

## Application to the Alberta Community Partnership Collaboration Program

Alberta Community Partnership  
2015/16 Application

The personal information provided on this form or on any attachments is required to administer the Alberta Community Partnership (ACP) program. This personal information is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the privacy provisions under the FOIP Act. If your ACP application is approved, your name, the grant program and the grant amount may be published by the Government of Alberta as authorized under section 40(1)(b) and (f) of the FOIP Act. Should you have any questions about the collection, use or disclosure of this information, please contact the Grant Program Delivery Unit at 780-427-2225, or by e-mail at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca), or write the Director of Grant Program Delivery, Alberta Municipal Affairs, 17th Floor, Commerce Place, 10155 - 102 Street, Edmonton, Alberta T5J 4L4.

**INSTRUCTIONS:** This form is for applicants to the Alberta Community Partnership (ACP) program. By checking the box next to the component you wish to apply for below, the form will only show the application questions relevant to that component. Applicants should first familiarize themselves with the ACP guidelines, available [here](#).

## Applicant Information

Legal Name of Entity:

Town of Banff

Contact Name, Title:

Adrian Field, Manager of Engineering

Mailing Address (street address, city, province, postal code):

110 Bear Street, PO Box 1260, Banff, AB T1L 1A1

E-mail Address:

adrian.field@banff.ca

Phone Number:

4037621111

## Grant Component

Select one funding component for your project application. Refer to the ACP Guidelines for eligibility details.

## Regional Collaboration

- ☒ Intermunicipal Collaboration  
☐ Municipal Restructuring

## Capacity Building

- ☐ Mediation and Cooperative Processes  
☐ Municipal Internship

## Project Title

Choose a concise title for your project.

(maximum 30 characters)

Bow Valley Passenger Rail

## Project Time Line

Project Start Date:

or ☒ Project will commence upon receipt of ACP funding.

Project Completion Date:

Spring 2017 (funding dependant)

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**Intermunicipal Collaboration**

**\* Note: The evaluation of your application for funding will be based on the information submitted on this form only. Supplementary documentation will not be reviewed and will not impact the application evaluation and ranking.**

**Partners**

All municipalities in the partnership, including the managing partner, must pass resolutions supporting their involvement in the project prior to applying for funds. See Schedule 1A of the ACP program guidelines: Component Conditions.

Use the table below to list all municipalities participating in the project.

Managing Partner
Town of Banff
Partner Municipality
Town of Canmore, Cities of Cochrane and Calgary, ID #9 - (Lake Louise)

☐ I certify, as the managing partner, that all participating municipalities have passed resolutions supporting participation in the project.

\* An application form may still be submitted by the deadline of February 5, 2016 if council resolutions are not yet in place. In this case, the partnership has until February 29, 2016 to obtain resolutions and send a confirmation email to [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca) in order for the grant application to be considered for funding.

**Project Overview**

1. This project is for:

- ☒ A new regional municipal service.  
☐ Expanding an existing regional municipal service.  
☐ Continued operation, maintenance, or scheduled upgrades of an existing regional service.

2. Provide a description of the project.

- What is the purpose of the project?
- What activities will the partnership undertake to complete the project?
- What are the project's expected concrete results (e.g., a regional planning document, an asset, a shared delivery pilot)?

(Limit 4000 characters)

This application is specific to a regional passenger rail feasibility study as the first step of a plan to reinstate passenger rail service on the existing tracks between Calgary and Lake Louise. The scope of the study would be to determine the extent of required track upgrades (if any), identify new station locations and other infrastructure improvements, consider social, environmental and economic impacts and to establish the capital and operating costs and revenues of the service.

Following approval and funding of the feasibility study, the Town of Banff, in partnership with municipalities who could benefit from the project, will undertake to develop and issue a Request for Proposals for the study and determine the bidder to whom the contract will be awarded.

The expected results of the study are identification of risks and risk mitigation strategies, initial and long term capital and operating costs, development of a formal rail service implementation planning overview and identification of next steps.

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### Project Impact

3a. How will the project impact the level of regional municipal service delivery?

