

## **Access to Canada for IFMGA Mountain Guides March 2006**

All IFMGA guides are advised to contact the ACMG for assistance in obtaining legal access to Canadian mountains. We are happy to assist you with permits, information, and advice.

The information in this document is subject to change without notice. It is designed to provide general information only. Access to certain areas as well as requirements, such as liability insurance, may be revised or limited by land managers on short notice. If you plan on coming to Canada, please contact the ACMG well in advance of your trip to ensure you obtain the most current information and to allow time to complete the paperwork required for the ACMG to assist you with access.

### **The Quick Summary**

**If you are an IFMGA guide wanting to take clients into Banff, Jasper, Kootenay, Yoho or Mt Revelstoke and Glacier National Parks:**

- 1. Send a money order negotiable in Canada to the ACMG (address below) for CAD\$228 for liability insurance and a National Parks permit (in some US locales, money orders are difficult to come by – send a cheque negotiable in Canada for USD\$228 and we will refund you the exchange).**
- 2. Send us a copy of both sides of your IFMGA card and a copy of your valid first aid certificate.**
- 3. We will send you all required documentation, including report forms that must be submitted before you leave Canada.**

**If you do not hold valid IFMGA certification or wish to guide outside of the Mountain National Parks, please keep reading. Keep this document for reference.**

### **Reciprocity Requirements**

#### **American Mountain Guides Association:**

Reciprocity is offered to fully qualified Mountain Guides only.

Specialty Guides (Rock, Alpine, Ski) or Assistant/Apprentice/Aspirant Guides do not qualify because they do not meet the IFMGA's requirements for reciprocity (see below).

Questions about reciprocity or about supervision should be directed to the ACMG Executive Director.

### **Summary of Critical Steps**

#### **Before you leave your country:**

- 1. Do the necessary research on the area(s) you intend to use to familiarize yourself with the regulations, access issues, extra fees etc.**
- 2. Contact the ACMG to discuss your intentions – we will advise you on permits, liability insurance and other matters that directly affect you.**
- 3. Send us a copy of your valid first aid certificate, copies of both sides of your IFMGA identification card and all applicable fees for permits and liability insurance.**
- 4. Check with Immigration Canada to determine whether you require a working visa.**
- 5. Contact us to let us know you have received all applicable documentation from us.**

#### **While you are here:**

- 1. Contact us to let us know you have arrived.**
- 2. Carry all documentation for permits, liability insurance and IFMGA certification while guiding.**

3. **Complete the permit report forms and submit them to the ACMG Permit Manager after your trip, even if there has been zero use of the permit.**
4. **Report any accident or near-miss within 24 hours to:**  
**Insurance Adjuster: Graham R. Kinnear**  
**Aberdeen Adjusters,**  
**3130 31<sup>st</sup> Ave.**  
**Vernon, BC, V1T 2H1**  
**250-542-0482 (office), 250-308-9678 (cell)**  
**gkinnear@aberdeensadjusters.com**  
**Then contact the ACMG Executive Director.**

### **Contacting the ACMG**

In all instances, you are advised to contact the ACMG to discuss commercial guiding in Canada. We can assist in understanding the complexities involved and may be able to help you obtain access even in areas where we do not hold permits.

ACMG Permit Manager  
 Janet Miller  
 Box 8341  
 Canmore, Alberta, Canada  
 T1W 2V1  
 Tel: 403-678-2815  
 Fax: 403-609-0090  
 permits@acmg.ca

ACMG Executive Director  
 Peter Tucker  
 Box 8341  
 Canmore, Alberta, Canada  
 T1W 2V1  
 Tel: 403-949-3587  
 Fax: 403-609-0090  
 ed@acmg.ca

### **Permits**

**One of the benefits of reciprocity is the ability for you to access a wide variety of public land via the ACMG blanket permits. Please note the following:**

