



Media Release: January 5, 2018, 4:30 p.m.

Regional Municipality of Waterloo

Planning and Works Committee

Agenda

Tuesday, January 9, 2018

9:00 a.m.

Regional Council Chamber

150 Frederick Street, Kitchener, Ontario

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** **PDL-LEG-18-01**, Approval to Expropriate Lands (2nd Report) for Sawmill Road Improvements, River Street to Snyder’s Flats Road including St. Charles Street West, in the Township of Woolwich

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Should you require an alternative format please contact the Regional Clerk at
Tel.: 519-575-4400, TTY: 519-575-4605, or regionalclerk@regionofwaterloo.ca

2562082

Recommendation: See page

4.2 [TES-TRS-18-01](#), Ottawa iXpress Implementation Plan (For Information) **Page 15**

4.3 [TES-WAS-18-01](#), Financial Support of Waterloo Wellington Children's Ground-Water Festival **Page 25**

Recommendation:

That the Regional Municipality of Waterloo provide on-going financial support to the Waterloo Wellington Children's Groundwater Festival in the amount of \$30,000 each year for a 5-year term as outlined in Report TES-WAS-18-01 dated January 9, 2018.

Regular Agenda Resumes

5. Reports – Transportation and Environmental Services

Design and Construction

5.1 [TES-DCS-18-01](#), C2017-21: Consultant Selection – Environmental Assessment, Preliminary Design, Detailed Design, Contract Administration & Construction Inspection Services for Fairway Road (Regional Road 53), King Street East (Regional Road 8) to Lackner Boulevard (Regional Road 54), City of Kitchener **Page 27**

Recommendation:

That the Regional Municipality of Waterloo enter into a Consulting Services Agreement with MTE Consultants Inc. to provide engineering consulting services for environmental assessment, preliminary design, detailed design, contract administration and construction inspection services for Fairway Road Improvements from King Street to Lackner Boulevard in the City of Kitchener at an upset fee limit of \$794,366.65 plus applicable taxes for the environmental assessment, preliminary design and detailed design phases, with contract administration and construction inspection services to be paid on a time basis, as described in report TES-DCS-18-01, dated January 9, 2018.

Transit Services

5.2 [TES-TRS-18-02](#), TravelWise Transportation Management Association Update **Page 34**

Recommendation:

That the Regional Municipality of Waterloo authorize having organizations currently participating or interested in joining the TravelWise Transportation Management Association execute an Acknowledgement of Terms and Conditions Form, in a form satisfactory to the Regional Solicitor;

That the Regional Municipality of Waterloo authorize the Commissioner of Transportation and Environmental Services to enter into a Consulting Services Agreement with Sustainable Waterloo Region, in a form satisfactory to the Regional Solicitor, to deliver the services of the TravelWise Transportation Management Association for 2018 and 2019, at an upset fee limit of \$122,000 annually, plus applicable taxes, with an option to renew for an additional two year term.

Water Services**5.3 TES-WAS-18-02**, Decommissioning of Unused Municipal Supply Wells**Page 44****Recommendation:**

That the Regional Municipality of Waterloo approve decommissioning wells K70, K71, K41, K42A, K22A in Kitchener, P6 in Cambridge, the wells supplying West Montrose (WM1, WM2, WM3, WM4) and the wells supplying Conestogo (C3, C4, C5, C6) and direct staff to submit application to revoke related licenses, approvals and permits within five years after the day of this resolution.

Interdepartmental Reports**5.4 PDL-CPL-18-01/COR-TRY-18-01**, C2015-25 East Side Lands (Stage 2) Master Environmental Servicing and Community Plan**Page 58****Recommendation:**

That the Regional Municipality of Waterloo increase the contract with WSP Canada Group Limited for C2015-25 East Side Lands (Stage 2) Master Environmental Servicing and Community Plan by \$57,615 plus all applicable taxes for a total contract price of \$800,810 plus all applicable taxes as set out in report PDL-CPL-18-01/COR-TRY-18-01 dated January 9, 2018;

And that \$58,600 be transferred to the capital budget from the Regional Smart Growth Initiative (project #22007) to the capital budget for Watershed Growth Studies (project #22021) in 2018.

6. Information/Correspondence

6.1 [Council Enquires and Requests for Information](#)

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7. Other Business

8. Next Meeting – January 30, 2018 – 9:00 a.m.

9. Adjourn



Report: PDL-LEG-18-01

Region of Waterloo

Planning Development and Legislative Services

Legal Services

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

Date: January 9, 2018 **File Code:** L07-90

Subject: Approval to Expropriate Lands (2nd Report) for Sawmill Road Improvements, River Street to Snyder's Flats Road including St. Charles Street West, in the Township of Woolwich

Recommendation:

That Council of The Regional Municipality of Waterloo approve the expropriation of lands for the purpose of the proposed construction of road improvements on Sawmill Road (Regional Road 17) between River Street and Snyder's Flats Road including the intersection with St. Charles Street West (Regional Road 26) in Bloomingdale, Township of Woolwich, in the Regional Municipality of Waterloo as detailed in report PDL-LEG-18-01 dated January 9, 2018:

Fee Simple Partial Taking:

- i. Part of Lot 6, James Wilson's Tract, being Part 3 on Reference Plan 58R-19859, Part of PIN 22710-0078(LT)(833 Sawmill Road, Bloomingdale);
- ii. Part of Lot 6, James Wilson's Tract, being Part 8 on Reference Plan 58R-19859, Part of PIN 22710-0079(LT)(831 Sawmill Road, Bloomingdale);
- iii. Part of Lot 6, James Wilson's Tract, being Part 15 on Reference Plan 58R-19859, Part of PIN 22710-0081(LT)(811 Sawmill Road, Bloomingdale);
- iv. Part of Lot 6, James Wilson's Tract, being Part 1 on Reference Plan 58R-19858, Part of PIN 22246-0009(LT)(860 Sawmill Road, Bloomingdale);
- v. Part of Lots 4 & 5, Registered Plan 592, being Part 8 on Reference Plan 58R-19860, part of PIN 22710-0108(LT) (755 Sawmill Road, Bloomingdale);

- vi. Part of Lot 3, Registered Plan 592, being Part 2 on Reference Plan 58R-19860, part of PIN 22710-0121(LT) (761 Sawmill Road, Bloomingdale);
- vii. Part of Lot 6, James Wilson's Tract, being Parts 16 & 17 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT)(793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);
- viii. Block B, Registered Plan 592, Part of Lot 6, James Wilson's Tract, being Part 20 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT)(793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);
- ix. Block B, Registered Plan 592, being Part 22 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT)(793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);
- x. Lot 2, Registered Plan 592, being Part 23 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT)(793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);

Permanent Easement

- xi. Part of Lot 6, James Wilson's Tract, being Part 1 on Reference Plan 58R-19859, Part of PIN 22710-1239(LT)(835 Sawmill Road, Bloomingdale);

Temporary Easement – Grading:

The right and easement, being a temporary easement in gross, for the free and unobstructed, right, interest and easement terminating on the 31st day of December, 2021, for itself, its successors and assigns, and anyone authorized by it, on, over, under and through the following properties for the purposes of excavation, construction, installation, replacement, alteration, grading, and landscaping as required in connection with construction of the road improvements and all related improvements, and works ancillary thereto and for such purposes, the free, unimpeded and unobstructed access to the lands at all times by employees, agents, contractors, workers and anyone authorized by it, and vehicles, supplies and equipment at all times and for all purposes and things necessary for or incidental to the exercise and enjoyment of the right and easement:

- xii. Part of Lot 6, James Wilson's Tract, being Part 2 on Reference Plan 58R-19859, Part of PIN 22710-0078(LT)(833 Sawmill Road, Bloomingdale);
- xiii. Part of Lot 6, James Wilson's Tract, being Part 9 on Reference Plan 58R-19859, Part of PIN 22710-0079(LT)(831 Sawmill Road, Bloomingdale);

- xiv. Part of Lot 6, James Wilson's Tract, being Part 14 on Reference Plan 58R-19859, Part of PIN 22710-0081(LT)(811 Sawmill Road, Bloomingdale);
- xv. Part of Lot 6, James Wilson's Tract, being Part 2 on Reference Plan 58R-19858, Part of PIN 22246-0009(LT)(860 Sawmill Road, Bloomingdale);
- xvi. Part of Lot 5, Registered Plan 592, being Part 6 on Reference Plan 58R-19860, part of PIN 22710-0108(LT) (755 Sawmill Road, Bloomingdale);
- xvii. Part of Lots 4 & 5, Registered Plan 592, being Part 7 on Reference Plan 58R-19860, part of PIN 22710-0108(LT) (755 Sawmill Road, Bloomingdale);
- xviii. Part of Lot 3, Registered Plan 592, being Part 1 on Reference Plan 58R-19860, part of PIN 22710-0121(LT) (761 Sawmill Road, Bloomingdale);
- xix. Part of Lot 6, James Wilson's Tract, being Part 18 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT) (793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);
- xx. Block B, Registered Plan 592, Part of Lot 6, James Wilson's Tract, being Part 19 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT) (793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);
- xxi. Block B, Registered Plan 592, being Part 21 on Reference Plan 58R-19859, Part of PIN 22710-0082(LT) (793 & 801 Sawmill Road, and 4 McAllister Drive, RR1, Bloomingdale);

And that staff be instructed to register a Plan of Expropriation for the property within three months of the granting of the approval to expropriate the property, as required by the *Expropriations Act*;

And that the registered owners be served with a Notice of Expropriation and a Notice of Possession for the property after the registration of the Plan of Expropriation and the Regional Solicitor is authorized to take any and all actions required to enforce such Notices including but not limited to any application pursuant to Section 40 of the *Expropriations Act*;

And that the Regional Solicitor is authorized to enter into an agreement with the registered owners, or to make an application under Section 39 of the *Expropriations Act*, to adjust the date for possession specified in the Notice of Possession as may be required;

And that all above-referenced fee simple partial takings situated adjacent to an existing Regional public highway be acquired for road widening purposes and therefore be deemed to form part of the adjacent public highway in accordance with subsection 31(6) of the *Municipal Act, 2001*;

And that if no agreement as to compensation is made with an owner, the statutory Offer of Compensation and payment be served upon the registered owners of the property in 2564362

the amount of the market value of the interests in the land as estimated by the Region's appraiser in accordance with the *Expropriations Act*;

And that the Regional Solicitor be authorized to execute any Indemnity agreement or other document related to payment of the statutory Offer of Compensation;

And further that the Regional Solicitor be authorized to 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 the transaction or if determined by the Commissioner of Transportation and Environmental Services that such lands, or any part or interest thereof, are not required for the subject Project.

Summary:

NIL

Report:

Regional Council approved the road improvements of Sawmill Road (Regional Road 17) between River Street and Snyder's Flats Road including the intersection with St. Charles Street West (Regional Road 26) in Bloomingdale, Township of Woolwich, on November 25th 2015, as outlined in Report TES-DCS-15-30.

The improvements on Sawmill Road will include the following:

- Complete road reconstruction;
- Additional street lighting;
- On-road cycling lanes;
- New sidewalks;
- The installation of traffic signals at the intersection of Sawmill Road and St. Charles Street West; and
- The addition of left-turn lanes from southbound Sawmill Road to St. Charles Street West and from St. Charles Street to Sawmill Road.

The implementation of the improvements directly impacted fourteen (14) properties as outlined in report PDL-LEG-17-68. Six (6) of the impacted properties, known municipally as 756, 760, 812, 820, 824 and 832 Sawmill Road, Bloomingdale, are no longer included in the expropriation process as a negotiated settlement has been made with the respective owners. Land acquisitions as outlined in the Recommendation are required for the remaining eight (8) impacted properties, which include fee simple partial

takings for road widening and improvements as well as a permanent easement for a traffic control installation, and temporary easements for grading and related works.

Council approved the commencement of expropriation of the subject properties on October 11th 2017 as detailed in report PDL-LEG-17-68. The appropriate forms under the *Expropriations Act* were served on or about November 17th, 2017 in order to initiate formal proceedings under the Act for these properties. All of the affected property owners were previously contacted by Legal Services staff and informed of the project as well as the Region's intention to commence the expropriation process and the Region's Expropriation Information Sheet was provided to each of them. The affected property owners have also been provided with offers to purchase. Legal Services staff contacted all property owners and informed them of the Region's intention to continue with the expropriation process in order to ensure that the construction timeline is maintained, including this report being presented to Council, as detailed in the Region's Expropriation Information Sheet.

Council approval of the expropriations is being sought at this time to permit registration of the Plans of Expropriation this Spring and possession of the required lands and interests in the Spring/Summer of 2018 so that the majority of advance utility relocation work and tree clearing can be completed before Summer which will facilitate the overall construction time line. Legal Services staff has been negotiating property acquisitions over the past several months and intends to continue negotiations with property owners in an effort to achieve settlements of their claims under the *Expropriations Act*.

Upon Council approval of the expropriation of the properties, such approval will be endorsed upon on a certificate of approval on the Plan of Expropriation for those properties not acquired under agreement. The Plan will then be registered within three months of the approval. Ownership of the property vests with the Region upon the registration of the Plan. Notices of Expropriation and Notices of Possession are then served upon all registered owners, including tenants as shown on the assessment roll. The Region will take possession of the required lands at least 3 months after service of the Notice of Possession.

