



2021 Service Review Council Questions

SERVICE AREA: Engineering

PAGE NUMBER: 1-6

ELECTED OFFICIAL: Poole

QUESTION:

I'd like to know what might shift in your service areas (staffing, contracting, programs) if there were roughly a 5% or 10% cut in the tax revenue available to your department, compared to 2019, for your service areas.

I'm asking this question of all departments during this pandemic period. Many of us in business are forced to tighten our belts. While there may be arguments at higher-levels of government for fiscal spending to stimulate the economy, at our municipal level, by reducing taxes we help reduce the burdens on our residents.

What operations could be reduced for 2021, perhaps deferred by a year or two?

Operations and capital projects are intertwined. A new capital project typically needs people to oversee it. Are there capital projects, which, if deferred, might free up some of your staff time to deliver current services you would prioritize?

ANSWER:

Administration takes guidance for the service review and budget from the Governance and Finance Committee during the review of the Financial Plan. The service review is this Committee's opportunity to review the services offered by the Town and either enhance or reduce service levels based on based on the needs of their constituents. Administration has adjusted budgets and work plans for the targets set out in the financial plan in July 2020 and reconfirmed in December 2020.

Operating impacts resulting from capital projects can be found at the end of each of the previously approved capital project descriptions included throughout the service review. During the service review presentations administration will highlight individual operating impacts as we go through each capital project.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Asset Management

PAGE NUMBER: 23

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Asset Mgt (p.23)

2021 Priorities

A 5-year plan for decarbonizing the buildings and assets of the Town. (This may overlap with an Env'l Master Plan.)

ANSWER:

Administration presented a 2-year Climate Action Work Plan to council on this topic (Sept. 2020). This can be expanded to 5 years if desired. The Renewable Energy Transition Roadmap also maps out emissions reductions in the transportation sector for the community, and for corporate operations over a 30 year time frame. These plans are aimed at achieving a 50% reduction in corporate GHG emissions by 2030, which can also be accelerated if council desires. Progress on these plans is mainly being led by the Environment team (i.e. the Municipal Energy Manager), with Engineering providing project/construction management for individual projects (i.e. Biomass, Roam Transit Garage). Fleet Services is also responsible for the green fleet/EV transition. The Environment team provides detailed reports to council annually on progress towards our corporate GHG emissions targets.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Capital Management

PAGE NUMBER: 35-36

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Capital Management (p.35-36)

2020 Priorities continuing into 2021 Priorities (p.36)

Banff Ave Housing project:

Can the scope of work include net-zero design?

Could specialists in net-zero design in Alberta present to the town's development approving authorities (Planning officers, Council, MPC & DAB) what is possible with net-zero design nowadays?

ANSWER:

Can the scope of work include net-zero design?

The scope of work for the Banff ave housing project was provided to Council in a briefing in November 2019. Administration recommended not to go full net zero or zero carbon, recognizing that the primary goal of the project is housing affordability.

Environmental sustainability is recognized through:

- providing 10% better energy performance than required by NECB2017
- LEED silver certification
- the provision of 39KW solar PV array covering the majority of the primary solar-exposed roof surfaces (approximately about twice the size of the Town Hall array and generating around 3x the power due to the solar orientation)

- the provision of additional (beyond building code) external insulation
- heating with natural gas rather than electricity
- heating with by a centralized system to enable a future connection to a district heating system, should one ever materialize.

Given the current status of the Banff Ave Housing project, to change the design to net zero now, would be a major change to the contract, leading to significant cost increases and schedule delays.

Could specialists in net-zero design in Alberta present to the town's development approving authorities (Planning officers, Council, MPC & DAB) what is possible with net-zero design nowadays?

Administration could provide council with a budget to have specialists make presentations to the development approving authorities if Council so directed. Administration notes that energy efficiency requirements for buildings are regulated extensively within Federal and Provincial energy and building codes, and the municipality anticipates that future planned changes to those codes will drive energy efficient building design improvements. Municipal regulations in this area would be rapidly superseded and serve as duplication of other regulations.

Given the current pandemic limiting group presentations and creating a desire for fiscal restraint, there are links for interested individuals to free webinars that can provide information regarding net zero design. The Bow Valley Biosphere for example hosted a series of webinars on environmentally sustainable building design in 2020. The videos of the webinars can be streamed from their website at <https://www.biosphereinstitute.org/sbs-resources>

Administration will be presenting an updated Municipal Sustainable Building Policy to council in Q1 2021, at which time council will have the opportunity to prescribe more stringent energy efficiency requirements for Town projects.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Capital Management #2

PAGE NUMBER: 37

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Capital Management (p.37 ff)

Woonerf Operating Impacts report

This is a helpful 11-page report. Is this new (i.e., dated Jan 2021) or has it already been presented to Bear St Stakeholders?

There seem to be options to be considered for parking (p.4, etc.). How are we proceeding with making these decisions? Is this document intended as an RFD, for Council decision?

ANSWER:

Woonerf Operating Impacts report

This is a helpful 11-page report. Is this new (i.e., dated Jan 2021) or has it already been presented to Bear St Stakeholders?

The report was presented at service review in 2020

There seem to be options to be considered for parking (p.4, etc.). How are we proceeding with making these decisions? Is this document intended as an RFD, for Council decision?

No the document summarizes previous council decisions that led to the woonerff design as presented



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Capital Management #3

PAGE NUMBER: 36 & 48-57

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Capital Management (p.36 & p 48-57)

Wolf St. & Caribou St. Roadway Improvements

Thanks for bringing this back allowing us to comment.

Thoughts on "challenges/opportunities" for the 2021 Priorities (p.36):

Further to Council's requests for "a seasonal approach" and "proactively reassess the design of Bear St. ... based on tenancy changes..." (COU19-121; COU19-126), please allow me to suggest two things from my experience, recognizing that I have not participated in the Council deliberations given my recusals.

First, the design process illustrated on p.38 also included review of detailed design with at least one key stakeholder (me and my colleagues) during construction leading to important structural changes. This was important and needs to be made more systematic earlier in a project like this with such significant boundary conditions. Based on external professional design advice, this project design would have benefited from a second, external landscape architectural review, for the purposes of improving both functional and cost performance of the project.

