Media Release: Wednesday, March 4, 2020, 4:30 p.m.

Regional Municipality of Waterloo

Council Agenda

Wednesday, March 11, 2020

Closed Session 6:45 p.m.

Waterloo County Room

7:00 p.m.

Regional Council Chamber

150 Frederick Street, Kitchener, Ontario

1. Moment of Silence

2. Roll Call

3. Motion to go into Closed Session

That a closed meeting of Council be held on March 11, 2020 at 6:45 p.m. in Waterloo County Room in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matters:

   a) Litigation and receiving of legal advice that is subject to solicitor-client privilege regarding a matter before the court and an administrative tribunal

4. Motion to Reconvene Into Open Session

5. Declarations of Pecuniary Interest under the “Municipal Conflict Of Interest Act”

6. Presentations

   a) Shelly Candel, Director, Bee City Canada and Clara Lachman, Co-Enterprise Manager, PolliNation, Enactus Laurier, Re: Designation Announcement

7. Petitions

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

9. Minutes of Previous Meetings
   a) Closed Council – February 19, 2020
   b) Council – February 19, 2020
   c) Planning & Works Public Input – February 19, 2020
   d) Planning & Works Public Input – February 19, 2020
   e) Planning & Works – March 3, 2020
   f) Administration & Finance – March 3, 2020
   g) Community Services – March 3, 2020

10. Communications
   a) Council Information Package – March 5, 2020 (Distributed Electronically)

11. Motion to Go Into Committee of the Whole To Consider Reports

12. Reports

   Finance Reports
   a) COR-TRY-20-18, P2018-13 Transit Coaches for 2020

   Recommendation:

   That the Regional Municipality of Waterloo approve the purchase of sixteen (16) Transit Coaches from Nova Bus, a Division of Volvo Group Canada Inc. in the amount of $10,018,150.72 plus all applicable taxes as set out in report COR-TRY-20-18 dated March 11, 2020.

   b) COR-TRY-20-19, P2019-14 Low Floor Wheelchair Accessible Mini Buses

   Recommendation:

   That the Regional Municipality of Waterloo approve the purchase of seven (7) Low Floor Wheelchair Accessible Mini Buses from Creative Carriage Ltd. in the amount of $1,198,750.00 plus all applicable taxes as set out in report COR-TRY-20-19 dated March 11, 2020.

   c) COR-TRY-20-20, Proposal 6920-RW-18 Office and School Supplies (Cooperative)
Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Staples Advantage Canada for proposal 6920-RW-18 Office and School Supplies (Cooperative) for a contract period ending June 30, 2022 at an estimated cost of $1,249,206.87 plus all applicable taxes (estimated annual cost $416,402.29 plus all applicable taxes) with the option to renew for two (2) additional one (1) year periods as set out in report COR-TRY-20-20 dated March 11, 2020.


Recommendation:

That the Regional Municipality of Waterloo accept the tender of Troy Life & Fire Safety Inc., for T2019-118 Fire Life Safety Systems and Suppression Systems Inspection and Maintenance for a three (3) year term starting April 1, 2020 to March 31, 2023 with the option to renew for two (2) additional one (1) year terms at an estimated amount of $909,240.00 ($303,080.00 annually) plus all applicable taxes as set out in report COR-TRY-20-21 dated March 11, 2020.

Committee Reports

a) Planning & Works - attached & marked **PS-200303**

b) Administration & Finance - attached & marked **FS-200303**

c) Community Services - attached & marked **SS-200303**

Chief Administrative Officer

Regional Chair

Regional Clerk

13. Other Matters Under Committee of The Whole

14. Motion for Committee of the Whole to Rise and Council Resume

15. Motion to Adopt Proceedings Of Committee Of The Whole

16. Motions

17. Notice of Motion

18. Unfinished Business
19. Other Business

20. Questions

21. Enactment of By-laws – First, Second & Third Readings
   a) A By-law to Amend By-law 20-001, being A By-law to Establish Fees and Charges for the Regional Municipality of Waterloo, As Amended (GRT and Airport Fees)
   b) A By-law to Confirm the Proceedings of the Council March 11, 2020

22. Adjourn
Recommendation:

That the Regional Municipality of Waterloo approve the purchase of sixteen (16) Transit Coaches from Nova Bus, a Division of Volvo Group Canada Inc. in the amount of $10,018,150.72 plus all applicable taxes as set out in report COR-TRY-20-18 dated March 11, 2020.

