were used to capture basic site data, diversity, structural attributes and richness for species in all strata. The main purpose of the vegetation surveys was to verify ELC mapping.

## 2.2 Rare Plant Field Surveys and Site Selection

The primary objective of the rare plant surveys was to determine if there were any rare plant and rare ecological community occurrences in the Project’s development area.

Rare plant surveys followed the recognized sampling guidelines outlined in the Alberta Native Plant Council’s *Guidelines for Rare Plant Surveys - 2012 Update* (ANPC 2012). Areas of direct effects including the proposed debris retention structure footprint, inundation zone and the two proposed road footprints were targeted for rare plant surveys. For the Cougar Creek inundation zone, only areas safely accessible on foot within were surveyed (i.e., steep valley walls/cliffs were not surveyed because of access and safety restrictions).

If a rare plant or potential rare plant was encountered, information on population, site, habitat description and GPS coordinates were collected. Vascular plant samples were collected only when specimens were abundant (i.e., more than 50 individuals) and could not be positively identified in the field. Any collected plant samples that may be identified as rare species will be properly mounted and sent to the U of C Herbarium.

Although the goals vegetation and wildlife surveys did not include searching for rare plants, if a rare plant was encountered during these surveys, the same data was collected as listed above.

## 3 FINDINGS AND STATUS

### 3.1 Vegetation and Rare Plant Field Survey Results

A summary of the survey points conducted within each ecosite phase and wetland class is presented in Table 1. No wetlands occurred within the Project development area.

**TABLE 1 Vegetation and Rare Plant Survey Type and Location**

Ecosite Phase* (AWI Class) or Landform Class	Rare Plant Meander	Vegetation Plot	Total
a1 limber pine/juniper Douglas-fir - limber pine	---	4	4
b regen (bearberry aspen - lodgepole pine - white spruce)	---	1	1
b1 bearberry lodgepole pine	---	3	3
b2 bearberry aspen	---	2	2
b3 bearberry aspen - white spruce - lodgepole pine	1	7	8
c1 Canada buffalo-berry/hairy wild rye Douglas-fir	1	---	1
c2 Canada buffalo-berry/hairy wild rye lodgepole pine	4	13	17
c3 Canada buffalo-berry/hairy wild rye aspen	---	2	2
c4 Canada buffalo-berry/hairy wild rye aspen - white spruce - lodgepole pine - Douglas-fir	1	5	6
d1 creeping mahonia-white meadowsweet Douglas-fir	2	4	6
d2 creeping mahonia-white meadowsweet lodgepole pine	1	4	5

Ecosite Phase* (AWI Class) or Landform Class	Rare Plant Meander	Vegetation Plot	Total
d3 creeping mahonia-white meadowsweet white spruce	3	4	7
g2 horsetail white spruce	1	3	4
Meadow	1	6	7
Treed swamp (STNN)	---	1	1
Upland shrubland	---	1	1
<b>TOTAL</b>	<b>15</b>	<b>60</b>	<b>76</b>

\* Montane natural subregion

Rare plant meanders were completed only within the proposed Project footprint, but if a rare plant was encountered while doing vegetation ELC surveys, location, site, and population data were collected.

Four rare plant species were observed in the study area during surveys within the BVWPP; however, only two of these (low braya and fan ramalina) occur within the project footprint. Low braya was found at the north end of the inundation area, and fan ramalina within the footprint for the short road option. A summary of the rare plant species observed, ACIMS provincial/global rankings (AEP 2015a, 2015b, 2015c), *General Status of Alberta Wild Species 2010* (ASRD 2012) rankings, and their associated ecosite phases is provided in Table 2. An electronic ACIMS form will be submitted for rare plant observations once the Town of Canmore Cougar Creek Debris Flood Retention Structure EIA Report has been submitted.

Species-specific mitigation measures will be identified for the EIA, as applicable. No rare plant communities were observed during the field program.

A few collected species still remain to be identified. If any of them are rare, information on rankings, location and mitigation measures (if applicable) will be provided in the EIA.

**TABLE 2 Rare Plant Species Observed during Field Surveys**

Scientific Name	Common Name	Growth Form	ACIMS Provincial/ Subnational and Global Rank	ACIMS Element Status	ASRD <i>General Status of Alberta Wild Species 2010</i> Rank	Ecosite Phases	Number of Observations Within Footprint <sup>2</sup>	Number of Observations Outside of Footprint <sup>2</sup>
<i>Pinus flexilis</i>	limber pine	tree	S3/G4	Tracked	May Be At Risk	a1, Meadow	0	2
<i>Braya humilis ssp. humilis</i>	low braya	forb	SU/G5	Tracked	May Be At Risk <sup>1</sup>	Creek bed (edge of d1)	1	0
<i>Spiraea alba</i>	narrow-leaved meadowsweet	shrub	S3/G5	---	Sensitive	b1, b3, c2	0	4
<i>Ramalina sinensis</i>	fan ramalina	lichen	S3/G4G5	Tracked	Sensitive	g2	1	0
<b>TOTAL</b>							<b>2</b>	<b>6</b>

1- only listed at species level (*Braya humilis*) by ASRD; three subspecies are currently tracked by ACIMS

2 - footprint as known at this time



### 3.2 Status of Vegetation and Rare Plant Work

The vegetation and rare plant field surveys have now been completed. The vegetation and soil mapping are being finalized as well as identifying linkages between soil, vegetation, and wildlife and assessment of project impact on the area. Final results and assessments will be provided in the EIA report.

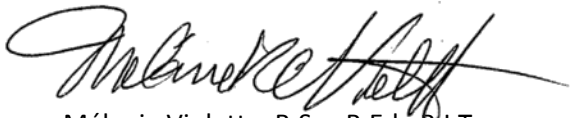
## 4 CLOSURE

We trust that this letter report suits your present requirements. If you have any questions or comments, please call either of the undersigned at 403.237.0606.

Yours truly,

**MATRIX SOLUTIONS INC.**

**Reviewed by**



Mélanie Violette, B.Sc., B.Ed., B.I.T.  
Ecologist



Rochelle Harding, M.Sc., P.Eng  
Project Manager

MV/sp

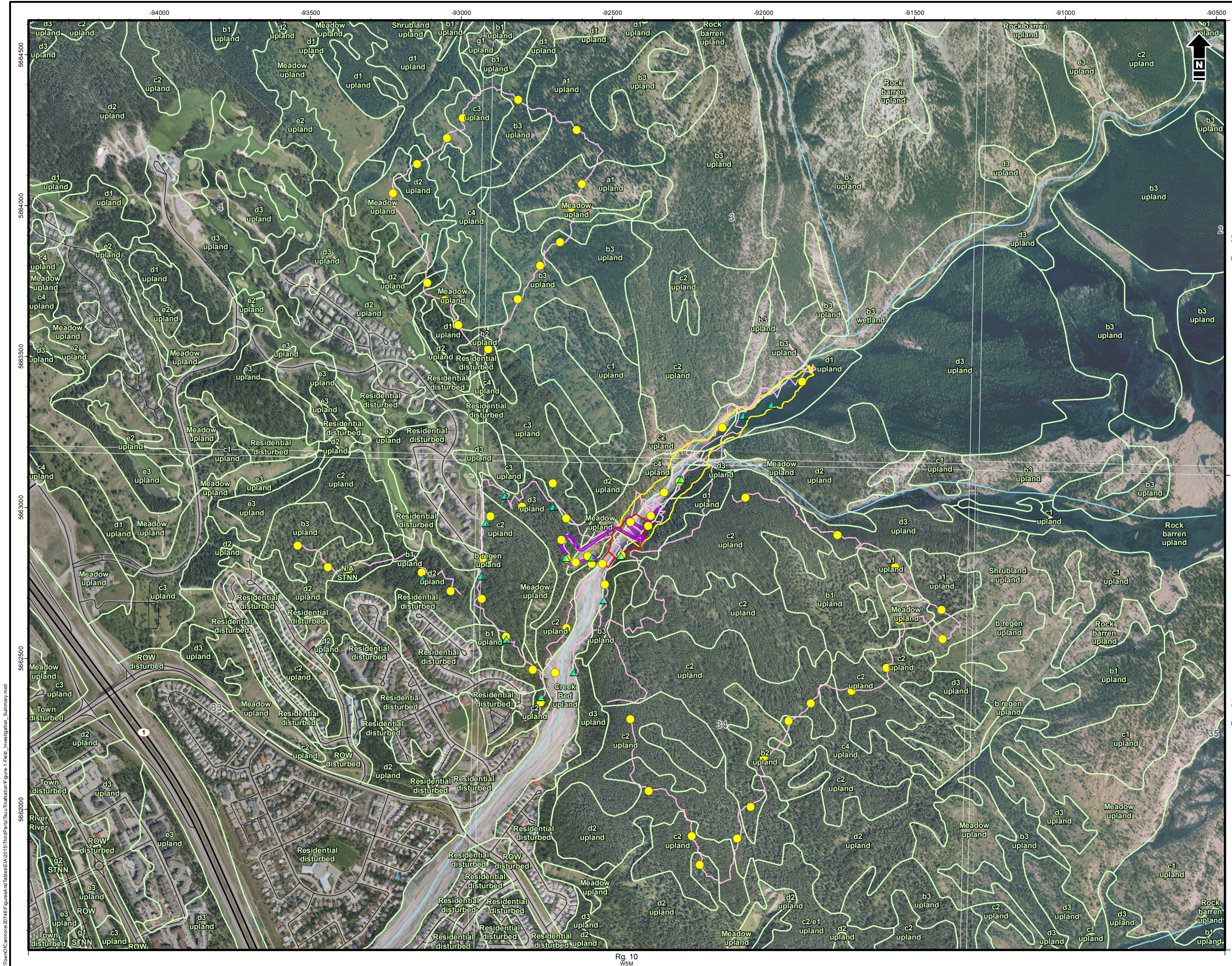
#### DISCLAIMER

We certify that this letter report is accurate and complete and accords with the information available during the site investigation. Information obtained during the site investigation or provided by third parties is believed to be accurate but is not guaranteed. We have exercised reasonable skill, care, and diligence in assessing the information obtained during the preparation of this letter report.

This letter report was prepared for the Town of Canmore. The letter report may not be relied upon by any other person or entity without our written consent and that of the Town of Canmore. Any uses of this letter report by a third party, or any reliance on decisions made based on it, are the responsibility of that party. We are not responsible for damages or injuries incurred by any third party, as a result of decisions made or actions taken based on this letter report.

## REFERENCES

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[http://www.albertaparks.ca/albertaparksca/management-land-use/alberta-conservation-information-management-system-\(acims\)/download-data.aspx](http://www.albertaparks.ca/albertaparksca/management-land-use/alberta-conservation-information-management-system-(acims)/download-data.aspx)
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- Prebaseline Vegetation
- Watercourse
- Highway
- Road
- Railway
- Wildlife Survey Transect
- Proposed Project Footprint**
- Debris Flood Retention Structure
- Road
- Inundation Area
- Vegetation Location Survey Season and Plot Type**
- Early Meander Start
- Vegetation Survey Location

Twp. 25  
Twp. 24

Reference: Data obtained from AltaLIS © Government of Alberta and GeoBase® used under license. GDM transportation infrastructure data provided by IHS © 2015 used under license. Imagery (2014, 2013 and 2009) obtained from the Town of Canmore under license.  
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Cougar Creek Debris Flood Retention Structure

### Field Investigation Summary

Date: 10 Nov 2015	Project: 20746-514	
Technical: R. Ancelin	Reviewer: I. Trimble	Drawn: C. Beaumont

Disclaimer: Prepared solely for the use of the Town of Canmore as specified in the accompanying report. No representation of any kind is made to other parties with which the Town of Canmore has not entered into contract.

I:\Town\Canmore\2017\Figures\Map\2015\ThePart\ThePart\Map\Figure 1-Field Investigation Summary.mxd

# Attachment 10 Historical Resources Summary

**Summary of Historical Resources Impact Assessment (HRIA) Studies  
Town of Canmore  
Cougar Creek Debris Flood Retention Structure Project**

**Prepared by  
Dr. Daniel A. Meyer  
Lifeways of Canada Limited  
November 19, 2015**

Background

Dr. Dan Meyer of Lifeways of Canada Limited (Lifeways) wrote an overview of the potential for archaeological sites to be impacted by the Cougar Creek Debris Flood Retention Structure Project (the Project) called a Statement of Justification (SoJ) on July 10, 2015. This document was submitted to the Historical Resources Management Branch (HRMB) of Alberta Culture and Tourism (ACT) to help them determine if archaeological studies were needed. The archaeology SoJ recommended that an HRIA be required even though overall the chances are low for sites to be present and impacted by the Project. We recommended that because of rumours of rock art in the canyon among the public, an inspection be made for such even though once again the chances of unknown rock art being present are in reality low. We also recommended that a nearby Precontact archaeological site, EgPt-30, be relocated to ensure it was outside of the development zone.

The HRMB agreed with these recommendations, and on September 3 required that the Town of Canmore do HRIA studies for both archaeological and palaeontological sites. The palaeontological work was undertaken separately by Sam Wilson of Nautilus Paleontology, who concluded that the Project will not impact any important palaeontological sites. On September 8 the HRMB issued Archaeological Research Permit #15-137 to Dr. Meyer to do the HRIA program for archaeological sites.

Field Studies

During two days in September, Dr. Meyer and his field assistant did the HRIA work. The crew inspected both the proposed short access road and the canyon bottom for archaeological sites (see Map 1). As we had already seen during an earlier visit, if there ever had been any good landforms with archaeological sites on them in the canyon area that might be impacted by the Project, these have been almost totally removed by the 2013 flood. The remaining landforms have very thin soil covering rock, too shallow to need shovel testing. Any sites should have been easily visible, but no sites or artifacts were seen.

The proposed access road also only had landforms that at best had a moderate chance of having archaeological sites. We looked at the exposed ground surface along its entire length, and did not find any artifacts or sites. We saw three places that we dug shovel tests (a total of 13) to help find any sites. We found no archaeological sites during the HRIA studies.

We spent a lot of time inspecting the vertical rock faces for signs of rock art. In most places in the canyon there is little chance that any painted rock art may have survived very long. The rock faces are very open to rain and other weather that would have removed any traces. This is probably why that even though many people use the canyon all of the time for recreation, and archaeologists and others

have searched similar canyons in the Canmore area for rock art, none has ever been recorded in the Project area.

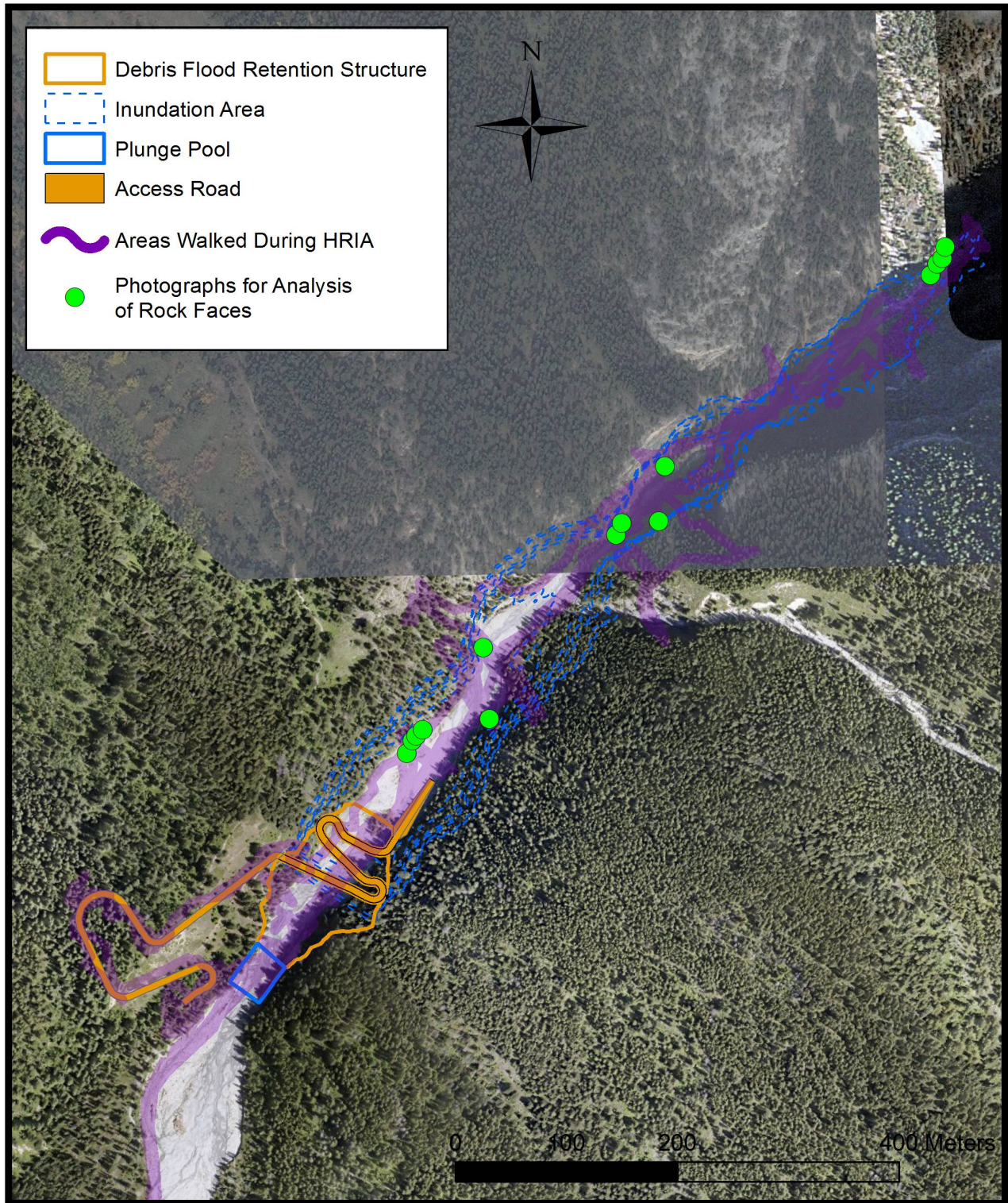
We did not see any rock art in the Project area. There are places with natural red staining from iron, but no rock art. In order to make sure, we also took photographs of rock walls in seven of the best places for rock art that we saw. We used a computer program called DStretch to analyze the photographs (see Plates 1-3). DStretch is a program designed to make rock art easier to see than with the naked eye. We analyzed the photos we took with DStretch, but this did not show any rock art.

As required by the HRMB, we relocated archaeological site EgPt-30. We found that this site is outside of the Project area, and will not be impacted.

### Results and Recommendations

Our HRIA did not find any archaeological sites, rock art sites, or historic sites in the Project area. We are currently finishing our analysis and writing our official report to the HRMB. When the report is done, we will be recommending to the HRMB that Historical Resources Act clearance be granted to the Town of Canmore to build the project, because no important archaeological or paleontological sites will be impacted.

*All recommendations are subject to review by staff of the Historic Resources Management Branch of Alberta Culture and Tourism.*



Map 1: Map Showing the Location of Areas Inspected and Photographed During the HRIA.



Plate 1: An Example of a Typical Rock Face Along Cougar Creek



Plate 2: Decorrelation Stretch Analysis (RGB0) of the Above Photograph



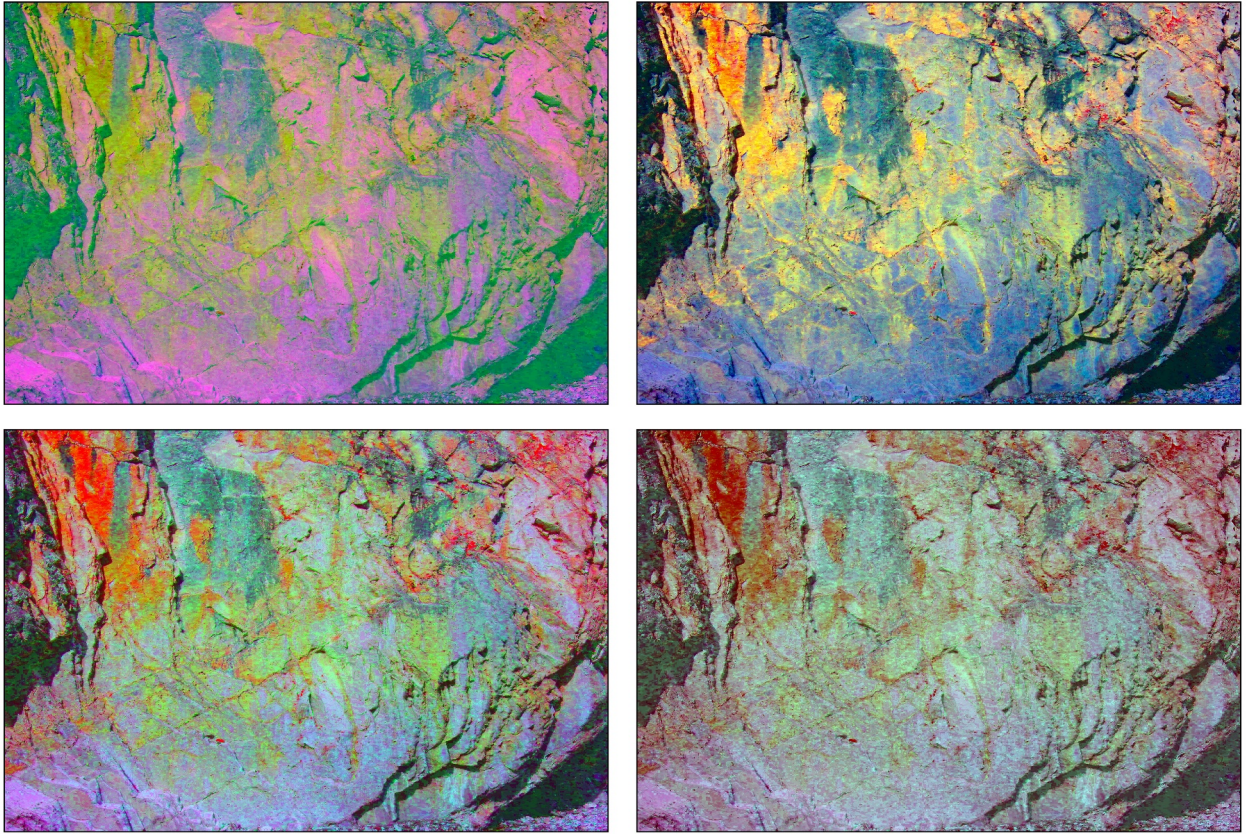


Plate 3: Additional Decorrelation Stretch Analyses (clockwise from upper left: CRBG, LDS, YRD, YBR) of the Same Rock Face

# Attachment 11 Blood Tribe Minutes

## MEETING INFORMATION

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**Meeting:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
Blood Tribe Consultation Meeting

**Date:** December 10, 2015

**Location:** Town of Canmore Civic Centre

**Attendees:** Blood Tribe: Mike Oka, Mike Tailfeathers, JJ Shade, Angel  
Town of Canmore: Andy Esarte, Felix Camire, Julia Eisl, Rochelle Harding

## MEETING OBJECTIVES

---

1. Introduce the Project team and begin a dialogue on the project
2. Provide the Blood Tribe with additional information on the project and respond to any questions
3. Seek input on the Project for consideration during project development
4. Discuss Blood Tribe interest in, and any concerns with, the project

## MINUTES OF MEETING

---

### Project Description

Andy provided an overview of:

- project location;
- project need;
- history of Cougar Creek (steep mountain creek alluvial fan) and its development;
- wildlife corridor use and protection; and
- preliminary project design (including operations and maintenance).

Hardcopy maps, figures and photos were provided.

Mike Oka asked about whether or not hydrogeology has been done to understand where the aquifer is. Felix explained groundwater travel as it exists and Andy indicated how groundwater is expected to flow once the structure is in place.

Mike Oka inquired about whether or not a sand screw was considered as part of the design for cleaning out the drainage pipes. Felix had not considered this but will look into it.

Mike Oka inquired about how modeling and studying future weather and flood risk trends had been considered in the design and we discussed the flood risk and river erosion that is occurring on the Blood Reserve.

### TEK

Mike Oka explained the process for collecting TEK/TLU information through a site visit and how elders are engaged to document this information. JJ will provide the Town of Canmore with a cost estimate and we will work on sourcing equipment and selecting possible dates.

## NEXT STEPS – SUMMARY OF ACTION ITEMS

---

Action Item	Responsible	Due
1 Provide a cost estimate for a field visit (typically 4 elders and 4 technicians) including what equipment will be needed.	JJ	As soon as possible
2 Determine if parks will allow us to use quads and what kind of equipment the Town of Canmore may be able to provide.	Felix	December

# Attachment 12 Piikani Nation Minutes

## **MEETING INFORMATION**

---

**Meeting:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
Piikani Nation Consultation Meeting

**Date:** November 12, 2015

**Location:** Piikani Consultation Office

**Attendees:** Piikani Nation: Dustin Wolfe, Megan Crow Shoe,  
Town of Canmore: Andy Esarte, Felix Camire, Rochelle Harding

## **MEETING OBJECTIVES**

---

1. Introduce the Project team and being a dialogue on the project
2. Provide the Piikani Nation with additional information on the project and respond to any questions
3. Seek input on the Project for consideration during project development
4. Discuss Piikani Nation interest in, and any concerns with, the project

## **MINUTES OF MEETING**

---

### **Project Description**

Andy provided an overview of:

- project location;
- project need;
- history of Cougar Creek (steep mountain creek alluvial fan) and its development; and
- preliminary project design (including operations and maintenance).

Hardcopy maps, figures and photos were provided.

Dustin indicated that they would like to do an elder's tour and inquired about safety and access. Andy confirmed that the area where the structure will be constructed is reasonably accessible and we can drive very close to the site.

Megan will send a cost estimate and proposed dates for a site tour.

Dustin and Megan will let Rochelle or Felix know if they have any additional questions about the project or need any additional information.

### **Proposed Terms of Reference**

Dustin confirmed that he had received the proposed Terms of Reference and that he would get back to Rochelle or Felix if he had any questions.

### **TEK**

Rochelle inquired about how the Piikani First Nation handles traditional ecological knowledge so it can be incorporated into the EIA. Dustin indicated that they would be able to let us know if there is anything applicable after the site tour.

---

## NEXT STEPS – SUMMARY OF ACTION ITEMS

---

	<b>Action Item</b>	<b>Responsible</b>	<b>Due</b>
1	Prepare a cost estimate and propose dates for a site visit	Megan	As soon as possible
2	Review Project Information Package and additional materials provided (Questions can be sent to Rochelle and Felix).	Dustin	As available
3	Review the Proposed Terms of Reference (Questions can be sent to Rochelle and Felix. Formal comments to be send directly to AEP)	Dustin	As available
4	Send the vegetation survey summary to Dustin	Rochelle	November 16

# Attachment 13 Siksika Nation Minutes

## MEETING INFORMATION

---

**Meeting:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
Siksika Nation Consultation Meeting

**Date:** April 12, 2016

**Location:** Siksika Calgary Office

**Attendees:** Siksika Nation: Scotty Many-Guns,  
Town of Canmore: Felix Camire, Rochelle Harding

## MEETING OBJECTIVES

---

1. Introduce the Project team and being a dialogue on the project
2. Provide the Siksika Nation with additional information on the project and respond to any questions
3. Seek input on the Project for consideration during project development
4. Discuss Siksika Nation interest in, and any concerns with, the project

## MINUTES OF MEETING

---

### Project Description

Felix provided an overview of:

- project location;
- project need;
- history of Cougar Creek (steep mountain creek alluvial fan) and its development; and
- preliminary project design
- hardcopy maps, figures and photos were provided.
- Mr. Many Guns acknowledged that flood mitigation projects in the Bow watershed may benefit the Siksika Nation as well.

