



CANMORE NORDIC CENTRE  
PROVINCIAL PARK

# FACILITIES GUIDE

Government  
of Alberta



## CANMORE NORDIC CENTRE FACILITIES GUIDE

- Rooms and Indoor Facilities
- Facility Booking Guidelines
- Outdoor Facilities
- Equipment and Amenities
- Special Event Booking Guidelines
- Interactive Tours

Visit the Administration Desk in the Day Lodge for information on:

- Self Guided Tours
- Scavenger Hunts
- Volunteering

... and many other ways to become involved and learn about the Canmore Nordic Centre Provincial Park.





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## Welcome to the Canmore Nordic Centre Provincial Park!

We are pleased to offer you a world-class facility in which to host your meeting or special event. The buildings, trails, stadiums, green areas, and friendly staff at the Canmore Nordic Centre Provincial Park will ensure that your meeting or special event is successful!

While maintaining values of continuous improvement, accessibility, and environmental responsibility, the Canmore Nordic Centre Provincial Park aspires to maintain and improve its reputation for quality and quantity of recreational and competitive sport opportunities.

This package outlines the facilities that are available for your event. Please notify us if you have any special requirements that go above and beyond what is offered in this package.



Home of Canada's National  
Cross Country and Biathlon Teams  
Host venue for the 1988 Winter Olympic Nordic Events



# ROOMS & INDOOR FACILITIES

The Canmore Nordic Centre Provincial Park has five buildings with multiple rooms available for rent; all rooms have PA systems.

The Day Lodge is open from 9:00 a.m. until 5:30 p.m. daily, unless otherwise specified.

The Administration Office, located in the Day Lodge, is a great place to ask questions or collect information on the facility.

The Bill Warren Training Centre, located at the Canmore Nordic Centre Provincial Park, is operated by WinSport Canada. The Centre has multiple meeting and special function rooms in addition to a large gym and athletic facilities.

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# CANMORE NORDIC CENTRE PROVINCIAL PARK

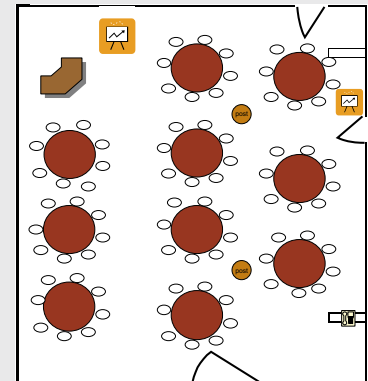
## DAY LODGE



The Day Lodge is the largest and most visible building at the Canmore Nordic Centre Provincial Park. It features five rooms available for private rental and the main day lodge area, which is available for private rental after general operating hours. Fresh Trax Café is open from 9:00 a.m. until 5:00 p.m. daily serving up fresh eats, beverages, and energy snacks.

### Banquet Room

- 2 flat screen televisions
- Wheelchair Accessible
- Pre-Function Room included in rental
- Two wooden support posts (16" diameter, 191" high)
- **Size:** 14.2 metres long by 9.6 metres wide
- **Function:** Banquet/Meeting

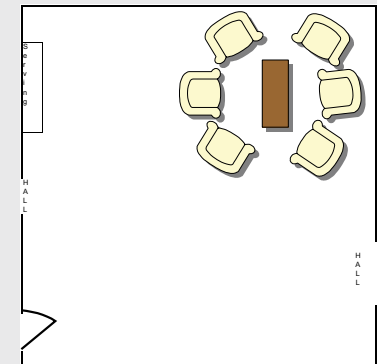


### Standard Set-up

- Rounds of 8 for 80
- Speaker Podium

### Pre-Function Room

- Built-in Bar
- Lounge furniture
- Adjacent to Banquet Room
- **Size:** 10.8 metres long by 6 metres wide
- **Function:** Stand-up Reception



### Standard Set-up

- Standing for 50

# CANMORE NORDIC CENTRE PROVINCIAL PARK

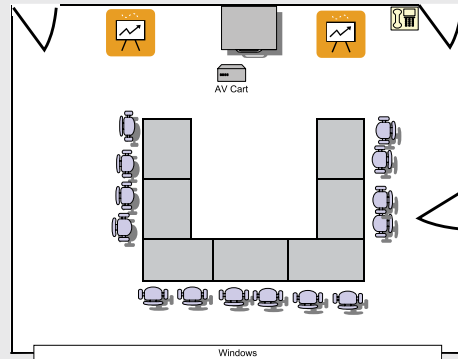
## DAY LODGE

### Meeting Room A

- Near Café amenities
- Ideal for small meetings
- 1 flat screen television
- **Size:** 7.8 metres long by 8.1 metres wide
- **Function:** Meeting

#### Standard Set-up

- U-shape boardroom for 14
- Head table

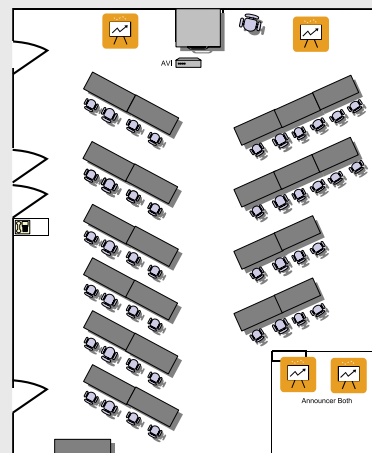


### Meeting Room B

- Announcer/sound-proof booth
- View of Cross-Country Stadium
- 1 flat screen television
- **Size:** 16.6 metres long by 8.9 metres wide
- **Function:** Meeting

#### Standard Set-up

- Classroom for 45
- Head table



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## DAY LODGE

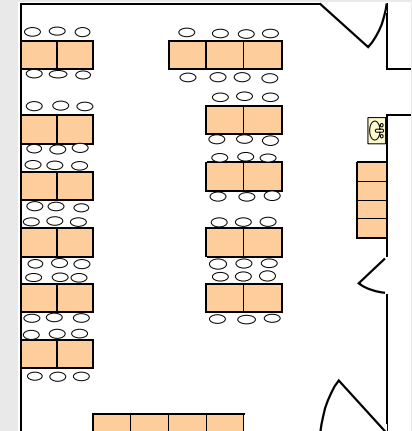


### Café North

- Easy exterior access
- 2 flat screen televisions
- Views of Rundle Mountain
- **Size:** 14.2 metres long by 8.4 metres wide
- **Function:** Meeting or Banquet

#### Standard Set-up

- Tables and chairs for 68

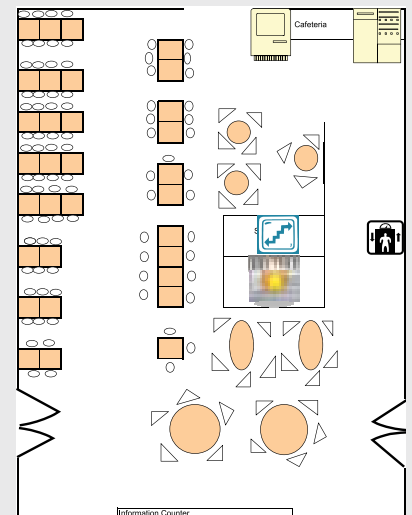


### Café South

- Available outside operating hours for private use
- Fireplace
- 3 flat screen televisions
- **Size:** 19 metres long by 10 metres wide
- **Function:** Banquet or Public Area