After the registration of the Plans of Expropriation and prior to the taking of possession of the property, the expropriating authority is required to serve the registered owners with an offer in full compensation for their interests in the land. The offer must be accompanied by the immediate payment of one hundred (100%) of the appraised market value of the land to the registered owners as estimated by the Region's appraiser. The registered owners are also to be served with a report appraising the market value of the property, which report formed the basis for the offer of compensation.

The expropriation process is proceeding to ensure that the Region has possession of the land for advance utility relocations and the commencement of roadway improvements and new sidewalk installation at these locations in 2018.

The expropriation of the lands is on an “as is” basis and upon closing, the Region assumes all responsibility for the lands.

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

Corporate Strategic Registered Plan:

This project meets the Region of Waterloo’s Strategic Objective 2.3 to Build infrastructure for, and increase participation in, active forms of transportation (cycling and walking).

Financial Implications:

The Region’s 2018 Ten-year Transportation Capital Program includes funding of \$1,685,000 in 2018 and \$400,000 in 2019 for Sawmill Road from St. Charles Street to Snyders Flats Road (Project 05495) to be funded from the Roads Rehabilitation Reserve (82%, \$1,700,000) Transportation Development Charges Reserve Fund (18% \$385,000). The Region’s 2018 Ten-year Transportation Capital Program includes funding of \$450,000 in 2018 for Sawmill Road at St. Charles Street (Project 05495) to be funded from the Transportation Development Charges Reserve Fund.

Other Department Consultations/Concurrence:

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

Attachments:

Appendix “Ai” - Map of subject lands – Fee simple partial takings

Appendix “Aii” – Map of subject lands – Permanent easements

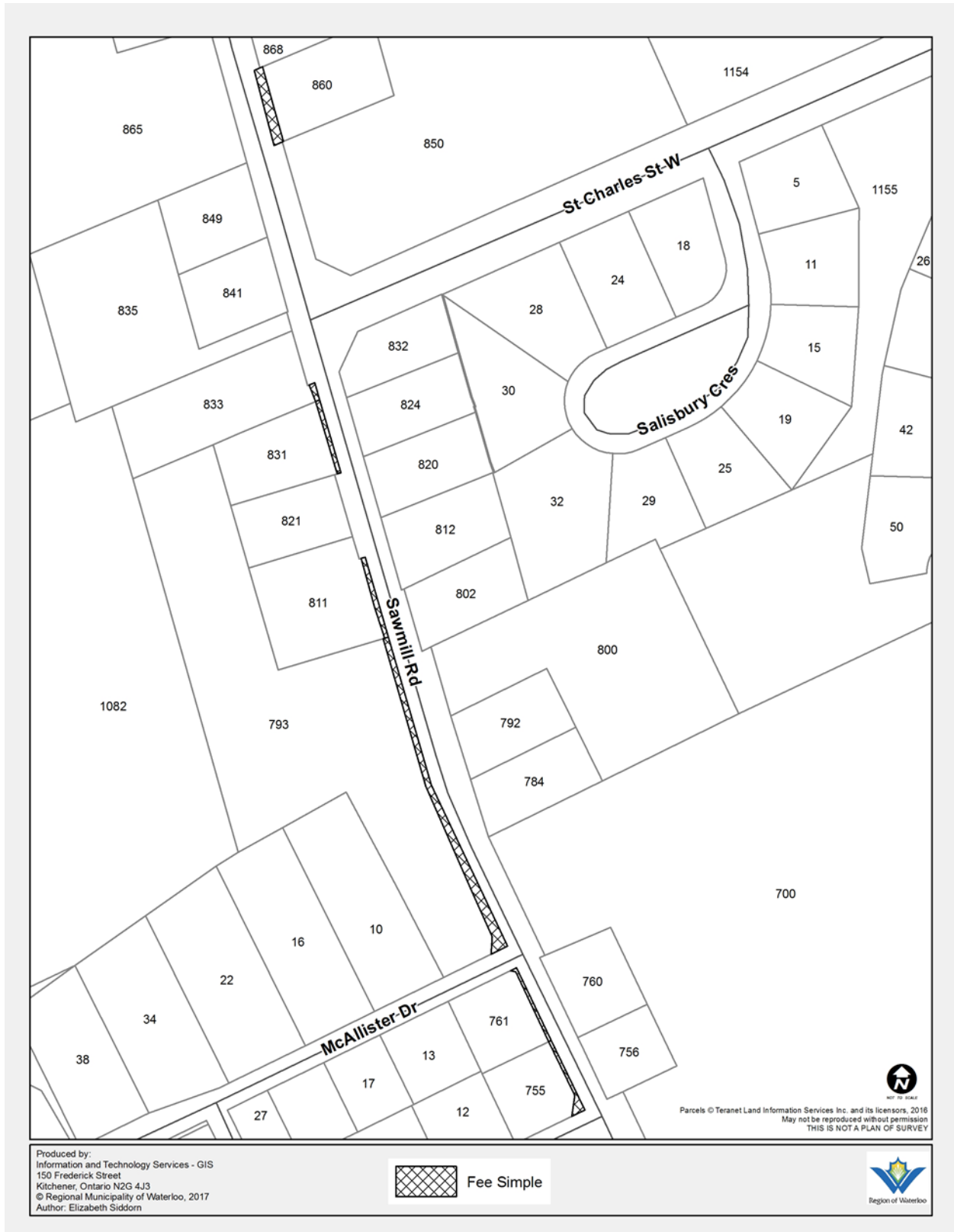
Appendix “Aiii” Map of subject lands – Temporary grading easements

Appendix “B” – Corporate Profiles of Corporate Owners

Prepared By: Arlene Metz, Solicitor

Approved By: Debra Arnold, Regional Solicitor, Director of Legal Services

Appendix "A1" - Map of Subject Lands – Fee Simple Partial Takings



Appendix "Aii" – Map of Subject Lands – Permanent Easements



Appendix "Aiii" Map of Subject Lands – Temporary Grading Easements



Appendix "B" – Corporate Profiles

1. 835 Sawmill Road, Bloomingdale
Owner: STEVANUS ENTERPRISES INCORPORATED
Annual Return: 2017/07/13
Directors/Officers: Timothy Richard Stevanus, Donald Graham Stevanus, Bryan Mark Stevanus

2. 811 Sawmill Road, Bloomindale
Owner: 1719259 ONTARIO LTD.
Annual Return: 2017/04/09
Directors/Officers: Mark James Goodyear



Report: TES-TRS-18-01

Region of Waterloo

Transportation and Environmental Services

Transit Services

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

Date: January 9, 2018 **File Code:** D28-50(A)

Subject: **Ottawa iXpress Implementation Plan**

Recommendation: For information.

Summary:

Grand River Transit (GRT) continues to develop its iXpress network, which provides frequent, limited-stop service along major travel corridors. These routes are intended to provide faster, more direct service to ION stations and key destinations in the Region, to meet the transportation goals set by Regional Council. In 2018, a new iXpress route will launch on Ottawa Street in Kitchener. This report provides a status update on the implementation of the route.

Report:

Background

The 2017-2021 GRT Business Plan (TES-TRS-17-15) identifies transit improvements required over the next five years to attain the 2010 Regional Transportation Master Plan ridership targets, support the Regional Official Plan growth and intensification goals, and achieve seamless integration of ION and conventional services. One of the key focus areas of this new business plan is a Service Improvement & Ridership Growth Strategy, advertised publically as GRT's New Directions (Attachment 1). This includes completing the iXpress network to provide frequent, limited-stop service along major travel corridors connecting with ION stations. Passenger amenities such as large shelters, bicycle racks, and real-time information displays are provided at most stops to enhance the rider experience. The complete iXpress/ION network is shown in Attachment 2.

The next iXpress route to be implemented in 2018 is the 205 Ottawa iXpress. This route will provide an important 'missing link' connecting east and west Kitchener, integrating with ION LRT at Borden and Mill stations, as shown in Attachment 3. Today, crosstown travel on GRT requires travelling to Downtown Kitchener first. This adds considerable out-of-direction travel for riders not destined to the downtown. As well, there is no continuous route along Ottawa Street, a major corridor crossing the city with concentrations of employment and dense residential areas. The 205 iXpress will fill that gap in the transit network with a frequent, limited-stop express service. The route will connect to the following key destinations:

- Sunrise Shopping Centre
- McLennan Park
- Laurentian Power Centre
- ION stations (Mill, Borden)
- Kitchener Auditorium
- Stanley Park Mall and Community Centre
- Lackner Centre

Service would run every 15 minutes during the daytime on weekdays, and every 30 minutes on evenings, weekends and holidays. Fourteen new iXpress stops would be built, with enhanced amenities. A photograph of the shelters being installed at stops is shown in Attachment 4.

Steps Completed

1. Public Consultation

Multiple public consultation activities have taken place over the past three years where feedback was received about the 205 Ottawa iXpress. At all events, the route received strong support from attendees and survey respondents. Consultations completed to-date include:

- 2015 Service Plan PCCs and PICs
- Moving Forward PCCs
- City of Kitchener Planning Around Rapid Transit Stations (PARTS) PICs
- ION Community Open Houses
- ION Stage 2 Consultation Centres
- 2018 Transit Network PCCs

In addition to broad general support for the route, comments were received about specific stop locations and concerns about the small deviation onto Borden Street to reach Borden Station. The stop locations shown in Attachment 3 were planned based on the limited-stop principle for express routes, and are located at key intersections, transfer points, and major trip generators. They were refined through consideration of

public feedback. The deviation along Borden Street, while slightly less direct, provides seamless connections to ION, which is an important component of GRT's network redesign.

Other comments requested the route be extended west along Ottawa Street from the planned terminus at the Sunrise Centre to Trussler Road. As shown in Attachment 2, this extension is currently planned for 2021, once additional development activity occurs in the area to support the service, and Ottawa Street is reconstructed.

2. Stop Infrastructure

Shelters, benches and bike racks for stops were ordered and delivered to the Region's contractor in Fall 2017 for installation. Easements from adjacent property owners, where required to install shelters, are being obtained through coordination with Legal Services staff. Bicycle racks have also been delivered to the Region's contractor. Installation of shelters, benches and bike racks was completed for most stops in December 2017. Some stops will receive shelters in early 2018, where the Region is still pursuing easements or access to work areas from other contractors. As many stops as possible will have full amenities installed for the launch of the route in April 2018.

The recent installation of bicycle racks represented the largest roll-out of bike racks at bus stops in the history of GRT, as racks were also placed at other existing iXpress stops as well. In total over 90 bike racks were installed across the transit network.

Real-time information displays were ordered in early 2017. Delivery of that order to the Region has been completed. Installation and hookup of the displays has begun, and will continue into 2018 as the remainder of the shelters are installed.

3. Sunrise Centre Terminal Preliminary Design

To improve passenger connections to redesigned local routes in Southwest Kitchener, as well as to provide an end-of-route layover and operator break facility, a new terminal is planned at the Sunrise Shopping Centre at 1400 Ottawa Street South. With the transition of routes away from Charles Street Terminal and Forest Glen, the new terminal at Sunrise will provide some of the functions that currently exist at those sites in a location that will be more effective for new and redesigned routes, including the 205 Ottawa iXpress. The terminal will be fully accessible, and include the following features:

- Concrete bus bays
- Central island platform
- New pedestrian crossings and walkways
- Passenger amenities
- Landscaping and lighting
- Operator break facility

The Region has met with the property owners multiple times over the past year, and discussions have been positive. An agreement to construct a transit facility on the property will be finalized in early 2018.

Stantec Consulting Ltd. has been retained to complete the design of the terminal and coordinate various approvals for its construction. A preliminary design has been completed, and is shown in Attachment 5. The operator facility would be provided by Sunrise, within one of the existing commercial spaces that is currently being renovated for prospective tenants. The space would then be leased to GRT. This arrangement avoids the need to construct a new, free-standing building, will reduce up-front construction costs to the Region, and capitalizes on ongoing renovation work by a co-operative partner.

Next Steps

Remaining tasks to be completed ahead of the service launch are as follows:

1. Complete acquisition of outstanding easements required for shelter installation
2. Complete installation of outstanding stop infrastructure
3. Finalize the route schedule
4. Hold Public Information Centres in Winter 2018
5. Distribute mailers to addresses within walking distance of the new route to promote the new service, and other marketing activities
6. Finalize an agreement with the owners of the Sunrise Centre for operation on their property
7. Obtain regulatory approvals and construct the new Sunrise Centre terminal facility
8. Install bus stop signage
9. Update customer information
10. Launch route for the Spring 2018 schedule period (April 30, 2018)

Corporate Strategic Plan:

The implementation of the Ottawa iXpress meets Strategic Plan Focus Area Objective 2.1 – Sustainable Transportation: Create a public transportation network that is integrated, accessible, affordable and sustainable.

Financial Implications:

The Ottawa iXpress route was identified as Priority Bundle 3 in the 2017 Budget Issue Paper – Implementation of GRT Business Plan presented to Regional Council. During 2017 budget deliberations, Council approved this route for implementation in 2018. As a result, the 2018 GRT budget includes operating costs of \$1,075,000 and ridership revenue of \$232,000 related to the implementation of the 205 Ottawa iXpress in April 2018.

The approved 2018 GRT Capital Program includes \$900,000 to be funded from development charges (37%; \$333,000) and property tax funded debentures (63%; \$567,000) for the Sunrise Centre Terminal construction.

Other Department Consultations/Concurrence:

Transit Services staff continue to work with Design & Construction and Legal Services staff to complete the required next steps.