Second, the design process for the Wolf Street interchange needed, in my mind, to pay more attention to the integration of landscape design, ongoing leasehold development, and associated "tenancy changes" (COU19-126). In this case, a leaseholder concerned about the landscape design details (the choice of vegetation) for was rebuffed by Administration with arguments that the design was set and correct. I don't think that response aligns well with these two Council resolutions.

Therefore, for 2021 Priorities, I would suggest that Council direct Administration to integrate landscape design with needs of adjacent tenants.

ANSWER:

Therefore, for 2021 Priorities, I would suggest that Council direct Administration to integrate landscape design with needs of adjacent tenants.

The referenced COU19-126 motion made during the April 23, 2019, Council meeting regarding project design states:

- Moved by Mayor Sorensen that council direct administration to proactively reassess the design of Bear Street in the future based on tenancy changes or emergent transportation trends.
- The context of the discussion around this motion has led Administration to understand the direction relates to non-permanent design aspects such as accessible or loading parking stall locations and sidewalk seating, as opposed to moving permanent pieces of infrastructure such as landscape pods or streetlights. For example, a relocation of a medical office or rental business could warrant relocation of an accessible stall or loading zone.
- Currently, roadway projects are split over a 3-year timeframe with public and stakeholder consultation and concept design development taking place early in the process to allow time for careful consideration of design implications. Integrating landscape design with adjacent tenants was a part of this process.

For this recommendation for an additional 2021 Priority, Council's deliberation will help Administration better understand the intent.

Relating to comments in the question's preamble:

- Council will be presented a report on the Bear Street project, before April 30, 2021. This report will, among other things, illustrate the process of Council direction, stakeholder engagement, and design development that led to the design of Bear Street.



2021 Service Review Council Questions

SERVICE AREA: Engineering - NSL - Bow R Bridge

PAGE NUMBER: Pg. 24

ELECTED OFFICIAL: Olver

QUESTION:

1. Has province given any indication that STIP- Local Bridge grant will be continuing or reducing from current 75% funding of all eligible costs for structural bridge maintenance and repair works?
2. Does the build-up in the river of wood against the bridge cause any life cycle, maintenance or safety concerns?

ANSWER:

1. Indication from the Province is that funding through the STIP program continue to fund 75% of eligible costs.
2. Periodic removal of the wood would be advantageous in order to:
 - a. prevent damage to the non-structural stonework that extends below water line at periods of the year and
 - b. prevent scour under adjacent piers as the water is diverted around the wood piles
 - c. If left in place then the wood could potentially pose a structural threat if it continued to build and then we have a large flood event, no work has been done to ascertain the likelihood of this event but regular removal of the logs would be prudent in any case for the reasons provided in points a and b.

Parks have committed to coordinate the removal of the logs and may ask for ToB assistance, Administration will seek further direction if funding is required.



2021 Service Review Council Questions

SERVICE AREA: Engineering – NSLR pg 9

PAGE NUMBER: 9

ELECTED OFFICIAL: Olver

QUESTION:

Please review how decided on year round system rather than summer only?

ANSWER:

Having the same system year round will be less complex to administer and more simple for all users (Banff residents, commuters from outside Banff, regional and international visitors etc) to understand; the proposed system has the rates change seasonally (\$3/hour May to October and \$2 per hour November to April) but the methodology stay the same throughout the year. This means that we would not need to change signage (approx. 300 locations) or communicate widespread changes to the parking management system twice a year. Providing free parking to residents may alleviate many of the concerns expressed by residents as it would allow them to continue to park as the current time limits allow.



2021 Service Review Council Questions

SERVICE AREA: Engineering NSLR General re Bear St Parkade

PAGE NUMBER: _____

ELECTED OFFICIAL: Olver

QUESTION:

Please explain how Bear St parkade would work under this system? Will sign outside parkade indicating number of free spots show both free and paid spots open? Trying to imagine how a commuter would determine if there was available free spots and how another user would determine if there was a visitor-pay spot available.

ANSWER:

The current plan does not contemplate any change to the existing signage – so the counter would read the total available spaces (some of which may be paid and other may be no-charge). Signage inside the parkade would indicate which spaces were charged and which were not.



2021 Service Review Council Questions

SERVICE AREA: Engineering

PAGE NUMBER: NSLR - re paid parking and resident parking pass

ELECTED OFFICIAL: Sorensen

QUESTION:

- 1) “Residents can park in User-Pay zones for free, up to 3-hours at a time, at any time of day, all year round.” Although not the intent, If a resident parks in one paid parking spot for 3 hours and move their car elsewhere for another 3 hours – is that allowable?
- 2) Please expand on guest pass process - how you get them in person/online. Assume only a resident can secure a guest pass (except for the whole trade vehicle thing)
- 3) All vehicles with a resident pass or a guest pass are still required to move after 72 hours, even to another spot?
- 4) Resident passes are good for any residential street ?
- 5) Understanding non residents (commuters/visitors) cannot park on residential streets, do we have enough paid and other stalls to accommodate the number of visitor/commuter vehicles that come her on a normal summer day ?

ANSWER:

- 1) “Residents can park in User-Pay zones for free, up to 3-hours at a time, at any time of day, all year round.” Although not the intent, If a resident parks in one paid parking spot for 3 hours and move their car elsewhere for another 3 hours – is that allowable?**

Residents can park their vehicle in multiple locations in the paid zone within a single, continuous 3-hour period. Eg a registered resident could park by the post office at 10 a.m. and then move to Bear Street surface parking lot at 12 p.m. and stay until 1 p.m. In this proposal, they would not be able to park for free for 3 hours beside the post office, then park for another 3 hours free in the Bear Street surface parking lot.

2) Please expand on guest pass process - how you get them in person/online. Assume only a resident can secure a guest pass (except for the whole trade vehicle thing)

The application process would be online. For resident permits, they would identify their physical address and their vehicle registration would confirm residence in Banff. Yes, only a registered resident would be able to obtain guest passes – or more appropriately called a guest “permits.” The guest permit would be obtained online and the guest vehicle licence plate would be added to the system for the set time period. No physical pass would be provided in this proposal. The licence plate recognition system used in enforcement would be able to discern registered resident vehicles and their guests.

