Regional Municipality of Waterloo

Planning and Works Committee

Agenda

Tuesday, May 16, 2017

9:00 a.m.

Regional Council Chamber

150 Frederick Street, Kitchener

1. Declarations of Pecuniary Interest under the Municipal Conflict Of Interest Act

2. Delegations

Consent Agenda Items

Items on the Consent Agenda can be approved in one motion of Committee to save time. Prior to the motion being voted on, any member of Committee may request that one or more of the items be removed from the Consent Agenda and voted on separately.

3. Request to Remove Items from Consent Agenda

4. Motion to Approve Items or Receive for Information

4.1 TES-DCS-17-10, C2017-25 Consultant Selection – Schedule “C”

Class Environmental Assessment, Preliminary Design, and Detailed Design of a Highway 7/8 Pedestrian Bridge between Chandler Drive and Avalon Place, City of Kitchener

Recommendation:

That the Regional Municipality of Waterloo accept the consultant

2384086
4.2 **PDL-LEG-17-35**, Authorization to Expropriate Lands (1st Report) for the Proposed Improvements to Ottawa Street South from Hwy 7 to Charles Street in the City of Kitchener (Phase One)

**Recommendation: Page 13-15**

4.3 **PDL-LEG-17-36**, Authorization to Expropriate Lands (1st Report) for the Reconfiguration of King Street East (Regional Road No. 8) – King Street Improvement Project, extending from Eagle Street to Bishop Street (Project 5384), in the City of Cambridge

**Recommendation: Page 24-26**

5. **Reports – Planning, Development and Legislative Services**

**Reports - Transportation and Environmental Services**

**Transit Services**

5.1 **TES-TRS-17-07**, Public Washrooms at Satellite Transit Terminals (For Information)

5.2 **TES-TRS-17-04**, On-board Traffic Signal Priority Equipment Acquisition – Grand River Transit

**Recommendation:**

That the Regional Municipality of Waterloo approve the sole source acquisition of an estimated 231 on-board transit signal priority vehicle control units from EMTRAC, distributed by Standard Electric BC Ltd., at a total estimated cost of $1,061,050.00 plus applicable taxes, as set out in Report No. TES-TRS-17-04 dated May 16, 2017.
Transportation

5.3 TES-TRP-17-08, Regional Right-of-Way Patio Encroachment Agreement with Area Municipalities

Recommendation:

That the Regional Municipality of Waterloo authorize the Commissioner, Transportation and Environmental Services to enter into master agreements with area municipalities authorizing area municipalities to administer patios for businesses fronting Regional roads on behalf of the Regional Municipality of Waterloo to the satisfaction of the Commissioner, Transportation and Environmental Services and the Regional Solicitor.

Water Services

5.4 TES-WAS-17-16/PDL-CPL-17-13, 2017 Water and Wastewater Monitoring Report

Recommendation:


5. Information/Correspondence

5.1 Council Enquiries and Requests for Information

6. Other Business

7. Next Meeting – June 6, 2017

8. Adjourn
## Next Meetings

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>June 6, 2017</td>
<td>9:00 a.m.</td>
<td>Planning and Works Committee</td>
<td>Council Chamber 2nd Floor, Regional Administration Building 150 Frederick Street Kitchener, Ontario</td>
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<tr>
<td>June 20, 2017</td>
<td>9:00 a.m.</td>
<td>Planning and Works Committee</td>
<td>Council Chamber 2nd Floor, Regional Administration Building 150 Frederick Street Kitchener, Ontario</td>
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Docs #2384086
Region of Waterloo
Transportation and Environmental Services
Design and Construction

To: Chair Tom Galloway and Members of the Planning and Works Committee
Date: May 16, 2017  File Code: T04-03(A) / 66114
Subject: C2017-25 Consultant Selection – Schedule ‘C’ Class Environmental Assessment, Preliminary Design, and Detailed Design of a Highway 7/8 Pedestrian Bridge Between Chandler Drive and Avalon Place, City of Kitchener

Recommendation:

That the Regional Municipality of Waterloo accept the consultant proposal of Brown & Co. Engineering Ltd. for engineering consulting services for a Schedule ‘C’ Class Environmental Assessment, preliminary design, and detailed design for the Highway 7/8 pedestrian bridge between Chandler Drive and Avalon Place in the City of Kitchener at an upset fee limit of $418,149 plus applicable taxes as set out in report TES-DCS-17-10 dated May 16, 2017;

And that the Regional Municipality of Waterloo approve the adjustments to the 2017 GRT Capital Budget for Project # 66114 as set out in Report TES-DCS-17-10 dated May 16, 2017.

Summary:

The Regional Municipality of Waterloo intends to undertake a Schedule ‘C’ Class Environmental Assessment (Class EA), preliminary design and detailed design for a pedestrian bridge crossing over Highway 7/8 between Chandler Drive and Avalon Place in the City of Kitchener. Please refer to Appendix A for a key plan of the project area.

A consultant selection process was conducted in accordance with the Region’s Purchasing By-law and the Consultant Evaluation Team recommends that Brown & Co. Engineering Ltd be retained to undertake this assignment at an upset fee limit of
$418,149 plus applicable taxes for the Class EA, preliminary design and detailed design.

Funding of $400,000 for this project is included in the 2017 Capital Budget for Transit Services, and includes funding provided through the federal Public Transit Infrastructure Fund (PTIF). The cost of this work exceeds the project budget by $55,500. Staff recommend that the project budget be increased to $455,500 and that the project funding be adjusted to reflect funding from federal subsidy (PTIF – 50%; $227,750) and transportation development charges (50%; $227,750).

Report:

1. Background

The Regional Transportation Master Plan (RTMP) includes the goal to promote transportation choice, and has set increased targets for transit modal share within the Region. The residential neighbourhood located between Highway 7/8, Concordia Park and Meinzinger Park has historically been serviced by Grand River Transit (GRT) Route #2 through limited service extensions within the area. Recent changes in GRT routes have removed the limited service extensions to Route #2 in order to provide more direct, efficient service for through passengers along Route #2. In order to improve local transit service to this neighbourhood, GRT intends to initiate a planning and design study to review a possible pedestrian bridge crossing over Highway 7/8, which would provide access for pedestrians and cyclists to GRT Route #3 to Chandler Drive south of Highway 7/8. The new crossing would also provide improved access to local commercial destinations for residents, and provide an important missing link in the urban trail network. Please refer to Appendix A for a key plan of the study area.

A Class Environmental Assessment Study (Class EA) will be undertaken as a part of this consulting assignment in order to consider alternatives for the crossing location, structure configurations and potential architectural features. The planning and design study for a crossing of Highway 7/8 is included in the 2017 Capital Budget for Transit Services, and includes funding provided through the Public Transit Infrastructure Fund. No funding is currently identified for the construction of the proposed pedestrian crossing.

The Project Team includes staff representatives from the Region and the City of Kitchener as well as Councillor Geoff Lorentz.

Planning and design for this assignment will be completed in accordance with Regional, Ministry of Transportation (MTO) and City of Kitchener standards and specifications. Should the pedestrian bridge ultimately be constructed in the future, the bridge would be owned by the MTO and maintained by the Region. Region staff has consulted with the
MTO in the preparation of the Terms of Reference for this consulting assignment.

2. Consultant Selection

An invitation to submit Letters of Interest to provide engineering consulting services was advertised in the Waterloo Region Record, and on both the Region and Ontario Public Buyers Association websites, on February 16, 2017. Six (6) Letters of Interest were submitted and evaluated by the Consultant Evaluation Team which consisted of the following staff:

- Skylar Van Kruistum, Senior Project Manager, Transportation Capital Projects;
- David Weiler, Head, Transportation Capital Projects;
- Michelle Pinto, Engineer I, Strategic Transportation Planning; and
- Tina Lumgair, Buyer, Treasury Services.

The Consultant Evaluation Team short-listed the following three (3) firms:

- Brown & Co. Engineering Ltd. (Toronto);
- Dillon Consulting Ltd. (Kitchener); and
- Parsons Inc. (Kitchener).

The short-listed consultants were asked to provide detailed Work Plans and Upset Fee Estimates for the work on this project.

The criteria used to evaluate the Letters of Interest and Work Plans and Upset Fee Estimates were in accordance with the Region’s Purchasing By-law and included price as a factor in the selection process. These evaluation criteria and their respective weightings were as follows:

Quality Factors

- Project Approach and Understanding (35%)
- Experience of the Project Manager (20%)
- Experience on Similar Projects (15%)
- Experience of the Project Support Staff (10%)

Equity Factors

- Current Workload for the Region (5%)

Price Factor

- Upset Limit Fee (15%)
The Work Plans submitted by the short-listed consultants demonstrated a comprehensive understanding of the components of the project, capable project teams and experience on similar projects.

Based on the review of the Work Plans, and in consideration of the combination of quality, equity and price factors (described above), Brown & Co. Engineering Ltd. scored the highest of the three (3) short-listed consultants. Therefore, the Consultant Evaluation Team recommends that Brown & Co. Engineering Ltd. be retained to undertake the Schedule ‘C’ Class EA, preliminary design and detailed design for this assignment.

3. Scope of Work

For this engineering assignment, the consultant will complete the following tasks: review all background information; conduct a Schedule ‘C’ Class Environmental Assessment Study; conduct a public consultation program; develop alternatives for crossing locations, structure configurations and architectural features for presentation at Public Consultation Centres; complete final design of the pedestrian bridge; prepare cost estimates for construction; prepare contract drawings, specifications and tender documents; develop traffic staging plans; and obtain all necessary agency approvals. A breakdown of the successful consultant’s upset fee is included in Appendix B attached to this report.

4. Schedule

Subject to Regional Council’s approval of this consultant assignment, the start date of the project is May 29, 2017, with detailed design to be completed by March 2018.

5. Consultant’s Upset Fee

The short-listed consultants were requested to submit an upset fee for services required to complete the Schedule ‘C’ Class EA, Preliminary Design, and Detailed Design. The price submitted by Brown & Co. Engineering Ltd. was the lowest price submitted from the three (3) short-listed consultants, and was well below the mean price. The upset fee limit submitted by Brown & Co. Engineering Ltd. to complete the Schedule ‘C’ Class EA, preliminary design, and detailed design is $418,149 plus applicable taxes. The fee
provided is within the expected range of fees for this type of assignment. A breakdown of the proposed upset fee limit for this assignment is shown in Appendix B.

**Corporate Strategic Plan:**

Design of a pedestrian and cycling bridge over Highway 7/8 satisfies the 2015-2018 Corporate Strategic Plan objective to create a public transportation network that is integrated, accessible, affordable and sustainable under Strategic Focus Area 2.1: Sustainable Transportation.

The project also satisfies the 2015-2018 Corporate Strategic Plan objective to build infrastructure for, and increase participation in, active forms of transportation under Strategic Focus Area 2.3: Sustainable Transportation.