- ☒ The project results in a new service that was not previously offered to the community.
- ☐ One or more municipalities will be added to an existing intermunicipal arrangement.
- ☐ The project will expand service delivery to more people or increase the capacity of an existing service.
- ☐ Reach of service will remain the same, but the project will increase efficiency of service delivery (e.g. cost savings).
- ☐ The project produces new or updated regional planning documents.
- ☐ Other. Explain:

3b. Why is the project needed? What direct benefits will be realized by the project participants? What gaps in current service delivery will the project resolve? How will communities in your region be affected if the project does not proceed? Be specific and, if available, provide facts or statistical data in support of your answer.

(Limit 4000 characters)

Average daily vehicle volume on the Trans-Canada Highway, to the west of the Park gates, is in excess of 20,000 vehicles per day and collisions between the East park Gates Highway 93 have risen from 29 in 2013 to 46 in 2015. In 2015, 5.5 million vehicles passed the entrance counters at the Town of Banff - rendering the road system beyond capacity for 47% of the peak summer period. Vehicle congestion on the road to Moraine Lake has been identified as a significant safety concern for emergency access. Vehicle congestion is an issue that all of the partnering municipalities are faced with and the effects of increasing vehicle volumes on emergency response safety, erosion of the visitor experience, economic growth and environmental sustainability are key issues at both the municipal and provincial scales.

Passenger rail service played an instrumental role in the economic development in the Bow Valley and Western Canada; the Canadian Pacific Railway and associated hotels of Chateau Lake Louise and the Banff Springs are iconic visitor attractions on an international scale. A visitor survey carried out by Banff Lake Louise Tourism in 2015 indicated that 49% of respondents would take a passenger train to Banff National Park if one was available and, with 3.6 million visitors per year, reinstating passenger rail has the capacity to substantially increase sustainable travel and reduce the use of private vehicles - achieving improvements in road safety, reducing congestion, reducing greenhouse gas emissions and stimulating regional economic growth as direct results of relatively minor, forward-thinking and sustainable infrastructure investments.

4. Explain how the project will benefit other organizations and *non-partnering* municipalities beyond the partnership. Are formal service agreements in place? Provide details of agreements, consultations, or other means, if applicable.

(Limit 2000 characters)

The project would benefit non-partnering municipalities primarily through reducing traffic congestion and related safety hazards on the Trans Canada Highway and by increasing regional economic growth through increases in tourism. Non-partnering municipalities may become interested in the partnership once a successful service is established and longer term potential may exist for expansion of the rail system to include high speed rail service, which would further reduce traffic volume and related accidents.

Formal consultations are currently being planned, to be followed by negotiation of service agreements based on approval and funding of this feasibility study.

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Project Priority

5. Was the project established as a priority under a formal strategic plan (e.g. a regional service delivery plan)? If so, explain.  
(Limit 1500 characters)

The project was initiated based on a collective of transportation service priorities and formal strategic plans among the partnering municipalities:

- The Calgary Regional Partnership Transportation Work Plan 2013 to 2015 objectives include regional heavy-rail and commuter rail.
- The Town of Banff 4 Year (2015-2018) Strategic Plan includes a regional passenger rail service project as one of the Sustainable Transportation priorities.
- The Town of Canmore's 2015 Municipal Development Plan Key Policies includes transportation which supports the operation of regional public transit systems.
- The Town of Cochrane's 2014 Transportation Plan expresses the intent to decrease automobiles on the roads through mode shift.

The project meets ACP Program Objectives:

- Advancing the province's climate change strategy by lowering greenhouse gas (GHG) emissions.
- New or enhanced regional municipal services.
- Improved municipal capacity to respond to municipal and regional priorities.
- Effective intermunicipal relations through joint and collaborative activities.

The project is also aligned with the Province's Transportation Strategy goals of Connected and Active Communities, Competitiveness, Market Access and Economic Growth, Safety and Security, Environmental Stewardship and Long-term Sustainability and Affordability.

6a. Does the project address a significant public health and safety concern?