Summary: Nil

Report:

Nova Bus was named the Vendor of Record (VOR) for Transit Buses for a five (5) year period ending December 2023 under report COR-TRY-19-08 dated January 16, 2019.

Staff recommend the purchase of four (4) replacement vehicles as scheduled in the 10-year Capital Replacement Plan and approved in the 2020 budget. Staff further recommend the purchase of twelve (12) expansion vehicles to implement transit service improvements as approved by Council through the 2020 budget.

Corporate Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to enhance the transit system to increase ridership and ensure it is accessible and appealing to the public under Strategic Focus Area 2 – Sustainable Transportation.
Financial Implications:

P2018-13

$10,018,200

Plus: Applicable Net HST of 1.76%

176,300

Total $10,194,500

Note: All figures are rounded to the nearest $100

The Region’s Approved 2020-2029 Grand River Transit Capital Program also includes a budget of $7,680,000 for Vehicle Additions Conventional (project # 66008), to be funded from the Investing in Canada Infrastructure Program (73%, $5,606,000), from the Grand River Transit Bus Reserve (16%, $1,229,000), and from the Public Transit Development Charge Reserve Fund (11%, $845,000). This budget is sufficient to fund this purchase, as well as additional equipment for the expansion buses.

The Region’s Approved 2020-2029 Grand River Transit Capital Program includes a budget of $5,120,000 for Vehicle Replacements Conventional (project # 66025), to be funded from the Investing in Canada Infrastructure Program (73%, $3,737,600), and from the Grand River Transit Bus Reserve (27%, $1,382,400). This budget is sufficient to fund this purchase, as well as four (4) additional replacement buses. Staff are considering alternative options for the additional buses, and will bring forward a report in early 2020.

Other Department Consultations/Concurrence:

Grand River Transit staff was consulted in the preparation of this report.

Attachments: Nil

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

Approved By: Craig Dyer, Commissioner Corporate Services/Chief Financial Officer
Region of Waterloo
Corporate Services
Treasury Services (Procurement)

To: Regional Chair Karen Redman and Members of Regional Council
Date: March 11, 2020 File Code: F18-40
Subject: P2019-14 Low Floor Wheelchair Accessible Mini Buses

Recommendation:

That the Regional Municipality of Waterloo approve the purchase of seven (7) Low Floor Wheelchair Accessible Mini Buses from Creative Carriage Ltd. in the amount of $1,198,750.00 plus all applicable taxes as set out in report COR-TRY-20-19 dated March 11, 2020.

Summary: Nil

Report:

Creative Carriage was named the Vendor of Record (VOR) for all Low Floor Wheelchair Accessible Mini Buses for a five (5) year period ending June 30, 2024 under report COR-TRY-19-73 dated June 26, 2019.

Staff recommend the purchase of six (6) replacement vehicles as scheduled in the 10-year Capital Replacement Plan and approved in the 2020 budget. Staff further recommend the purchase of one (1) expansion vehicle to implement transit service improvements as approved by Council through the 2020 budget.

Corporate Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to enhance the transit system to increase ridership and ensure it is accessible and appealing to the public under Strategic Focus Area 2 – Sustainable Transportation.
Financial Implications:

P2019-14 $1,198,800

Plus: Applicable Net HST of 1.76% 21,100

Total $1,219,900

Note: All figures are rounded to the nearest $100

The Region’s Approved 2020-2029 Grand River Transit Capital Program includes a budget of $1,050,000 for Vehicle Replacements MobilityPlus (project # 66010) to be funded from the Investing in Canada Infrastructure Program (73%, $766,500), and from the Grand River Transit Urban Vehicle Reserve (27%, $283,500).

The Region’s Approved 2020-2029 Grand River Transit Capital Program includes a budget of $175,000 for MobilityPlus Vehicle Additions (project # 66007) to be funded from the Investing in Canada Infrastructure Program (73%, $127,750), from the Public Transit Development Charge Reserve Fund (14%, $24,500) and from the Accessible Service Reserve (13%, $22,750).

Other Department Consultations/Concurrence:

Grand River Transit staff was consulted in the preparation of this report.