**Financial Implications:**

The Region’s approved 2017 GRT Capital Budget includes $400,000 for the Design Study of the Highway 7/8 Pedestrian Bridge (project # 66114) to be funded from federal subsidy (PTIF - 50%, $200,000) and the Transit Capital Reserve (50%; $200,000).

The estimated costs to complete this work are as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Brown &amp; Co. Fees</td>
<td>$418,100</td>
</tr>
<tr>
<td>Region Engineering &amp; Associated Costs (HST – N/A)</td>
<td>30,000</td>
</tr>
<tr>
<td>Sub-Total</td>
<td>448,100</td>
</tr>
<tr>
<td>Plus: Applicable Net HST of 1.76%</td>
<td>7,400</td>
</tr>
<tr>
<td>Total</td>
<td>$455,500</td>
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Costs rounded to nearest $100.

The estimated cost of this work exceeds the project budget by $55,500. This additional cost is attributable primarily to additional scope that was included in the consultant assignment in order to review potential architectural enhancements to the pedestrian bridge as part of the design study.
It is recommended that the 2017 GRT Budget for Project # 66114 be increased to $455,500 to include the additional $55,500 in project costs and that the project funding be adjusted to reflect funding from federal subsidy (PTIF – 50%; $227,750) and transportation development charges (50%; $227,750). Funding this project as 100% growth related (net of federal subsidy) is consistent with the treatment of other growth related pedestrian facilities in the approved 2017 Region of Waterloo Transportation Capital Program.

**Other Department Consultations/Concurrence:**

Corporate Services (Purchasing and Finance) staff were consulted in the procurement of this consulting assignment.

**Attachments:**

Appendix A – Key Plan

Appendix B – Breakdown of Brown & Co. Engineering Ltd. Upset Fee Limit

**Prepared By:** Skylar Van Kruistum, Senior Project Manager, Design & Construction

**Approved By:** Thomas Schmidt, Commissioner, Transportation & Environmental Services
Appendix A

Key Plan

City of Kitchener

POTENTIAL PEDESTRIAN BRIDGE LOCATION

LEGEND:
- - - - - G.R.T. ROUTE 2
- - - - - - - G.R.T. ROUTE 3
Appendix B

Breakdown of Brown & Co. Engineering Ltd. Upset Fee Limit

Highway 7/8 Pedestrian Bridge

Chandler Drive to Avalon Place

City of Kitchener

Upset Fee for Schedule ‘C’ Class Environmental Assessment, Preliminary Design, and Detailed Design based on Detailed (Stage 2) Terms of Reference

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>1. Schedule ‘C’ Class Environmental Assessment &amp; Preliminary Design</td>
<td>$274,167</td>
</tr>
<tr>
<td>2. Detailed Design &amp; Tender Documents</td>
<td>$143,982</td>
</tr>
<tr>
<td><strong>Total Upset Fee Limit and Disbursements (excluding HST)</strong></td>
<td><strong>$418,149</strong></td>
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Region of Waterloo
Planning Development and Legislative Services
Legal Services

To: Chair Tom Galloway and Members of the Planning and Works Committee

Date: May 16th, 2017

File Code: L07-90

Subject: Authorization to Expropriate Lands (1st Report) for the Proposed Improvements to Ottawa Street South from Hwy 7 to Charles Street in the City of Kitchener (Phase One)

Recommendation:

That The Regional Municipality of Waterloo direct and authorize the Regional Solicitor to take the following actions with respect to the expropriation of lands for the proposed improvements to Ottawa Street (Regional Road 4) from the Highway 7 Westbound Ramp to 250 Metres West of Charles Street, in the City of Kitchener, in The Regional Municipality of Waterloo as detailed in Report PDL-LEG-17-35 dated May 16th, 2017:

1. Complete application(s) to the Council for The Regional Municipality of Waterloo as may be required from time to time, for approval to expropriate land, which is required for improvements on Ottawa Street (Regional Road 4) from the Highway 7 Westbound Ramp to 250 Metres West of Charles Street in the City of Kitchener, Regional Municipality of Waterloo, and described as follows:

   Fee Simple Full Taking:
   i. Lot 21, Registered Plan 262 and Part Lot 22 Registered Plan 262 save and except Part 12 on WR769305, all of PIN 22506-0249(LT)(22 Ottawa Street South, Kitchener);
   ii. Part Lot 22, Registered Plan 262 as in 658294, all of PIN 22506-0078(LT)(14 Ottawa Street South, Kitchener);
   iii. Lots 20, 31, 32 & 33, Registered Plan 262 and Part Park Lot 25 Plan 404 and Part Lot 54 Streets and Lanes as in 564486 & 1410660 save and except Part 15 on 58R-17395, all of PIN 22506-0227(LT)(1081 King Street East South, Kitchener);
Fee Simple Partial Taking:

iv. Part of Lot 170 & 171, Registered Plan 299, being Part 1 on Reference Plan 58R-19709, part of PIN 22520-0060 (LT) (168 Ottawa Street North, Kitchener);

v. Part of Lot 172, Registered Plan 299, being Part 2 on Reference Plan 58R-19709, part of PIN 22520-0061(LT) (172 Ottawa Street North, Kitchener);

vi. Part of Lots 187 & 188, Registered Plan 299, being Part 3 on Reference Plan 58R-19709, part of PIN 22520-0194(LT) (184 Ottawa Street North, Kitchener);

vii. Part of Lots 188 & 189, Registered Plan 299, being Part 4 on Reference Plan 58R-19709, part of PIN 22520-0072(LT) (188 Ottawa Street North, Kitchener);

viii. Part of Lots 189 & 190, Registered Plan 299, being Part 5 on Reference Plan 58R-19709, part of PIN 22520-0073(LT) (194 Ottawa Street North, Kitchener);

ix. Part of Lot 1, Registered Plan 650, being Part 6 on Reference Plan 58R-19709, part of PIN 22520-0074(LT) (198 Ottawa Street North, Kitchener);

x. Part of Lot 2, Registered Plan 650, being Part 7 on Reference Plan 58R-19709, part of PIN 22520-0075(LT) (206 Ottawa Street North, Kitchener);

xi. Part of Lot 5, Registered Plan 650, being Part 9 on Reference Plan 58R-19709, part of PIN 22520-0076(LT) (226 Ottawa Street North, Kitchener);

xii. Part of Lot 6, Registered Plan 650, being Part 10 on Reference Plan 58R-19709, part of PIN 22520-0077(LT) (234 Ottawa Street North, Kitchener);

xiii. Part of Lot 7, Registered Plan 650, being Part 11 on Reference Plan 58R-19709, part of PIN 22520-0078(LT) (240 Ottawa Street North, Kitchener);

xiv. Part of Lot 8, Registered Plan 650, being Part 12 on Reference Plan 58R-19709, part of PIN 22520-0079(LT) (248 Ottawa Street North, Kitchener);

xv. Part of Lot 39, Registered Plan 651, being Part 13 on Reference Plan 58R-19709, part of PIN 22569-0013(LT) (257 Ottawa Street North, Kitchener);

xvi. Part of Lot 38, Registered Plan 651, being Part 14 on Reference Plan 58R-19709, part of PIN 22569-0014(LT) (251 Ottawa Street North, Kitchener);

xvii. Part of Lot 37, Registered Plan 651, being Parts 15 and 16 on Reference Plan 58R-19709, part of PIN 22569-0015(LT) (245 Ottawa Street North, Kitchener);

xviii. Part of Lot 36, Registered Plan 651, being Parts 17 and 18 on Reference Plan 58R-19709, part of PIN 22569-0016(LT) (239 Ottawa Street North, Kitchener);

xix. Part of Lot 35, Registered Plan 651, being Part 19 on Reference Plan 58R-19709, part of PIN 22569-0017(LT) (231 Ottawa Street North, Kitchener);

xx. Part of Lot 34, Registered Plan 651, being Part 20 on Reference Plan 58R-19709, part of PIN 22569-0018(LT) (225 Ottawa Street North, Kitchener);

xxi. Part of Lot 33, Registered Plan 651, being Part 21 on Reference Plan 58R-19709, part of PIN 22569-0019(LT) (221 Ottawa Street North, Kitchener);

xxii. Part of Lot 32, Registered Plan 651, being Part 22 on Reference Plan 58R-19709, part of PIN 22569-0020(LT) (215 Ottawa Street North, Kitchener);

xxiii. Part of Lot 31, Registered Plan 651, being Part 23 on Reference Plan 58R-19709, part of PIN 22569-0021(LT) (209 Ottawa Street North, Kitchener);
part of PIN 22569-0021(LT) (209 Ottawa Street North, Kitchener);
xxiv. Part of Lot 30, Registered Plan 651, being Part 24 on Reference Plan 58R-19709,
part of PIN 22569-0022(LT) (203 Ottawa Street North, Kitchener);
xxv. Part of Lot 29, Registered Plan 651, being Part 25 on Reference Plan 58R-19709,
part of PIN 22569-0023(LT) (197 Ottawa Street North, Kitchener);
xxvi. Part of Lot 17, Registered Plan 651, being Part 26 on Reference Plan 58R-19709,
part of PIN 22569-0024(LT) (70 Mackenzie Ave., Kitchener);
xxvii. Part Lot 3, Registered Plan 651, being Part 27 on Reference Plan 58R-19709,
part of PIN 22577-0130(LT) (167 Ottawa Street North, Kitchener);
xxviii. Part Lot 2, Registered Plan 651, being Part 28 on Reference Plan 58R-19709,
part of PIN 22577-0129(LT) (165 Ottawa Street North, Kitchener);
xxix. Part Lot 1, Registered Plan 651, being Part 29 on Reference Plan 58R-19709,
part of PIN 22577-0128(LT) (163 Ottawa Street North, Kitchener).

2. Serve notices of the above applications(s) required by the Expropriations Act (the 
“Act”);

3. Forward to the Chief Inquiry Officer any requests for a hearing that may be 
received within the time prescribed by the Act;

4. Attend, with appropriate Regional staff, at any hearing that may be scheduled;

5. Discontinue expropriation proceedings or any part thereof, in respect of the 
above described lands, or any part thereof, upon the registration on title of the 
required documentation to complete a transaction whereby the required interests 
in the lands are conveyed or if otherwise deemed appropriate in the opinion of 
the Commissioner of Transportation and Environmental Services and the 
Regional Solicitor; and

6. Do all things necessary and proper to be done, and report thereon to Regional 
Council in due course.

Summary:

Nil.

Report:

Regional Council approved the proposed improvements to Ottawa Street South on 
Since that time, Transportation and Environmental Services staff has determined that construction will proceed in two phases. This report, PDL-LEG-17-35, relates to the property requirements for Phase One.