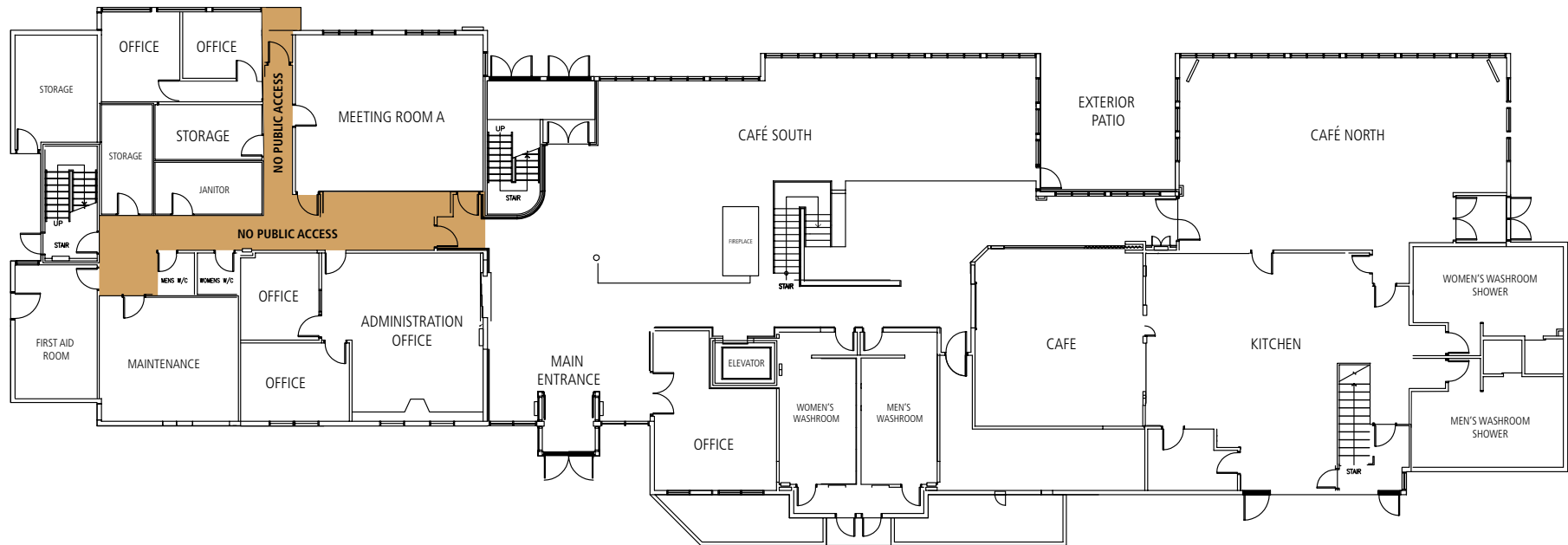
#### Standard Set-up

- Tables and chairs for 116



# CANMORE NORDIC CENTRE PROVINCIAL PARK

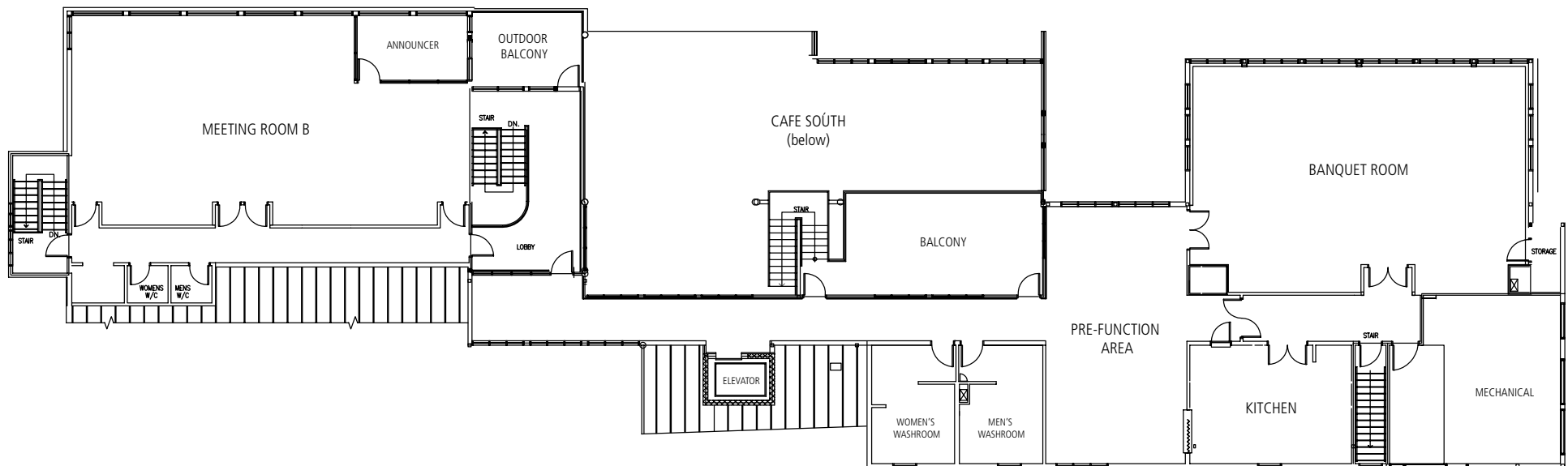
## DAY LODGE – MAIN FLOOR





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## DAY LODGE – UPPER FLOOR



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BIATHLON BUILDING



The Biathlon Building is located between Parking Lot 1 and the Biathlon Range. It has two levels and five small meeting rooms. This is a popular building for hosting smaller scale events. Its proximity to the Wax Room Building and the Biathlon Team Rooms allows collaboration between buildings.

### Registration Room

- Interior and exterior access
- AV equipment
- **Size:** 6.1 metres long by 5.8 metres wide

### Announcer Booth

- Opening exterior window
- Soundproof
- **Size:** 2.8 metres long by 3.1 metres wide

### Timing Room

- Close to bathrooms
- View of finish line
- **Size:** 8.4 metres long by 3.6metres wide

### First Aid Room

- Exterior and interior access
- **Size:** 5.4 metres long by 2.7 metres wide

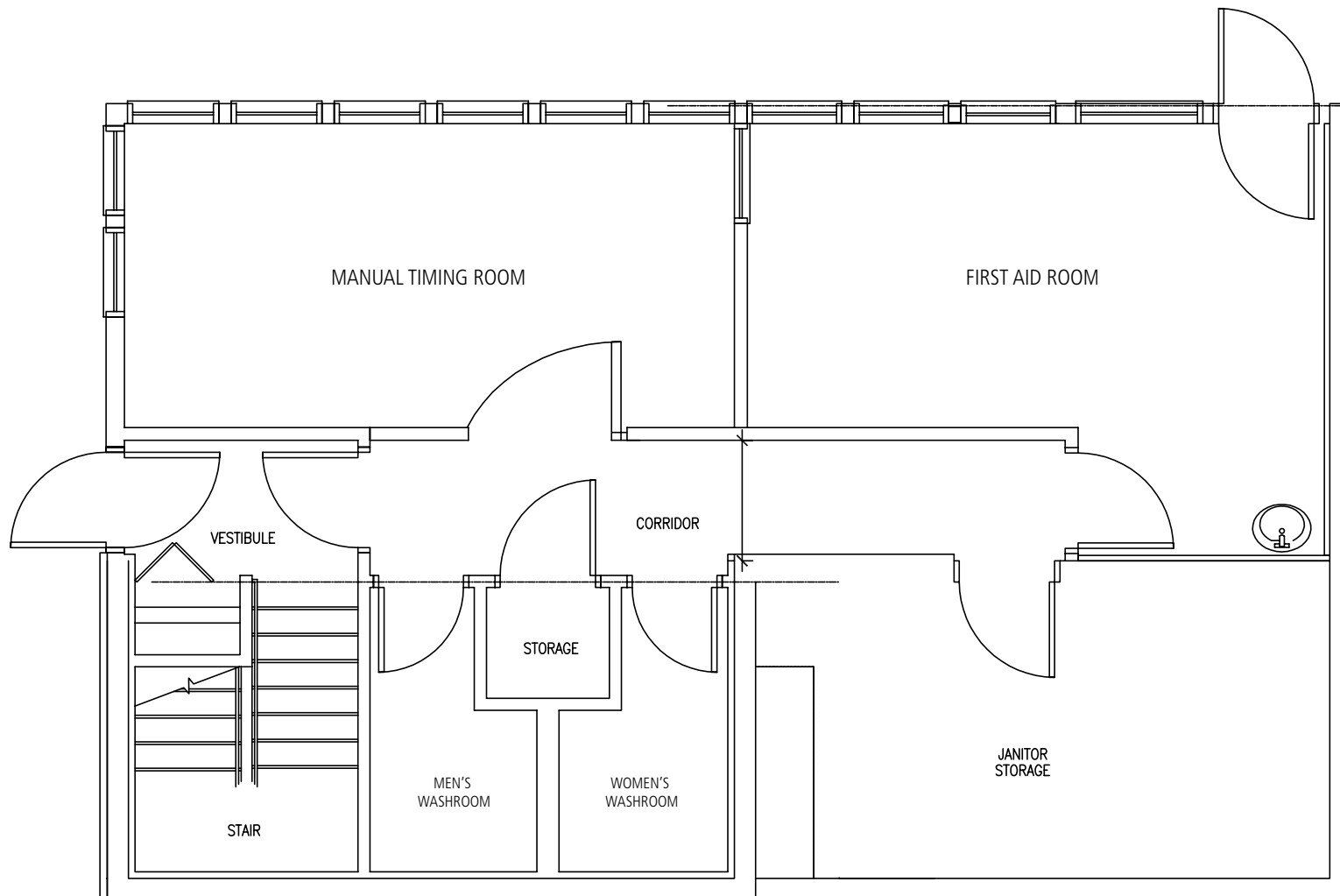
### Manual Timing Room

- Close to exterior doors
- Close to bathrooms
- **Size:** 5.7 metres long by 2.7 metres wide