- ACMG permits are for the use of independent guides with their own clients. Guide companies must negotiate their own permits with land managers.
- Permit fees depend on the jurisdiction (see Specific Jurisdictional Information for details).
- To join an ACMG permit, please send the applicable fees, a copy of valid first aid certification that meets the standards of your home association, and a copy of both sides of your IFMGA identification card with current validation stickers from both your home association and the IFMGA.
- Liability insurance, with a minimum coverage of CAD\$2,000,000 per occurrence is also required. You must purchase visiting guide liability insurance through the ACMG (see Insurance) if you wish to join ACMG permits.
- If you wish to use your own liability insurance, you need to negotiate your own permit with land managers. They will usually request that they be named as additional insured on your policy.
- If you join an ACMG permit, you become a temporary restricted member of the Association and will be bound by its code of conduct and bylaws (see [www.acmg.ca](http://www.acmg.ca) / About / Documents / Code of Conduct and Bylaws). Restricted membership is valid for 2 months or less per year.
- You are required to adhere to access closures as well as regulations that apply to the area you intend to use (fire restrictions, camping/bivouac limitations).
- In some parks, additional fees and permits may apply for park entry, overnight stays in the backcountry, and/or use of facilities or huts. You must be aware of these fees and ensure that all members of your party have paid them as required.
- While guiding, you must carry proof that you are insured and registered on the appropriate permit. Once you register on an ACMG permit, you will be issued appropriate documentation. You must also carry your IFMGA card with you while guiding.
- If we are unable to add you to an ACMG permit, we will provide you with contact information for the land managers to whom you may apply for your own permit.

## Reporting of Use

If you join an ACMG permit, you are required to report to the ACMG Permit Manager after your trip is completed. You will be provided with the appropriate forms and instructions for how to complete and submit them.

## Insurance

IFMGA members wishing to join ACMG permits must purchase ACMG liability insurance. This insurance is for non-residents of Canada working intermittently (two months or less per year) in Canada. It provides CAD\$2,000,000 indemnity per occurrence and meets the conditions set by the land managers of our permits. The cost of the insurance to IFMGA members is CAD\$200 per year.

Although the territory covered is worldwide, the policy only covers lawsuits brought forward in a Canadian court under Canadian law. Visiting guides are encouraged (but not required) to carry additional insurance that will provide coverage for lawsuits launched in their home country. The policy is not valid for US citizens working in the United States. Non-US citizens require prior approval from the insurer for all working trips into the US.

If you are negotiating your own permits to guide in Canada, your own liability insurance may be acceptable. You will require a minimum of CAD\$2,000,000 per occurrence and your insurance must be valid in Canada. Your personal name must be on the policy. Specific wording may be required on your policy. To determine if your insurance is valid, please contact the appropriate land managers for assistance well in advance.

## Payment for Insurance and Permits

Payment for insurance and permits can be most easily done with a money order negotiable in Canada for the correct amount in Canadian funds. If (as is the case in some US locales) a money order is not obtainable, then please send a cheque in US funds for the Canadian dollar figure. Do not factor in the exchange. We will do this and refund you any difference when you arrive in Canada.

## Jurisdictions

In broad terms, there are five jurisdictions where mountain guiding activities commonly take place:

1. **British Columbia Parks**, Recreation Areas and Ecological Reserves.
2. **British Columbia Crown Lands** (all provincially owned lands).
3. **Federal National Parks** in British Columbia, Alberta and Yukon.
4. **Alberta Parks** and Protected Areas.
5. **Alberta Public Lands** and Forests (all provincially owned lands).

Take the time to determine which jurisdictions you wish to work in. The ACMG can assist you if you are uncertain about these.

## Specific Jurisdictional Information

### British Columbia Parks and Recreation Areas

The ACMG holds permits in a number of, but not all, BC Parks and Recreation Areas.