Attachments:

Attachment 1 – GRT's New Directions

Attachment 2 – Integration of ION and iXpress by 2021

Attachment 3 – Ottawa iXpress Route Map

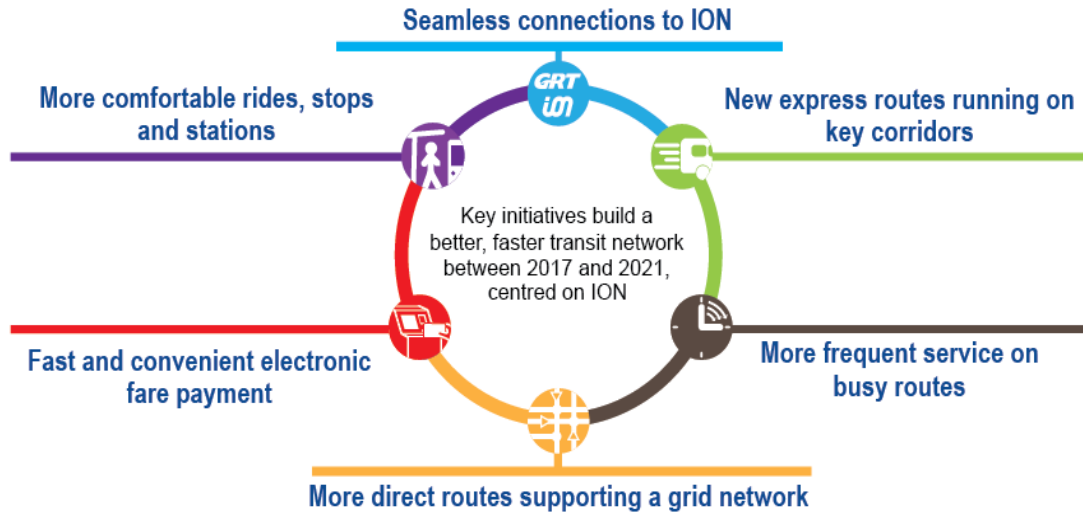
Attachment 4 – Stop Infrastructure

Attachment 5 – Preliminary Design of Sunrise Centre Terminal

Prepared By: Eric Pisani, Principal Planner, Transit Development

Approved By: Thomas Schmidt, Commissioner, Transportation & Environmental Services

Attachment 1 – GRT's New Directions



Seamless connections to ION

Bus routes redesigned to connect directly to ION light rail or ION bus stations, so you can transfer seamlessly.

New express routes running on key corridors

Fast, direct service between key destinations.

More frequent service on busy routes

Leave when you want, without checking the schedule, because there's always a bus coming.

More direct routes supporting a grid network

Local routes redesigned for more efficient travel.

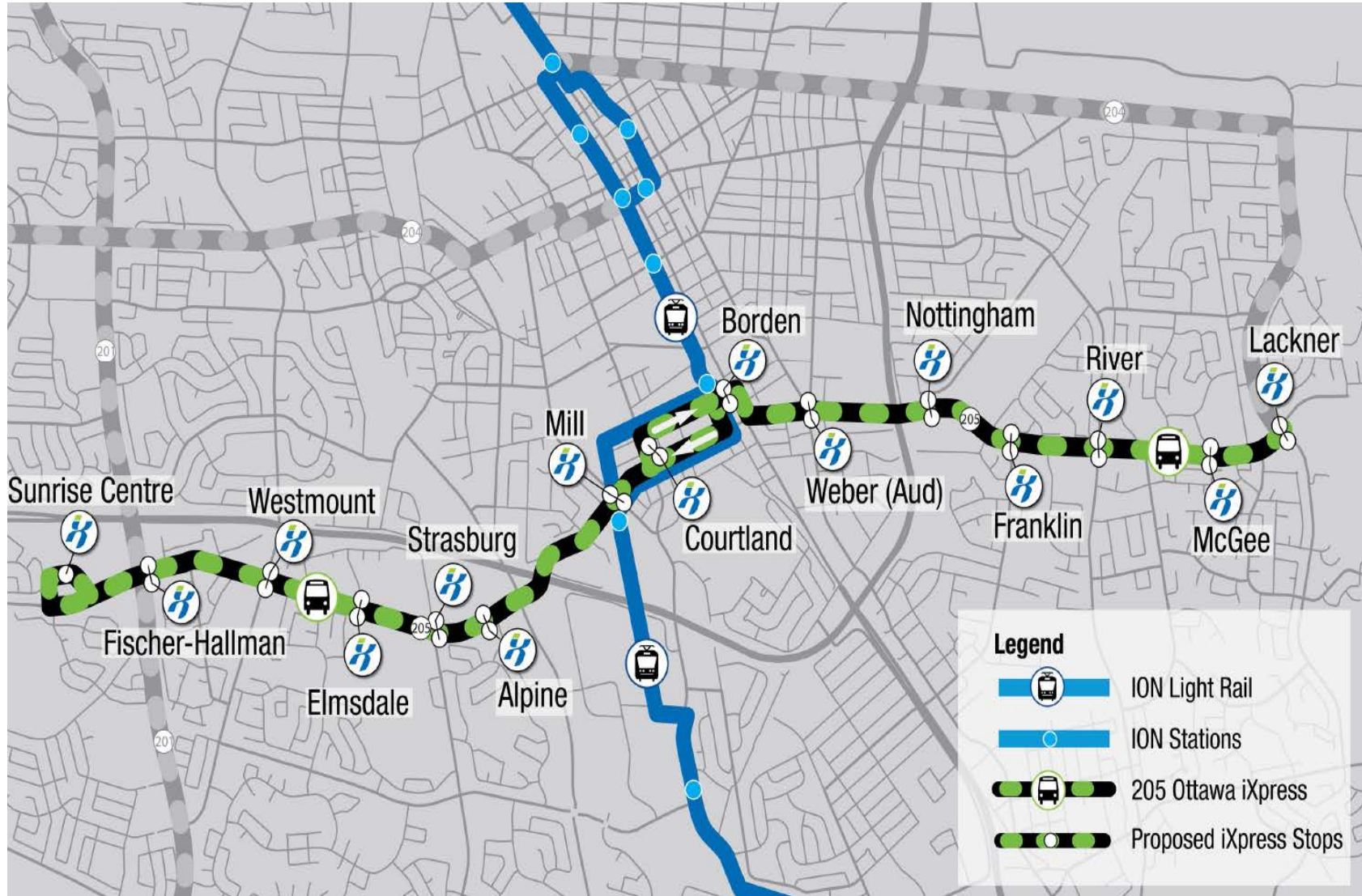
Fast and convenient electronic fare payment

Tap a smart card on the electronic farebox to pay your fare, and load value on your card right from home.

More comfortable rides, stops and stations

New terminals and transit hubs, more shelters and more real-time displays. Plus more frequent service means less crowded buses.

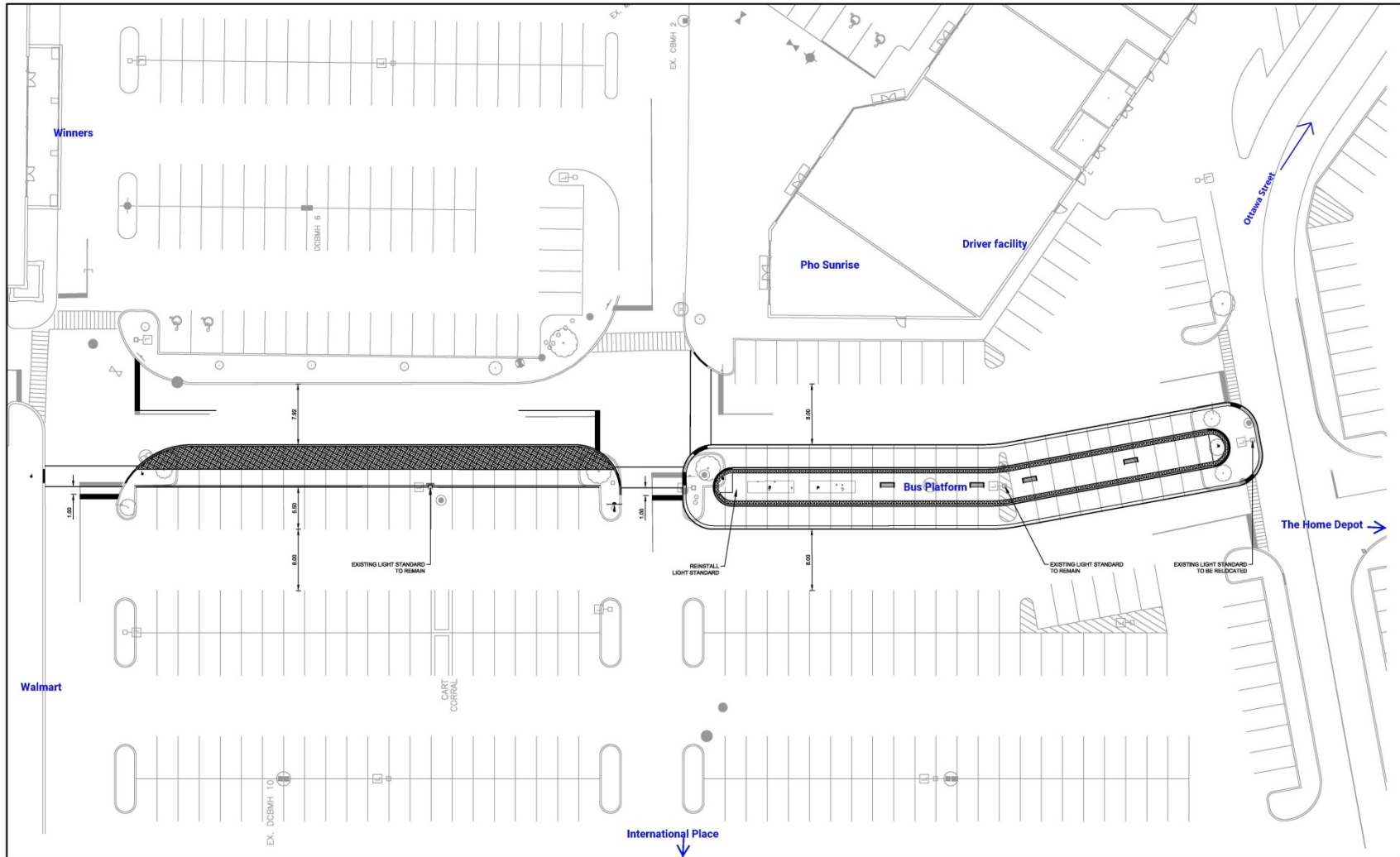
Attachment 3 – Ottawa iXpress Route Map



Attachment 4 – Stop Infrastructure



Attachment 5 – Preliminary Design of Sunrise Centre Terminal





Report: TES-WAS-18-01

Region of Waterloo

Transportation and Environmental Services

Water Services

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

Date: January 9, 2018 **File Code:** C03-30/2662/WWCGF-20

Subject: **Financial Support of Waterloo Wellington Children's Ground-Water Festival**

Recommendation:

That the Regional Municipality of Waterloo provide on-going financial support to the Waterloo Wellington Children's Groundwater Festival in the amount of \$30,000 each year for a 5-year term as outlined in Report TES-WAS-18-01 dated January 9, 2018.

Summary:

Nil

Report:

Community education and participation is essential for source water protection initiatives and is one of the key components outlined in the Water Resources Protection Strategy. The Waterloo Wellington Children's Groundwater Festival (Festival) has been and continues to be a fundamental program for educating local children and by extension their parents about water protection and conservation. This is the 23rd year for the Festival. To-date, over 97,000 students have participated and including adults and volunteers results in a total of over 130,000 members of the community that have been educated on water protection and conservation related topics since the Festival's inception in Waterloo Region.

The Festival is a week-long event hosted at Waterloo Region Museum in late May to early June. It provides hands-on water education opportunities for students in Grades 2 to 5 and is closely linked to the provincial education curriculum. An organizing committee consisting of staff from Region of Waterloo Water Services, Public Health,

and Planning, Development and Legislative Services; City of Kitchener and Kitchener Utilities; City of Waterloo; Centre Wellington; City of Guelph; Grand River Conservation Authority; University of Waterloo; and several private firms develop the Festival format for each year. The Festival is run by Waterloo Region Museum staff, the steering committee, one paid staff coordinator and approximately 560 volunteers of which approximately 400 consist of area high school students.

Financing for the Festival, which has operating costs of \$120,000, has varied each year and is obtained from a variety of sources including private sector grants (e.g. TD Friends of the Environment), private sector sponsorship, The Region of Waterloo, City of Guelph, Kitchener Utilities, City of Waterloo, City of Cambridge, Centre Wellington and the Grand River Conservation Authority (Foundation). Many of these organizations including the Region of Waterloo also provide in-kind financial support through volunteers and by equipping some of the activity centres.

Water Services has been involved with the Festival since its inception and has contributed \$30,000 per year since 2004. Regional Council has authorized this payment on a five-year basis including that for the period 2013 through 2017 (E-13-039). As the Festival is part of Water Services core education and awareness initiatives, staff is requesting Regional Council's approval for an on-going, annual commitment of \$30,000 for a 5-year term. Region staff will revisit this approach and bring forward appropriate recommendations for Regional Council's consideration if there is any substantive change to the content or the structure of the Festival in future years.

Corporate Strategic Plan:

The Festival contributes to the implementation of the Region's Strategic Plan objectives to protect the quality and quantity of our water resources.

Financial Implications:

The approved 2018 Water Capital Program includes \$601,000 in project #4124 (Source Protection Planning & Programs) in 2018 and sufficient funds are included in subsequent years. This project is funded 26% (\$156,260) from Regional Development Charges and 74% (\$444,740) from the Water and Wastewater Capital Reserve Funds.

