



Media Release: Wednesday, October 13, 2021 4:30 p.m.

Regional Municipality of Waterloo

Council

***Addendum Agenda**

Wednesday, October 20, 2021

Closed Session 5:30 p.m.

7:00 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

1. Moment of Silence

2. Roll Call

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

4. Presentations

- a) [Anti-Racism Advisory Working Group](#) - Donna Dubie and Maedith Radlein

5. Petitions

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6. Delegations

- a) Mifrah Abid, Program Coordinator, Coalition of Muslim Women of Kitchener Waterloo re: Recommendations to counter Islamophobia/Islamic History Month

7. Minutes of Previous Meetings

- a) Closed Council – September 22, 2021

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

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- b) Board of Health (Regional Council) - September 22, 2021
- c) Council – September 22, 2021
- d) Closed Committee of the Whole – October 12, 2021 (Available on the Addendum agenda)
- e) Special Council #1 – October 12, 2021 re: Procedural by-law
- f) Committee of the Whole – October 12, 2021 (Available on the Addendum agenda)
- g) Special Council #2 – October 12, 2021 re: Debentures

8. Communications

- a) Council Information Package – Wednesday, October 13, 2021 (**Distributed Electronically**)

9. Motion to Go Into Committee of the Whole to Consider Reports

10. Reports

Finance Reports

- a) **COR-TRY-21-89**, Procurement of Five (5) Type III Ambulance units from Demers Ambulance Inc.

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Recommendation:

That the Regional Municipality of Waterloo approve the procurement of five (5) Type III Ambulance units from Demers Ambulance Inc., in the amount of \$1,061,675 plus all applicable taxes as set out in report COR-TRY-21-89 dated October 20, 2021.

- b) **COR-TRY-21-90**, Procurement of Modernized Centralized IT Backup Storage Solution.

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Recommendation:

That the Regional Municipality of Waterloo approve the procurement of a Modernized Centralized Backup Solution including five (5) years of support from Dell Canada (Div of Dell Computer Corporation) in the total amount of

\$337,533.39 plus all applicable taxes as set out in report COR-TRY-21-90 dated October 20, 2021.

- c) **COR-TRY-21-91**, T2021-124 - Well House K21 Upgrade Project 1768 Ottawa Street South Kitchener Ontario (Under PQ2021-11)

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Recommendation:

That the Regional Municipality of Waterloo accept the tender of Finnbilt General Contracting Limited for T2021-124 - Well House K21 Upgrade Project, 1768 Ottawa Street South, Kitchener, Ontario (Under PQ2021-11) in the amount of \$2,102,052.00 plus all applicable taxes as set out in report COR-TRY-21-91 dated October 20, 2021.

- d) **COR-TRY-21-92**, T2021-185 - Hoist Replacements - Fleet Services, 100 Maple Grove Rd, Cambridge (Under PQ2021-14)

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Recommendation:

That the Regional Municipality of Waterloo accept the tender of Garage Supply Contracting Inc. for T2021-185 - Hoist Replacements - Fleet Services, 100 Maple Grove Rd, Cambridge (Under PQ2021-14) in the amount of \$906,008.11 plus all applicable taxes as set out in report COR-TRY-21-92 dated October 20, 2021, and;

That staff be directed to draft the 2022-2031 Fleet capital program to include an additional \$200,000 in 2022 for this work funded from the Corporate Fleet Replacement Reserve.

- e) **COR-TRY-21-93**, P2021-15 - Biosolids Mixing Systems at the Galt and Waterloo Wastewater Treatment Plants

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Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Greatario Engineered Storage Systems for P2021-15 - Biosolids Mixing Systems at the Galt and Waterloo Wastewater Treatment Plants in the amount of \$273,400.00

plus all applicable taxes as set out in report COR-TRY-21-93 dated October 20, 2021.

- f) **COR-TRY-21-94**, P2021-16 - Supply of Bolted Steel Tanks at the Galt WWTP, Cambridge, Ontario

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Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Greatario Engineered Storage Systems for P2021-16 - Supply of Bolted Steel Tanks at the Galt WWTP, Cambridge, Ontario in the amount of \$1,398,700.00 plus all applicable taxes as set out in report COR-TRY-21-94 dated October 20, 2021.

- g) **COR-TRY-21-95**, Refurbishment of one (1) D8 CAT Dozer

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Recommendation:

That the Regional Municipality of Waterloo approve the refurbishment of one (1) D8 CAT Dozer to Toromont CAT in the estimated amount of \$656,183.30 plus all applicable taxes as set out in report COR-TRY-21-95 dated October 20, 2021.

- h) **COR-TRY-21-96**, T2021-134 - Kitchener Wastewater Treatment Plant Primary Clarifier Upgrades, Contract 5B (Under PQ2021-07)

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Recommendation:

That the Regional Municipality of Waterloo take the following action with respect to T2021-134 - Kitchener Wastewater Treatment Plant Primary Clarifier Upgrades, Contract 5B (Under PQ2021-07) as set out in report COR-TRY-21-96 dated October 20, 2021:

- a. Accept the tender of Maple Reinders Constructors Ltd. In the amount of \$23,966,016.10 plus all applicable taxes; and
- b. Direct staff to draft the 2022-2031 Wastewater capital program to include an increase of \$2,568,600 for project #08797 to be funded from the Wastewater Capital Reserve (\$1,831,400), Wastewater Development Charge Reserve Fund (\$343,200) and growth related debentures (\$394,000).

- i) **COR-TRY-21-97**, T2021-168 - Phase 2 of the Transit Hub Multi-Use Trail from Joseph Street to King Street Kitchener, Ontario

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Recommendation:

That the Regional Municipality of Waterloo take the following actions regarding T2021-168 - Phase 2 of the Transit Hub Multi-Use Trail from Joseph Street to King Street Kitchener, Ontario as set out in report COR-TRY-21-97 dated October 20, 2021:

- a) Accept the tender of Capital Paving Inc. in the amount of \$817,029.00 plus all applicable taxes; and
- b) Amend the Region's 2021-2030 Grand River Transit Capital Program as set out in Appendix A.

- j) **COR-TRY-21-98**, T2021-175 - Winter Maintenance Managed Outsource Services

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Recommendation:

That the Regional Municipality of Waterloo accept the tender of Steed and Evans Limited for T2021-175 - Winter Maintenance Managed Outsource Services for a period of five (5) twenty six (26) week winter seasons effective November 1, 2022 with the option to renew for two (2) additional twenty six (26) week winter seasons at an estimated amount of \$1,066,200.00 (annual estimated cost of \$213,240.00) plus all applicable taxes as set out in COR-TRY-21-98 dated October 20, 2021.

- k) **COR-TRY-21-99**, C2018-08 Building Renovation & Construction Waterloo Regional Police Service Central Division – Disbursement of Additional Funds

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Recommendation:

That the Regional Municipality of Waterloo increase the contract with Dialog Design Inc. for C2018-08 Building Renovation & Construction Waterloo Regional Police Service Central Division in the amount of \$840,756 for a new contract price of \$3,273,593 plus all applicable taxes; as set out in report COR-

TRY-21-99 dated October 20, 2021.

- l) **COR-TRY-21-100**, Purchase of 44 Pin Pad replacements in GRT Fare Vending Machines

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Recommendation:

That the Regional Municipality of Waterloo approve the purchase of 44 Pin Pad replacements in GRT Fare Vending Machines to Scheidt & Bachmann GmbH in the amount of \$225,469.00 plus all applicable taxes as set out in report COR-TRY-21-100 dated October 20, 2021.

- m) **COR-ADM-21-03**, 2021/22 General Insurance Program for Waterloo Region Housing

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Recommendation:

That the Regional Municipality of Waterloo accept the bid from the Intact Public Entities Inc. (formerly known as Frank Cowan Company Limited) for the 2021/22 General Insurance Program for Waterloo Region Housing in the amount of \$567,484 plus the Housing Services Corporation fee and all applicable taxes; and

That the Chief Financial Officer be authorized to sign all documentation pertaining to such insurance coverage; all as set out in report COR-ADM-21-03 dated October 20, 2021.

- n) ***COR-CFN-21-36**, Recommended Revised 2022 Plan and Budget Timetable

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Recommendation:

That the Regional Municipality of Waterloo take the following action with respect to the 2022 Plan and Budget as set out in report COR-CFN-21-36 dated October 20, 2021:

- a) Approve the revised 2022 Plan and Budget Process timetable as set out in Appendix A; and

- b) Forward a copy of Report COR-CFN-21-36 to the Waterloo Region Police Services Board and to the Area Municipalities in Waterloo Region.

Committee Reports

- a) Committee of the Whole – attached & marked **CWS-211012**

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Chief Administrative Officer

- a) **CAO-21-07**, Advancing Equity, Diversity and Inclusion Update (Information)

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Regional Chair

Regional Clerk

- a) **PDL-CAS-21-18**, Revised 2022 Schedule of Council/Committee Meetings

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Recommendation:

That the Regional Municipality of Waterloo adopt the 2022 Council and Committee Meeting Schedule attached to Report PDL-CAS-21-18 as Appendix “A” dated October 12, 2021.

11. Other Matters Under Committee Of The Whole

- a) **PDL-CUL-21-05**, THEMUSEUM’s UNZIPPED, Rolling Stones Exhibition and Festival

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Recommendation:

That the Regional Municipality of Waterloo take no action with respect to THEMUSEUM’s request for a one-time marketing grant of \$100,000 in 2021, as noted in report PDL-CUL-21-05 dated October 20, 2021.

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

13. Motion To Adopt Proceedings of Committee of the Whole

14. Motions**15. Notice of Motion****16. Unfinished Business****17. Other Business****18. Questions****19. Enactment Of By-laws – First, Second & Third Readings**

- a) A By-law to Amend By-law 16-023, as Amended, being a By-law to Regulate Traffic and Parking on Highways Under the Jurisdiction of the Regional Municipality of Waterloo (Lane Designations and Reserved Lane on Victoria and King Street, Kitchener)
- b) A By-law to Confirm the Actions of Council – October 20, 2021

20. Adjourn

Anti-Racism Advisory Working Group: Recommendations to Regional Council

October 20, 2021

Background

In the summer of 2020, advocacy by Black Lives Matter and the LandBack initiative compelled a regional response. A series of Anti-Racism Town Halls indicated the need for the Region to form an Anti Racism Advisory Working Group. The group's mandate would be to advise the Region of Waterloo on how to address the systemic racism present in regional policies, procedures and practices.

The Anti-Racism Advisory Working Group, (ARAWG), is unanimous in its support of this report. It consists of the following members.

Co-Convenors: Donna Dubie and Maedith Radlein

Members: Krishna Badrinarayan, Fauzia Mazhar, Amy Smoke, Geraldine Stafford, Cheyanne Thorpe, Tammy Webster and Ciann L. Wilson

The ARAWG has been meeting regularly since January 2021, to discuss issues pertaining to the Black Indigenous People of Colour (BIPOC) community in the Region of Waterloo. The ARAWG intends to be proactive and transformational. It has collaboratively created the following recommendations to Council based on the collective knowledge, experience, and research of its members.

Recommendations

Hiring Practices

Background:

Best practices and data support the fact that a diverse workforce is necessary to create an anti-racist working environment. Historically, the Region of Waterloo has lacked racialized leadership and staffing at all levels of employment. Staffing surveys will reveal evidence that the staffing complement requires more diversity.