### Field Assessment

- Mr. Many Guns provided an overview of Blackfoot culture and knowledge holders
- will be looking for vegetation, stone features, evidence of hunting
- process is complete with the submission of a letter of non-objection that includes information about anything found during the field assessment
- primary contact will be Scotty Many Guns (587 437 5188) Consultation Officer

## NEXT STEPS – SUMMARY OF ACTION ITEMS

---

	Action Item	Responsible	Due
1	Prepare a TLU field assessment cost estimate and schedule a site visit.	Scotty Many Guns	April 12
2	Confirm that Friday April 15 <sup>th</sup> would work for the field assessment	Scotty Many Guns	April 12



# Attachment 14 Stoney Nation Minutes

## **MEETING INFORMATION**

---

**Meeting:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
Stoney Nation Consultation Meeting

**Date:** November 15, 2016

**Location:** Chief Chiniki

**Attendees:** Stoney Nation: William (Bill) Snow, Chris Goodstoney (Wesley Consultation Officer),  
Lenney Wesley (Consultation Officer)  
Town of Canmore: Felix Camire, Rochelle Harding

## **MEETING OBJECTIVES**

---

1. Introduce the Project team and begin a dialogue on the project
2. Provide the Stoney Nation with additional information on the project and respond to any questions
3. Seek input on the Project for consideration during project development
4. Discuss Stoney Nation interest in, and any concerns with, the project

## **MEETING SUMMARY**

---

Felix provided an overview of:

- project location;
- project need;
- history of Cougar Creek (steep mountain creek alluvial fan) and its development;
- wildlife corridor use and protection; and
- project design.

Hardcopy maps, figures and photos were provided.

Mr. Snow provided an overview of flood damage to Stoney communities and discussed cultural studies that the Stoney Nation has conducted and would like to conduct in the future. Some of these cultural studies are focused on flood-impacted areas, particularly in Kananaskis. Mr. Snow will share the grizzly bear study with the Town of Canmore.

Mr. Wesley expressed concerns about the disturbance created by human use on trails and the need to consider how human activities affect wildlife movement.

Mr. Snow will provide the Town of Canmore with appropriate contacts for discussing economic opportunities and capacity with Stoney communities.

The Stoney Nation will conduct a site visit that involves elders from all three bands. Mr. Snow will send a cost estimate and possible dates over the next few weeks. The site visit will need to be completed before the site is snow covered.

Mr. Snow also indicated that the elders may suggest a ceremony on the site. We will know more about that after the site visit.

---

## NEXT STEPS – SUMMARY OF ACTION ITEMS

---

	<b>Action Item</b>	<b>Responsible</b>	<b>Due</b>
1	Mr. Snow to share the Stoney grizzly bear study with the Town of Canmore	Bill Snow	November
2	Mr. Snow will connect us with appropriate band members to talk about economic opportunities.	Bill Snow	November
3	Mr. Snow will provide a cost estimate and suggested dates for a site visit.	Bill Snow	November 18

# Attachment 15 Tsuut'ina Nation Minutes

## MEETING INFORMATION

---

**Meeting:** Town of Canmore Cougar Creek Debris Flood Retention Structure  
Tsuut'ina Nation Consultation Meeting

**Date:** October 29, 2015

**Location:** Tsuut'ina Administration Office

**Attendees:** Tsuut'ina Nation: Tonya Crowchild, Justin Onespot,  
Town of Canmore: Andy Esarte, Felix Camire, Rochelle Harding

## MEETING OBJECTIVES

---

1. Introduce the Project team and being a dialogue on the project
2. Provide the Tsuut'ina Nation with additional information on the project and respond to any questions
3. Seek input on the Project for consideration during project development
4. Discuss Tsuut'ina Nation interest in, and any concerns with, the project

## MINUTES OF MEETING

---

### Project Description

Andy provided an overview of:

- project location;
- project need;
- history of Cougar Creek (steep mountain creek alluvial fan) and its development; and
- preliminary project design.

Tonya inquired about potential flood scenarios and how the design would respond to varying levels of flood and debris (including landslide dam outbreak scenario – rock slide causing back up of water with sudden release).

Andy described how the structure would manage water and debris and provide additional time for evacuation depending on the severity of the flood event.

Hardcopy maps, figures and photos were provided.

Tonya will review the project information and let Rochelle and Felix know if she has any questions.

### Tsuut'ina Nation Field Assessment

Tonya indicated that the Tsuut'ina Nation would conduct a field assessment (led by Justin Onespot) that would be focused on identification of indigenous markers. This field assessment will determine if the Tsuut'ina have any concerns or suggested mitigation for the project. This assessment (and agreement on mitigation, if required) needs to be completed before the Tsuut'ina Nation can issue a Letter of No Concern (LNC).

Rochelle inquired about elder participation so that their traditional knowledge can be incorporated into the EIA. Tonya indicated that they do not maintain a database of areas used by individual elders or traditional ecological knowledge associated with specific sites. It was noted that many elders would not be mobile enough to participate but that they often transfer this knowledge to the youth.

Tonya will send Rochelle a cost estimate (assessment costs to be paid by the Town of Canmore) and identify possible dates for a field assessment. Preference is to conduct the field visit before snowfall. If that cannot occur, the field visit will occur in the spring.

Tonya inquired about project construction schedule and asked that no ground disturbance occur prior to the field assessment. Andy confirmed that there would be no construction activities before the spring and he provided an overview of the current schedule.

Rochelle will provide Tonya and Justin with vegetation and archaeology information that is available for review at this time and will determine if someone from Lifeways (archaeology) can participate in the field assessment.

Felix will provide Tonya and Justin with a figure indicating the location of the access road.

### **Wildlife Corridor and Revegetation**

Andy initiated a conversation about the wildlife corridor and how the structure was designed to avoid impacts to wildlife movement (e.g., site selection, will be designed to allow wildlife to cross over, revegetation of areas in front of the structure).

Andy requested Tsuut'ina input on revegetation and confirmed that the Town will not plant animal attractants or invasive species. Tonya indicated that, based on the field assessment, they may suggest replanting of important species that will be disturbed.

### **Proposed Terms of Reference**

Tonya confirmed that she had received the Proposed Terms of Reference package. Rochelle and Felix clarified that comments were to go directly to Alberta Environment and Parks but that we could respond directly to any questions.

### **NEXT STEPS – SUMMARY OF ACTION ITEMS**

<b>Action Item</b>	<b>Responsible</b>	<b>Due</b>
1   Review Project Information Package and additional materials provided (Questions can be sent to Rochelle and Felix).	Tonya	As available
2   Provide a cost estimate and suggested dates for a Field Assessment	Tonya and Justin	Wk of Nov 2
3   Provide available archeology and vegetation baseline data (e.g., mapping)	Rochelle	Wk of Nov 2
4   Coordinate with Justin to set up the Field Assessment including participants from the Town of Canmore and Lifeways.	Felix and Rochelle	When dates are available
5   Provide a figure showing the location of the access road	Felix	Complete
6   Review the Proposed Terms of Reference (Questions can be sent to Rochelle and Felix. Formal comments to be send directly to AEP)	Tonya	As available

# Attachment 16 Infrastructure Canada Consultation in Relation to Federal Funding



Infrastructure  
Canada

Ottawa, Canada  
K1P 0B6

Our file Notre référence  
[Project #46504]

October 19, 2016

Andy Esarte  
Manager of Engineering  
Town of Canmore  
902 7<sup>th</sup> Avenue  
Canmore, AB T1W 3K1  
[aesarte@canmore.ca](mailto:aesarte@canmore.ca)

[Sent by email]

**Subject:** Town of Canmore Cougar Creek Flood Mitigation Project – The *Canadian Environmental Assessment Act, 2012* and the Duty to Consult with Aboriginal Peoples

Dear Mr. Esarte,

In consideration of the provision of financial support to the Town of Canmore Cougar Creek Flood Mitigation Project (the Project) under the Provincial-Territorial Infrastructure Component – National and Regional Project (PTIC-NRP) of the New Building Canada Fund (NBCF), Infrastructure Canada (INFC) has reviewed the Project information to assess whether any requirements under the *Canadian Environmental Assessment Act, 2012* (CEAA 2012) exist for this Project. In addition, INFC has reviewed the Project information to determine whether there is a duty to consult with Aboriginal peoples.

### ***Canadian Environmental Assessment Act, 2012 Requirements***

Based on the information provided in the Business Case titled New Building Canada: Town of Canmore – Cougar Creek Flood Mitigation (April, 2016) and the completed Environmental, Aboriginal Consultation and Project Location Questionnaire (April, 2016), INFC is of the opinion that there are no requirements under CEAA 2012.

### **Aboriginal Consultation Obligations**

Following INFC's review of the information provided by the Government of Alberta to date, and as indicated in the Ministerial approval-in-principle letter dated September 7<sup>th</sup>, 2016, INFC has concluded that consultation with Aboriginal peoples is required in the context of the Project.

INFC's intent is to work with Project proponents to engage and consult with Aboriginal groups that may have a potential interest in the Project. Our understanding is that consultation activities with Aboriginal groups have been undertaken by the Town of Canmore and may be undertaken by Alberta Environment and Parks during the review of the Environmental Impact Assessment for this Project and our intent is to rely on this consultation process as much as possible. Further discussion will be required with the Town of Canmore and the Government of Alberta to better

Canada



understand the consultation activities that have been undertaken for this Project. These discussions should also determine if additional consultation activities and accommodation measures should be included in the consultation process.

We would like to take this opportunity to remind you that work may not proceed with construction until INFC can confirm that Canada's obligations for Aboriginal consultation have been met.

As well, should the Town of Canmore consider future changes to the nature, scope, design or location of the Project that differ from that which is described in the documentation noted above, we would appreciate receiving an immediate notification from the Town of Canmore as INFC may have to reassess the Project in accordance with the requirements under CEAA 2012 and determine whether the change to the Project triggers a new duty to consult.

We thank you again for the information provided to date and we look forward to working with the Town of Canmore and the Government of Alberta to ensure that the consultation activities conducted allow us to meet our Aboriginal consultation obligations.

Should you have any comments or questions, please contact Erin Stratton by email at [erin.stratton@canada.ca](mailto:erin.stratton@canada.ca) or at 613-614-8316.

Sincerely,

  
Erin Stratton  
Senior Environmental Review and Approvals Officer  
Aboriginal Consultation and Environmental Services

cc: Alison Roberts ([alison.roberts@gov.ab.ca](mailto:alison.roberts@gov.ab.ca)), Alberta Environment and Parks  
Ken Erickson ([ken.erickson@gov.ab.ca](mailto:ken.erickson@gov.ab.ca)), Alberta Infrastructure  
Terri Edwards ([terri.edwards@canada.ca](mailto:terri.edwards@canada.ca)), INFC

Attachment 17 Infrastructure Canada Additional First Nation  
and Métis Groups to be Consulted



Rochelle Harding &lt;rochelle@redes-inc.com&gt;

---

## Cougar Creek Debris Dam -AC Follow-up

---

**Stratton, Erin (INFC)** <erin.stratton@canada.ca>

Fri, Oct 28, 2016 at 2:59 PM

To: Felix Camire &lt;fcamire@canmore.ca&gt;

Cc: "Rochelle Harding (rochelle@redes-inc.com)" &lt;rochelle@redes-inc.com&gt;

Hello Felix,

As discussed, INFC has determined that we would like the Town of Canmore to send a notification of the Cougar Creek Debris Dam Project to the Métis Nation of Alberta and the Ktunaxa Nation since these groups have asserted rights in the vicinity of the Project.

For the Métis Nation of Alberta (MNA), the notice should be sent to:

Mr. Tyler Fetch  
Associate Director  
Sustainable Development & Industry Relations  
Métis Nation of Alberta  
#100-11738 Kingsway Avenue  
Edmonton, Alberta  
T5G 0X5  
[tfetch@metis.org](mailto:tfetch@metis.org)

For the Ktunaxa Nation, please communicate with the ?Akisq'nuk First Nation and the Shuswap First Nation. The information provided in our Aboriginal Treaty Rights Information System is as follows:

?Akisq'nuk First Nation  
Chief Lorne Shovar  
3050 HIGHWAY 93 / 95  
WINDERMERE, British Columbia  
V0B2L2

Phone Number:  
250-342-6301

Chief Barbara Cote  
Shuswap First Nation  
British Columbia  
PO BOX 790  
INVERMERE, British Columbia  
V0A1K0

Phone Number:  
250-341-3678

It may also be good to ask if there are consultation coordinators and copy them on the letters.

This is a low scope of consultation for the Métis and the Ktunaxa Nation. This notice should include a short project description (1 paragraph to 1 page), including a map of the project area, indicating timelines for construction and the EIA process and ask if they have any questions. INFC's role in funding the Project should be mentioned.

INFC will also require a consultation record for the Treaty #7 consultation that has taken place for the Project in order to assess the consultation adequacy. Based on the information that has been provided so far, I have no concerns in this regard, but I will need to review the record once completed to make my final assessment.

I hope this is clear. If not, please feel free to give me a call or send an email. I will be away on holiday as of Tuesday November 1<sup>st</sup> and returning to work on the 14<sup>th</sup>.

Thanks,  
Erin

***Erin Stratton***

Senior Environmental Review and Approvals Officer | Agente principale d'évaluation environnementale et approbations

Program Operations | Opérations des Programmes

Infrastructure Canada | [www.infc.gc.ca](http://www.infc.gc.ca)

180 Kent Street, Suite 1100

Ottawa, Ontario K1P 0B6

[erin.stratton@canada.ca](mailto:erin.stratton@canada.ca)

Telephone | Téléphone 613-614-8316

Facsimile | Télécopieur 613-960-9428

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***Erin Stratton***

Senior Environmental Review and Approvals Officer | Agente principale d'évaluation environnementale et approbations

Program Operations | Opérations des Programmes

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Ottawa, Ontario K1P 0B6

[erin.stratton@canada.ca](mailto:erin.stratton@canada.ca)

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# Attachment 18 Infrastructure Canada Confirmation of Federal Consultation Closing



---

## Town of Canmore Project Consultation

---

Arkin, Eli (INFC) <eli.arkin@canada.ca>  
To: Felix Camire <fcamire@canmore.ca>, Rochelle Harding <rochelle@redes-inc.com>

Tue, Jul 17, 2018 at 11:45 AM

Hi Félix,

Thank you for this information.

The records of consultation should suffice. There has been enough time elapsed to close the consultation.

Let me know if you have any questions or comments.

Thanks,

Eli

---

**From:** Felix Camire [mailto:[fcamire@canmore.ca](mailto:fcamire@canmore.ca)]

**Sent:** July-16-18 3:48 PM

**To:** Arkin, Eli (INFC) <[eli.arkin@canada.ca](mailto:eli.arkin@canada.ca)>; Rochelle Harding <[rochelle@redes-inc.com](mailto:rochelle@redes-inc.com)>

**Subject:** RE: Town of Canmore Project Consultation

Hi Eli,

After internal discussion with the Town's Executive Office, it was decided to not write and send another letter to the Stoney Nakoda Nation regarding the Cougar Creek project. The project team sent the first letter to the Stoney Nakoda in October 2015 and, as per our consultation record, has reached out to them via email or phone several times in 2016 and 2017. Since their site visit in December of 2016, followed by their invoice in March 2017, they have shown very little to no interest in the Cougar Creek project. We are still sending them the bi-monthly consultation records (last record sent on May 31, 2018) that include the following sentence: "We look forward to receiving a letter from the Stoney Nation regarding the results of the December 2016 site visit." Furthermore, we have sent them a letter regarding the completion of the EIA and the NRCB notice of application (April 16 of 2018) and the Government of Alberta also sent them a letter regarding the EIA completion (May 3, 2018). The Stoney Nakoda Nation did not respond to any of the letters and did not submit any statement of concerns to the NRCB.

Felix

**Félix Camiré**

Office: 403.678.1512

---

**From:** Arkin, Eli (INFC) [<mailto:eli.arkin@canada.ca>]

**Sent:** Friday, July 13, 2018 6:34 AM

**To:** Rochelle Harding

**Cc:** Felix Camire

**Subject:** RE: Town of Canmore Project Consultation

Hi Rochelle,

I was actually just about to write to you and Félix about this.

In June 2017, I spoke with Félix about the lack of response from Stoney Nakoda Nation and suggested that he write another letter to them as a final notice of the project, given that the Stoney has not responded to any of Canmore's letters. Would you be able to send that letter to us? It is safe to say that consultation can be closed but we just need the additional supporting evidence. If this letter does not exist, would you be able to send the most recent correspondence you had with Stoney Nakoda Nation?

I'd be happy to discuss this with you if would like.

Thanks,

Eli

Ps. We are Infrastructure Canada, not Industry Canada



# Attachment 19 Historical Resources Act Clearance Letter

Via e-mail: [fcamire@canmore.ca](mailto:fcamire@canmore.ca)

October 07, 2016

HRM Project File: 4825-15-0022-002  
OPaC HR Appl: 09725574

Felix Camire  
Town of Canmore, Engineering Services  
902 - 7 Avenue  
Canmore AB  
T1W 3K1

Dear Mr. Camire:

**SUBJECT: TOWN OF CANMORE, ENGINEERING SERVICES  
COUGAR CREEK DEBRIS FLOOD RETENTION STRUCTURE**

Thank you for providing the Historic Resources Management Branch (HRMB) of Alberta Culture and Tourism with the Historic Resources Application for Cougar Creek Debris Flood Retention Structure.

Acting on behalf of Town of Canmore and in accordance with Section 37(2)(a)(b) of the *Historical Resources Act*, historic resources impact studies for archaeological and palaeontological resources were conducted by Lifeways of Canada Limited and Nautilus Paleontology Inc. Based upon the results of these studies, *Historical Resources Act* approval is granted for the project, as illustrated in the attached map.

The chance discovery of historical resources is to be reported to the contacts identified within [Standard Requirements under the Historical Resources Act: Reporting the Discovery of Historic Resources](#).

I would like to thank representatives of Town of Canmore, Engineering Services for their cooperation in our endeavour to document the Province's historic resources.

Sincerely,



David Link, PhD  
Assistant Deputy Minister

Attachments

## Historical Resources Act Approval

Proponent: Town of Canmore, Engineering Services  
902 - 7 Avenue, Canmore, AB T1W 3K1

Contact: Felix Camire

Agent: Lifeways of Canada Limited

Contact: Dan Meyer

**Project Name:** Cougar Creek Debris Flood Retention Structure

Project Components: Other - debris flood retention structureimpoundroad

Application Purpose: Requesting HRA Approval / Requirements

Historical Resources Act approval is granted for the activities described in this application and its attached plan(s)/sketch(es) subject to Section 31, "a person who discovers an historic resource in the course of making an excavation for a purpose other than for the purpose of seeking historic resources shall forthwith notify the Minister of the discovery." The chance discovery of historical resources is to be reported to the contacts identified within "Standard Requirements under the Historical Resources Act: Reporting the Discovery of Historic Resources."



David Link

Lands Affected: All New Lands

Proposed Development Area:

MER	RGE	TWP	SEC	LSD List
5	10	25	3	2-3
5	10	24	34	13-14

Documents Attached:

Document Name	Document Type
Orthophoto	Illustrative Material

# Attachment 20 Town of Canmore Municipal Development Plan



# CANMORE

## MUNICIPAL DEVELOPMENT PLAN

---

Bylaw 2016-03

Town of  
**CANMORE**



**A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO  
ADOPT THE MUNICIPAL DEVELOPMENT PLAN**

---

Pursuant to section 632(1) of the Municipal Government Act, RSA, Chapter M-26 as amended, the Council of a municipality with a population of 3500 or more must, by bylaw, adopt a municipal development plan.

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

**1: TITLE**

1.1. This bylaw shall be known as the "Town of Canmore Municipal Development Plan."

**2: PROVISIONS**

2.1. The Town of Canmore Municipal Development Plan being Schedule "A" as attached to and forming part of this Bylaw shall be deemed to be a Municipal Development Plan pursuant to section 632(1) of the Municipal Government Act.

**3: ENACTMENT/TRANSITION**

3.1. The Town of Canmore Municipal Development Plan being Schedule "A" as attached to and forming part of this Bylaw, is hereby adopted.

3.2. Bylaw 30-98 and all amendments thereto are hereby repealed.

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

FIRST READING: February 22, 2016

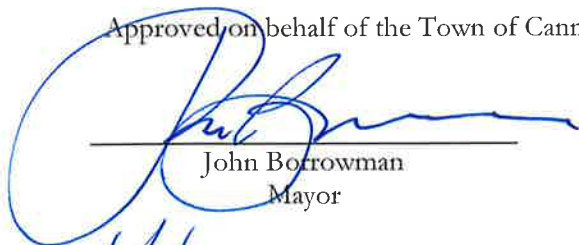
PUBLIC HEARING: March 22, 2016

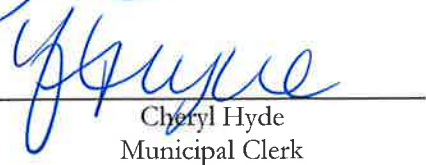
SECOND READING: June 14, 2016

SECOND PUBLIC HEARING: June 29, 2016

THIRD READING: September 13, 2016


Approved on behalf of the Town of Canmore:

  
\_\_\_\_\_  
John Borrowman  
Mayor

  
\_\_\_\_\_  
Cheryl Hyde  
Municipal Clerk

September 27, 2016  
Date

September 27, 2016  
Date

Bylaw approved by: 

**BYLAWS AMENDING BYLAW 2016-03**

**THE TOWN OF CANMORE**

**MUNICIPAL DEVELOPMENT PLAN**

**OFFICE CONSOLIDATION**

2016-26      Adopted 13 February 2017

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# 1. INTRODUCTION

## 1.1 BACKGROUND

The Municipal Development Plan (MDP) guides the community on its path toward greater sustainability by integrating the community's vision with municipal planning and decision making. The MDP addresses environmental, economic, social, cultural and governance aspects of the community from a land use and development perspective, and applies equally to both private and municipal lands and interests. The MDP sets the Town's overall policy direction for community land use decisions, and all planning documents such as area structure plans and the land use bylaw are aligned with it. The MDP also provides direction to Town Council to help prioritize initiatives for capital projects, strategic planning and budgeting.

The Town of Canmore formally adopted a community-based vision titled *Mining the Future* (MTF) in 2006. After extensive public involvement with the residents of Canmore, Council adopted *Signposts to Sustainability* (S2S) in 2010. The *Signposts to Sustainability* document builds upon the values and principles of the *Mining the Future* vision and identifies strategic directions to guide community change and development in Canmore to meet current and future needs. This history and commitment to continued public engagement, combined with a long-standing community responsibility to protecting the environment and encouraging strategic growth, has led to the creation of this MDP.

The key elements that form the framework of this MDP include the community vision statement, foundational values, guiding principles and supporting key strategies.

## 1.2 VISION

*Canmore is a resilient and vibrant community socially, economically, and environmentally. Its strength is in its resourceful and engaged citizens, who thrive together on the strength of the community's heritage, long-term commitment to the diversity of its people, and health of the mountain landscape.*

This vision results in a future Canmore that is:

- » A place defined by its character and distinct identity anchored in the mountain surroundings

and mining history.

- » An accessible, welcoming and inclusive community that supports its diverse population with a variety of housing opportunities.
- » A place that supports an array of social services, and abundant open space and opportunities for recreation and artistic expression.
- » A community that acknowledges and works within the limits imposed by its geography and ecologic capacity, and that supports a built environment that respects the natural environment.
- » A leader in social, economic and environmental initiatives that work towards ensuring future generations enjoy the same opportunities and quality of life.
- » A community that builds off its economic strengths as an attractive tourist destination and through diversification creates a resilient economy.
- » A community that is continuously evolving and adapting to a changing world while maintaining its distinct identity.

### 1.3 FOUNDATIONAL VALUES

The community of Canmore aspires to a future that fully expresses our foundational values developed through the *Mining the Future* process, which includes:

<p><b>SUSTAINABILITY</b> as a community we integrate our social, economic and environmental activities in ways that will enable us to meet the needs to the current generations without compromising the ability of future generations to meet their own needs.</p>	<p><b>DIVERSITY</b> managing our community in ways that attract, include, retain, and celebrate a wide range of people, perspectives and lifestyles.</p>	<p><b>CONNECTEDNESS</b> managing our community in ways that foster a shared sense of belonging among all citizens. A sense of belonging allows individuals to take responsibility for themselves while bearing in mind they are part of a larger community.</p>
---	--	---

### 1.4 GUIDING PRINCIPLES AND STRATEGIES TO ACHIEVE THE VISION

The following guiding principles and strategies are not listed in any order of priority, and each principle or strategy will be considered by the Town in making land use decisions. In making individual decisions, one or more principles or strategies may take higher priority over the others. The cumulative results of these decisions will guide the community towards achieving the vision.

1. **Social Fabric:** Recognize and strengthen Canmore as a diverse, inclusive community, integrating residents of all ages, income levels, and skills.
  - » Attract and retain a population that is demographically diverse and meaningfully employed in the community.
  - » Increase the supply of affordable accommodation to attract and retain residents.
  - » Develop and maintain spaces to facilitate community gathering and engagement.
  - » Provide quality opportunities to age in place.
2. **Identity:** Understand, cherish and maintain the diverse nature of Canmore's landscape, heritage and people.
  - » The architectural style of buildings evolves over time, yet maintains the mountain town character and distinct identity anchored in the mountain surroundings and mining history.
  - » Provide a residential density and mix of land uses to achieve more sustainable building forms and an efficient use of land that maintain the mountain town character.
  - » Maintain the town centre as the focal point of the community.
3. **Environmental Stewardship:** Exercise leadership and environmental excellence through innovation and creativity.
  - » Continue to support and lead environmental programs and initiatives.
  - » Enhance pedestrian and cycling infrastructure to encourage multi-modal transportation options.
  - » Strengthen policies and initiatives regarding management of human use of wildlife corridors and habitat patches and how development can be better designed to protect the needs of wildlife.
  - » Promote environmental sustainability through development design and density, efficient use of infrastructure and the built form.
  - » Utilize current science and best practices in the identification and protection of wildlife corridors and habitat patches as well as maintaining the functionality of wildlife corridors.
  - » Support programs and initiatives that minimize our contribution to or mitigate the impacts of climate change.
4. **Economic Sustainability:** Build a strong and vibrant local economy and business base that is resilient to changes in any one sector.
  - » Attract, retain and support essential community and commercial services that meet the basic needs of residents and visitors.
  - » Achieve economic strength and resiliency to maintain a balanced socioeconomic population and workforce in accordance with an economic development strategic plan.
5. **Civic Engagement and Leadership:** Nurture a well-informed and broad-based

electorate that is empowered to vote, to be involved in community decisions, and to make a positive contribution to the community.

- » Provide diverse opportunities for residents and local community groups to participate in municipal decision making in a meaningful way.
- » Involve the community in neighbourhood redevelopment initiatives.