Phase One includes improvements on both sides of Ottawa Street from Highway 7 to Weber Street and three (3) full takings located along the North side of Ottawa Street North between King Street East and Charles Street East. Twenty-nine (29) properties on Ottawa Street are directly impacted as shown in Appendix “A” to this report. Fee simple partial takings are required from twenty-six (26) properties. Due to the location and extent of the impacts to the three (3) properties known as 1081 King Street East, 22 Ottawa Street South, and 14 Ottawa Street South, a full buy-out of each of the three (3) properties is required. The full takings are included in Phase One to provide as much time as possible for the owners to relocate and/or purchase a new property.

A separate report to request authorization to expropriate the properties required in Phase Two will follow shortly.

The improvements in Phase One and Phase Two include the following:

- Full reconstruction of the existing roadway;
- Widening of Ottawa Street from east of King Street to west of Charles Street;
- Turn lane improvements at Weber Street, King Street and Charles Street;
- Construction of 1.50 metre wide segregated cycling lanes on both sides of the road to provide a continuous cycling facility on Ottawa Street from the Highway 7 westbound ramp to Charles Street;
- Construction of a 3.0m wide off-road multi-use trail on the north side of Ottawa Street from Charles Street westerly to connect to the Iron Horse Trail at Nyberg Street.
- Construction of new 1.5 metre sidewalks on the south side of Ottawa Street and 1.80 metre sidewalks on the north side of Ottawa Street; and
- Replacement of the watermains, storm sewer and sanitary sewer systems and services throughout the project limits.

It is noted that two of the impacted properties are owned by the City of Kitchener, and therefore not subject to expropriation. Region staff have been in contact with City staff regarding the requirements for partial takings. Negotiations are underway and a negotiated agreement is expected.

All of the affected property owners, or their representatives, have been contacted by Legal Services Real Estate staff by one or more of the following means: in-person 2345865
meeting, telephone, written correspondence and/or e-mail to discuss the required acquisitions and have been informed of the Region’s intention to commence the expropriation process, including this Report going forward to ensure project time lines are met. All property owners have been provided with the Region’s expropriation Information sheet explaining the expropriation process. A copy of the Expropriation Information Sheet is attached as Appendix “B”. The owners have further been advised it is the Region’s intent to seek a negotiated settlement prior to completion of the Expropriation process and that the process has been commenced only to ensure possession of the required lands by the date set by Project staff in order to keep the project timeline in place.

Should a negotiated settlement be reached with any of the property owners and a conveyance of the required acquisition be completed before the expropriation process is complete, the expropriation process with respect to such lands would be discontinued by the Regional Solicitor.

It should be noted that the expropriation of the lands is on an “as is” basis and upon acquisition the Region assumes all responsibility for the lands. The pre-construction work of Phase One is scheduled to commence in March 2018.

A list of the corporate owners of the fee simple interest in the subject lands is attached as Appendix “C”. Regional staff has conducted corporate profile searches of affected corporate property owners and the directors and officers are listed for each. This list does not include tenants, easement holders or holders of security interests in the subject lands.

**Corporate Strategic Plan:**

This project is consistent with the development of Strategic Focus Area 2 (Growth Management and Prosperity). This project specifically addresses Strategic Objective 2.2:

- Develop, optimize and maintain infrastructure to meet current and projected needs.

It is also consistent with the development of Strategic Focus Area 3 (Sustainable Transportation), specifically Strategic Objective 3.2:

- Develop, promote and integrate active forms of transportation (cycling and walking).
Financial Implications:

The Region’s approved 2017 Transportation Capital Program includes a budget of $105,000 in 2017, $3,090,000 in 2018-2020 for RR4 Ottawa Street North from the Highway 7 Westbound Ramp to Weber Street South (Project 05163) to be funded from the Roads Rehabilitation Capital Reserve (87%; $2,775,000) and from the Roads Regional Development Charges Reserve Fund (13%, $420,000). The Region’s approved 2017 Transportation Capital Program includes a budget of $120,000 in 2017, $7,860,000 in 2018-2021 for RR4 Ottawa Street King Street to Charles Street (Project 07332) to be funded from the the Roads Regional Development Charges Reserve Fund (85%; $6,783,000) and from the Roads Capital Levy Reserve (15%, $1,197,000).

Other Department Consultations/Concurrence:

Transportation and Environmental Services and Finance staff have been consulted in the preparation of this report.

Attachments

Appendix “A” - Map of Subject Lands

Appendix “B” – Copy of Expropriation Information Sheet

Appendix “C” – Corporate Profiles of Corporate Owners

Prepared By: Fiona McCrea, Solicitor, Property

Approved By: Debra Arnold, Regional Solicitor, Director of Legal Services
Appendix “A”

Full Property Takings
Partial Property Takings
Appendix “B”

The following information is provided as a general overview of the expropriation process and is not legal advice. For complete information, reference should be made to the Ontario Expropriations Act as well as the more detailed information in the Notices provided under that Act.

Expropriation Information Sheet

What is Expropriation?

Governmental authorities such as municipalities, school boards, and the provincial and federal governments undertake many projects which require them to obtain land from private property owners. In the case of the Regional Municipality of Waterloo, projects such as the construction or improvement of Regional Roads sometimes require the purchase of land from private property owners. In many cases, the Region of Waterloo only needs a small portion of the private property owner’s lands or an easement for related purposes such as utilities, although in certain instances, entire properties are required.

Usually the governmental authority is able to buy the land required for a project through a negotiated process with the affected property owners. Sometimes, however, the expropriation process must be used in order to ensure that the land is obtained within a specific timeline. Put simply, an expropriation is the transfer of lands or an easement to a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario Expropriations Act must be followed to ensure that the rights of the property owners provided under that Act are protected.

IMPORTANT NOTE: The Region of Waterloo tries in all instances to obtain lands needed for its projects through a negotiated agreement on mutually acceptable terms. Sometimes, the Region of Waterloo will start the expropriation process while negotiations are underway. This dual approach is necessary to ensure that the Region of Waterloo will have possession of all of the lands needed to start a
construction project on schedule. However, it is important to note that Regional staff continues to make every effort to reach a negotiated purchase of the required lands on mutually agreeable terms while the expropriation process is ongoing. If agreement is reached, expropriation proceedings can be discontinued and the land transferred to the Region of Waterloo in exchange for payment of the agreed-upon compensation.

What is the process of the Region of Waterloo under the Expropriations Act?

- Regional Council considers a request to begin an application under the *Expropriations Act* to obtain land and/or an easement for a specific Regional project. No decision is made at this meeting to expropriate the land. This step is simply direction for the Region of Waterloo to provide a "Notice of Application for Approval to Expropriate" to affected property owners that the process has started to seek approval to expropriate the land.

- As stated in the Notice, affected property owners have 30 days to request a Hearing to consider whether the requested expropriation is “fair, sound and reasonably necessary in the achievement of the objectives” of the Region of Waterloo. This Hearing is conducted by a provincially-appointed Inquiry Officer. Prior to the Hearing, the Region of Waterloo must serve the property owner with a Notice setting out its reasons or grounds for the proposed expropriation. Compensation for lands is **not determined at this Hearing**. The Inquiry Officer can order the Region of Waterloo to pay the property owner up to $200.00 as compensation for the property owner’s costs in participating in this Hearing, regardless of the outcome of the Hearing.

- If a Hearing is held, a written report is provided by the Inquiry Officer to the property owner and the Region of Waterloo. Council must consider the Report within 90 days of receiving it. The Report is not binding on Council and Council may or may not accept the findings of the Report. After consideration of the Report, Council may or may not approve the expropriation of the land or grant approval with modifications. A property owner may wish to make written and/or verbal submissions to Council at the time that it is considering the Report.

- If no Hearing is requested by the property owner, then Council may approve the expropriation of the land after expiry of a 30 day period following service of the Notice of Application for Approval to Expropriate.
• If Council approves the expropriation then, within 3 months of this approval, the Region of Waterloo must register a Plan at the Land Registry Office that describes the expropriated lands. The registration of this Plan automatically transfers title of the lands to the Region of Waterloo, instead of by a Deed signed by the property owner.

• Within 30 days of registration of the Plan, the Region of Waterloo must serve a Notice of Expropriation on the affected property owner advising of the expropriation. Within 30 days of this Notice, the property owner may serve the Region of Waterloo with a Notice of Election selecting the valuation date under the *Expropriations Act* for calculation of the compensation.

• In order to obtain possession of the expropriated lands, the Region of Waterloo must also serve a Notice of Possession setting out the date that possession of the land is required by the Region of Waterloo. This date has to be 3 months or more from the date that this Notice of Possession is served on the affected property owner.

• Within 3 months of registration of the Plan, the Region of Waterloo must provide the affected property owner with payment for the full amount of the appraised fair market value of the expropriated land or easement and a copy of the appraisal report on which the value is based. If the property owner disagrees with this amount, and/or claims other compensation and/or costs under the *Expropriations Act*, the compensation and/or costs matter may be referred to a provincially-appointed Board of Negotiation in an effort to reach a mediated settlement and/or an appeal may be made to the Ontario Municipal Board (OMB) for a decision. In any event, the Region of Waterloo continues in its efforts to reach a negotiated settlement with the affected property owner prior to the OMB making a decision.
1. **Address:** 22 Ottawa Street South., Kitchener, ON  
   **Owner:** 1427695 Ontario Ltd.  
   **Annual Return:** 2016/11/23  
   **Directors/Officers:** Thomas Wayne Ferguson, Tom Wayne Ferguson

2. **Address:** 198 Ottawa Street North., Kitchener, ON  
   **Owner:** Forward Urban Inc.  
   **Annual Return:** 2015/10/27  
   **Directors/Officers:** J.J. Malfara

3. **Address:** 1081 King Street East., Kitchener, ON  
   **Owner:** Ray of Hope Inc.  
   **Annual Return:** 2016/12/07  
   **Directors/Officers:** Marlene Brubacher, Carl E. Hartwig, Marlies Hoffman, Theodore T. LaRiviere, Sandra MacGillivray, Gerry N. Martin, Shawn A. Matches, Dan Murray, Dave Roach, Michelle Scott, Tiffany Svensson, Wm. Harry Whyte, Dan Wideman, Douglas Witmer, Deborah Woodhall
Region of Waterloo
Planning Development and Legislative Services
Legal Services

To: Chair Tom Galloway and Members of the Planning and Works Committee
Date: May 16, 2017   File Code: L07-90

Subject: Authorization to Expropriate Lands (1st Report) for the Reconfiguration of King Street East (Regional Road No. 8) – King Street Improvement Project, extending from Eagle Street to Bishop Street (Project 5384), in the City of Cambridge

Recommendation:

That The Regional Municipality of Waterloo direct and authorize the Regional Solicitor to take the following actions with respect to the expropriation of lands for the proposed improvements to King Street (Regional Road No. 8) from Bishop Street to Eagle Street in the City of Cambridge in the Regional Municipality of Waterloo as detailed in report PDL-LEG-17-36 dated May 16, 2017:

1. Complete application(s) to the Council of The Regional Municipality of Waterloo, as may be required from time to time, for approval to expropriate land, which is required for the reconstruction and reconfiguration of King Street East (Regional Road No.8), extending from Eagle Street to Bishop Street, in the City of Cambridge, and described as follows:

Fee Simple Partial Taking:

i. Part of Lot 33 N/S King St & W/S Potter St, Plan 521 being Part 1 on 58R-18834, Part of PIN 03777-0015 (LT) (417 King Street East, Cambridge);

ii. Part of Lot 29 N/S King St & W/S Potter St Plan 521 being Part 3 on 58R-18834, Part of PIN 03777-0018 (LT) (449-451 King St East, Cambridge);

iii. Part of Lot 29 N/S King St & W/S Potter St, Plan 521 being Part 4 on 58R-18834, Part of PIN 03777-0019 (LT) (453-455 King St East, Cambridge);
iv. Part of Lot 29 N/S King St and W/S Potter St Plan 521 being Part 5 on 58R-18834, Part of PIN 03777-0020 (LT) (457 King St E, Cambridge);

v. Part of Lot 28 and Part of Lot 29, N/S King St & W/S Potter St, Plan 521 being Part 6 on 58R-18834, Part of PIN 03777-0021 (LT) (465 King St E, Cambridge);

vi. Part of Lot 23 N/S King St & W/S Potter St, Plan 521 being Part 2 on 58R-18835, Part of PIN 03777-0055 (LT) (553 King St E, Cambridge);

vii. Part of Lot 22 N/S King St & W/S Potter St Plan 521 being Part 5 on 58R-18835, Part of PIN 03777-0057 (LT) (567 King Street East, Cambridge);

viii. Part of Lot 23 and Part Lot 24 S/S King St & W/S Potter St being Part 1 on 58R-18842, Part of PIN 03782-0040 (LT) (602 King Street East, Cambridge);

ix. Part of Lot 23 S/S King St and W/S Potter St Plan 521 being Part 2 on 58R-18842, Part of PIN 03782-0039 (LT) (612-620 King Street East, Cambridge);

x. Part of Lot 22 S/S King St & W/S Potter St Plan 521 being Parts 3 & 4 on 58R-18842, Part of PIN 03782-0038 (LT) (624-630 King Street East, Cambridge);

xi. Part Lot 22 S/S King St & W/S Potter St being Part 5 on 58R-18842, Part of PIN 03782-0037 (LT) (632-634 King Street East, Cambridge);

xii. Part of Lot 21 S/S King St & W/S Potter St Plan 521 being Part 6 on 58R-18842, Part of PIN 03782-0036 (LT) (638-640 King Street East, Cambridge);

xiii. Part of Lot 21 S/S King Street & W/S Potter Street, Plan 521 being Part 7 on Plan 58R-18842, Part of PIN 03782-0035 (LT) (644-648 King Street East, Cambridge);

xiv. Part Lot 20 and Part Lot 21 S/S King St & W/S Potter St, Plan 521 being Part 8 on 58R-18842, Part of PIN 03782-0034 (LT) (650 King Street East, Cambridge);

xv. Part of Lot 20 S/S King St & W/S Potter St Plan 521 being Part 9 on 58R-18842, Part of PIN 03782-0033 (LT) (652-654 King Street E, Cambridge);

xvi. Part of Lots 19 and 20 S/S King St & W/S Potter St, Plan 521 being Part 10 on 58R-18842, Part of PIN 03782-0032 (LT) (656-660 King Street East, Cambridge);

xvii. Part of Lot 19 S/S King St & W/S Potter St Plan 521 being Part 11 on 58R-18842, Part of PIN 03782-0031 (LT) (668 King Street East, Cambridge);

xviii. Part of Lot 19 N/S King St & W/S Potter St Plan 521 being Part 4 on 58R-18836, Part of PIN 03777-0208 (LT) (637 King St East, Cambridge);

xix. Part of Lot 18 and Part Lot 19 N/W King St & W/S Potter St Plan 521 being Part 5 & 6 on 58R-18836, Part of PIN 03777-0085 (LT) (639-641 King St E, Cambridge);
xx. Part of Lot 18 N/S King St & W/S Potter St Plan 521 being Part 7 on 58R-18836, Part of PIN 03777-0086 (LT) (645-647 King Street East, Cambridge);
xxi. Part of Lot 17 N/S King St & W/S Potter St, Plan 521 being Part 8 on 58R-18836, Part of PIN 03777-0087 (LT) (649-657 King Street East, Cambridge);
xxii. Part of Lot 16 N/S King St & W/S Potter St, Plan 521 being Part 9 on 58R-18836, Part of PIN 03777-0088 (LT) (699 King Street East, Cambridge).

2. Serve notices of the above applications(s) required by the Expropriations Act (the “Act”);

3. Forward to the Chief Inquiry Officer any requests for a hearing that may be received within the time prescribed by the Act;

4. Attend, with appropriate Regional staff, at any hearing that may be scheduled;

5. Discontinue expropriation proceedings or any part thereof, in respect of the above described lands, or any part thereof, upon the registration on title of the required documentation to complete a transaction whereby the required interests in the lands are conveyed or if otherwise deemed appropriate in the opinion of the Commissioner of Transportation and Environmental Services and the Regional Solicitor; and

6. Do all things necessary and proper to be done and report thereon to Regional Council in due course.

Summary:
Nil.

Report:
Regional Council approved the reconstruction and reconfiguration of King Street East (Regional Road No.8) on January 21, 2015 as outlined in Report TES-DCS-15-01.

The approved roadway improvements on King Street East (Regional Road #8) in Cambridge for the reconstruction and minor widening of King Street East, extending from Eagle Street to Bishop Street, includes public sidewalk replacement and associated works (E.g. utility and service replacements). This project will address the deteriorated condition of the road and underground sewers and watermain on this
section of King Street. This reconstruction project also presents an opportunity to incorporate enhanced facilities for pedestrians and cyclists along this section of King Street.

The implementation of the improvements directly impacts 25 properties as shown in Appendix “A” to this report. Land acquisitions as outlined in the Recommendation are required from 22 of the properties and they are for the acquisition of Fee Simple Partial Takings.

It is noted that 3 of the impacted properties are owned by the City of Cambridge and have not been included in the expropriation. Region staff have been in contact with City staff regarding the requirement for partial takings for these 3 properties for this project and negotiated agreements for these City’s owned properties are expected.

All of the affected property owners, or their representatives, have been contacted by Legal Services Real Estate staff by one or more of the following means: in-person meeting, telephone, written correspondence and/or e-mail to discuss the required acquisitions and have been informed of the Region’s intention to commence the expropriation process, including this Report going forward to ensure project time lines are met. All property owners have been provided with the Region’s expropriation Information sheet explaining the expropriation process. A copy of the Expropriation Information Sheet is attached as Appendix “B”. The owners have further been advised it is the Region’s intent to seek a negotiated settlement prior to completion of the Expropriation process and that the process has been commenced only to ensure possession of the required lands by the date set by Project staff in order to keep the project timeline in place.

Should a negotiated settlement be reached with any of the property owners and a conveyance of the required acquisition be completed before the expropriation process is complete, the expropriation process with respect to such lands would be discontinued by the Regional Solicitor.

It should be noted that the expropriation of the lands is on an “as is” basis and upon acquisition the Region assumes all responsibility for the lands. The construction is scheduled to commence in the spring of 2019.

A list of the corporate owners of the fee simple interest in the subject lands is attached as Appendix “C”. Regional staff have conducted corporate profile searches of affected corporate property owners and the directors and officers are listed for each. This list does not include tenants, easement holders or holders of security interests in the subject lands.
Corporate Strategic Plan:

This project supports Strategic Focus Area 2 (Growth Management and Prosperity) and specifically Strategic Objective 2.2 to Develop, optimize and maintain infrastructure to meet current and projected needs. This project also supports Focus Area 3 (Sustainable Transportation), specifically Strategic Objective 3.2 to develop, promote and integrate active forms of transportation (cycling and walking).

Financial Implications:

The Region of Waterloo’s approved 2017 Transportation Capital Program includes $1,630,000 in 2017 $8,470,000 in 2018-2021 King Street from Bishop to Eagle Street (Project 05384) to be funded from the Roads Rehabilitation Reserve.

Other Department Consultations/Concurrence:

Transportation and Environmental Services and Finance staff have been consulted in the preparation of this Report.

Attachments

Appendix “A” - Map of subject lands
Appendix “B” – Copy of Expropriation Information Sheet
Appendix “C” – Corporate Profiles of Corporate Owners

Prepared By: Fiona McCrea – Solicitor, Property
Approved By: Debra Arnold, Regional Solicitor, Director of Legal Services
Appendix “A”
The following information is provided as a general overview of the expropriation process and is not legal advice. For complete information, reference should be made to the Ontario Expropriations Act as well as the more detailed information in the Notices provided under that Act.

Expropriation Information Sheet

What is Expropriation?

Governmental authorities such as municipalities, school boards, and the provincial and federal governments undertake many projects which require them to obtain land from private property owners. In the case of the Regional Municipality of Waterloo, projects such as the construction or improvement of Regional Roads sometimes require the purchase of land from private property owners. In many cases, the Region of Waterloo only needs a small portion of the private property owner’s lands or an easement for related purposes such as utilities, although in certain instances, entire properties are required.

Usually the governmental authority is able to buy the land required for a project through a negotiated process with the affected property owners. Sometimes, however, the expropriation process must be used in order to ensure that the land is obtained within a specific timeline. Put simply, an expropriation is the transfer of lands or an easement to a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario Expropriations Act must be followed to ensure that the rights of the property owners provided under that Act are protected.

Important Note: The Region of Waterloo tries in all instances to obtain lands needed for its projects through a negotiated agreement on mutually acceptable terms. Sometimes, the Region of Waterloo will start the expropriation process while negotiations are underway. This dual approach is necessary to ensure that
the Region of Waterloo will have possession of all of the lands needed to start a construction project on schedule. However, it is important to note that Regional staff continues to make every effort to reach a negotiated purchase of the required lands on mutually agreeable terms while the expropriation process is ongoing. If agreement is reached, expropriation proceedings can be discontinued and the land transferred to the Region of Waterloo in exchange for payment of the agreed-upon compensation.

What is the process of the Region of Waterloo under the *Expropriations Act*?

- Regional Council considers a request to begin an application under the Expropriations Act to obtain land and/or an easement for a specific Regional project. No decision is made at this meeting to expropriate the land. This step is simply direction for the Region of Waterloo to provide a "Notice of Application for Approval to Expropriate" to affected property owners that the process has started to seek approval to expropriate the land.