Other Department Consultations/Concurrence:

Staff from Waterloo Region Museum, part of the Planning, Development and Legislative Services, supports the Festival and Water Services on-going financial contribution.

Attachments: Nil

Prepared By: Eric Hodgins, Manager, Hydrogeology & Source Water

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



Report: TES-DCS-18-01

Region of Waterloo
Transportation and Environmental Services
Design and Construction

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

Date: January 9, 2018

File Code: T02-30(A) / 05697
07318

Subject: C2017-21: Consultant Selection – Environmental Assessment, Preliminary Design, Detailed Design, Contract Administration & Construction Inspection Services for Fairway Road (Region Road 53), King Street East (Regional Road 8) to Lackner Boulevard (Regional Road 54), City of Kitchener

Recommendation:

That the Regional Municipality of Waterloo enter into a Consulting Services Agreement with MTE Consultants Inc. to provide engineering consulting services for environmental assessment, preliminary design, detailed design, contract administration and construction inspection services for Fairway Road Improvements from King Street to Lackner Boulevard in the City of Kitchener at an upset fee limit of \$794,366.65 plus applicable taxes for the environmental assessment, preliminary design and detailed design phases, with contract administration and construction inspection services to be paid on a time basis, as described in report TES-DCS-18-01, dated January 9, 2018.

Summary:

The Regional Municipality of Waterloo intends to undertake an environmental assessment, preliminary design, and detailed design for reconstruction of Fairway Road from King Street to Lackner Boulevard in the city of Kitchener. As part of the environmental assessment and planning for this project, other improvements that will be considered include, but are not limited to: widening, intersection improvements, active transportation facilities, and traffic control and street lighting upgrades. Please refer to **Appendix A** for a Key Plan of the project limits.

A consultant selection process was conducted in accordance with the Region's Purchasing By-law and the Consultant Evaluation Team recommends that MTE Consultants Inc. be retained to undertake this assignment at an upset fee limit of \$794,366.65 plus applicable taxes for the public consultation, preliminary design and detailed design phases, with construction inspection and contract administration services to be paid on a time basis.

Funding of \$7,720,000 for this project is included in the 2018 Transportation Capital Program (TCP) in years 2018 - 2023.

Report:

1. Background

The Region of Waterloo intends to undertake an Environmental Assessment for the reconstruction of Fairway Road Improvements from King Street to Lackner Boulevard in order to address the deteriorated pavement conditions. In addition to the roadway reconstruction, other potential improvements to be considered during the environmental assessment of this project include widening, enhanced active transportation facilities for pedestrians and cyclists, intersection improvements, improvements to Grand River Transit facilities, traffic control and street lighting upgrades and boulevard landscaping, where feasible.

Please refer to **Appendix A** for a Key Plan of the project area. Construction of the proposed improvements is planned to occur in 2023-2024.

The Project Team includes staff from the Region and the City of Kitchener as well as City of Kitchener Councillor Dave Schnider and Region of Waterloo Councillor Tom Galloway.

All planning and design for this assignment shall be completed in accordance with all Regional Master Plans, policies, practices, design guidelines, standards and specifications. A public consultation program will be undertaken as part of the planning phase for this project.

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 of Waterloo and Ontario Public Buyers Association websites. Nine (9) Letters of Interest were submitted and evaluated by the Consultant Evaluation Team which consisted of the following staff:

- Jason Lane, Senior Project Manager, Transportation Expansion;
- Justin Armstrong, Senior Project Manager, Transportation Expansion;
- Marcos Kroker, Head, Transportation Expansion;

- Hanan Wahib, Senior Transportation Planning Engineer, Transportation; and
- Tina Lumgair, Buyer, Treasury Services.

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

- IBI Group;
- MTE Consultants; and
- WSP Canada Inc.

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 (25%)
- Experience on Similar Projects (10%)
- Experience of the Project Support Staff (15%)

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, experience and price factors (described above), MTE Consultants Inc. scored the highest of the three short-listed consultants. Accordingly, the Consultant Evaluation Team recommends that MTE Consultants Inc. be retained to undertake the environmental assessment, preliminary design, detailed design, contract administration and construction inspection services for this assignment.

3. Scope of Work

For this engineering assignment, the consultant will complete the following tasks: conduct an environmental assessment; develop and present design alternatives at Public Consultation Centres; complete preliminary and final design of the road improvements; prepare contract drawings, specifications and tender documents; develop traffic staging plans; obtain all necessary agency approvals; assist during the tendering period; provide contract administration and site inspection services during construction; prepare record drawings; and provide post-construction services during the warranty period. 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 proposed preliminary schedule for this assignment is as follows:

Environmental Assessment and Preliminary Design	Winter 2018 – Summer 2019
Detailed Design, Land Acquisition, Utility Relocation	Fall 2019 – Spring 2022
Construction	Spring 2022 – Fall 2023

5. Consultant's Upset Fee

The short-listed consultants were requested to submit an upset fee for services required to complete the Environmental Assessment, Preliminary Design and Detailed Design. An estimated fee for contract administration and construction inspection services was also developed by Region staff for budget purposes. As is Region practice, only the upset fee limit component was used in the consultant evaluation and selection process. MTE Consultants Inc.'s price was the lowest submitted from the three short-listed consultants. The upset fee limit proposed by MTE Consultants Inc. to complete the environmental assessment, preliminary design and detailed design is \$794,366.65 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**.

For road reconstruction projects such as Fairway Road, the fees required for contract administration and construction inspection services can vary significantly depending on the final design, weather conditions, unforeseen conditions encountered during construction, contractor performance, as well as other unknowns. Since an upset fee limit does not lend itself well to these types of services, it has been Region practice to pay for construction inspection and contract administration services on a time basis. Region staff has developed a budget estimate of \$450,000 for contract administration and construction inspection services for this project. This estimate will be updated at the time of the construction tender award.

Corporate Strategic Plan:

The reconstruction of Fairway Road from King Street East to Lackner Boulevard satisfies the 2015-2018 Corporate Strategic Plan objectives to build infrastructure for, and increase participation in, active forms of transportation under Strategic Focus Area 2: Sustainable Transportation.

In addition, the Region's consultant selection process meets the 2015-2018 Corporate Strategic Plan objective to ensure Regional programs and services are efficient,

effective, and provide value for money under Strategic Focus Area 5: Responsive and Engaging Government Services.

Financial Implications:

Funding for Project 05697 in the amount of \$4,560,000 and 07318 in the amount of \$3,160,000, totalling \$7,720,000, is included in the 2018 TCP over the years 2018 to 2023 for the environmental assessment, preliminary design, detailed design, and construction of Fairway Road between King Street East and Lackner Boulevard, to be funded from the Roads Rehabilitation Capital Reserve (\$ 4,560,000; 59%) and the Regional Development Charges Reserve Fund (\$3,160,000; 41%).

Other Department Consultations/Concurrence:

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

Attachments:

Appendix A – Key Plan

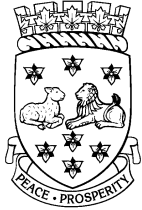
Appendix B – Breakdown of MTE Consultants Inc. Upset Fee Limit

Prepared By: Jason Lane, Senior Project Manager, Design & Construction

Approved By: Thomas Schmidt, Commissioner, Transportation & Environmental Services

Appendix B**Breakdown of MTE Consultants Inc. Upset Fee Limit****Fairway Road (Regional Road 53)****King Street East to Lackner Boulevard****City of Kitchener****Upset Fee for Public Consultation Program; Preliminary Design; and Detailed Design, based on Detailed (Stage 2) Terms of Reference**

1. Environmental Assessment and Preliminary Design	\$348,099.35
2. Detailed Design & Tendering	\$446,267.30
Total Upset Fee Limit and Disbursements (excluding HST)	\$794,366.65



Report: TES-TRS-18-02

Region of Waterloo

Transportation and Environmental Services

Transit Development

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

Date: January 9, 2018 **File Code:** D10-70

Subject: **TravelWise Transportation Management Association Update**

Recommendation:

That the Regional Municipality of Waterloo authorize having organizations currently participating or interested in joining the TravelWise Transportation Management Association execute an Acknowledgement of Terms and Conditions Form, in a form satisfactory to the Regional Solicitor;

That the Regional Municipality of Waterloo authorize the Commissioner of Transportation and Environmental Services to enter into a Consulting Services Agreement with Sustainable Waterloo Region, in a form satisfactory to the Regional Solicitor, to deliver the services of the TravelWise Transportation Management Association for 2018 and 2019, at an upset fee limit of \$122,000 annually, plus applicable taxes, with an option to renew for an additional two year term.

Summary:

The TravelWise Transportation Management Association (TravelWise) is a public-private program where participating workplaces pay a membership fee to the Region based on the size of their organization in exchange for access to transportation demand management (TDM) services, tools, and incentives. Employees of member organizations gain access to online carpool matching and trip logging software, discounted Grand River Transit Corporate Passes, and an Emergency Ride Home Reimbursement service. These TDM measures encourage and support employees at participating workplaces to choose sustainable commuting behaviours instead of driving alone to and from work.

Since the launch of the pilot program in 2012, TravelWise has grown from its original 13 partner employers to 30 member organizations in 2017 that represent over 20,000 employees in Waterloo Region (Appendix A).

Current TravelWise members executed Acknowledgement of Terms and Conditions Forms with the Region that expired December 31, 2017. In order to continue to provide TDM tools to commuters and encourage sustainable transportation, Regional staff recommend having organizations currently participating or interested in joining TravelWise execute new Acknowledgement of Terms and Conditions Forms to the satisfaction of the Regional Solicitor.

The Region has previously contracted the not-for-profit organization Sustainable Waterloo Region (SWR) to provide cost-effective coordination and delivery of many TravelWise services since 2012. The Region's agreement with SWR to deliver TravelWise program services expired December 31, 2017.

The Region issued a Request for Consulting Services in October 2017 and followed the Region's Purchasing By-law for assignments of this nature. The request had four Plan Takers (i.e., interested companies), but only the incumbent SWR submitted a proposal. The consultant selection team was satisfied with SWR's proposal and price, and recommends that SWR be retained to deliver the services of TravelWise for 2018 and 2019 at an upset fee limit of \$122,000 annually, plus applicable taxes. If approved, the Region will enter into a Consulting Services Agreement with SWR, in a form satisfactory to the Regional Solicitor. The Region will have the option to renew the agreement with SWR for an additional two year term (2020-2021) if SWR has met or exceeded the Region's performance expectations for delivering the program.

Report:

TravelWise Service Summary and Membership Terms and Conditions

In January 2012, the Region launched the TravelWise Transportation Management Association (TravelWise) as a two-year pilot program to provide transportation demand management (TDM) services to 13 participating employers and their employees. The Region established the core services of TravelWise during this pilot period. Participating organizations pay a membership fee based on the size of their workplace in exchange for TDM services that include:

- Access to the Grand River Transit Corporate Pass program that enables employees to purchase seasonal or annual passes at a reduced price;
- Access to an online carpool matching and trip logging portal available at www.GoTravelWise.ca;
- Access to an Emergency Ride Home Reimbursement program for participants who commute to work sustainably but need to leave in emergency situations

- (e.g., illness);
- On-site orientation, promotional, and service training events for participating organizations' employees (e.g., Bus "n" Bike demonstrations, carpool software orientation, etc.);
- Member-specific travel behaviour surveys, analysis, and reports with commuter action plan recommendations; and
- Access to best practice documents and quarterly working group meetings where TravelWise Members and program administrators share information and best practice resources on successful commuter programs and initiatives (e.g., planning on-site bike parking, parking policy recommendations, etc.).

Due to membership demand and growth in service uptake since the pilot program, Regional Council approved the continuation of TravelWise and its TDM services in 2013, 2016, and 2017 (Reports P-13-105, TES-TRS-16-01, TES-TRS-17-01, respectively). Council's past approvals enabled the Region to enter into service agreements with existing TravelWise member organizations and those interested in joining, and resulted in TravelWise's membership expanding from 13 to 30 organizations in Waterloo Region (Appendix A). The Region's current Acknowledgement of Terms and Conditions Form with TravelWise members ("TravelWise Terms and Conditions") expired December 31, 2017.

Regional staff recommend having organizations currently participating or interested in joining TravelWise execute Acknowledgement of Terms and Conditions Forms to the satisfaction of the Regional Solicitor. The new Terms and Conditions will remove the term length and include cancellation conditions to reduce the administrative time associated with the previous format that required staff to re-confirm membership among longstanding participants. Organizations may also customize their terms with the Region if they already offer certain TDM services through workplace programs.

Request for Consulting Services to Deliver TravelWise Program Services

The Region has previously contracted the not-for-profit organization Sustainable Waterloo Region (SWR) to provide cost-effective coordination and delivery of many TravelWise services since the pilot. SWR delivered frontline services like technical support, service orientation to members' employees, on-site promotional events, and implementation and analysis of the employee travel behaviour surveys for members. The Region's agreement with SWR to deliver frontline TravelWise program services expired December 31, 2017.

On October 11, 2017, the Region issued a Request for Consulting Services and followed the Region's Purchasing By-law 04-093 for the procurement of goods and services. The Request for Consulting Services outlined the following tasks required to effectively deliver the TravelWise program and its services:

1. Deliver services to organizations participating in TravelWise;
2. Deliver services to TravelWise members' employees/tenants;
3. Prepare and deliver TravelWise marketing and communications;
4. Plan, recruit, and on-board new TravelWise members; and
5. Participate in TravelWise Program updates, development, and budget monitoring.