## 1.5 ROLE OF THE PLAN AND PLAN ORGANIZATION

The MDP is a statutory plan adopted by bylaw under the provisions of the *Municipal Government Act* and functions as the principal long-range land use planning document for the Town. It represents the “big picture” concerning the direction and management of growth and sets overall policy direction for the community, and all planning documents and strategies. It is intended to provide direction and guidance for the Town’s decision making authorities. Tensions between policies naturally exist within this MDP. However, it is intended to provide guidance to municipal decision makers when considering the specific issues relating to a development proposal.

The result is a comprehensive strategic document that provides the Town of Canmore with direction and guidelines on matters of social, economic and environmental sustainability. The MDP is designed and intended to be read and used in a comprehensive manner. Sections and policies are closely connected to each other, and need to be read in context and not in isolation from each other.

The MDP is a highly integrated plan intended to:

- » consider identified community concerns;
- » provide policy direction;
- » provide a mechanism for the public to engage in future decisions; and
- » align land use decision-making processes with the Town’s commitment to sustainability.

This plan is organized into sections. The background information within each section is to guide policy interpretation, but is not meant to be interpreted as policy statements. Each section of the plan is uniformly organized and includes an introductory statement, goals and policies. The appendix of the plan contains definitions and commonly used acronyms which are essential to policy interpretation and should be referred to where required.

## 1.6 INTERPRETATION

Policies are written in the active tense using “shall”, “must”, “will”, “should” or “may” statements and are intended to be interpreted as follows:

Where “shall” or “must” or “will” is used in a policy, the policy is considered mandatory, usually in relation to a statement of action, legislative direction or situation where a desired result is required.

Where “should” is used in a policy, the intent is that the policy is strongly encouraged.

Alternatives can be proposed where the policy is not reasonable or practical in a given situation, or where unique or unforeseen circumstances provide for courses of action that would satisfy the general intent of the policy. However, the general intent is for compliance.

Where “may” is used in a policy, it means there is a choice in applying the policy and denotes discretionary compliance or the ability to alter the requirements as presented.

## **1.7 RELATIONSHIP TO RELEVANT SENIOR LEGISLATION AND DECISIONS**

The Provincial Land Use Framework requires that municipal development plans align with regional plans. The town of Canmore lies within the *South Saskatchewan Regional Plan* area (SSRP). This plan aligns with the SSRP.

Policies within this plan are statutory policy statements and will be implemented with due respect for the requirements of relevant Provincial and Federal legislation or decisions, including the NRCB Decision (Application # 9103).

In addition to the policies of this MDP, all users are responsible to ensure that all applicable Provincial and Federal legislation is referred and adhered to in all planning, land use and development activities.

## **1.8 RESOURCES**

It is unlikely that the Town could implement all of the policies in the short-term. Section 18 Implementation and Monitoring provides guidance for implementation of the land use policies over time.

Many policy initiatives in this plan will require municipal staffing resources and may be costly, and so will only be undertaken when deemed financially prudent by Council, notwithstanding strong policy commitment. Implementation over time will ensure that financial impacts are transferred to the community in a responsible manner. As a living document, the MDP will need to respond to the evolving nature of the community.



## 2. GROWTH MANAGEMENT

### GOALS

- 1 To direct responsible and sustainable development within the growth boundary.
- 2 To manage growth at a level that can be integrated into and sustained by the town's social and physical infrastructure.
- 3 To maintain Canmore's mountain town character and distinct identity through growth management strategies.

In order to achieve the community's vision, growth within the community must be strategically managed. As a result of past approvals, some of which were Provincial, Canmore will continue to grow over the next 20-30 years. In that time, the limits for outward expansion ("greenfield" development) may have been reached resulting in an increased pressure of growth towards existing built up areas. Recognizing limits to growth, as well as mitigating the impact of growth and change are therefore a clear concern of the community.

Growth brings opportunities and inevitable change. Additional residents, businesses, hotels and visitors will put additional pressure on the landscape. Growth also provides opportunities to address challenges faced by the community, and therefore any increase to approved development must demonstrate a benefit to the community as a whole. The overall goal is to develop a healthy and connected community and to plan for and manage these changes as a result of development over time.



Policies in this section of the MDP address the “quantitative” aspects of growth management, including the location, timing and pattern of growth. Policies in the remaining sections of the MDP support the key “qualitative” principles of growth management for ensuring that growth and change support a high quality of life for town residents and visitors, while maintaining Canmore’s character. These policies include, but are not limited to:

- » Environmental protection, including wildlife corridors and habitat patches,
- » Support for the town centre, local businesses and tourism,
- » Appropriate land use composition, balance and density,
- » Provision of affordable housing and housing for employees,
- » Variety of transportation choices,
- » Provision of community services and facilities, and
- » Urban design and the built form.

## **POLICIES**

### **2.1 GROWTH BOUNDARY**

A growth boundary is a planning tool used to promote more efficient growth management by excluding areas of land that are not ready for, or are not suitable for, urban development. In this section, urban development refers to development that is characteristic of a city or town environment, such as residential neighbourhoods and commercial areas that have access to municipal utility services.

Despite the total area of land within Canmore’s municipal boundary, there is a limited amount of land available for development. The Growth Boundary provides a more accurate reflection of land that is available for urban development. Given Canmore’s geographic setting and that Canmore is largely surrounded by Provincial and National Parks, the opportunities for annexation or expanding the Growth Boundary are limited. Therefore, it is important for the Town to make land use and development decisions within the boundary that meets the community vision.

Development opportunities on land within the Growth Boundary may be restricted by development constraints and hazards including but not limited to flooding, steep creek hazards and undermining, and subject to other policies contained within this MDP.

#### **Development within the Growth Boundary**

- 2.1.1** All new urban residential, commercial, industrial and institutional development will be limited to those areas within the Growth Boundary as shown in Map I.
- 2.1.2** Development proposals within the Growth Boundary will be evaluated for their ability to meet the policies contained within this plan, other adopted statutory plans and any other required approvals.
- 2.1.3** Delineation of the location and extent of the ‘Area to be Determined’ as shown on

Map I shall be determined through an area structure plan process and the identification and protection of wildlife corridors. It does not confirm that development will occur in the entire area identified in Map I.

### Development Outside of the Growth Boundary

2.1.4 Development that is considered to be urban in nature will not be allowed outside of the Growth Boundary. Development proposals outside of the Growth Boundary that may be considered are those that conform to the Conservation land use policies in Section 4.1.

### Moving the Growth Boundary

- 2.1.5 The Growth Boundary should not be expanded beyond the area shown in Map I, except where:
- a. a community benefit is achieved, and
  - b. a net positive fiscal or socio-economic impacts are achieved, and
  - c. the proposed development can be connected to municipal infrastructure in a fiscally and environmentally responsible manner, and
  - d. the proposed development does not result in unacceptable environmental impacts.
- 2.1.6 The submission of an Environmental Impact Statement (EIS) shall be required by the Town for a proposed expansion of the Growth Boundary. The EIS shall identify acceptable mitigation of any potential impacts.

## 2.2 PATTERN OF GROWTH

The Conceptual Land Use map (Map 2) identifies the general long term pattern of land use within Canmore. The map shows the general intent for future development, recognizing that more detailed boundaries and land uses will be determined or specified through area structure or redevelopment plans and the *Land Use Bylaw*. The general land use categories include:

**Future Planning** – The areas shown as Future Planning identify lands for future development where an area structure plan is required to be prepared and approved to determine the development potential of the land. (Section 2.4)

**Conservation** – the areas shown as Conservation areas identify lands that are not designated for urban development and may contain Environmentally Sensitive Areas such as wildlife corridors and habitat patches and waterbodies. (Section 4.1)

**Neighbourhood Residential** - The areas shown as Neighbourhood Residential identify the lands for current and future neighbourhood development of which the primary use is residential. These areas may also contain neighbourhood supporting developments such as local commercial, parks, utilities, and institutional uses. (Section 6)

**Community Open Space and Recreation** – The areas shown as Open Spaces identify lands that function as large areas for public outdoor recreation, public spaces, trails and key meeting places for the community. The primary focus of open spaces is for human use. (Section 7)

**Private Recreation** – The areas shown as Private Recreation identify large areas of privately owned lands intended for commercial recreational and open space uses such as golf courses and ranches. (Section 8)

**Commercial and Mixed Use** – The areas shown as Commercial and Mixed use identify the lands for current commercial and mixed use development and future opportunities. This development is intended to foster the local economy and add to the quality of life for residents by providing neighbourhood level commercial services. Any residential uses are ancillary to the primary commercial functions of these areas. (Section 10)

**Resort Centre** – The areas shown as Resort Centre identify lands for proposed major resort areas within Silvertip and Three Sisters Mountain Village. These lands accommodate large scale commercial developments to provide commercial services as well as short-term stays for visitors and resort accommodation. Non-accommodation commercial uses in Resort Centres diversify the local economic base and support increased occupancy within the Resort Centre area. (Section 11)

**Industrial** – The areas shown as Industrial identify the lands for current and future industrial development. Industrial development is important to the local economy and the limited industrial land base is protected from inappropriate commercial or residential development. Any residential or commercial uses are ancillary to the primary industrial function of these areas. (Section 12)

## 2.3 GROWTH PHASING

Growth phasing is a tool used to manage when and where growth or change happens. The purpose of growth phasing is to allow for orderly growth at a pace and manner that can be integrated into the community's social and physical infrastructure, while considering the long-term fiscal implications. Growth phasing not only considers how and when new “greenfield” areas of town are developed, but how and when growth or change happens in existing built up areas. The growth phasing policies in this section are not intended to exclude any types of development, but to provide a set of criteria for decision makers to evaluate a development proposal for its ability to address the needs of the community and to provide direction for responding to change as it naturally occurs over time.

Canmore's neighbourhoods have experienced change over time and they will continue to evolve into the future. This natural evolution occurs as buildings age and are replaced, through demographic and market shifts, and as a result of the rising costs of land and construction. In residential neighbourhoods, infill and redevelopment have helped residents find new housing opportunities. Infill and redevelopment can also support the ongoing vitality of commercial and mixed use areas, local business development and community amenities. With the increasing popularity of a diversity of housing types, including smaller units, attached housing units and suites, along with the need for more affordable and creative forms of housing, infill and redevelopment are important for supporting vibrant and resilient neighbourhoods. However, the opportunities that may be realized from infill and redevelopment are not without challenges because of the changes that can occur in existing neighbourhoods. Growth and pace of change in existing neighbourhoods needs to be managed so that the opportunities and benefits of infill

and redevelopment can be achieved while maintaining our unique mountain town community character.

### Affordable Housing

- 2.3.1 The development and construction of affordable market and non-market housing opportunities within existing and new neighbourhoods is supported in order to ensure Canmore remains an inclusive and diverse community.

### Infill and Redevelopment

- 2.3.2 Within existing areas, infill and redevelopment will be considered as a means for accommodating growth. Factors that are important to consider include:
- a. the new development is in context with or provides an appropriate transition from existing development,
  - b. adequate utility services and infrastructure can support the development,
  - c. amenities and services that support the development are or will be provided nearby, and
  - d. the new development contributes to the supply of needed market housing or affordable housing.
- 2.3.3 Where significant redevelopment of an existing neighbourhood or large area of town is being proposed, an area redevelopment plan shall be prepared. In this context, significant redevelopment generally means that amendments to the *Land Use Bylaw* are required to accommodate an increased density of the area or neighbourhood, or that major upgrades to municipal infrastructure are required.

### Efficient Use of Infrastructure and Services

- 2.3.4 Development that utilizes existing infrastructure efficiently and minimizes financial impact on the Town will be encouraged.
- 2.3.5 Development of lands will be encouraged adjacent to built up areas and where capacity exists in community facilities such as schools, emergency services and recreation facilities.

### Future Planning Areas

- 2.3.6 Development within the Future Planning area should occur after the development of other vacant lands adjacent to existing built up areas. The Town may consider earlier development of the Future Planning area where all of the following criteria are met:
- a. development enhances the proportion of non-residential assessment or a fiscal analysis is completed and shows the impact on the Town is acceptable, and
  - b. the development provides or broadens amenities, types of housing, commercial services or other economic diversification, and
  - c. infrastructure such as utilities and roads are readily available to service the development.

## Land Use Changes and Timing of Growth

- 2.3.7** Land Use Bylaw changes to accommodate contiguous new growth may be approved where the supply of land available for development is demonstrated as necessary within the next three to five years. This provides the Town and the community with opportunities to respond to current and changing circumstances, but restricts rezoning of lands identified for longer term development.
- 2.3.8** Notwithstanding section 2.3.7, new growth that is non-contiguous may be considered if there will be a net community benefit from the type of development proposal.

## 2.4 FUTURE PLANNING

The Future Planning area is a conceptual land use category that includes lands within the town that can accommodate new urban development. The details of the Future Planning area will be determined through planning processes such as the creation of an area structure plan, land use amendment and subdivision applications. Recognizing the 1992 NRCB Decision, the landowners and the Town may desire to embark on a visioning process for the Future Planning area.

- 2.4.1** The general location of the Future Planning area is shown in Map 2 - Conceptual Land Use. The exact boundaries of Future Planning area shall be determined through an area structure plan process and through the designation of wildlife corridors by the Province. It does not confirm that development will occur in the entire area identified in Map 2.
- 2.4.2** Prior to land use amendment, subdivision or development approval, an area structure plan shall be prepared and approved for the Future Planning Area.

*\*\*\*The MDP is designed and intended to be read and used in a comprehensive manner. Sections and policies are closely connected to each other, and need to be read in context and not in isolation from each other. Section 18 Implementation and Monitoring provides details for how policies from each section are implemented through land use decisions.\*\*\**



## GOALS

**1** To manage development to reduce impacts of natural hazards on people and property, recognizing these hazards may worsen with climate change impacts that are already occurring or are anticipated to occur.

**2** To identify and manage constraints on development, including high groundwater levels, sour gas facilities, undermining, and railway and aviation operations.

**3** To facilitate mitigation measures to reduce the risk of loss of life, property damage, and economic impacts from natural hazards, including flood, debris flood, and wildfire.

The presence of steep slopes, steep creeks, flood risk areas, high groundwater levels and forested lands combined with occasional extreme weather activity make some areas of the town susceptible to natural hazards including landslide, debris flow, flood and wildfire. Development in areas prone to natural hazards requires special consideration due to concerns for personal safety and risk of property damage as well as potential impacts to the natural environment.

The Town has integrated a risk-based approach into managing development within steep creek hazard areas. The Town may consider expanding this risk-based approach for the management of other known hazards as required, or where new hazards are identified.

In Alberta, climate change is anticipated to result in changes such as increased temperatures, droughts, increased precipitation, and more extreme weather events. Impacts to the community from natural hazards and events resulting from the effects of climate change may become increasingly important considerations in the future.

In addition to natural hazards, man-made hazards also exist within the town and need to be considered as potential constraints on future development. These hazards and constraints include protection of the Town's wellheads for drinking water supply, sour gas facilities, undermining, railways and airports.

## POLICIES

### 3.1 STEEP SLOPES

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

### 3.2 WELLHEAD PROTECTION

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

### 3.3 HIGH GROUNDWATER

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

### 3.4 FLOOD RISK AREAS

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

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

### 3.5 STEEP CREEKS

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

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

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

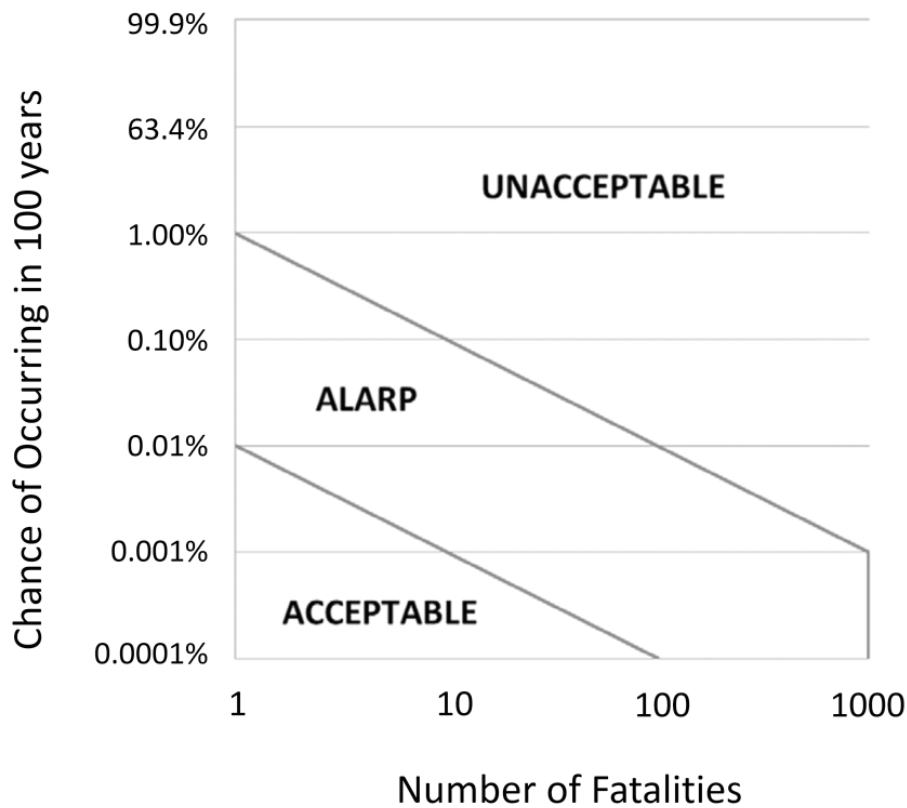
The Town’s objective is to avoid new risk associated with steep creek hazards exceeding these thresholds and reduce existing risk to within these thresholds over time. Steep Creek Study Areas, Development Hold Zones, Hazard Zones and Erosion Zones have been established by the Town in order to achieve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

### Safety Risk Tolerance

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

- a. Group risk is within an acceptable or As Low As Reasonably Practicable (ALARP) range as shown in Figure 1; and
- b. For new development, the individual risk (PDI) shall not exceed 1:100,000, and
- c. For existing development, the individual risk (PDI) shall not exceed 1:10,000.

Figure 1





## Economic Risk Tolerance

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

## Hazard and Risk Assessment

- 3.5.3 Where Steep Creek hazard and risk is required to be assessed the appropriate method of assessment and level of effort shall be determined by a qualified professional in consultation with the Town, and Provincial regulations or guidelines where they exist. The assessment shall be specific to the type of hazard, the proposed development and local site conditions.
- 3.5.4 Steep creek hazard zones defined within the MDP will be mapped within the *Steep Creek Hazard and Risk Policy*. This policy will be updated in accordance with the MDP as new information is obtained.

## Steep Creek Risk Reduction

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

## Development Proposals

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

## STEEP CREEK STUDY AREA

A Steep Creek Study Area is the area in and around steep creeks for which a hazard and risk assessment has not been completed and for which it can be reasonably expected that a hazard exists. Study Areas are delineated in the Town's *Steep Creek Hazard and Risk Policy*.

### Development in a Steep Creek Study Area

- 3.5.10 For development proposals within a Steep Creek Study Area as identified in the Town's *Steep Creek Hazard and Risk Policy*, a comprehensive hazard and risk assessment must be completed.
- 3.5.11 A hazard map shall be prepared and erosion zones shall be identified if deemed to be present.
- 3.5.12 Development within a Steep Creek Study Area will be managed in accordance with the following:
- a. New development will not be allowed until the hazard and risk assessments have been accepted by the Town. Upon acceptance of the hazard and risk assessments, development will be managed in accordance with the policies and regulations of Steep Creek Hazard Zones.
  - b. Expansion or an increase in the intensity of use of existing development in a Steep Creek Study Area will be limited to development that does not materially increase the risk, such as accessory buildings and minor increases in building footprint.

### Infrastructure

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

## DEVELOPMENT HOLD ZONE

A Development Hold Zone is an area where a steep creek hazard and risk assessment has been completed and accepted by the Town, and the level of group risk is determined to be Unacceptable in accordance with the established risk tolerance level in section 3.5.1. Development Hold Zones are delineated in the Town's *Steep Creek Hazard and Risk Policy*.

### Development in a Development Hold Zone

- 3.5.14 Development within a Development Hold Zone will be managed in accordance with the following:
- a. No new development shall be allowed.
  - b. Redevelopment of existing development with the same use or intensity of use shall be allowed.
  - c. Expansion or an increase in the intensity of use of existing development within a Development Hold Zone will be limited to development that does not materially increase the risk, such as accessory buildings and minor increases in building footprint.
- 3.5.15 Where mitigation has been constructed and an updated hazard and risk assessment determines that the risk is within an Acceptable or ALARP range for group risk, the Development Hold Zone shall be removed. Development will be regulated in accordance with the policies and regulations of Steep Creek Hazard Zones for any

post-mitigation hazard that remains.

## STEEP CREEK HAZARD ZONE

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

**Extreme/High** – means an area characterized by very fast flowing and deep water and debris which can cause severe building structural damage, severe sediment and water damage, and is dangerous to people in buildings, on foot or in vehicles.

**Moderate** – means an area characterized by fast flowing but mostly shallow water and debris which can cause moderate building structural damage and a high likelihood of major sediment and/or water damage. Can be potentially dangerous to people of the first floor or the basement of buildings, on foot or in vehicles.

**Low** – means an area characterized by slow flowing shallow or deep water with little or no debris in which there is a high likelihood of water damage to buildings. In areas with higher water depths, can be potentially dangerous to people in buildings, on foot or in vehicles.

Steep Creek Hazard Zones are delineated in the Town's *Steep Creek Hazard and Risk Policy*.

### Development in a Steep Creek Hazard Zone

**3.5.16** In a Steep Creek Hazard Zone development may be allowed in accordance with the following:

- a. **Extreme/High hazard area** - No new development shall be allowed. Expansion or intensification of existing development will be limited to development that does not materially increase the hazard or risk, such as accessory buildings and minor increases in building footprint.
- b. **Moderate hazard area** - Expansion or intensification of existing development that does not materially increase the hazard or risk will be allowed, such as accessory buildings or uninhabited buildings. Additional development and new development may be allowed where a risk assessment is completed and the results show that PDI is less than 1:100,000.
- c. **Low hazard area** - Development shall be allowed. Where a significant development proposal may increase the level of group risk above ALARP, the Town may require a risk assessment to be prepared.

### Critical Facilities

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

### Infrastructure

**3.5.18** Municipal infrastructure in Steep Creek Hazard Zones must be designed by a qualified

professional and constructed in accordance with the Town's engineering guidelines.

### Emergency Access and Egress

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

## EROSION ZONE

An Erosion Zone is an area that is potentially prone to erosion due to the proximity of an unmitigated active or inactive steep creek channel. Erosion Zones are delineated in the Town's *Steep Creek Hazard and Risk Policy*.

### Development in an Erosion Zone

- 3.5.20 Development proposals within an identified Erosion Zone will be required to be mitigated with measures such as bank stabilization, in accordance with the Town's engineering guidelines.

## 3.6 WILDFIRE

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

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

## 3.7 UNDERMINING

- 3.7.1 Development on undermined lands within the Three Sisters Resorts NRCB decision area as shown on Map 3 – Undermining Regulation Area is covered by the *Canmore Undermining Review Regulation 114/1997*. All third party liability issues with development in these areas accrue to the Province in accordance with the *Canmore Undermining Exemption from Liability Regulation 113/1997* and the Town is indemnified pursuant to the

*Canmore Undermining Indemnity Regulation 112/97.*

- 3.7.2** Unacceptable undermining risk or liability outside of these designated lands as shown on Map 3, including unacceptable risks on municipal infrastructure, will not be allowed or assumed by the Town unless the developer provides an undermining report prepared by a qualified professional, and any recommended mitigation is undertaken, to the satisfaction of the Town.

### **3.8 SETBACKS TO WASTE FACILITIES**

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

### **3.9 AIRPORT VICINITY PROTECTION**

- 3.9.1** Development adjacent to the heliport should be regulated to acknowledge the on-going emergency response and tourism services and should be designed to minimize impacts of airport operations. In the absence of Provincial regulations, the Town may consider updating regulations in this area.

### **3.10 RAILWAYS**

- 3.10.1** Development proposals adjacent to the railway should have regard for the *Guidelines for New Development in Proximity to Railway Operations (2013)*, prepared for the Federation of Canadian Municipalities and the Railway Association of Canada, and as amended from time to time.

- 3.10.2** Where the guidelines cannot be met, a qualified professional may be engaged by the developer to propose mitigation measures that reduce the level of risk and nuisance to an acceptable standard.

### **3.11 SOUR GAS FACILITIES**

- 3.11.1** Development near a sour gas facility or an oil and gas well shall be, at a minimum, in accordance with the *Provincial Subdivision and Development Regulation 43/2002*, as amended from time to time. The Town may establish greater setbacks to address safety and nuisance concerns.

*\*\*\*The MDP is designed and intended to be read and used in a comprehensive manner. Sections and policies are closely connected to each other, and need to be read in context and not in isolation from each other. Section 18 Implementation and Monitoring provides details for how policies from each section are implemented through land use decisions.\*\*\**



# 4. ENVIRONMENTAL STEWARDSHIP

## GOALS

- 1** To identify and protect environmentally sensitive areas, including locally and regionally significant wildlife movement corridors and habitat patches.
- 2** To support initiatives that minimize the impact of the built environment on the natural environment.
- 3** To be a municipal leader in environmental sustainability, to continuously improve the Town's corporate environmental performance, and to support grassroots and community sustainability initiatives.
- 4** To design a community that is energy efficient and adapts to a changing climate.

The Town is committed to engaging in land use and development practices that respect the municipality's unique location. Canmore is located in an extraordinary environmental setting and a special place in the Rocky Mountains. The Bow Valley is recognized as a critical component of the Rocky Mountain ecosystem which is essential to the connectivity of wildlife habitat in the region. The Town's boundary contains important montane habitat that supports diverse animal and plant species.

In addition to our status as a gateway community to Banff National Park, a UNESCO World Heritage Site, Canmore is surrounded by and contains land within a number of Provincial Parks. This includes the Bow Valley Wildlands Provincial Park and the Canmore Nordic Centre Provincial Park.

This section of the MDP includes goals and policies intended to facilitate environmental stewardship. In addition to protecting the natural landscapes and wildlife, the Town is committed to being a leader in environmentally sustainable practices.

## **POLICIES**

### **4.1 CONSERVATION**

Conservation areas are a conceptual land use category and generally consist of lands that are outside of the Growth Boundary. A substantial portion of land within the Town's boundary has been identified as Conservation areas. One of the primary objectives of Conservation areas is to minimize development to protect natural features and ecosystem functions and the majority of this area is protected through designation as Provincial Park.

#### **Development in Conservation Areas**

- 4.1.1** Conservation areas are generally accommodated in those areas identified on Map 2 – Conceptual Land Use.
- 4.1.2** Development in Conservation areas should be limited to recreational use, agricultural uses, infrastructure and utilities, and will be subject to any additional restrictions on these activities contained in the MDP including Environmentally Sensitive Areas policies contained in Section 4.2.
- 4.1.3** Notwithstanding 4.1.2, existing development in Conservation areas will be permitted to continue.
- 4.1.4** Changes in zoning for lands within Conservation areas that would allow new or additional development of those lands shall be discouraged unless exceptional community benefit can be demonstrated. Should an application for amendment be considered, an EIS will be required to be prepared and potential impacts of the development are addressed and mitigated.