3) All vehicles with a resident pass or a guest pass are still required to move after 72 hours, even to another spot?

Yes, per the current bylaw provisions. This bylaw is in place to prevent vehicles being left abandoned on the street.

4) Resident passes are good for any residential street?

Yes – for example a registered resident vehicle from Middle Springs or Cave Avenue could park for free for 3 continuous hours within the paid zone, or for up to 72 hours in the Residential Parking Permit Zone.

5) Understanding non-residents (commuters/visitors) cannot park on residential streets, do we have enough paid and other stalls to accommodate the number of visitor/commuter vehicles that come her on a normal summer day?

This is a potential risk of a system that prioritizes residential streets for Banff residents and there are unknowns with the available data that attempts to distinguish residents from visitors on residential streets and the proportion of Banff residents who choose to park downtown (see chart and comments below). The challenges of limited parking are not unique to the town site, and changes in vehicle management in the national park could also affect success of this proposed program, including recommendations of the Parks Canada Expert Panel on Sustainable People Movement.

That said the intercept lot can accommodate 450 vehicles and is currently at around 50% occupancy at peak – leaving around 250 empty spaces that could be occupied by visitors and Canmore commuters who currently may currently be parking on residential streets. One of the goals will be to encourage increased transit use by both visitors and commuters. Council direction has been to prioritize residential parking for Banff residents and incentivize the use of transit. The proposed system is designed to achieve these goals. Based on current underutilized space in the Train Station Parking lot, we believe parking in the periphery will help support total vehicles in Banff in peak periods in a “normal” year.



2021 Service Review Council Questions

SERVICE AREA: Engineering - NSLR Resident Pass

PAGE NUMBER: Resident Pass

ELECTED OFFICIAL: Olver

QUESTION:

1. Is resident park zone one big town-wide zone or broken into geographic areas? e.g. Would someone who lives on Otter St who has a resident pass be able to park on Squirrel St?
2. Have had resident ask me, if they live outside of a resident pass zone would they be allowed to park in a resident pass zone? They were imaging that all parking lots and street parking could be full and that they would then want to park on the street in a resident pass zone.

ANSWER:

1. The resident parking zone is one big zone – so a resident with a vehicle registered in the RPP system from Otter Street could park on Squirrel Street. A resident from outside the zone with a vehicle registered in the RPP system can also park anywhere within the zone – so a resident from Cave Avenue could park on Muskrat Street for example.
2. Any resident with a vehicle registered in the RPP system can park anywhere within the RPP area for up to 72 hours and can park anywhere within the Visitor Pay zone for free for up to 3 hours. Any Banff resident can apply to register their vehicle in the RPP system as long as the registration for the vehicle shows a Banff physical address.



2021 Service Review Council Questions

SERVICE AREA: Engineering - Parking, Traffic, and Permit Management

PAGE NUMBER: User Pay Parking Service Level Request

ELECTED OFFICIAL: DiManno

QUESTION:

In Administration's opinion, what are the pros and cons of the phase 2 plan as presented? Specifically, will it help us meet our goals? Would the system of user pay parking and the residential parking permit work as intended? Any unintended consequences?

ANSWER:

Pros:

- The change to visitor-pay parking and maintaining free parking for residents may alleviate many of the concerns expressed in Phase 1 and previous consultation.
- The proposed free parking for residents for up to three hours provides more time for free parking than is currently offered in many on-street parking stalls with time limits of 2 hours or less.
- The elimination of the fee and the elimination of a limit on the number of permits per residence for resident parking passes may alleviate concerns expressed in Phase 1.
- The elimination of the 2-hours free on residential streets for non-permit holders will help address concerns about visitor spill-over.
- The elimination of the proposed "first 30 minutes free" for visitors improves the incentive for parking stall turnover to make more spaces available.

- The change in the proposal extends free parking to 9 hours in the free lots to address concerns, especially from commuters, that 8 hours is not enough.
- Changing the proposal to using the same system year round will be less complex to administer and more simple for all users (Banff residents, commuters from outside Banff, regional and international visitors etc.) to understand; the proposed system has the rates change seasonally (\$3/hour May to October and \$2 per hour November to April) but the methodology stay the same throughout the year. This means that we would not need to change signage (approx. 300 locations) or communicate widespread changes to the parking management system twice a year.
- The system will help achieve the goals of parking management:
 - To free up short term downtown parking stalls for residents and visitors by displacing commuters and longer term parkers to less well utilized stalls (at the railway station intercept lot, on Bow Ave and in the Bear Street parkade).
 - To encourage parking stall turnover in locations close to downtown businesses and services
 - To reduce peak parking occupancy to 85% in the downtown zone so that residents and vehicles are more easily able to find a place to park
 - To reduce traffic congestion resulting from an estimated 30% of vehicles circling to find a parking space.
 - To encourage a transportation mode shift to sustainable modes such as transit, walk, bike, carpool
 - To incentivize the daytime use of approximately 200 empty private parking stalls within the downtown area that are unoccupied during peak periods in August
 - To allow for some limited short term parking for errands or loading
 - To enable visitors and residents who may wish to pay to stay longer than the current 2-3 hour time limits to do so without needing to move their car.
 - To provide an alternate source of revenue to help offset costs of maintaining services
- Personal vehicles are perceived to be safer than riding public transit in the pandemic and we have been unsuccessful in filling the intercept lot; Implementing Visitor Pay Parking for 2021 will disincentivize long term parking downtown and will help relocate commuters and longer term visitors to the intercept lot. This will help with congestion downtown and will free up spaces for residents and visitors to park downtown for short term trips.

Cons:

- Paid parking has proven to be divisive issue in the past.
- Any change from a long-standing service that is perceived as free to one for which user fees are required will create opposition.