- ☐ No / not applicable.
- ☒ The project has an indirect or minor impact on health and safety.
- ☐ The project's activities are directly required to resolve a health and safety concern.
- ☐ The project addresses an immediate, life threatening situation (e.g., providing safe drinking water).



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6b. Explain how the project addresses a significant health and safety concern (e.g. the project will help the municipalities meet safety codes or compliance requirements). Provide supporting facts or statistics if available.

(Limit 2000 characters)

Average daily vehicle volumes on the Trans-Canada Highway to the west of the Park gates are in excess of 19,000 vehicles per day and collisions between the East park Gates Highway 93 have risen from 29 in 2013 to 46 in 2015. Highway 1 vehicle collisions between Calgary and Banff often result in lengthy lane and/or road closures. By way of example, an August 24, 2015 collision resulted in a fatality and both eastbound lanes of Highway 1 being closed for over 8 hours. Traffic rerouted to Hwy 1A, indirectly transferring safety concerns to a road with much slower speed limits which is not designed for heavy volumes.

A passenger rail service would provide a safer alternative to driving on the highways and could alleviate pressure on the Bow Valley's limited road capacity - shortening emergency response times to ensure that "Response systems with the necessary capacity are in place that can be immediately activated in response to a disaster."

Longer term potential may exist for expansion of the rail system to include year-round high speed rail service for commuters and skiers, which would further reduce traffic volume and related accidents.

Partnership Readiness

7. How will each participating municipality be involved in the project planning and administration?

Provide a brief description of the project roles and responsibilities for each partner.

(Limit 2000 characters)

A passenger rail service would require minimal (if any) additional land to realize the concept as Calgary, Banff and Lake Louise already have existing passenger rail stations and the station in Banff has recently been refurbished. Stations could also potentially be added in Cochrane, Canmore and at the junction of Stoney Trail and the CPR railway in Calgary. These stations could increase the accessibility of the system and would help to promote further economic growth and environmental sustainability in all participating communities.

Through the partnership and feasibility study the project roles and responsibilities for each partner would be determined with respect to the following deliverables:

- Rail infrastructure and maintenance, train operating crews, locomotives and coaches.
- Provision of passenger rail stations and maintenance.
- Operating licenses and liability insurance, marketing, scheduling, reservations and ticketing and onboard services (food & beverage, Wi-Fi, baggage including bikes, skis).

8a. Is the project operationally sustainable beyond the term of grant funding?

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- ☐ N/A. Project scope does not exceed the term of funding.
- ☒ The partnership has not yet completed business plans for the project beyond the grant funding term.
- ☐ Business plans are in place to address the immediate (e.g., 2 years) operational needs of the project after the grant term has ended.
- ☐ Business plans are in place which address costs and considerations associated with the project's future sustainability.
- ☐ This project contributes to the development of a regional plan or study. Next steps will be identified based on project results.

8b. Explain the partnership's plans to ensure operational sustainability of the project beyond the term of grant funding. If the project is a plan or study, how will the guiding document be used?

(Limit 2000 characters)

A complete feasibility study will provide the partnership with capital and operational cost and revenue data on which to base business plans. The study and business plan will inform the principal benefits and risks of the project and would form a basis upon which informed decisions could be made surrounding operational sustainability.

The plan to use the existing tracks will substantially reduce the need for infrastructure investment. It is possible that the service could be self funding.

9a. Have project risks been identified and is a strategy in place to mitigate the risks?

- ☐ The partnership has not yet completed a project risk assessment.
- ☒ The partnership has identified some project risks and is currently planning a mitigation strategy.
- ☐ A project risk assessment has been completed and mitigation plans are in place.

9b. Describe the project risks and related mitigation strategies.

(Limit 2000 characters)

A regional passenger rail service operated between Calgary and the Bow Valley until the 1980's and the reinstatement of service has been discussed for some time. This ACP program creates an opportunity for a municipal partnership to mitigate financial and operational risks and maximize opportunity. The feasibility study will inform decisions around risks and provide a clear path towards implementation if the risks are manageable.

10. If the project involves acquisition/purchase of capital assets, who will own and maintain the resulting capital assets?