### **4.2 ENVIRONMENTALLY SENSITIVE AREAS**

Environmentally Sensitive Areas (ESA) are areas of land established for the protection of sensitive natural features and ecologic functions and diversity, primarily for the protection of wildlife and waterbodies. They are not intended to provide for intensive human use and will be managed to ensure that the natural functions of these areas remain intact. The Town does not currently have a complete inventory of Environmentally Sensitive Areas, as such these natural features and functions will be identified through land use planning and development proposals.

#### **Environmentally Sensitive Areas**

- 4.2.1** Development and human activity should be strictly limited in an ESA to ensure the protection of the natural ecological functions.
- 4.2.2** The identification of, or confirmation of a boundary of an ESA for an application for an area structure plan, land use amendment, subdivision application or development permit application will be required.

#### **Protection of Environmentally Sensitive Areas**

- 4.2.3** Lands identified as an ESA should be conserved or protected through the dedication of

reserve lands or through the use of other conservation tools, including:

- a. Protection and management under Provincial Parks legislation,
- b. Dedication of reserves pursuant to the *Municipal Government Act*,
- c. Registration of conservation easements,
- d. Land donations, acquisition or transfers, and
- e. Transfer of development credits pursuant to the *Alberta Land Stewardship Act*.

4.2.4 The Town may consider acting as a qualified organization to hold conservation easements in accordance with a conservation easement policy.

4.2.5 Pursuant to Section 4.2.3, the Town may develop a transfer of development credit policy pursuant to the *Alberta Land Stewardship Act*. This policy would prohibit development of an Environmentally Sensitive Area (sending parcel) and transfer the development potential to a more appropriate site (receiving parcel).

## WILDLIFE CORRIDORS AND HABITAT PATCHES

Wildlife corridors and habitat patches have been identified as areas that are critical for the long-term success of wildlife in the Bow Valley and also essential to the functioning of the greater Yellowstone to Yukon mountain ecosystem.

Wildlife corridors and habitat patches, along with criteria for evaluating the design of wildlife corridors and habitat patches, were first identified by the multi-jurisdictional Bow Corridor Ecosystem Advisory Group (BCEAG) in 1998 in the *Wildlife Corridor and Habitat Patch Guidelines for the Bow Valley* (recently updated in 2012). One area of the wildlife corridor system in Canmore is currently under review by the Province near Wind Valley, and other smaller boundary adjustments may occur over time as new science and data becomes available.

Some of the identified corridors and habitat patches are protected through Provincial Park legislation or by conservation easements on private lands, while others are recognized through municipal land use districts. The Town recognizes that in order to protect these areas in perpetuity, these critical wildlife areas require permanent legal forms of protection beyond municipal land use designation.

Pursuant to the 1992 NRCB decision, wildlife corridor identification for Three Sisters lands is under the exclusive jurisdiction of the Province. In the remainder of the municipal boundaries, the Town has limited ability to completely manage wildlife corridors and wildlife management issues, and it will be essential that the Town and the Province continue to consult and collaborate on these matters where there is overlapping jurisdiction.

### Wildlife Corridor and Habitat Patch Location and Design

4.2.6 Wildlife corridors and habitat patches are established as generally shown on Map 4 - Wildlife Corridors and Habitat Patches.

4.2.7 Within the 'Area Under Review' identified on Map 4, the Province will approve the location and design of the corridor pursuant to the NRCB decision. Map 4 will be updated to show the approved wildlife corridor locations in this area.



## Protection of Wildlife Corridors and Habitat Patches

4.2.8 The protection of functional wildlife corridors and habitat patches is primarily a Provincial responsibility, in particular for Three Sister's lands pursuant to the 1992 NRCB Decision. However, it is also a valid and important land use planning consideration for the Town of Canmore. Where it has jurisdiction, the Town will work with landowners in the protection of wildlife corridor and habitat patches through land use districts, reserve designations where appropriate, or conservation easements.

## Existing Development Within Wildlife Corridors and Habitat Patches

4.2.9 Existing development and uses accessory to the existing development in wildlife corridors and habitat patches will be allowed to continue, however, expansion of development footprint or intensification will be discouraged.

4.2.10 Where expansion of development footprint or intensification of an existing use within a wildlife corridor or habitat patch is considered, the Town will require an EIS to be prepared.

## New Development Within or Adjacent to Wildlife Corridors and Habitat Patches

4.2.11 No new development shall be allowed within a habitat patch or corridor, excepting:

- a. infrastructure and utilities may be allowed to be located within or to cross a habitat patch or corridor in the least intrusive manner possible, and
- b. non-intensive, trail-based recreational uses may be allowed.

4.2.12 Where new development is considered pursuant to 4.2.11, an EIS shall be required by the Town where it has the authority.

4.2.13 Development proposals within or adjacent to a wildlife corridor or habitat patch shall have regard for the BCEAG *Wildlife Corridor and Habitat Patch Guidelines for the Bow Valley* (2012) and most recent principles of wildlife conservation to ensure the values and function of the corridor or habitat patch are not compromised.

4.2.14 For the purposes of this section, the Town will determine adjacency consistent with the BCEAG *Wildlife Corridor and Habitat Patch Guidelines for the Bow Valley* (2012). Not all proposals deemed adjacent will require an EIS – the requirement for an EIS will be evaluated based on the nature and scope of the proposed development, including the type of land use and the intensity of the development, as well the potential for adverse environmental impacts.

## Development Exempted from BCEAG

4.2.15 For development proposals which have been exempted from the BCEAG *Wildlife Corridor and Habitat Patch Guidelines for the Bow Valley* (2012), development shall be in accordance with an accepted EIS or an area structure plan, as amended from time to time.

## Wildlife Sensitive Design

- 4.2.16 Developments should be designed to minimize impacts on any adjacent wildlife habitat patch or corridor. Design elements that should be addressed include, but are not limited to, placement of buildings, lighting, landscaping and fencing, educational signage and location of trails and trail heads.
- 4.2.17 Where possible, utilities, trails or roads that cross wildlife corridors or habitat patches should be designed and located to be perpendicular to and within a single right-of-way, and be managed on an ongoing basis to minimize impacts on the corridor or habitat patch.

## Human Use in Corridors and Habitat Patches

- 4.2.18 Trail development and recreational use of wildlife corridors will only be allowed where such development and use does not compromise the functionality of wildlife corridors. Trail development will be consistent with Provincial guidelines, criteria in the BCEAG guideline documents, including the *Guidelines for Human Use Within Wildlife Corridors and Habitat Patches in the Bow Valley (1999)* or other adopted reports.

## Human Use Management Initiatives

- 4.2.19 Initiatives to address the community-wide issue of human use in wildlife corridors and habitat patches will continue to be implemented by the Town.

## Responsibilities for Wildlife Management

- 4.2.20 All policies relating to wildlife corridors and habitat patches will be coordinated with the Provincial land management agency and any affected private land owners. Discussions with the Province and private landowners to determine roles, responsibilities and accountabilities regarding the management of wildlife corridors and habitat patches will be initiated by the Town.
- 4.2.21 Provincial agencies and land developers will be encouraged to establish appropriate and consistent monitoring criteria of human use in corridors and habitat patches to assess the impact of new and ongoing programs.

## Enforcement

- 4.2.22 Cooperation with Provincial land management agencies to develop and enforce both municipal bylaws and provincial legislation that restrict inappropriate human use, including off leash dogs in wildlife corridors and habitat patches, will be continued.

## WATERBODIES

### Setbacks for New Development

- 4.2.23 Setbacks from waterbodies shall be established at the area structure plan, land use bylaw amendment or subdivision phase to ensure that:
  - a. Land adjacent to a waterbody is dedicated as Environmental Reserve pursuant to Section 4.3,

- b. Riparian areas, the waterbody and watershed processes are maintained in a natural state,
- c. Public access is provided where desirable, and
- d. Fish and wildlife habitat is protected.

**4.2.24** The Provincial guidelines *Stepping Back from the Water: A Beneficial Management Practices Guide for New Development Near Water Bodies in Alberta's Settled Region* (2012) should be used as a guideline for the identification of riparian areas and development of management options to determine waterbody setback distances.

#### Existing Development Adjacent to a Waterbody

**4.2.25** Renovation or expansion of existing buildings located on a lot adjacent to a waterbody, or further encroachment into the required waterbody setback, may be allowed provided the development proposal does not negatively impact the waterbody. The submission of an EIS by a qualified professional that provides an evaluation of the impacts of the development proposal and recommends mitigation or enhancements may be required.

### **4.3 ENVIRONMENTAL RESERVE DEDICATION**

At the time of subdivision, lands required to be dedicated as Environmental Reserve (ER) is in accordance with the *Municipal Government Act* and the following policies.

#### Environmental Reserves

**4.3.1** Lands that qualify as Environmental Reserves shall be dedicated at subdivision. The width of the ER will vary depending on the geotechnical stability, riparian habitat, flood hazard area, but shall not be less than 6 metres in width.

**4.3.2** Public access to Environmental Reserve may be provided where environmental protection concerns can be adequately addressed or mitigated. Land along waterbodies and escarpments should be incorporated into the open space system where possible.

#### Environmental Reserve Easements

**4.3.3** The registration of Environmental Reserve Easements should be accepted by the Town when dedication of Environmental Reserve is impractical and public access is neither appropriate nor possible.

### **4.4 ENVIRONMENTAL PRACTICES**

The Town, as well as individual residents of Canmore, are encouraged to become leaders in a variety of environmental practices. This section describes environmental practices for the Town and its residents. In order for the community to achieve its environmental sustainability goals, significant resident initiative and participation will be required.

#### Ongoing Sustainability Initiatives

**4.4.1** The following existing sustainability initiatives should continue to be encouraged and

implemented by the Town, including:

- a. Green building requirements,
- b. Water management and reduction,
- c. Energy management and reduction, including alignment with the Province of Alberta's *Climate Leadership Plan*,
- d. Solid waste management and reduction,
- e. Construction and demolition waste reduction and recycling,
- f. Vegetation and weed management,
- g. Herbicide and pesticide management,
- h. Anti-idling program,
- i. Tools to evaluate the impact of development, and
- j. Managing human use in wildlife corridors and habitat patches.

#### New Sustainability Initiatives

- 4.4.2 The planning and implementation of new sustainability initiatives will be encouraged. The initiatives may involve local interest groups, and include, but are not limited to:
- a. Including organics composting as a component of solid waste management,
  - b. Building and promoting active transportation alternatives to reduce reliance on cars,
  - c. Bike and car share programs, and
  - d. Climate change resiliency and adaptation planning.

#### Grassroots Sustainability Initiatives

- 4.4.3 Grassroots environmental initiatives that seek to move the community as a whole towards sustainability will be encouraged and facilitated through incentives or legislation. These initiatives may include:
- a. Increased energy efficiency,
  - b. Reduced water consumption,
  - c. Climate change mitigation and adaptation,
  - d. Eliminating the use of cosmetic pesticides and herbicides, and
  - e. Food security and food systems planning.

## 4.5 GREEN BUILDING AND DEVELOPMENT

Green building and development practices focus on the design, construction and operation of developments and buildings in an environmentally sensitive manner. The community has expressed a desire to be a leader in green building and development and municipalities have

the ability to create regulations in areas that are not addressed or regulated by the *Alberta Safety Codes Act* and the *Building Code*. It is therefore practicable for municipalities to pursue the following green building requirements including, but not limited to, the energy efficiency of buildings, the efficiency of water and energy using devices, energy generation requirements, water use and disposal, waste generation and disposal and energy labelling requirements.

### Development Techniques

#### 4.5.1 Development proposals should:

- a. Be designed and constructed to conform to the natural topography and drainage patterns,
- b. Preserve natural features and vegetation that contribute to the natural visual quality and provide screening of the development,
- c. Incorporate best management practices for water and energy conservation,
- d. Reduce construction waste and maximize materials recycling and reuse, and
- e. Be planned with more compact building forms.

### Landscaping Techniques

#### 4.5.2 Landscaping techniques that enhance the natural environment and reduce water consumption will be supported. Such landscaping techniques include:

- a. Prohibiting noxious weeds and invasive plants,
- b. Discouraging, and where necessary, prohibiting wildlife attractant vegetation,
- c. Encouraging plant materials that are hardy and native to the region,
- d. Encouraging drought-tolerant species in combination with permeable or pervious surface materials, and
- e. Discouraging landscaping which requires irrigation, cosmetic pesticides or fertilizers.

### Green Building Standards

#### 4.5.3 To ensure fair and equitable application of green building objectives, all new buildings shall be required to meet minimum standards for green buildings.

#### 4.5.4 Incentives for developments that significantly exceed the minimum green building standards should be provided.

#### 4.5.5 Standards for green buildings should periodically be reviewed to monitor their effectiveness for achieving sustainability objectives and respond to changes in the *Building Code*. The standards should be amended in consultation with the community and the building and development industry.

### Construction Management Plans

#### 4.5.6 New multi-unit developments, large subdivisions, recreational developments or developments in or adjacent to an environmentally sensitive area may be required to

prepare and submit a Construction Management Plan which addresses:

- a. Erosion control and vegetation protection,
- b. Pesticide and herbicide control,
- c. Environmental mitigation and monitoring measures to be undertaken by the developer during construction,
- d. Reclamation and re-vegetation plans, and
- e. Waste management.

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# 5. AFFORDABLE HOUSING

## GOALS

- 1 To encourage the provision of affordable housing in various types, tenures and densities to meet the demands of an inclusive community.
- 2 To provide access to a range of safe and secure affordable housing that allows for both ownership and rental opportunities.
- 3 To integrate affordable housing throughout the town.
- 4 To cooperate with local businesses and the construction and development industry in finding innovative solutions to provide affordable housing for employees.
- 5 To remove barriers and facilitate development of affordable housing according to needs and demand.

One of the most complex and challenging issues facing Canmore's desire to sustain a population of diverse residents is housing, both the availability and affordability of adequate housing. The socio-economic diversity required to sustain a healthy community will not be achieved without intervention in the housing market.

Current trends could result in a number of negative impacts including a deficiency of employees required to keep businesses open or the need for employees to travel from outside of the Bow Valley. The Town must work with residents, the business community and the development/construction industry to create housing opportunities, in order to be successful.

The Town influences the provision of non-market affordable housing for rent or for purchase to residents of Canmore through its involvement with Canmore Community Housing Corporation (CCHC) and Bow Valley Regional Housing Authority (BVRHA). The Town continues to seek for new and expanded opportunities to provide affordable housing.

## **POLICIES**

### **5.1 GENERAL AFFORDABLE HOUSING POLICIES**

#### Housing Variety

- 5.1.1 Land use policies and other initiatives that encourage a wide range of affordable housing types, tenures and densities should be supported.
- 5.1.2 Affordable housing should be integrated and distributed throughout Canmore's neighbourhoods, with preference given to locations within reasonable walking area of the Town Centre, commercial and mixed use areas, or transit stops.

#### Alternate Standards and Variances

- 5.1.3 Alternate or less stringent architectural design standards for affordable housing will be allowed where the development remains complementary to the neighbourhood in which it is located.

#### Public-Private Partnerships

- 5.1.4 Negotiations with third party construction contractors, non- profit organizations and private sector builders that result in the provision of affordable housing will be supported and encouraged.

### **5.2 NON-MARKET AFFORDABLE HOUSING**

#### Target

- 5.2.1 An action plan that targets 20% of residential growth as non-market affordable housing developed concurrently with market residential growth will be created and maintained.

#### Non-Market Affordable Housing Incentives

- 5.2.2 Opportunities for density bonusing will be provided where non-market affordable housing units are constructed, pursuant to density bonusing regulations.
- 5.2.3 Additional variances beyond density bonusing should be considered for developments that include non-market affordable housing units, including but not limited to floor area ratio (FAR), parking, building height, architectural design and landscaping.
- 5.2.4 In addition to the density bonus regulations and additional variance powers of an approval authority, other regulations or land use districts that incentivize the provision of non-market affordable housing units shall be implemented.
- 5.2.5 Where non-market affordable housing units are constructed, Municipal Reserve (MR) dedication requirements specified in 7.2.1 may be reduced provided the Town deems the open space and/or school land dedication sufficient.

#### Non-Market Accessory Suite Incentives

- 5.2.6 An incentive program should be developed to encourage homeowners to construct



secondary and garden suites which may include a grant program, tax incentives, application fee reductions, or variances to land use bylaw requirements.

### Provincially Subsidized Housing

- 5.2.7 The Town shall continue to cooperate with senior government and private agencies to assist in providing housing to meet the needs of seniors and physically or mentally disadvantaged residents.

## 5.3 MARKET AFFORDABLE HOUSING

### Housing for Employees

- 5.3.1 Conversion of spaces in the upper floors of existing buildings in industrial areas which are marginally useful for industrial purposes into housing for employees and live-work spaces may be allowed. The residential conversion should not compromise the primary industrial use of the area.
- 5.3.2 Development or conversion of upper floors of mixed-use or commercial buildings or main floor spaces that do not function well for commercial frontage into housing for employees and live-work spaces may be allowed. Variances to land use bylaw regulations, such as parking, may be approved to facilitate such development.
- 5.3.3 A strategy for housing employees should be implemented by the Town in partnership with an affordable housing agent, developers, business owners and economic development partners.
- 5.3.4 Private initiatives to create additional seasonal and permanent employee housing opportunities should be supported by the Town.
- 5.3.5 The management and administration of housing for employees shall be the responsibility of the businesses or commercial accommodation developers that are required to build and maintain the housing. Such housing will be required to be operated in such a manner that the Town can monitor and verify that any employee housing obligations are being satisfied.

### Market Accessory Suites and Incentives

- 5.3.6 Provision of secondary and garden suites in new and existing neighbourhoods should be encouraged.
- 5.3.7 The Town shall encourage or incentivize homeowners to design and construct single family detached dwellings in such a manner as to allow the potential for future suite development with minimal modification and expenditures.

### Alternate Residential Designs

- 5.3.8 The Town shall encourage and work with developers to facilitate the construction of new housing developments that achieve affordability or utilize innovative and alternative designs, including but not limited to:

- a. Small and narrow lot subdivisions,
- b. Modular and manufactured homes,
- c. Grow homes,
- d. Next homes, and
- e. Micro and tiny homes.

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## GOALS

**1** To minimize capital and operating infrastructure costs through the promotion of efficient patterns and density of residential development.

**2** To allow for the gradual redevelopment and change of established neighbourhoods to provide more housing variety, support the natural evolution of neighbourhoods and enhance the potential of residents to remain in their homes.

**3** To encourage small business by allowing opportunities for residents to carry out limited business on their property.

The limited land base in Canmore gives rise to tensions between the need to expand the supply of housing, the need to protect valuable natural areas, and the desire to manage the impact of change on existing neighbourhoods from redevelopment activities.

Maintaining the character of existing neighbourhoods is important to many residents. However, as Canmore's neighbourhoods continue to evolve over time to adapt to housing needs, desires and trends, it can be expected that residents will experience change. The Town will work to manage the rate of change by ensuring new development in existing neighbourhoods fits with the scale, look and feel of the neighbourhood.

Canmore is home to a mix of permanent and semi-permanent residents. The policies contained within this section for good neighbourhood design and development focus on ways to cultivate a sense of community and encourage support of local businesses and services such as transit.

In new neighbourhoods, creating a compact built form and a mix of uses will decrease the costs of providing and operating infrastructure for these neighbourhoods, decrease the reliance on private cars and improve the mix and affordability of housing opportunities.

# POLICIES

## 6.1 NEIGHBOURHOOD RESIDENTIAL

### Residential Uses

6.1.1 Residential uses are generally accommodated in the Neighbourhood Residential areas identified on the Map 2 - Conceptual Land Use. In addition to these areas, residential uses may be accommodated within commercial and mixed-use areas subject to relevant policies.

### Neighbourhood Design

6.1.2 Residential neighbourhood design should contribute to the mountain town character of Canmore. Key elements of neighbourhood design that reflect the mountain town character include:

- a. Retention of natural vegetation and landscape,
- b. Provision of a safe pedestrian and cycling environment,
- c. Neighbourhood nodes or activity centres to encourage community interaction and engagement and facilitate future local transit,
- d. A range and mix of housing types to meet a broad range of lifestyles and incomes,
- e. Use of slope-adaptive housing designs,
- f. Building design that incorporates local natural materials such as timber and rock as well as building articulation and massing characteristic of mountain towns, and
- g. Integration of parking that enhances the overall streetscape and site design.

6.1.3 All residential areas should be integrated with the municipal commuter pathway system and connected to the trail system. Trails or pathways on private property that are intended for public use shall be protected by rights-of-way or easements that grant public access.

6.1.4 In order to promote sustainable housing design and to limit the impacts of housing massing in existing neighbourhoods, the Town may adopt a maximum dwelling unit size in residential neighbourhoods, utilizing land use zoning best practices such as limiting lot sizes, providing appropriate setback requirements and limiting the height of buildings.

### Housing Variety

6.1.5 Multiple-unit residential developments should generally be dispersed throughout neighbourhoods to provide for a mix of housing types in all areas.

6.1.6 Integrating alternative lot designs and sizes is encouraged, including small and narrow lots, in order to provide increased options for affordable housing and varying housing types.

6.1.7 Provision of secondary and garden suites in all new neighbourhood residential areas

where single-family detached dwellings are proposed will be encouraged by the Town. At a minimum, all land use districts for new residential areas should allow secondary suites as a permitted use.

### Long-term Rental Accommodation

6.1.8 The provision of long-term rental accommodation will be encouraged and supported in all neighbourhoods including allowing secondary and garden suites.

### Existing Neighbourhoods

6.1.9 In order to allow for the natural evolution of neighbourhoods and to meet the goals of this MDP, infill and redevelopment within existing neighbourhoods should be considered in accordance with Section 2. Priority areas for infill and redevelopment within existing neighbourhoods include areas:

- a. with adequate infrastructure and services that can accommodate growth and minimize costs,
- b. in need of infrastructure upgrades,
- c. within walking distance to the Town Centre or commercial services,
- d. with access to existing or planned transit services, and
- e. with aging housing stock.

6.1.10 Where significant redevelopment is being proposed throughout an existing neighbourhood or area of town which would result in, for example, amendments to the *Land Use Bylaw* to accommodate an increased density or upgrades to municipal infrastructure, an area redevelopment plan should be prepared at the direction of Council.

6.1.11 Redevelopment plans and land use bylaw amendments in existing neighbourhoods will be evaluated to ensure there are net benefits to the neighbourhood or the town as a whole. The following will be considered:

- a. Development is sensitive to the density, scale and character of the neighbourhood, including height, massing and design,
- b. Environmental impacts,
- c. Affordable housing opportunities or flexible spaces, including secondary and garden suites and live-work spaces,
- d. Provision of quality public gathering, open spaces or other amenities,
- e. Capacity of the infrastructure to accommodate increased densification,
- f. Small-scale, local commercial opportunities to serve the neighborhood, where appropriate,
- g. Provision of essential community services,
- h. Provision of transit and pedestrian infrastructure, and

i. Management of on-site parking and traffic volumes on local roads.

6.1.12 A proposal for an area redevelopment plan or land use bylaw amendment of an existing residential neighbourhood may be required to provide an evaluation of the social, economic and environmental impacts.

6.1.13 Secondary suites and garden suites should be allowed in existing single-family residential dwellings. The Town will explore opportunities for secondary suites in other housing forms such as duplexes, townhouses, and manufactured homes.

### Neighbourhood-Serving Uses

6.1.14 Neighbourhood-serving uses such as childcare facilities and other community and support services within predominantly residential areas are important. Local commercial uses that provide goods and services for residents in the area should also be considered within neighbourhoods in appropriate locations.

### Open Spaces, Recreation and Schools

6.1.15 Public open spaces, recreation and schools are important components of residential neighbourhoods. Policies related to community open spaces, recreation and schools are contained within Section 7 of this Plan.

## 6.2 ACCESSORY RESIDENTIAL

### Home Occupations

6.2.1 Appropriately scaled home occupations as a means to support economic sustainability and to promote small businesses while maintaining the character of residential neighbourhoods are encouraged.

### Day Homes

6.2.2 Day homes in residential neighbourhoods are supported as a means to increase childcare spaces and opportunities for small business operations.

### Bed and Breakfasts

6.2.3 Bed and Breakfast establishments are supported as a means to provide a variety of commercial accommodation types and to promote opportunities for small business operations.

### Short-term Commercial Accommodation Rental

6.2.4 Rental of residential dwelling units for short-term commercial accommodation may be allowed in areas identified within an area structure plan intended for resort residential.

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## 7. COMMUNITY OPEN SPACE, RECREATION AND SCHOOLS

### GOALS

- 1** To develop an open space and trail network, including recreational facilities, historical resources and natural areas to provide a diverse range of community amenities and recreational opportunities.
- 2** To provide alternative opportunities for recreational users that will reduce human use of Environmentally Sensitive Areas.
- 3** To ensure that Municipal Reserve dedication meets the recreational and open space needs of the Town.
- 4** To allow for the allocation of land for future school sites and to develop schools that are well located and designed.

A key component of good neighbourhood design and development is the provision of community amenities, including access to parks, open spaces, trails and schools.

Having plentiful access to public open spaces and a well-connected trail network is important to enable residents and visitors to enjoy and be inspired by our mountain setting. Over time, Canmore's trails and open spaces are serving an increasing number of users and careful management of these resources is more essential than ever.

The importance of ensuring the health of our mountain ecosystem confers significant environmental responsibilities. Integrating the needs of both humans and wildlife is essential in determining the use of the natural landscape. The Town recognizes that maintenance and support of regional connectivity for wildlife will be more effectively achieved by providing recreational opportunities in areas that are more appropriate for human use.

## POLICIES

### 7.1 COMMUNITY OPEN SPACES AND RECREATION LANDS

Community open spaces and recreational areas function as public spaces and key informal meeting places for the community and are a foundational part of our town. These spaces are primarily for human use and differ from Environmentally Sensitive Areas where the focus is on the needs of wildlife, ecosystem processes and significant environmental elements.

#### Open Spaces

- 7.1.1 Community open spaces and recreational lands are generally accommodated in those areas as identified on Map 2 - Conceptual Land Use.
- 7.1.2 As new areas are planned and developed, community open spaces should be provided and linked with the Town's trail system.
- 7.1.3 Open spaces may include a number of community amenities such as playgrounds, trailheads, public art, and community gardens.

#### Trails

- 7.1.4 A comprehensive trail and pathway network will be developed and maintained by the Town that:
  - a. Links existing and planned regional trails to local trails,
  - b. Provides efficient routing and points of connection for non-recreational use,
  - c. Minimizes potential conflict with motorized traffic,
  - d. Connects residential neighbourhoods, commercial areas, recreational facilities and open space areas, and
  - e. Provides effective wayfinding and signage.
- 7.1.5 Trails will be designed and constructed in accordance with the Town's *Engineering Design and Construction Guidelines* and the *Open Space and Trails Plan*.

#### Bow River

- 7.1.6 The Bow River linear natural area may be used for passive, low intensity recreational activities that maintain the natural qualities of the area. The Town may improve and extend the trail system in this area, provided that concerns about Environmentally Sensitive Areas are addressed and adequately mitigated.

#### Open Space and Trails Plan

- 7.1.7 Open space and trail needs will be planned and managed by the Town in accordance with the *Open Space and Trails Plan*.

#### Human Use Management

- 7.1.8 Managing human use to maintain the integrity of wildlife habitat and the functioning of



wildlife corridors should be a key consideration when developing and managing open spaces and trails.