- Implementing Visitor Pay Parking (or making any other large change) during the pandemic will require residents to register vehicles (for example) and this would be an additional task that may add to stresses caused by the pandemic.
- Implementing pay parking during the pandemic may be opposed by businesses, which are suffering due to the significant drop in customers, and visitor-pay parking may be perceived as an additional disincentive to visit Banff.
- The change in the proposal to a year-round visitor-pay parking system instead of May to October, as in the initial proposal, will make the system easier to understand and enforce, but some may oppose due to the fact that the congestion issue is almost entirely experienced in summer months.
- The program offering free residential guest parking permits could result in abuse of the system with resale of permits.
- During the pandemic, touchless services are avoided whenever possible. Although a simple payment system through mobile devices is proposed, many users will opt for payment at kiosks rather than using the online application, resulting in consideration for cleaning requirements.

Will it help us meet our goals?

The proposed revised plan is expected to meet the primary goals of increasing the frequency of available parking spaces and reducing traffic congestion in the downtown core. A change to paid parking has been proven in other jurisdictions to increase the number of vehicles that use the same stall, due to increased turnover caused by a desire to reduce payment.

Because the challenge of traffic congestion and limited parking is almost entirely caused by the volume of visiting drivers, we believe the revised proposal – even with free parking for residents – will incentivize enough visitors to use free parking in the periphery areas, and therefore will have a positive impact on parking availability and traffic congestion in the downtown core. Our traffic monitoring systems suggest that a reduction of just 15% of vehicles from peak visitation results in good traffic performance in Banff.

In addition, the resident parking permit system would address the existing issue of visitors parking on residential streets in the downtown area.

Banff's Community Plan sets the following transportation goals:

- Provide a transportation system that encourage and complements pedestrian movement and cycling
- Provide a transportation system that enhances the resident and visitor experience
- Provide a transportation system that is economically and environmentally sustainable

Council Strategic Priorities include

Improving Active Routes and Transportation

- Reduce use of private vehicles downtown
- Reduce traffic delays by encouraging fewer vehicles downtown

Yes, the parking management plan as proposed is designed to meet these goals:

Any unintended consequences?

- Providing free parking for residents while charging visitors and commuters to park in the downtown core could result in some residents who normally walk, cycle or use transit to more frequently drive to the downtown.
- If paid parking is embraced by the majority of visitors because the rates are perceived as “cheap” and it permits them to park for longer than current time limits in the core, and because many visitors consider paid parking as the norm in downtown areas based on their experience, the program may not provide enough of a disincentive for visitors to seek free parking in the periphery.
- If the program was introduced in 2021 and is more successful than anticipated in an initial phase, in terms of incentivizing visitors to park in the free periphery such as the Train Station intercept lot and the Fenlands, there could be conflicts with other users experienced in 2020, such as cyclists parking and riding to the Bow Valley Parkway.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Parking

PAGE NUMBER: 3

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Parking, p.3

In the budget I notice that the tax funding required would rise from 2019 (\$100k) to proposed 2021 (\$222k), or ~ 120% rise. Please explain this variance.

ANSWER:

Tax funding in the proposed 2021 budget for Parking, Traffic & Permit mgmt. is \$221,753 compared to actual tax funding required in 2019 of \$100,066 and 2019 budget of \$280,129. This represents a 20.8% decrease in tax funding required compared to the 2019 budget and a 121.6% increase in tax funding from 2019 actuals. 2019 represented an unusually high year for street permit revenue which is represented in the 2019 activity revenue line item. Based on analysis of trends in historical street permit revenue (\$130K in 2017, \$138K in 2018, \$274K in 2019, \$200K forecasted in 2020) as well as consideration of the COVID impacts in 2021, administration has budgeted \$190,000 in estimated street permit revenue for 2021.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Parking #2

PAGE NUMBER: 4

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Parking, p.4

Successes: Street & public place permits: revenue has increased over the decade from \$4k/y to ~\$190k/y.

Are these things like use of the street during building construction? What is the fee for those permits, compared (say in \$/sq. ft.) to the fees for street use of dining tables?

And, given that one of the "challenges" noted is "permits require time for processing", what is the approximate cost of administering these permits?

ANSWER:

Are these things like use of the street during building construction?

Yes

What is the fee for those permits, compared (say in \$/sq. ft.) to the fees for street use of dining tables?

SUP fees can be found here:

<https://banff.ca/DocumentCenter/View/3893/Fees-and-Charges-Bylaw-388-3?bidId=>

and are charged by area. A comparison can be found in the table

SCHEDULE "O"
TO TOWN OF BANFF FEES AND CHARGES BYLAW
STREET AND PUBLIC USE PLACE (BYLAW 124)

	Unit Base	2021 Fee	Comment
Street and Public Place Use Permit Administration Fee	per permit	\$50.00	
Street and Public Place Use Fees			
Parking Stall (Public Parking Lot)	per day per stall	\$30.00	
Parking and Traffic Lanes (Roadway)	per linear metre per day	\$6.00	
Transit Zone	per day	\$350.00	
Sidewalks and Boulevards – CD and CA Districts	per square metre per day	\$5.00	
Sidewalks and Boulevards – areas other than the CD and CA Districts	per square metre per day	\$4.00	
Construction or Excavation on a Public Place	per square metre of road use per day	\$3.00	
BUSKING FEES			
2 Day Permit	per permit	\$25.00	
7 Day Permit	per permit	\$50.00	
4 Month Permit	per permit	\$150.00	
Sidewalk Seating/Café. CD District			
Type 1 - Counter Service	per permit	\$15/chair + \$25/table	
Type 2 - Table Service	per permit	\$25/chair + \$55/table	
Type 3 - Full Service	per permit	\$55/chair + \$200/table	
Outdoor Merchandise Display, CD District - Private Lands	per permit	\$200.00	
Outdoor Merchandise Display, CD District - Public Lands	per permit	\$200.00	
Storage for Items Removed from the Street	per day	\$105.00	
Remedial Work Performed by Town	-	Cost Plus 25%	
Encroachment Agreement	per agreement	\$ 350.00	

Exemptions from Street and Public Use Fees:

- Use of a Public Place for which a rental fee is charged under the Fees and Charges Bylaw
- Any other application deemed by the Town to be exempt

The fees for a sidewalk seating permit versus an engineering/construction street use permit aren't really comparable. For example a sidewalk seating permit whose sidewalk seating displaced about 15 metres (3 cars) of parking lane on Caribou Street for 3-4 months would amount to amount to:

full service (\$55/chair +\$200/table) x 12 chairs + 6 tables = \$1860 for the season

The same area, used for construction laydown would be charged at \$2700/month (\$6 x 15m x 30 days)

One consideration is that construction restricts the space absolutely, taking it away from any public use and detracting from general public enjoyment of the area. Sidewalk seating (or a special event like the summer market) changes the public use more than restricts it entirely.