Minimal (if any) additional land would be required to realize the concept as Calgary, Banff and Lake Louise already have existing passenger rail stations and the station in Banff has recently been refurbished. Stations could also potentially be added in Cochrane and Canmore. The rail system between Calgary and Lake Louise would not require any acquisition as it is owned and maintained by Canadian Pacific, although there may be potential requirements for siding upgrades.

The responsibilities of each partner will be determined through the feasibility study and subsequent discussions.

## Application to the Alberta Community Partnership Collaboration Program


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**Intermunicipal Collaboration - Budget**

11. List all estimated project costs in the table below. If you are applying for funding for a distinct portion or phase of a multi-phase, long-term project, then only list the project cost information associated with the activities relevant to the phase being carried out. Refer to the ACP Guidelines for information on eligible expenses.

Description	Capital Expenses	Operating Expenses	Total Line Item Expenses
Passenger Rail Feasibility Study		\$350,000	\$350,000
	Total Capital Expenses	Total Operating Expenses	Total Project Expenses
a Section A totals		\$350,000	\$350,000

	Capital	Operating	Total
b Total ineligible project costs (refer to section 7.4 of the ACP Guidelines)			
c ACP eligible costs (a - b)		\$350,000	\$350,000
d Other grant program funding applied towards eligible costs			
e Municipal cash contribution towards eligible costs			
f Value of municipal asset contribution (Identify asset(s))			
g Total ACP funding request [c - (d + e + f)]		\$350,000	\$350,000
h Municipal cost share $[(d + e + f) / c] \times 100$		0%	

\* Municipal cost share is not a requirement for project eligibility. However, projects which involve partnership cost share will be awarded points under criterion 8 of the ACP Intermunicipal Collaboration Ranking Criteria: "Regional partners are committing monetary or capital asset contributions to the project". See the ACP Program Guidelines for further information.

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#### Application Certification

- ☒ I certify that all information contained within this application to the Alberta Community Partnership program is true and correct and that all program funds will be used in accordance with the program guidelines. I certify that the grant will be applied in the year(s) and manner described within this application should it be accepted by the Minister of Alberta Municipal Affairs.

Adrian Field, Manager of Engineering, Town of Banff, AB

Print Name, Title  
Duly-Authorized Signing Officer

Signature  
Duly-Authorized Signing Officer

Feb 5, 2016

Date

#### Application Checklist

I confirm that I have:

- ☒ Provided all partnership information and confirmed that council resolutions supporting the project are in place. If resolutions are not yet passed but are obtained by February 29, 2016, I will send a confirmation email to [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca);
- ☒ Provided responses to all questions on the application form; and
- ☒ Provided a certification signature from a duly-authorized signing officer.

\* Incomplete Intermunicipal Collaboration applications will not be reviewed.

#### Submission

Submit the completed grant application via mail, fax or email to one of the coordinates below. Please save a copy for your records.

**Mailing Address:**

Municipal Affairs  
Grants and Education Property Tax  
Grant Program Delivery Unit  
17th Floor, 10155 - 102 Street  
Edmonton AB T5J 4L4

**Fax:**

780-422-9133

**E-mail:**

[acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca)

Print a Copy to Mail or Fax

Submit by Email

Save a Working Copy

Reset All Fields

#### Useful Resources

Alberta Community Partnership guidelines and application form:

Municipal Internship:

Collaborative Governance Initiative:

Mediation Services for Municipalities:

Municipal Grants Web Portal:

<http://www.municipalaffairs.alberta.ca/alberta-community-partnership>

<http://www.municipalaffairs.gov.ab.ca/ms/internship/>

[http://www.municipalaffairs.alberta.ca/mdrs\\_collaboration](http://www.municipalaffairs.alberta.ca/mdrs_collaboration)

<http://www.municipalaffairs.alberta.ca/mdrs>

<http://www.municipalaffairs.alberta.ca/municipalgrants>

**E-mail:**

[acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca)

**Contact Phone:**

780-427-2225 (dial 310-0000 first for toll-free calling).