- 7.1.9 Off-leash dogs in inappropriate areas can lead to conflict and stress for wildlife. In order to encourage the use of off-leash dog parks, it is desirable for more off-leash areas to be available throughout town within walking range of neighbourhoods. Opportunities for off-leash dog parks should be investigated by the Town according to need, and suitable locations should be identified in new and existing areas.

### Recreation Master Plan

- 7.1.10 Recreation facilities and spaces shall be planned and managed in accordance with the Town's *Recreation Master Plan*.

## 7.2 MUNICIPAL RESERVE DEDICATION

At the time of subdivision, lands to be dedicated as Municipal Reserve (MR) in accordance with the *Municipal Government Act* will be required.

### Municipal Reserve Dedication

- 7.2.1 A maximum of ten percent (10%) of the area of a parcel of land to be subdivided shall be required to be dedicated MR. The Town prefers MR dedication to be provided as land and where this is not in alignment with the Town's municipal reserve priorities or criteria, as cash- in-lieu.
- 7.2.2 Additional lands for open space, recreational use or environmental protection which do not meet the Town's Municipal Reserve priorities or criteria may be accepted by the Town in addition to the maximum MR dedication.

### Municipal Reserve Priorities

- 7.2.3 The location and distribution of MR land will generally be determined at the area structure plan, conceptual scheme or subdivision stage. The MR priorities may vary on a site specific basis, but the following will be considered:
- a. Community wide requirements for school sites and maintained parkland,
  - b. Local neighbourhood requirements for maintained parkland,
  - c. Requirements for linear parks and trails,
  - d. Protection of Environmentally Sensitive Areas that do not qualify as Environmental Reserve, and
  - e. Community wide requirements for athletic parks and other recreational facilities, arenas and festival sites.

### Municipal Reserve Criteria

- 7.2.4 The Town shall not accept as part of a required MR dedication:
- a. Local walkways or road islands that can be accommodated within a right-of-way or

- utility lot,
- b. Remnants of land or steeply sloped lands that do not serve a community purpose,
- c. Land that is legally encumbered that limits effective use of lands for MR purposes,
- d. Undermined lands, unless mitigated to the satisfaction of the Town, or
- e. Contaminated lands, unless mitigated to the satisfaction of the Town.

#### Location of Municipal Reserve

- 7.2.5 In locations where municipal reserve dedications to be provided as land are not desirable, the Town may allow municipal reserve requirements to be transferred to more appropriate locations, such as residential neighbourhoods. This shall be addressed at the area structure plan phase or through deferred reserve caveats.

#### Disposal of Municipal Reserves

- 7.2.6 MR lands may be disposed of for development purposes only where there is a clear community-wide benefit that outweighs any negative effect on an individual neighbourhood.

### 7.3 SCHOOL SITES

The planning and development of school sites is a shared responsibility between the development community, the Town, the Province and the school authorities.

#### Future School Sites

- 7.3.1 The location of school sites will be determined by mutual agreement between the Town and a school authority.
- 7.3.2 At the time of area structure plan development, the Town will work with the school authorities to determine, based on growth and life-cycle enrolment projections, the need for additional school sites and the amount of MR to be set aside for school reserves.
- 7.3.3 Ownership of lands of reserve sites shall be retained by the Town until such time that a site is required for construction of a school.

#### School Site Design

- 7.3.4 New school sites should be designed and located in a manner which optimizes the use of the reserve land and provides for shared lands and facilities between the school authority and the Town.

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## 8. PRIVATE RECREATION

### GOALS

**1** To allow opportunities for private recreational and tourism amenities that support the Town's economic development goals.

In addition to publicly owned open and recreational spaces, there are also recreational lands in the town that are privately owned, such as golf courses and ranches. While access to these lands may be limited or restricted by the landowner, these lands play an important part in the character of the town and provide recreational and tourism opportunities for residents and visitors.

## POLICIES

### 8.1 PRIVATE RECREATION

- 8.1.1 Private Recreation lands are generally accommodated in those areas as identified on Map 2 - Conceptual Land Use.
- 8.1.2 To support the expansion and diversification of tourism and recreational opportunities, recreational development on private lands will be supported, such as golf courses, ranches and other uses within an approved area structure plan, provided that:
- a. The intensity and scale of development is appropriate for the site,
  - b. Uses are sensitive to the natural landscape on and adjacent to the site,
  - c. Potential impacts on the environment and adjacent uses can be mitigated appropriately, including the functionality of adjacent wildlife corridors or habitat patches, and
  - d. The development aligns with the Town's economic development goals.

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# 9. ECONOMIC DEVELOPMENT

## GOALS

- 1 To support continual economic growth across targeted sectors for a balanced economy.
- 2 To support growth of the economy that is true to Canmore's identity, and builds upon existing assets.
- 3 To be a business friendly environment where barriers to opportunity are diminished.
- 4 Canmore residents can earn a living enabling them to live locally.

Canmore's economic heritage was originally founded upon the railway and coal mining industries. Over the years, economic drivers have shifted towards recreation and destination tourism, including second home ownership and amenity migration. The residents of Canmore have exceptional skills and experience that are an untapped resource for economic diversification. These and other avenues of economic development should build on the strengths and character of the community.

The Town is committed to supporting a diverse economy resilient to change, that builds upon existing assets and successes. This means the Town will work with economic development partners to achieve growth across targeted sectors that is authentic to Canmore's character; to promote ease in conducting business and resiliency to market fluctuations; and to provide a variety of meaningful employment opportunities to help address affordability within the community.

Economic development is influenced by a variety of factors, many of which are beyond municipal control. The role of the Town in economic development is to work with all stakeholders and partners to ensure municipal processes and requirements do not create unnecessary barriers to business, but still align with the long-term vision and goals of the community.

While the natural environment and the recreational

opportunities within and surrounding Canmore will continue to be a primary economic driver for the community and a competitive advantage of the town, it must not come at the expense of the environment, including wildlife.

## **POLICIES**

### **9.1 ECONOMIC DEVELOPMENT STRATEGY**

#### **Economic Development**

- 9.1.1 Through land use planning activities and strategic business planning, the Town will establish an environment that retains existing and attracts new businesses and investment.
- 9.1.2 Opportunities to maintain the mountain town character and Town Centre as the commercial and cultural heart of Canmore will be identified and implemented. Strategies may include urban design and architectural standards and encouraging retail uses within the Town Centre.
- 9.1.3 Economic development strategies should support the Town Centre as the primary commercial focal point and cultural heart of the community.

#### **Economic Development Strategy**

- 9.1.4 The Town and its economic development partners will share economic development goals that are aligned with the goals stated in this section and have clear targets, rationale, and the ability to measure progress against the targets.
- 9.1.5 The Town will work with its economic development partners towards developing and implementing an economic development strategy. Strategies should support the Town's values of sustainability, diversity and connectedness.
- 9.1.6 An economic development strategy should address the following fundamental principles:
  - a. Economic stability,
  - b. Growth of a diverse and resilient economy,
  - c. Creating and maintaining a business-friendly environment,
  - d. Enabling Canmore residents to obtain meaningful employment and, at a minimum, a living wage, and
  - e. Maintaining and improving infrastructure to support economic growth.

#### **Business Attraction and Retention**

- 9.1.7 The Town supports working with businesses and property owners to determine the temporary use of properties for events and pop-up retail to encourage the use of vacant or underused properties.
- 9.1.8 The Town will regularly review the commercial and industrial land use districts of the

*Land Use Bylaw* to ensure the districts continue to provide an appropriate range of uses to support economic development initiatives.

- 9.1.9 The Town will regularly review its municipal processes to remove barriers and create business incentives to promote Canmore as a welcoming and easy place to do business.

#### Essential Commercial Services

- 9.1.10 The provision of essential commercial services shall be supported by the Town, with a focus on the Town Centre and mixed-use areas, to strengthen local retail opportunities, encouraging local retail purchases of products and services, while reducing leakage of local and visitor dollars into surrounding economies.

#### Amenities and Infrastructure

- 9.1.11 Development of amenities and infrastructure that enhance the character of the community and promote economic development initiatives, including tourism, should be supported by the Town, which may include:
- a. affordable housing,
  - b. trails, sidewalks, and pathways,
  - c. wayfinding signage,
  - d. spaces for community gatherings and events,
  - e. open spaces and recreational opportunities,
  - f. the natural environment, and
  - g. broadband capacity.

#### Impacts of Economic Development

- 9.1.12 Strategies that balance the impacts of economic development on the day-to-day life of residents, including traffic management, affordability, community events and access to services should be explored and supported by the Town.

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## 10. COMMERCIAL AND MIXED USE

### GOALS

- 1 To recognize and emphasize the role of Canmore's Town Centre as the commercial heart of the community.
- 2 To strengthen and support Canmore's external identity as a walkable, authentic, and independent retail destination.
- 3 To build strong connections between Canmore's retail and service commercial nodes, and to seamlessly integrate these nodes with existing and future destinations.
- 4 To provide a complete retail and service commercial environment that meets a broad range of daily lifestyle needs.

A target of 2/3 residential and 1/3 non-residential assessment split will be pursued. To promote the continued growth of the non-residential sector, the Town will need to ensure that land, zoning, utilities and infrastructure are available or planned for.

A key principle of sustainable development is the need to re-introduce a mix of uses within key areas of a municipality. Clearly defined commercial/residential land use separations do not result in lively and sustainable commercial areas. Introducing appropriate mixed uses to select areas of town will facilitate having neighbourhood level commercial services within walking distance and foster the mountain town character. Commercial areas should complement the Town Centre to ensure maintenance of the Town Centre as the primary commercial centre and the cultural heart of Canmore.

The unique mountain town character of Canmore should be maintained and promoted in all commercial and mixed use areas.



# POLICIES

## 10.1 GENERAL COMMERCIAL POLICIES

### Commercial Areas

10.1.1 Commercial uses will generally be accommodated in those areas identified on Map 2 - Conceptual Land Use.

10.1.2 The Town will accommodate and regulate through land use districting a variety of forms of commercial development as shown on Map 5 - Commercial and Industrial Land Use, including the following:

**Town Centre** is the dominant commercial node and the primary focal point for the town. The Town Centre has a pedestrian-oriented, mixed use form and accommodates a range of commercial, residential, entertainment and cultural uses.

**Mixed-use/Gateway** commercial areas will develop as mixed-use areas with medium format retail uses that require large surface parking areas and vehicle access.

**Tourist/Service** commercial areas will function primarily as tourism and service-oriented areas and provide hotel developments and a variety of retail and service uses.

**Local/Neighbourhood** commercial areas are intended to provide small-scale retail and service uses that meet the daily needs of local residents. Local/neighbourhood commercial areas are included within the Neighbourhood Residential areas as generally shown on Map 2 - Conceptual Land Use.

### Building Orientation and Massing

10.1.3 Buildings will front toward and address the public street, and provide quality spaces that contribute to the public realm. The design of commercial developments should support and encourage pedestrian use of the area.

10.1.4 Front yard parking areas are discouraged, but may be accommodated on a site-specific basis.

10.1.5 Construction of single-storey buildings in the Town Centre, Mixed-use/Gateway and Tourist/Service commercial areas will be discouraged.

### Retail Size Limitations

10.1.6 In order to preserve the unique character and vitality of the Town Centre, the size of new retail unit development in other commercial areas may be limited.

10.1.7 Large format retail stores, internally-oriented shopping malls and large multi-store retail centres designed primarily to provide convenient automobile access will be discouraged within commercial areas.

### Pedestrian Connections

10.1.8 Pedestrian infrastructure shall be provided to increase connectivity between

neighbourhoods, the Town Centre and other commercial areas.

- 10.1.9 The design of public systems, including roads, sidewalks, parks, pathways, lighting, landscaping and street furniture, should support and encourage pedestrian and bicycle modes of transportation for accessing the Town Centre and other commercial areas.

#### Bicycle Parking

- 10.1.10 Bicycle parking facilities should be included in new commercial and mixed-use developments.

#### Visual Impact

- 10.1.11 To reduce the visual impact of commercial development from the Trans-Canada Highway, architectural and landscaping controls will be implemented to ensure that buildings achieve a harmony of form and materials with the surrounding environment and are framed by natural landscaping.

- 10.1.12 A visual impact assessment may be required to be submitted to support new commercial and mixed-use development proposals.

#### Social and Economic Impact

- 10.1.13 A social and economic impact assessment, including impacts on municipal finances, may be required to be submitted to support significant commercial and mixed-use development proposals.

#### Residential Development

- 10.1.14 In order to support a vibrant urban environment and to encourage the efficient use of land and infrastructure, a mix of commercial and residential uses may be allowed in commercial areas. Residential development is encouraged to be located in the upper levels of commercial buildings.

#### Staff/Employee Housing

- 10.1.15 A proposal for a commercial development may be required to estimate employment generation and address employee housing issues.

## 10.2 TOWN CENTRE

- 10.2.1 The Town Centre is the primary focal point of commerce and cultural activity. This will be maintained and enhanced by:

- a. Considering the effects of new commercial development proposals, commercial land allocations and transportation priorities on the Town Centre while balancing commercial needs throughout the community,
- b. Promoting the Town Centre as the preferred location for arts, cultural and entertainment facilities,
- c. Accommodating innovations that create activity and draw residents and visitors to

- the Town Centre,
- d. Providing an engaging and comfortable pedestrian environment,
  - e. Providing effective pedestrian and vehicular connections and user-friendly wayfinding signage that directs visitors to the Town Centre, and
  - f. Maintaining and implementing urban design guidelines that reflect the mountain town character through its natural evolution.

### Town Centre Plan

**10.2.2** The Town will create and implement a vision and conceptual plan to guide development in the Town Centre that:

- a. Supports a mix of land uses, including a range of residential types,
- b. Promotes increases in density, while respecting the mountain town character through regulations for building height, massing, setbacks and floor area ratio (FAR),
- c. Provides architectural and signage controls that reflect the mountain town character,
- d. Protects important views,
- e. Manages various modes of transportation, including pedestrians, traffic and parking, and
- f. Creates public spaces for events and gatherings.

### Town Centre Entry

**10.2.3** Development on key sites approaching the Town Centre will be required to provide a high quality of site and building design due to their high visibility.

### Town Centre Parking

**10.2.4** New commercial development within the Town Centre will be encouraged to provide cash-in-lieu of parking.

**10.2.5** Where parking in the Town Centre is provided on-site, the Town will encourage the provision of underground and structured parking areas.

## **10.3 MIXED-USE/GATEWAY COMMERCIAL**

**10.3.1** Mixed-use/gateway commercial areas are intended to accommodate a mix of retail, office, service, tourist and residential uses.

**10.3.2** Uses requiring large surface parking areas and vehicle access may be allowed, however mixed-use commercial areas shall have a strong pedestrian oriented design with good connections to pathways and sidewalks.

**10.3.3** Developments should include a high-quality design such as landscaping treatments, gathering places, and street furniture.

## **10.4 TOURIST/SERVICE COMMERCIAL**

- 10.4.1 Tourist/Service commercial areas should provide commercial accommodation developments and a variety of limited size retail and service uses that serve visitors and residents.
- 10.4.2 A minimum commercial floor space in Tourist/Service commercial land use districts may be implemented by the Town to preserve the commercial nature of the area and to increase the non-residential tax assessment base.
- 10.4.3 Mixed-use developments will be allowed in appropriate locations.

## **10.5 LOCAL/NEIGHBOURHOOD COMMERCIAL**

- 10.5.1 Development of small, neighbourhood-scale commercial areas will be encouraged by the Town to provide retail and service uses that meet the daily needs of neighbourhood residents, where the design and operation of these businesses does not unduly affect the residential intent of the neighbourhood.
- 10.5.2 Local/neighbourhood commercial areas should be centrally located and adjacent to primary road systems, and designed to be pedestrian accessible.

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# 11. RESORT CENTRE

## GOALS

- 1 To provide a range of commercial and recreational services and amenities for residents and visitors.
- 2 To create year-round resort destinations that build on Canmore's mountain destination lifestyle.
- 3 To provide increased opportunities for economic development and the amount of non-residential tax assessment.

Three Sisters Mountain Village and Silvertip are the major resort areas in Canmore and have existing approvals under area structure plans, and the 1992 NRCB Decision for Three Sisters Mountain Village was centered on the construction of a major resort. These large-scale resort developments, which are geographically separated from the main area of town, will provide short-term accommodation for visitors, recreational properties for semi-permanent residents and housing for permanent residents in a resort setting.

Resort Centres are the heart of resort developments, and are intended to provide a variety of commercial, entertainment, recreational, accommodation and employee housing uses. Resort Centres function as a destination attraction for visitors and residents of the Bow Valley.

# POLICIES

## 11.1 RESORT CENTRES

### Resort Centre Areas

- 11.1.1 Resort Centres shall generally be located in those areas as identified on Map 2 - Conceptual Land Use and Map 5 – Commercial and Industrial Land Use.

### Resort Centre Commercial

- 11.1.2 In addition to hotels and other accommodations, Resort Centres should provide a range of other commercial uses, such as retail, health and wellness or convention facilities. The proportion and general location of these commercial uses will be determined at the area structure plan or land use amendment stage.
- 11.1.3 Resort Centres will be designed to maximize flexibility in the provision of accommodation uses and will not be regulated on minimum or maximum occupancy periods.

### Impact Assessment

- 11.1.4 At the area structure plan or land use amendment phase, the Town may require submission of an evaluation of the impact of the Resort Centre, such as visual, social and economic impacts.
- 11.1.5 Where the Town has accepted an impact assessment as part of a statutory plan or land use bylaw amendment, a new impact statement is generally not required at a later stage in the approval process unless the planning or development proposal changes significantly.

### Residential in the Resort Centre

- 11.1.6 Resort Centres are intended to be predominantly commercial; however, residential uses may be allowed to create opportunities for permanent residents in a resort setting in accordance with area structure plan policies.

### Employee Housing for Resort Centres

- 11.1.7 Visitor and resort accommodation developments shall provide employee housing units within the resort or within reasonable accessibility of the resort.

### Transportation Connections

- 11.1.8 In order to minimize the need for transportation by private automobiles between a Resort Centre and the Town Centre, resorts will be encouraged to incorporate shuttle bus services or accommodate public transportation and include other pedestrian and bicycle infrastructure in their design and operation.

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# 12. INDUSTRIAL

## GOALS

- 1** To support diversification of the economy.
- 2** To accommodate a range of industries that provide economic opportunities and services to residents, tourists and the business community.
- 3** To conserve and protect the limited industrial land base and identify opportunities for new industrial lands.

Industrial development within Canmore serves existing economic sectors, supports diversification of the local economy, and contributes to the success of the economic development strategy. The limited industrial land base will be protected from inappropriate commercial or residential development which would interfere with or displace industrial businesses.

Given the environmental sensitivity of lands and the unique mountain town character of Canmore, it is important to the Town to appropriately manage industrial development.



# POLICIES

## 12.1 GENERAL INDUSTRIAL POLICIES

### Industrial Areas

- 12.1.1 Industrial uses are generally accommodated in the Industrial areas identified on Map 2 - Conceptual Land Use.
- 12.1.2 Through land use districting, the Town will accommodate and regulate a variety of light industrial and business industrial areas as shown on Map 5 - Commercial and Industrial Land Use.
- 12.1.3 Industrial lands shall be protected from adjacent uses that could impact the continued operation of industrial uses. This may include strategies such as buffering with open spaces or a gradual transition from industrial to commercial to residential uses.

### Efficient Use of Land

- 12.1.4 Intensification and effective use of industrial lands will be encouraged.

### Impact Mitigation

- 12.1.5 Visual screening, including fencing and landscaping, of industrial developments may be required in high visibility locations or adjacent to other non-industrial uses.
- 12.1.6 A development proposal may be required to demonstrate that impacts such as noise, dust, vibration and visual clutter are contained within the boundary of the site.
- 12.1.7 Industrial developments should utilize best environmental and health and safety practices in managing solid and liquid waste storage, handling and disposal.

### Housing for Employees and PAH

- 12.1.8 Where residential development is proposed in industrial areas, the Town should consider the following issues:
  - a. Residential uses are limited to housing for employees,
  - b. Impacts from industrial uses are sufficiently small to make residential uses appropriate,
  - c. Residential uses will not displace or inhibit the operation of existing or future industrial uses, and
  - d. Residential units are subordinate to the industrial uses.

### Natural Resource Extraction

- 12.1.9 Because of the environmental sensitivity of lands within the Town of Canmore, the establishment of new, or the expansion of existing natural resource extraction operations will be discouraged.

## Reclamation

- 12.1.10 Reclamation of disturbed land used for industrial or resource extraction and processing purposes shall be required by the Town in accordance with any applicable legislation or bylaw. Where there are no Federal or Provincial requirements, the Town should require a satisfactory plan and guarantee for reclamation or future development of the site once the industrial use is completed.

## 12.2 LIGHT INDUSTRIAL

- 12.2.1 The focus of general industrial activity will be directed to light industrial areas which will support businesses that directly relate to manufacturing, contractor services and similar light industrial operations. Ground floors of light industrial developments should be retained for industrial uses.
- 12.2.2 Retail and similar commercial uses will not be allowed in light industrial areas, except where as an accessory to the primary industrial use or where wholesale in nature and must comprise only a small portion of the overall floor area.
- 12.2.3 Offices and similar uses that are consistent with the industrial nature of the area may be allowed to be located on upper floors of light industrial developments.
- 12.2.4 Buildings in high visibility locations may be required to be designed consistent with the mountain town architectural character.

## 12.3 BUSINESS INDUSTRIAL

- 12.3.1 Business industrial areas may be allowed to be located adjacent to mixed-use commercial areas or residential neighbourhoods.
- 12.3.2 Business industrial areas should be composed of clean, light and small service industrial, including warehouse-style retail and trades shops, with minimal off-site impacts and minimal outdoor storage requirements.
- 12.3.3 General retail sales should not generally be considered. Retail sales should be directed to more appropriate areas such as the Town Centre, mixed-use commercial and tourist/service commercial areas.
- 12.3.4 Buildings should be designed consistent with the mountain town architectural character.

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# 13. URBAN DESIGN AND HISTORIC RESOURCES

## GOALS

**1** To develop our community in a way that provides an intimate human scale, a distinct sense of place and retains its heritage buildings.

**2** To create a built environment with a diversity of architecture that reflects the mountain character of Canmore.

**3** To provide a built environment that enhances public spaces through high quality urban design.

The mountain character of Canmore is expressed through the historical and modern architecture of its buildings, and the relationship between buildings and the natural environment. The interface between buildings, public spaces and natural areas is important to manage the influence on creating a sense of place and an appropriate human-scale that reflects the mountain town character.

The Town recognizes there may be trade-offs between urban design and the demands for sustainable development and affordable housing. Additionally, the mountain architectural character will evolve over time. These considerations require urban design standards that are intended to maintain the town's unique sense of place while allowing for flexibility to accommodate varying needs and changing preferences.

## POLICIES

### 13.1 URBAN DESIGN

#### Site and Building Design

- 13.1.1 Through strategic plans and the Land Use Bylaw, the Town shall require a high quality of site and building design to ensure that private development enhances public spaces such as streets and roads. The implementation of these requirements should recognize the impact of such features on development costs. Key elements of mountain architectural character and site design include:
- a. Walkable and bikeable neighbourhoods,
  - b. Maintaining key views of the surrounding mountains,
  - c. Working with natural site grades and landscape features,
  - d. Slope-adaptive building designs,
  - e. Landscaping with natural and indigenous vegetation,
  - f. Building massing that minimizes the visual impact of the building or has the appearance of creating smaller building volumes,
  - g. Incorporating locally and regionally sourced natural materials such as rock and timber,
  - h. Building design characteristics of mountain towns,
  - i. Lighting that is Dark Sky compliant,
  - j. Well-designed public spaces,
  - k. A comfortable pedestrian environment, and
  - l. Integration of parking that enhances the overall streetscape and design.

#### Town Standards

- 13.1.2 Architectural and site design controls set out in the *Land Use Bylaw* for commercial, mixed-use and multi-family developments are intended to be user-friendly and provide flexibility to achieve unique building and site designs that are consistent with the evolving mountain town character.

#### Subdivision Design

- 13.1.3 The following elements should be incorporated into subdivision proposals to support good urban design:
- a. Maintenance of natural features for storm water conveyance, treatment and ponding,
  - b. Retention of natural grades and vegetation,
  - c. Separation of vehicular traffic from pedestrians and bicycles,

- d. Limited direct driveway access onto arterial roads and major traffic routes,
- e. Pedestrian connections linking with the Town pathway and trail system, schools, recreation areas and commercial activity centres,
- f. Local parks within walking distance,
- g. Local commercial nodes within walking distance, and
- h. Transit stops or planned locations for future transit stops.

### Visual Impact Assessments

- 13.1.4 A visual impact assessment may be required to be prepared for area structure plan applications and major development proposals.

### Mountain Views

- 13.1.5 Critical mountain views from key public spaces in the Town Centre shall be protected, particularly at the intersections of major streets, through restrictions on buildings heights and massing.

## 13.2 HISTORIC RESOURCES

### Historic Resource Preservation

- 13.2.1 Preservation of significant historical and archaeological resources will be encouraged by the Town. Initiatives that the Town may support include:
- a. Assisting property owners to apply for provincial historic resources designation,
  - b. Creating incentives for a property owner to apply for a municipal historic resources designation,
  - c. Cooperating with other levels of government, organizations or individuals to protect historical resources, and
  - d. Regulating development on sites adjacent to significant historical or archaeological resources to reduce potential impact.

### Impact Assessment

- 13.2.2 A historical resource impact assessment may be required by the Town where development is proposed on sites containing provincially or municipally designated historic resources.

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## 14. INFRASTRUCTURE AND SERVICES

### GOALS

- 1** To provide, operate and maintain municipal infrastructure required to support growth, using the best available practices in design and construction.
- 2** To minimize capital expenditures on municipal infrastructure through the promotion of efficient patterns of development and effective infrastructure management.
- 3** To implement a Complete Streets approach to develop a multi-modal transportation network that accommodates multiple street functions and active forms of transportation.
- 4** To promote land use and development patterns that support walkability and transit.
- 5** To ensure community and land use planning concerns are identified and conveyed in telecommunications approval processes.

The operation and maintenance of municipal utility infrastructure is a significant responsibility for the Town, with the potential for large environmental and economic impacts. To meet Canmore's goals to be a sustainable community, the Town will utilize best practices to limit the materials, energy and land required for infrastructure, and will increase efficiencies to minimize capital and operating costs associated with utility servicing.

Canmore's unique sense of place as a mountain town will be supported by favoring a compact built form that facilitates and encourages all modes of transportation. The transportation network will not only provide movement to and from destinations but also be livable, providing places to be and to gather. The transportation network will provide capacity for the movement of people through seamlessly connected active transportation links, as well as Complete Streets, that prioritize sustainable modes including walking, cycling and transit.

Industry Canada has the ultimate authority for the approval of telecommunication, radio and antenna facilities. Local municipalities have the ability to guide the antenna system siting process by communicating their local land-use preferences to proponents, by developing design guidelines for antenna systems, and by establishing a community consultation process.

## POLICIES

### 14.1 GENERAL INFRASTRUCTURE POLICIES

#### Infrastructure Design Standards

- 14.1.1 All municipal infrastructure shall meet, and is encouraged to exceed, leading industry guidelines and standards as well as the Town's *Engineering Design and Construction Guidelines*. Infrastructure designers are encouraged to think creatively and harness any local or site specific advantages.