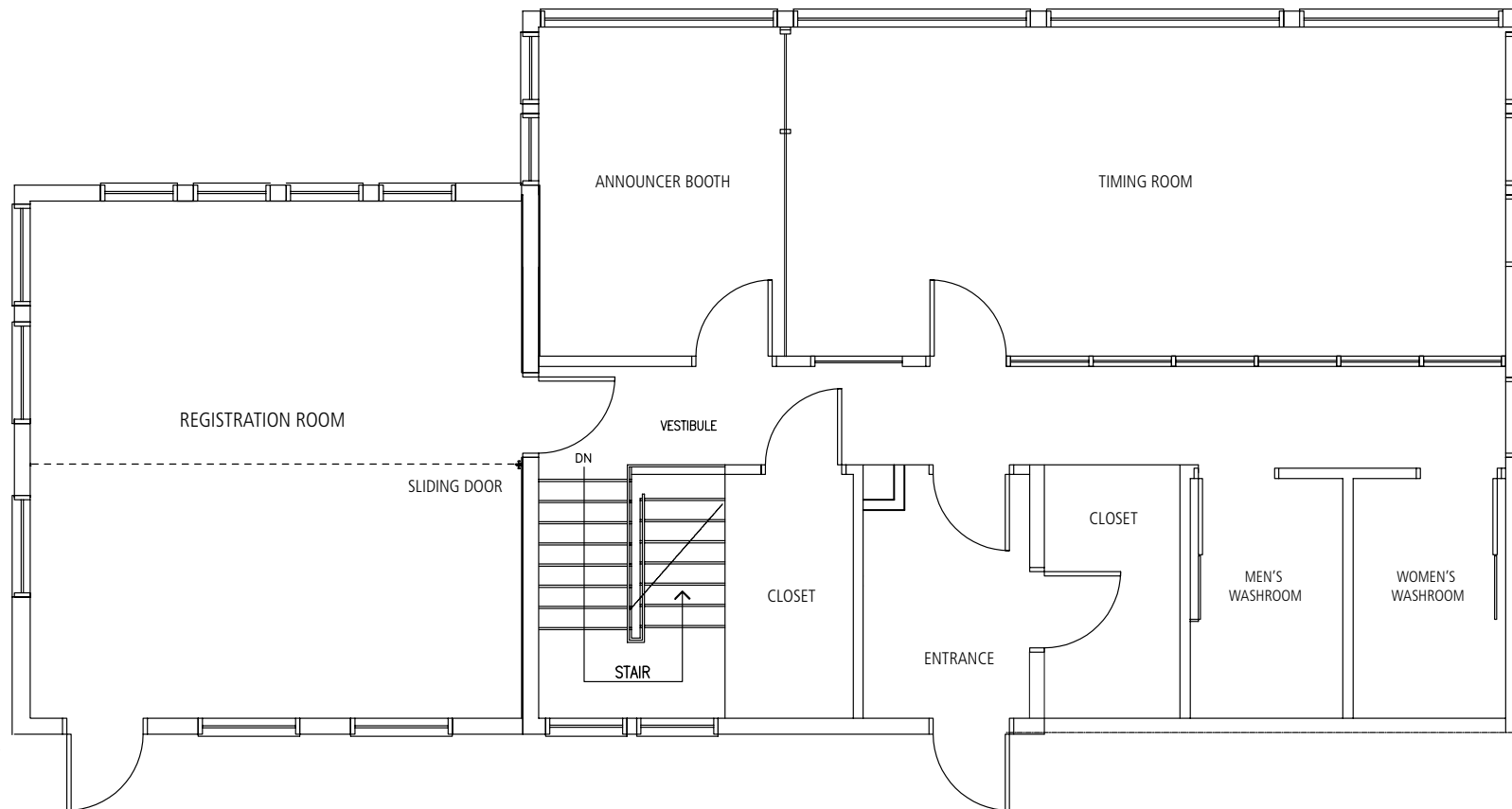
CANMORE NORDIC CENTRE PROVINCIAL PARK

## BIATHLON BUILDING – LOWER FLOOR



CANMORE NORDIC CENTRE PROVINCIAL PARK

## BIATHLON BUILDING – UPPER FLOOR





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## WAX AND TEAM ROOM FACILITIES

### Wax Room

The Wax Room Facility was constructed in 2005 for international biathlon and cross-country competitions. This construction resulted in a state-of-the-art building with advanced ventilation systems. The Wax Room building features bathrooms with shower facilities. The building is located adjacent to the Biathlon Team Rooms, the Biathlon Building and the wax test area.

- **Size:** 3.1 metres long by 5.0 metres wide

### Biathlon Team Rooms

The Biathlon Team Rooms are located across Parking Lot 1 from the Biathlon Building. These rooms are generally used for long-term winter rental to local ski clubs.

The Biathlon Team Room building has four rooms. Each room is 5.8 metres by 4.3 metres. Rooms 2 and 3 adjoin, as do rooms 1 and 4 to make double-size space. There are four bathrooms in this building, located in the hallways between the rooms.

- **Size:** 5.8 metres long by 4.3 metres wide

### Cross-Country Team Rooms

The Cross-Country Team Rooms are located across the stadium from the main Day Lodge. These rooms are generally used for long-term winter rental to local ski clubs.

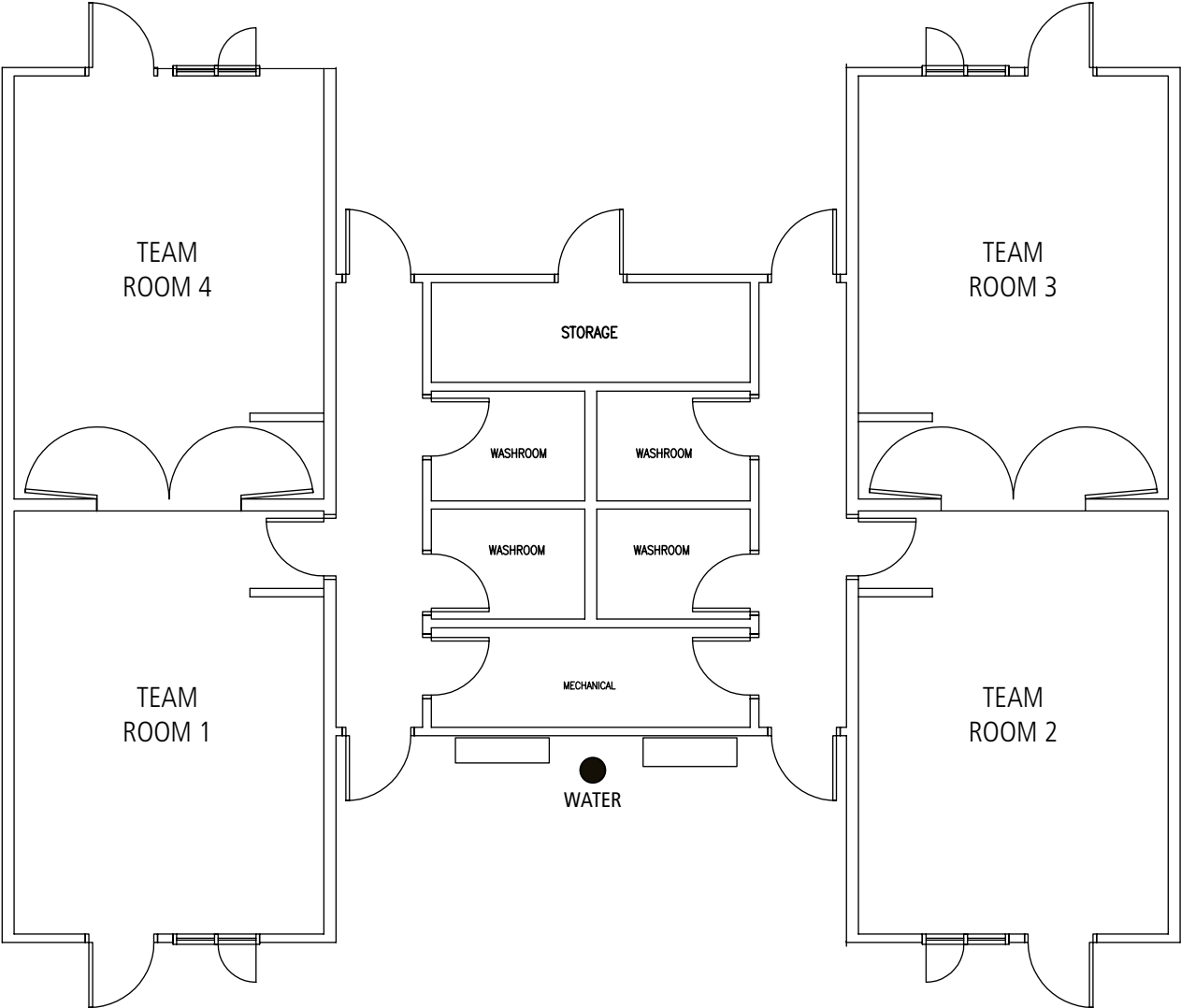
The Cross-Country Team Room building has eight rooms. Each room is 5.8 metres by 4.3 metres. Adjoining rooms include 1 and 2 and 3 and 4. There are four bathrooms in this building, located in the hallways between the rooms.