Recommendation:

1. By the end of 2022, the Region of Waterloo's Human Resources Department must implement policies to hold equivalent other methods of experience/education beyond the current practice of only accepting formalized education degrees and certificates. This includes:

- a. Acknowledging that within Indigenous communities life experience, community connections and other ways of knowing are integral to the culture, and must be highly valued by the Region;
 - b. Addressing the issue of equivalence for non-Canadian qualifications, and working to understand and value international accreditation;
 - c. Creating a hiring policy that actively seeks out the lived experiences and community-based work of BIPOC communities as accepted qualifications.
2. Create targeted hiring practices to increase the amount of BIPOC staff at the Region of Waterloo.
 - a. The current system is not accessible to certain populations, and must be amended to improve accessibility to the process from start to finish.
 - b. Set hiring targets so that (a) the demographic makeup of Regional staff is directly and proportionally reflective of the ethnic population of the Region of Waterloo, updating this target on an ongoing basis as census information is gathered; (b) under-represented and intersectionality marginalized groups such as Indigenous and Black communities are given priority for specific roles. This is an immediate need as the status quo breeds violence against Indigenous and Black identities and thus excludes them from the workplace.
 - c. The Region of Waterloo must commit to completing a staff census every 2 years to determine growth, patterns and gaps/achievements

Mental Health and Emergency Response

Background:

In recent years, the racializing of individuals and especially those in mental health distress have disproportionately resulted in death or injury by a police officer. There are few opportunities to access appropriate services and police are often called to these situations. Waterloo Regional Police Services have publicly stated on occasion that they do not have capacity for mental health calls and are often ill equipped.

Recommendation:

1. The Region of Waterloo must create and implement non-police based responses to mental health crises. Should a police presence be required, officers on site should be unarmed and serve as support, not as the primary intervenor for de-escalation.
2. This would involve the formation of Crisis Intervention Teams with specially trained health and crisis response professionals including Mental Health Nurses.

Such teams must be a collaboration between the Waterloo Regional Police Service, Public Health and local health-focused non-profits that have a proven track record of working positively in BIPOC communities. Response should include wraparound care such as:

- i. Training for emergency dispatch responders
 - ii. Training for all staff involved in Emergency Response
 - iii. Follow up care and mental health supports
3. Immediate training needs to be provided for relevant non-profit staff and all current first responders, including police, so that teams can be formed in a timely manner to prevent response with force, weapons or intimidation. Data must be reviewed on an ongoing basis to ensure that there are enough teams available for response. Lives should not be risked by having untrained people responding at any time.

Regional Funding

1. Regional funding for Indigenous initiatives must be offered only to Indigenous organizations. Funding should not be allocated to mainstream organizations which do not represent the Indigenous community at large. To bypass Indigenous organizations when seeking solutions to social issues is systemic racism.
2. The Region, in consultation with Indigenous organizations, must actively advocate for all federal funding available for Indigenous initiatives and ensure that it is provided to Indigenous service providers. There are existing organizations such as K-W Urban Native Wigwam, the Healing of the Seven Generations, Anishnabeg Outreach, LandBack and White Owl Native Ancestry Association which should be consulted at all stages of the process.

Space for Indigenous Groups

1. By the end of 2021, the Region of Waterloo must be in consistent and ongoing consultation with Indigenous organizations about the availability of community space. There needs to be respectful dialogue in a process that is Indigenous led.

Director Reconciliation, Equity, Diversity, and Inclusion

1. The role of the Director of Reconciliation and Equity, Diversity and Inclusion should be two separate roles. Reconciliation is not the same as Equity,

- Diversity and Inclusion and must be given the attention and expertise it deserves. We recommend two equal positions;
- a. Director of Equity, Diversity and Inclusion
 - b. Director of Reconciliation
2. Both the Director of Equity, Diversity and Inclusion and Director of Reconciliation should report only to the Chief Administrator of the Region of Waterloo.
- a. It is important that both directors work with both the CAO and the Chief Communications and Strategy Officer. However, they must be answerable only to the CAO. Communications is tasked with ensuring that the Region has a positive public image. The Director of Reconciliation and the Director of Equity, Diversity and Inclusion will be tasked with systemic change and may need to communicate difficult non-complimentary messages.
 - b. This separation is necessary and vital to maintaining the integrity of these positions.

Prepared by the Anti Racism Advisory Working Group

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: Procurement of Five (5) Type III Ambulance units from Demers Ambulance Inc.

1. Recommendation:

That the Regional Municipality of Waterloo approve the procurement of five (5) Type III Ambulance units from Demers Ambulance Inc., in the amount of \$1,061,675 plus all applicable taxes as set out in report COR-TRY-21-89 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032, Part VII section 21 (2), requires Council approval for negotiated acquisitions if the value of the acquisition exceeds \$150,001.

3. 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.

4. Key Considerations:

- a) Demers Ambulance was named the Vendor of Record for the Region's Type III Ambulances for a five (5) year period ending June 30, 2024 through Council report COR-TRY-19-69 on June 26, 2019.
- b) Based on the preliminary 2022-2031 capital program (excluding expansion acquisitions), Five (5) Ambulance units are scheduled for replacement in 2022. The replacements received pre-budget approval as set out in report COR-FFM-21-12/COR-TRY-21-84, dated September 22, 2021.
- c) It is also noted that subsequent orders related to possible ambulance expansion plan approvals are expected to come with a price increase and much later delivery timelines as a result of supply shortages due to COVID-19.

5. Background:

NIL

6. Area Municipality Communication and Public/Stakeholder Engagement:

Paramedic Services and Fleet Management staff were consulted in the preparation of this report.

7. Financial Implications:

There are sufficient funds in the 2022 Paramedic Services Capital Program to complete the acquisitions and outfitting.

Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, and assuming there are no significant manufacturing delays related to supply chain issues, units are expected to be delivered by June, 2022.

9. Attachments / Links:

Appendix A: Detailed Financial Implications

Prepared By: Jesse Clark, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

Five (5) Type III Ambulances	\$1,061,700
Plus: Applicable Net HST of 1.76%	<u>18,700</u>
Total	<u>\$1,080,400</u>

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

The Region's preliminary 2022-2031 Paramedic Services Capital Program includes the following budget for the purchase of five (5) ambulances to be funded from the Ambulance Vehicle reserve (100%, \$1,110,000). The remaining \$29,600 will be used for ancillary costs.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: Procurement of Modernized Centralized IT Backup Storage Solution.

1. Recommendation:

That the Regional Municipality of Waterloo approve the procurement of a Modernized Centralized Backup Solution including five (5) years of support from Dell Canada (Div of Dell Computer Corporation) in the total amount of \$337,533.39 plus all applicable taxes as set out in report COR-TRY-21-90 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032, Part VII section 21 (2), requires Council approval for negotiated acquisitions if the value of the acquisition exceeds \$150,001.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to Responsive and Engaging Public Service under Strategic Focus Area 5.4 Ensure the Region provides value for money and long term financial sustainability.

4. Key Considerations:

a) The Data Domain Storage Solution is an industry leading storage solution from Dell Computer Corporation that directly integrates with both the Region's existing Veeam Enterprise backup solution and the existing Dell VXRail Virtual Infrastructure. As part of this procurement the current backup strategy and infrastructure in Water Services is being upgraded.

b) This solution provides the following benefits:

- Improved response to ransomware attacks (multi-location storage and encrypted backups);

- Improved compression and de-duplication (more storage on fewer disks);
- Support across the entire infrastructure (Virtual and Storage) from a single vendor (Dell EMC) on a 24x7x365 basis;
- Capacity for growth; and
- Positions the Region to recover faster in the event of a failure.

These appliances are the latest generation of Dell EMC storage solutions and offer the Region the flexibility and security needed to move to world class information technology operations.

- c) Section 21(1) of the Purchasing By-law allows for acquisition by negotiation where (a) there is only one known source of supply and (i) the acquisition is required or is beneficial in regard to the standardization of goods or services for the Region.

5. Financial Implications:

There are sufficient funds in the Region's approved 2021-2030 Corporate ITS Capital Program. Detailed Financial Implications tables are included in Appendix A.

6. Conclusion / Next Steps:

Subject to Council approval, the Data Domain Centralized Backup Storage Solution will be ordered with an expected delivery date of December, 2021.

7. Attachments / Links:

Appendix A: Detailed Financial Implications

Prepared By: Tina Reay, Supervisor, Procurement

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

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

Appendix A: Detailed Financial Implications

Procurement of Modernized Centralized Backup Storage Solution	\$210,558
Service and Maintenance 5 Years	<u>126,942</u>
Sub-total	\$337,500
Plus: Applicable Net HST of 1.76%	5,940
Total	<u>\$343,440</u>

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

The Region's approved 2021-2030 Corporate ITS Capital Program includes \$300,000 in 2021 for the Servers and Network Upgrades (project #90061) to be funded from the ITS Capital Reserve. Maintenance fees will be funded from the Region's operating budget over the 5 years.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: T2021-124 - Well House K21 Upgrade Project 1768 Ottawa Street South Kitchener Ontario (Under PQ2021-11)

1. Recommendation:

That the Regional Municipality of Waterloo accept the tender of Finnbilt General Contracting Limited for T2021-124 - Well House K21 Upgrade Project, 1768 Ottawa Street South, Kitchener, Ontario (Under PQ2021-11) in the amount of \$2,102,052.00 plus all applicable taxes as set out in report COR-TRY-21-91 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032 Part IV section 10 (2) requires Council approval for tenders in excess of \$1,000,000.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to protect our water resources (drinking water and wastewater treatment) under Strategic Focus Area 3: Environment and Climate Action.

4. Key Considerations:

- a) Tenders were called for T2021-124 - Well House K21 Upgrade Project, 1768 Ottawa Street South Kitchener Ontario (Under PQ2021-11) and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. A general contractor pre-qualification was completed for this project (PQ2021-11) and only bids received from the pre-qualified list were accepted.

b) The following tenders were received:

Finnbilt General Contracting Limited	Stratford, ON	\$2,102,052.00
K&L Construction	London, ON	\$2,212,252.20
BGL Contractors Corp	Waterloo, ON	\$2,246,950.00
H2Ontario Inc.	New Hamburg, ON	\$2,689,813.00

c) The work under this contract includes the demolition of the existing well house and the construction of a new well house to incorporate new chemical, process and electrical rooms, and new equipment. New equipment will include submersible well pumps, chemical dosing pumps, chlorine analyzer, storage tanks, level transmitter, mechanical heating, ventilation, air conditioning (HVAC) and plumbing systems, electrical and control systems. The work also includes start-up and commissioning activities, and coordination to obtain necessary permits and approvals.

d) The final date of acceptance for this tender is December 29, 2021

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Nil

7. Financial Implications:

There are sufficient funds in the Region's approved 2021-2030 Water Capital Program for this work.

Detailed Financial Implications are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will begin in November, 2021 with Substantial Completion expected by August 2022.

9. Attachments / Links:

Appendix A: Detailed Financial Implications

October 20, 2021

Report: COR-TRY-21-91

Prepared By: Alex Albrecht, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

T2020-124	\$2,102,100
Contract Administration	250,000
Regional Engineering	50,000
Monitoring Well Relocation	40,000
Permit approvals, printing and advertising	<u>\$5,000</u>
Sub-total	\$2,447,100
Plus: Applicable Net HST of 1.76%	<u>42,200</u>
Total	<u>\$2,489,300</u>

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

The Region's approved 2021-2030 Water Services Capital Program includes \$9,861,000 in 2021 and \$11,700,000 in 2022 (total \$21,561,000) for Facilities Upgrades (project #04893) to be funded from the Water Capital Reserve (73.0%; \$15,739,500), the Water Development Charge Reserve Fund (17.8%; \$3,834,500) and growth related debentures (9.2%; \$1,987,000). An amount of \$2,900,000 has been allocated for the K21 Well House Upgrades.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: T2021-185 - Hoist Replacements - Fleet Services, 100 Maple Grove Rd, Cambridge (Under PQ2021-14)

1. Recommendation:

That the Regional Municipality of Waterloo accept the tender of Garage Supply Contracting Inc. for T2021-185 - Hoist Replacements - Fleet Services, 100 Maple Grove Rd, Cambridge (Under PQ2021-14) in the amount of \$906,008.11 plus all applicable taxes as set out in report COR-TRY-21-92 dated October 20, 2021, and;

That staff be directed to draft the 2022-2031 Fleet capital program to include an additional \$200,000 in 2022 for this work funded from the Corporate Fleet Replacement Reserve.

