MEDIA RELEASE: Friday, November 23, 2012, 4:30 p.m.

REGIONAL MUNICIPALITY OF WATERLOO
PLANNING AND WORKS COMMITTEE
AGENDA

Tuesday, November 27, 2012
11:00 A.M.
(Time approximate; immediately following Administration and Finance Committee)
Regional Council Chamber
150 Frederick Street, Kitchener, Ontario

1. DECLARATIONS OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

2. DELEGATION
   a) Don Pavey re: E-12-077, Reserved Cycling Lanes, Grand Avenue (Regional Road 76) from St. Andrews Street (Regional Road 75) to Cedar Street (Regional Road 97), City of Cambridge [Item 3 e), Page 45]

3. REPORTS - TRANSPORTATION AND ENVIRONMENTAL SERVICES
   DESIGN AND CONSTRUCTION
   a) CR-RS-12-085/ E-12-127, Weber Street Widening and Reconstruction, College Street to Guelph Street Heritage Resources Evaluation Process
   b) E-12-114, Consultant Selection – Design and Services During Construction for Two Landfill Cells in the South Expansion Area, Waterloo Landfill Site (C2012-27)
   c) Sawmill Road and Northfield Drive Improvements in the Village of Conestogo – Information Package in Advance of Second Public Consultation Centre

   TRANSIT SERVICES
   d) E-12-119, Mobility Plus – Township Zone Fares

   TRANSPORTATION
   e) E-12-077, Reserved Cycling Lanes, Grand Avenue (Regional Road 76) from St. Andrews Street (Regional Road 75) to Cedar Street (Regional Road 97), City of Cambridge
   f) E-12-115, No Parking on Bleams Road (Regional Road 4), Township of Wilmot Follow-Up Report
   g) E-12-118, Region of Waterloo International Airport – Master Plan Update

   WASTE MANAGEMENT
   h) E-12-111, Feasibility Study for a Soil and Material Management Campus – Consultant Selection
i) E-12-129, Shingle Diversion - Pilot Program Update

WATER SERVICES

j) E-12-122, Biosolids Heat Drying Facility – Technical Assistance for Business Case

k) St. Jacobs - Elmira Wastewater Treatment Master Plan – Information Package in Advance of Public Information Centre

l) Biosolids Heat Drying Facility Class Environmental Assessment – Information Package in Advance of Public Consultation Centre

REPORTS – PLANNING, HOUSING AND COMMUNITY SERVICES

COMMUNITY PLANNING

m) P-12-048, Monthly Report of Development Activity for October 2012

TRANSPORTATION PLANNING

n) P-12-091, Amendment to Regional Municipality of Waterloo Controlled Access By-Law #58-87 for Two Accesses to Regional Road #58 (Fischer-Hallman Road), City of Kitchener

o) P-12-121, Amendment to Regional Municipality of Waterloo Controlled Access By-Law #58-87 for a Temporary Access to Regional Road #58 (Fischer-Hallman Road), City of Kitchener

p) P-12-122, Walk Cycle Waterloo Region - Public Consultation Centres

4. INFORMATION/CORRESPONDENCE

a) Memo, Highway 7/85 Rehabilitation [Krug Street – King Street (Farmer’s Market Exit)] – Work and Traffic Staging

b) Memo, Inter-Regional Transportation Planning Initiative – Results of the Post-Secondary Survey