Attachments: Nil

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

Approved By: Craig Dyer, Commissioner Corporate Services/Chief Financial Officer
Region of Waterloo
Corporate Services
Treasury Services (Procurement)

To: Regional Chair Karen Redman and Members of Regional Council

Date: March 11, 2020     File Code: F18-40

Subject: Proposal 6920-RW-18 Office and School Supplies (Cooperative)

Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Staples Advantage Canada for proposal 6920-RW-18 Office and School Supplies (Cooperative) for a contract period ending June 30, 2022 at an estimated cost of $1,249,206.87 plus all applicable taxes (estimated annual cost $416,402.29 plus all applicable taxes) with the option to renew for two (2) additional one (1) year periods as set out in report COR-TRY-20-20 dated March 11, 2020.

Summary:

Nil

Report:

Proposals were called for Office and School Supplies by the Waterloo Region District School Board (WRDSB) on behalf of the Grand River Cooperative Purchasing Group (GRCPG). In total, twenty-one (21) agencies are participating in this proposal. The list of participants is attached as Appendix A.

The proposal was advertised on Biddingo, the Ontario Public Buyers Association website and the Region’s website. Vendors were provided a pre-selected list of 328 items on which to provide pricing. Of the 328 items on this list, 95% are frequently purchased by the Region of Waterloo. Other items purchased that are not part of the 328 items listed will be discounted by the supplier.

Proposals were received from two (2) vendors and were scored based upon technical evaluation and price by a group representing different agencies of the GRCPG. Evaluation criteria included company profile, personnel/resources, ordering process,
website/online ordering, reporting abilities, account management, environmental initiatives, technology/innovation, contingency plans and pricing. In order to proceed to the pricing stage of the evaluation, vendors were required to score 75% or higher on the technical evaluation.

The pricing proposal from the following vendor was opened and estimated annual costs to the Region are:

Staples Advantage Canada Mississauga, ON $313,866.75

Pricing took into account both the individual items listed in the pre-selected list of goods as well as an overall discount to all other items sold. Pricing is firm until June 30, 2022 after which an increase may be requested by the vendor as long as it does not exceed the Consumer Price Index (CPI).

**Corporate Strategic Plan:**

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to ensure the Region provides value for money and long term financial sustainability under Strategic Focus Area 5: Responsiveness and Engaging Government Services

**Financial Implications:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal 6920-RW-18 (3 year price)</td>
<td>$941,600</td>
</tr>
<tr>
<td>Plus: Applicable Net HST of 1.76%</td>
<td>16,600</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$958,200</strong></td>
</tr>
</tbody>
</table>

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

The estimated annual office supplies cost for the Region per this proposal is $313,900. The approved 2020 Regional operating budget (excluding Police) includes a provision of $560,600 for office supplies. This amount is sufficient to cover the estimated net cost of the recommended proposal.

**Other Department Consultations/Concurrence:**

Nil

**Attachments**

Appendix A – List of Participating Agencies

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

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

RFP# 6920-RW-18 Office and School Supplies (Cooperative)

List of Participating Agencies:

1. Brant Haldimand Norfolk Catholic District School Board, Brantford
2. Cambridge Public Library, Cambridge
3. City of Cambridge, Cambridge
4. City of Hamilton, Hamilton
5. City of Kitchener, Kitchener
6. City of Waterloo, Waterloo
7. Conestoga College, Kitchener
8. County of Brant, Burford
10. Kitchener Public Library, Kitchener
11. Region of Waterloo, Kitchener
12. Student Transportation Services of Waterloo Region, Kitchener
13. Township of North Dumfries, Ayr
14. Township of Wilmot, Baden
15. Upper Grand District School Board, Guelph
16. Waterloo Catholic District School Board, Kitchener
17. Waterloo North Hydro Inc., Waterloo
18. Waterloo Public Library, Waterloo
19. Waterloo Region District School Board, Kitchener
20. Waterloo Regional Police Service, Cambridge
21. Wellington Catholic District School Board, Wellington
Region of Waterloo
Corporate Services
Treasury Services (Procurement)

To: Regional Chair Karen Redman and Members of Regional Council
Date: March 11, 2020
File Code: F18-30

Recommendation:
That the Regional Municipality of Waterloo accept the tender of Troy Life & Fire Safety Inc., for T2019-118 Fire Life Safety Systems and Suppression Systems Inspection and Maintenance for a three (3) year term starting April 1, 2020 to March 31, 2023 with the option to renew for two (2) additional one (1) year terms at an estimated amount of $909,240.00 ($303,080.00 annually) plus all applicable taxes as set out in report COR-TRY-20-21 dated March 11, 2020.