2. Purpose / Issue:

Purchasing by-law 16-032 Part IV, section 9 (3)(a) requires Council approval of tenders in excess of \$150,001 but less than \$1,000,000 when funds are not available in the program budget.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to provide excellent citizen centered services that enhance service satisfaction under Strategic Focus Area 5: Responsive and Engaging Government Services.

4. Key Considerations:

- a) Tenders were called for T2021-185 - Hoist Replacements - Fleet Services, 100 Maple Grove Rd, Cambridge (Under PQ2021-14) and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website.
- b) The following tenders were received:

Garage Supply Contracting Inc.	Oro-Medonte, ON	\$906,008.11
Drier Construction Group Inc.	New Dundee, ON	\$939,401.00
Ross & Anglin Ontario Ltd	Milton, ON	\$945,870.00
ISN Canada Group Inc.	Vaughan, ON	\$1,566,052.53

- c) The work under this contract includes removal and replacement of four (4) existing vehicle and equipment hoists at the Regional Operations Centre in Cambridge, that are nearing end of life. The work will be phased to limit the number of hoists that will be down at once, and use the existing pit foundations with minor modifications. A contingency allowance is included to allow for potential unforeseen conditions during the removal and installation.
- d) Planned and budgeted for 2020, the heavy truck hoist replacements were delayed to 2021 due to operational impacts and supply chain issues associated with COVID. As a result, the four hoists are overdue for replacement and have passed a reasonable and safe operational life cycle. Unprecedented cost increases in 2021 for steel (200%) and higher design and construction costs have resulted in a significant increase in the overall project cost.
- e) The final date of acceptance for this tender is December 4, 2021.

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Nil

7. Financial Implications:

There is a shortfall of funds in the Region's approved 2021-2030 Fleet Capital Program for this work.

Detailed Financial Implications are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will begin on or about November 1, 2021 with onsite work starting at beginning of March 2022 and completion by end of May 2022.

9. Attachments / Links:

Appendix A: Detailed Financial Information

Prepared By: Amanda Wendell, Procurement Specialist

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

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

Appendix A: Detailed Financial Information

Budget Implications: **State Budget Amount:** \$810,000

T2021-185	\$906,000
Consulting, other fees & contingency	52,000
Project management fees	35,000
Plus: Applicable Net HST of 1.76%	<u>17,000</u>
Total	<u>\$1,010,000</u>

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

The Region's 2021-2030 Fleet Management Capital Program includes a budget of \$405,000 in 2021 and \$405,000 in 2022 for replacement of 4 heavy hoists (project # 90016) to be funded from the Fleet Equipment Reserve. The \$200,000 capital budget shortfall will be incorporated into the draft 2022-2031 capital program and funded from the Corporate Fleet Replacement Reserve.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: P2021-15 - Biosolids Mixing Systems at the Galt and Waterloo Wastewater Treatment Plants

1. Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Greatario Engineered Storage Systems for P2021-15 - Biosolids Mixing Systems at the Galt and Waterloo Wastewater Treatment Plants in the amount of \$273,400.00 plus all applicable taxes as set out in report COR-TRY-21-93 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032 Part IV, section 9 (3)(a) requires Council approval of Proposals in excess of \$150,001 when two (2) or fewer compliant bids are submitted in response to the call for tenders.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to protect our water resources (drinking water and wastewater treatment) under Strategic Focus Area 3, Environment and Climate Action.

4. Key Considerations:

- a) Proposals were called for P2021-15 - Biosolids Mixing Systems at the Galt and Waterloo WWTPs and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website.
- b) Two proposals were received and evaluated using pre-determined technical criteria which included agreement with commercial terms & conditions, schedule, completeness and bid organization, vendor experience in similar works, proposed equipment, performance, project team and availability of spare parts/response time from service centre. Following the qualitative evaluation both price submissions were opened.

The following proposals were received:

Greatario Engineered Storage Systems	Innerkip, Ontario
John Brooks Company Ltd	Mississauga, Ontario

Greatario Engineered Storage Systems received the highest score. Only two proposals were received as the equipment is specialized and is supplied by a limited number of companies.

- c) The work under this contract includes supply and delivery of two Biosolids Jet Mixing Systems at the Galt WWTP, and two Biosolids Jet Mixing Systems at the Waterloo WWTP, which will be installed in new operational biosolids storage tanks (tanks and installation of mixing system by others), complete with all other appurtenances required for full operation of the mixing systems.
- d) The final date of acceptance for this proposal is December 23, 2021

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Nil

7. Financial Implications:

There are sufficient funds in the 2021 Wastewater Capital program to procure this equipment. Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will begin in November 2021. This proposal award will be incorporated by means of a Novation Agreement into the future general construction contract for the Operational Biosolids Storage project (T2022-103).

9. Attachments / Links:

Appendix A: Detailed Financial Information

Prepared By: Alex Albrecht, Procurement Specialist

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

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

Appendix A: Detailed Financial Information

P2021-15	\$273,400
Plus: Applicable Net HST of 1.76%	<u>4,800</u>
Total	<u><u>\$278,200</u></u>

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

The approved 2021-2030 Wastewater Capital Program includes a budget of \$902,000 in 2021 and \$15,960,000 in 2022-2024 (total \$16,862,000) for the Biosolids Management Facility (project #08275) to be funded from the Wastewater Capital Reserve (73.0%; \$12,309,300), growth related debentures (19.6%; \$3,309,000) and the Wastewater Development Charge Reserve Fund (7.4%; \$1,243,700). An amount of \$350,000 has been allocated for the purchase of the biosolids mixing systems.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: P2021-16 - Supply of Bolted Steel Tanks at the Galt WWTP, Cambridge, Ontario

1. Recommendation:

That the Regional Municipality of Waterloo accept the proposal of Greatario Engineered Storage Systems for P2021-16 - Supply of Bolted Steel Tanks at the Galt WWTP, Cambridge, Ontario in the amount of \$1,398,700.00 plus all applicable taxes as set out in report COR-TRY-21-94 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032 Part V section 15 requires Council approval for Request for Proposals in excess of \$1,000,000.

3. Strategic Plan:

Award of this contract meeting the 2019-2023 Corporate Strategic Plan objective to protect our water resources (drinking water and wastewater treatment) under Strategic Focus Area 3, Environment and Climate Action.

4. Key Considerations:

- a) Proposals were called for P2021-16 - Supply of Bolted Steel Tanks at the Galt WWTP, Cambridge, Ontario and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website.
- b) Two proposals were received and evaluated using pre-determined technical criteria which included agreement with commercial terms & conditions, schedule, completeness and bid organization, vendor experience in similar works, proposed equipment, performance, project team and availability of spare parts/response time from service centre. Following the qualitative evaluation, both price submissions were opened.
- c) The following proposals were received:

Greatario Engineered Storage Systems	Innerkip, Ontario
H2Flow Equipment Inc.	Vaughan, Ontario

Greatario Engineered Storage Systems received the highest score. Only two proposals were received as the equipment is specialized and is supplied by a limited number of companies.

- d) The work under this contract includes design, supply, and installation of two (2) bolted steel tanks (bolted glass fused to steel tanks, with an aluminum geodesic dome roof) for storage of liquid digested biosolids, complete with all appurtenances required for full operation of the biosolids storage tanks at the Galt WWTP in Cambridge. Each of the two (2) tanks is to have a storage capacity of 1,200 m³, and will be installed on an in-ground concrete foundation.
- e) The final date of acceptance for this proposal is December 23, 2021

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Nil

7. Financial Implications:

There are sufficient funds in the 2021 Wastewater Capital program to procure this equipment. Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will begin November 2021. This proposal award will be incorporated by means of a Novation Agreement into the future general construction contract for the Operational Biosolids Storage project (T2022-103).

9. Attachments / Links:

Appendix A: Detailed Financial Information

Prepared By: Alex Albrecht, Procurement Specialist

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

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

Appendix A: Detailed Financial Information

P2021-15	\$1,398,700
Plus: Applicable Net HST of 1.76%	<u>24,600</u>
Total	<u>\$1,423,300</u>

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

The approved 2021-2030 Wastewater Capital Program includes a budget of \$902,000 in 2021 and \$15,960,000 in 2022-2024 (total \$16,862,000) for the Biosolids Management Facility (project #08275) to be funded from the Wastewater Capital Reserve (73.0%; \$12,309,300), growth related debentures (19.6%; \$3,309,000) and the Wastewater Development Charge Reserve Fund (7.4%; \$1,243,700). An amount of \$1,450,000 has been allocated for the purchase of the bolted steel tanks.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: Refurbishment of one (1) D8 CAT Dozer

1. Recommendation:

That the Regional Municipality of Waterloo approve the refurbishment of one (1) D8 CAT Dozer to Toromont CAT in the estimated amount of \$656,183.30 plus all applicable taxes as set out in report COR-TRY-21-95 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032, Part VII section 21 (2), requires Council approval for negotiated acquisitions if the value of the acquisition exceeds \$150,001.

3. Key Considerations:

- a) The Region of Waterloo Waste Management Division operates two (2) D8 Cat Dozers at the Waterloo landfill site. One (1) D8 Dozer is scheduled for refurbishment for 2022, and the refurbishment received pre-budget approval as set out in report COR-FFM-21-12 COR-TRY-21-84, dated September 22, 2021.
- b) The Toromont Cat Certified Rebuild program recertifies the units to new condition with full equipment warranty and a service maintenance agreement. The refurbishment requires the use of Genuine CAT parts, purchased directly by the authorized Toromont CAT equipment dealer. The refurbished dozer will be equipped with updated technologies, and the life cycle of the refurbished unit is equivalent to a new unit.
- c) The purchase of a new D8 dozer would cost approximately \$1,400,000.

4. Background:

The Region has a long-standing practice of refurbishing heavy equipment in collaboration with the OEM (Original Equipment Manufacturer), to optimize the total cost of ownership to the Region, and to ensure operational requirements are supported. The refurbishments can only be carried out by an authorized OEM equipment dealer, which in this case is Toromont CAT (Cambridge Ontario). The dozer is scheduled to be refurbished in the fall of 2021 at the rates quoted for parts and labour. The refurbishment of the D8 Dozer will be completed by early 2022, and

it ensures continuity with the existing service agreements for maintenance and operational repairs of the equipment.

5. Public / Area Municipality / Stakeholder Engagement:

Fleet Management staff engaged Waste Management staff in the equipment evaluation process. This consultation process included the review and validation of functional requirements to assist in identifying replacement solutions that best align with operational requirements and corporate objectives.

6. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objectives to reduce greenhouse gas emissions under Focus Area 3: Environment and Climate Action and to ensure the Region provides value for money and long term financial sustainability under Focus Area 5: Responsive and Engaging Government Services.

7. Financial Implications:

There are sufficient funds in the 2022 Waste Management Capital Program to complete the work.

Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the dozer will be scheduled for refurbishment with Toromont CAT as soon as possible, to ensure timely return to Waste operations in early 2022.

9. Attachments / Links:

Appendix A: Detailed Financial Implications

Prepared By: Jesse Clark, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

Refurbishment of One (1) D-8 CAT Dozer (Including Annual Maintenance Agreement for 2022)	\$656,200
Plus: Applicable Net HST of 1.76%	<u>11,500</u>
Total	<u>\$667,700</u>
5 Year Maintenance Agreement (Total Cost \$150,000)	

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

The Region's preliminary 2022-2031 Waste Management Capital Program includes a budget of \$2,744,000 in 2022 for Vehicle Replacements Waste Management (project # 01007) to be funded from the Corporate Fleet Replacement Reserve. This budget is sufficient to fund the refurbishment and the service maintenance agreement cost as set out in this report. The refurbishment received pre-budget approval as set out in report COR-FFM-21-12/COR-TRY-21-84, dated September 22, 2021

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: T2021-134 - Kitchener Wastewater Treatment Plant Primary Clarifier Upgrades, Contract 5B (Under PQ2021-07)

1. Recommendation:

That the Regional Municipality of Waterloo take the following action with respect to T2021-134 - Kitchener Wastewater Treatment Plant Primary Clarifier Upgrades, Contract 5B (Under PQ2021-07) as set out in report COR-TRY-21-96 dated October 20, 2021:

- a. Accept the tender of Maple Reinders Constructors Ltd. In the amount of \$23,966,016.10 plus all applicable taxes; and
- b. Direct staff to draft the 2022-2031 Wastewater capital program to include an increase of \$2,568,600 for project #08797 to be funded from the Wastewater Capital Reserve (\$1,831,400), Wastewater Development Charge Reserve Fund (\$343,200) and growth related debentures (\$394,000).