The request had four Plan Takers, but only one organization (SWR) submitted a proposal. Interested organizations were asked to report why they did not submit a proposal. One organization reported that they find tenders for their members but received no bids, and other reported that they had a full workload and could not take on the project.

The consultant selection team comprised of Transit Services and Treasury Services staff reviewed and assessed SWR's submission based on the following evaluation criteria:

- Quality Factors
 - Project Understanding and Approach: 35%
 - Project Manager Experience and Project Contribution: 20%
 - Project Support Staff Experience and Project Contribution: 15%
 - Firm's Experience on Similar Projects: 15%
- Price Factor
 - Proposal Price: 15%

Prior to opening the Financial Proposal envelope containing proposal price information, the Quality Factors were evaluated. The consultant selection team was satisfied that SWR's proposal demonstrated a good understanding of the project, a capable project team, and demonstrable experience as the incumbent. The Financial Proposal envelope was then opened in the presence of the consultant selection team and Joanne Markovic, Materials Analyst/Senior Buyer, on November 15, 2017. SWR's proposal price (Appendix C) was within the upset limit outlined in the Request for Consulting Services.

Staff were satisfied with SWR's proposal and price submitted through the Request for Proposals process, and recommend that the Region enter into a Consulting Services Agreement with SWR to deliver the services of TravelWise for 2018 and 2019 at an upset fee limit of \$122,000 annually, plus applicable taxes.

Subject to Council's approval of this assignment, work will commence in January 2018. The Region will have the option to renew the agreement with SWR for an additional two year term (2020-2021) if SWR has met or exceeded the Region's performance expectations for the program.

TravelWise Strategic Direction: 2018-2021

TravelWise remains the flagship initiative of the Region's TDM program. The TDM

Program Plan approved by Council in August 2017 (TES-TRS-17-17) recommended expanding the TravelWise program into school and residential settings, and continue building membership along the ION and iXpress corridors.

TDM staff and TravelWise program administrators will work towards getting both local school boards to join TravelWise so that board employees (including teachers) can gain access to TravelWise's core services. In an effort to collaborate on sustainable transportation initiatives, TravelWise will also pilot adapted services for schools engaged in sustainable travel planning once the boards become members. These schools will be eligible to receive special promotions under the banner "TravelWise@School" to engage and incentivize staff and students to lead by example.

The TDM Program will expand residential efforts by piloting TravelWise services with select high-density residential developments near ION stations or iXpress stops. Similar initiatives have been implemented in other cities, including Montreal's "Voyagez Futé" and Boston's "A Better City". Enabling select residential sites to access TravelWise's suite of TDM services would also help new developments meet TDM-related site requirements outlined in their applications, and encourage new residents to adopt transit-supportive travel behaviours.

In anticipation of the launch of ION light rail transit and Grand River Transit's proposed 2018 network, TDM staff and TravelWise administrators have begun to reach out to employers along the ION corridor in Cambridge, Kitchener, and Waterloo. TDM staff will continue these targeted outreach campaigns, and anticipate growth in TravelWise membership in the near future as several organizations have expressed their intent to join the program following the launch of ION and the network redesign.

Corporate Strategic Plan:

TravelWise contributes to the 2015-2018 Strategic Objective 2.1, Action 2.1.4: Develop and implement programs to educate and improve awareness of availability and benefits of transportation choices and options.

TravelWise implements Regional Official Plan policies 3.C.1(b) and 3.C.1(c) by providing TDM programs and services directly to employers, and encouraging alternative modes of transportation.

TravelWise meets Policy Recommendations 7.2.1.1(e) and 7.2.2.5 of the Regional Transportation Master Plan (2011), which recommends a region-wide guaranteed ride home program, and a dedicated program to implement TravelWise-related initiatives, respectively.

The TravelWise program is an example of the Corporate Values of Collaboration, Innovation, and Service at work in the community, as demonstrated by the letters of support recently received by some longstanding TravelWise members (Appendix D).

Financial Implications:

The approved 2018 GRT operating budget includes program funding of \$163,500 to deliver the annual TravelWise program including the launch of both the TravelWise@School and TravelWise@Home pilots. Of this budget amount, member fees paid by organizations participating in TravelWise are anticipated to contribute approximately \$45,000 (28%) of the total program cost. Member fees fully fund the scalable elements of the TravelWise program, such as the costs associated with member's site-specific events/promotions and travel behaviour surveys, as well as advertising material for new member outreach campaigns.

The remaining 2018 program costs (i.e., SWR's consultant fees) of approximately \$118,500 are funded from property taxes as part of the TravelWise Transportation Management Association program budget. Regional Council has increased this sustainable program funding with the approval of budget issue papers in both the 2017 and 2018 budget cycles. The 2018 operating budget is anticipated to be sufficient to sustain the current TravelWise program model and allow up to 40 large organizations to participate.

Other Department Consultations/Concurrence:

Financial Services and Legal Services were consulted in the development of this report. Legal Services will participate in the development of the new TravelWise Acknowledgement of Terms and Conditions Forms for organizations participating in TravelWise, as well as the TravelWise Consulting Services Agreement with SWR.

The Cities of Cambridge, Kitchener, and Waterloo are TravelWise members. The regional scale of TravelWise's service area provides cost savings by eliminating the need for each municipality to create independent workplace programs that offer similar commuter options to their staff and/or local organizations. Additionally, the collaborative approach of TravelWise provides opportunities for staff from the cities and Region to align sustainable transportation policies, programs, and promotions with each other and private employers.

Attachments:

Appendix A. List of TravelWise Member Organizations, December 2017.

Appendix B. TravelWise Services Uptake, 2014-2017.

Appendix C. Breakdown of Consultant's Upset Fee

Appendix D. Letters of Support Received from Current TravelWise Members

Prepared By: Kevan Marshall, Principal Planner, Transportation Demand Management

Approved By: Thomas Schmidt, Commissioner, Transportation and Environmental Services
2566349

Appendix A. List of TravelWise Member Organizations, December 2017.

Organization	Member Since:	Organization	Member Since:
100 Ahrens St. Ltd.	2016	Open Text Corporation	2012
BlackBerry Ltd.	2012	Paradigm Transportation Solutions Ltd.	2012
Borealis Grille & Bar	2017	PEER Group Inc.	2017
City of Cambridge	2012	Region of Waterloo	2010
City of Kitchener	2012	Rez-One Management Corporation	2016
City of Waterloo	2010	Rogers Communications Canada	2013
Communitech Corporation	2013	Sun Life Assurance	2010
Community CarShare	2014	Sustainable Waterloo Region	2014
Crawford & Company	2014	Thalamic Labs	2017
D2L Corporation	2014	THEMUSEUM	2016
Equitable Life Insurance	2010	University of Waterloo	2012
Grosche International Inc.	2017	WalterFedy	2012
Innersee Initiatives Inc.	2017	Wilfrid Laurier University	2012
Kitchener Public Library	2015	WSP (formerly MMM Group)	2013
The Office of Bryan May, MP	2017	YWCA Kitchener-Waterloo	2013

Appendix B. TravelWise Services Uptake, 2014-2017.

Description	2014	2015	2016	2017 (December)
TravelWise Member Organizations (Including Region of Waterloo)	26	27	28	30
Total registered users on GoTravelWise.ca	558	1,092	1,891	3,084
New carpool messages posted by users on GoTravelWise.ca	14	57	200	452
GRT Corporate Pass sales through TravelWise and approximate annual revenue	199 \$119,617	234 \$151,950	285 \$174,445	329 \$197,267

Appendix C. Breakdown of Consultant's Upset Fee

Identified Task	Price
1. Deliver services to organizations participating in TravelWise.	\$57,180
2. Deliver services to TravelWise Members' employees/tenants.	\$1,770
3. Prepare and deliver TravelWise marketing and communications.	\$24,940
4. Plan, recruit, and on-board new TravelWise Members.	\$23,460
5. Participate in TravelWise Program updates, development, and budget monitoring.	\$4,650
6. Reporting	\$5,500
7. Administrative Operations	\$4,500
Total Upset Fee (excluding HST)	\$122,000

Appendix D. Letters of Support Received from Current TravelWise Members



November 30th, 2017

To whom it may concern,

I am pleased for the University of Waterloo to support the Region's ongoing investment into the TravelWise program. The University has been a member since 2012, and continues to benefit from the program's services and support in assisting our employees and students with sustainable transportation choices.

As the Region of Waterloo makes considerable investments and improvements to local transportation infrastructure, programs like TravelWise enable comprehensive programming that build ridership, increase the use of active transportation, and remove barriers to participation. The TravelWise program ensures that there are communication, outreach, and measurement channels for employers across the region to maximize return on investment in these substantial infrastructure changes.

The TravelWise program's commuting survey is Waterloo's primary tool for evaluating the campus modal split, which remains one of the lowest across all participating organizations. As part of our newly formed Environmental Sustainability Strategy, the campus has adopted new targets for increasing the share of active and sustainable transportation trips to campus, and utilizing the TravelWise methodology will ensure comparability of our tracking with those of other organizations and across the Region of Waterloo.

We have seen continual growth in other services that TravelWise provides, including the Corporate Pass and online ridematching and trip-logging platform, which currently has over 600 users from the University. Our staff regularly ask for services that support sustainable transportation options, and TravelWise helps the University meet those employee needs. We expect these numbers to increase over time as ION and other systems build continual momentum.

For these reasons, the University applauds the Region of Waterloo's historical funding and support for the TravelWise program, and strongly encourages continual investment to supplement membership fees. With a network of participating organizations, this program is critical to ensuring business and organizations are engaged in meaningful partnership to encourage sustainable transportation choices among their employees. And with almost 50% of regional emissions being created through transportation, this participation is crucial to achieving other regional goals through the Climate Action Plan, Regional Transportation Master Plan, and Regional Official Plan.

Sincerely,

A handwritten signature in black ink that reads "Sharon Rumpel".

Sharon Rumpel

Manager, Parking and Grounds
University of Waterloo

srumpel@uwaterloo.ca | 519-888-4557 x33510





WATERLOO | Brantford | Kitchener | Toronto

Laurier Sustainability Office
75 University Avenue West
Waterloo, Ontario N2L 3C5

To Whom It May Concern,

It is with great pleasure that the Laurier Sustainability Office writes to support the Region of Waterloo's continued investment in the TravelWise Transportation Management Association. The core employee services TravelWise offers (access to discounted transit passes, emergency ride home reimbursement, and carpool matching software) are essential tools our organization uses to encourage our employees to use sustainable transportation instead of driving alone.

The cost of our member fee is justifiable because of the additional engagement and valuable frontline services we receive, which help us achieve our organizational goals. TravelWise program coordinators host annual on-site training and promotional events like Bike Month that orient our employee to TravelWise's services and help build our supportive workplace culture. Program coordinators also regularly carry out employee travel behaviour surveys. The results of these site-specific surveys are extremely valuable for helping us understand how our employees get to work, identifying opportunities to encourage different modes, and monitoring the impact of our programs over time.

We applaud the Region's ongoing investment in sustainable transportation infrastructure like light rail transit. We hope that the Region recognizes that programs like TravelWise are essential for maximizing its return on this investment. TravelWise's collective impact approach has successfully engaged public and private organizations around the issue of sustainable transportation. With continued Regional support and leadership, TravelWise and its members can help make sustainable transportation the easy choice for our community.

Sincerely,

Stephanie MacPhee
Manager, Sustainability Office
Wilfrid Laurier University



Report: TES-WAS-18-02

Region of Waterloo

Transportation and Environmental Services

Water Services

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

Date: January 9, 2018 **File Code:** E06-80

Subject: **Decommissioning of Unused Municipal Supply Wells**

Recommendation:

That the Regional Municipality of Waterloo approve decommissioning wells K70, K71, K41, K42A, K22A in Kitchener, P6 in Cambridge, the wells supplying West Montrose (WM1, WM2, WM3, WM4) and the wells supplying Conestogo (C3, C4, C5, C6) and direct staff to submit application to revoke related licenses, approvals and permits within five years after the day of this resolution.

Summary:

The Grand River Source Protection Plan (Plan) and Assessment Report (AR) will be amended in 2019 to reflect new information on drinking water supply sources in the Grand River watershed. For Waterloo Region, this new information results from the completion of the Tier 3 Water Budget and Local Area Risk Assessment (Tier 3). While this assessment identified that the Region has a low risk of not being able to meet future water supplies using its current water supply sources, the Plan needs to be amended to include the technical information from the Tier 3 project. As the Tier 3 project represents an updated and more comprehensive interpretation of the Region's drinking water sources, Region staff are also in the process of updating the well head protection areas that will be included in a future amendment to the Plan.

The updated well head protection areas are based on pumping rates established through the integration of the Tier 3 project and the Master Water Supply Plan (2015). The Master Water Supply Plan identified several wells that were deemed to not be necessary to meet future water demand. Section 14 of O. Reg. 287 of the Clean Water Act allows municipalities to remove drinking water systems from the AR if a council

resolution is passed stating that the municipality intends to discontinue the use of the drinking water system and apply to revoke related licenses within five years after the day the resolution is passed. Accordingly, Region staff propose to decommission wells K70, K71, K41, K42, K22A, P6, and the wells supplying West Montrose (WM1, WM2, WM3, WM4) and Conestogo (C3, C4, C5, C6) and not include them in the amended Plan and AR.