Summary:
Nil

Report:
Tenders were called for T2019-118 Fire Life Safety Systems and Suppression Systems Inspection and Maintenance and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region’s website. The tenders were received and opened through the Region’s e-bidding system and reviewed by Procurement and program area staff.

The following tenders were received:

<table>
<thead>
<tr>
<th>Company</th>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Troy Life &amp; Fire Safety Ltd.</td>
<td>Owen Sound, ON</td>
<td>$303,080.00</td>
</tr>
<tr>
<td>Vipond Inc.</td>
<td>Kitchener, ON</td>
<td>$320,425.00</td>
</tr>
</tbody>
</table>

*Three (3) additional bids were received and disqualified.
The work under this contract includes all labour and materials necessary to perform all annual and monthly life safety and suppression systems equipment inspections and maintenance in Regional buildings (other than Waterloo Region Housing buildings) as required by the Ontario Fire Code and local Fire Departments. The required tests include the following: fire and smoke alarms, hydrants, sprinklers, standpipes, fire hoses, backflow, emergency lights, clock system, etc.

Prices are firm for the first three (3) years and of the contract, and subject to CPI increases in the optional years.

The final date of acceptance for this tender is May 10, 2020.

**Corporate Strategic Plan:**

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to ensure the Region provides value for money and long term financial sustainability under Strategic Focus Area 5: Responsive and Engaging Government Services.

**Financial Implications:**

<table>
<thead>
<tr>
<th></th>
<th>Annual</th>
<th>Three (3) Year Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>T2019-118</td>
<td>$303,100</td>
<td>$909,200</td>
</tr>
<tr>
<td>Plus: Applicable Net HST of 1.76%</td>
<td>5,300</td>
<td>16,000</td>
</tr>
<tr>
<td>Total</td>
<td>$308,400</td>
<td>925,200</td>
</tr>
</tbody>
</table>

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

The Region’s approved 2020 Facilities Management operating budget is sufficient to cover the estimated contract costs.

**Other Department Consultations/Concurrence:**

Facilities Property Management staff was consulted in the preparation of this report.

**Attachments:** Nil

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

**Approved By:** Craig Dyer, Commissioner, Corporate Services/Chief Financial Officer
The Regional Municipality of Waterloo

Planning and Works Committee

Summary of Recommendations to Council

The Planning and Works Committee recommends as follows:

1. That the Regional Municipality of Waterloo accepts the revised proposal from ONE Properties, as presented, to:
   i. ONE Properties will pay 100% of the costs for the traffic signal, which is to be installed and operational with the retail portion of the project;
   ii. ONE Properties will provide a $500,000 contribution to the Region of Waterloo towards the planned pedestrian crossing and/or similar enhancements located along Fischer-Hallman Road;

And that this resolution supersedes and replaces the resolution passed February 6, 2019 regarding report TES-TRP-19-04/PDL-CPL-19-06, dated January 29, 2019.

2. That the Regional Municipality of Waterloo take the following actions with respect to the recommended improvements to King Street East (Regional Road 8) between the Highway 401 overpass and the Freeport Bridge and Sportsworld Drive (Regional Road 38) between King Street East and Gateway Park Drive in the City of Kitchener:
   a) approve the Recommended Design Concept for King Street East (Regional Road 8) and Sportsworld Drive (Regional Road 38) as outlined in Report TES-DCS-20-05; and
   b) approve an amendment to the Consultant Services Agreement with Associated Engineering (Ont) Ltd to provide engineering consulting services for preliminary design, detailed design, contract administration, and construction inspection services for the proposed improvements on King Street East and Sportsworld Drive to increase the upset limit fee by $468,584 plus applicable taxes to a revised total of $1,064,514 plus applicable taxes for preliminary design and detailed design, with contract administration and construction inspection services to be paid on a time basis.

3. That the Regional Municipality of Waterloo select Wood Environment & Infrastructure Solutions, a Division of Wood Canada Limited to complete a Stage 4 Archaeological Assessment at an estimated cost of $1,600,000 as part of a larger project.
upcoming construction contract for a portion of Fischer-Hallman Road from Bleams Road to Strasburg Creek, and

That the Regional Municipality of Waterloo amend the Consulting Services Agreement with Associated Engineering (Ont.) Ltd to add additional fees in the amount of $400,000 plus applicable taxes for a revised total upset fee of $1,383,396 for design services as described in report TES-DCS-20-07, dated March 3, 2020.