#### Sensitive Design

- 14.1.2 Municipal infrastructure should be designed and installed in a manner that minimizes the impact on the natural terrain.

#### Efficient Infrastructure Expenditures

- 14.1.3 Installation, maintenance and operational costs related to infrastructure should be minimized through limiting the amount of linear infrastructure by promoting efficient patterns of development.
- 14.1.4 An ongoing process to assess the condition, capacity and long-term performance of the Town's municipal infrastructure should be continued in order to develop sustainable business plans for rehabilitation, replacement and expansion.

#### Infrastructure Master Plans

- 14.1.5 Infrastructure master plans should be prepared and maintained by the Town to identify the existing capacity, the short-term upgrading requirements and the long-term upgrading requirements of municipal infrastructure.
- 14.1.6 In accordance with Town infrastructure master plans, the Town will:
- a. Monitor the capacity of infrastructure systems to ensure adequate service to meet domestic, commercial, industrial and emergency requirements,
  - b. Optimize the use of existing infrastructure systems prior to expansion or extension, and
  - c. Ensure the sizing of infrastructure extensions is based on the ultimate pattern of future growth and extensions are appropriate to the staging of development.
- 14.1.7 Preparation of infrastructure master plans by a development proponent may be required to identify the existing capacity, the short-term upgrading requirements, and the long-term viability of municipal infrastructure. These plans are typically prepared at the area structure plan phase, but may be required for large developments constructed in multiple phases where a plan has not been previously prepared and accepted to the Town's satisfaction.

### Servicing Cost

- 14.1.8 Developers shall be responsible for the construction, installation or oversizing of infrastructure and utility systems to municipal standards for a proposed subdivision or development. The Town should endeavor to assist in cost recovery where applicable for oversized infrastructure.
- 14.1.9 Future maintenance requirements and costs will be considered in the design of all infrastructure. Components of all infrastructure systems will be addressed in terms of lifecycle costs and replacement.

### Servicing Agreement

- 14.1.10 The Town may require a developer to enter into a subdivision servicing or development agreement that specifies the construction standards, maintenance, liability and provision of security with regards to the installation of any municipal transportation or utility infrastructure required for a proposed subdivision or development. Such agreements will remain in effect until such time that the infrastructure is satisfactorily completed and the Town assumes responsibility.

### Regional Infrastructure and Services

- 14.1.11 The Town will continue to work collaboratively with adjacent jurisdictions and other levels of government to provide efficient and sustainable infrastructure and services.

## 14.2 UTILITIES

### Water

- 14.2.1 Development shall connect to the municipal water system. The use of private water systems is discouraged, but may be considered by the Town only where it can be demonstrated that there are prohibitive capital costs to connect to the municipal system, where there is minimal risk of contamination to the private system and servicing can meet Provincial standards.

### Wastewater

- 14.2.2 Development shall connect to the municipal sanitary sewer system. The use of private sewage disposal systems is discouraged, but may be considered by the Town only where it can be demonstrated that there are prohibitive capital costs to connect to the municipal system and servicing can meet Provincial standards.

### Stormwater

- 14.2.3 Stormwater infrastructure should be designed using low impact development principles with a goal of maintaining the pre-development hydrologic system within the development site and adjacent areas.

### Permits and Licenses

- 14.2.4 The Town may require any permits, licenses or reports issued by Provincial authorities



with respect to water, wastewater or stormwater to be submitted prior to, or as a condition of, an approval.

#### Electrical, Natural Gas and other Utilities

- 14.2.5** The Town should work with utility companies to encourage the improvement of existing infrastructure for residents and businesses.
- 14.2.6** Utility and utility right-of-way locations should be coordinated between the Town and the respective utility company. Utility companies are required to obtain line assignment approvals from the Town.

#### Telecommunications Letter of Concurrence

- 14.2.7** Applications for telecommunication facilities shall be referred to Council. Following the public consultation process, Council may issue a letter of concurrence or non-concurrence for the proposed facilities.

#### Telecommunications Siting Considerations

- 14.2.8** In determining a site for Telecommunications infrastructure, the following should be considered:
- a. Design and location,
  - b. Public notification,
  - c. Public consultation requirements and dispute resolution,
  - d. Screening, signage and lighting, and
  - e. Opportunities for co-location.

### 14.3 TRANSPORTATION

To be recognized as Alberta's premier walking and cycling community, the Town is focused on creating a multi-modal transportation network through Complete Streets and a trail network that prioritizes and encourages walking, cycling, and transit while accommodating the private automobile within a reasonable capacity. Where additional capacity is required, new active transportation and other multi-modal connections will be favoured over adding vehicle lanes to existing corridors. The envisioned transportation network places added emphasis on streetscaping and the public realm to nurture Canmore's unique sense of place.

#### Street Design and Planning

- 14.3.1** The *Integrated Transportation Plan* and other Town transportation planning documents, concepts, functional plans and studies should be used to direct future improvements to the existing transportation network and in the planning of new streets and developments. Complete Streets and the active transportation network should address accessibility and connectivity for all ages and skill levels for each season of the year.
- 14.3.2** The movement of pedestrians and bicycles should be integral in the design and reconstruction of the transportation network.

**14.3.3** In addition to the provisions in the Town's *Integrated Transportation Plan* or *Engineering Design and Construction Guidelines*, the following should be considered in the design of new streets:

- a. Provision for the safe and efficient movement of emergency and protective services,
- b. Provision of secondary emergency access and egress in the case of an event from identified hazards such as a wildfire or debris flood,
- c. Layout of sidewalks and pathways that reduces walking distances and provides direct connections,
- d. Provision of bicycle lanes, with separated bicycle lanes on high traffic streets,
- e. Snow clearing, maintenance and construction activities will not impact the ability to use the street for walking, cycling or transit,
- f. Adequate marking and spacing of crosswalks to provide a safe pedestrian environment,
- g. Designs that encourage appropriate speeds for drivers and cyclists,
- h. Provision of multi-modal connections between neighbourhoods and places of interest,
- i. Creation of aesthetically pleasing and inviting destinations as well as corridors for movement,
- j. Can be constructed and maintained in a responsible and sustainable manner.

### Safety

**14.3.4** The transportation system will be planned, operated and maintained in a manner that promotes safety for all modes of transportation in all seasons.

### Traffic Impact Assessment

**14.3.5** Traffic Impact Assessments may be required to be submitted for development proposals, including area structure plans, land use bylaw amendments, and subdivision and large development permit applications.

**14.3.6** Walking, cycling and transit should be key considerations in all traffic impact assessments.

### Public Transit

**14.3.7** Operation of regional and local public transit systems that serve visitors and residents will be supported by the Town.

**14.3.8** Facilities to accommodate expansion of the public transit system should be considered in new development proposals.

## Town Centre Parking

**14.3.9** Initiatives and strategies the Town may support to address growing pressure on parking in the Town Centre include:

- a. Promoting walking, cycling, and transit use through education, incentives, and quality infrastructure and services,
- b. Implementing time restricted parking or other initiatives throughout the Town Centre to encourage higher parking turnover,
- c. Optimizing existing parking by improving layout of parking lots and formalizing angle and or perpendicular parking where practical,
- d. Planning, designing, and constructing intercept parking lots or structured parking with consideration for integrated community amenity space, and
- e. Continuing the *Cash-in-Lieu Policy*.

**14.3.10** A parkade in the Town Centre should include retail or other commercial spaces to achieve the Town's urban design goals of interesting and walkable streets.

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# 15. COMMUNITY SERVICES

## GOALS

- 1** To provide adequate and accessible municipal services that fit the community's needs.
- 2** To maximize the levels of use of public facilities.
- 3** To act as advocates for adequate and accessible Provincially mandated services.
- 4** To establish and maintain an inclusive, engaged and connected population through ongoing community participation in and support for arts and culture, community special events, sports and physical activity and community education.
- 5** To provide an appropriate level of public emergency services.
- 6** To integrate semi-permanent residents into the established community.
- 7** To create and maintain quality community spaces throughout Canmore that function to bring residents together and strengthen social connections.

In order to provide a high quality of life for Canmore residents and to support a healthy community, the Town places a high priority on the provision of a broad range of services. These services include safety, cultural, educational and social services. The strong pressure for the development of tourism and visitor-oriented services requires the Town to ensure there is a corresponding focus in services for the permanent residents and families that form the core of the Canmore community. Policies that enhance community connections need to engage both permanent and semi-permanent members of the Canmore community.

## POLICIES

### 15.1 COMMUNITY SERVICES

Through providing community services, programs and facilities, the Town responds to the aspirations of residents and visitors, regardless of age, skills, lifestyle or income. Canmore is dynamic, with full-time, part-time and seasonal residents who all contribute to creating new and innovative opportunities. Community sustainability depends on municipal support that ensures residents have access to services that meet their needs.

#### Essential Community Services

- 15.1.1 Essential community services provided by the Town for the needs of local residents, such as bylaw services and fire and disaster services, will be retained and enhanced.
- 15.1.2 Continuation of services provided by others, such as health care and police services, will be supported by the Town.

#### Community Facilities

- 15.1.3 Existing community recreational and cultural facilities and the community's needs and demands for such services will be periodically evaluated by the Town. Enhancements should be considered when needed and can be developed within a sustainable business plan.
- 15.1.4 Town policies and decisions with respect to community facilities and programs should seek to maximize the level of use, operate within a sustainable business plan that considers revenues generated by visitors and the economic benefit on the business community, and be subject to Council approved financial planning and budgeting.
- 15.1.5 New facilities or enhancements shall be included in major capital budgeting plans and may be provided where there is demonstrable community support for the major new facility, as determined through public consultation.

#### Third Party Community Services

- 15.1.6 The Town will collaborate with the relevant government agencies and service providers to endeavor to reach and maintain the following areas at appropriate levels of service, including:
  - a. Accommodation and extended care for senior citizens,
  - b. Childcare (daycare),
  - c. Special needs facilities and programs,
  - d. Public education,
  - e. Publicly available health services, and
  - f. Emergency Medical Service (ambulance).

## Community Volunteerism

- 15.1.7 Recruitment, support and appreciation to community volunteers through volunteer development and recognition programs should continue to be provided by the Town. These programs should recognize that many of Canmore's social support programs rely on volunteer work.

## Arts and Culture

- 15.1.8 The Town will cooperate with the community, arts and culture organizations and individuals to:
- a. Provide support for arts and culture programs through the *Public Art Policy*,
  - b. Provide support for cultural facilities, such as a cultural centre, a public art gallery or museum,
  - c. Raise awareness of arts and culture events by disseminating information through appropriate Town communications, and
  - d. Provide recognition and awards in arts and culture.

## Community and Continuing Education

- 15.1.9 The Town should work with local public school boards and delivery agencies for community and continuing education to seek opportunities for provincial and federal funds in order to provide education and training for residents. This may include new employee education and online learning opportunities, and community learning centre and post-secondary education programs.
- 15.1.10 The Town should work with local schools to seek out opportunities for flexible use of existing facilities as virtual distance learning campuses for lifelong education programs.

## Youth Recreational and Cultural Programs

- 15.1.11 The Town should facilitate the development of facilities and programs that provide opportunities for youth to participate in formal and informal cultural, sporting and other recreational activities, with the intent of promoting social interaction, healthy activity and lifestyles. This should be a collaborative multi-agency and community process that reflects the *Young Adult Needs Assessment* and identifies, promotes and evaluates new and existing teen services and programs.
- 15.1.12 A venue for public movie presentations should continue to be supported by the Town, particularly in a shared facility with other uses.

## Seniors Recreational and Cultural Programs

- 15.1.13 Development of facilities and programs that provide opportunities for seniors to participate in formal and informal recreational cultural activities should be facilitated by the Town.

## Other Community Service Contributors

- 15.1.14 The Town shall cooperate with other community contributors, such as faith based/ spiritual organizations, land developers, philanthropic foundations, businesses and individuals, to facilitate the provision of community services such as daycares, youth centres, emergency services and cultural, recreational and art facilities.

## 15.2 COMMUNITY SPACES

Community spaces in both the natural and built environment act as a catalyst for social interaction. They serve to maintain our sense of community and provide venues for community programs and events. Continued opportunities for public places and spaces will be developed, particularly in the Town Centre.

### Community Spaces

- 15.2.1 Quality indoor and outdoor public gathering spaces throughout the community should be created or facilitated by the Town, in particular in the Town Centre. Such gathering spaces may include a farmers' market, community gardens, recreation areas, parks and plazas.

### Community Spaces Design

- 15.2.2 The Town's *Architectural and Urban Design Guidelines* shall be applied in the provision and design of community spaces, which should facilitate:
- a. Opportunities to bring residents together,
  - b. Year-round use,
  - c. Venues for community events,
  - d. Venues for intergenerational activities,
  - e. Pleasant and effective pedestrian movement, and
  - f. Accessibility.

### Town Centre Plaza

- 15.2.3 Provision of a plaza/public space within the Town Centre will be considered or facilitated to act as a focal point for community and social events.
- 15.2.4 The 9th Street public lands between Policeman's Creek and 8th Avenue should be protected as a critical community space. Should development on these lands be approved, public access will be maintained.

### Joint Use Agreements with Public School Boards

- 15.2.5 The Town should continue to enter into agreements with public school boards regarding the shared or joint use of municipal school sites and school facilities for school and community programs and activities.

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# 16. MUNICIPAL FINANCES

## GOALS

- 1** To maintain a financially sustainable community.
- 2** To equitably allocate the costs of new infrastructure and the operating costs of public services and facilities.
- 3** To achieve an optimal balance between the residential and commercial land assessment ratio.

In order to be a healthy community and to maintain Canmore as a desirable place to live, the municipal finances of the Town must be viable. The Town manages a range of administrative services, including public works, waste management, parks and recreation, fire protection, municipal enforcement, planning and permitting. The ability of the Town to provide these services is dependent upon revenue generation and management of municipal finances.

The major revenue sources for the Town are property taxes, user fees and sales of goods. Revenues are also received from grants, utility fees, rents, levies, and subsidies. The Town strives to continue to provide efficient municipal services at rates that are reasonable, equitable and predictable. The Town also seeks to manage land use and growth in an effective manner that minimizes financial challenges and burdens in providing infrastructure and services.

## POLICIES

### 16.1 MUNICIPAL SERVICES

#### New Funding Sources

- 16.1.1 The Town should work with senior governments to identify and request increased sources of funding for infrastructure, community facilities and programming. In particular, the Town should seek recognition from the Provincial government for the extraordinary cost associated with providing services for a substantial semi-permanent resident population and for tourism destination funding.

#### Infrastructure and Servicing Costs

- 16.1.2 The costs of infrastructure in new development areas shall be borne by the development proponent.
- 16.1.3 In addition to grants, reserves and taxes, the Town may use off-site or local improvement levies, special taxes or differential utility rates to recover infrastructure related capital costs as provided for in the *Municipal Government Act*.
- 16.1.4 The Town will continue to collaborate with the development industry in the voluntary contribution of capital funds towards municipal recreation facilities that result from new development.

#### Operating Costs

- 16.1.5 The Town should consider the operating costs associated with new infrastructure and services with a goal of minimizing the financial impact on the Town and the community.

#### Asset Management

- 16.1.6 An inventory and assessment of its tangible capital assets will be conducted by the Town. Reserves will be built to manage, maintain and replace these assets in a long-term, financially sustainable manner.

#### Financial Performance

- 16.1.7 The Town will endeavor to meet or exceed provincial guidelines for municipal financial performance.

#### Assessment Split

- 16.1.8 The Town will endeavor to develop lands in a manner that strives towards achieving an assessment split of 2/3 residential and 1/3 non-residential.

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# 17. CIVIC ENGAGEMENT AND COOPERATION

## GOALS

- 1** To make decisions in a transparent and accountable manner.
- 2** To build opportunities for meaningful engagement of the public through ongoing dialogue and a collaborative sharing of perspectives, ideas and generation of solutions.
- 3** To work towards consistency in land use, economic development and environmental protection policies between the Town and adjacent jurisdictions.
- 4** To be a leader in promoting cooperation, consultation and information sharing with adjacent jurisdictions and the region.

Key aspects of good governance in land use planning and decision-making include public engagement, public communication and education and cooperation. All three are required to build a strong and trusting relationship between community leaders, residents and neighbouring jurisdictions, and to develop an informed and involved community.

Over the years, extensive, ongoing public engagement has led to a substantial learning for both community residents and leaders. It has built the capacity of residents to share perspectives, to participate in dialogue and to be actively involved in the planning and governance of the community in a constructive manner. The community will likely continue to expect this level of involvement in the future, and the Town is committed to continuing in this tradition.

## **POLICIES**

### **17.1 PUBLIC ENGAGEMENT**

#### Public Engagement Techniques

- 17.1.1 Public engagement will be carried out in accordance with the Town's *Community Engagement and Information Policy* and should be targeted to reach permanent, semi-permanent, and seasonal residents.

#### Public Hearings

- 17.1.2 A public hearing process will be employed that facilitates and encourages public participation by reducing opportunities for conflict and creating an environment that is conducive to participation and sharing of opinions.

#### Engagement Prior to Public Hearing

- 17.1.3 Initiation of public engagement prior to the formal public hearing process will be encouraged for development proposals, including for statutory plans and land use bylaw amendments.

#### Notification of Capital Projects

- 17.1.4 Advance notification or other public engagement opportunities will be provided before major capital projects commence.

#### Boards and Committees

- 17.1.5 A variety of boards and committees will continue to be used as ongoing, knowledgeable sources of information and recommendations for the Town's land use planning and decision-making processes.

### **17.2 PUBLIC COMMUNICATION AND EDUCATION**

#### Comprehensive Strategy

- 17.2.1 In order to better inform residents about issues, proposals, decision-making processes and initiatives, the Town will develop and implement communication and education strategies that are focused on land use planning and decision-making.

#### Education on Affordable Housing Initiatives

- 17.2.2 An education program on affordability initiatives should be undertaken by the Town.

### **17.3 REGIONAL COOPERATION**

#### Land Use

- 17.3.1 The Town will communicate with the MD of Bighorn and the Provincial government regarding long-term land use policies for existing and proposed future development adjacent to shared municipal boundaries.

17.3.2 The Town will align with broader regional planning initiatives, such as the *Calgary Metropolitan Plan*, and will refer to such plans in making planning and land use decisions in order to achieve shared regional goals.

#### Referral Area

17.3.3 The Town will communicate with adjacent jurisdictions to refer for review land use and development applications in close proximity to the Town's municipal boundary.

#### Inter-municipal Planning

17.3.4 The Town encourages the implementation of inter-municipal development plans with the MD of Bighorn to facilitate long-term comprehensive planning within the Bow Valley.

#### Utilities

17.3.5 Regional connections to municipal utilities will be considered provided such development aligns with the objectives and policies of the Town, supports development that is sensitive to the environment and other development constraints, and is appropriate in the regional context.

#### Waste Management

17.3.6 Long-term, regionally-based, and environmentally and fiscally sound solutions to solid waste management issues should continue to be examined and supported.

#### Emergency Services

17.3.7 Regional fire, disaster and emergency services will be supported as required and based on negotiated inter-municipal agreements.

#### Recreation

17.3.8 Recreational opportunities should continue to be shared with the residents of adjacent municipalities based on negotiated inter-municipal agreements.

#### Regional Housing

17.3.9 Coordinated initiatives to provide community family and seniors housing within the Bow Corridor should be implemented by the Town working with other regional jurisdictions and housing providers.

#### Regional Transportation

17.3.10 The Town will continue to work with adjacent jurisdictions, the Calgary Regional Partnership, regional tourism agencies and potential service providers to establish and maintain effective regional transportation systems that serves residents of and visitors to the Bow Valley.

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# 18. IMPLEMENTATION AND MONITORING

## GOALS

- 1 To implement the community's long term vision through the MDP in a coordinated and cost effective manner.
- 2 To build resident's understanding and commitment to the implementation of the MDP.
- 3 To ensure the MDP remains effective and responsive for municipal land use decision making and policy purposes.

This section of the MDP provides tasks and direction for implementation of land use policies over time. Responsibility for implementation not only involves Town Council and staff, and its advisory boards and committees, but the residents of Canmore through public engagement opportunities. Decisions with respect to other municipal plans, policies, land use, subdivision and development permits must conform with the policies in this MDP.

Implementation will require:

- » Corporate and resident commitment,
- » Staff training and awareness raising,
- » Public engagement,
- » Strategic budgeting, and
- » Policy alignment and integration.

The MDP must be monitored and reviewed regularly to ensure the plan remains relevant, reflects the goals and aspirations of the community and effectively guides municipal decision-making. It is incumbent upon members of Council and Senior Administration to review the Municipal Development Plan prior to establishing a strategic vision or business plan.

## POLICIES

### 18.1 RESPONSIBILITIES FOR IMPLEMENTATION

#### Public Role

- 18.1.1 Public participation for implementation of this plan will be conducted in accordance with the *Community Engagement and Information Policy*. Council will consider input from all residents and interest groups in its decision making processes.

#### Town of Canmore Council Role

- 18.1.2 The Town will, subject to budget decisions, initiate and oversee implementation of policies and recommendations within this plan. All planning processes, programs and committees necessary for achieving the goals of this plan will be directed by Council.

#### Town of Canmore Staff Role

- 18.1.3 The Town's Planning and Development Department will implement this plan in consultation with Council and other municipal departments.
- 18.1.4 The Town's Planning and Development Department shall be responsible for receiving and providing the initial review of land use, subdivision and development proposals. Prior to submitting the application to the appropriate approval authority for decision, the department staff will ensure that all municipal departments, government agencies and relevant stakeholders are involved in the review process.

### 18.2 PLAN IMPLEMENTATION

#### Funding Decisions

- 18.2.1 This MDP recommends expenditures on behalf of the Town to ensure successful implementation; however, it is not the intention to commit Council to funding decisions. Any funding decisions shall be considered by Council through the regular budgeting process and any public consultation Council deems necessary in its decision.

#### Land Use Planning

- 18.2.2 The policies within this plan will be implemented further through detailed planning processes including the adoption and implementation of area structure and redevelopment plans and the *Land Use Bylaw*.
- 18.2.3 In order to support sustainability initiatives, the Town shall work with the community and the development industry to identify creative solutions that enhance the social, environmental and economic goals of the community. The Town should explore mechanisms, including an incentives program in the *Land Use Bylaw*, which promote these community goals, including the provision of affordable housing.

#### Innovation

- 18.2.4 Initiatives for social, environmental and economic innovation are encouraged to be



explored and implemented in development proposals. Based on available resources the Town should seek to reward innovation.

### Area Structure Plans

- 18.2.5** Prior to the consideration of an application for a significant land use amendment or subdivision, the Town may require the preparation and approval of an area structure or area redevelopment plan.
- 18.2.6** In addition to the requirements of the MGA, an area structure plan may be required to consider the following:
- a. Recommendations and mitigations outlined in an EIS or other supporting studies,
  - b. A visual impact assessment,
  - c. A social impact assessment,
  - d. Site suitability, hazards and constraints, including but not limited to wildfire, steep creeks and other geohazards,
  - e. The provision and location of reserve lands,
  - f. Fiscal impact of the proposed development on municipal finances,
  - g. The provision of commercial lands that support economic development goals and community needs, and
  - h. Affordable housing.

### Conceptual Schemes

- 18.2.7** The Town may require the preparation and approval by Council of a detailed conceptual scheme concurrent with the consideration of an application for land use amendment or subdivision.
- 18.2.8** Conceptual schemes may be used on a site or area specific basis as an intermediate plan between a statutory plan, typically an area structure plan, and a land use amendment or subdivision application to illustrate how the proposal for the site relates to future development phases. A concept plan may also be acceptable where the size of a proposal or the level of information required is not sufficient to warrant the preparation of an area structure plan.
- 18.2.9** Conceptual schemes may be required to provide detailed information regarding:
- a. the proposed land uses,
  - b. the proposed density and intensity of those land uses,
  - c. the sequence or phasing of development,
  - d. physical and environmental features of the site,
  - e. the location and design of infrastructure and utilities, and
  - f. the location of open spaces, recreation areas and trails.

## Social Impact Assessment

**18.2.10** A social impact assessment should address:

- a. Temporary and permanent employment,
- b. Government revenues and costs,
- c. Identification and description of unquantifiable costs and benefits,
- d. Social, educational, and health care service requirements,
- e. Proposed mitigation measures, and
- f. Public participation in the assessment process.

## Visual Impact Assessment

**18.2.11** A visual impact assessment may be required to provide photo simulations, cross section drawings, landscape design and screening plans to illustrate the impact of the proposed development. The assessment should also consider how much of the development will be visible from the surrounding lands.

## Environmental Impact Statements

**18.2.12** An EIS must be prepared for:

- a. Moving the Growth Boundary,
- b. Development proposals within an identified wildlife corridor or habitat patch,
- c. A new ASP or ARP, and
- d. Amending an ASP or ARP.

**18.2.13** Notwithstanding 18.2.12d, Council may determine that an EIS is not required to be prepared for an application to amend an ASP or ARP based on the nature and scope of the amendment and the potential for adverse environmental impacts.

**18.2.14** An EIS may be required to be prepared for any development proposal presented to a decision-making authority of the Town, including Council, the development authority, and the subdivision authority. In order to help determine whether an EIS will be required, key criteria that may be considered include, but are not limited to, the magnitude, geographic extent, timing, frequency, duration and reversibility of the potential adverse environmental impacts.

**18.2.15** The preparation, scope, content and review of an EIS shall be in accordance with the Town's EIS Policy. Whenever an EIS is prepared, the Town will contract a qualified professional(s) to conduct an independent third party review of the EIS.

**18.2.16** Where an EIS has been prepared and accepted as part of a statutory plan, land use bylaw or development approval, a new EIS is generally not required at a later stage in the approval process unless the planning or development proposal changes significantly.

## 18.3 RECOMMENDED STUDIES, REPORTS AND GUIDELINES

Preparation of the following studies, reports and guidelines will assist with the implementation of this plan and are recommended to be undertaken subject to Council priorities and budget decisions.

### Wellhead Protection Zone

- 18.3.1 To best ensure groundwater protection for existing and new development, the Town should undertake a study to better delineate the wellhead protection area boundaries and should review the groundwater protection regulations in the *Land Use Bylaw*.

### Steep Creek Engineering Guidelines

- 18.3.2 Engineering guidelines for development within Steep Creek hazard areas should be developed and implemented, which may include but are not limited to standards for habitable floor level, foundation construction, building openings, retaining walls and deflection walls.

### Environmental Impact Statement Policy

- 18.3.3 An EIS Policy will be created to detail the preparation, scope and review of an EIS, including creation of the Terms of Reference for the EIS.

### Wildlife Site Design Guidelines

- 18.3.4 Site Design Guidelines for new development adjacent to wildlife corridors and habitat patches should be created. The site design guidelines will include such things as placement of amenities, landscaping, hours of operation, lighting standards and building setbacks.

### Municipal Lands Strategy

- 18.3.5 A municipal lands strategy should be created to identify Town-owned lands that are suitable for affordable housing opportunities. The Town should work with affordable housing agents or other similar partners for development of those lands to achieve the goals contained within the *Comprehensive Housing Action Plan*.

### Market Accessory Suites and Incentives

- 18.3.6 The *Land Use Bylaw* should be updated to encourage the provision of secondary and garden suites in existing neighbourhoods and amended to remove over-restrictive regulatory barriers, while ensuring that provisions are established to protect the integrity of the neighbourhood.