- As stated in the Notice, affected property owners have 30 days to request a Hearing to consider whether the requested expropriation is “fair, sound and reasonably necessary in the achievement of the objectives” of the Region of Waterloo. This Hearing is conducted by a provincially-appointed Inquiry Officer. Prior to the Hearing, the Region of Waterloo must serve the property owner with a Notice setting out its reasons or grounds for the proposed expropriation. **Compensation for lands is not determined at this Hearing.** The Inquiry Officer can order the Region of Waterloo to pay the property owner up to $200.00 as compensation for the property owner’s costs in participating in this Hearing, regardless of the outcome of the Hearing.

- If a Hearing is held, a written report is provided by the Inquiry Officer to the property owner and the Region of Waterloo. Council must consider the Report within 90 days of receiving it. The Report is not binding on Council and Council may or may not accept the findings of the Report. After consideration of the Report, Council may or may not approve the expropriation of the land or grant approval with modifications. A property owner may wish to make written and/or verbal submissions to Council at the time that it is considering the Report.

- If no Hearing is requested by the property owner, then Council may approve the expropriation of the land after expiry of a 30 day period following service of the
Notice of Application for Approval to Expropriate.

- If Council approves the expropriation then, within 3 months of this approval, the Region of Waterloo must register a Plan at the Land Registry Office that describes the expropriated lands. The registration of this Plan automatically transfers title of the lands to the Region of Waterloo, instead of by a Deed signed by the property owner.

- Within 30 days of registration of the Plan, the Region of Waterloo must serve a Notice of Expropriation on the affected property owner advising of the expropriation. Within 30 days of this Notice, the property owner may serve the Region of Waterloo with a Notice of Election selecting the valuation date under the Expropriations Act for calculation of the compensation.

- In order to obtain possession of the expropriated lands, the Region of Waterloo must also serve a Notice of Possession setting out the date that possession of the land is required by the Region of Waterloo. This date has to be 3 months or more from the date that this Notice of Possession is served on the affected property owner.

- Within 3 months of registration of the Plan, the Region of Waterloo must provide the affected property owner with payment for the full amount of the appraised fair market value of the expropriated land or easement and a copy of the appraisal report on which the value is based. If the property owner disagrees with this amount, and/or claims other compensation and/or costs under the Expropriations Act, the compensation and/or costs matter may be referred to a provincially-appointed Board of Negotiation in an effort to reach a mediated settlement and/or an appeal may be made to the Ontario Municipal Board (OMB) for a decision. In any event, the Region of Waterloo continues in its efforts to reach a negotiated settlement with the affected property owner prior to the OMB making a decision.
Appendix “C”

1. 465 King St E, Cambridge  
   Owner: 1695456 Ontario Inc  
   Annual Return: 2017/01/06  
   Directors/Officers: Taline Kazazian

2. 553 King St E, Cambridge  
   Owner: 1397057 Ontario Inc  
   Annual Return: 2016/07/17  
   Directors/Officers: William E Hancock

3. 602 King Street East, Cambridge  
   Owner: King and Argyle Properties Ltd.  
   Annual Return: 2009/06/04  
   Directors/Officers: Pushpa Wati Sharma, Ghansyham Sharma

4. 632-634 King Street East, Cambridge  
   Owner: Dino’s Billiards Ltd  
   Annual Return: 2010/10/20  
   Directors/Officers: Quintino Cesare Casto

5. 644-648 King Street East, Cambridge  
   Owner: 1817929 Ontario Inc.  
   Annual Return: 2016/11/06  
   Directors/Officers: Roy B. Singh, Sandra Singh

6. 668 King Street East, Cambridge  
   Owner: FCH King Properties Inc  
   Annual Return: 2016/12/04  
   Directors/Officers: George Christodoulou, Sven Grail

7. 639-641 King St E, Cambridge  
   Owner: 2385561 Ontario Incorporated  
   Annual Return: 2016/02/13  
   Directors/Officers: Venkata Subbaiah Perugu, Kamakshi Perugu

8. 649-657 King Street East, Cambridge  
   Owner: J-4 Enterprises Limited  
   Annual Return: 2016/08/09  
   Directors/Officers: Herbert Johnson, Margaret Johnson, Brian Johnson, Scott Johnson
Region of Waterloo
Transportation and Environmental Services
Transit Services

To: Chair Tom Galloway and Members of the Planning and Works Committee
Date: May 16, 2017 File Code: D10-20
Subject: Public Washrooms at Satellite Transit Terminals

Recommendation: For information.

Summary:

During the construction of the Cambridge Centre Transit Terminal there were requests for this facility to include public washrooms. However, the practice has been to only provide washrooms at the two intercity transit terminals (Ainslie St. and Charles St.) where out of town bus services are offered.

This report reviews the GRT practice in more detail, identifies what is being done in other communities, and highlights the challenges and costs associated with introducing public washrooms at satellite transit terminals.

Report:

Currently there are public washrooms available at both the Charles St. transit terminal in Kitchener and the Ainslie St. transit terminal in Cambridge, where inter-city bus services are provided. There are no public washrooms available at any of the satellite transit terminals and none are planned for the ION stations. These two main transit terminals operate out of town buses which have longer wait times for transfers and their riders are encouraged to arrive early at the transit terminals. In addition given the large volume of customers transferring at the main terminals, they warrant added amenities such as the washrooms, indoor waiting areas, vending machines, transit security, and in the case of the Charles St. transit terminal, even a restaurant and a convenience store.

The satellite facilities and the ION stations experience shorter layover times because customers use these terminals to quickly connect with other transit routes.
Below is a listing of the current and planned GRT satellite transit terminals.

**GRT Satellite Transit Terminals**

1) Fairview Park Mall  
2) Conestoga Mall  
3) Cambridge Centre Mall  
4) Forest Glen Plaza  
5) The Boardwalk  
6) University of Waterloo  
7) Sportsworld Crossing  
8) Sunrise Mall (planned location)  
9) Conestoga College (planned location)

**Introducing Public Washrooms at Satellite Terminals**

Currently none of the satellite transit terminals has the capacity to construct or to install stand alone public washroom facilities without purchasing property or leasing space. Additional property would need to be acquired for the Fairview Mall, Conestoga Mall, Sportsworld Crossing, and Cambridge Centre Mall to construct washroom facilities. This construction cost could range from $300,000 to $500,000 per facility depending on property acquisition costs. For other locations building space could potentially be leased to provide washrooms within close proximity of the satellite terminal.

**Public Washroom Challenges**

Despite the security presence at the two main transit terminals, the public washrooms at these facilities are regularly misused and there are ongoing challenges with vandalism, graffiti, plugged toilets, maintaining cleanliness, drug use and other criminal activities.

Along with the custodial cost to clean these washrooms (10 times daily), they generate operating costs for utilities and maintenance at an annual estimated cost of $180,000 per washroom. Adding public washrooms at satellite terminals where there is no security presence will also lead to additional costs for security services.

**Other Community Experiences**

The following communities were contacted to determine if they had installed public washrooms at satellite terminals: York Region, Mississauga, Ottawa, Brampton, Calgary and Edmonton. Of this group, only Edmonton provides washrooms at a few of their satellite terminals.

Edmonton indicated these washrooms have a public call box and a video camera so security staff can see who is requesting the washroom and remotely unlock the door. These washrooms can’t be unlocked remotely once the customer has engaged the lock.

This control system was installed several years ago following a murder in one of their
public washrooms. Despite this security access control, Edmonton reports there are still ongoing challenges associated with operating public washrooms including “needle use, criminal mischief, vandalism, plugged toilets and false fire alarms”.

**Self-Cleaning Washrooms**

Another option researched during the development of this report was the concept of self-cleaning washroom facilities. These units range in cost from $125,000 to $500,000 to install, plus the any property acquisition costs along with operating costs for cleaning, utilities, security and maintenance.

An LED screen indicates whether the washroom is available, occupied or in a cleaning cycle. Once the door is closed, the user’s time is limited to 12 minutes. At the 10 minute mark, an alert sounds and then at the 12 minute mark the door opens automatically. The cleaning cycle takes approximately one minute, leaving the washroom sanitized and ready for the next person.

A number of Canadian cities have experimented with these facilities and the reviews are mixed. While the washrooms are self cleaning, any debris larger than the drain sticks to the floor during the cleaning cycle and needs to be removed manually. In addition the self-cleaning design did not prevent the misuse that occurs in public washrooms and there continued to be security and maintenance challenges associated with ensuring these washrooms remain clean and safe for customers on a regular and reliable basis.

**Conclusion:**

Based on all of the information presented in this report, staff does not recommend installing public washrooms in satellite transit terminals.

**Corporate Strategic Plan:**

Strategic Focus Area 2.1: Create a public transportation network that is integrated, accessible, affordable and sustainable.

**Financial Implications:**

There is no funding in the current transit capital or operating budgets for public washrooms at satellite transit terminals.

**Other Department Consultations/Concurrence:**

Facilities and Fleet Management were consulted during the development of this report.

**Attachments:** NIL.

**Prepared By:** Eric Gillespie, Director Transit Services

**Approved By:** Thomas Schmidt, Commissioner, Transportation and Environmental Services
Report: TES-TRS-17-04

Region of Waterloo
Transportation and Environmental Services
Transit Services

To: Chair Tom Galloway and Members of the Planning and Works Committee

Date: May 16, 2017  File Code: D 28-20

Subject: On-board Traffic Signal Priority Equipment Acquisition – Grand River Transit

Recommendation:

That the Regional Municipality of Waterloo approve the sole source acquisition of an estimated 231 on-board transit signal priority vehicle control units from EMTRAC, distributed by Standard Electric BC Ltd., at a total estimated cost of $1,061,050.00 plus applicable taxes, as set out in Report No. TES-TRS-17-04 dated May 16, 2017.

Summary:

On September 15, 2010, Regional Council approved Report P05-80, T08-02 and the subsequent acquisition of the EMTRAC Traffic Signal Pre-emption system supplied by Econolite.

The Region of Waterloo’s traffic signal control equipment is now fully equipped with the EMTRAC system. The system is proprietary and therefore any expansion or new equipment must be an EMTRAC product.

Grand River Transit currently has 30 conventional transit buses outfitted with EMTRAC vehicle control units. Expansion of transit signal priority to all vehicles in the Grand River Transit conventional bus fleet is recommended.

Report:

On September 15, 2010, Regional Council approved Report P05-80, T08-02 and the subsequent acquisition of the EMTRAC Traffic Signal Pre-emption system supplied by Econolite.

The Region of Waterloo’s traffic signal control equipment is now equipped with the EMTRAC system. The system is proprietary and therefore any expansion or new
equipment must be an EMTRAC product. The EMTRAC system was formerly distributed in Canada by Econolite. Standard Electric BC Limited now manufactures and distributes the required components.