2. Purpose / Issue:

Purchasing by-law 16-032 Part IV section 10 (2) requires Council approval for tenders in excess of \$1,000,000.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to protect our water resources (drinking water and wastewater treatment) under Strategic Focus Area 3: Environment and Climate Action.

4. Key Considerations:

- a) Tenders were called for T2021-134 - Kitchener WWTP Primary Clarifier Upgrades, Contract 5B (Under PQ2021-07) and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. A

general contractor pre-qualification was completed for this project (PQ2021-07) and only bids received from the pre-qualified list were accepted.

b) The following tenders were received:

Maple Reinders Constructors Ltd.	Mississauga, Ontario	\$23,966,016.10
Bennett Mechanical Installations (2001) Ltd	Millgrove, Ontario	\$24,497,000.00
North America Construction (1993) Ltd.	Morrison, Ontario	\$26,092,044.00
Kenaidan Contracting Ltd.	Mississauga, Ontario	\$27,171,400.00

c) The work under this contract includes:

- Removal of existing Primary Clarifier traveling bridge mechanisms.
- Supply and installation of the pre-selected Fujiwara Clarifier mechanisms, under P2020-16 Supply of Kitchener WWTP Primary Clarifier Mechanism Equipment and awarded per council report COR-TRY-21-02 January 20, 2021.
- Supply and installation of piping, valves, and pumps in the primary sludge gallery.
- Architectural and structural improvements to the existing primary sludge pumping gallery.
- Building mechanical upgrades to the primary sludge pumping gallery in compliance with NFPA 820.
- Installation of a new primary influent channel for improved flow distribution.
- Construction of new flood-proof electrical room with electrical upgrades and complete switchover removal of existing Plant 1 to new electrical room.

d) The final date of acceptance for this tender is December 22, 2021.

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Nil

7. Financial Implications:

The cost of the work exceeds the budget by \$2,568,600. Detailed Financial Implications are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will begin in November 2021 with Substantial Completion expected by March 2024.

9. Attachments / Links:

Appendix A: Detailed Financial Implications

Prepared By: Alex Albrecht, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

T2020-134	\$23,966,000
Contract Administration	\$1,051,000
Regional Engineering	\$150,000
Geotechnical	<u>\$54,000</u>
Permit approvals, printing and advertising	<u>\$20,000</u>
Sub-total	\$25,241,000
Plus: Applicable Net HST of 1.76%	<u>441,600</u>
Total	<u>\$25,682,600</u>

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

The Region's approved 2021-2030 Wastewater Capital Program includes \$4,518,000 in 2021, \$10,250,000 in 2022, \$9,580,000 in 2023 and \$11,965,000 in 2024 (total \$36,313,000) for Kitchener WWTP Process Upgrades (project #08797) to be funded from the Wastewater Capital Reserve (71.3%; \$25,891,200) growth related debentures (21.1%; \$7,656,000) and Wastewater Development Charge Reserve fund (7.6%; \$2,765,800). Of the overall budget, \$23,114,000 was allocated for this work. The total estimated cost of \$25,682,600 exceeds the budget by \$2,568,600 due to supply chain disruptions resulting in material cost fluctuations, a shortage in skilled labour tradespeople, and an increase in commodity prices over the past year. The draft 2022-2031 Wastewater Capital Program will include the additional costs and funding.

Region of Waterloo
Corporate Services
Treasury Services (Procurement)

To: Regional Council
Meeting Date: October 20, 2021
Report Title: T2021-168 - Phase 2 of the Transit Hub Multi-Use Trail from Joseph Street to King Street Kitchener, Ontario

1. Recommendation:

That the Regional Municipality of Waterloo take the following actions regarding T2021-168 - Phase 2 of the Transit Hub Multi-Use Trail from Joseph Street to King Street Kitchener, Ontario as set out in report COR-TRY-21-97 dated October 20, 2021:

- a) Accept the tender of Capital Paving Inc. in the amount of \$817,029.00 plus all applicable taxes; and
- b) Amend the Region's 2021-2030 Grand River Transit Capital Program as set out in Appendix A.

2. Purpose / Issue:

Purchasing by-law 16-032 Part IV, section 9 (3)(a) requires Council approval of tenders in excess of \$150,001 but less than \$1,000,000 when two (2) or fewer compliant tenders are submitted in response to the call for tenders.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to increase participation in active forms of transportation (cycling and walking) and improve road safety for all users: drivers, cyclists, and pedestrians under Strategic Focus Area 2, Sustainable Transportation.

4. Key Considerations:

- a) Tenders were called for T2021-168 - Phase 2 of the Transit Hub Multi-Use Trail from Joseph Street to King Street Kitchener, Ontario and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website.
- b) The following tenders were received:

Capital Paving Inc	Guelph, Ontario	\$817,029.00
Steed and Evans Limited	St. Jacobs, Ontario	\$895,947.00

- c) Numerous vendors downloaded the bid document. Staff contacted a number of contractors that did not submit a bid and reasons for not submitting included contractors not having the capacity to complete the work within the specified timelines and multiple tender closings on the same day.
- d) The work under this contract includes the second stage of the Transit Hub to Iron Horse Trail, Multi-Use Trail Construction, between Joseph St. and King St. This includes the construction of a 3.0m wide multi use trail between Joseph St. and King St. in the City of Kitchener as well as the construction of a retaining wall, fencing, illumination and landscaping.
- e) The final date of acceptance for this tender is December 13, 2021.

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Residents and business owners most directly affected by the planned construction activities or traffic restrictions will be notified via letters in advance of construction and updated during construction. Contact information will be provided for follow-up questions and communication. Signs with the estimated construction duration and contact information will be placed at both ends of the construction zone.

Members of the public may obtain up-to-date information about active, ongoing construction contracts affecting Regional roads on the Region's website.

7. Financial Implications:

Additional budget approval and funding is required to complete the work. Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will begin on or about November 1, 2021 with completion July, 2022.

9. Attachments / Links:

Appendix A: Detailed Financial Information

Prepared By: Alex Albrecht, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

T2021-168	\$817,000
CN Rail Crossing	303,000
Stewart St. Utility Relocations and Trail Construction	222,500
Contract Administration and Inspection	150,000
Design and Tender	55,000
Regional Engineering	50,000
Materials Inspection, Testing and QP-PL	35,000
Sub-total	\$1,632,500
Plus: Applicable Net HST of 1.76%	28,700
Total	<u>\$1,661,200</u>

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

The Region's approved 2021-2030 Grand River Transit Capital Program includes a budget of \$650,000 in 2021 for the Transit Hub Trail (project # 66143), to be funded from the Investing in Canada Infrastructure Program (73%, \$474,500), the Transit Capital Reserve (16%, \$104,000) and the Public Transit Regional Development Charge Reserve Fund (11%, \$71,500).

Staff recommend that the approved 2021-2030 Grand River Transit Capital Program be amended as set out in the table below:

CAPITAL PLAN (\$000s)	2021	2022	Total
Expenditure			
Approved budget	650	0	650
Revised project expenditure	1,359	302	1,661
Increase (decrease) in expenditure budget	709	302	1,011
Funded by			
Investing in Canada Infrastructure Program	183	221	404
Transit Capital Reserve	320	48	368
Public Transit Development Charge Reserve Fund	206	33	239
Incremental Capital Financing	709	302	1,011

The approved budget of \$650,000 reflects construction costs in accordance with with the original tender in 2019. The Transit Hub Trail project was broken out into two stages due to outstanding property agreements in 2019, with the second phase of work being re-tendered in 2021.

In 2021 the scope of work, construction timing and cost was further refined and supported by quotes received from Kitchener Wilmot Hydro, CN Railway and Perimeter Developments for various sections of the trail. Cost increases and escalation have also been experienced with respect to additional consulting work related to new soil regulations, additional archaeological work as well as engineering fees for additional design work and re-tendering.

Region of Waterloo
Corporate Services
Treasury Services (Procurement)

To: Regional Council
Meeting Date: October 20, 2021
Report Title: T2021-175 - Winter Maintenance Managed Outsource Services

1. Recommendation:

That the Regional Municipality of Waterloo accept the tender of Steed and Evans Limited for T2021-175 - Winter Maintenance Managed Outsource Services for a period of five (5) twenty six (26) week winter seasons effective November 1, 2022 with the option to renew for two (2) additional twenty six (26) week winter seasons at an estimated amount of \$1,066,200.00 (annual estimated cost of \$213,240.00) plus all applicable taxes as set out in COR-TRY-21-98 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032 Part IV section 10 (2) requires Council approval for tenders in excess of \$1,000,000.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objectives 2.4, Improve road safety for all users, drivers, cyclists, pedestrians, horse and buggies, and 5.4, Ensure the Region provides value for money and long term financial sustainability.

4. Key Considerations:

- a) Tenders were called for T2021-175 - Winter Maintenance Managed Outsource Services and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website.
- b) The following tender was received:

Steed and Evans Limited	St. Jacobs, Ontario	\$213,240.00
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*One bid was disqualified.

- c) Numerous vendors downloaded the bid document. Staff contacted a number of contractors that did not submit a bid and reasons for not submitting included not having highway winter maintenance experience and not being able to report to a winter event in the required response time specified in the document.

The work under this contract includes the supply of equipment and staff for the winter months to perform winter maintenance on Regional roads as directed by Region staff. The contract is proposed to be awarded at this time to allow sufficient lead time to have resources in place by November 2022.

- d) The final date of acceptance for this tender is November 15, 2021

5. Background:

On May 11, 2021, Council approved Report TES-TRP-21-05, Winter Road Maintenance on Regional Roads in the Four Townships. This report included hiring of additional full time staff and purchasing of equipment but also included the requirement to outsource the supply of equipment and labour to provide winter maintenance services for one plough route as required and directed by Region staff starting in the fall of 2022.

As per that report, staff developed and advertised Tender T2021-175 Winter Maintenance Managed Outsource Services.

6. Area Municipality Communication and Public/Stakeholder Engagement:

Local municipalities were involved in the development of Report TES-TRP-21-05, Winter Road Maintenance on Region Roads in the Four Townships which included the requirement of outsourcing one winter plough route starting in the fall of 2022.

7. Financial Implications:

The estimated costs of this tender can be accommodated within the Draft 2022 Transportation Operating Budget. The budget changes are being phased in over 2022-2023 as set out in Council approved Report TES-TRP-21-05, Winter Road Maintenance on Regional Roads in the Four Townships. Actual annual costs are subject to variation due to the number and severity of winter events. Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval the work of this contract will begin November 1, 2022.

9. Attachments / Links:

Appendix A: Detailed Financial Implications

Prepared By: Alex Albrecht, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

T2021-175	\$213,200
Plus: Applicable Net HST of 1.76%	<u>3,800</u>
Total	<u>\$217,000</u>

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

The Draft 2022 Transportation Operating Budget includes a budget of \$82,400 for winter maintenance contracting for November/December of 2022. The budget changes are being phased in over 2022-2023 as set out in Council approved Report TES-TRP-21-05, Winter Road Maintenance on Regional Roads in the Four Townships.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: C2018-08 Building Renovation & Construction Waterloo Regional Police Service Central Division – Disbursement of Additional Funds

1. Recommendation:

That the Regional Municipality of Waterloo increase the contract with Dialog Design Inc. for C2018-08 Building Renovation & Construction Waterloo Regional Police Service Central Division in the amount of \$840,756 for a new contract price of \$3,273,593 plus all applicable taxes; as set out in report COR-TRY-21-99 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032 Part XI section 35 (1) requires Council approval to authorize the disbursement of additional funds in excess of ten percent (10%) of the original contract price when the work is required to complete the original contract.

