



# REGIONAL MUNICIPALITY OF WATERLOO ADMINISTRATION AND FINANCE COMMITTEE AGENDA

Tuesday, December 11, 2012

10:15 A.M.

(Time is approximate; meeting follows Closed Session)

Regional Council Chamber  
150 Frederick Street, Kitchener, Ontario

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1. **MOTION TO RECONVENE INTO OPEN SESSION**
2. **DECLARATIONS OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT**
3. **DELEGATIONS**
4. **REPORTS - Finance**
  - a) [F-12-108](#), Municipal Infrastructure Investment Initiative (MIII) 1
5. **INFORMATION/CORRESPONDENCE**
6. **OTHER BUSINESS**
  - a) [Council Enquiries and Requests for Information Tracking List](#) 7
7. **NEXT MEETING – January 8, 2013**
8. **ADJOURN**



**REGION OF WATERLOO**  
**FINANCE DEPARTMENT**  
**Financial Services Division**

**Report: F-12-108**

**TO:** Chair T. Galloway and Members of the Administration and Finance Committee

**DATE:** December 11, 2012                      **FILE CODE:** F11-03

**SUBJECT: MUNICIPAL INFRASTRUCTURE INVESTMENT INITIATIVE (MIII)**

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**RECOMMENDATION:**

For Information

**SUMMARY:** Nil

**REPORT:**

On November 15, 2012, Bob Chiarelli, Minister of Municipal Affairs and Housing, wrote to Ontario municipalities providing an update on Ontario's Municipal Infrastructure Strategy which the Minister presented at the AMO annual conference in August. As indicated in the strategy, the policy going forward is that municipalities requesting provincial infrastructure funding will need to show how projects fit within a comprehensive asset management plan.

Ontario is providing \$60 million over the next three years to municipalities through the Municipal Infrastructure Investment Initiative (MIII). In 2012, up to \$9 million is being made available to help municipalities prepare their asset management plans, with the remaining \$51 million to help address critical projects identified in those finalized plans. Funding to provide assistance with development of asset management plans was limited to smaller municipalities.

The second phase, the MIII Capital Program, totals \$51 million and is available to all 444 Ontario municipalities and is intended to help address critical road, bridge, water and wastewater projects identified through asset management plans. The Minister acknowledged that this infrastructure funding program is relatively modest when compared to the need for investment province-wide.

Expressions of Interest under the MIII Capital Program are due by January 9, 2013 (copy of application form attached). This pre-screen step will help identify projects that have the greatest potential for alignment with the objectives of the MIII Program. The share of provincial funding that may be requested is flexible up to a maximum of 90 per cent of total project cost to a maximum of \$2 million.

Applicant municipalities will need to put forward a rationale for the amount of funding requested and demonstrate that they are doing what they can financially to move forward with the project.

The Region has identified asset management priorities and targeted those priorities through its Ten Year Capital Program. As indicated in the Expression of Interest application, "Funding will be targeted to municipalities and Local Services Boards (LSBs) that are unable to pay for proposed projects without provincial assistance." Regional staff has concluded that, given the investment that the Region is currently making towards its top priorities, the Region is unlikely to qualify for funding available under this program, and are not proposing to put forward an Expression of Interest.

**CORPORATE STRATEGIC PLAN:**

Focus Area 2 of the Region's Corporate Strategic Plan is to develop, optimize and maintain infrastructure to meet current and projected needs and specifically Strategic Objective 2.2.1 to continue to prioritize and implement capital program projects required to meet community needs and ensure sustainability.

**FINANCIAL IMPLICATIONS:**

Staff has concluded that the Region will not qualify for the MIII as described in this report. Therefore, the financial implications are nil.

**OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:**

The Transportation and Environmental Services Department was consulted in the preparation of this report.

**ATTACHMENTS:**

Municipal Infrastructure Investment Initiative Capital Program – Expression of Interest

**PREPARED BY:** *C. Barrett*, Director, Financial Services & Development Financing

**APPROVED BY:** *C. Dyer*, Chief Financial Officer



Municipal Infrastructure Investment Initiative Capital Program – Expression of Interest

On August 16, 2012, the Province of Ontario launched the Municipal Infrastructure Investment Initiative (MII) as part of the Municipal Infrastructure Strategy. Through the MII Capital Program, up to \$51 million will be made available to address necessary road, bridge, water and wastewater projects identified as top priorities through comprehensive asset management plans. Funding will be targeted to municipalities and Local Services Boards (LSBs) that are unable to pay for proposed projects without provincial assistance.

Ontario municipalities and LSBs that own roads and/or bridges and/or water systems and/or wastewater systems are eligible. In addition, municipalities that have not done so already must submit their 2011 Financial Information Return to the Ministry of Municipal Affairs and Housing by January 9, 2013.

The MII Capital Program includes both a pre-screening and an application process. To begin, municipalities and LSBs may submit this Expression of Interest form for pre-screening. Completed expression of interest forms must be submitted by 5 p.m. EST on January 9, 2013. Municipalities and Local Services Boards that pass the pre-screening process will be given the opportunity to submit a detailed application.

For more information, see the Municipal Infrastructure Investment Initiative Capital Program manual and Building Together: Guide for Municipal Asset Management Plans.

If submitting this form by email, please save the completed form to your desktop and send as an attachment to mii@ontario.ca

If submitting by mail please print the completed form and send to:

Municipal Infrastructure Investment Initiative Secretariat
c/o Rural Programs Branch
Ontario Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, 4th Floor
Guelph ON N1G 4Y2

http://www.ontario.ca/municipalinfrastructure

Please fill in all fields on this form that apply to your municipality or LSB.