#### *Included parks:*

- Blackcomb Glacier Park
- Garibaldi Park
- Joffre Lakes Park
- Murrin Park
- Shannon Falls Park
- Stawamus Chief Park
- Tantalus Park
- Bugaboo Park
- Kokanee Glacier Park
- Mount Assiniboine Park
- Height of the Rockies Park
- Valhalla Park
- Cathedral Park
- EC Manning Park
- Mount Robson Park
- Mount Edziza Park
- Seven Sisters Park and Protected Area
- Babine Mountains Park
- Marble Canyon Park

*License fee:* The cost of the permit is CAD\$92.

*Insurance requirements:* Liability insurance is required.

*Registration:* We are able to add guides to our permit throughout the year. It is recommended that you contact the ACMG and discuss registration at least six weeks in advance to ensure your paperwork is in place when you arrive with your clients.

*Other requirements:* You are required to contact the district office or the local park office to obtain current information about the area before you enter the park with your clients. You will receive details in an information package provided to you after you are registered.

*For parks not listed on the ACMG permit:* A permit and liability insurance is required for all areas. Please contact the Permit Manager for assistance if you wish to guide in locations not listed.

### **British Columbia Crown Lands**

If you are guiding in British Columbia but outside of Provincial Parks or Recreation Areas you are on Crown Lands. Examples of popular areas to guide on BC Crown Lands include the Adamants (Fairy Meadows Hut), much of the terrain between the Bugaboos and Roger's Pass and the land surrounding most private ski-touring lodges. If you meet ALL the following criteria for incidental commercial use, there are no permit, insurance, reporting, or other requirements.

- You guide on Crown Land fewer than 14 days in a 6 month period

AND

- You make no modifications or changes to the existing landscape, including vegetation, and the use is of a non-disturbing nature to other users of Crown Land and wildlife

AND

- You do not use any motorized equipment (including helicopters and other aircraft). You may transport clients on public highways or forest service roads (the Ministry of Forests and the holder of the road permit have the authority to object to such uses)

AND

- You do not use any livestock or bicycles other than on trail systems designated by the Ministry of Forests with the approval of that agency.

If you DO NOT meet ALL the above criteria and you intend to guide on Crown Lands in British Columbia, please contact the Permit Manager for assistance.

### **National Parks**

The ACMG holds a business license in five National Parks.

*Included parks:*

- Banff National Park
- Mount Revelstoke / Glacier National Park
- Jasper National Park
- Kootenay National Park
- Yoho National Park

*License fee:* The cost of the license is CAD\$28.

*Insurance requirements:* Liability insurance is required.

*Additional requirements:* Mountain Parks Heritage Interpretation Association (MPHIA) accreditation is required to join this license. An online course will be available in 2006; contact the Permit Manager for details and costs of the course.

Custodial permits are required to guide clients under the age of 18 years during the winter season, 15 November to 30 April. Mountain guides licensed under the ACMG National Parks license are eligible for a seasonal custodial permit on an individual basis (no cost). Contact the Permit Manager for details.

*Registration:* If joining the ACMG license, you may register at any time. It is recommended that you contact the ACMG and discuss registration at least six weeks in advance to ensure your paperwork is in place when you arrive with your clients.

If you need to negotiate your own permit, the National Parks require that individual licenses be applied for prior to 1 September every year to be effective during the following year.

*For parks not listed on the ACMG permit:* A permit is required for all National Parks. Please contact the Permit Manager for assistance if you wish to guide in locations not listed above.

### **Alberta Parks and Protected Areas and Crown Lands**

The ACMG holds permits in a number of, but not all, Alberta Parks and Protected Areas.

*Included parks:* The following Parks and Recreation Areas are included on the Kananaskis Country permit:

- Bluerock Wildland Provincial Park
- Bow Valley Provincial Park
- Bow Valley Wildland Provincial Park
- Canmore Nordic Centre Provincial Park
- Don Getty Wildland Provincial Park #1
- Don Getty Wildland Provincial Park #2
- Don Getty Wildland Provincial Park #3
- Don Getty Wildland Provincial Park #4
- Don Getty Wildland Provincial Park #5
- Don Getty Wildland Provincial Park #6
- Elbow-Sheep Wildland Park
- Evan-Thomas Provincial Recreation Area
- Ghost River Wilderness Area
- Peter Lougheed Provincial Park
- Sheep River Provincial Park
- Spray Valley Provincial Park

As well, guides on the Alberta Parks permit have authorization for commercial use of CMC Valley, Loder Peak, Goat Mountain, Moose Mountain, Mount Burke, and Pasque Mountain on Alberta Public Lands and Forests.