Report:

The Source Protection Plan Helps Protect the Region's Drinking Water Sources

The Grand River Source Protection Plan (Plan) contains policies to mitigate the risk of specific activities to municipal supply wells within the Grand River Watershed. The Plan is a requirement of the Clean Water Act (2007) and was developed jointly by Grand River Conservation Authority and municipal staff on behalf of the Lake Erie Source Protection Committee. The Plan consists of a policy section and an Assessment Report (AR) that provides the technical basis for determining where the policies apply. The Plan was approved by the Ministry of Environment and Climate Change in 2015 with an effective date of July 1, 2016.

The policies are applied in well head protection areas in accordance with the rules and regulations of the Clean Water Act. At the time of approval, the Plan did not contain policies for water quantity threats/activities as water budget studies to address the regulatory requirements had not been completed. In September 2016, the Ministry of Natural Resources and Forestry approved Waterloo Region's Tier 3 Water Budget and Local Area Risk Assessment project (Tier 3). The outcome of this eight-year study was that the Region's drinking water supplies were at a low risk of not meeting future water demands. Accordingly no water quantity policies are required to be included for the Region in the Plan.

The groundwater flow model developed for the Tier 3 project represents an updated and more comprehensive interpretation of the Region's drinking water sources. Region staff are in the process of updating the well head protection areas that will be included in a future amendment to the Plan using this model. The updated well head protection areas are based on pumping rates established through the integration of the Tier 3 project and the Master Water Supply Plan (2015). The Master Water Supply Plan identified several wells that were deemed to not be necessary to meet future water demand. Section 14 of O. Reg 287 of the Clean Water Act allows municipalities to remove drinking water systems from the AR if a council resolution is passed stating that the municipality intends to discontinue the use of the drinking water system and apply to revoke related licenses within five years after the day the resolution is passed.

This report provides a summary of the wells that Region Staff have proposed to be removed from service and not be included in the amended Plan. A summary of each well system and the rationale for decommissioning is provided.

The Region's Long Term Water Supply is Sustainable

The objective of the Tier 3 project was to assess the ability of the Region's supply sources to meet 2031 demands under several scenarios including potential drought conditions and reduced infiltration related to new development. The pumping rates used as the starting point of this evaluation were based on capacity calculations and hydrogeologic properties of each well as developed through the original Environmental Assessments for the wells and studies conducted as part of the Water Resources Protection Strategy. These initial pumping rates were then modified and optimized to address interactions between supply wells and historic precipitation records to achieve a water balance for all the wells and aquifers in the Region.

The Master Water Supply Plan was updated in 2015 in part to reflect the declining trend in water demand that was identified in 2008/2009. As this update was occurring during the middle of the Tier 3 project, Region staff integrated the two projects utilizing the comprehensive groundwater flow model developed in the Tier 3 model to confirm the sustainability predictions of each supply source in the Master Water Supply Plan. Based on this integration and as noted above, the Tier 3 project concluded that the Region's water supply was sustainable and adequate to meet future water demand.

Several Water Supply Wells Not Needed to Meet Future Demand

The status of the supply wells in the approved Plan and AR reflects their status as of 2008. As part of the integration of the Tier 3 project and Master Water Supply Plan, capacity from several wells were not needed to meet future demands and pumping rates of zero were allocated for these wells in the Master Water Supply Plan. Since they will not be needed for future supply, then well head protection areas do not need to be delineated and policies in the Plan will not apply to these wells. A summary of the rationale for decommissioning of these wells is provided below. Location maps of the well systems are presented in the attachments to this report.

Forwell Wells - K70/K71

These wells are located on the east side of the Grand River in Breslau. They were constructed in 1977 and consist of shallow (15 m deep) horizontal collector pipes constructed in the flood plain parallel to the Grand River. These wells have not been used since the middle 1990s and will require additional treatment to meet current standards for wells under the influence of surface water before they can be utilized in the future. The Region does not own the land where the wells are located but rather has an agreement to construct/operate the wells with the land owner (Forwell Sand and Gravel/Dufferin Aggregate) who also operates an active aggregate extraction operation

surrounding the wells. The extraction operation complicates the operation and monitoring of the water supply system including: difficulty accessing the site due to security requirements of the property and regular changes to the access road location in response to changing extraction areas; decreasing the security of supply due to the creation of several large ponds down to bedrock that create new pathways for water to the wells and dewatering operations that change the flow directions to the wells; and difficulty in creating permanent monitoring locations due to changes in extraction areas. While these wells were originally included in the proposed Grand River Reservoir and Treatment Plant, the lost capacity of these wells can be offset by the new Maple Grove well near the Region's Operation Centre. This revised concept for the Grand River Reservoir and Treatment Plant is included in the updated Master Water Supply Plan.

Lancaster Wells - K41/K42

These wells are located in eastern Kitchener north east of Victoria Street and just west of the Grand River. K41 was constructed in 1937 to a depth of 35 m and K42A was constructed in 1967 to a depth of 51 m. K41 was used for water supply intermittently until 1991 but has not supplied water to the system since then. K42A was only used for approximately 1 year following construction. Historically, both wells had reports of aesthetic quality concerns (likely iron and manganese) and sulphur odours. K41 is located in an area of heavy industry including several automobile scrap yards which likely contain storage of chemicals that could pose a risk to the supplies. It will also be located within 10 m of the proposed new ramp to Highway 7 increasing the risk of impact from winter deicing operations. K42 is located in a residential area but a city of Kitchener Sewage lift station and raw sewage reservoir which extends to approximately 16 m depth is located approximately 20 m north east of the well which poses a risk to the well. The long term operation of these wells would require construction of treatment facilities for iron and manganese. The recent Master Water Supply Plan did not include these wells as part of the Integrated Urban System capacity in part because of the lack of their recent operation and concerns about odours.

Mannheim Well - K22A

K22A is located on the west side of the town of Mannheim and is part of the Mannheim West well field. It was constructed in 1967 following the deterioration of the original well K22 due to formation of iron bacteria and presence of sediment. It obtains water from a shallow aquifer that is hydraulically connected to Alder Creek. The historical operation of the well includes repeated performance declines and subsequent rehabilitation. Following further assessment, it was concluded that mixing of anaerobic (deeper regional) and aerobic (shallower local) water results in the precipitation of iron and/or manganese oxides which corresponds with an increase in turbidity under sustained pumping conditions at Production Well K22A. The installation of ultraviolet radiation (UV) treatment in the early 2000s exacerbated the operational issues at the supply well

because the turbidity reduces the effectiveness of the UV treatment. The well has not operated regularly since 2007. In 2016, staff consolidated the water taking for all 16 Mannheim area wells (including those in the East, West, Peaking and Aquifer Storage and Recovery well fields) into a single permit. The permit reallocated some of the capacity from Mannheim West to the Peaking wellfield so that the Peaking wells could be used year round instead of seasonally. As a result the amount of water in the Mannheim west wells was decreased in part to reflect the challenges of maintaining capacity at the K22A site.

Dunbar Road Well - P6

This well is located adjacent to Dunbar Road in Dumfries Park in Cambridge. It was constructed in 1951 and was in operation until late 2011 when the pump motor failed. As part of the subsequent maintenance of the well and pump, a hole was identified in the steel casing that prevented the well from being brought back into service. To fix the well, a liner would need to be installed to seal the well casing which would limit the size of the pump in the well reducing its capacity. At approximately the same time, the Water Supply and Distribution Operations Master Plan (2015) was being undertaken and had identified that this well was a relatively small capacity well, was surplus for the Cambridge water supply system, and recommended that the well be decommissioned. Accordingly, the repairs to the well were not undertaken and this well has remained inactive.

West Montrose - WM1, WM2, WM3, WM4 and Conestogo - C3, C4, C5, C6 Wells

Some portions of the communities of West Montrose and Conestogo receive drinking water from municipal water sources. Class Environmental Assessment studies completed for West Montrose in 2013 and for Conestogo Plains in 2015 recommended replacement of the local municipal water supply sources for these communities with water from the Integrated Urban System through a connection at St. Jacobs. The construction of this connection was initiated in 2017 and is anticipated to be completed by 2020. The four wells in West Montrose and four in Conestogo are not needed to meet future water supply.

As wells K70, K71, K41, K42, K22A, and P6 as well as the existing supply wells in West Montrose and Conestogo are not necessary to meet future demand, Water Services proposes to decommission them as part of their well operations initiatives. However, a council resolution is needed to formally remove the wells from the Plan and AR and to ensure that policies in the Plan do not apply to these areas.

New Well Supply

It is important to note that while these six wells will be decommissioned, Region staff have been actively replacing other supply wells since 2007 to ensure the sustainability

of the water supply sources. A total of 18 new wells have been re-drilled and replacement wells constructed around the Region.

Well Decommissioning

Region staff have initiated the well decommissioning at several of the sites which will continue into early 2018. Following well decommissioning, Region staff will engage a contractor to remove the buildings and related infrastructure. Finally, Region staff will submit applications to remove associated water taking and facility permits. Any land disposition will follow the standard process. Some properties will be maintained as monitoring wells and other water infrastructure is located at these sites.

In addition, staff have initiated the update to the well head protection areas to reflect this new information and approach. A report showing the new well head protection areas will be presented to Regional Council in the spring of 2018 prior to submitting these to the SPC committee for consideration in an amendment to the Plan. The Grand River Conservation Authority will undertake further public consultation on the proposed amendment to the plan in 2019. Submission of the proposed Plan to the Ministry of Environment and Climate Change for their approval will follow the public consultation.

Corporate Strategic Plan:

Council resolutions for decommissioning supply wells and thereby excluding them from a future amendment to the Source protection plan assists in the implementation of the Source Protection Plan which is an action item in the Region's 2015-2018 Strategic Plan in Focus Area 3: Environmental and Sustainable Growth to protect the quality and quantity of our water resources.

Financial Implications:

The approved 2018 Water Capital Budget includes \$822,000 for 'Well Replacement' of which \$214,000 (26%) is funded from Regional Development Charges and \$608,000 (74%) is funded from the Water Capital Reserve. The amount of \$87,000 has been allocated for the decommissioning of wells K70/K71, K41, K42A, K22A and P6.

The approved 2018 Water Capital Budget also includes \$4,350,000 for 'Conestoga Plains and West Montrose System Upgrades' of which \$1,091,850 (25.1%) is funded from Regional Development Charges and \$3,258,150 (74.9%) is funded from the Water Capital Reserve. This budget will be used for the decommissioning the Conestoga and West Montrose wells.

Other Department Consultations/Concurrence:

The municipal wells described in this report are currently designated as Wellhead Protection Areas on Maps 6a to 6f (Source Water Protection Areas) of the Regional

Official Plan (ROP). As a result, the decommissioning of these wells by Regional Council would require a corresponding ROP amendment to delete the wells from the Region's Wellhead Protection Area mapping.

The Community Planning Division will be initiating a municipal comprehensive review of the ROP beginning in 2019. As part of this review, Water Services and Community Planning staff will update the ROP's source protection policies and mapping to address any decommissioned wells described in this report, and to implement the forthcoming updates to the Grand River Source Protection Plan and Assessment Report. Any proposed changes to Region's source water protection would be subject to Regional Council's support and Provincial approval.

Attachments:

Attachment A – Well Field Location Map

Attachment B – Forwell Wells – K70 and K71

Attachment C – Lancaster Wells – K41 and K42A

Attachment D – Mannheim Well – K22A

Attachment E – Dunbar Road Well – P6

Attachment F – West Montrose Wells – WM1, WM2, WM3 and WM4

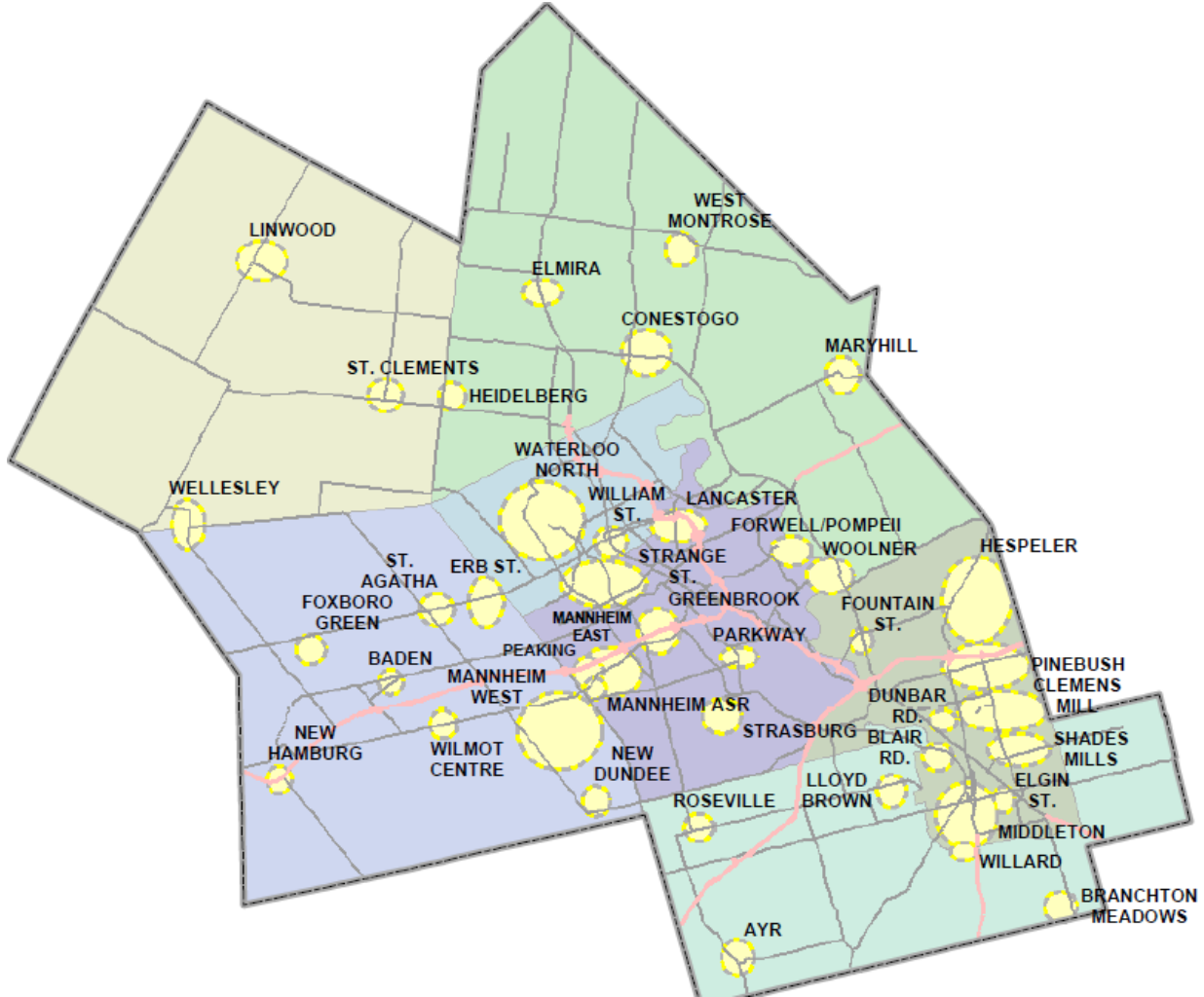
Attachment G - Conestoga Wells – C03, C04, C05 and C06