Grand River Transit currently has 30 conventional transit buses outfitted with EMTRAC vehicle control units. These units interact with the EMTRAC traffic signal pre-emption system which allows buses to take advantage of transit signal priority (TSP) at specific intersections currently enabled for Transit. There are several benefits that the EMTRAC vehicle control units (VCU’s) provide including;

- The link between the INIT on-board computer and the signal hardware located at intersections,
- The ability for buses running behind schedule in key areas to use transit signal priority to truncate red lights or extend green lights at intersections,
- The ability for buses to automatically activate transit only signals (white bar) at intersections outfitted with transit queue jump lanes, and
- The ability to control gate systems at Transit garages and other locations.

Transit signal priority is currently used on iXpress Route 200 along the Hespeler Road and University Avenue corridors while transit queue jump lanes are located at three intersections along Hespeler Road. These directly benefit Routes 51 and 200.

TSP enhances transit travel times by minimizing delays providing a shorter and more consistent trip time. Shorter trip schedules can result in the reduction of the number of vehicles allocated to a particular route resulting in better service coverage or lower operating costs and increased customer satisfaction.

Grand River Transit will continue to diligently work with the Transportation Division to optimize transit signal priority and traffic signal operations as outlined in the Regional Transportation Master Plan. Specific locations can be identified that will create new opportunities where this equipment can be utilized to benefit transit customers. A recent successful example is the addition of queue jump lanes along Hespeler Road.

The scope of work is for the supply of 221 vehicle control units, GPS/UHF antennas and cabling, to outfit the remainder of the Grand River Transit conventional fleet. The proposal also includes the acquisition of 10 spare units and on-site installation assistance/ training by EMTRAC employees. The wiring of the system is to be completed by local contractors who would also perform work on additional equipment installation required for other projects this year. The price of installation is estimated at $54,495 and will be completed at an hourly rate.

**Corporate Strategic Plan:**

The expansion of the transit signal priority system for GRT vehicles supports the implementation of Council’s Strategic Focus, identified under Focus Area 2: Sustainable Transportation within Waterloo Region. The VCU’s will aid with Strategic Objective 2.1 creating a public transportation system that is integrated. The equipment operates in
conjunction with Strategic Objective 2.4.2 which outlines the implementation of adaptive signal technology to optimize and manage road capacity/congestion.

Financial Implications:

Region of Waterloo Transit Division Costs

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<tr>
<td>Transit Signal Priority Equipment and On-Site Services</td>
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<td>Estimated Installation Costs</td>
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Note: All figures are rounded to the nearest $100.

The Region’s approved 2017 GRT Capital Budget includes $1,000,000 for On Board TSP Equipment (project # 66097) to be funded from federal subsidy (PTIF 50%; $500,000) and the GRT Capital Reserve (50%; $500,000).

The approved 2017 GRT Capital Budget also includes $4,872,000 for Advanced Transit Technology (project # 66071) to be funded from development charges (9%; $439,000) and the GRT Capital Reserve (91%; $4,433,000). An amount of $150,000 from this budget has been committed to fund this work.

Section 21(1)(g) of the Purchasing By-law allows for acquisition by negotiation where the extension of an existing or previous contract would prove more cost effective or beneficial for the Region. Section 21(1)(i) of the Purchasing By-law allows for acquisition by negotiation where the acquisition is required or is beneficial in regard to the standardization of goods or services for the Region.

The cost of the equipment to be supplied by EMTRAC/Standard Electric BC and is considered to be fair, reasonable and reflective of current market conditions. EMTRAC has proven to be a reliable company and its technology effective for GRT use.

Other Department Consultations/Concurrence:

This report was prepared in cooperation with staff from Transit Services, Finance and Procurement.

Prepared By: David Sutherland, Project Manager – Intelligent Transportation Systems

Approved By: Thomas Schmidt, Commissioner, Transportation and Environmental Services
Region of Waterloo
Transportation and Environmental Services
Transportation

To: Chair Tom Galloway and Members of the Planning and Works Committee
Date: May 16, 2017    File Code: T15-01
Subject: Regional Right-of-way Patio Encroachment Agreement with Area Municipalities

Recommendation:

That the Regional Municipality of Waterloo authorize the Commissioner, Transportation and Environmental Services to enter into master agreements with area municipalities authorizing area municipalities to administer patios for businesses fronting Regional roads on behalf of the Regional Municipality of Waterloo to the satisfaction of the Commissioner, Transportation and Environmental Services and the Regional Solicitor.

Summary:

There is a growing desire to create vibrant communities in the Region of Waterloo. Vibrancy in the Region can be enhanced by creating places to meet using space within the Region’s road allowances. An opportunity exists to permit owners fronting Regional roads the ability to open patios adjacent to their businesses. The Region is recommending that Master Agreements be established with area municipalities who have administrative practices in place to administer patios along Regional roads on the Region’s behalf. By forming Master Agreements with area municipal partners, the Region and area municipalities would be able to better serve the public and enhance the vibrancy of our communities.

Report:

1.0 Background

Regional roads are designed and built to accommodate all roadway users including drivers, pedestrians and cyclists. In addition to roadways accommodating these user groups, there is a growing desire to create vibrant environments for people to meet.
Recognizing the importance of creating a sense of “place” within communities, Regional staff has been supportive of temporary encroachments onto the Regional right-of-way that include outdoor patios where pedestrian pathways can be maintained. The number of requests for patio encroachments has been growing and many urban environments are evolving as a result of light-rail transit (LRT). This evolution requires new and improved strategies to manage these requests. There are significant benefits to the Region and area municipalities should area municipalities administer patios along Regional roads on the Region’s behalf. The Cities of Kitchener and Waterloo currently have existing guidelines and practices in place to administer patio licences on city roads but presently do not have an agreement with the Region to administer licences along Regional roads on the Region’s behalf.

2.0 Current Concerns

Should a Master Agreement be formed to allow area municipalities considerations to administer patios on Regional roads, Region staff believe the following conditions need to be addressed:

1. Maintaining appropriate pedestrian pathways on all Regional roads; and

2. The safety of pedestrians, patrons and patio owners.

2.1 Pedestrian Pathways

The Region will provide conditions in the Master Agreement that specifies, among other items, that a 1.8 metre pathway is preferred to be maintained adjacent to patios but may be reduced to 1.2 metres on a case by case basis. Pursuant, to the Master Agreement, the area municipality would be required to have existing guidelines in place that applicants must adhere to before approval is granted by the area municipality. Prior to entering into the Master Agreement, Regional staff would ensure that they are in agreement with by-laws, policies and/or guidelines used by the area municipalities in relation to patios.

2.2 Pedestrian, Patron and Patio Owner Safety

Of particular concern are patios that may be installed and operated on roadways adjacent to curbside light-rail transit (LRT). Other potential concerns relate to the proximity of moving light-rail vehicles and the proximity of patio infrastructure (e.g. awnings) to overhead high-voltage catenary wire systems. As LRT is planned to be operational in the Spring of 2018, Regional staff are in the process of reviewing and agreeing upon city standards and guidelines to be used for the 2017 patio season and would be revising the Master Agreement between the Region and area municipality as required for use in 2018. Patio applicants must obtain approval from their area municipality to operate a patio on a Regional road on an annual basis. Applicants
approved for the 2017 season are being advised of potential changes to guidelines as a result of LRT which may or may not impact their ability to be approved for a patio in the 2018 season.

3.0 Regional/Municipal Partnership Benefits

A partnership between the Region and an area municipality to have the area municipality administer patio licences would have many benefits for both agencies and the community. These include but may not be limited to the following:

- Better customer service as applicants would only have to deal with area municipalities;
- More intuitive approach as most patio applicants would likely approach the area municipality first;
- The patio would be subject to a consistent set of regulations;
- Approved patios would be installed more consistently on both Regional and area municipal roads;
- Area municipal staff would have existing practices in place to administer patio permits; and
- The Region and area municipalities would be working together to enhance community vibrancy and places to meet throughout the Region.

4.0 Area Municipal Consultation

Area municipal staff with the Cities of Kitchener and Waterloo have been consulted with and support forming a Master Agreement. Presently other municipalities do not have patio guidelines or practices in place to administer patio permits. The Region anticipates encouraging the remaining municipalities to adopt patio guidelines in order to enter into similar Master Agreements with the Region.

5.0 Recommendation

Regional staff recommends that the Region of Waterloo authorize the Commissioner of Transportation and Environmental Services to enter into Master Agreements with the Region’s area municipalities to permit municipalities the ability to administer patio encroachments on behalf of the Region of Waterloo.

Corporate Strategic Plan:

This report addresses the Region’s following Strategic Objectives:

Strategic Object 1.1 Support existing businesses and attract new employers and
investments (to stay, grow, thrive and prosper);

Strategic Object 1.3 Enhance arts, culture and heritage opportunities to enrich the lives of residents and attract talent and visitors;

Strategic Objective 2.4 Optimize road capacity and to safely manage traffic and congestion;

Strategic Objective 3.6 Improve environmental sustainability and liveability in intensifying urban and rural settlement areas; and

Strategic Objective 5.4 Ensure Regional programs and services are efficient, effective and provide value for money.

Financial Implications:

Nil

Other Department Consultations/Concurrence:

Legal and Risk Management staff in the Planning, Development and Legislative Services Department have been consulted and have collaborated with Transportation staff to develop the Patio Master Agreement.

Attachments:

Nil

Prepared By: Bob Henderson, Manager, Transportation Engineering

Approved By: Thomas Schmidt, Commissioner, Transportation and Environmental Services
Region of Waterloo
Transportation and Environmental Services
Water Services
Planning, Development and Legislative Services
Community Planning

To: Chair Tom Galloway and Members of the Planning and Works Committee
Date: May 16, 2017  File Code: E12-40(A)
Subject: 2017 Water and Wastewater Monitoring Report

Recommendation:


Summary:

The 2017 Water and Wastewater Monitoring Report (2017 WWWMR) outlines the ability of the Regional water supply and wastewater treatment facilities to accommodate demands to 2026. The full report will be made available on the Region’s Water Services website and at the Regional Administrative Headquarters (Water Services). Draft copies of the report have been circulated to the cities of Cambridge, Kitchener and Waterloo and also to the townships of North Dumfries, Wellesley, Wilmot and Woolwich.

Generally, water supply capacity was adequate to meet the actual maximum demands in all communities supplied by a Regional system in 2016. The only exception was in West Montrose where operational limitations reduced the ability to operate the wells to their rated capacity. A project is ongoing to connect this system to the Conestogo Plains system to improve water supply to West Montrose. Wastewater treatment capacity was sufficient at all Regional plants to treat the actual average flows in 2016.
Water supply and wastewater capacities in 2026 are based on the implementation of works from the Region's current capital programs. Both water supply capacity and wastewater capacity is anticipated to be adequate to accommodate all current development commitments. The allocation of remaining capacity to new development is determined by Region of Waterloo staff in consultation with the Area Municipalities. The available capacity expressed in this report is the capacity available to service future Planning Act approvals (subdivisions, condominiums, consents, zoning by-law amendments, part lot control and minor variances) and/or any building permits issued for development outside of residential plans of subdivision that complies with existing zoning (e.g. site plans).