5. OTHER BUSINESS

a) Council Enquiries and Requests for Information Tracking List

6. NEXT MEETING – December 11, 2012

7. ADJOURN
### NEXT MEETINGS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Planning and Works Committee</strong></td>
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<tr>
<td>December 11, 2012</td>
<td>1:00 P.M.</td>
<td>Planning and Works Committee</td>
<td>Council Chamber 2nd Floor, Regional Administration Building 150 Frederick Street Kitchener, Ontario</td>
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<tr>
<td>January 8, 2013</td>
<td>9:00 A.M.</td>
<td>Planning and Works Committee</td>
<td>Council Chamber 2nd Floor, Regional Administration Building 150 Frederick Street Kitchener, Ontario</td>
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<td><strong>Planning, Housing and Community Services</strong></td>
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<tr>
<td>Tue., November 27, 2012</td>
<td>4:00 P.M. – 8:00 P.M.</td>
<td>Active Transportation Master Plan Public Consultation Centre</td>
<td>Knox Presbyterian Church - Hall 50 Erb Street West Waterloo, Ontario</td>
</tr>
<tr>
<td>Wed., November 28, 2012</td>
<td>4:00 P.M. – 8:00 P.M.</td>
<td>Active Transportation Master Plan Public Consultation Centre</td>
<td>Calvary Assembly Church - Foyer 127 Hespeler Road Cambridge, Ontario</td>
</tr>
<tr>
<td>Thu., November 29, 2012</td>
<td>4:00 P.M. – 8:00 P.M.</td>
<td>Active Transportation Master Plan Public Consultation Centre</td>
<td>Regional Administration Building - Lobby 150 Frederick Street Kitchener, Ontario</td>
</tr>
<tr>
<td>Thu., January 31, 2013</td>
<td>5:00 P.M. – 9:00 P.M.</td>
<td>East Side Lands Public Information Centre #3</td>
<td>Catholic High School Father-René-de-Galinée 450 Maple Grove Rd. Cambridge, Ontario</td>
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<tr>
<td><strong>Transportation and Environmental Services</strong></td>
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<tr>
<td>Wed. November 28, 2012</td>
<td>5:30 P.M. – 8:00 P.M.</td>
<td>Sawmill Road and Northfield Drive Improvements in the Village of Conestogo – Second Public Consultation Centre</td>
<td>Conestogo Public School 1948 Sawmill Road Village of Conestogo Township of Woolwich</td>
</tr>
<tr>
<td>Mon., December 3, 2012</td>
<td>5:00 P.M. – 7:30 P.M.</td>
<td>Biosolids Heat Drying Facility – Class Environmental Assessment – Public Consultation Centre</td>
<td>Cambridge Sports Park 1001 Franklin Blvd. Cambridge, Ontario</td>
</tr>
<tr>
<td>Tue., December 4, 2012</td>
<td>5:00 P.M. – 7:00 P.M.</td>
<td>St. Jacobs - Elmira Wastewater Treatment Master Plan Public Information Centre</td>
<td>St. Jacobs Community Centre 31 Parkside Drive St. Jacobs, Ontario</td>
</tr>
</tbody>
</table>
### NEXT MEETINGS

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
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</table>
| Tue., December 11, 2012 | 5:00 P.M. – 7:30 P.M. | Biosolids Heat Drying Facility - Class Environmental Assessment – Public Consultation Centre | KW Bilingual School  
600 Erb St West  
Waterloo, Ontario  
N2L 2Z4 |
Report: CR-RS-12-085/E-12-127

REGION OF WATERLOO
CORPORATE RESOURCES
Legal Services

TRANSPORTATION AND ENVIRONMENTAL SERVICES
Design and Construction

TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: L07-00

SUBJECT: WEBER STREET WIDENING AND RECONSTRUCTION, COLLEGE STREET TO GUELPH STREET HERITAGE RESOURCES EVALUATION PROCESS

RECOMMENDATION:

For information.

SUMMARY: Nil.

REPORT:

Introduction:

The determination of the heritage value of buildings and properties along the Weber Street corridor was undertaken in two separate studies during the Class Environmental Assessment (EA) process for the proposed widening and reconstruction of Weber Street. Following approval of the Class EA by Regional Council in June 2011, the acquisition of those properties identified in the EA document as being required to implement the project was undertaken. In accordance with the recommendations of the Heritage Impact Assessment Study, and in order to obtain demolition permits from the City of Kitchener, Facilities staff and the project’s Heritage consultant have inspected each of the buildings to be demolished to identify and document any significant heritage features and recommend the salvage of certain items.

The following section, as provided by the project’s Heritage consultant, outlines in more detail the due diligence process in regards to evaluating the heritage resources of properties affected by the Project.

Heritage Resource Evaluation Process:

1.0 Built Heritage Assessment

A Built Heritage Assessment (BHA) was undertaken in 2010 as a component of the Weber Street Class Environmental Assessment process. The purpose of the BHA was to compile a listing of existing identified built heritage resources and unlisted potential resources within or in close proximity to the Weber Street corridor for further consideration in the planning and design of the Project.