Another consideration is that the SUP rates need to be kept high enough to provide an incentive to get the work done quickly and/or to keep the site compact as possible so as to minimize the overspill and disruption in the public realm.

And, given that one of the "challenges" noted is "permits require time for processing", what is the approximate cost of administering these permits?

Costs vary depending on the complexity of the permit but generally full cost recovery can be achieved if the whole value of the permit is taken into consideration. The cost to administer street use permits factors in application acceptance, review, permit approval, notifications and monitoring. In general, the 'bigger' the permit the more time it takes to do all of the above (e.g. permit to reserve a parking stall or large utility excavation).

The Engineering Department charges a separate \$50/permit for an admin fee - for smaller permits this would cover costs, for more complex permits it would not but, as above, generally – and on average across the year - full cost recovery can be achieved if the whole value of the permit is taken into consideration.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Parking #3

PAGE NUMBER: 5-6

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Parking, p.5 & 6:

Priorities for 2020: "sustainable transportation" and "investigate pollution monitoring"

In the status of this work, the report mentions ongoing work on the Environmental Master Plan. I'll be interested in knowing, from a high-level view, a snapshot estimate of the carbon emissions from vehicles in Banff (and visiting Banff) as part of our carbon budget. Then, it would be helpful, every two or three years, to report again on what the carbon emissions might be. Much like doing a census every few years, this would help us measure our progress. For example, on p.17, a proposed river crossing is argued on the basis of "climate leadership". I doubt that a new crossing would alter the overall carbon emissions of transportation in our townsite significantly. This sounds close to green-washing to me. When proposing projects and evaluating where to spend scarce resources on climate policy, we need to be honest of which projects would deliver the biggest return in carbon emissions reductions. At this point, without snapshots of our current carbon emissions, I don't think we have enough confidence that we would be actually reducing carbon emissions.

ANSWER:

Transportation emissions were evaluated in substantial detail as part of the Renewable Energy Transition Roadmap (presented to council Dec 16, 2019), which is tentatively scheduled to be updated in 2024. Transportation emissions change fairly slowly over time and require specialized/expensive expertise to model accurately, hence the 5 year update frequency.

The reference climate leadership on p.17 is an extract from one of the provisions of the ICIP funding stream:

Provincial:

Subject to Council's approval administration would apply for funding under the Investing in Canada Plan:

The program will fund:

- up to 40% of eligible costs for the highest ranked projects
- up to 50% of eligible costs for projects that also support the Climate Leadership Plan by significantly reducing greenhouse gas emissions (GHGs)
- The program will provide \$215 million over 5 years, \$115-million of which is from revenues through the Alberta Climate Leadership Plan.

The fund supports project which enhance transit connectivity.

A second pedestrian bridge has been a council priority for a number of years. The Strategic plan has the following targets which the project aims to fulfill:

- Increase by 100% (over 2018) active mode crossings of the Bow River.
- Build a second pedestrian crossing between Central Park and the Recreation Grounds.
- Build a minimum of 4 kilometre of additional active mode trails/bike lanes/sidewalks, primarily key linkages and connections.
- Reduce the percentage of residents who commute to work in personal vehicles by 15%: from 30% in summer and 41% in winter (2017 census) to 25.5% in summer and 34.8% in winter by 2022.
- Reduce days in a year exceeding 16,000 vehicles per day (VPD) over the Bow River Bridge from 81 to 5.

One of the goals of the pedestrian bridge is to enhance “first mile, last mile” connectivity between popular sites like the downtown core, recreation grounds, central park, and cave & basin. Thus, the bridge is expected to stimulate a modest increase in transit ridership and/or active modes, and is part of the Town's larger strategic effort to improve trail connections, enhance transit, and encourage active modes, which together help drive down GHG emissions. It is certainly difficult to quantify the GHG emissions impact of any one transit/trails project, but that should not be seen as evidence that the project is not contributing to GHG emissions reductions at all. Rather, it is a symptom of the complexity and uncertainty associated with modeling a community's transportation emissions in general.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Parking #4

PAGE NUMBER: 6

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Parking, p.6

Priorities for 2020: "work with partners to identify lands for East intercept lot"

I would like to carry this into a priority for 2021 as follows. I would like to ask the Directors of Engineering & Planning to hold a small workshop for interested Councillors about these details in the context of normal land use mechanisms available to our level of government. Or, if it were at a Council meeting, then we would anticipate this would be a closed meeting given potential discussion of specific land matters.

ANSWER:

Some additional points for consideration:

- The policy direction for a 500 stall east entrance intercept lot is from the Transportation Master Plan (2012) which was adopted by Council for planning purposes
- The Town does not currently own or control any suitable land for an intercept lot within the Town Boundary on the east entrance
- Parks have confirmed that they will not permit the construction of an intercept lot outside the Town Boundary
- As an alternative approach to the recommendations contained in the TMP, potential may exist for adding more intercept parking on the West entrance as part of the train station development. However that would likely be under a sub-lease arrangement that would not afford the municipality long-term certainty

- GreenTrip funding will expire March 31 2021, other projects have been granted an extension to Feb 28, 2022 but this would not provide sufficient time to design the lot and obtain necessary approvals



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Parking #5

PAGE NUMBER: 6 and 16-19

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Parking, p.6 and 16-19

Priorities for 2021: for the design of a river crossing.

Please explain how the design steps might occur in considering a pontoon-like design (as on p.18)?

The Project summary (p.16) declares without evidence that "total project cost ... is \$5M." Until alternative options are considered and conceptually designed, this appears unfounded.

Are you still anticipating a charity donating \$2.5M and the Federal Government contributing \$2M? What part of the Federal Government would offer this type of grant?

Please discuss why this might be a Bow Valley Regional Transit Commission matter, and why this might not properly be a BVRTC project.