Section 1 – Municipality/LSB Contact Information

Municipality/LSB Name\*

Authorized Contact

Form with fields: Last Name, First Name, Middle Initial, Position, Telephone Number, Email Address

\*Note if this is a joint project, please include all municipalities and LSBs that are part of the project, but only the contact information for the lead municipality/LSB.

Mailing Address

Form with fields: Unit Number, Street Number, Street Name, PO Box, City/Town, Province, Postal Code

Section 2 – Project Information

Project Name

Project Type (road, bridge, water or wastewater)

Project Financial Information

Form with fields: Total Project Cost, Amount of Provincial Funding Request

**Section 2 - Project Information (Cont'd)**

List the sources of financing for the project other than the provincial funding requested.

Funding Source	Amount

**Project Location**

Unit Number	Street Number	Street Name	PO Box
City/Town		Province	Postal Code
Latitude		Longitude	

**Section 3 - Asset Management Planning**

Please describe your municipality's or LSB's progress to date toward completing a comprehensive asset management plan according to the key elements outlined in **Building Together: Guide for Municipal Asset Management Plans**. Where possible, please provide supporting documentation.

State of local infrastructure

Expected levels of service

Asset management strategy

Financing strategy

Please explain in detail your community's workplan for completing a comprehensive asset management plan according to the key elements outlined in **Building Together: Guide for Municipal Asset Management Plans**.

State of local infrastructure

Expected levels of service

Asset management strategy

Financing strategy

#### **Section 4 – Problem Description**

The problem description should clearly describe the public health and/or safety problem arising from the current situation and the impact of the problem on the municipality or LSB (e.g., number of people affected).

#### **Section 5 – Project Description**

The project description should outline the scope of the project.

#### **Section 6 – Project Rationale**

Please describe how the project would reduce or eliminate the public health and/or safety problem.

#### **Section 7 – Project Readiness**

Describe your workplan to complete the project by Dec. 31, 2014, including obtaining any necessary approvals (e.g., Environmental Assessment).

#### **Section 8 – Alternative Options Considered**

Please describe other options considered to address the problem.

#### **Section 9 – Funding Need**

Explain why your municipality or LSB requires the amount of provincial funding requested above and why it cannot implement the project on its own.

**Section 10 – Declaration**

Each Expression of Interest must be accompanied by a declaration. For municipalities, the declaration can be made by a resolution or letter from municipal council. For LSBs, the declaration must be made by resolution from the LSB board.

**I certify that:**

- the information in the Expression of Interest is factually accurate; and
- the municipality or LSB has a comprehensive asset management plan that includes all of the information and analysis described in **Building Together: Guide for Municipal Asset Management Plans** in place; or
- the municipality or LSB is committed to developing a comprehensive asset management plan that includes all of the information and analysis described in **Building Together: Guide for Municipal Asset Management Plans** by December 31, 2013.

**I have the authority to bind the municipality/LSB.**

Full Name (Last name, first name)	Position	Date (yyyy/mm/dd)
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If submitting an electronic copy of the resolution or by-law, please attach this document to the email submitted.

**Section 11 – Submission**

Expressions of Interest must be received by 5 p.m. EST on January 9, 2013.

Questions? Call 1 888 588-4111 or send an email to [miii@ontario.ca](mailto:miii@ontario.ca).

**Mailing address:**

Municipal Infrastructure Investment Initiative Secretariat  
c/o Rural Programs Branch  
Ontario Ministry of Agriculture, Food and Rural Affairs  
1 Stone Rd West, 4th Floor  
Guelph ON N1G 4Y2

**Section 12 – Documents Submitted With This Expression of Interest**

Please outline any files or documents (e.g., asset management plan) you will be submitting along with this Expression of Interest.

If you are submitting this form by email, write a description of the file's contents to the left and indicate the file name or hyperlink to the right.

Attach all documents to the same email as this form.

If you are submitting this form by mail, simply write a description of each document you are submitting along with this Expression of Interest, in the left-hand column.

Description of File or Document Attached	File Name or Hyperlink

**COUNCIL ENQUIRIES AND REQUESTS FOR INFORMATION**

**ADMINISTRATION AND FINANCE COMMITTEE**

<b>Meeting date</b>	<b>Requestor</b>	<b>Request</b>	<b>Assigned Department</b>	<b>Anticipated Response Date</b>
26-Jan-10	Committee	Report on a policy related to development charge grants, exemptions and deferral requests, to include past history/practice, implications, and options.	Finance	2013, as part of Development Charges By-law review
08-Jun-10	A&F	Review current funding for the tax increment grant program, with full range of funding options.	Finance	2012
28-Feb-12	A&F	Process for calculating/appeal of development charges	Finance / Legal Services	2013, as part of Development Charges By-law review
20-Mar-12	A&F	Report maintaining the optional class for new multi-residential development, including revenue forecasts	Finance	Fall 2012/Winter 2013
25-Sep-12	P&W	Consultant's report on economic development in Waterloo Region	CAO	Dec-2012
25-Sep-12	A&F	Legal Hold Policy	Council & Admin Services - Information Management & Archives	Feb-2013
06-Nov-12	A&F	Defer report CR-FM-12-013/PH-12-035, Downtown Kitchener EMS Station Project to a future Committee meeting	Corporate Resources/Public Health	Fall 2012
06-Nov-12	A&F	Defer report P-12-119, Public Art for Grand River Transit Operations Centre Strasburg Road until after the 2013 budget process has been completed.	PH&CS	Spring 2013