The BHA identified a total of 32 built resources of heritage interest or potential interest along the corridor, including:

- one (1) designated property, the Kitchener VIA Railway Station;
the north branch of the former Grand Trunk Railway line (now CN);

seven (7) properties within the Civic Centre Heritage Conservation District south of Victoria Street and east of Weber Street;

seven (7) properties included in the Heritage Kitchener Inventory of Heritage Buildings; and

sixteen (16) “additional” properties with potential heritage value which had never been included in previous inventories.

The 16 “additional” properties were identified as a result of a site visit during which all properties being 40 years of age or older were evaluated against criteria outlined under Ontario Regulation 9/06, *Criteria for Determining Cultural Heritage Value or Interest Under the Ontario Heritage Act.* In addition to the three criteria of *design/physical value, associative value and contextual value,* additional criteria of *integrity and social value* were also considered in the Weber Street BHA.

The Region of Waterloo’s Heritage Planning Advisory Committee (HPAC) reviewed the BHA and, in December 2010, provided further information on several of the properties but did not identify any additional resources that should be included in the report.

### 2.0 Heritage Impact Assessment

A *Heritage Impact Assessment (HIA)* was subsequently undertaken as a further component of the Class Environmental Assessment process. The purpose of the HIA was to consider the potential direct and indirect impacts and possible mitigation measures of the proposed roadworks on the heritage resources identified in the BHA. These potential impacts were considered in the selection of the preferred design concept for the proposed roadworks recommended in the Class EA.

During the preparation of the HIA, an additional 19 properties constructed in the Weber Street corridor prior to 1900 were added to the assessment. Combined with the 32 resources identified in the BHA, a total of 51 resources were considered under the context of Ontario Regulation 9/06. Assessment of potential impacts was done in accordance with Ministry of Tourism, Culture and Sport guidance from the *Heritage Resources in the Land Use Planning Process* (MTCS, 2006) document, specifically *Heritage Impact Assessments and Conservation Plans.* Direction was also obtained from the City of Kitchener’s Heritage Impact Assessment standard Terms of Reference.

The Region’s HPAC reviewed and commented on the Heritage Impact Assessment at their April 14/2011 meeting and sent their comments to the Project Team on May 17/2011. Kitchener Heritage Planning staff also reviewed the HIA and it was circulated to Heritage Kitchener in March 2011.

### 3.0 Mitigation of impacts on Heritage Resources

To accommodate the widening and reconstruction of Weber Street between College Street and Guelph Street, a total of 34 buildings must be acquired and demolished. In accordance with the recommendations of the Heritage Impact Assessment Study, the required demolition of buildings with heritage value may occur subject to mitigation of impacts on the identified heritage components of the buildings in the following four ways:

- Documentation prior to demolition or alteration of views (recommended for 14 properties);
- salvage of value-defining construction materials;
- pre and post-construction inspection of significant heritage resources subject to sub-grade vibrations; and
- control of landscaping to protect views.

The Project’s Heritage consultant has prepared the required documentation of resources as part of the Pre-Demolition documentation process. All of the properties planned for demolition, not just those on the list of heritage resources, are being examined in cooperation with Habitat for Humanity, to ensure that salvageable features and materials are properly identified and removed prior to demolition. In addition, a complete set of existing street views is also being compiled, in accordance with the requirements of the Heritage Assessment guidelines.

CORPORATE STRATEGIC PLAN:

The assessment of heritage resources and salvage of materials supports several of the Region’s objectives in the Strategic Plan including 1.1) integrate environmental considerations into the Region’s decision making and 1.3) reduce the amount of waste going to landfill.

FINANCIAL IMPLICATIONS:

Transportation and Environmental Services staff advises that the 2012 Transportation Capital Program includes $11,135,000 in 2012 for this Project to be funded from the Development Charge and Roads Capital Levy Reserve funds.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Regional heritage planning staff have been consulted in the preparation of this report.

ATTACHMENTS:

Nil

PREPARED BY: Tom Penwarden, Manager of Real Estate Services  
Peter Linn, Senior Project Manager, Design and Construction, Transportation and Environmental Services

APPROVED BY: Gary Sosnoski, Commissioner of Corporate Resources  
Thomas Schmidt, Commissioner of Transportation and Environmental Services
TO: Chair Jim Wideman and Members of the Planning and Works Committee
DATE: November 27, 2012
FILE CODE: C04-30, 01154
SUBJECT: CONSULTANT SELECTION – DESIGN AND SERVICES DURING CONSTRUCTION FOR TWO LANDFILL CELLS IN THE SOUTH EXPANSION AREA, WATERLOO LANDFILL SITE (C2012-27)

RECOMMENDATION:

THAT the Regional Municipality of Waterloo enter into an Agreement for Professional Consulting Services with Conestoga-Rovers & Associates Limited, to provide engineering services for the design and services during construction for two landfill cells in the South Expansion Area at the Waterloo Landfill Site, at an upset fee limit of $1,312,990 plus applicable taxes.