- **Size:** 5.8 metres long by 4.3 metres wide



CANMORE NORDIC CENTRE PROVINCIAL PARK

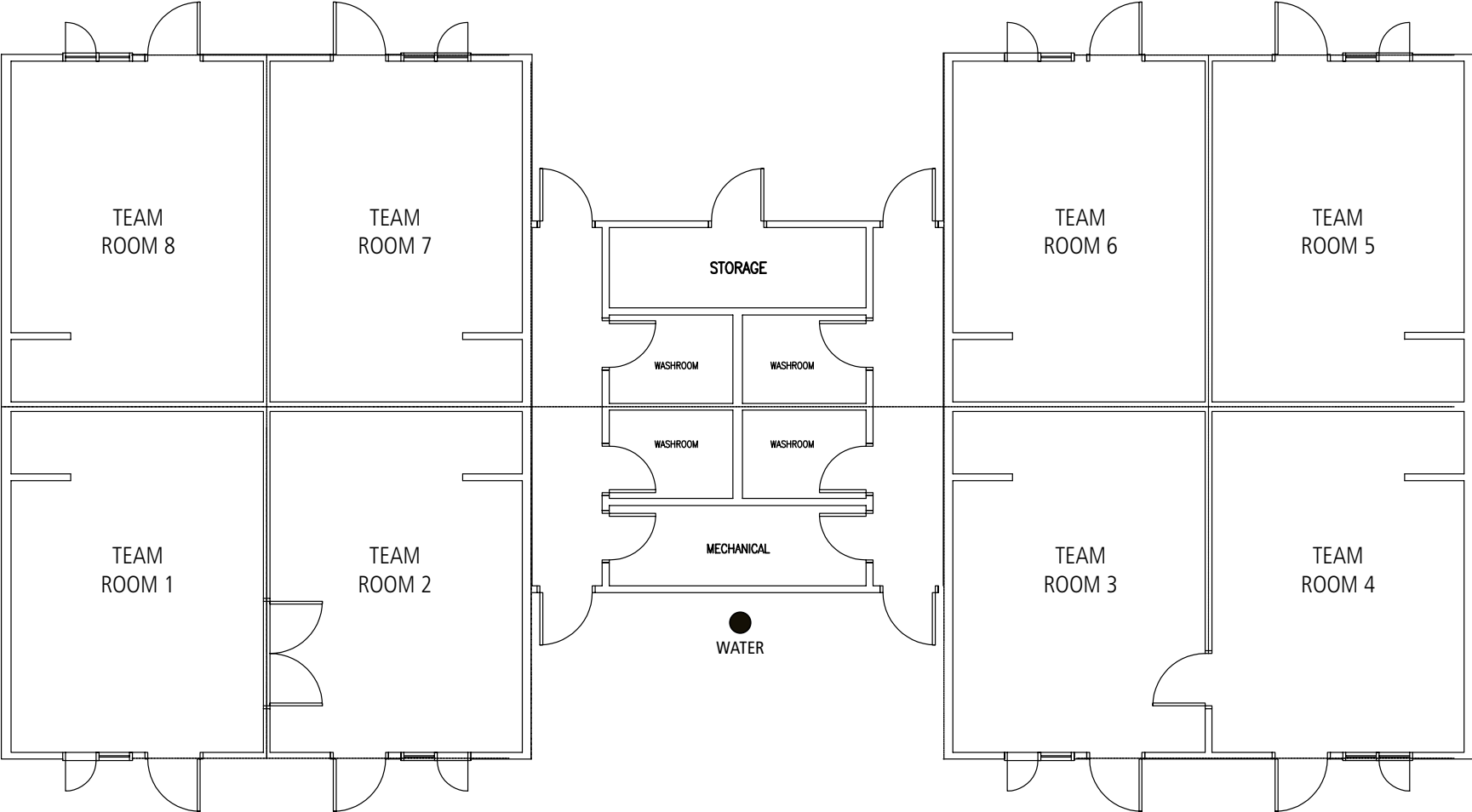
BIATHLON TEAM ROOM



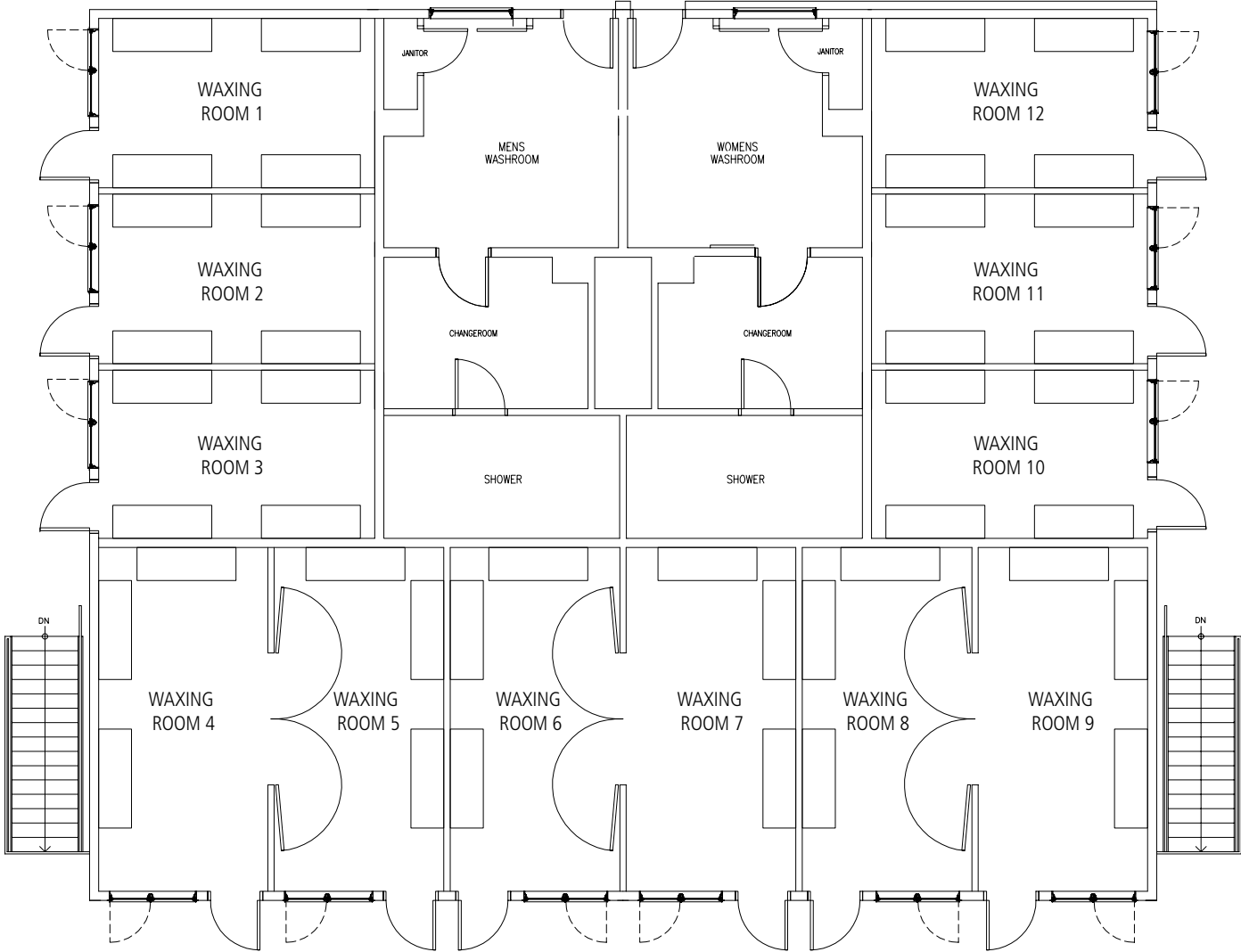


CANMORE NORDIC CENTRE PROVINCIAL PARK

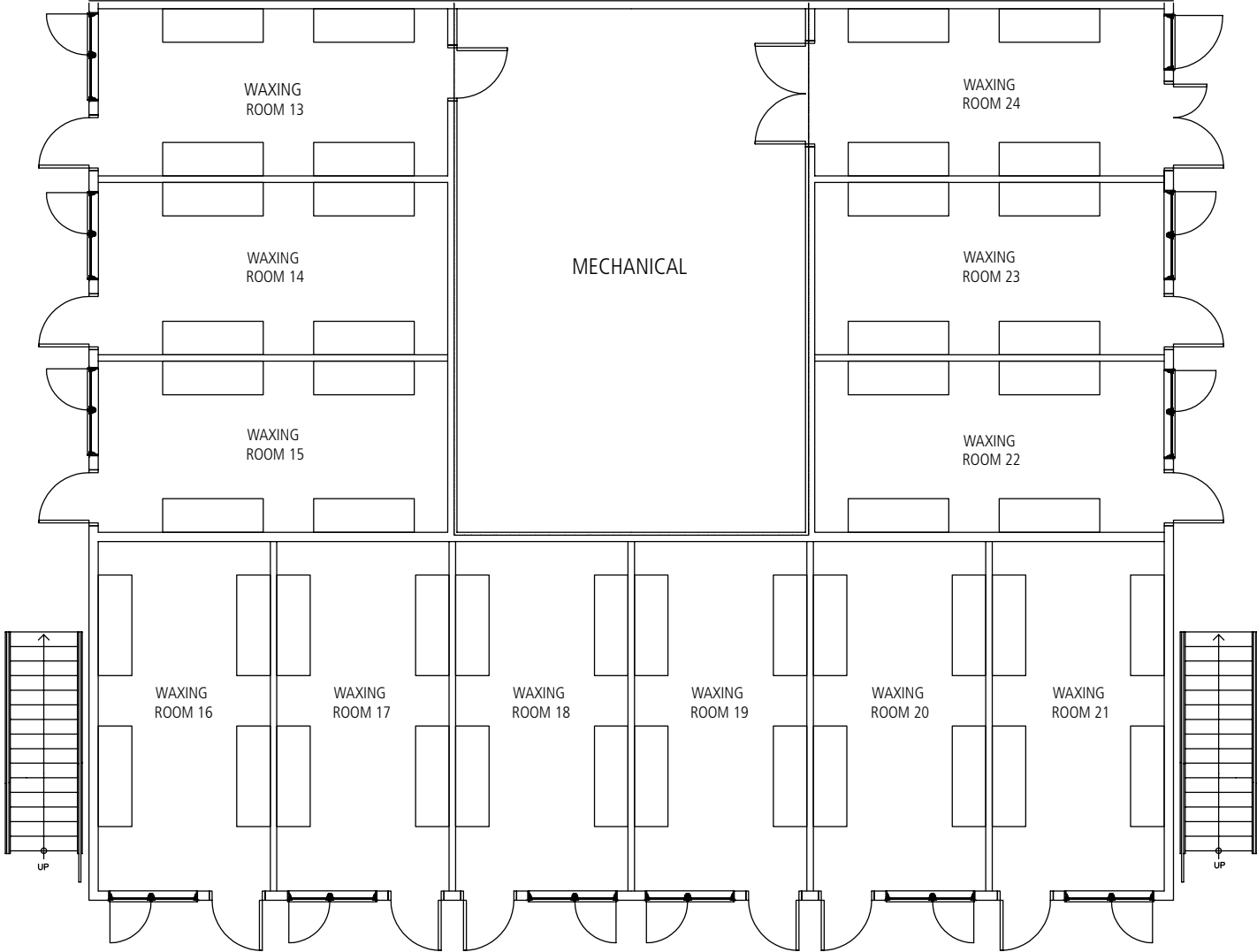
CROSS-COUNTRY TEAM ROOM



WAX BUILDING – UPPER FLOOR



WAX BUILDING – LOWER FLOOR





# CANMORE NORDIC CENTRE PROVINCIAL PARK FACILITY BOOKING GUIDELINES

## **Making a Reservation**

All reservations will be made by completing a Booking Request Form, available from the Administration Desk at the Canmore Nordic Centre Provincial Park. Event dates outlined in the Booking Request Form must include dates for set-up and clean-up.

The Canmore Nordic Centre Provincial Park requires all requests for facilities or equipment to be submitted a minimum of four (4) weeks in advance. Requests submitted less than four weeks in advance cannot be guaranteed space or equipment. The Canmore Nordic Centre Provincial Park reserves the right to add conditions to applications as required.