3. Strategic Plan:

Increase of this contract meets the 2019-2023 Corporate Strategic Plan objective to enhance community safety and wellbeing in Waterloo Region under Strategic Focus Area 4, Healthy, Safe and Inclusive Communities.

4. Key Considerations:

- a) On October 10, 2018, C2018-08 Building Renovation & Construction Waterloo Regional Police Service Central Division was approved by Council report COR-TRY-18-90 in the amount of \$2,282,837.00 plus all applicable taxes. The work of this contract includes design, consulting and contract administration services for the renovation and construction of the former provincial courthouse located at 200 Frederick Street in Kitchener in order to house the new Waterloo Regional Police Services (WRPS) Central Division.

- b) The additional funds are required due to increased coordination and documentation efforts to address unforeseen complexities of adapting the structure from its former courthouse use to a new Central Division at current standards and regulations within the existing envelope and structure. The existing structure, after analysis, required additional redesign and reinforcement to address increased loading for new usage such as cell block area and additional floor area in the filling in of vacant former two storey courtrooms.
- c) A significant increase in planned consulting effort was also required to address multiple revisions to the site plan requirements, such as redesign of the façades imposed by a Heritage Assessment Impact study, and revisions to the exiting strategy caused by changing exiting requirements from building officials combined with a shift in client needs for the space and various value engineering exercises to control costs.
- d) Accordingly, staff recommend increasing the contract value by \$840,756 for a revised contract price of \$3,273,593 excluding all applicable taxes.

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Nil

7. Financial Implications:

There are sufficient funds in the 2021-2030 WRPS capital program to complete the work.

Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the work of this contract will continue with construction completion expected by July 31, 2022, and completion of this contract the following year, July 31, 2023.

9. Attachments / Links:

Appendix A – Detailed Financial Implications

October 20, 2021

Report: COR-TRY-21-99

Prepared By: Amanda Wendell, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

Consultant	\$1,302,000
Construction Cost	44,530,000
Internal Costs	670,000
Furniture & Fixtures	1,675,300
Plus: Applicable Net HST of 1.76%	<u>806,700</u>
Total	<u>\$48,984,000</u>

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

The consulting contract started in 2019, and as of December 31, 2020 there was \$461,200 unspent. The table above has been reclassified to show that the increase of \$840,800 in consultant costs will be offset by other construction costs that are coming in under budget such as Furniture, Fixtures and permits.

The approved 2021-2030 WRPS Capital Program includes a budget of \$26,335,800 in 2021 and \$22,647,800 in 2022 for the 200 Frederick Street Renovation (project # 50046). The total budget provision of \$48,983,600 to be funded from 20 year property tax supported debentures (51%; \$ 24,981,600) and 20 year debentures funded from future regional development charges (49%; \$ 24,002,000). Budget provisions, informed after the construction tender award earlier in 2021, are included in the 2021 and 2022 WRPS capital programs.

Region of Waterloo**Corporate Services****Treasury Services (Procurement)**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: Purchase of 44 Pin Pad replacements in GRT Fare Vending Machines

1. Recommendation:

That the Regional Municipality of Waterloo approve the purchase of 44 Pin Pad replacements in GRT Fare Vending Machines to Scheidt & Bachmann GmbH in the amount of \$225,469.00 plus all applicable taxes as set out in report COR-TRY-21-100 dated October 20, 2021.

2. Purpose / Issue:

Purchasing by-law 16-032, Part VII section 21 (2), requires Council approval for negotiated acquisitions if the value of the acquisition exceeds \$150,001.

3. Strategic Plan:

Award of this contract meets the 2019-2023 Corporate Strategic Plan objective to Focus Area 2: Sustainable Transportation under Strategic Focus Area 2.1 Enhance the transit system to increase ridership and ensure it is accessible and appealing to the public.

4. Key Considerations:

- a) Grand River Transit currently operates 37 fare vending machines, located on ION LRT platforms and at key GRT bus terminals. The Region's supply contract for these devices with Scheidt & Bachmann includes installation of a further four (4) vending machines at GRT bus terminals. Each device includes a Pin Pad assembly to process credit and debit card transactions.
- b) Vendors that accept payment using credit or debit cards must remain current with Payment Card Industry/ Data Security Standards (PCI/ DSS). The Region's PCI/DSS team including representation from Information Technology Services, Treasury Services and Transit Services worked with the Region's certified Qualified Security Assessor (QSA) to identify a needed update to the fare vending machine Pin Pads to maintain currency with the updated payment

card industry standards.

- c) The existing units are approaching their end of life, it could not be guaranteed that they would operate reliably following an update and the most reliable way to integrate new functionality, with enhanced security capabilities is to replace the current Pin Pad assemblies with newer, purpose built units.
- d) The installation of the new units into GRT devices will take approximately 6 weeks. Pricing includes preparation of all 44 assemblies, with 37 to be installed immediately. The remaining assemblies will be used for the additional vending machines as they are installed and as spare units.
- e) Failure to implement this update before spring 2022 may result in the Region being out of compliance with required PCI/ DSS standards.
- f) Section 21(1) of the Purchasing By-law allows for acquisition by negotiation where (i) the acquisition is required or is beneficial in regard to the standardization of goods or services for the Region

5. Background:

Nil

6. Area Municipality Communication and Public/Stakeholder Engagement:

Transit Services, Treasury Services and Information Technology Services, together with the Region's PCI/ DSS QSA developed the recommendation to update fare vending machine Pin Pads.

7. Financial Implications:

There are sufficient funds in the Region's approved 2021 Grand River Transit Operating Budget to complete the work under this contract.

Detailed Financial Implications tables are included in Appendix A.

8. Conclusion / Next Steps:

Subject to Council approval, the equipment will be ordered with installations expected to begin the week of December 6, 2021.

9. Attachments / Links:

Appendix A: Detailed Financial Implications

October 20, 2021

Report: COR-TRY-21-100

Prepared By: Jesse Clark, Procurement Specialist

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

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

Appendix A: Detailed Financial Implications

Replacement of 44 PinPads in the ION line Vending Machines	\$225,500
Plus: Applicable Net HST of 1.76%	<u>4,000</u>
Total	<u>\$229,500</u>

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

The Region's approved 2021 Grand River Transit Operating Budget includes \$819,300 for GRT Technology Equipment Maintenance. Staff will monitor this budget provision and report back to council through the periodic financial reporting process.

Region of Waterloo
Corporate Services
Commissioner's Office

To: Regional Council
Meeting Date: October 20, 2021
Report Title: 2021/22 General Insurance Program for Waterloo Region Housing

1. Recommendation:

That the Regional Municipality of Waterloo accept the bid from the Intact Public Entities Inc. (formerly known as Frank Cowan Company Limited) for the 2021/22 General Insurance Program for Waterloo Region Housing in the amount of \$567,484 plus the Housing Services Corporation fee and all applicable taxes; and

That the Chief Financial Officer be authorized to sign all documentation pertaining to such insurance coverage; all as set out in report COR-ADM-21-03 dated October 20, 2021.

2. Purpose / Issue:

Council is requested to authorize the Chief Financial Officer to enter into an agreement for insurance coverage for the Waterloo Region Housing operations.

3. Key Considerations:

- a) The General Insurance Program for Waterloo Region Housing is outside the Waterloo Regional Municipalities Insurance Pool's Program due to the coverage requirements set by the Housing Services Corporation (HSC). This insurance program renews on November 1, 2021 and coverage is subject to Council's approval. This program covers the Region's owned and operated 2,700+ community housing units.
- b) Staff obtained the required bid from the HSC's Group Insurance Program administered by Marsh Canada and a bid from the Intact Public Entities Inc. (formerly known as Frank Cowan Company Limited, the incumbent), the only other insurer able to meet the HSC's Insurance Program requirements for the Region of Waterloo. The quotes excluding applicable taxes and HSC fees are as follows:

Intact Public Entities Inc.	\$567,484
Marsh Canada – HSC provider	\$634,569

- c) HSC charges a service fee of 2.5% on the premium quoted under an alternative broker program. This charge will be \$14,276.48 plus HST and is in addition to the Intact quote above. The HSC service fee is not charged on the Marsh Canada program as coverage, if acquired through Marsh, would be placed through HSC's insurance affiliate (SOHO Insurance Inc.) which would receive a commission that off-sets this service fee.
- d) The cost of the Intact program with the HSC service fee and applicable taxes is \$627,500 which is \$57,834 or 9.2% lower than the all-in cost of the Marsh program at \$685,334. As such, staff recommends proceeding with the General Insurance Program offered by the Intact Public Entities Inc. Overall, the policy coverage for 2021/22 has not changed from the prior year except where the building values have been increased in order to reflect inflationary trends and additional properties (if applicable).

4. Background:

Insurance coverage for Waterloo Region Housing is required to protect against financial losses which may occur for property or liability claims. This policy insures nearly \$500,000,000 in property and provides a limit of \$5,000,000 per occurrence in liability coverage with no applicable aggregate.

Insurance renewals for the Waterloo Region Housing program takes place yearly on November 1st and although there is a government mandated program run by HSC, the program allows for other insurer to quote on the same program as long as it offers equal to or better than coverage. As the Intact Public Entities (IPE) is one such insurer able to provide equal or better than coverage, staff seek a quote from both the HSC and IPE each year and after comparing the two quotes, recommendations are made to secure the best value for insurance coverage. For many years, the IPE have provided less expensive coverage which is equal to or better than that provided by HSC which has provided significant savings over the years. This year is no exception and savings of nearly \$57,834 will be realized.

It is worthy to note that the IPE is also the insurer for all eight (8) municipalities in the Region of Waterloo which is managed through the Waterloo Region Municipalities Insurance Pool. Insurance Pool staff have experienced a good working relationship up to this point while receiving broad form coverage under their programs.

5. Area Municipality Communication and Public/Stakeholder Engagement:

Nil.

6. Strategic Plan:

Award of this contract meets Focus Area 5 of the Region's Corporate Strategic Plan to ensure Regional programs and services are efficient, effective and provide value for money.

7. Financial Implications:

Intact Public Entities Inc. (formerly known as Frank Cowan Company Limited)	\$567,500
Retail Sales Tax (8%)	45,400
HSC Fee	<u>14,300</u>
Sub-total	\$627,200
Plus Applicable HST of 1.76% on the HSC Fee	<u>300</u>
Total	<u>\$627,500</u>

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

The cost for the 2021/22 General Insurance Program for Waterloo Region Housing will be \$627,500. Sufficient funds for this expenditure are included in the Preliminary 2022 Housing Operating Budget. The 2021/22 annual insurance premium cost of \$523,600 is an increase of \$103,900 or 20% when compared to the 2020/21 annual insurance premium. The increase in cost is indicative of the current "hard" insurance market (underwriting profits are very low or below profitability and many insurers are dropping certain types of risk coverage altogether) as well as increased liability and damage claims across Waterloo Region Housing properties and the housing sector in general.

8. Conclusion / Next Steps:

Subject to Council approval, the Region's Chief Financial Officer will sign the insuring agreement with the insurer, Intact Public Entities Inc. Notice would be sent to HSC that Waterloo Regional Housing has secured insurance equal to or better than provided by the HSC program at a cheaper price; and payment for the 2021/22 insurance coverage would be issued.