### Employee Housing Strategy

- 18.3.7 The Town should work with its partners, including an affordable housing agent, developers, business owners and economic development partners, towards creating and implementing a strategy for housing employees.

## Short-term Commercial Accommodation Rental

- 18.3.8** Should the Town consider allowing the short-term rental of residential dwelling units for commercial accommodation purposes, a public engagement process shall be undertaken to determine which land use districts may be appropriate and to create regulations to ensure the residential character of neighbourhoods is maintained.

## Infrastructure Design Guidelines

- 18.3.9** The Town's *Engineering Design and Construction Guidelines* should be reviewed and updated as required to incorporate the latest in innovation and progressive utility design.

## Telecommunications Protocol

- 18.3.10** A telecommunications protocol should be developed to establish a process for working with proponents through the siting process to ensure the installation is sensitive to the needs of the community. The protocol should include the following considerations:
- a. Application requirements,
  - b. Siting, design and location,
  - c. Public notification requirements including what should be included in a notification package and who should be notified,
  - d. Public consultation requirements and dispute resolution,
  - e. Screening, signage and lighting, and
  - f. Opportunities for co-location.

## Community Events Policy

- 18.3.11** A policy that outlines the criteria for which community events are supported, and in what form the support will be provided, shall be developed by the Town. An annual budget for providing such support will be maintained. This policy should determine, at a minimum, the appropriate levels of Town support. Support for community events may not imply direct fiscal support, and may be provided in non-fiscal means, including:
- a. Promotion of events in Town communications,
  - b. Provision of "in-kind" goods and services,
  - c. Continued access to municipal facilities,
  - d. Maintenance of facilities used by events, and
  - e. Collaboration in the planning of improvements to facilities used by events.

The policy should include criteria for assessing the social, economic, and environmental impacts of proposed events.

## 18.4 MEASURING AND MONITORING

Implementation of this plan can be best evaluated if there are measures and reports by which progress can be determined. Any monitoring process should carefully use existing measures where possible and not create a need for significant additional resources.

### Plan Monitoring

**18.4.1** Where available, the following mechanisms will be used to monitor the policies within this plan:

- a. Canmore Community Monitoring Report,
- b. Customer Satisfaction Surveys,
- c. Environmental, Social and Economic Impact Statements, and
- d. Annual State of the Town Report.

**18.4.2** A list of indicators and measures should be created for which the Town can quantify the progress towards reaching the goals of this plan and can evaluate the plan for its effectiveness. There will be an annual report made public providing the progress as shown in the results of the indicators and measures list.

### Plan Review and Updates

**18.4.3** This plan should be reviewed at 5 year intervals to ensure the goals and policies remain current and effective. A comprehensive update of this plan should occur when deemed warranted.





## 19. MAPS

Map 1 – Growth Boundary

Map 2 – Conceptual Land Use

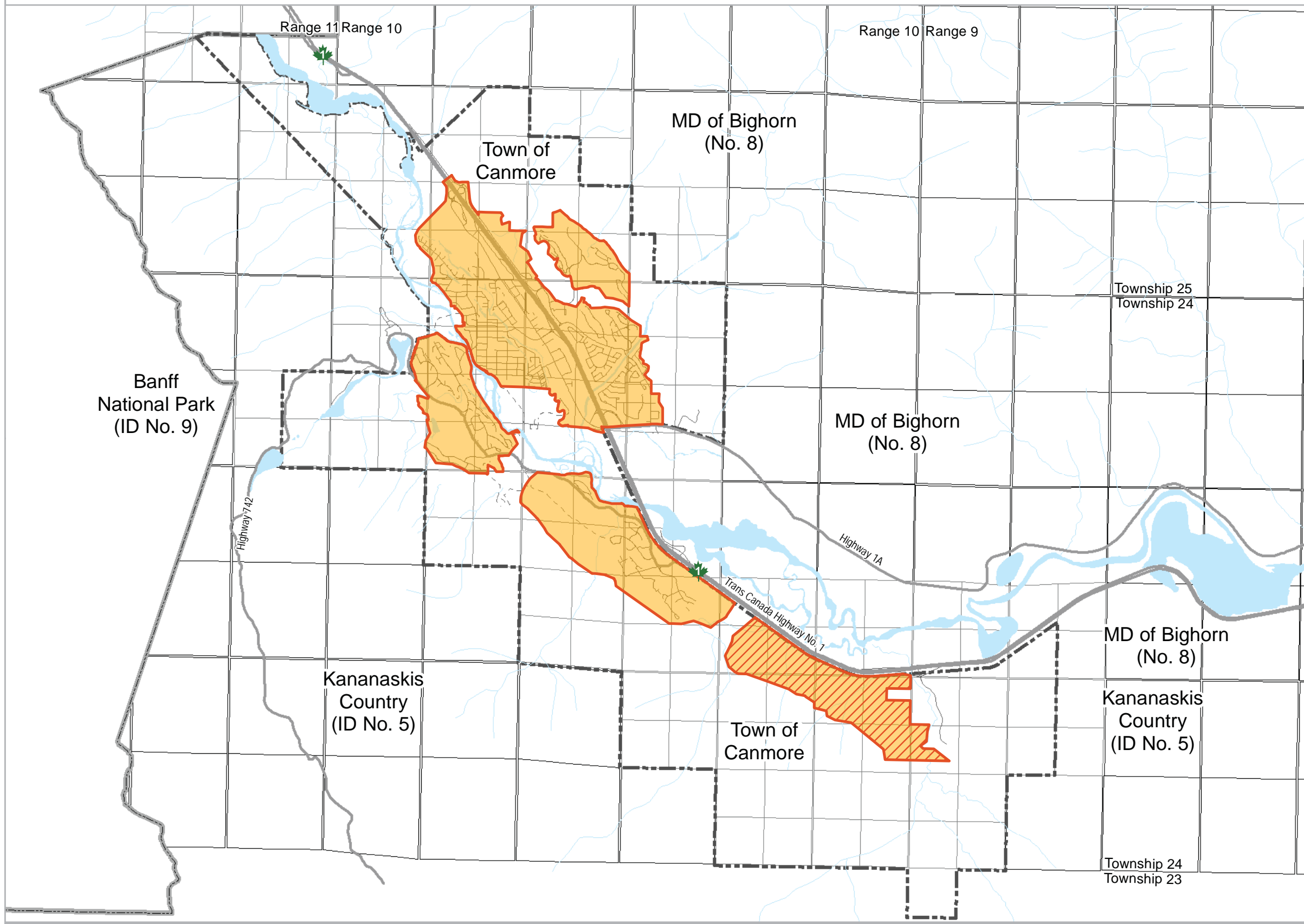
Map 3 – Undermining Regulation Area

Map 4 – Wildlife Corridors and Habitat Patches

Map 5 – Commercial and Industrial Land Use

# Municipal Development Plan 2016

# MAP I GROWTH BOUNDARY

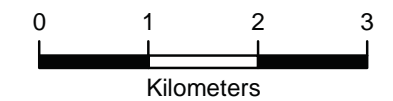


### Legend

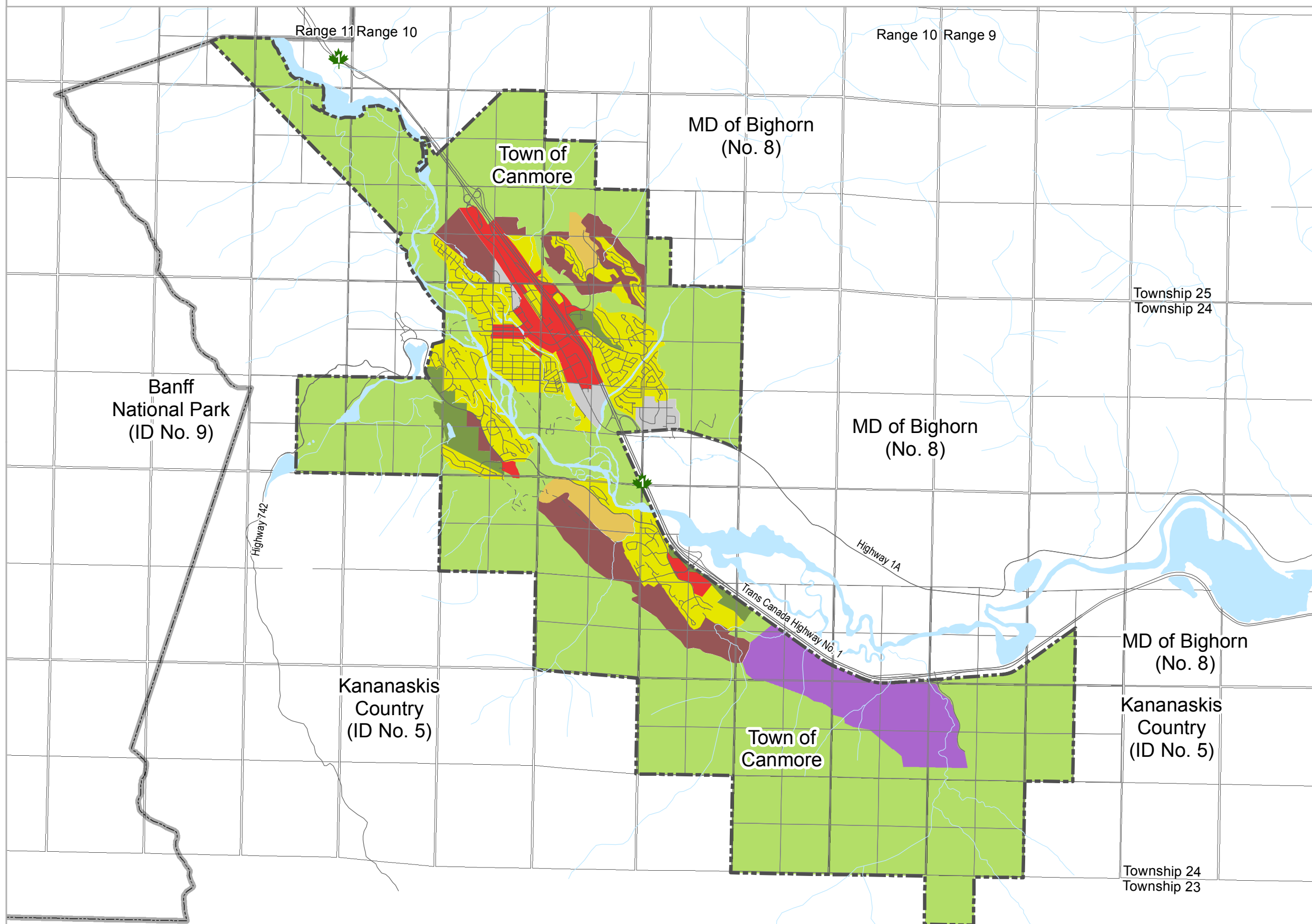
- Growth Boundary
- Area To Be Determined
- Town Boundary

### Disclaimer:

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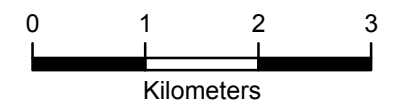
### Legend

- Neighbourhood Residential
- Commercial and Mixed Use
- Industrial
- Resort Centre
- Future Planning  
(Area To Be Determined)
- Conservation
- Community Open Space  
And Recreation
- Private Recreation
- Town Boundary

**Note:** Map amended by Bylaw 2016-26.

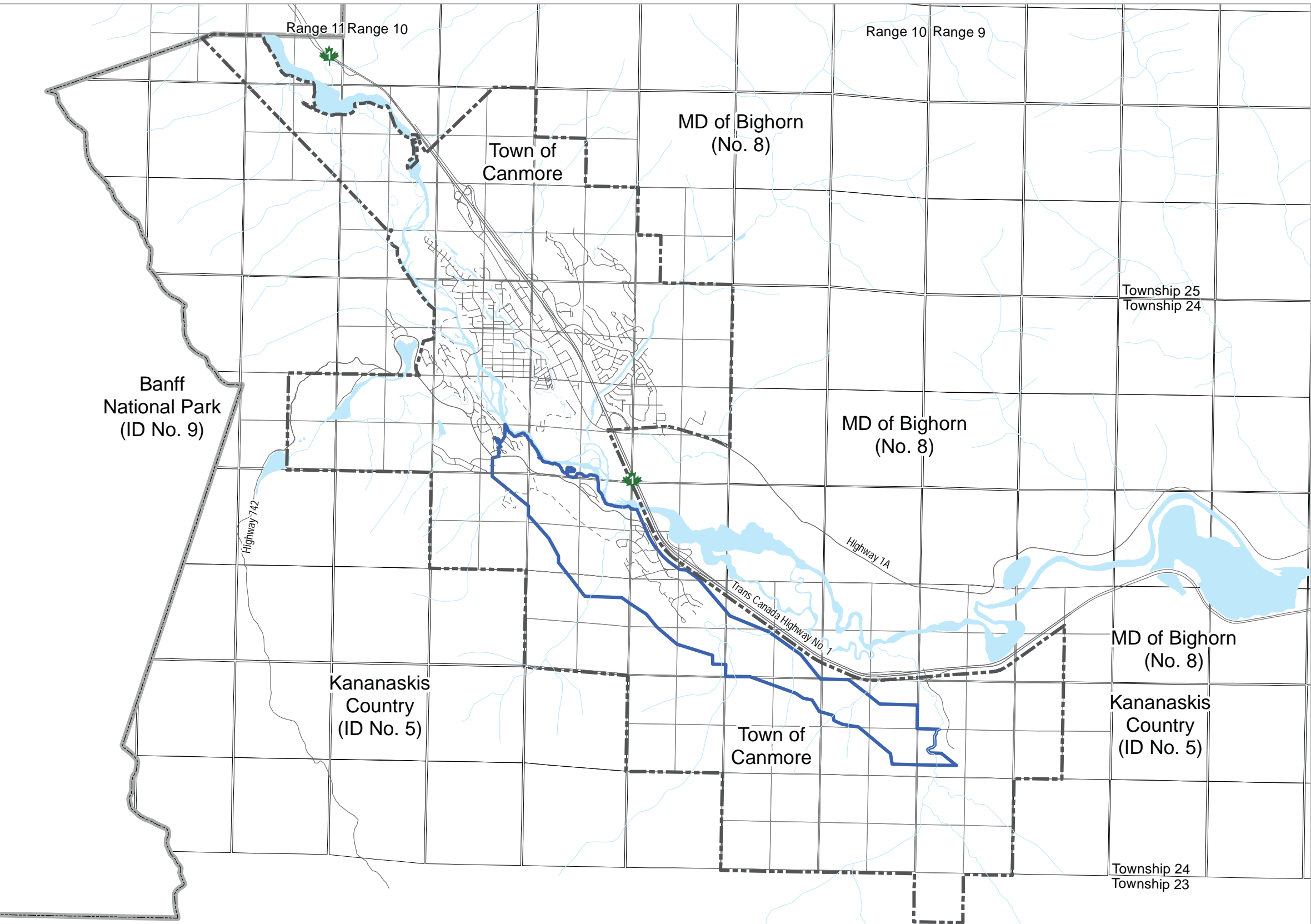
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February, 2017



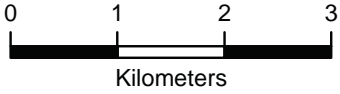


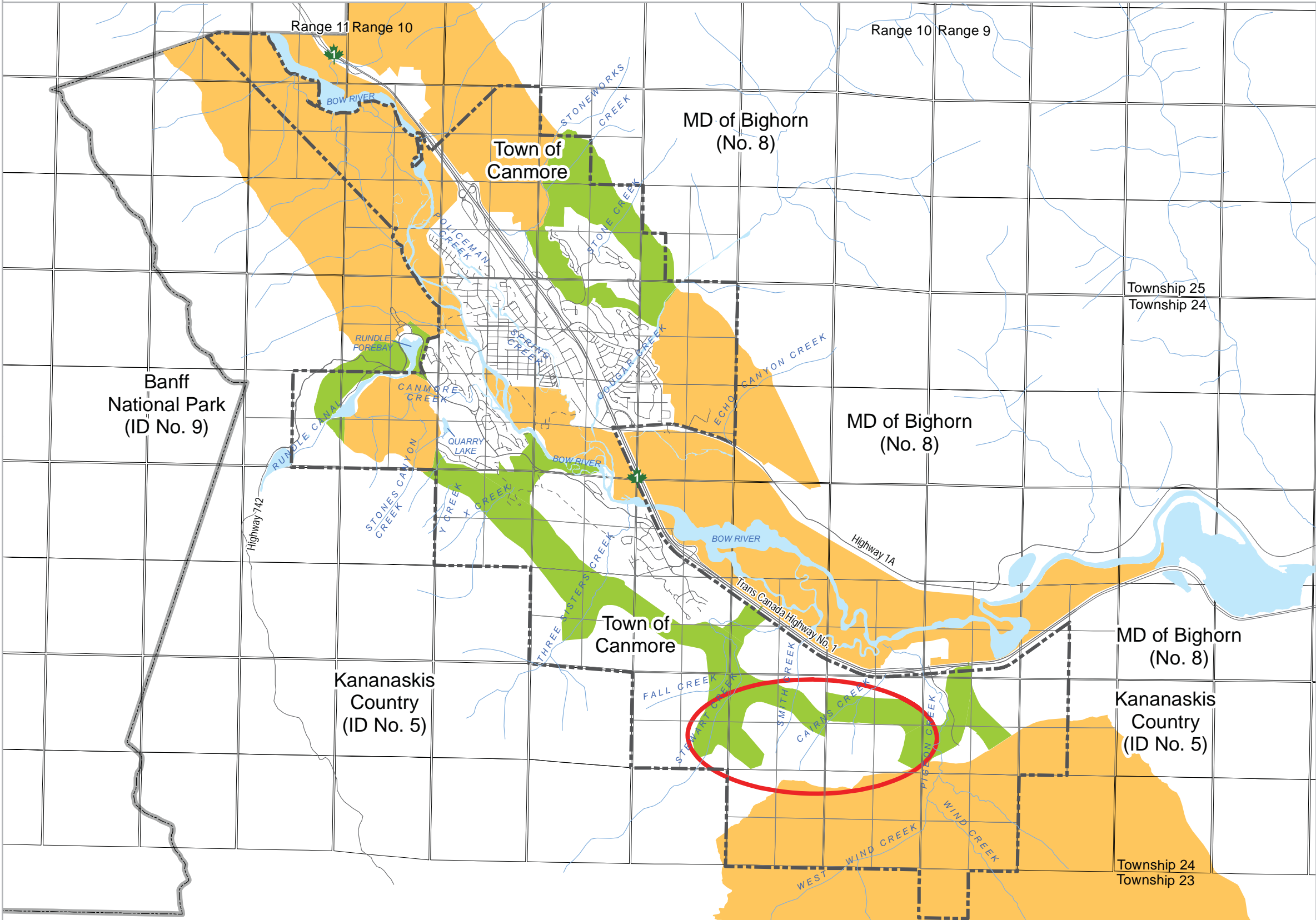
**Legend**

- Provincial Undermining Regulation Boundary
- Town Boundary

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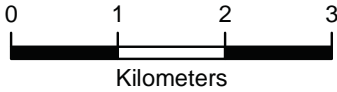


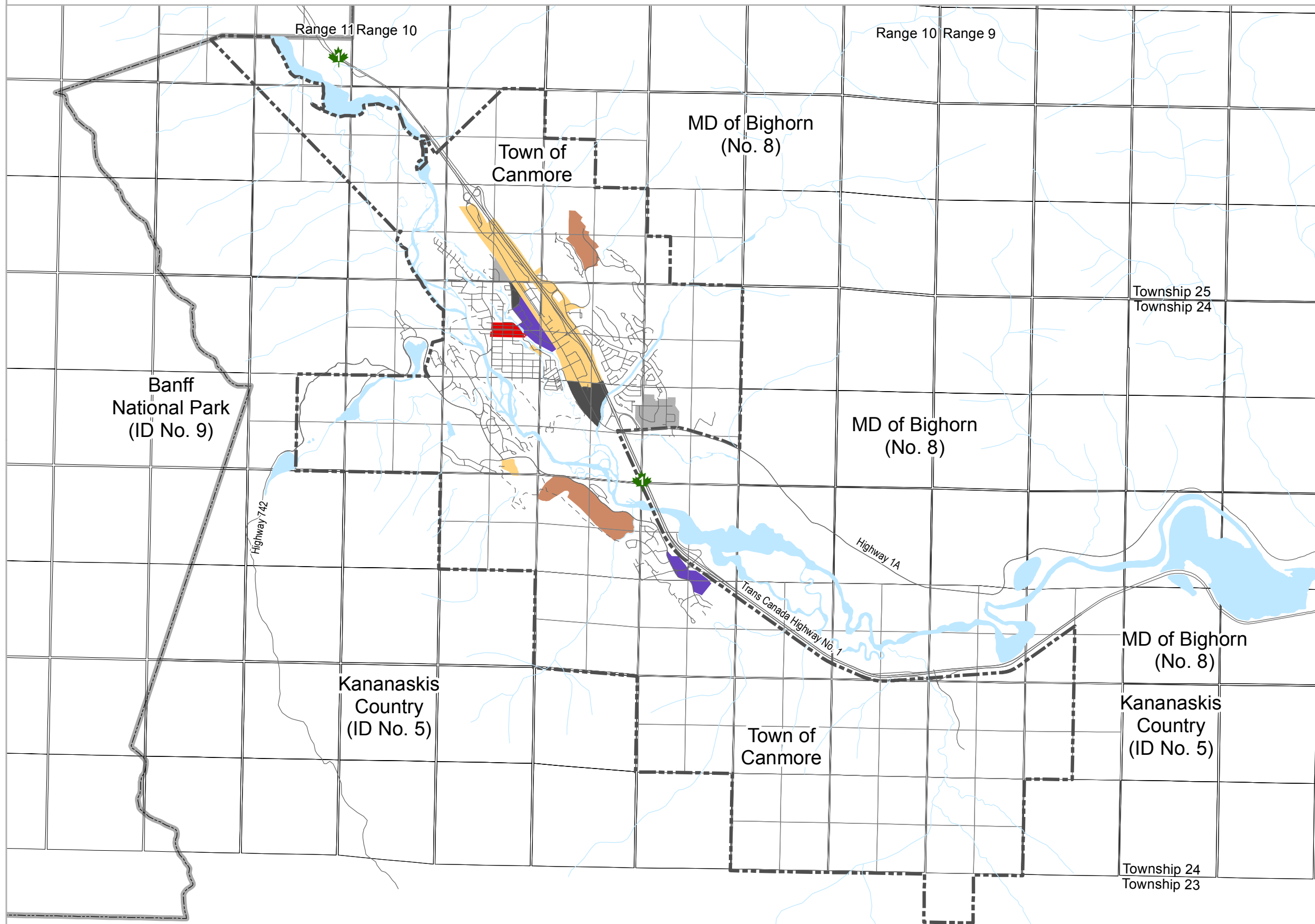


**Legend**

- Habitat Patch
- Wildlife Corridor
- Town Boundary
- Area Under Review

**Disclaimer:**  
The Town of Canmore provides this information in good faith but it provides no warranty, nor accepts any liability arising from any incorrect, incomplete or misleading information or its improper use. Unless otherwise specified within the MDP, the boundaries or locations of any symbols or areas shown on a map are approximate only, not absolute and will be interpreted as such. They are not intended to define exact locations or the extent of areas or influences. Precise location of areas, influences or boundaries, for the purpose of evaluating development proposals, will need to be confirmed before any development decisions are made or will be determined by Town Administration at the time of application.





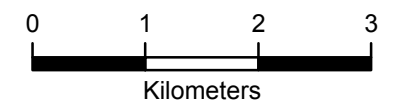
Legend

- Commercial and Mixed Use
- Gateway Mixed Use
- Tourist Service
- Town Centre
- Resort Centre
- Resort Centre
- Industrial
- Light Industrial
- Business Industrial
- Town Boundary

**Note:** Map amended by Bylaw 2016-26.

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**Affordable housing, perpetually** – refers to both equity and rental housing units that, through a variety of restrictions such as those imposed through a Restrictive Covenant, Option to Purchase, a land lease, or other document, in favour of an affordable housing agent, is removed from the influence of the open real estate market.

**Character** – the unique attributes of the natural and the built environment which establish a sense of place. It includes elements such as street width, street amenities, intensity of development, types of land use, environmental features, configuration of lots, community gathering spaces and building architecture.

**Conservation easement** – a private, legal agreement whereby a landowner voluntarily restricts certain rights or opportunities related to their land use in favour of a qualified organization (i.e. land trust or government agency) in order to support identified conservation goals. The agreement is registered on title, and binds all future landowners.

**Critical facilities** – structures or buildings from which essential services or functions are performed. Typical critical facilities include hospitals, fire stations, police stations, storage of critical records, government facilities and utilities.

**Economic development agent** – a provider of economic development services authorized by the Town of Canmore.

**Environmental Impact Statement (EIS)** – a study that assesses the potential impact of a development proposal which is prepared by qualified professionals, such as an environmental consultant, ecologist, wildlife biologist, or hydrogeologist. An EIS provides a technical assessment of a development proposal explaining if and to what extent the proposed development might impact the biological and physical characteristics and functions of an area. An EIS identifies potential adverse impacts of a proposal and recommends ways to avoid, minimize or mitigate these impacts and, if possible, enhance the natural area.

**Environmentally Sensitive Area (ESA)** – areas of land containing sensitive or significant environmental attributes that are established with the intent to protect natural features and functions, including but not limited to wildlife and waterbodies.

**Essential Community Services** – services that are provided for the safe and healthy functioning of a community, and includes bylaw services and fire and disaster services.

**Grow home** – an affordable housing form where the interior can be adjusted or modified incrementally to match the space requirements and financial situation of the homeowners.

**Infill** – the development of vacant or mostly vacant land within built-up areas of existing neighbourhoods, where infrastructure is readily available.

**Intensification** – means the development of a property, site or area at a higher density than currently exists through redevelopment or infill development.

**Next home** – an affordable housing form whereby a single structure is built and can be used as a single family dwelling, a duplex or a triplex.

**Micro home** – an affordable housing form where the floor area of the dwelling is substantially reduced.

**Mixed-use** – allowing more than one type of use in a building or a set of buildings. This can result in a combination of residential, commercial, industrial, office, or institutional uses.

**Pop-up retail** – use of a retail commercial space for temporary or seasonal retail businesses.

**Redevelopment** – replacement, remodeling, or adaptive reuse of existing structures or lands to accommodate new development.

**Social fabric** – refers to a concept developed through the Mining the Future process. The essence of Social Fabric is described as the heart and soul of the community and includes the connectedness between people, a feeling of belonging and embracing diversity.

**Study area** – means the geographic area that contains the largest credible area affected by a geomorphic or other hazard.

**Sustainable** – means whereby as a community we integrate our social, economic, and environmental activities in ways that will enable us to meet the needs of the current generation without compromising the ability of future generations to meet their own needs.