Requests for facilities or equipment may not be approved more than six (6) months in advance of the event by the Canmore Nordic Centre Provincial Park.

All Booking Requests are considered tentative until a signed confirmation from the Canmore Nordic Centre Provincial Park is received by the client and a booking deposit, if required, has been successfully submitted by the client.

## **Services and Facilities**

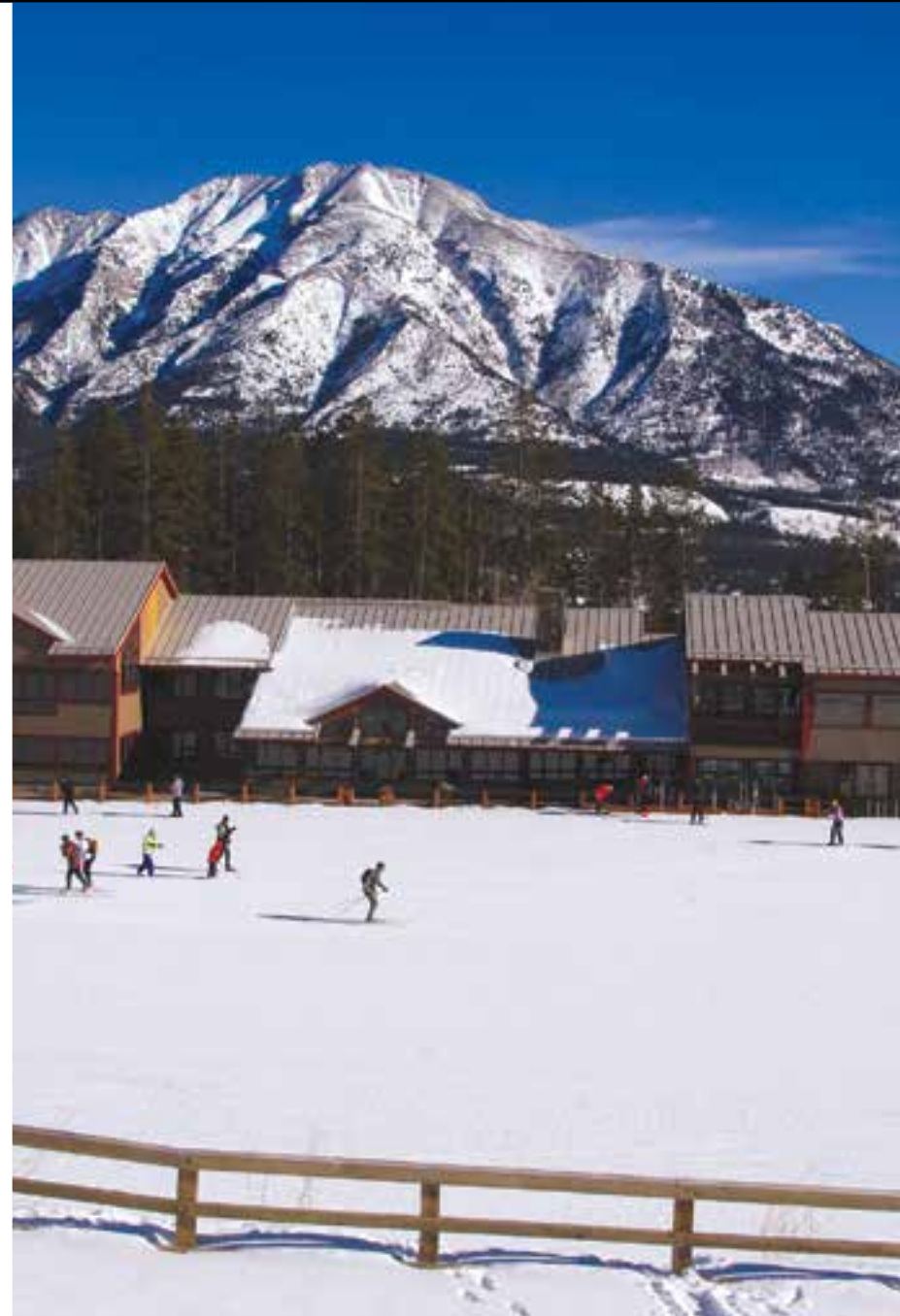
### **Hours of Operation**

The Day Lodge is open from 9:00 a.m. to 5:30 p.m. daily, unless otherwise specified. Extended hours may be approved, in which case additional charges may apply. Requests for extended hours must be made at least one month in advance to be considered for approval. Please refer to Facility, Events and Service Fees.