Prepared By: Eric Hodgins, Manager Hydrogeology and Source Water

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

Attachment A

Well Field Location Map



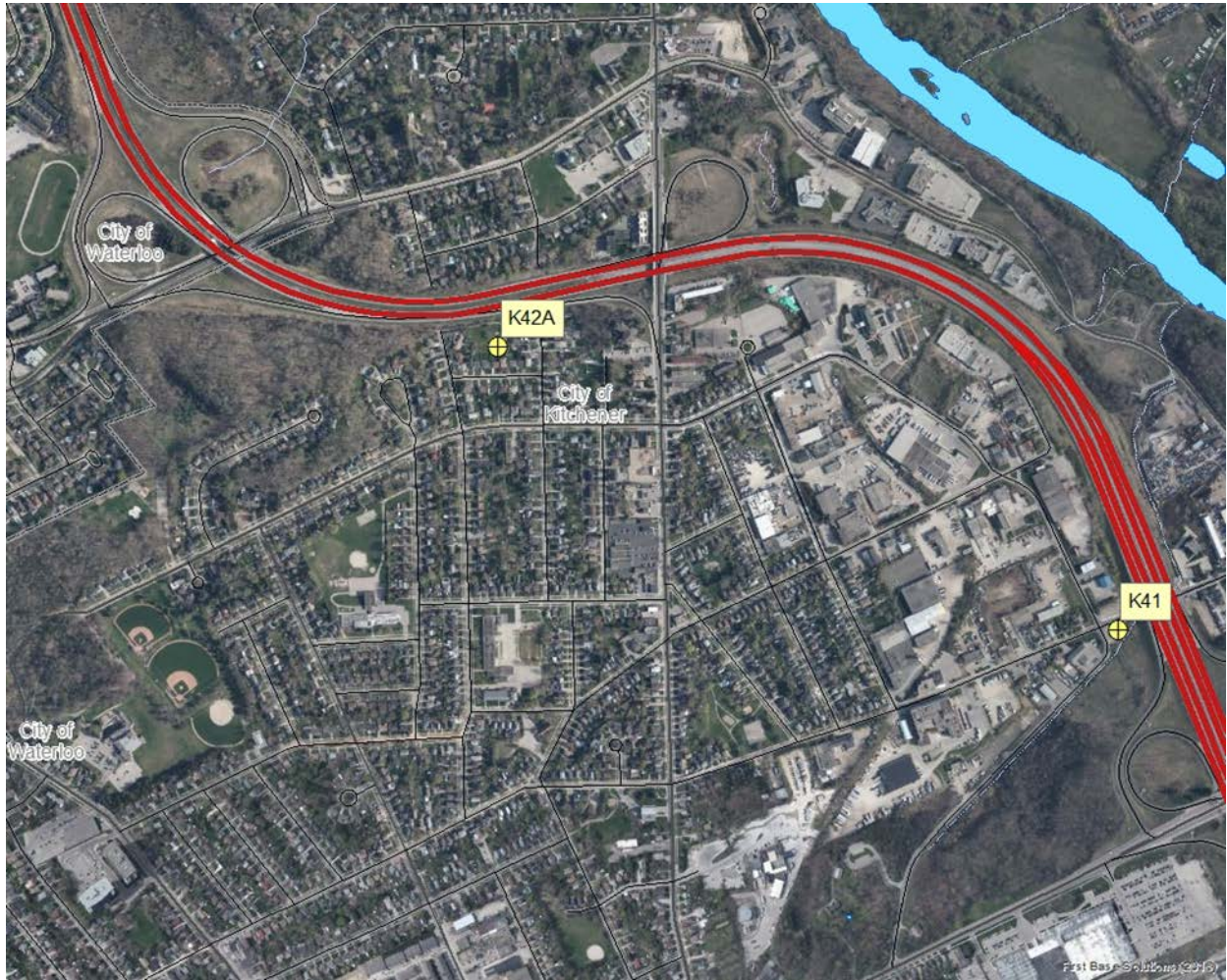
Attachment B

Forwell Wells – K70 and K71



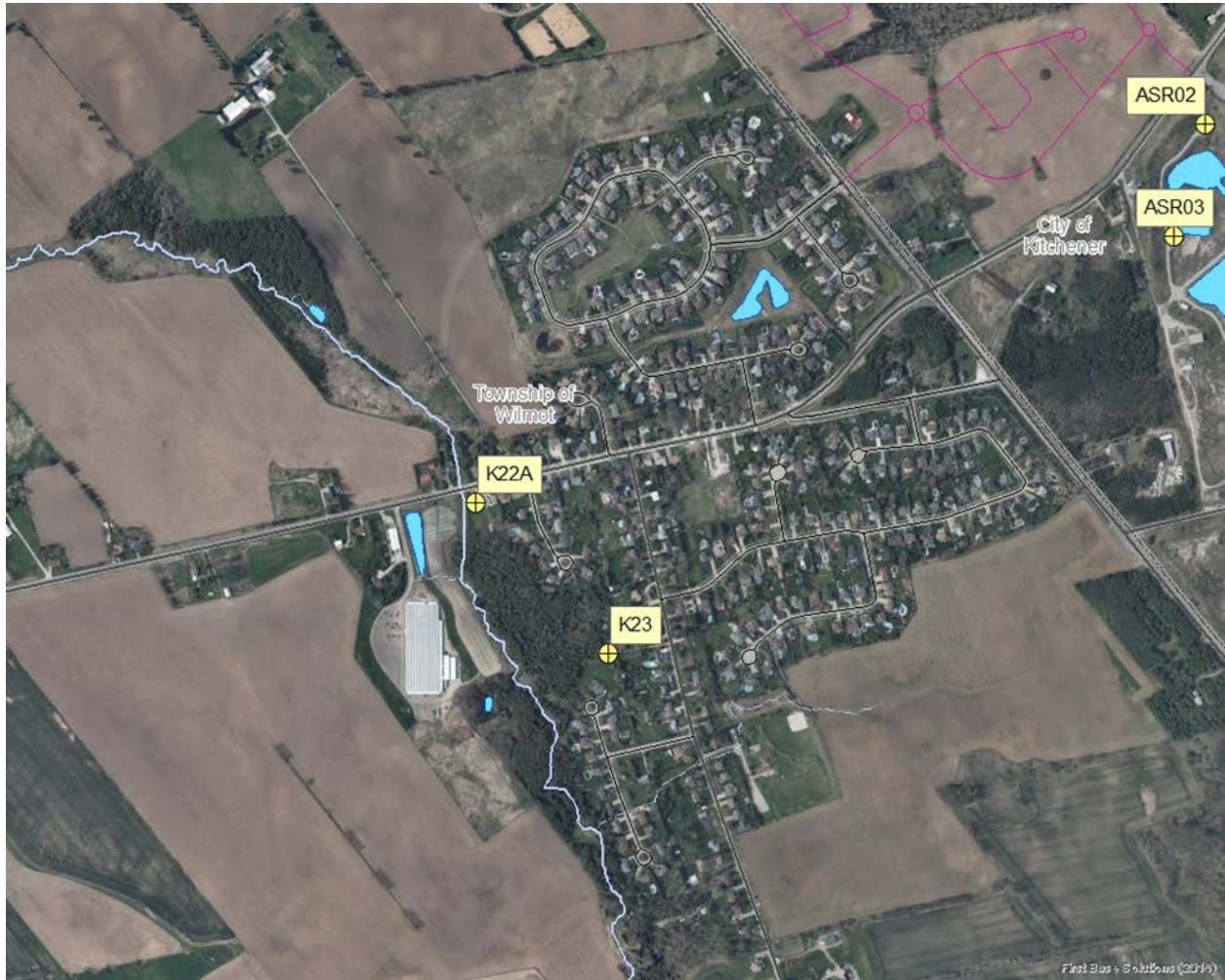
Attachment C

Lancaster Wells – K41 and K42A



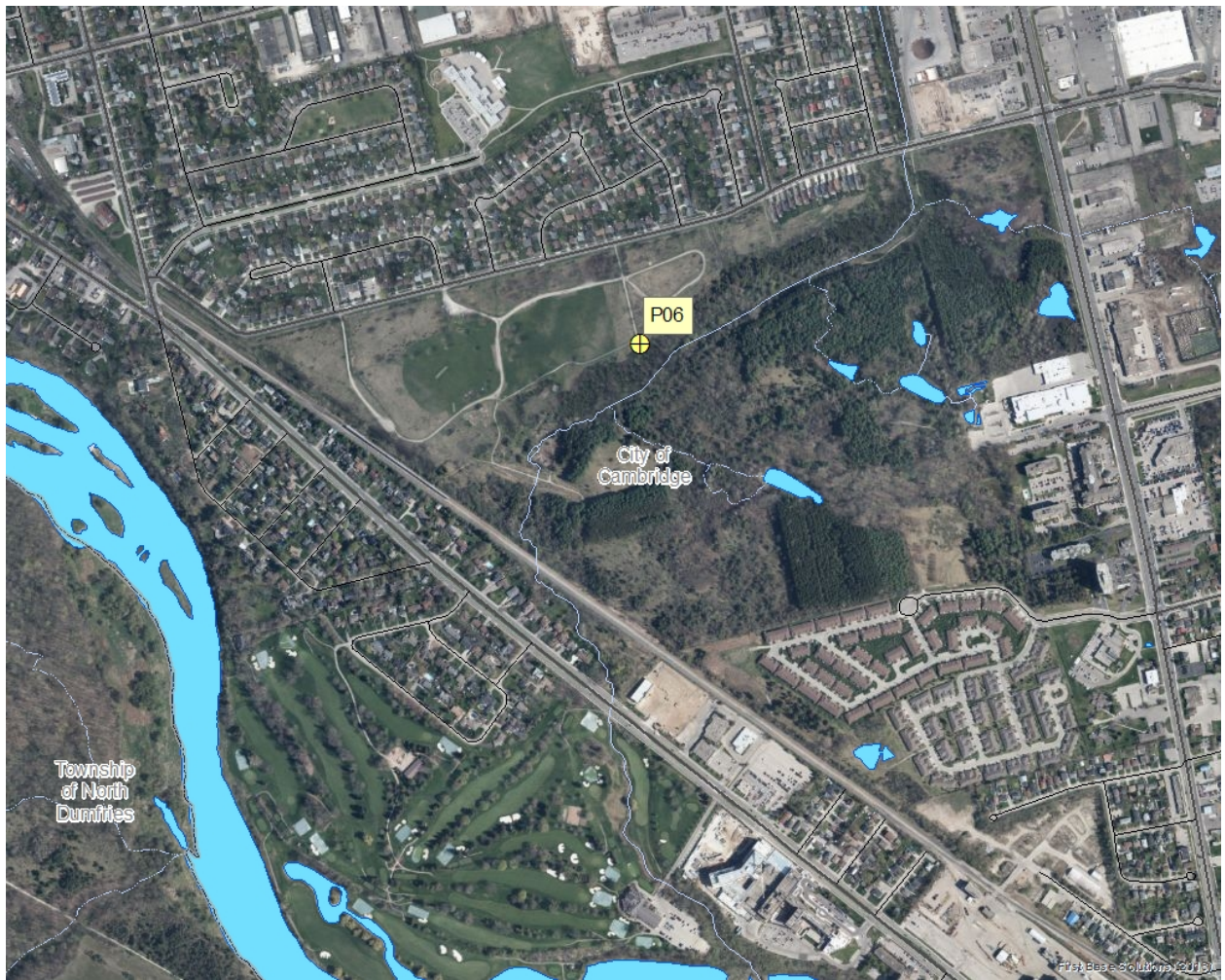
Attachment D

Mannheim Well – K22A



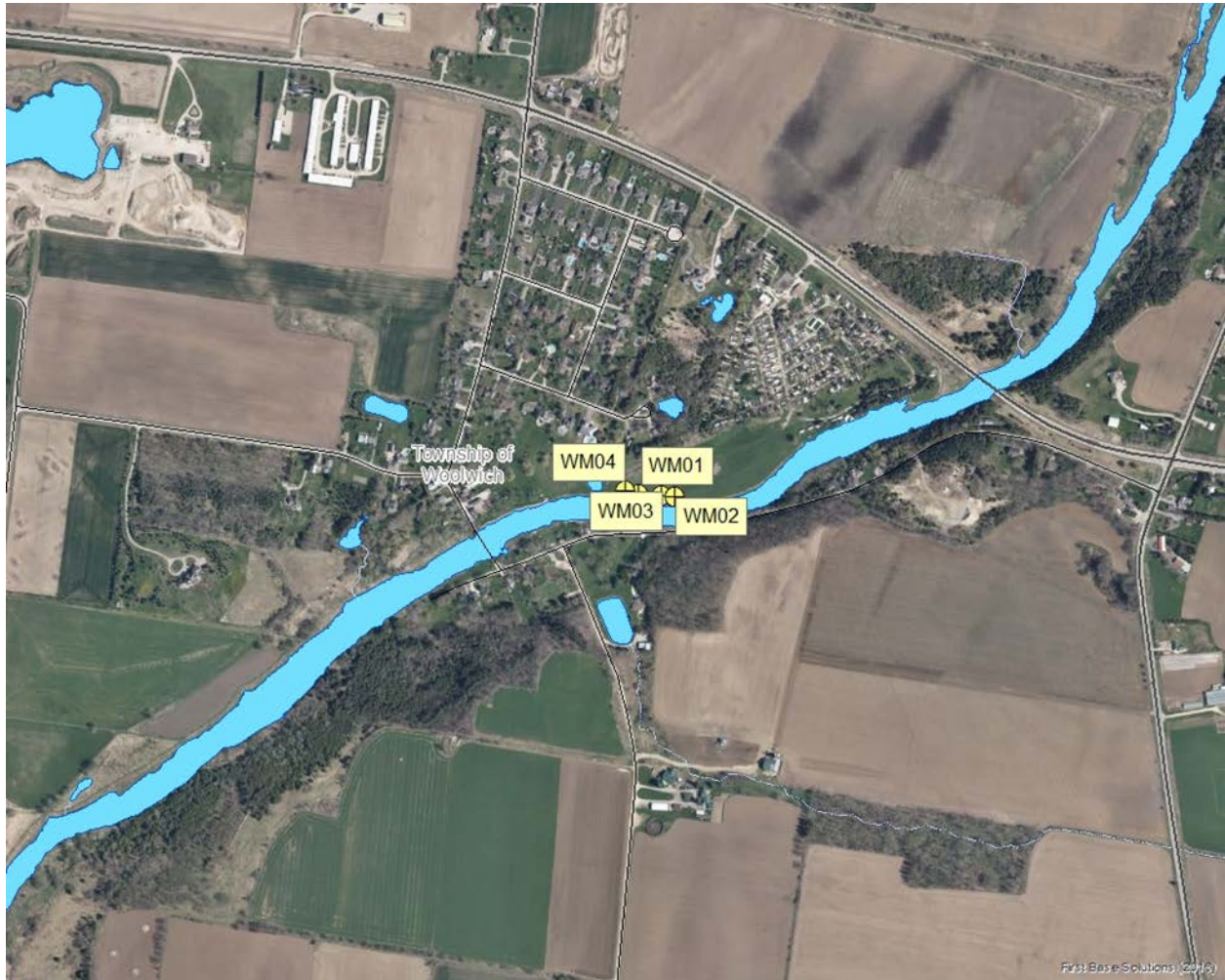
Attachment E

Dunbar Road Well – P6



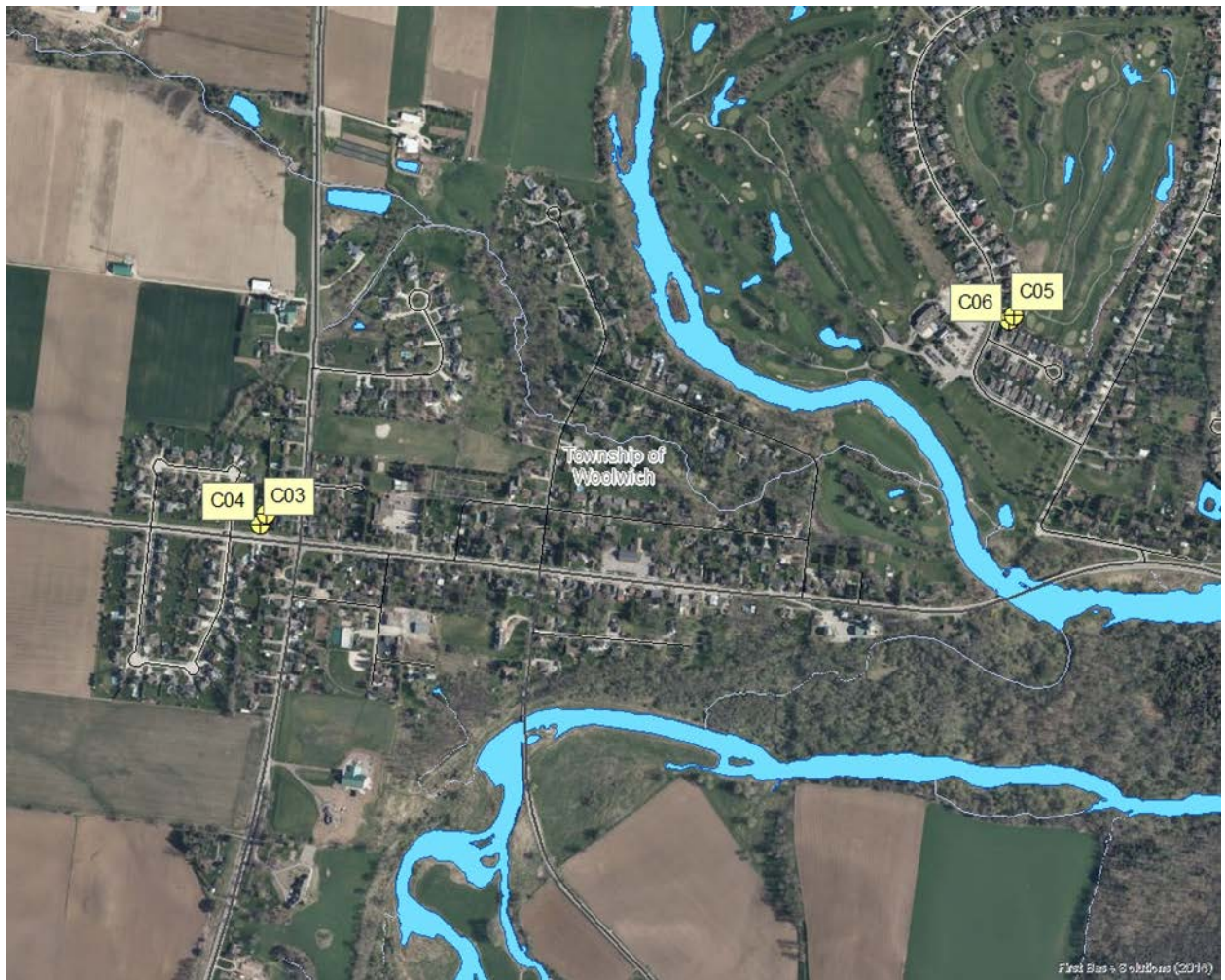
Attachment F

West Montrose Wells – WM1, WM2, WM3 and WM4



Attachment G

Conestoga Wells – C3, C4, C5 and C6





Report: PDL-CPL-18-01

COR-TRY-18-01

Region of Waterloo

Planning, Development and Legislative Services

Community Planning

Corporate Services

Treasury Services (Procurement)

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

Date: January 9, 2018 **File Code:** F18-40

Subject: **C2015-25 East Side Lands (Stage 2) Master Environmental Servicing and Community Plan**

Recommendation:

That the Regional Municipality of Waterloo increase the contract with WSP Canada Group Limited for C2015-25 East Side Lands (Stage 2) Master Environmental Servicing and Community Plan by \$57,615 plus all applicable taxes for a total contract price of \$800,810 plus all applicable taxes as set out in report PDL-CPL-18-01/COR-TRY-18-01 dated January 9, 2018;

And that \$58,600 be transferred to the capital budget from the Regional Smart Growth Initiative (project #22007) to the capital budget for Watershed Growth Studies (project #22021) in 2018.

Summary:

The Region currently has a contract with WSP Canada Group Limited (WSP) to complete the Master Environmental Servicing Plan and Secondary Plan for the East Side Lands. Two previous contract increases, totalling \$92,910, have been approved by the CAO. This third increase puts the cumulative increase total to \$150,525 which exceeds the CAO's approval authorization limit of the greater of \$100,000 or ten percent of the original contract price, per clause 35 (1) of the Purchasing By-law.

Report:

On January 20, 2016 Council accepted the proposal of MMM Group Ltd. (now WSP Canada Group Limited) to complete the Master Environmental Servicing Plan and Secondary Plan for the East Side Lands (MESP Stage 2). Since that time, the project has required two (2) amendments to the scope of work:

- Additional work on the groundwater monitoring program, an extension of the study area to include lands owned by Empire Communities and natural heritage work and recommendations on lands owned by Madison Homes. The value of this increase was \$62,030 plus all applicable taxes and was approved by the CAO on November 30, 2016 (report P16-052).
- Additional work that was required to address an increase to the geographical area of the study for lands between Riverbank Drive in the City of Cambridge and the Grand River. The value of this increase was \$30,880 plus all applicable taxes and was approved by the CAO on April 13, 2017 (report P17-18).

This report recommends a further adjustment to the contract in order for the consultant to identify a preferred land use configuration and scenario and to complete the land use planning component of the study.