*License fee:* The cost of the permit is CAD\$54.

*Insurance requirements:* Liability insurance is required.

*Registration:* You may register at any time. It is recommended that you contact the ACMG and discuss registration at least six weeks in advance to ensure your paperwork is in place when you arrive with your clients.

*For parks not listed on the ACMG permit:* A permit and liability insurance is required for most areas. Please contact the ACMG for assistance if you wish to guide in locations not listed above.

### **Rescue and Emergencies**

In most locations local professional or volunteer rescue teams will be called in to carry out technical mountain rescues, with exceptions noted below. The experience of these teams varies. The cost of rescues may be charged to the guide or the injured party. Insurance for guides and clients that covers such costs is highly recommended. Such insurance is best obtained in your home country before entering Canada as there is no national scheme for mountain rescue in Canada.

*BC Parks, Recreation Areas, and Crown Lands:* Professional rescue services and emergency response are limited in most British Columbia Provincial jurisdictions.

*Alberta Parks and Protected Areas and Crown Lands:* Professional rescue services and emergency response are available in Kananaskis Country.

*National Parks:* Professional rescue services and emergency response are available in Banff, Jasper, Kootenay, Yoho, and Mount Revelstoke/Glacier National Parks. Cost of rescues is free of charge if you have purchased a pass to enter the park. These passes are available at major road entry points and from any parks information office. If you have entered a park and not purchased a pass, the cost of a rescue will be charged to the guide or the injured party.

*Communications:* In some areas, help may be summoned by use of a radio or cell phone, however, be warned that even where communications are possible, they are not always reliable. Guides should discuss options with the ACMG and/or local guides to assess whether radio or phone communication is

possible or practical. In most cases guides must be prepared to carry out a self-rescue, at least in the initial stages of an accident.

*Please note:* Even in areas where communications may not be readily available, carrying radios is common practice in Canada. In some cases, even where communications with rescue agencies is not possible, you may be able to contact other guides in the area. The ACMG guides frequency is 173.640. Other emergency frequencies may be obtained from the ACMG when you register on our permits.

*Self-Rescue:* There are few helicopters that are used primarily for rescue. The mountain areas are often large and flight times from the nearest flight base long. Where communications are limited, the time required to obtain assistance may be extensive. As a result, even where professional rescue is available, response time may be slow in comparison to your home area. All guides should be prepared to stabilize the victim and carry out a self-rescue, especially in the early stages of an accident.

### **Parks and Lands Contact Information**

The following information will put you in direct contact with the land management jurisdictions for some of the most popular guiding destinations.

#### **National Parks**

##### **Banff National Park**

Box 900  
Banff, Alberta, Canada, T1L 1K2  
[www.pc.gc.ca/pn-np/ab/banff](http://www.pc.gc.ca/pn-np/ab/banff)  
tel: 403-762-1500 (Administration)

MOUNTAIN RESCUE  
tel: 403-762-4506 or Emergency: 911

##### **Jasper National Park**

Box 10  
Jasper, Alberta, Canada, T0E 1E0  
[www.pc.gc.ca/pn-np/ab/jasper](http://www.pc.gc.ca/pn-np/ab/jasper)  
tel: 780-852-6162 (Administration)

MOUNTAIN RESCUE  
tel: 780-852-6155 or Emergency: 911

##### **Kootenay National Park**

Box 220  
Radium Hot Springs, British Columbia,  
Canada, V0A 1M0  
[www.pc.gc.ca/pn-np/bc/kootenay](http://www.pc.gc.ca/pn-np/bc/kootenay)  
tel: 250-347-9615 (Administration)