The Administration Office at the Canmore Nordic Centre Provincial Park is open from 9:00 a.m. to 5:00 p.m. daily, unless otherwise specified. The Administration Office will not open early or close late for events.

Functions booked through the Food Service Concession (Mountain Events Catering Group) may utilize the Day Lodge building outside regular hours of operation. Additional charges may apply, as outlined by the Food Service Concession operator.

The Café South area of the Day Lodge is not available for private events or event set-up during regular hours of operation (9:00 a.m. to 5:30 p.m., unless otherwise specified).



# CANMORE NORDIC CENTRE PROVINCIAL PARK FACILITY BOOKING GUIDELINES

## Administration

The Canmore Nordic Centre Provincial Park Administration Office is open from 9:00 a.m. to 5:00 p.m. daily (unless otherwise specified). The administration staff sell ski tickets and season passes, book meeting rooms and answer general inquiries. Administration staff will assist customers where possible, however, they should not be expected to provide secretarial services such as message taking, photocopying, faxing, storage or delivery. The administration area of the Day Lodge is closed to the public.

## Facilities

Private rooms are available for meetings or large public gatherings. Use of the main Day Lodge area (Cafe North and South) for private meetings or public gatherings is discouraged unless an advance reservation has been made.

Messages relating to public events may be broadcast on the internal television system or front entry signboard. Clients who wish to broadcast messages on these mediums may be required to provide their own .avi file on DVD. Costs of producing the video are the responsibility of the client. Technical specifications for video are available from the Administration Desk.

Each room for rent at the Canmore Nordic Centre Provincial Park has emergency exit and procedure information posted, in addition to other administrative details. Each group is responsible for familiarizing themselves with the emergency exits and procedures. Additional information is available at the Administration Desk in the Day Lodge.

Any person wishing to use Canmore Nordic Centre Provincial Park trails during the winter months must have a valid trail pass, available at the Administration Desk in the Day Lodge.

There is absolutely NO SMOKING permitted in any building at the Canmore Nordic Centre Provincial Park or within five (5) metres of any building entrance.

Large sport equipment (skis, poles, bikes, etc.) is not permitted within any building at the Canmore Nordic Centre Provincial Park, unless otherwise specified or special permission given.

## Parking

Vehicles may be parked in designated areas overnight or for an extended period of time. Parking passes are available from the Administration Desk in the Day Lodge. All vehicles parked overnight must have a parking pass clearly visible in the front window and be parked in a designated area.

Vehicles parked in "No Parking" zones or overnight without a valid parking pass may be towed at the owner's expense and liability.

## Food Service Concession

The Fresh Trax Café is open daily from 9:00 a.m. to 5:00 p.m., unless otherwise specified. All group catering service at the Canmore Nordic Centre Provincial Park must be provided by Fresh Trax Café, operated by Mountain Events Catering Group.

## Long Term Wax and Team Room Rentals

Team Rooms may be reserved for private use for periods of up to twelve (12) consecutive months at a time, under approval of the Canmore Nordic Centre Provincial Park. A maximum of four (4) rooms will be assigned during one period to any one group. The Team Rooms are to be used for ski preparation, storage, and team or club meetings.

Team Rooms may be requested by completing a Booking Request Form, available from the Administration Desk in the Day Lodge. Requests will be reviewed on a monthly basis and team rooms assigned as requested. A request for a team room does not guarantee that a room will be assigned; requests may be declined.

The rental of a team room includes the area located within the door(s) of the team room. It does not include exterior walls, parking spaces, bathroom facilities, or storage closets exterior to the team room. Posting signs or advertisements in the window of the team room (facing the outside of the building) is prohibited.

Using the team room for overnight accommodations is strictly prohibited. Team room tenants must adhere to the operating hours of the Canmore Nordic Centre Provincial Park (07:00 to 23:00 daily).

# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BILL WARREN TRAINING CENTRE



The Bill Warren Training Centre (BWTC) was opened by WinSport Canada in January 1994 to provide dry-land training and support services to Canada's nordic sport athletes. Construction of the facility was financed through \$4.7 million in funds transferred to WinSport Canada from the 1988 Olympic Organizing Committee. These funds were used to build both the BWTC and the Beckie Scott High-Performance Training Centre on the Haig Glacier for Canada's elite cross-country ski and biathlon athletes.

The BWTC is located at the Canmore Nordic Centre, the host site of the cross-country skiing and biathlon events at the 1988 Olympic Winter Games. Canada's cross-country skiers, biathletes and many Canmore-area alpine skiers regularly access the BWTC for training and technical support. Additionally, the facility serves as the national headquarters for Cross Country Canada, and as one of two major national training centres for Biathlon Canada. It is also home to Alberta Alpine, the World Cup Academy and the Canmore Nordic Ski Club.

Due to intensive usage by athletes, coaches and officials, the BWTC underwent major renovations and upgrades undertaken by WinSport Canada, completed in the spring of 2008.

The facility's expansion included the addition of a new building that provides the cutting-edge training and athlete support services, as well as its continuing its role as the hub of nordic sport in Canada. The BWTC's recently expanded weight room is open to the general public as well as providing the best equipment for elite athletes.

### Hours of Operation

Monday to Thursday	8 a.m. to 8 p.m.
Friday	8 a.m. to 4 p.m.
Saturday	8 a.m. to 4 p.m.
Sunday and Holidays	CLOSED





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BILL WARREN TRAINING CENTRE



### Haig Room

The Haig Room is available to rent for a variety of sport, public and private functions. The 150 person capacity facility is ideal for wedding receptions, conferences and retreats. Catering is provided by **We Cater** ([hmc bain@shaw.ca](mailto:hmc bain@shaw.ca)). Feel free to contact **We Cater** for information related to booking a catered function. The Haig Room can be divided into two separate rooms — the Fireside and the Servery to allow for more rental flexibility.

Haig Room/Servery rental rate: \$500 per day  
\$50 hourly rate  
Haig/Fireside combined: \$250 per day  
Weddings: Please Inquire



### Fireside Room

The Fireside Room is ideal for meetings, receptions and/or catered meals. The Fireside rooms features a cozy fireplace and access to the exterior balcony, overlooking the breathtaking Canmore Nordic Centre Provincial Park.

Fireside Room rental rate: \$400 per day

# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BILL WARREN TRAINING CENTRE

### Spray Room

The Spray Room at the Bill Warren Training Centre is available to rent for a variety of sport, public and private meetings. The 12 person capacity facility has full audio/visual amenities, including a conference phone, LCD projector and a white board.

Spray Room rental rate: \$100 per day  
\$20 hourly rate



### Rundle Room

A similar size to the Spray Room, the Rundle Room offers another option for events requiring multiple break out facilities. The Rundle Room has a capacity of 10-12 people and LCD projector, conference phone and white

Rundle Room rental rate: \$100 per day  
\$20 hourly rate



CANMORE NORDIC CENTRE PROVINCIAL PARK  
**BILL WARREN TRAINING CENTRE**



**Field Lab**

The Field Lab is used for high-performance nordic athlete testing. It is also home to the coaching staff of the national cross-country and biathlon ski teams, Alberta Alpine and an on-site exercise physiologist.



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BILL WARREN TRAINING CENTRE

### Weight Room

The Olympic-class weight room contains a wide range of *Atlantis* equipment including:

- Up to 75lbs dumbbell set
- Multiple row machines
- Two Olympic weight lifting platforms
- Various leg curl/extension machines
- Incline and flat Olympic bench press
- Six Olympic squat racks
- Two multi-purpose training systems
- Two lat pull down machines
- 400 lb. leg press machine
- Seven spin bicycles

### BWTC Weight Room Rates 2016: (Prices including GST)

	Canadian & Provincial Sport Teams & Nordic Clubs	General Public
Drop-in	\$10	\$12
10-Punch Pass	\$75	\$90
1 Month Membership	\$50	\$65
3 Month Membership	\$100	\$135
6 Month Membership	\$162	\$240
1 Year Membership	\$240	\$350
Drop-in Sauna/Shower	\$6	\$7

*A \$20.00 refundable card deposit is required for membership access (excluding 10-Punch Pass and Drop-in).*

### Group Classifications

**Canadian & Provincial Sport Teams & Nordic Clubs:** Athletes belonging to either a Canadian National, Development, Provincial sport team or a high performance club team.