SUMMARY:

The Waterloo Landfill Site is owned and operated by the Regional Municipality of Waterloo. New landfill cells must be constructed prior to existing cells reaching their capacity to ensure uninterrupted disposal capacity. The next landfill cell will be required in the Waterloo Landfill Site South Expansion Area (SEA) by the end of 2014.

In order to ensure that the next cell is available by the end of 2014, a multi-disciplinary engineering consultant must be retained now to prepare the design of the next cell in 2013 to allow construction to start early in 2014. Design and construction of the next cell includes associated leachate and gas collection systems, a new leachate pump station, a new stormwater management pond, and access road extensions. Design for another cell in the SEA will be required in 2016 to allow construction in 2017. The most cost effective way to complete the required engineering work over the next five years will be to retain the same engineering consultant to complete the design and services during construction for the next two cells.

A consultant selection process was carried out in accordance with the Region of Waterloo’s Purchasing By-law 04-093 for the procurement of goods and services and included price as a factor. When considering all Quality, Equity, and Price Factors, staff recommends that Conestoga-Rovers & Associates Limited be retained to undertake this assignment at an upset fee of $1,312,990 plus applicable taxes.

The approved capital budget in the 2012 Ten Year Waste Management Capital Forecast for design and construction of the next two landfill cells is $12,908,000.
REPORT:

1. Background

The Waterloo Landfill Site (Site) is owned and operated by the Regional Municipality of Waterloo (Region) and is located south of Regional Road No. 9 (Erb Street) in both the City of Waterloo and the City of Kitchener, adjacent to the eastern boundary of the Township of Wilmot. The Site presently comprises an area of approximately 126.5 hectares (312.6 acres) of which 71.1 hectares (175.5 acres) is approved for the disposal of solid non-hazardous domestic, commercial, and industrial waste.

The approved disposal area includes the Original Landfill Area (OLA) plus an area of approximately 13.4 hectares (33.1 acres) located north of the OLA hereinafter referred to as the North Expansion Area (NEA) and an area of approximately 25.9 hectares (64.0 acres) located south of the OLA, hereinafter referred to as the South Expansion Area (SEA). The NEA consists of four landfill cells; the fourth and final NEA cell (NE-4) is being constructed in 2012 and will be filled during 2013 and 2014. The SEA consists of seven landfill cells of which three cells have been constructed and filled to date and four cells remain to be constructed. The predicted total Site life as of January 2012 is estimated to be approximately 20 years at current fill rates.

New landfill cells must be constructed prior to existing cells reaching their capacity to ensure uninterrupted disposal capacity. The next landfill cell will be constructed in the SEA and will be required by the end of 2014 when NE-4 is anticipated to be filled to capacity. A phasing evaluation is required to define the construction sequence for the remaining cells in the SEA to achieve the lowest capital and operating costs and minimize operational disruptions. The next landfill cell construction will include associated leachate and gas collection systems, a new leachate pump station, a new stormwater management pond, and access road extensions. It is currently expected that another cell in the SEA will be required by the end of 2017. The most cost effective way to complete the required engineering work over the next five years will be to retain the same engineering consultant to complete the design and services during construction for the next two landfill cells.

The Region’s 2012 Approved Ten Year Waste Management Capital Forecast provides a total budget of $12,908,000 for the construction of the next two landfill cells.