4. That the Regional Municipality of Waterloo enter into agreements with the Waterloo Undergraduate Students Association, the University of Waterloo Graduate Students Association, the University of Waterloo English Language Institute at Renison College, the Wilfrid Laurier University Students Union and the Wilfrid Laurier University Graduate Students Association to implement universal transit pass programs (U-Pass), in a form satisfactory to the Regional solicitor, as described in Report No. TES-TRS-20-05, dated March 3, 2020.

And that the Regional Municipality of Waterloo amend the Region’s Fees and Charges By-law 20-001 with respect to the U-Pass agreements with full-time students at the University of Waterloo and Wilfrid Laurier University, as described in Report TES-TRS-20-05, dated March 3, 2020 to increase U-Pass fees to $110.00 per school term for eligible students of the Waterloo Undergraduate Students Association and $103.20 for all other eligible students, effective September 1, 2020.

5. That the Regional Municipality of Waterloo defer the elimination of the “reduced monthly pass” and “reduced stored-value fare payment” from April 1, 2020 to July 1, 2020 to be implemented in conjunction with the approved 2% fare increase on July 1, 2020.


7. That the Regional Municipality of Waterloo take the following actions regarding the property municipally known as 270 Spadina Road East in the City of Kitchener, as described in Report PDL-CPL-20-02/COR-TRY-20-16 dated March 3, 2020:

   a) Approve a joint Tax Increment Grant, subject to the terms of an associated Tax Increment Grant agreement with the registered owner of the subject lands, with the Regional amount not to exceed $3,755,440 net of any other future brownfield assistance, to be financed from the incremental tax revenue for the property following remediation, redevelopment and reassessment; and,
b) Authorize the Region’s Commissioner of Planning, Development and Legislative Services and Commissioner, Corporate Services / Chief Financial Officer to execute any associated agreements, assignments, or other related documents with the registered owner of 270 Spadina Road East in the City of Kitchener, with the form and content of such Tax Increment Grant agreement(s), any subsequent assignments of the agreement, or other related documents to be satisfactory to both the Regional and City of Kitchener Solicitors.

March 3, 2020
The Regional Municipality of Waterloo

Administration and Finance Committee

Summary of Recommendations to Council

The Administration and Finance Committee recommends as follows:

1. That the Regional Municipality of Waterloo take the following actions with respect to the 2020 Community Innovation Grant as outlined in report COR-TRY-20-17 dated March 3, 2020:
   a) Reaffirm Council’s commitment to provide a Community Innovation Grant of up to $50,000 annually in line with the funding framework;
   b) Approve the revised Community Innovation Grant Framework as set out in Appendix A; and,
   c) Use Focus Area 4: Healthy, Safe and Inclusive Communities with a specific focus on Making Affordable Housing More Available to Individuals and Families as the focus area for the 2020 Community Innovation Grant program.

March 3, 2020
The Regional Municipality of Waterloo

Community Services Committee

Summary of Recommendations to Council

The Community Services Committee recommends as follows:

1. That the Regional Municipality of Waterloo take the following actions regarding the proposed revisions to the Ontario Priorities Housing Initiative (OPHI) investment plan, as outlined in report CSD-HOU-20-02, dated March 3, 2020:
   a) Endorse the proposed revisions to the OPHI investment plan for years two (2020/2021) and three (2021/2022); and,
   b) Authorize staff to forward the revised investment plan to the Ministry of Municipal Affairs and Housing (MMAH).

2. That the Regional Municipality of Waterloo increase the 2020 Children and Youth Planning Table operating budget by $90,000 gross with $0 net levy impact to reflect a grant of $90,000 received from the Astley Family Foundation, for the Children and Youth Planning Table, as described in report CSD-CHS-20-02 dated March 3, 2020.

3. That the Regional Municipality of Waterloo amend the 2020-2029 Public Health capital program to reflect a budget of $1.1 million to be funded using $883,500 in provincial funding and the balance of $216,500 from the Region’s Tax Stabilization Reserve; and

   That the 2020 Public Health Operating budget be amended to reflect operating costs for the Consumption Treatment Site of $1,585,500 to be funded with 100% provincial dollars as outlined in report PHE-IDS-20-01/PHE-CRS-20-01, dated March 3, 2020.
4. That staff be directed to undertake a comprehensive review of the Collaborative Municipal Funding process to date, in partnership with Municipal Cultural Partners and the Key Cultural Institutions (KCI), to identify opportunities to continuously improve the process outlined in report PDL-CUL-20-03, dated March 3, 2020.

March 3, 2020