9. Attachments / Links:

None

Prepared By: Brian McEnhill, Risk Manager

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

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

The Regional Municipality of Waterloo

Committee of the Whole

Summary of Recommendations to Council

The Committee of the Whole recommends as follows:

1. That the Regional Municipality of Waterloo take the following actions to reinforce the leadership and commitment of the Region to end homelessness in all of its forms, as outlined in CSD-HOU-21-21 Evidence for Housing First and Ending Unsheltered Homelessness, dated October 12, 2021:
 - a) Reaffirm the integration of the Housing First approach in the programs and services in the Housing Stability System, recognizing this approach as evidence-informed in ending homelessness and creating housing stability; and
 - b) Reaffirm support for affordable and supportive housing options as the best alternatives to encampments to help people permanently resolve their experiences with homelessness.

That staff bring back, in their November report, specific recommendations for alternative options and supports within the region's emergency shelter and housing systems, including approximate costing for consideration in the 2022 budget;

And further, that The Region work with area municipalities to jointly research and gather data on the scope of the issue in our Region.

And that the report be circulated to the area Members of Parliament (MP) and Members of Provincial Parliament (MPP).

2. That the recommendation, in report TES-TRS-21-08, dated October 12, 2021 be deferred to the December Committee/Council cycle.
3. That the Regional Municipality of Waterloo take the following actions to respond to the need for an increase in emergency shelter funding to ensure safe sheltering options for those experiencing homelessness in Waterloo Region, as outlined in report CSD-HOU-21-20 Emergency Shelter Update, dated October

CWS-211012

12, 2021:

- a) Request the provincial government to dedicate an increase in specific funding for emergency shelter to facilitate safe sheltering options and a connection to housing supports and services for people experiencing homelessness; and
 - b) Forward a copy of report CSD-HOU-21-20 to the Honourable Doug Ford, Premier of Ontario; the Honourable Christine Elliott, Minister of Health; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the Ontario Municipal Social Services Association (OMSSA); the Federation of Canadian Municipalities (FCM); Local Members of the Provincial Legislature (MPPs); and Federal Members of Parliament (MPs) within Waterloo Region. **[E. Clarke Conflict]**
4. That the Regional Municipality of Waterloo amend Traffic and Parking By-law 016-023, as amended, to:
- a) Remove from Schedule 15, Westbound Right-turn lane designation on Victoria Street (Regional Road 55) at King Street (Regional Road 15)
 - b) Add to Schedule 14, No Right-turn-on-red, on Victoria Street (Regional Road 55) westbound at King Street (Regional Road 15)
 - c) Add to Schedule 22, Reserved Bus Lane, Anytime, on the north side of Victoria Street (Regional Road 55) from King Street (Regional Road 15) to 50m east of King Street (Regional Road 15)
- as noted in report TES-RTS-21-05, dated October 12, 2021.
5. The Region of Waterloo increase the contract with WSP Canada Group Limited by \$1,086,447 plus applicable taxes for a revised estimated total of \$4,712,477 to cover the requested amendments to the project scope and to complete the study, as noted in report TES-RTS-21-04, dated October 12, 2021.
6. That the Regional Municipality of Waterloo authorize the Commissioner of Transportation and Environmental Services to execute Maintenance Agreements with the Cities of Cambridge, Kitchener and Waterloo for the maintenance services described in this report for the Regional Roads within their respective municipal limits, for the period of January 1, 2022 to December 31, 2026, with an option to renew for one additional five (5) year term, in a form satisfactory to the Regional Solicitor as outlined in Report TES-TRP-21-19, dated October 12, 2021.

CWS-211012

7. That the Regional Municipality of Waterloo, in concert with the County of Wellington amend the Terms of Reference of the Kissing Bridge Trailway Advisory Board to:
 - a) Remove one agricultural representative and add one non-farm landowner representative;
 - b) Remove the Golden Triangle Snowmobile Association (GTSA) as a Steward Group; and
 - c) Add a representative of the Guelph to Goderich (G2G) Rail Trail Inc. as a member of the Board. [PDL-CPL-21-39]
8. That the Regional Municipality of Waterloo approve the Recruitment, Selection and Appointments of Citizen Members of Regional Advisory Committees policy, as proposed in Appendix A of report PDL-CAS-21-17, dated October 12, 2021 as a first step toward more equitable and relevant opportunities for democratic participation and engagement;

And that staff be directed to conduct a fulsome review of the mandates and structures of the advisory committees in advance of the 2022 municipal election to engage with the community on ways to improve the advisory committees to make them more engaging, accessible, relevant, and viable options for underrepresented individuals.

October 12, 2021

Region of Waterloo**CAOs Office****Office of Reconciliation and Equity, Diversity and Inclusion**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: Advancing Equity, Diversity & Inclusion Update

1. Recommendation:

For information

2. Purpose / Issue:

This report presents an overview and update on initiatives to advance Equity, Diversity, and Inclusion in support of council's vision for healthy, safe & inclusive communities.

3. Strategic Plan:

Advancing equity, diversity and inclusion supports the Healthy, Safe and Inclusive Communities and Responsive and Engaging Public services focus areas of the strategic plan, specifically including objectives: 4.3.1, 4.3.2, 4.3.3, 4.3.4, 5.1.3.

4. Key Considerations:

Over the past year, the Region has started a transformative journey to embed equity, diversity and inclusion into all aspects of the corporation. The following is a summation of actions that have been or are currently being undertaken:

Office of Reconciliation and Equity, Diversity and Inclusion (REDI)

In November 2020, a four-person Reconciliation and Equity, Diversity and Inclusion team was established in the CAO's office. Since then, the REDI team has been working collaboratively with the CAO, Chief Strategy & Communications Officer, and regional staff to provide overarching strategic leadership and work alongside community to address systemic racism and advance equity and reconciliation to improve the lives of the 630,000 residents of Waterloo Region.

The REDI team has several core functions including:

- Community engagement and empowerment (co-design and co-planning approach)
- Collaboration with community partners and organizations

October 20, 2021

Report: CAO-21-07

- Policy development and protocol
- Research and analysis
- Championing data collection and disaggregation
- Acting as facilitators and change agents to support transformation

To date, the REDI team has:

- Formed a four-person team seconded from other departments, as well as two placement students, to establish this vital portfolio at the Region. The Region is now in the process of hiring the permanent REDI team, including an Equity, Diversity and Inclusion Coordinator and Director of the Office of REDI.
- Facilitated cross-regional collaboration on equity work, including meeting with every senior leader in the organization to identify equity-based goals and initiatives as part of the Region's annual business planning and budget process.
- Fostered greater diversity and inclusion through celebrating cultural days and months of significance including:
 - A Month-long education on anti-black racism, as well as the celebration of black excellence, amongst staff and externally, in February 2021
 - First internal pride celebration with education sessions at the Region of Waterloo, and an amendment to policy to raise the Pride Flag for the entire month of June at all Regional buildings
 - Internal Eid celebration
 - Staff feedback included many expressing that for the first time they felt seen and like they belonged at work during these events
- Implemented a better honorarium process for trainings and engagement
 - This improved process allowed the Region to engage more outside speakers and educators and to acknowledge and compensate for the value of lived experience
- Developed and piloted an Equity Assessment Tool and Equity and Anti-Racism Lens Tool
 - Used to evaluate proposals, programs and policies from an EDI lens, so that all staff can ensure their work is equitable, inclusive and diverse. Based on tools used in the City of Toronto and other health organizations.

Equitable Vaccine Rollout

Through the support of the REDI office, the Region was able to support the development of the Community Engagement Working Group (CEWG) to support the roll-out of the COVID-19 Vaccine. Through the CEWG, an equity lens was brought to vaccine distribution with the following goals:

- To understand ongoing and systemic barriers and challenges for priority

- communities in accessing equitable health services
- To engage community leaders and stakeholders in vaccine distribution plans
- To build trust in vaccine safety in priority communities

These goals were furthered by working with community through continual engagement and collaboration. As a result, the Region of Waterloo has one of the highest vaccine coverage rates in Ontario. Throughout this endeavour:

- More than 300 community leaders were engaged
- 24 vaccine information sessions were held in 11 different languages
- 25 community agencies and more than 20 community leaders collaborated to co-plan vaccine clinics including Indigenous clinics, refugee clinics, high priority neighbourhood clinics and clinics for the shelter system
- 61 culturally tailored communications were developed to provide vaccine information of which 29 were translated resources (in 16 different languages) for outreach and clinics

Following these initiatives, community partners were asked for feedback, and rated the Region of Waterloo 8.4/10 on how well of an equity-based approach the region took.

Reconciliation, Equity, Inclusion and Diversity Internal Staff Group

In February 2021, the REDI team put a call out to all Regional staff asking for volunteers to form an internal working group. This group of over 60 members from across all departments has built trust, inclusion and belonging at the Region. With smaller sub groups focused on Pride, Reconciliation, Disability Rights and more, staff have been able to connect and engage with each other, while bringing their passion and knowledge to their respective departments across the organization. This group has also periodically had group discussion with the CAO and CCSO that has created a transformative feedback loop.

Feedback from this group has included new passions for equity being discovered, a sense of belonging that had not previously been there before, and a new level of comfort within the organization to be ones true self at work.

Investing in Greater Equity

In 2021, council directed staff to invest \$5 million 2021 and \$10 million in 2022 and beyond to transform regional service delivery to improve the social and economic health and wellbeing of Indigenous, Black, racialized, and other marginalized communities. Recognizing the importance of acting on input already received from the community, staff have worked collaboratively to invest in community priorities identified through:

- Anti-Racism Townhalls
- Community Calls to action (TRC, Reallocate WR, ACB Network, Landback

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Report: CAO-21-07

- Camp, Black Lives Matter WR, Food systems round table, and more)
- Various survey inputs (child care, PH data, Wellbeing Waterloo Region)
- Community Engagement Working Group – vaccine roll out
- Community Safety & Wellbeing Steering Committee (just starting)

This year, investments and initiatives are focused on improving equitable access to affordable housing, increasing equity and access to culturally appropriate childcare, advancing food sovereignty and security, supporting the ongoing work of the REDI team, delivering on the Region's commitment to reconciliation, improving access to services for those most traditionally disadvantaged in access.

For example, in September the Region launched its first ever rent assistance program to support 200 Indigenous, Black, racialized, and marginalized families. Additional announcements of programs and initiatives are forthcoming this year and next.

Community Safety and Wellbeing Plan

The Region of Waterloo is working alongside the community and its partners to develop an integrated plan/framework to improve the wellbeing and safety of everyone. This work involves collaborating with diverse members of the community and integrating existing plans into a clear path for renewed action and change.

While this work starts with a plan/framework, the outcome will evolve, change and grow along with the needs of the community. This plan is not meant to be a static document, but a vision for creating a community that addresses the root causes of how to create a safe and well community for all, and actively works together.

To complete this work, three committees have been formed as the foundational groups to develop this plan, with continued community engagement planned throughout 2021 and into 2022 on implementation. This includes a Steering Committee, an Advisory Committee and a Youth Advisory Committee.

So far, the planning team has reviewing and considered more than 170 community and organizational plans, and research findings that highlight key strategies and action already underway across the community. This includes action across shared priorities such as housing, education and development, mental health, equity, inclusion and anti-racism, income employment and economic security, food security and belonging and substance use.

Engagement of the Committees and groups has already surfaced opportunities to reimagine how our collective efforts could support upstream innovation with a renewed exploration of the importance of strong families, neighbourhoods and informal support networks.

The project team will be broadening the research and community engagement over the

coming months to create the new framework for Community Safety and Wellbeing.

Reconciliation work at the Region of Waterloo

Please see [report CAO-21-06 to Council](#) for an update on Reconciliation

5. Area Municipality Communication and Public/Stakeholder Engagement:

Regional staff continue to work with colleagues in area municipalities on shared initiatives and goals related to equity, diversity and inclusion. Area municipal CAOs are represented on the Community Safety and Wellbeing Plan Advisory Committee and additional engagement opportunities are planned in the coming weeks and months. As area municipalities hire their equity teams, opportunities for more collaboration will be explored

6. Financial Implications:

Funding for initiatives to advance equity, diversity and inclusion is supported through the Region's equity investment fund of \$5 million in 2021 and \$10 million in 2022 and thereafter.