2. Consultant Selection

In order to meet a scheduled 2014 construction start date for the next landfill cell, a multi-disciplinary engineering consultant must be retained now to provide the phasing evaluation, design and services during construction. On August 28, 2012, the Region of Waterloo placed advertisements on its website and in The Record and Daily Commercial News inviting submissions from consultants for the design and services during construction for the next two landfill cells. Six proponents submitted a Letter of Interest. Each Letter of Interest was reviewed by the consultant selection team consisting of: Phil Bauer, Head Environmental Engineering (Design and Construction Division); Tracy Annett, Senior Environmental Engineer (Waste Management Services Division); Dave McCaughan, Supervisor, Environmental Systems (Waste Management Services Division); and Nancy Corbett, Senior Project Manager, Environmental Engineering (Design and Construction Division). The consultant selection process was carried out in accordance with the Region of Waterloo’s Purchasing By-law 04-093 for the procurement of goods and services, and included price as a factor. The evaluation criteria were subdivided into Quality, Equity, and Price factors as follows.
Three proponents were short-listed and were invited to submit a Proposal including a detailed work plan and upset fee. One proponent subsequently advised the Region that they could not meet the proposal requirement to execute the Region’s standard Agreement for Professional Consulting Services and did not submit a proposal. The two remaining short-listed proponents (Conestoga-Rovers & Associates Limited and AECOM Canada Ltd.) submitted proposals and their upset fee envelopes were then opened and evaluated.

When considering all Quality, Equity, and Price Factors, the submission from Conestoga-Rovers & Associates Limited scored higher overall with the higher quality score and the higher upset fee. The submission from Conestoga-Rovers & Associates Limited demonstrated more comprehensive understanding of the unique site conditions that will need to be considered in order to minimize capital and operating costs and their submission was technically superior overall. Conestoga-Rovers & Associates Limited’s upset fee of $1,312,990 was within the allowance for consulting engineering included in the project budget and represents approximately 10 percent of the project budget, which is very competitive for a capital project of this magnitude and complexity. Therefore, staff recommends that Conestoga-Rovers & Associates Limited be awarded this assignment for an upset fee of $1,312,990.

### 3. Scope of Work

For this assignment, the Consultant will provide professional consulting engineering services to prepare the phasing evaluation to define the construction sequence for the remaining cells in the SEA and prepare preliminary designs for the landfill gas collections systems, a new stormwater management pond, leachate pump station, and access road extension that are components of the next landfill cell construction. Deliverables for this work will include a phasing report and drawings as well as preliminary design reports and drawings. The Consultant will also provide detailed design, tendering, construction, and post-construction services for the next two landfill cells, including: prepare 60 percent, 90 percent, issued-for-tender, issued-for-construction, and record versions of the Contract Drawings and Contract Specifications; prepare construction cost estimates and cash flow projections; prepare approvals and permit applications; coordinate third-party materials testing and quality control; conduct health and safety reviews; administer two construction tenders; provide full time site inspection; administer two construction contracts; conduct equipment acceptance tests and commissioning of new works; prepare custom operation and maintenance manuals; conduct custom training sessions; and administer warranties.

Appendix A provides a breakdown of the Consultant’s upset fee.

### 4. Schedule

Subject to Council’s approval of this assignment for professional consulting services, the phasing evaluation will commence in late 2012 to allow for completion of the phasing evaluation and design of the next landfill cell in 2013. One landfill cell is to be constructed and completed in 2014. Design
of the second landfill cell is planned for 2016 with construction in 2017.

CORPORATE STRATEGIC PLAN:

This project meets the Region’s Corporate Strategic Plan objective to “develop, optimize and maintain infrastructure to meet current and projected needs” under Focus Area 2 “Growth Management and Prosperity”.

FINANCIAL IMPLICATIONS:

The Region’s 2012 Approved Ten Year Waste Management Capital Forecast provides a total budget of $12,908,000 for the construction of the next two landfill cells. The consultant's upset fee of $1,312,990 is within the budget allowance for engineering services.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

NIL

ATTACHMENTS

Appendix A – Breakdown of Consultant’s Upset Fee

PREPARED BY: Nancy Corbett, Senior Project Manager, Environmental Engineering

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
## APPENDIX A

### CONSULTANT SELECTION

**DESIGN AND SERVICES DURING CONSTRUCTION OF TWO LANDFILL CELLS IN THE SOUTH EXPANSION AREA (SEA) WATERLOO LANDFILL SITE**