ANSWER:

Please explain how the design steps might occur in considering a pontoon-like design (as on p.18)?

A pontoon-like design was considered but carries a number of disadvantages including:

- The concept has been discussed with Parks Canada and is unlikely to be successful in a Basic Impact Assessment process due to its obstruction in the river flow – a bridge would be considered to be a less disruptive solution

- A pontoon bridge likely not be possible with respect to this legislation in the Navigable Waters Act. Our understanding is that nothing we build can inhibit the general public's common law right to navigate the waters of Canada.
- A pontoon would create a liability during flood events and would accumulate wood debris that would require periodic removal; a bridge could also accumulate debris but this would be smaller in scale and localized to the piers
- A seasonal pontoon would not solve the safety issue of winter crossings on the ice – one of the drivers for the project
- We have not approached the Pauw foundation to establish whether their \$2.5M donation could be put towards a pontoon but this would be another consideration.

The Project summary (p.16) declares without evidence that "total project cost ... is \$5M." Until alternative options are considered and conceptually designed, this appears unfounded.

The total project cost is based on building a bridge and considers, among other items, the actual costs of building the Muskrat street pedestrian bridge in 2012/13. The Design-Build procurement method chosen will specify the maximum permissible values for bids and we will carry a contingency above the contract value for unforeseen ground conditions and other items that would be unreasonable for the Design-Build group to assume. This method allows a high degree of price and design certainty at the outset of the project.

Capital costs have been revised to account for inflation, donation and grant changes since the project description was first provided in 2019

2021-2023 Budget Update

Capital Costs	2021	2022	2023
Central park Pedestrian Bridge	\$5,000,000		
Grant Funding	\$(2,200,000)		
Other Capital Revenue	\$(2,500,000)		
Capital Reserve Funding Required	\$300,000		

Operating Costs	2021	2022	2023
Operating Costs		\$40,000	\$80,000

Are you still anticipating a charity donating \$2.5M and the Federal Government contributing \$2M?

Yes, the Pauw foundation have committed \$2.5M to the project and we anticipate the Federal government contributing \$2.2 million

What part of the Federal Government would offer this type of grant?

The Investing in Canada Plan (ICIP) funding for the Banff Transit Pedestrian Bridge is currently in the final stages of approval with the Federal Government. The grant amount of \$2.2 Million (40% of project) is anticipated to receive final approval in the next couple of weeks they are already in the process of reviewing and they have come back with a clarification question regarding the relationship between the BVRTSC and the Town of Banff. The BVRTSC has submitted back up documentation with regards to the question around project management and ownership and we are currently awaiting a response.

Please discuss why this might be a Bow Valley Regional Transit Commission matter, and why this might not properly be a BVRTC project.

The ICIP funding is a transit-related funding stream which provides funding for pedestrian bridges and other transit pathway connections (among other things). The fund is administered through the entity that provides transit services – in this case the BVRTSC. The project will be managed and owned by the Town of Banff as is the case with all other transit-related infrastructure in each of the partnering entities.



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Parking #6

PAGE NUMBER: 7

ELECTED OFFICIAL: Poole

QUESTION:

Engineering Dept, Service Area: Engineering Parking, p.7

New Service Level Request(s): Paid Parking

This topic will deserve some detailed deliberation in Service Review, and or in a workshop with the Engineering and Planning departments.

Thank you for the extensive report. There are several nuances which interest me, and the comments from other Councillors will generate a helpful back-and-forth conversation, for which we may need time in our Service Review meeting.

Q1: How much of our downtown commercial & cultural core is dedicated to automobile & bus parking? When we charge for that parking, how do the prices compare with the price provided by commercial parking providers (say, in underground parkades, \$/s.ft)?

Q2: A few thoughts about details

a) The map is helpful and well considered (p.13). Would the trailhead parking on St. Julien Rd. for the Buffalo Mtn trail be worth considering?

b) Duration of free parking, 3 hours (p.8). Please explain your thoughts about 3 hour periods and tradeoffs considered. Most of our current stalls are 2 hours.

c) Cost of a Resident Parking Permit. Please explain your thoughts and tradeoffs considered for a zero cost for the parking permit. By comparison, don't we have small fees on other permits (dog tags, etc.) to cover the cost of processing the permits? What would a reasonable charge for obtaining a residential parking permit be?

d) Longer-stay parking (9 hrs) on Bow Ave. Please explain your thoughts and tradeoffs considered for having Bow Ave be a 9-hour zone rather than, say, a 3 hour zone.

e) Once we set parking charges, if Liricon were to charge similar rates (in the fullness of time), what would their revenue be on days the lot is 1/2 full?

f) Resources required (p.14) and what types of companies would be involved.

Please explain this more. Am I correct in understanding that the capital cost would be ~\$700-800k, and the annual operating cost would be ~\$500k/y, and the annual revenue would be about \$1.5million?

What is the estimate of the annual number of parking visits (and your assumptions)?

How many staff would be required to operate this?

What companies or service providers would be involved? Is there a data component to this which would be monetized by a service provider? If so, is there a potential to consider information sharing with people parking, say, for the benefit of the National Park to enhance park interpretation?

g) Areas and streets (map, p.13)

Please work with the Planning Dept to consider the heritage streetscape of the 200 Block of Beaver Street. The Eleanor Luxton Historical Foundation has made a huge investment to the benefit of the townsite over the past 25 years; it would be good to improve this area together with the Foundation.

ANSWER:

Q1: How much of our downtown commercial & cultural core is dedicated to automobile & bus parking? When we charge for that parking, how do the prices compare with the price provided by commercial parking providers (say, in underground parkades, \$/s.ft)?

There are approximately 1500 public stalls downtown

Approximately 500 of these stalls are proposed to be charged

Rate would be \$3 per hour per space. Monthly rates in the Town-owned Bear Street parkade basement are \$97/month per space. Cascade Shops parkade charges \$3/hour. The Fairmont Banff Springs Hotel charges \$29 per night in the parkade or \$10 per hour. The Banff Park Lodge parkade charges \$12 per day for non-guests.