7. Conclusion / Next Steps:

The past year has marked the beginning of a transformative shift at the Region of Waterloo, with an incredible amount of ground work being laid to create a World Class Community where everyone belongs. With much of 2021 having the ongoing priority of an equitable vaccine rollout at the forefront, 2022 provides the opportunity for staff to learn from the incredible momentum and outcome of that work to bring about even greater transformation in the year ahead. As we look to 2022, we are focusing on:

- Building capacity across the region with REDI focused teams across many departments
- Investing in the transformation of regional services
- Working collaboratively with community to continually grow and refine our approach
- Building an Anti-Racism and Equity Plan for the region with measurable outcomes and public tracking
- Transforming the Human Resources and hiring processes within the Region so that our workforce is reflective of the larger population
- Supporting council and leadership as we all continue to learn, listen and act on community needs for a better community

8. Attachments / Links:

October 20, 2021

Report: CAO-21-07

Prepared By: **Fauzia Baig**, Equity & Anti-Racism Advisor
Suzie Taka, Executive Assistant to the CSCO

Reviewed By: **Connie MacDonald**, Chief Strategy & Communications Officer

Approved By: **Bruce Lauckner**, CAO

Region of Waterloo
Planning, Development and Legislative Services
Council and Administrative Services

To: Committee of the Whole
Meeting Date: October 12, 2021
Report Title: Revised 2022 Schedule of Council/Committee Meetings

1. Recommendation:

That the Regional Municipality of Waterloo adopt the 2022 Council and Committee Meeting Schedule attached to Report PDL-CAS-21-18 as Appendix "A" dated October 12, 2021.

2. Purpose / Issue:

The Council and Committee Meeting Schedule is set annually in order to plan appropriately for the coming year. This report is to approve and establish the dates for the Committee and Council meetings for the Region in 2022.

3. Strategic Plan:

Establishing meeting dates annually meets Focus Area 5, Service Excellence in the Corporate Strategic Plan.

4. Key Considerations:

- a) **Municipal Act Changes:** According to the Municipal Act s.6(1) the new term of Council will commence on November 15, 2022. To accommodate this change a Council meeting is scheduled following Committee of the Whole on November 8, 2022.
- b) **Inaugural meeting of the new Council:** The Municipal Act s.232(3) and 232(4) outlines that the upper-tier municipality must have the certification from the lower tier Clerks for individuals sitting on both Councils (i.e. lower tier Mayors). The Region of Waterloo Procedural By-law also states that the Inaugural meeting of Regional Council is to be held no later than the 14th day following the commencement of the new term. With these factors in mind, the Inaugural meeting will take place on November 23, 2022.

- c) **Extra week between Committee and Council meetings** - The schedule proposes continuing the monthly cycle. However, staff are recommending that a week be added between Committee and Council meetings. Generally, Committee meetings will be held on the second Tuesday and Council on the fourth Wednesday. This will give the public and staff time to respond to Committee decisions before the following Council meeting, while ensuring that Council is still able to receive agenda packages a week prior to the meeting.

In the months of October through to December the Council meeting has been moved to the week following the Committee meeting to accommodate the municipal election and the inaugural Council meeting.

The dates of the Federation of Canadian Municipalities (FCM) and Association of Municipalities of Ontario (AMO) conferences, midwinter break, key 2022 election dates and statutory holidays are also included.

- d) **Board of Health and All Council** – For 2022, regularly scheduled Board of Health (Regional Council) meetings were included on a quarterly basis in January, April, August and December prior to regular Council meetings. Staff have also tentatively scheduled the All Council meeting on June 16, 2022. All Council meetings consist of all members of Council for the Region and local municipalities.

5. Background:

Each year, the following year's meeting calendar is brought forward for adoption. This allows Members of Council and Regional Staff to plan appropriately by taking Regional Council and Committee meeting dates into consideration. The Region's calendar is also used by the area municipalities in planning their schedules in order to avoid overlaps.

6. Public / Area Municipality / Stakeholder Engagement:

The Chief Administrative Officer has been consulted on the proposed schedule for 2022. Once approved, the 2022 schedule is circulated to area municipalities for their reference. The area clerks were consulted in regards to the inauguration meeting date.

7. Financial Implications:

None

8. Conclusion / Next Steps:

Approval of the 2022 Meeting Calendar provides a key planning tool for Regional staff to prepare Briefing Notes for consideration in a timely manner. Advance public notice of the upcoming Committee and Council meetings will provide transparency and encourage public engagement in the municipal decision-making process.

Next steps will include the following:

- Web-posting of the 2022 Meeting Calendar;
- Distribution of the 2022 Meeting Calendar to all Regional Councillors; Senior Management Staff and their support staff; and to the Area Municipal Clerks;
- Meeting invitations will be sent to calendars

9. Attachments / Links:

- [Appendix "A"](#), 2022 Meeting Calendar

Prepared By: **Jessica Rudy**, Council/Committee Support Specialist

Reviewed By: **William Short**, Director, Council & Administrative Services/Regional Clerk

Approved By: **Rod Regier**, Commissioner, Planning, Development and Legislative Services

Appendix A



2022 Meeting Calendar

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
BW						1			1	2	3	4	5			1	2	3	4	5
BW 2	3	4	5	6	7	8	CW 6	7	8	9	10	11	12	CW 6	7	8	9	10	11	12
CW 9	10	11	12	13	14	15	BW13	14	15	16	17	18	19	BW13	14	15	16	17	18	19
BW16	17	18	19	20	21	22	C 20	21	22	23	24	25	26	C 20	21	22	23	24	25	26
C 23	24	25	26	27	28	29	BW27	28						BW27	28	29	30	31		
BW30	31																			

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	BW 1	2	3	4	5	6	7			1	2	3	4	
BW 3	4	5	6	7	8	9	CW 8	9	10	11	12	13	14	CW5	6	7	8	9	10	11
CW10	11	12	13	14	15	16	BW15	16	17	18	19	20	21	C 12	13	14	15	16	17	18
BW17	18	19	20	21	22	23	C 22	23	24	25	26	27	28	C 19	20	21	22	23	24	25
C 24	25	26	27	28	29	30	BW29	30	31					BW26	27	28	29	30		

July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6				1	2	3	
BW 3	4	5	6	7	8	9	CW 7	8	9	10	11	12	13	CW 4	5	6	7	8	9	10
BW10	11	12	13	14	15	16	BW14	15	16	17	18	19	20	BW11	12	13	14	15	16	17
BW17	18	19	20	21	22	23	C 21	22	23	24	25	26	27	C18	19	20	21	22	23	24
BW24	25	26	27	28	29	30	BW28	29	30	31				BW25	26	27	28	29	30	
BW31																				

October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5				1	2	3	
CW 2	3	4	5	6	7	8	CW 6	7	8	9	10	11	12	CW 4	5	6	7	8	9	10
C 9	10	11	12	13	14	15	BW13	14	15	16	17	18	19	C 11	12	13	14	15	16	17
BW16	17	18	19	20	21	22	C 20	21	22	23	24	25	26	BW18	19	20	21	22	23	24
BW23	24	25	26	27	28	29	BW27	28	29	30				BW25	26	27	28	29	30	31
BW30	31																			

Legend: ○ Holiday C Council Week CW Committee Week BW Blank Week
 ■ FCM Conference (June 2-5, Regina, SA) ✕ AMO Conference (Aug 14-17, Ottawa, ON)
 ❄ Mid Winter Break (March 14-18)
 ■ Nomination Period: May 2 to August 19, 2022 ■ Election Day ● Inaugural Council
 ● Council ● Committee Week ● All Council ● Board of Health (Regional Council) 3702199

Region of Waterloo
Planning, Development and Legislative Services
Culture Services

To: Regional Council
Meeting Date: October 20, 2021
Report Title: THEMUSEUM's UNZIPPED, Rolling Stones Exhibition and Festival

1. Recommendation:

That the Regional Municipality of Waterloo take no action with respect to THEMUSEUM's request for a one-time marketing grant of \$100,000 in 2021, as noted in report PDL-CUL-21-05 dated October 20, 2021.

2. Purpose / Issue:

To inform council of the ways the Region of Waterloo is involved in THEMUSEUM's upcoming UNZIPPED Rolling Stones Exhibition and Festival.

3. Strategic Plan:

1.3 Support the arts, culture and heritage sectors to enrich the lives of residents and attract visitors to Waterloo Region.

1.3.2 Develop a robust, transparent and equitable grant funding strategy to support the arts and culture sector.

4. Key Considerations:

- a) THEMUSEUM will be hosting The Rolling Stones UNZIPPED exhibition from November 30, 2021 to February 27, 2022. THEMUSEUM anticipates more than 65,000 visitors to the exhibit. THEMUSEUM is collaborating with media, businesses, entrepreneurs, bars, restaurants, and hotels to build travel promotions.
- b) Board of Directors of THEMUSEUM have requested a one-time marketing grant from the Region of Waterloo in the amount of \$100,000, in addition to its annual operating grant, to be used to intensify advertising.

- c) THEMUSEUM has been successful in securing \$87,500 from the Province of Ontario specifically for marketing. This includes \$75,000 from the Ontario Cultural Attractions Fund for UNZIPPED marketing and 12,500 from Regional Tourism Organization Four (RT04) for UNZIPPED social media. THEMUSEUM has also secured a further \$250,000 from the Ontario Reconnect Festival and Events program for general exhibition costs, shipping, marketing etc.
- d) The budgets that THEMUSEUM submitted as part of their annual application indicated a total planned marketing spend of \$335,300 split between the 2021 and 2022 fiscal years. THEMUSEUM has indicated that they have already spent \$858,000 on marketing.
- e) The Region of Waterloo provides THEMUSEUM with an annual operating grant of \$385,662. In 2021, this grant represented 23% of their operating expenses. THEMUSEUM has received operating funding from the Region of Waterloo since its inception in 2003. This grant provides THEMUSEUM with stable funding to build their ambitious programming.
- f) In 2019, the Region of Waterloo and the City of Kitchener undertook a strategic review of the operations of THEMUSEUM following some concerns with their operations. The Region has committed to providing operating funding at regular levels throughout the review process. It is not recommended that the Region provide this organization with additional funding until the review process is complete.
- g) The Region of Waterloo will be involved with the UNZIPPED festival in other ways:
 - a) Waived fees for advertising space in Regional buildings and at airport (\$5,000)
 - b) Discounted ION Passes for Museums Canada Summit attendees (\$400)
 - c) Professional support to source indoor storage space for exhibit crates
 - d) The Region of Waterloo provides annual funding to the Waterloo Regional Tourism Marketing Corporation (WRTMC), who is responsible for marketing the Waterloo Region to increase the number of visitors and length of stay.

5. Background:

On December 16, 2020, David Marskell, CEO of THEMUSEUM, delegated at the Budget Public Input meeting. As part of the presentation to Council, Mr. Marskell brought forward a request from the Board of Directors of THEMUSEUM for a one-time marketing grant from the Region of Waterloo in the amount of \$100,000 to be used to intensify advertising, in addition to its annual operating grant

On January 12, 2021, Council discussed a staff report (PDL-CUL-21-01 Funding Request from THEMUSEUM) that recommended that the Regional Municipality of Waterloo take no action with respect to THEMUSEUM's request for a one-time marketing grant of \$100,000. Council directed that the request from THEMUSEUM be deferred to a later date, when Mr. Marskell could present further information on Federal and Provincial funding and any potential for fund matching possibilities.

Mr. Marskell returned to council on September 14, 2021 to provide an update to council.