### BREAKDOWN OF CONSULTANT’S UPSET FEE

<table>
<thead>
<tr>
<th>TASK</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>000  Project Initiation</td>
<td>$4,810</td>
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<tr>
<td>100  Phasing Evaluation</td>
<td>$47,890</td>
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<td>(South Expansion Area development sequence report and plans)</td>
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<td>200  Preliminary Design</td>
<td>$52,105</td>
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<td>(Landfill gas controls, stormwater management pond, leachate pump station, and access road extension)</td>
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<td>300  Detailed Design</td>
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<td>Task 310 – Geotechnical investigation and material balance</td>
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<tr>
<td>Task 320 – Landfill cell detailed design in 2013 including leachate and landfill gas collection systems, stormwater management pond, leachate pump station, and access road</td>
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<tr>
<td>Task 330 – Landfill cell detailed design in 2016</td>
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<tr>
<td>400  Tendering</td>
<td>$82,685</td>
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<tr>
<td>(One construction contract in 2014 and one construction contract in 2017)</td>
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<tr>
<td>500  Services During Construction</td>
<td>-</td>
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<tr>
<td>Task 510 - Landfill cell construction in 2014 including leachate and landfill gas collection systems, stormwater management pond, leachate pump station and access road</td>
<td>$300,245</td>
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<tr>
<td>Task 520 – Landfill cell construction in 2017</td>
<td>$247,615</td>
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<tr>
<td>600  Post Construction Services</td>
<td>$71,575</td>
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<tr>
<td>(Record drawings, operation and maintenance manuals, training sessions, and warranty administration for two construction contracts)</td>
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<tr>
<td><strong>Total Upset Fee (plus applicable taxes)</strong></td>
<td>$1,312,990</td>
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Regional Municipality of Waterloo

SAWMILL ROAD AND NORTHFIELD DRIVE IMPROVEMENTS IN THE VILLAGE OF CONESTOGO

TOWNSHIP OF WOOLWICH

INFORMATION PACKAGE

Public Consultation Centre No. 2
Wednesday, November 28, 2012
5:30 p.m. – 8:00 p.m.

at

Conestogo Public School
1948 Sawmill Road, Village of Conestogo
Township of Woolwich

There is a Comment Sheet at the back of this package. If you wish, please fill it out and deposit it in the designated box provided at this Public Consultation Centre.
1. **What is the Purpose of this Public Consultation Centre?**

The Region of Waterloo is currently considering improvements to Sawmill Road from Musselman Crescent to the Conestogo Bridge and to Northfield Drive from the South Limits of Conestogo to Country Spring Walk within the Village of Conestogo. Please refer to Appendix ‘A’ for a Key Plan.

This project has been initiated to address the poor pavement condition and the need for enhanced pedestrian and cycling facilities on Sawmill Road and Northfield Drive within the Project limits.

An initial Public Consultation Centre for this project was held on Wednesday October 5th, 2011 in order to receive public input regarding proposed improvements to Sawmill Road and Northfield Drive under consideration at that time. The Project Team has now developed several new design alternatives for these proposed improvements and is conducting this second Public Consultation Centre in order to receive public input on the new alternatives under consideration.

We encourage you to provide comments on the improvements under consideration by filling out the Comment Sheet attached to the back of this Information Package and either placing it in the box at this Public Consultation Centre or sending it to the address indicated on the Comment Sheet. Your comments will be considered by the Project Team, in conjunction with all of the other relevant information, in establishing a recommended design for improvements to Sawmill Road and Northfield Drive.

2. **Who is Directing the Planning of These Improvements?**

The planning of these infrastructure improvements is being undertaken by a “Project Team” consisting of staff from the Region of Waterloo, the Township of Woolwich and Township Ward 3 Councillor Bonnie Bryant.

3. **What Proposed Improvements Were Presented at the First Public Consultation Centre in 2011?**

An initial Public Consultation Centre (PCC) was held at Conestogo Public School, 1948 Sawmill Road in the Township of Woolwich on Wednesday October 5th, 2011 from 5:30 p.m. to 8:00 p.m. Preliminary plans for the proposed improvements to Sawmill Road and Northfield Drive under consideration at that time were on display and Project Team representatives were present to answer questions and to receive feedback from members of the public. Approximately one hundred and ten (110) members of the public attended this initial PCC and eighty three (83) members of the public formally signed in. Thirty-four (34) comment sheets were received as a result of this first Public Consultation Centre.