Report:

Water Services produces the annual Water and Wastewater Monitoring Report with input from the Region's Planning, Development and Legislative Services. The purpose of this report is to:

1. Document actual water consumption and wastewater flows;
2. Provide a basis for water consumption and wastewater flow forecasts required in preparing the capital budgets and user rates;
3. Document water production and wastewater treatment capacities;
4. Update Regional Council with respect to remaining uncommitted capacities of water supply and wastewater treatment infrastructure; and
5. Provide a basis for Water Services staff to provide comment on the water and wastewater aspects of development applications.

In addition, the 2017 WWWMR report will be one of the inputs used in preparing the 2018 water and wastewater capital budget, longer term water and wastewater capital forecast, and in formulating responses to development applications.

Methodology

The WWWMR follows the 1994 Ministry of Environment (Now renamed Ministry of Environment and Climate Change (MOECC)) guideline for determining available capacity of water and wastewater infrastructure. Actual water use data is analysed and interpreted in order to forecast future water use. In order to help temper the seasonal impact of anomalous years, a five year average of maximum day water use per person is used to calculate the maximum day per capita flow. The five year average of maximum day water use per person is then multiplied by the population to get the Maximum Day Demand for the current year, and is also multiplied by the population forecasts to get the future design demands.
Maximum day demands are used for demand forecasts in most of the systems with the exception of the Integrated Urban System (IUS) where Maximum Week Demand is used. The MOECC has approved this approach as the IUS is a very large, complex system with multiple water supply sources, storage and redundancies. The maximum week demand is approximately 10% lower than the usual maximum day demand.

A similar approach is used for the wastewater plants. Actual wastewater flow data is used to calculate the average flow per capita for each wastewater treatment plant catchment area. The major difference between water and wastewater systems is that the Average Day Wastewater flow is used instead of the maximum day flow. A five year average is also used to calculate the average per capita flow, and then it is applied to the current year population to calculate the Projected Flow for each plant. The five year average flow per capita is also applied to population forecasts to get the future flow projections.

**Comparison to the 2016 WWWMR**

There have been no changes to the methodology used in the 2017 WWWMR from the 2016 report.

Water consumption patterns and wastewater flows are a function of yearly weather fluctuations. In 2016, the annual precipitation was just below the average annual precipitation recorded at the University of Waterloo weather station. However, the distribution of the precipitation was not uniform: almost twice the average precipitation for the month of March fell in that month, but it was a very dry summer. For the rest of the year the precipitation was close to the monthly average. Seasonal impacts at some wastewater treatment plants showed generally average or slightly below average flows. The water consumption was slightly below average in 2016. However, the maximum week consumption was consistent with the 5-year average. Overall the 5-year average consumption is continuing to decrease.

**2016 Water Supply Capacity and Commitments**

Water supply capacity was adequate to meet the actual maximum demands in all communities supplied by a Regional system in 2016. The only exception was in West Montrose where operation limitations reduced the ability to operate the wells to their rated capacity. A project is ongoing to connect this system to the Conestogo Plains system to improve water supply to West Montrose. Water supply capacities up to 2026 are based on the implementation of works from the Region's current capital programs. Table 1, attached, summarizes the remaining water capacity as of December 31, 2016. The long-term water supply strategy has recently been updated with the Water Supply Master Plan Update. Recommendations from the master plan update are incorporated into this monitoring report.
• The Integrated Urban System (IUS) (Cambridge, Kitchener, Waterloo, Elmira and St. Jacobs water systems) has 53,530 m³/d of remaining capacity, which is equivalent to approximately 157,000 people.
• The Baden/New Hamburg water system has 8,010 m³/d of remaining capacity, which is equivalent to approximately 25,000 people.
• The Ayr water system has 1,230 m³/d of remaining capacity, which is equivalent to approximately 2,200 people.
• The Wellesley water system has 1,840 m³/d of remaining capacity, which is equivalent to approximately 5,600 people.
• The St. Clements water system has 1,300 m³/d of remaining capacity, which is equivalent to approximately 3,500 people.

Small Water Supply Systems

There are 11 small water supply systems owned and operated by the Region. These systems include Conestogo (Conestogo Golf Course and Conestogo Plains), Maryhill (Maryhill and Village Heights) and West Montrose in Woolwich; Linwood and Heidelberg (reported as one system including a portion of Heidelberg in Woolwich and in Wellesley); Foxboro Green (Foxboro) and New Dundee in Wilmot; and Roseville and Branchton Meadows (Branchton) in North Dumfries.

Most of these small systems were designed to only service specific subdivisions in the respective settlement areas and have no additional capacity to service units beyond those subdivisions. Given the complexity of calculating available capacity for the small systems, available system capacity will be evaluated on an individual basis prior to commenting on applications made under the Planning Act. Table 2 summarizes the data on small water systems.

2016 Wastewater Treatment Capacity

Wastewater treatment capacity was sufficient at all Regional plants to treat the actual average flows in 2016. The average annual precipitation in 2016 resulted in average inflow and infiltration flows throughout the Region. Wastewater capacities up to 2026 are based on the implementation of works from the Region's current capital programs; Table 1 summarizes the remaining wastewater capacity as of December 31, 2016.

• The Kitchener WWTP has 42,380 m³/d of remaining capacity, which is equivalent to approximately 147,000 people.
• The Waterloo WWTP has 9,660 m³/d of remaining capacity, which is equivalent to approximately 30,165 people.

The projected flows plus committed flows at the Waterloo WWTP is approximately 85% of the rated capacity of the plant. Background work has been initiated through the Wastewater Master Plan to confirm the timing of a future expansion and alternative
options. Timing of the plant capacity expansion will be planned to accommodate projected flows.

- The Galt WWTP has 20,850 m$^3$/d of remaining capacity, which is equivalent to approximately 52,400 people.
- The Preston WWTP has 2,520 m$^3$/d of remaining capacity, which is equivalent to approximately 5,900 people.

In the 2011 WWWMR, wastewater capacity was reserved for the Boxwood Industrial Subdivision in the Preston Wastewater Service Area in the amount of 1,860 m$^3$/d. This number will be assessed annually and adjusted according to the rate of build out of the subdivision. Partial occupancy in the Boxwood subdivision started in late 2014, and continued to increase in 2015 and 2016. However, the new buildings were generally not occupied until later in 2015 and early 2016, and represent a small portion of the proposed development. Therefore, no adjustments to the reserve capacity have been made in the 2017 WWWMR. In future years, the reserved capacity will be reduced proportionally based on the development activity.

- The Hespeler WWTP has 2,330 m$^3$/d of remaining capacity, which is equivalent to approximately 8,800 people.
- The Elmira WWTP has 2,220 m$^3$/d of remaining capacity, which is equivalent to approximately 5,500 people.
- The St. Jacobs WWTP has 330 m$^3$/d of remaining capacity, which is equivalent to 714 people. One of the key recommendations from the 2012 Elmira and St. Jacobs Master Plan is to direct wastewater received at the St. Jacobs WWTP to the Waterloo WWTP once the Waterloo WWTP undergoes an expansion. This concept will be confirmed through the Wastewater Master Plan update.
- The Baden/New Hamburg WWTP has 1,250 m$^3$/d of remaining capacity, which is equivalent to approximately 4,500 people.
- The Ayr WWTP has 970 m$^3$/d of remaining capacity, which is equivalent to approximately 3,600 people.
- The Wellesley WWTP has 300 m$^3$/d of remaining capacity, which is equivalent to approximately 1,320 people.

**Servicing Commitments**

Section 51 (24) (i) of the Planning Act obliges the Region to ensure the “adequacy of utilities and municipal services.” In addition, ROP Policy 5.D.1 states that the “servicing requirements for planned development and projected growth will be monitored to ensure that the total system capacities are not exceeded, and to provide sufficient lead time for the planning, design, approval, financing and construction of new facilities.”
Except for site plan approvals, most Planning Act approvals, including plans of subdivision, zoning amendments, and consents require acknowledgement by the Region of Waterloo Water Services Division that water and wastewater servicing capacity is available. Draft approvals are granted based upon the availability of uncommitted capacity in existing water and wastewater systems.

Servicing commitments are made through separate servicing agreements between the Region and the developer, which are executed prior to the registration of a plan of subdivision. The servicing agreement expires within six to 18 months of being signed, at which time the developer would be required to seek a new commitment for servicing if registration of the plan of subdivision has not occurred.

In 1996, Regional Council by Report PC-96-061/ E-96-138 revised the conditions of draft approval for plans of subdivision to include a new condition requiring an Agreement for Servicing and allowing future, unbuilt service capacity to be considered, if three criteria are met:

1. The capacity expansion project must be imminent for construction and thereby included within the first five years of the 10 Year Capital Forecast;

2. There must be a sound technical basis for the anticipated new capacity associated with the project, as a result of completion of the Environmental Assessment, a suitable master plan or other Regional engineering evaluation;

3. Approval of new draft plans of subdivision will be guided by Area Municipal Staging of Development programs and will not exceed 50 per cent of the estimated capacity of major planned service capacity projects or 75 per cent of minor planned projects.

It is important to note that the actual service capacity of a water or wastewater facility to be delivered from a future project cannot be guaranteed until the MOECC issues either a Municipal Drinking Water Licence for water systems or an Environmental Compliance Approval for wastewater systems.

Since 1996, the registration of a plan of subdivision has been the point at which the capacity of water and wastewater systems is committed in accordance with MOE policies. However, a significant portion of all residential development is occurring outside of plans of subdivision. For example, in 2016, over 50% of residential building permits issued were outside of plans of subdivision. This is primarily development on lands within the built up areas. This trend is expected to continue. Currently, there is no mechanism to provide for a servicing commitment for lands that have zoning in place that would allow development to proceed without additional planning approvals.

The “Remaining Capacity” expressed in this report is the present capacity available in the water system and/or wastewater treatment plant to service future Planning Act
approvals (subdivisions, condominiums, consents, zoning by-law amendments, part lot control and minor variances) as well as/or building permits issued for all development outside of residential plans of subdivision.

For the purposes of this report, a “commitment” is presented in terms of number of people and includes the estimated population within: plans of subdivision which have Draft Approval, building permits issued but not yet occupied, and unbuilt registered plans.

**Area Municipal Consultation/Coordination**

A draft copy of the 2017 Water and Wastewater Monitoring Report was circulated to Area Municipal Planning staff for comment.