**General Public:** Schools, Community Associations, International Sport Federations, Non-Profit Organizations and individuals.





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BILL WARREN TRAINING CENTRE

### Change Rooms

Change rooms at the BWTC offer shower and sauna amenities. Lockers are also available for rent on a first-come first-serve basis.

### BWTC Locker Rental Rates (Including GST)

Daily	\$5
Monthly	\$15
3 Months	\$30
6 Months	\$50
Yearly	\$80

### Regeneration Room

The BWTC's newest facility is the Regeneration Room, designed to assist high-performance athletes recover from extended training. Featuring hot and cold tubs, this room is ideal for recovery from high-intensity workouts.



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BILL WARREN TRAINING CENTRE



### Events

The Bill Warren Training Centre supports a variety of winter and summer sporting events at the Canmore Nordic Centre Provincial Park. Not only does the BWTC provide venue support, but staff also offer logistical and administrative expertise to several event organizing committees.

### Contact Information

#### Administrative Offices

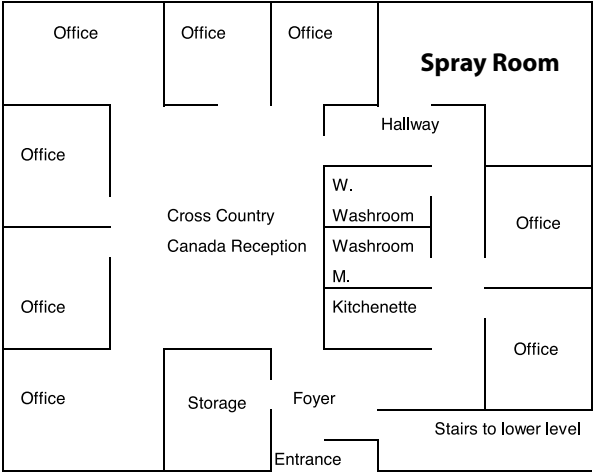
403.678.5759 (ext 12 or 13)  
[bwtc@winsport.ca](mailto:bwtc@winsport.ca)

#### Mike Norton

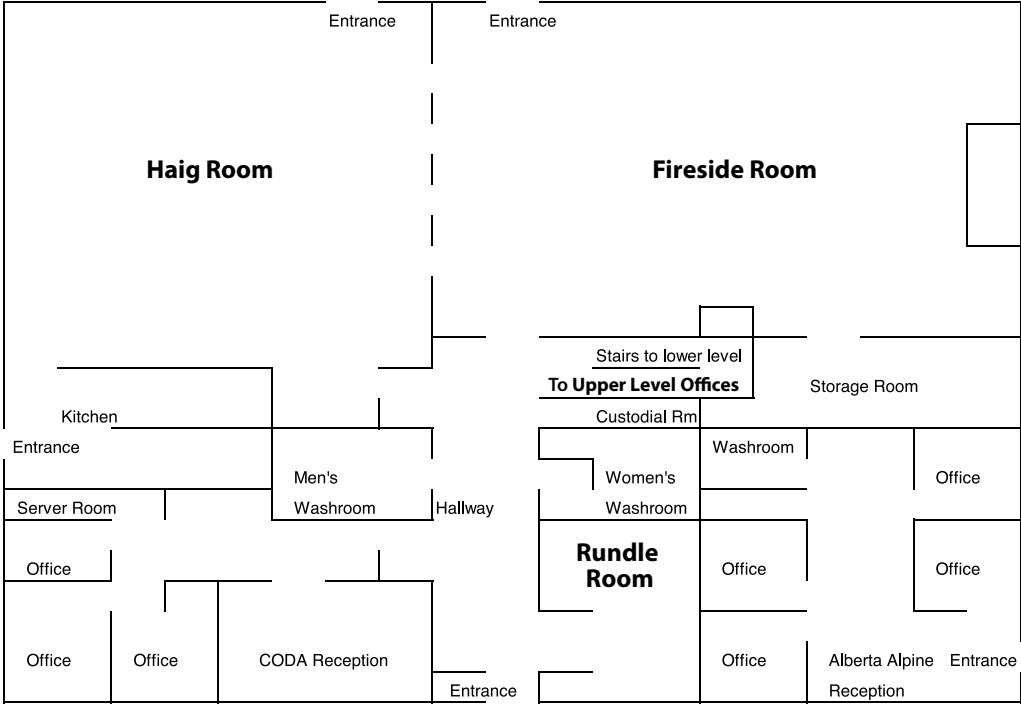
Manager, Canmore Operations  
WinSport Canada  
403.609.4726  
[mike.norton@winsport.ca](mailto:mike.norton@winsport.ca)

CANMORE NORDIC CENTRE PROVINCIAL PARK

BILL WARREN TRAINING CENTRE - UPSTAIRS

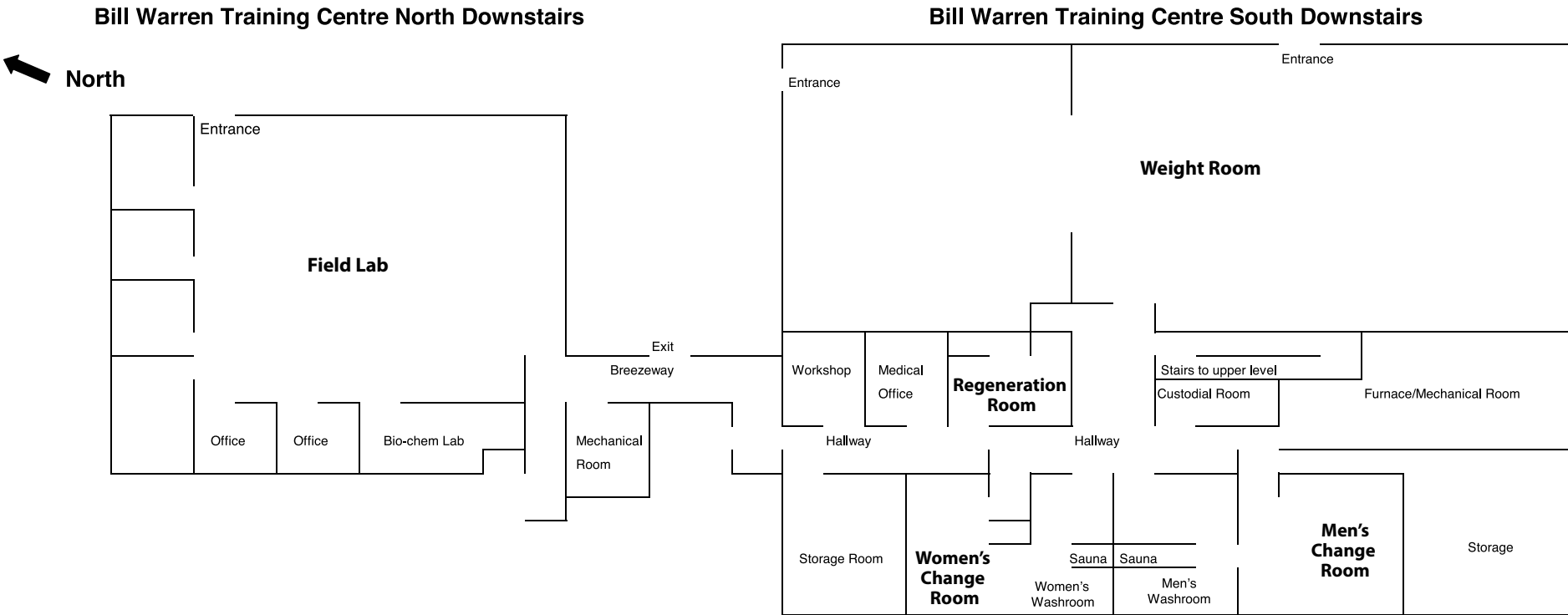


Bill Warren Training Centre South Upstairs



CANMORE NORDIC CENTRE PROVINCIAL PARK

BILL WARREN TRAINING CENTRE - DOWNSTAIRS





# OUTDOOR FACILITIES

The Canmore Nordic Centre Provincial Park's winter and summer outdoor facilities can only be described as world-class.

**Disc Golf** – Enjoy being outside in nature while playing 18 holes of disc golf. Need instructions, a score card, or a flying disc – stop by Trail Sports!

**Orienteering** – Courses are changed regularly and feature beginner, intermediate, advanced, and mountain bike routes.

**Roller Skiing** – The 6.5 km paved trail that goes through the range is perfect for athletes of all ability.

**Hiking and Running** – Enjoy the wide, natural surface trails for a leisurely walk or run during the summer months. The rolling trails are grass covered and suitable for all abilities!