Q2: A few thoughts about details

a) The map is helpful and well considered (p.13). Would the trailhead parking on St. Julien Rd. for the Buffalo Mtn trail be worth considering?

The principal goal of visitor pay parking is to free up spaces downtown for short term trips by displacing longer term parkers (e.g commuters) to other, less well utilized, spaces. Visitor pay parking in areas such as the trail head, while likely revenue-positive, would not help achieve this goal and may create other unintended consequences – such as spill over to other adjacent areas. The trailhead parking at tunnel mtn is Banff Centre land, so if we were to include it, it would need to be under an agreement with Banff Centre.

b) Duration of free parking, 3 hours (p.8). Please explain your thoughts about 3 hour periods and tradeoffs considered. Most of our current stalls are 2 hours.

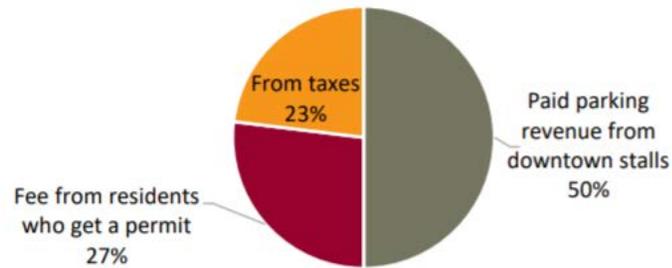
A single duration for free resident parking is advantageous from a communication, signage, simplicity and enforcement standpoint. Both 2 hours and 3 hours were considered and we would recommend 3 hours given:

- This is consistent with the amount of free parking now in the lots
- We heard from public consultation that 2 hours may not be enough time for some residential errands
- Approximately 10% of downtown parkers are residents so any savings gained by reducing the limit to 2 hours would be minor

c) Cost of a Resident Parking Permit. Please explain your thoughts and tradeoffs considered for a zero cost for the parking permit. By comparison, don't we have small fees on other permits (dog tags, etc.) to cover the cost of processing the permits? What would a reasonable charge for obtaining a residential parking permit be?

The phase 1 communications round proposed a \$50 fee to obtain a residential parking permit. Survey responses indicated that many Banff residents felt that the costs could be covered by the paid parking revenue:

There would be administrative costs associated with a resident parking permit program. How do you think the program should be funded? (2 guest passes would be free and anyone would be able to park for 2 hours free on resident streets)
(44 Responses)



Two of the founding principles are that:

- The plan is designed to resolve parking spillover issues that might be exacerbated by a visitor pay parking system downtown so an argument against charging for residential permits is that they are only in place because of visitor pay parking downtown – so VPP revenue should cover its costs.
- The plan is designed to make residential parking issues (both downtown and in adjacent residential neighborhoods) better than they are currently; charging for permits would not be consistent with this.

d) Longer-stay parking (9 hrs) on Bow Ave. Please explain your thoughts and tradeoffs considered for having Bow Ave be a 9-hour zone rather than, say, a 3 hour zone.

The principal goal is to free up spaces downtown for short term trips by displacing longer term parkers (e.g commuters) to other, less well utilized, spaces (such as Bow Avenue, the intercept lot and the Bear Street Parkade). Commuters provide essential services and are highly valued, some free parking for commuters, outside the downtown core, is considered to be an important part a parking management plan.

e) Once we set parking charges, if Liricon were to charge similar rates (in the fullness of time), what would their revenue be on days the lot is 1/2 full?

The Town of Banff currently manages the Train Station intercept parking lot. Under this agreement the Town has no intention charge for parking in the Intercept lot. Should the lot revert to management by another operator, they would be free to set rates as they see fit, similar to how some hotels choose to have parking users pay for parking. They could also change time limits, which would affect turnover and therefore revenue.

The revenue estimates provided for visitor pay parking downtown take into account estimated annual occupancy (including lower occupancy at less popular times of day, days of week and times of year).

f) Resources required (p.14) and what types of companies would be involved.

Please explain this more. Am I correct in understanding that the capital cost would be ~\$700-800k, and the annual operating cost would be ~\$500k/y, and the annual revenue would be about \$1.5million?

Yes, for each full year of operation. 2021 revenue is estimated to be \$1.16M based on a May 1 start date.

What is the estimate of the annual number of parking visits (and your assumptions)?

Revenue per day in each parking lot and block is calculated as:

- Average occupancy
- Deduct for 10% of residents (would park for free)
- Multiply by the number of stalls
- Multiply by the average length of stay

Average occupancy, % resident parkers and length of stay are from data obtained in the 2018 Indigo parking study (<https://banff.ca/documentcenter/view/6104>), stall counts are based on 2021 actual counts.

How many staff would be required to operate this?

One seasonal officer, one parking operations coordinator, one admin staff and 0.5FTE IT support over and above current staffing required to manage the current time limit system.

What companies or service providers would be involved?

- Machine supply and maintenance would be contracted out.

- Enforcement software provision and support would be contracted out under Purchasing Policy process.

Is there a data component to this which would be monetized by a service provider?

No. In addition, the Town as part of any contractual agreement with a service provider would ensure that any data which may have a privacy component undergo a FOIP/privacy assessment to ensure privacy legislation is complied with.

If so, is there a potential to consider information sharing with people parking, say, for the benefit of the National Park to enhance park interpretation?

We would continue to share information with Parks Canada and any other stakeholders who may be able to enhance visitor and resident experiences in the Town and National park

g) Areas and streets (map, p.13)

Please work with the Planning Dept to consider the heritage streetscape of the 200 Block of Beaver Street. The Eleanor Luxton Historical Foundation has made a huge investment to the benefit of the townsite over the past 25 years; it would be good to improve this area together with the Foundation.

As proposed, this area would be within the residential parking permit area and so only Banff residents and registered guests would be permitted to park there. Council could direct some of the revenue generated by Visitor Paid Parking towards streetscape or other improvements in this area.



2021 Service Review Council Questions

SERVICE AREA: Engineering - Parking, Traffic, and Permit Management

PAGE NUMBER: 4

ELECTED OFFICIAL: DiManno

QUESTION:

Besides disincentives, what can we do to boost awareness/appeal for visitors to park at the Train Station parking lot? There is a budget for flaggers in the Banff Ave Pedestrian Zone service level request - which in 2020 garnered 50% occupation on the weekends. Basically, what is the strategy to getting more people to park there during peak times in the summer? (Especially if disincentives are not implemented.)