In December 2019 the City of Kitchener, the City of Waterloo, the Region of Waterloo and THEMUSEUM board and staff jointly agreed the conditions for operating funding. THEMUSEUM is in the final year of a three-year review process. The 2021 funding conditions were

- THEMUSEUM will not incur an operating deficit greater than 5% of its revenues
- THEMUSEUM will provide a 2-year operating plan detailing how the organization will adapt its operations to achieve a balanced budget by June 30, 2022
- THEMUSEUM will continue to deliver basic service to the community

6. Area Municipality Communication and Public/Stakeholder Engagement:

Regional staff have worked closely with staff from the City of Kitchener and the City of Waterloo throughout the review and to assess THEMUSEUM's adherence to the funding conditions.

Staff have also connected with Explore Waterloo Region who has confirmed the role they can play in promoting the UNZIPPED exhibit.

7. Financial Implications:

There is no provision in the 2021 operating budget or in the preliminary 2022 operating budget for a further grant to THEMUSEUM

8. Conclusion / Next Steps:

The Region is providing in-kind support and stable operating funding as THEMUSEUM embarks on its largest exhibit to date.

9. Attachments / Links:

Appendix A: [THEMUSEUM presentation – September 14, 2021](#)

Prepared By: Helen Chimirri-Russell. Director, Cultural Services

Reviewed By: Craig Dyer, Commissioner, Corporate Service, Chief Financial Officer

Approved By: Rod Regier, Commissioner, Planning, Development and Legislative Services



THEMUSEUM FY21

THEMUSEUM has successfully navigated a time of high risk:

- 100% of Board, Staff, Volunteers fully vaccinated.
- We have met financial commitments with the municipalities.
- We have balanced our budget one year ahead of plan.
- We have managed expense and creatively driven revenue.
- We've hosted 50K paying guests to our first Dino Drive Thru last fall.
- We hosted sold out days this summer for pandemic stressed families.
- We have not lost sight of expansion.

And we have prepared for the blockbuster Canadian date of
The Rolling Stones | UNZIPPED!

60 Years of Rolling Stone's History

London
Sydney
New York

Tokyo

Marseille

(Not Vancouver, or Montreal or Toronto)

Kitchener!



VIP Opening November 29th!

Larger than THEMUSEUM space, immersive and comprehensive!
115 person licensed Voodoo Lounge for Corporate entertaining!



- 60% of tickets purchased to date from outside of the Region.
- Tens of thousands of day trippers and overnight stays.
- Huge positive economic impact benefits for the Region and hospitality sector.

RONNIE WOOD ART EXHIBITION



FESTIVAL STRATEGY – El Mocambo, Toronto

- **THEMUSEUM Presents:**
 - New Year's Eve Party!
 - March 4, 2022 – 45th Anniversary Event
 - Ronnie Wood Art Exhibition Presented by THEMUSEUM
 - Rolling Stones launch of special vinyl box set

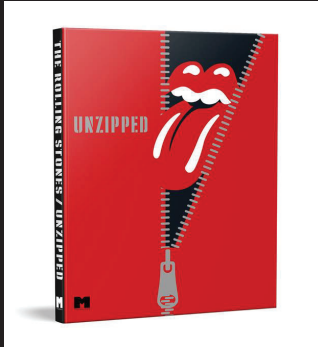


FESTIVAL STRATEGY – Region Wide

- **Cambridge**
 - Fashion History Museum Presents "Frock On!" Exhibition
 - Cambridge BIA Air Guitar Competition
 - Grand River Film Festival Screenings
- **Waterloo**
 - Ronnie Wood Art Exhibition supported by Waterloo BIA
 - Screenings at Princess Cinema
 - Ethel's Lounge Programing
 - Museums Canada Summit
- **Kitchener**
 - Show Business is Two Words | An Evening with Band Manager
 - Jeans & Classics / The Music of The Rolling Stones
 - Downtown BIA Dollars promotion to support restaurants/bars
 - Screenings at Apollo Cinema
 - Bestival collaboration
 - The Rolling Steins - Oktoberfest
 - VIP Opening Night - Crystal Ballroom Walper, CCPA, THEMUSEUM

ASSOCIATED EVENTS

- RS N10 King W – In person and online merchandise
- REVERBERATIONS | Our Rock and Soul Legacy
- The Mel Brown Project
- Museums Canada Summit



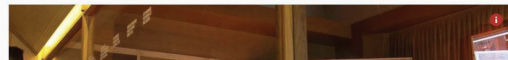
FEDERAL AND PROVINCIAL & CORPORATE SUPPORT

- Secured Government Funding
 - \$70,000 from Federal Government
 - \$350,000 from Provincial Government
- Secured Corporate Funding
 - \$100,000+
- Larger economic impact than True North
- 2022 "Marquee Year" of Blockbusters in Ontario
 - Junos - Toronto
 - Memorial Cup - Oshawa
 - The Rolling Stones | UNZIPPED - Kitchener

NATIONAL / INTERNATIONAL MEDIA



By Terry Pender Record Reporter
Wed., Aug. 5, 2020 · 2 min. read

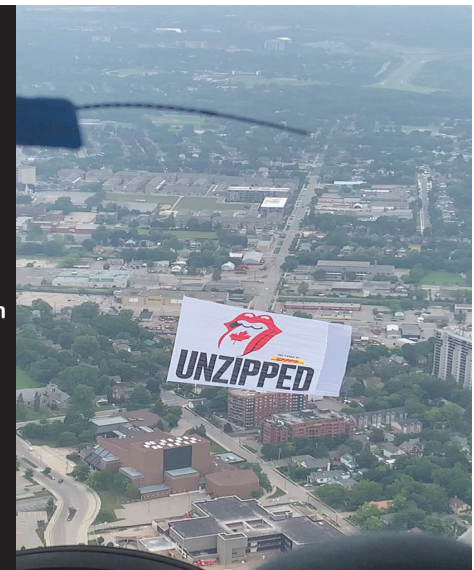


Rolling Stones exhibit to make lone Canadian stop at Kitchener museum

By Kevin Nielsen · Global News
Posted August 5, 2020 12:27 am · Updated August 6, 2020 9:14 am

The Rolling Stones exhibit will make a Canadian stop at the Kitchener museum

- \$858,000 in media support
 - Detroit/Windsor/Toronto/Ottawa/Buffalo/Sudbury/Kingston/Montreal/Quebec City
- 60x40 ft. banner – Labour Day Weekend
 - Lake Huron from Grand Bend to Sauble Beach
 - CIAS and Blue Jays Game, Toronto
 - Tiger Cat/Argo CFL Game, Hamilton



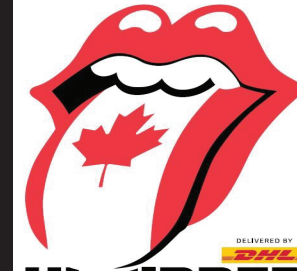
INCREDIBLY HUGE OPPORTUNITY FOR THIS REGION

- ✓ World Class Brand and Cultural Experience
- ✓ Waterloo Region | More than Technology
- ✓ Waterloo – Toronto Tech and CULTURAL Corridor
- ✓ Feel-good experience will play important role in economic recovery
- ✓ Putting Region on larger Cultural map
- ✓ Significant economic benefits for the Region
- ✓ Huge support for the hospitality sector



VIP Opening Night
November 29, 2021

NOW ON SALE!



DELIVERED BY
ION
UNZIPPED

YOUR BACKSTAGE
PASS TO THE
GREATEST ROCK
BAND OF ALL TIME



UNZIPPEDkw.ca DOWNTOWN KITCHENER

General Public
November 30, 2021

HOW CAN THE REGION TAKE ADVANTAGE?

- › Invest \$100K (25% of the upper levels of government) to drive tourist dollars
- › Offer 100+ 3 day ION Passes for Museums Canada Summit attendees
- › Offer promo code to all municipal employees to enjoy family discount
- › Promote in property tax mailings, ION marketing, bus wraps, in Region buildings, Explore Waterloo and decorate YKF airport
- › Take full page ads in local papers declaring year of The Rolling Stones
- › Help secure indoor space to store the exhibition crates
- › Offer use of facilities at no cost
- › Buy a ticket!



**LADIES AND GENTLEMEN
THE ROLLING STONES!**

Region of Waterloo**Corporate Services****Corporate Finance**

To: Regional Council

Meeting Date: October 20, 2021

Report Title: Recommended Revisions to the 2022 Plan and Budget Timetable

1. Recommendation:

That the Regional Municipality of Waterloo take the following action with respect to the 2022 Plan and Budget as set out in report COR-CFN-21-36 dated October 20, 2021:

- a) Approve the revised 2022 Plan and Budget Process timetable as set out in Appendix A; and
- b) Forward a copy of Report COR-CFN-21-36 to the Waterloo Region Police Services Board and to the Area Municipalities in Waterloo Region.

2. Purpose / Issue:

Adjustments to the approved 2022 Budget Committee schedule are required in order to facilitate review and deliberation amongst elected officials on the 2022 Plan and Budget and more engagement from the public.

3. Strategic Plan:

The annual budget incorporates numerous initiatives set out in the Corporate Strategic Plan.

4. Key Considerations:

- a) Staff recommend certain adjustments to the 2022 Budget Committee schedule in order to ensure sufficient deliberation and public involvement. Based on a poll of councillor schedules, more councillors could attend a meeting on November 24 versus the currently scheduled November 22. Staff propose to move the November 22 meeting to November 24.
- b) To align public input sessions with Budget Committee dates, staff also propose to move the November 22 public meeting to November 24.
- c) The 2022 Plan and Budget proposes a number of key priorities for council's consideration. In order to ensure adequate review of the 2022 Plan and Budget, a third budget review meeting is proposed to be added on December 8.

- d) Staff propose to add a third opportunity for public input on December 8 to allow for additional engagement on the 2022 Plan and Budget.

Changes to the 2022 Budget Committee schedule recommended by staff are summarized in Appendix A.

5. Background:

Budget Committee approved a 2022 Plan and Budget Process Timetable which included one overview meeting, two detailed budget review meetings, and two public input sessions as set out in COR-CFN-21-30 dated August 10, 2021.

6. Area Municipality Communication and Public/Stakeholder Engagement:

Public input sessions are currently approved for November 1 and 22. Staff recommend moving the second public input meeting to November 24 and adding a third opportunity for public input on December 8.

7. Financial Implications:

Nil

8. Conclusion / Next Steps:

Subject to Committee approval, staff will publish the revised schedule on the Regional website and publish Notices for public input accordingly. Staff will also send out revised meeting invites to Councillors as required.

9. Attachments / Links:

Appendix A – Recommended Revised 2022 Plan and Budget Committee Meeting Schedule

Prepared By: Chris Wilson, Manager, Corporate Budgets

Reviewed By: Cheryl Braan, Director, Corporate Finance

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

Appendix A – Recommended Revised 2022 Plan and Budget Schedule

2022 plan and budget item	Current Schedule	Recommended Revised Schedule (Changes are in BOLD)
Initial report and presentation <ul style="list-style-type: none"> • Corporate business plan • 2022 budget status 	Oct 20	Oct 20
Review #1 <ul style="list-style-type: none"> • Overview of economic indicators • 2022 User rate operating and 2022-2031 capital program • GRCA presentation • Overview of 2022 tax supported capital 	Nov 1	Nov 1
Public input #1	Nov 1	Nov 1
Review #2 <ul style="list-style-type: none"> • 2022 User rate approval • 2022 Tax supported operating and 2022-2031 capital program review • 2022 Proposed User Fees and Charges 	Nov 22 (including a Council meeting)	Nov 24 (including a Council meeting)
Public input #2	Nov 22	Nov 24
Waterloo Regional Police Service presentation	Nov 29	Nov 29
Review #3 <ul style="list-style-type: none"> • 2022 Tax supported operating review 	Not applicable	Dec 8
Public input #3	Not applicable	Dec 8
Police Services Board approval	Dec 15	Dec 15
Final approval <ul style="list-style-type: none"> • 2022 Tax supported operating and capital budgets • 2022 user fees and charges 	Dec 15	Dec 15