## 20.2 COMMONLY USED ACRONYMS

ASP	Area Structure Plan
ARP	Area Redevelopment Plan
BCEAG	Bow Corridor Ecosystem Advisory Group
CHAP	Comprehensive Housing Action Plan
CRP	Calgary Regional Partnership
EIS	Environmental Impact Statement
ESA	Environmentally Sensitive Area
MDP	Municipal Development Plan
MGA	Municipal Government Act
MTF	Mining the Future
NRCB	Natural Resources Conservation Board
PAH	Perpetually Affordable Housing
S2S	Signposts to Sustainability

## 20.3 TOWN REFERENCED POLICIES AND GUIDELINES

Bow Valley Wildland/Urban Interface Plan

Cash-in-Lieu Policy

Community Engagement and Information Policy

Comprehensive Housing Action Plan

Engineering Design and Construction Guidelines

FireSmart Mitigation Strategy

Guidelines for Subdivision and Development in Mountainous Terrain

Integrated Transportation Plan

Mining the Future

Open Spaces and Trails Plan

Public Art Policy

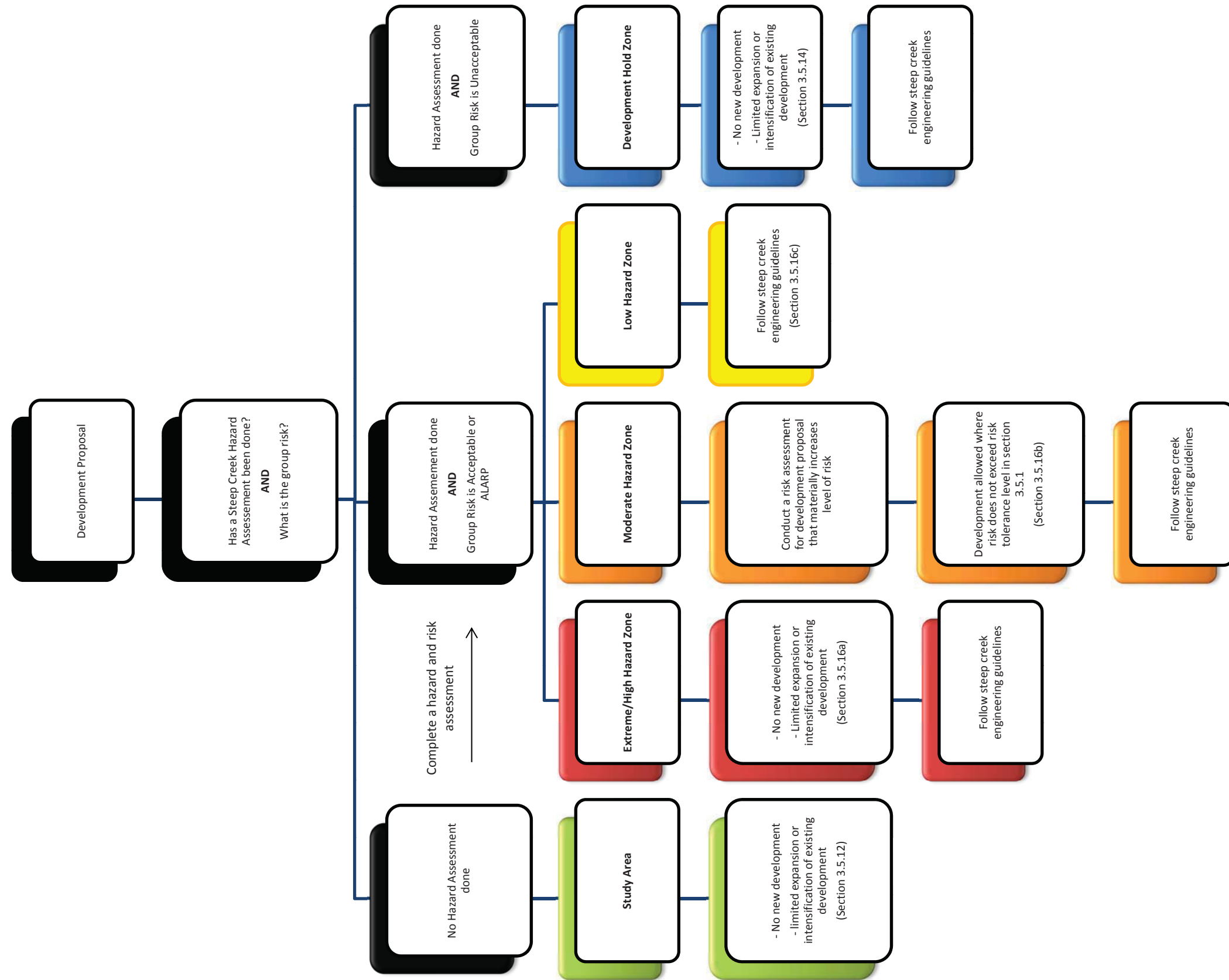
Recreation Master Plan

Signposts to Sustainability

Steep Creek Hazard and Risk Policy

An Assessment of the Needs of Young Adults Living in the Bow Valley: Challenges of the Resort Town Experience

## 20.4 STEEP CREEK DEVELOPMENT FLOW CHART





# Attachment 21 Steep Creek Hazard and Risk Policy



# Steep Creek Hazard and Risk Policy

**DATE APPROVED:** September 20, 2016

**COUNCIL RESOLUTION:** 239-2016

## 1. POLICY STATEMENT

The Town's objective is to avoid and reduce intolerable risk associated with steep creek hazards. This policy identifies the lands within the town that are impacted, or are potentially affected by, steep creek hazards. Where development exists or may be allowed in hazard areas, this policy outlines the process to be followed to ensure appropriate safety and sustainability of the development.

## 2. PURPOSE

The Municipal Development Plan establishes Canmore's approach to managing steep creek hazards and the integration of risk into the land use and development decision-making process. The purpose of this policy is to explain in better detail how risk is measured and what criteria is used, the Town's approach to managing those risks and to define zones for different levels of intensity impacted by steep creeks.

## 3. DEFINITIONS

Unless specifically defined in this section, all terms included in this policy shall be as defined in the MDP.

## 4. RESPONSIBILITIES

- a. The Engineering and the Planning and Development Departments shall be responsible for the maintenance of this policy.
- b. The Planning and Development Department shall ensure that all decision making authorities are provided with a copy of this policy.

## 5. STEEP CREEK HAZARD MAPPING

Steep creek hazard mapping reflects the level of effort applied to a steep creek hazard assessment. Unless otherwise noted, the hazard maps contained within Appendix A illustrate the highest level of assessment and are applicable for all potential development proposals in that hazard area. Where a steep creek hazard assessment has been prepared for a specific development, it may not be applicable to other development proposals and a higher level of assessment may be required. The appropriate method of assessment and level of effort is determined by a qualified professional in consultation with the Town, and Provincial regulations or guidelines where they exist. The assessment is specific to the type of hazard, the proposed development and local site conditions.

The map attached hereto as Appendix A identifies:

- 1) Steep Creek Study Areas
- 2) Steep Creek Hazard Zones
- 3) Development Hold Zones

Development proposals within these lands shall be regulated in accordance with the Town's Municipal Development Plan and the Land Use Bylaw.

Steep Creek Hazard Maps indicate the geographic area in which they are valid. For example, if a hazard and risk assessment has been completed and accepted for a specific development proposal, it may not be used for another spatial extent or more significant development within the remaining study area.

The maps within this policy shall be updated by the Town where:

- 1) the steep creek hazard has been assessed in a Steep Creek Study Area and the Hazard Zones have been defined.
- 2) the steep creek hazard has been re-assessed in a Steep Creek Hazard Zone to a greater level of detail.
- 3) mitigation has been constructed in accordance with the Town's engineering guidelines and the Hazard Zones have been re-assessed.

## 6. STEEP CREEK RISK MEASUREMENT CRITERIA

The criteria used to measure risk are related to safety and economic cost.

### 1) Safety

Two metrics are used to measure safety risk:

#### a. Individual Risk

Individual Risk is the risk of an individual being killed in an event. Individual Risk can be assessed for persons in any given year. Individual risk takes into account the magnitude and frequency of the hazard, the location of the person exposed to the risk and the structure type for persons within buildings, and the probability of a person being present during an event. The resultant measure is referred to as the Annual Probability of Death of an Individual or PDI.

#### b. Group Risk

Group risk is the potential for multiple deaths in a single event. A greater number of persons exposed to the same hazard results in increased risk. As society has a very low tolerance for group risk, new development needs to be maintained within acceptable thresholds. Often, with existing development, it is prohibitive socially, economically, and environmentally to reduce risk into 'Acceptable' ranges. In those cases the Town endeavors to reduce group risk to 'As Low As Reasonably Practicable' (ALARP). Where group risk is determined to be unacceptable, the Town may limit new development that results in an increase to group risk until action is taken by the Town to reduce group risk to 'Acceptable' or 'ALARP'.

### 2) Economic Cost

#### a. Economic Risk

Economic risk includes damage to building structures and damage to municipal infrastructure including roads and utilities. Other areas of economic risk that may be required to be considered include:

- Cost of constructing and maintaining mitigation,
- Business losses,

- Franchise utilities,
- Transportation impacts, and
- Property loss beyond damage to building structures, for example building contents and land improvements.

**7. STEEP CREEK RISK ASSESSMENT CALCULATIONS**

Where a risk assessment is required to determine the risk created by new development and any risk reduction measures that must be taken, the developer will be required to undertake a risk assessment in accordance with any Town engineering and provincial guidelines that may apply.

**8. STRATEGIC ALIGNMENT**

In accordance with the Town of Canmore Council Strategic Plan 2016-18, this policy is in alignment with the safety goal: *Canmore is a safe community.*

**9. RELATED DOCUMENTS**

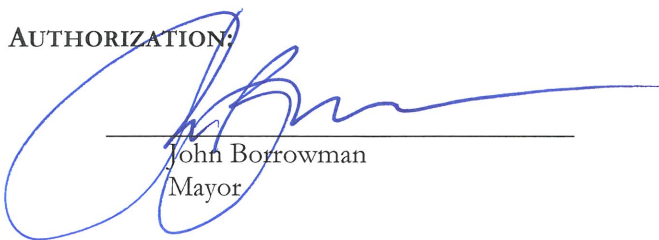
- 1) Town of Canmore Municipal Development Plan
- 2) Town of Canmore Land Use Bylaw
- 3) Town of Canmore Engineering Design and Construction Guidelines

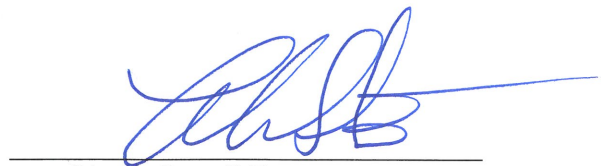
**10. STEEP CREEK HAZARD REPORTS**

- 1) Cougar Creek Debris Flood Hazard Assessment. Final Report prepared for the Town of Canmore, March, 2014. BGC Engineering Inc.
- 2) Three Sisters Creek Debris-Flood Hazard Assessment. Final Report prepared for the Town of Canmore, October, 2014. BGC Engineering Inc.
- 3) Stone Creek Debris-Flow Hazard Assessment. Final Report prepared for the Town of Canmore, October, 2014. BGC Engineering Inc.
- 4) Stoneworks Creek Debris-Flood Hazard Assessment. Final Report prepared for the Town of Canmore, November, 2015. BGC Engineering Inc.
- 5) Stones Canyon Creek Development. Level 2 Debris-Flow Risk Assessment. Final Report prepared for the Hillcroft Developments Ltd., October, 2015. BGC Engineering Inc.

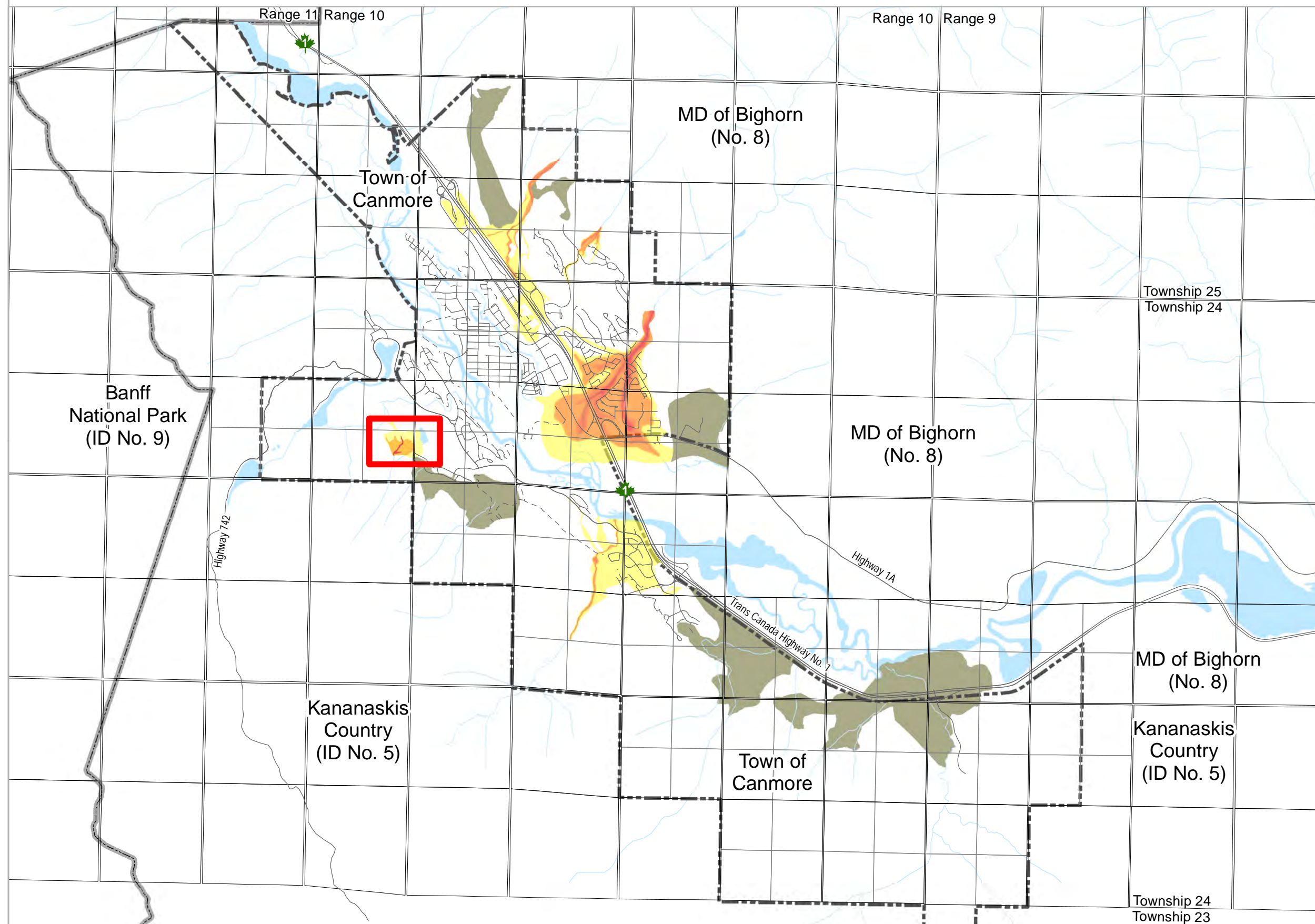
**REPEALS POLICY: N/A**

**AUTHORIZATION:**

  
\_\_\_\_\_  
John Borrowman  
Mayor





  
\_\_\_\_\_  
Lisa de Soto, P.Eng.  
Chief Administrative Officer

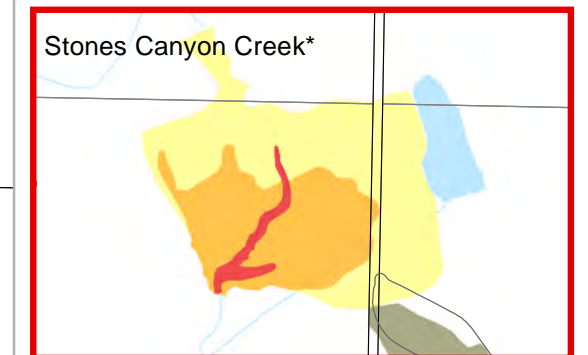
# APPENDIX A STEEP CREEK HAZARD POLICY 2016



## Legend

### Steep Creek Hazard Zones

-  Extreme/High
-  Low
-  Steep Creek Study Areas
-  Town Boundary



\* Refer to Stones Canyon Creek Development Level 2 Debris-Flow Risk Assessment for applicability of the hazard mapping to specific development proposals. A higher level of assessment may be required pursuant to Section 6 of the policy.



# Attachment 22 Town of Canmore Land Use Bylaw Update

# **Town of Canmore Land Use Bylaw Update – Project Management**

## **Request For Quotes**

*(Submission deadline is Monday June 5, 2017 at 1:00 p.m. MDT)*

**Project Manager:** Alaric Fish  
**Email:** [afish@canmore.ca](mailto:afish@canmore.ca)  
**Phone:** 403.678.1516

## **TABLE OF CONTENTS**

1. GENERAL CONDITIONS
2. INTRODUCTION AND CANMORE CONTEXT
3. PROJECT DESCRIPTION AND REQUIRED CAPACITY OF THE CONSULTANT
4. DRAFT TIMELINE
5. EVALUATION OF SUBMISSIONS
6. SUBMISSION REQUIREMENTS
7. RESOURCES

## **1. GENERAL CONDITIONS**

### **Submission**

Submit to the Town of Canmore (the Town) a quote to perform all of the work outlined in Sections 3, 4, & 5 of this Request for Quote (RFQ).

### **Proponent Expenses**

Proponents are responsible for their own expenses to prepare a submission for this RFQ.

### **Modification of Terms**

The Town reserves the right to modify the terms of this RFQ. This includes the right to cancel this RFQ at any time without entering into a contract with any proponent.

### **Acceptance/Rejection and Conditions**

The Town will review the submitted quote and may request additional interviews from the proponent. The evaluation will be confidential and their own scores will not be provided to any of the other proponents.

The Town reserves the right, at its sole discretion, to award the project in part or in whole to one or more proponent.

The Town reserves the right to accept or reject any or all proposals and to waive irregularities and informalities at its discretion. By submitting a proposal the Proponent waives any right to contest in any legal proceeding or action the right of the Town to award the project to whomever it chooses, in its sole discretion, and for whatever reasons the Town deems appropriate. Acceptance of a proposal by the Town shall only be through written Notice of Award to the successful proponent.

### **Questions and Clarifications**

1. All requests for clarification and questions regarding this RFQ should be submitted in writing via email to Alaric Fish at [afish@canmore.ca](mailto:afish@canmore.ca). All questions or clarification requests should be specific to this RFQ and should include references to a specific section and item number.
2. It is further requested that all clarification and questions requests be received no later than five working days prior to close. Although every attempt will be made, the Town cannot guarantee that questions received beyond this time period will be answered prior to the RFQ closing time.
3. Dependent on their nature, comments or answers will be returned via email or through an addendum should the information be applicable to all Proponents.
4. Addenda may be issued during the proposal period. All addenda become part of the agreement and must be included in the Proponents proposal submission.

### **Debriefing**

At the Town's discretion, the Town may offer brief debriefing to unsuccessful proponents upon request.

### **Award**

Proponents are not guaranteed any paid assignments as a result of being short-listed via this RFQ. Shortlisted proponents may be required to undergo an interview prior to final selection.

### **Consulting Agreement**

The successful proponent will be required to sign a Consulting Agreement with the Town.



## **2. INTRODUCTION AND CANMORE CONTEXT**

Located in the Bow River Valley in the heart of the Canadian Rocky Mountains, the community of Canmore is shaped by its dramatic geography. Change in the urban fabric has been significant over the past 50 years and throughout its transition from humble working class beginnings to its current eclectic mix, Canmore has managed to retain its small town, wilderness flavour.

Canmore is home to a community whose vision is based on the conviction that environmental sensitivity and economic sustainability can be reconciled. Keenly aware of the fine balance between economic growth and environmental stewardship, our community seeks to support businesses that take advantage of our incredible location while producing minimal environmental impact. Our future lies in the intellectual and creative wealth coming to the community from all over the world. There are strong growth opportunities in recreational tourism and the health and wellness sector. Opportunities that honour our past, sustain our tourism links and at the same time attract new, collaborative innovation will provide a greater spectrum of employment opportunities and most importantly, will preserve our key asset: the natural environment.

In September 2016, the Town of Canmore approved a new Municipal Development Plan (MDP). The MDP guides the community on its path toward greater sustainability by integrating the community's vision with municipal planning and decision making. The MDP sets the Town's overall policy direction for community land use decisions, particularly the Land Use Bylaw. The Town's current Land Use Bylaw was written in 2012, and is still largely relevant, but there are a number of areas that need to be updated.

## **3. PROJECT DESCRIPTION AND REQUIRED CAPACITY OF THE CONSULTANT**

The Town would like to update the Land Use Bylaw in response to a number of issues raised in the MDP as well as changes in current planning and development areas. The Planning and Development team has been faced with a number of interesting but challenging projects not directly related to the Land Use Bylaw and so far have been unable to undertake the desired changes. Council has the expectation that a number of these changes will be undertaken in 2017. The Town is seeking assistance from an experienced planning consultant to manage an update to Canmore's Land Use Bylaw.

Given the number of areas requiring updating and the scope of public engagement, it could be that two or more separate bylaws will be undertaken. For most of the issues, the background and context for the bylaw content are expected to come predominantly from Planning and Development Department staff.

In general, the consultant will be required to:

- Manage the bylaw re-write
- Provide advice and organization of public engagement
- Compile results from public engagement
- Ensure statutory requirements are met
- Review and make recommendations on bylaw specifics
- Review and identify additional best practices in relevant subject areas.

The consultant should have experience with resort communities, Alberta planning legislation, leading-edge practices regarding land use planning, and incorporating environmental sustainability into land use regulations within the legislative limitations. Experience with best practices to encourage affordable housing is considered an asset.

The anticipated topics for consideration include:

- Reviewing and reducing regulations for accessory dwelling units (e.g. secondary suites) in a greater number of land use districts

- Including a new section for regulations relating to steep creek hazards
- Requirements for employee housing for new non-residential developments
- Regulations around marijuana sales and production
- Revisions to building height calculation methodology
- “Omnibus” edits for clarity and efficiency in various areas
- Incorporation of Sustainability Screening Process objectives into Land use regulations – potentially including inclusionary zoning provisions, pending Provincial Government regulations expected this summer
- Short-term vacation rental regulation\*

\* This is a particularly complex issue that has land use, taxation, and enforcement issues. Should the Town consider allowing the short-term rental of residential dwelling units for commercial accommodation purposes, a public engagement process will need to be undertaken. This will need to determine which land use districts may be appropriate, and lead to the creation of regulations to ensure the residential character of neighbourhoods is maintained. It is possible that this aspect of this RFQ could become a separate project from the other Land Use Bylaw updates.

Canmore has an engaged community of residents and businesses and the bylaw amendments must be completed to the highest professional standard and is expected to be subject to rigorous public scrutiny.

#### **4. DRAFT TIMELINE**

##### **Timeline**

The timeline will depend significantly on whether a single larger, or multiple smaller bylaw updates are pursued. This will depend in part on Council priorities, Town Administration availability, consultant availability and scope, and timing related to the fall election. The timeline may need to be somewhat flexible and will be reviewed and established in conjunction with the selected consultant. In general, the timelines are anticipated to will be as follows:

##### **Phase 1: Project chartering – Approximately two weeks following selection of consultant.**

Review topics for bylaw amendment, related public engagement, establish scope of consultant and administration work and establish timeline considering Council schedule and election limitations.

##### **Phase 2: Review of specific bylaw topics – Approximately four weeks**

###### **a) Topic / issue review**

Town Administration to prepare summary of proposed revisions and additions to consultant. The consultant will review these topics, give input, and where appropriate provide recommendations for additional research.

###### **b) Review and plan for appropriate public engagement opportunities for each topic**

In conjunction with Town Administration, the consultant will make recommendations for public engagement based on statutory requirements and best practices.

##### **Phase 3: Undertake public engagement – Approximately six weeks**

###### **a) Schedule, advertise, and prepare for public engagement**

In conjunction with Town Administration, the consultant will prepare all aspects of the public engagement. This could include open houses, online engagement (e.g. surveys), or other opportunities.

###### **b) Attend and assist with public engagement**

In conjunction with Town Administration, the consultant will likely attend, and co-lead public events.

**Phase 4: Compile input from Public engagement– Approximately two weeks**

The consultant will summarize input received from the public engagement and in conjunction with Town Administration, prepare final recommendations for Council consideration.

**Phase 5: Final Bylaw approval – Approximately two months**

Although Administration will lead the final statutory approvals, the consultant may assist with responding to requests for alternatives or additional research as necessary.

**5. EVALUATION OF SUBMISSIONS**

The Town recognizes there remain some uncertainties about how to best structure the proposed bylaw amendment(s). As a result, this RFQ has been structured to allow some flexibility with respect to proposals. Submission should include a proposed approach to the bylaw amendments as outlined, proposed public engagement, and estimated costs including hourly rates (including any estimated disbursements).

Submissions will be evaluated on the following criteria:

- Proven experience of the consultant with managing land use bylaw processes and writing
- Demonstrated knowledge of leading practices in land use planning
- Experience with effective and efficient public engagement
- Experience with resort community issues, particularly affordable housing
- Cost of proposed work and hourly rates

Qualification Criterion	Points
5.1 Experience and Expertise of the Firm	/25
5.2 Demonstrated knowledge of land use planning	/25
5.3 Experience with public engagement	/25
5.4 Rates	/25
<b>TOTAL POINTS AVAILABLE</b>	<b>100</b>

**6. SUBMISSION REQUIREMENTS**

RFQ submissions should include evidence of experience with land use bylaw processes, writing, and sustainability related initiatives in land use planning as well as experience with municipal statutory processes. Proponents could suggest a framework for the proposed bylaw amendments and suggestions for public engagement opportunities given the work proposed. An estimate of costs should also be included.

**RFQ SUBMISSIONS SHOULD BE SUBMITTED TO:**

**Alaric Fish**  
 Manager of Planning and Development  
 Town of Canmore  
[afish@canmore.ca](mailto:afish@canmore.ca)  
 403-678-1516

One electronic copy of a quote must be submitted. Quotes and supporting information are to be submitted by email to Alaric Fish at: [afish@canmore.ca](mailto:afish@canmore.ca) with the subject line **“Town of Canmore Land Use Bylaw Update – Project Management”** (files accepted in the Adobe Acrobat (.pdf) format only).

**Publishing Format for Deliverables**

The evaluation must be submitted in electronic format (.pdf). All deliverables must be submitted in an electronic format compatible with Microsoft Office and ArcGIS.

### **Statutory Requirements**

The Proponent acknowledges any information or documents provided to the Town may be released pursuant to the provisions of the Freedom of Information and Protection of Privacy ACT, R.S.A., 2000, F-25. This acknowledgement shall not be construed as a waiver of any right to object to the release of any information or documents. Each supplier shall clearly identify any information and/or records that it is providing in its response that constitutes a trade secret, that is supplied in strict confidence and/or the release of which could significantly harm its competitive position. The Proponent should familiarize themselves with all Provincial legislation and regulations, Town bylaws and policies or such other matters that may affect their proposal.

## **7. RESOURCES**

2012 – Land Use Bylaw 22-2010

<https://canmore.ca/residents/residents-development-planning/land-use-bylaw-22-2011-residents>

2016 – Municipal Development Plan

<https://canmore.ca/residents/residents-development-planning/municipal-development-plan>

2013 – Sustainability Screening Process

<https://canmore.ca/residents/residents-development-planning/fee-schedule-residents/78-business/development-permits/150-sustainability-screening-report>