ANSWER:

Without disincentives it will be difficult to fill the intercept lot. Possible improvements might be:

- Improvements to the level of flagging provided
- Reinstate the shuttle service
- Additional signage and communications for visitors
- Pre-emptive communication to residents in order to facilitate resident diversions
- Concierge / Ambassador services at intercept lots in order to assist with visitor wayfinding

More information on these initiatives can be found in this link scheduled for debate on January 22

https://banff.ca/DocumentCenter/View/11785/14_Other_Services



2021 Service Review Council Questions

SERVICE AREA: Engineering - Parking, Traffic, and Permit Management

PAGE NUMBER: 6

ELECTED OFFICIAL: DiManno

QUESTION:

Can you give a clear timeline for the Central Park Bridge? Has the federal grant funding been secured? When will construction begin?

ANSWER:

The Investing in Canada Plan (ICIP) funding for the Banff Transit Pedestrian Bridge is currently in the final stages of approval with the Federal Government. The grant amount of \$2.2 Million (40% of project) is anticipated to receive final approval in the next couple of weeks they are already in the process of reviewing and they have come back with a clarification question regarding the relationship between the BVRTSC and the Town of Banff. The BVRTSC has submitted back up documentation with regards to the question around project management and ownership and we are currently awaiting a response.

The primary delay in this funding was waiting for the Province to formalize all agreements and move them to the Federal Government. The Federal Govt have committed verbally to approximately 3 weeks for turnaround of submissions. At this point we do not foresee any problem with the final approval of the grant funding.

In the meantime an Expression of Interest has been issued to shortlist potential proponents to a Design-Build Request for Proposal. The environmental approvals process has begun and will be further informed by the design as it progresses. Start on site will be dependent on funding and the environmental approvals process and we are working towards a fall 2021 start date

(albeit with significant unknowns in the environmental approvals process). If we are able to secure permits to enable a fall 2021 start then summer 2022 would be a reasonable completion date.



2021 Service Review Council Questions

SERVICE AREA: Engineering - Parking, Traffic, and Permit Management

PAGE NUMBER: User Pay Parking Service Level Request

ELECTED OFFICIAL: DiManno

QUESTION:

What percentage of cars on the streets proposed for the resident parking permit system are those of visitors during the summer and/or year-round? Do you have a sense from the vehicle surveys we've done in the past?

ANSWER:

See images below from June 10, 2019 council report



2021 Service Review Council Questions

SERVICE AREA: Engineering - Parking, Traffic, and Permit Management -
PAGE NUMBER: User Pay Parking Service Level Request
ELECTED OFFICIAL: DiManno

QUESTION:

What encompasses the user pay parking operating costs?

ANSWER:

Operating costs include all associated staff time for implementing and maintaining both the Visitor Pay and Residential Parking Permit systems, licensing, fees, maintenance, support, machine amortization and all associated annual costs. Staff time and all costs are calculated incrementally over the existing system, the full list of items is provided below:

Seasonal Officer (parking)	Ticket Lifecycle Processing	Vehicle Amortiza
Parking Operations Coordinator	Manual Ticket Entry (Annual License)	Pay station amor
Officer uniforms/equipment	Online Ticket Payment Portal	Communications
Admin staff (back of house)	Pay Stations (Annual Licensing)	Cash handling/ba
Pay Station Receipt Rolls	RPP and Guest Parking Permits (Annual License)	Wrap replaceme
Credit Card Fees	Data Interface Alberta Courts (Annual License)	Graffiti, sticker re
Machine Maintenance	Enforcement Hardware Amortization	
IT Staff Support	Wireless internet fees	



2021 Service Review Council Questions

SERVICE AREA: Engineering - Parking, Traffic, and Permit Management

PAGE NUMBER: User Pay Parking Service Level Request

ELECTED OFFICIAL: DiManno

QUESTION:

What is Canmore planning in terms of user pay parking? Can you describe any similarities/differences?

ANSWER:

Details of Canmore's proposal can be found in the link below:

<https://canmore.ca/projects/transportation-projects/paid-parking-fare-free-transit>

Canmore's system is similar in many ways and aims to achieve many of the same objectives of increasing turnover in prime spaces and relocating commuters to longer term spaces.

Some key difference include:

- No allowance for Canmore residents to have any free parking downtown (vs 3 hours free proposed for Banff residents – in line with current time limits parking downtown)
- Monthly, all day, parking is paid (rather than free as is proposed in Banff)
- All revenue is directed towards free transit (options are proposed in Banff)
- Some parking is paid year round and some varies between paid and free seasonally (the Banff proposal recommends keeping the same system year round but with varying rates)

- RPP areas have a limit of 2 permits per household (no limit proposed in Banff as many households have multiple residents)
- Households wanting more than 2 permits will be charged \$100 for a 2-year permit (no charge is proposed in Banff)
- Parking for non-registered resident vehicles – e.g. commuters and visitors is permitted in the Residential Parking Permit Zone but fees will apply on some residential streets and a 2 hour time limit will apply on others (parking is proposed to be limited to registered vehicles and registered guests in the RPP zone in the Banff proposal)



2021 Service Review Council Questions

SERVICE AREA: Engineering Department – Roll-up Questions

PAGE NUMBER: 2

ELECTED OFFICIAL: Poole

QUESTION:

In the budget, I notice that the tax funding required (lowest row of the table) would rise from 2019 to proposed 2021 by about 130k, or ~22%.

Please explain the two or three largest reasons for this large increase. The wages and contract services seem to be rather stable. Part of the change is on the revenue line. Can you help me understand the reasons for the changes of revenue?

ANSWER:

Principal difference is a drop in Street use permit revenue from 2019's extraordinary levels (\$274,570 2019 actual vs \$190,000 2021 proposed)

2021 proposed tax funding required is a total of \$221,753 vs the approved budget of \$282,179. This represents a reduction in tax funding of \$60,426 from the amount approved in 2021.