**Corporate Strategic Plan:**

The 2017 Water and Wastewater Monitoring Report supports the Corporate Strategic Focus Area: “Thriving Economy” in the 2015-18 Strategic Plan; specifically Strategic Objective 1.2: “Plan for and provide the infrastructure and services necessary to create the foundation for economic success.”

**Financial Implications**

The financial implications of this report will be addressed in the preparation of the 2018 Water and Wastewater Capital Programs.

**Other Department Consultations/Concurrence:** Nil.

**Attachments:**

Table 1 - Remaining Water and Wastewater Capacity as of December 31, 2016
Table 2 - Small Rural Water System Summary as of December 31, 2016
Table 3 - Commitments as of December 31, 2016

**Prepared By:** Kevin Dolishny, Senior Project Engineer, Servicing and Development Planning

Brenna MacKinnon, Manager, Greenfield Planning

**Approved By:** Thomas Schmidt, Commissioner, Transportation and Environmental Services

Rod Regier, Commissioner, Planning, Development and Legislative Services
### TABLE 1: REMAINING WATER AND WASTEWATER CAPACITY AS OF DECEMBER 31, 2016

<table>
<thead>
<tr>
<th>WATER</th>
<th>A: 2016 MAX CAPACITY (1000 m³/d)</th>
<th>B: MAX DAY / WEEK PROJECTED FLOW (1000 m³/d)</th>
<th>C: COMMITTED FLOW (1000 m³/d)</th>
<th>D = A - (B+C)</th>
<th>E: REMAINING CAPACITY (1000 m³/d)</th>
<th>F = D / E * 1000</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTEGRATED URBAN WATER SYSTEM</td>
<td>250.00</td>
<td>174.31</td>
<td>22.16</td>
<td>53.33</td>
<td>0.3411</td>
<td>156.941</td>
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<tr>
<td>BADEN-NEW HAMBURG</td>
<td>12.61</td>
<td>4.35</td>
<td>0.26</td>
<td>8.01</td>
<td>0.3208</td>
<td>24.964</td>
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<tr>
<td>AYR WATER SYSTEM</td>
<td>5.53</td>
<td>2.91</td>
<td>1.39</td>
<td>1.23</td>
<td>0.5598</td>
<td>2.204</td>
</tr>
<tr>
<td>WELLESLEY</td>
<td>3.00</td>
<td>1.12</td>
<td>0.04</td>
<td>1.84</td>
<td>0.3293</td>
<td>5.594</td>
</tr>
<tr>
<td>ST. CLEMENTS</td>
<td>1.77</td>
<td>0.46</td>
<td>0.01</td>
<td>1.30</td>
<td>0.3666</td>
<td>3.547</td>
</tr>
<tr>
<td>WASTEWATER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KITCHENER WWTP</td>
<td>122.70</td>
<td>69.42</td>
<td>10.90</td>
<td>42.38</td>
<td>0.2884</td>
<td>146.931</td>
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<td>WATERLOO WWTP</td>
<td>57.50</td>
<td>44.32</td>
<td>3.52</td>
<td>6.66</td>
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<td>30.165</td>
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<td>GALT WWTP</td>
<td>56.80</td>
<td>34.80</td>
<td>1.15</td>
<td>20.35</td>
<td>0.3976</td>
<td>52.414</td>
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<tr>
<td>PRESTON WWTP</td>
<td>16.82</td>
<td>8.97</td>
<td>5.33</td>
<td>2.52</td>
<td>0.4255</td>
<td>5.921</td>
</tr>
<tr>
<td>HESPELER WWTP</td>
<td>9.32</td>
<td>6.80</td>
<td>0.19</td>
<td>2.33</td>
<td>0.2633</td>
<td>8.846</td>
</tr>
<tr>
<td>ELMIRA WWTP</td>
<td>7.80</td>
<td>4.18</td>
<td>1.40</td>
<td>2.22</td>
<td>0.4007</td>
<td>5.529</td>
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<tr>
<td>BADEN-NEW HAMBURG WWTP</td>
<td>5.20</td>
<td>3.72</td>
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<td>1.25</td>
<td>0.2807</td>
<td>4.469</td>
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<tr>
<td>AYR WWTP</td>
<td>3.00</td>
<td>1.37</td>
<td>0.66</td>
<td>0.97</td>
<td>0.2652</td>
<td>3.659</td>
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<tr>
<td>ST. JACOBS WWTP</td>
<td>1.45</td>
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<td>0.33</td>
<td>0.4617</td>
<td>7.14</td>
</tr>
<tr>
<td>WELLESLEY WWTP</td>
<td>1.10</td>
<td>0.78</td>
<td>0.02</td>
<td>0.30</td>
<td>0.2277</td>
<td>1.322</td>
</tr>
</tbody>
</table>

### TABLE 2: SMALL RURAL WATER SYSTEM SUMMARY AS OF DECEMBER 31, 2016

<table>
<thead>
<tr>
<th>ND WIL, WOO, WOOCW</th>
<th>A: 2016 CAPACITY (m³/d)</th>
<th>B: MAX DAY PROJECTED FLOW (m³/d)</th>
<th>C: COMMITTED FLOW (m³/d)</th>
<th>D = A - B</th>
<th>E: REMAINING CAPACITY (m³/d)</th>
<th>F: REMAINING CAPACITY (PEOPLE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CONESTOGA GOLF COURSE</td>
<td>601</td>
<td>442</td>
<td>N/A</td>
<td>159</td>
<td>0.9212</td>
<td>Case by Case</td>
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<tr>
<td>CONESTOGA PLAINS</td>
<td>786</td>
<td>233</td>
<td>N/A</td>
<td>553</td>
<td>0.6176</td>
<td>Case by Case</td>
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<tr>
<td>MARY HILL</td>
<td>157</td>
<td>107</td>
<td>N/A</td>
<td>50</td>
<td>0.7422</td>
<td>Case by Case</td>
</tr>
<tr>
<td>MARY HILL VILLAGE HEIGHTS</td>
<td>820</td>
<td>104</td>
<td>N/A</td>
<td>716</td>
<td>0.7688</td>
<td>Case by Case</td>
</tr>
<tr>
<td>WEST MONTROSE</td>
<td>238</td>
<td>167</td>
<td>N/A</td>
<td>71</td>
<td>0.7173</td>
<td>Case by Case</td>
</tr>
<tr>
<td>HEIDELBERG</td>
<td>829</td>
<td>296</td>
<td>N/A</td>
<td>533</td>
<td>0.2815</td>
<td>Case by Case</td>
</tr>
<tr>
<td>LINWOOD</td>
<td>605</td>
<td>260</td>
<td>N/A</td>
<td>345</td>
<td>0.3235</td>
<td>Case by Case</td>
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<tr>
<td>FOXBORO</td>
<td>527</td>
<td>149</td>
<td>N/A</td>
<td>378</td>
<td>0.3569</td>
<td>Case by Case</td>
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<tr>
<td>NEW DUNDEE</td>
<td>983</td>
<td>430</td>
<td>N/A</td>
<td>553</td>
<td>0.3217</td>
<td>Case by Case</td>
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<tr>
<td>ROSEVILLE</td>
<td>358</td>
<td>175</td>
<td>N/A</td>
<td>183</td>
<td>0.5874</td>
<td>Case by Case</td>
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<tr>
<td>BRANCHTON</td>
<td>130</td>
<td>91</td>
<td>N/A</td>
<td>39</td>
<td>0.8313</td>
<td>Case by Case</td>
</tr>
</tbody>
</table>

(A) See Water Distribution Master Plan and Wastewater Treatment Master Plan for capacity details of each system.
(B) See section 2.5 and 2.6 and appendix B & C for details of how average flow is calculated for individual systems.
(C) See Table 3 for details about how committed flow is calculated from committed population in the DGA and BUA.
(D) Both Water systems and Wastewater systems average/max day/week flow equals the average of the previous 5 years per capita flow.
(E) See Section 2.4 and 2.5 for an explanation of average/max flows per capita.
(F) Remaining Capacity divided by Average/Max Flow Per Capita multiplied by 1000. Any new service in the small rural systems must be reviewed by the Region of Waterloo Water Services staff and will be evaluated on a case by case basis.
TABLE 3: COMMITMENTS AS OF DECEMBER 31, 2016

<table>
<thead>
<tr>
<th>WATER</th>
<th>COMMITMENTS (PEOPLE)</th>
<th>MAX DAY / WEEK FLOWS PER CAPITA (m3/d/c)</th>
<th>COMMITMENTS (m3/d)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DGA</td>
<td>BUA</td>
<td>TOTAL</td>
</tr>
<tr>
<td>INTEGRATED URBAN WATER SYSTEM</td>
<td>54,242</td>
<td>10,736</td>
<td>64,978</td>
</tr>
<tr>
<td>BADEN-NEW HAMBURG</td>
<td>805</td>
<td>2</td>
<td>807</td>
</tr>
<tr>
<td>AYR WATER SYSTEM</td>
<td>2,397</td>
<td>88</td>
<td>2,485</td>
</tr>
<tr>
<td>WELLESLEY</td>
<td>116</td>
<td>7</td>
<td>123</td>
</tr>
<tr>
<td>ST. CLEMENTS</td>
<td>26</td>
<td>0</td>
<td>16</td>
</tr>
</tbody>
</table>

AVERAGE COMMITMENTS (PEOPLE) & AVERAGE FLOWS PER CAPITA (m3/d/c) & COMMITMENTS (m3/d) & C = A x B

<table>
<thead>
<tr>
<th>WASTEWATER</th>
<th>COMMITMENTS (PEOPLE)</th>
<th>AVERAGE FLOWS PER CAPITA (m3/d/c)</th>
<th>COMMITMENTS (m3/d)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>DGA</td>
<td>BUA</td>
<td>TOTAL</td>
</tr>
<tr>
<td>KITCHENER WWTP</td>
<td>33,474</td>
<td>4,325</td>
<td>37,799</td>
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<tr>
<td>WATERLOO WWTP</td>
<td>5,997</td>
<td>4,995</td>
<td>10,992</td>
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<tr>
<td>GALT WWTP</td>
<td>2,476</td>
<td>415</td>
<td>2,891</td>
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<tr>
<td>PRESTON WWTP</td>
<td>8,040</td>
<td>120</td>
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<td>AYR WWTP</td>
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<td>WELLESLEY WWTP</td>
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See appendix D for a detailed breakdown of committed population from known development
Average of the previous five years. See Section 2.5 and 2.6 for an explanation of the Average/Max Flow Per Capita Per Day in Column "B"
Column "A" multiplied by column "B"
Preston WWTP commitments include 1,860 m3/day for the Boxwood Industrial Subdivision
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<tr>
<th>Meeting date</th>
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<th>Request</th>
<th>Assigned Department</th>
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<td>06-Dec-16</td>
<td>J. Nowak</td>
<td>Report on Vision Zero Movement and how the Region can achieve the basic objective</td>
<td>TES</td>
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