**Mountain Biking** – Wide dirt roads allow easy rides to scenic lookouts, while cross-country ski trails offer more challenge on rolling terrain. Advanced riders will enjoy 30+ km of single track trails.

**Mountain Bike Skills Park** – The Park features dirt jumps and technical trail features, including bridges and drops, that will improve mountain bike skills for riders of any ability.

**Cross-Country Skiing** – The trail system offers a wide variety of cross-country ski options, from competitive to recreational. More than 65 km of trail is groomed and track-set to accommodate both classic and skating techniques. A 6.5 km track is illuminated for night skiing.



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## OUTDOOR FACILITIES

### Cross-Country Stadium

- 12,600 square metres
- Groomed with 12-lane grid
- Public announcing system

### Biathlon Stadium

- 1,540 square metres
- Public announcing system

### Biathlon Penalty Loop

- 2,500 square metres
- Beautiful views for winter weddings

### Wax Test Area

- 5,500 square metres
- Event grooming – 24 lane grid
- General grooming – terrain park
- 1 km testing loop (skate)

### Biathlon Range

- 4,150 square metres
- 31 Firing Lanes

### Biathlon Mass Start Area

- 2,640 square metres
- Groomed with 8-lane grid

### Cross-Country and Biathlon Ski Trails

- 65 km of trail groomed daily and to specifications for events
- 6.5 km of lighted trail and stadium
- 20 km of machine made snow

### Other Outdoor Facilities

- Mountain Bike Single Track (30+ km)
- Hiking and Running Trails
- Paved Roller Ski Trail (6 km)
- Disc Golf Course (18 holes)
- Mountain Bike Skills Park
- Agility Skills Course
- Orienteering Courses

### Parking Lots

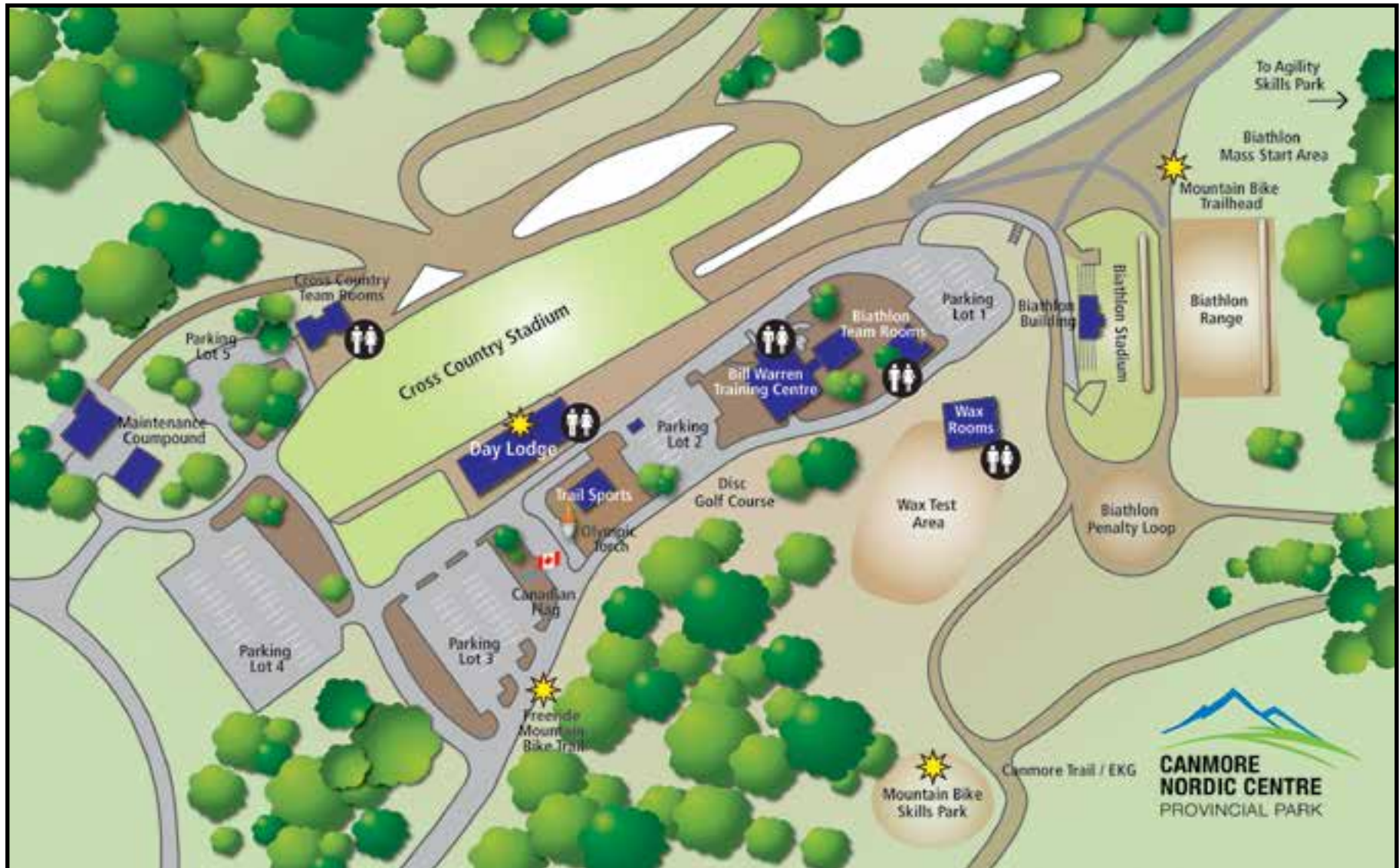
- P1 – 59 x 40 metres 45 stalls
  - P2 – 46 x 41 metres 64 stalls
  - P3 – 72 x 66 metres 123 stalls
  - P4 – 105 x 58 metres 150 stalls
  - P5 – 38 x 64 metres 37 stalls
- Total: 419 parking stalls





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## VENUE MAP



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## BIATHLON RANGE

In 2005 the Biathlon Range at the Canmore Nordic Centre Provincial Park was completely refurbished. It has 31 firing lanes with Kurvinen electronic targets, designed for .22 calibre biathlon rifles. The range is a year-round training facility for both elite and recreational biathletes. Both the paved rollerski loop and the biathlon competition trails flow through the range so runners, rollerskiers and, in the winter, skiers have access to the range.

The Canmore Nordic Centre Provincial Park also manages use of the Ruedi Setz Memorial Range, located in Peter Lougheed Provincial Park at Mt. Shark. The Ruedi Setz Memorial Range features 21 lanes for shooting and mechanical targets. In the summer runners can easily use the range, while in the winter groomed ski trail runs right to the firing line.

All range users must have a biathlon range pass (available from the Administration Desk at the Day Lodge) and must be under supervision of an approved Canmore Nordic Centre Provincial Park Range Safety Officer (RSO). More information on passes and making a reservation is available at the Administration Desk in the Day Lodge or by calling 403.678.2400.





# CANMORE NORDIC CENTRE PROVINCIAL PARK

## OUTDOOR FACILITY USE GUIDELINES



### Seasonal Closure

A Seasonal Area Closure (**December 1 – June 15**) affects all trails located in the Bow Valley Wildland Park, the area of the Canmore Nordic Centre Provincial Park directly above the Cross-Country Competition Trails and Upper Service Road. A significant portion of single track trails is located in this area and it's therefore closed for recreational and competitive riding and running during these dates.

### Sport Equipment Rental

Summer and winter sport equipment, including cross-country skis and mountain bikes, can be rented at Trail Sports. For information, please call **403.678.6764**.

### Guided Tours and Sport Instruction

All guided tours and sport instruction at the Canmore Nordic Centre Provincial Park are provided by Trail Sports. For more information, or to make a reservation, please call **403.678.6764**.

Any group or person wishing to conduct guided tours or sport instruction at the Canmore Nordic Centre Provincial Park must submit a Booking Request Form for approval.



# CANMORE NORDIC CENTRE PROVINCIAL PARK

## EQUIPMENT AND AMENITIES



The Canmore Nordic Centre Provincial Park is pleased to offer equipment and other amenities for rental to enhance your events.

### Equipment Rental

The Canmore Nordic Centre Provincial Park offers interior and exterior equipment for meetings, events, and group gatherings, including PA systems, audio visual supplies, and stadium set-up paraphernalia for rental. Please refer to the Equipment Booking Request Form and Events and Services Fees for more information. Event organizers are responsible for the costs of repairing or replacing damaged equipment.



[www.CanmoreNordicCentre.ca](http://www.CanmoreNordicCentre.ca)  
[www.Kananaskis-Country.ca](http://www.Kananaskis-Country.ca)