The East Side Lands (Stage 2) Master Environmental Servicing Plan is being undertaken to identify the location of a maximum of 170 hectares, comprised of up to 55 hectares in Woolwich Township and up to 115 hectares in Cambridge, to be designated "Urban Area". The last municipal comprehensive review established the quantities of land required to meet the Region's residential land needs to 2031, and Regional Official Plan (ROP) policies in section 2.B.3 established the quantity of lands and uses; however, the specific location of these lands was not identified. The ongoing project is working within the ROP policies to identify specific areas most appropriate to be designated as Urban Designated Greenfield Area based on land use planning, natural heritage review, and engineering feasibility. A Secondary Plan will also be undertaken for the lands in Cambridge.

Preliminary work, including a subwatershed study, high level feasibility assessments, and the development of potential land use scenarios, has been completed. Potential land use scenarios have been developed by WSP and presented to the public, and input has now been received on the scenarios and is being considered. The next phase of the project is the selection of a preferred land use scenario in order to allow the associated work to proceed, including the completion of technical assessments and appendices of the MESP and the Secondary Plan for the lands within the City of Cambridge. Work associated with the identification of a preferred land use scenario will

also include the assessment of land use options based on evaluation criteria developed by the consultant as well as stakeholder input, the drafting of a Regional Official Plan Amendment, and associated documentation and mapping.

Staff is recommending that the contract with WSP be amended to specifically include the selection of a preferred land use scenario and the associated work. The quote provided by WSP for this work is \$57,615 plus applicable taxes.

Corporate Strategic Plan:

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to plan for and provide the infrastructure and services necessary to create the foundation for economic success under Strategic Focus Area 1, Thriving Economy

Financial Implications:

C2015-25	\$650,300
CAO Approved Amendments	92,900
Additional Required Contract Amendments	<u>57,600</u>
	Sub-total \$800,800
Plus: Applicable Net HST of 1.76%	<u>14,100</u>
	Total <u>\$814,900</u>

Note: All figures are rounded to the nearest \$100.

The Region's amended 2017 and approved 2018 Planning, Development and Legislative Services Capital Program includes a budget of \$1,198,700 (2017 - \$781,500 and 2018 - \$417,200) for Watershed Growth Studies (project #22021) to be funded from the RDC Reserve Fund (90%; \$1,078,200) and from the Community Planning Capital Reserve (10%; \$119,800). To date, \$371,400 has been spent and \$827,300 has been committed, leaving a balance of \$nil. The cost of this work exceeds the project budget by \$58,600. In order to fund the additional contract cost, staff recommends a \$58,600 capital budget transfer from the Regional Smart Growth Initiative (project 22007) to the Watershed Growth Studies (project 22021). Both projects have the same funding sources of RDC Reserve Fund (90%) and Community Planning Capital Reserve (10%).

Other Department Consultations/Concurrence:

Planning staff were consulted in the preparation of this report.

Attachments: Nil

Prepared By: **Lisa Evans**, Manager, Procurement/Chief Purchasing Officer

Jane Gurney, Principal Planner

Approved By: **Craig Dyer**, Commissioner, Corporate Services/Chief Financial Officer

Rod Regier, Commissioner, Planning, Development and Legislative Services

Council Enquiries and Requests for Information				
Planning and Works Committee				
Meeting date	Requestor	Request	Assigned Department	Anticipated Response Date
08-Dec-15	J. Mitchell	Report on using Renewable Energy for LRT	TES	Fall 2017
12-Sep-17	T. Galloway	Report on Portland Loo	TES	Dec-2017