MOUNTAIN RESCUE  
tel: 403-762-4506 or Emergency: 911  
(Columbia Valley only)

##### **Yoho National Park**

Box 99  
Field, British Columbia, V0A 1G0, Canada  
[www.pc.gc.ca/pn-np/bc/yoho](http://www.pc.gc.ca/pn-np/bc/yoho)  
tel: 250-343-6100 (Administration)

MOUNTAIN RESCUE  
tel: 403-762-4506 or Emergency: 911

##### **Mount Revelstoke/Glacier National Park**

Box 350  
Revelstoke, British Columbia, Canada, V0E  
2S0  
[www.pc.gc.ca/pn-np/bc/glacier](http://www.pc.gc.ca/pn-np/bc/glacier)  
tel: 250-837-7500 (Administration)

MOUNTAIN RESCUE  
tel: 780-852-6155 or Emergency: 911

##### **Kluane National Park and Reserve**

Box 5495  
Haines Junction, Yukon, Canada, Y0B 1L0  
[www.pc.gc.ca/pn-np/yt/kluane](http://www.pc.gc.ca/pn-np/yt/kluane)  
tel: 867-634-2329 (Administration)

MOUNTAIN RESCUE  
tel: 867-634-7279

##### **Waterton Lakes National Park**

Box 200  
Waterton, Alberta, Canada, T0K 2M0  
[www.pc.gc.ca/pn-np/ab/waterton](http://www.pc.gc.ca/pn-np/ab/waterton)  
tel: 403-859-2224 (Administration)

MOUNTAIN RESCUE  
Emergency: 403-859-2636

## **Provincial Parks, Recreation Areas, and Protected Areas**

### **British Columbia Provincial Parks**

Ministry of the Environment  
Box 9339, Station Provincial Government  
Victoria, British Columbia, Canada, V8W 9M1  
[www.env.gov.bc.ca/bcparks](http://www.env.gov.bc.ca/bcparks)

#### **MOUNTAIN RESCUE**

Provincial Emergency Program: 1-800-663-3456 or Emergency: 911

### **(BC) Permit & Authorization Service Bureau (PASB)**

Ministry of the Environment  
Park Use Permits  
2975 Jutland Rd  
PO Box 9371 STN PROV GOVT  
Victoria, British Columbia V8N 9M3  
[www.env.gov.bc.ca/pasb](http://www.env.gov.bc.ca/pasb)  
tel: 1-866-433-7272

### **British Columbia Crown Lands**

Ministry of Tourism, Sport & the Arts  
Adventure Tourism/Commercial Recreation  
3<sup>rd</sup> Floor – 145 3<sup>rd</sup> Ave  
Kamloops, British Columbia, Canada, V2C 3M1  
[www.tsa.gov.bc.ca/resorts\\_rec/tenure/commercialrecreation](http://www.tsa.gov.bc.ca/resorts_rec/tenure/commercialrecreation)  
tel: 250-377-7023

### **Alberta Parks and Protected Areas**

Alberta Community Development  
Parks and Protected Areas Division  
2<sup>nd</sup> Floor Oxbridge Place  
9820 – 106 Street  
Edmonton, Alberta, Canada, T5K 2J6  
[www.cd.gov.ab.ca/enjoying\\_alberta/parks](http://www.cd.gov.ab.ca/enjoying_alberta/parks)  
tel: 1-866-427-3582 or 780-427-9383

### **Kananaskis Country**

Alberta Community Development  
Parks and Protected Areas  
Guide and Instruction Permits  
Suite 201, 800 Railway Avenue  
Canmore, Alberta, Canada, T1W 1P1  
[www.cd.gov.ab.ca/enjoying\\_alberta/parks/featured/kananaskis/welcome.asp](http://www.cd.gov.ab.ca/enjoying_alberta/parks/featured/kananaskis/welcome.asp)  
tel: 403-678-5508

#### **MOUNTAIN RESCUE**

tel: Emergency: 911 and ask for “Kananaskis dispatch”