The preliminary plans for the proposed improvements to Sawmill Road and Northfield Drive presented by the Project Team at this initial public meeting included the following main elements:

- Reconstruction and widening of Sawmill Road and Northfield Drive to accommodate 1.5 metre wide cycling/buggy lanes on each side of the road;
- Removal of most of the boulevard parking on Sawmill Road;
- Construction of designated left-turn lanes on all approaches at the intersection of Sawmill Road and Northfield Drive;
Extension of the sidewalk on the north side of Sawmill Road from Harriet Street to Golf Course Road;
- Construction of new sidewalk on Northfield Drive from Country Spring Walk to the South Village limits;
- Construction of a pedestrian refuge island on Sawmill Road at the Conestogo Public School; and
- Enhanced boulevard landscaping where feasible.

Please refer to Appendix ‘B’ for drawings of the proposed improvements presented by the Project Team at the first Public Consultation Centre.

4. What Issues were Raised by the Public at the 2011 Public Consultation Centre?

In general, there was very little support expressed by the public for the proposed widening of Sawmill Road to accommodate on-road cycling/buggy lanes; for the removal of the boulevard parking on Sawmill Road; and for the construction of new sidewalk on Northfield Drive. There was generally support for the extension of the existing sidewalk on the north side of Sawmill Road from Harriet Street to Golf Course Road and for traffic operational improvements to the intersection of Sawmill Road and Northfield Drive. High vehicle speeds on Sawmill Road was also cited as a concern by some members of the public and there were requests for some form of ‘traffic calming’ measures on Sawmill Road to be incorporated as part of the proposed road improvements.

5. What did the Project Team do following the 2011 Public Consultation Centre?

Following the October 5th 2011 PCC, the Project Team thoroughly reviewed all of the public comments received. The Project Team also met on-site and walked through the entire project area in order to view in the field the impacts and constraints associated with widening Sawmill Road and Northfield Drive to provide for 1.50 metre wide on-road cycling/buggy lanes, sidewalk and designated left-turn lanes at the intersection of Sawmill Road and Northfield Drive. The Project Team noted that a 1.50 metre widening on each side of Sawmill Road throughout the entire project limits would result in severe impacts to some abutting properties, trees, and overhead utilities, and would significantly reduce the boulevard area available for snow storage and utility plant. Additionally, the construction of new sidewalk on Northfield Drive, particularly south of Sawmill Road, would have significant property impacts, and the construction of a northbound designated left-turn lane on Northfield Drive would require a full purchase of the property located at 1030 Northfield Drive.

The Project Team agreed that a significant widening of Sawmill Road would alter the appearance and ‘character’ of this scenic roadway corridor. The Project Team also assessed that new sidewalk on Northfield Drive would not likely attract many pedestrians due to existing available alternative walking routes, confirming comments made by several members of the public.

In view of the public comments received, the existing roadway features and constraints, and the scenic characteristics of Sawmill Road, the Project Team developed the following initially Recommended Design Alternative for the proposed improvements to Sawmill Road and Northfield Drive:
- Reconstruction of Sawmill Road in its current configuration, with no widening for buggy/cycling lanes;
- No change to boulevard parking on Sawmill Road;
- Re-paving of the asphalt boulevards on Sawmill Road;
- Extension of the sidewalk on the north side of Sawmill Road from Harriet Street to Golf Course Road;
- Reconstruction of Northfield Drive from the South Village Limits to Country Spring Walk in its current configuration without sidewalks;
- Construction of a pedestrian refuge island on Sawmill Road at the Conestogo Public School;
- Construction of new designated left-turn lanes on Sawmill Road in each direction at Northfield Drive and construction of a new northbound designated right-turn lane on Northfield Drive at Sawmill Road; and
- Enhanced boulevard landscaping where feasible.

Please refer to Appendix ‘C’ for drawings of this initially Recommended Design Alternative.

Correspondence was sent on March 12th, 2012 to all area residents as well as those who attended the October 2011 PCC, informing them of the Project Team’s initially Recommended Design Alternative and inviting comments. Seven (7) members of the public responded to this letter, and all but one expressed support for this initially Recommended Design Alternative.

6. **What Direction did Regional Planning and Works Committee give to the Project Team?**

The Project Team recommended that Regional Planning and Works Committee endorse this Recommended Design Alternative in a staff report tabled at the Regional Planning and Works Committee Meeting held on May 29th, 2012.

At this May 29th 2012 Planning and Works Committee meeting, five (5) delegates spoke to the Planning and Works Committee asking that cycling facilities be incorporated as part of the proposed improvements for Sawmill Road and Northfield Drive.

The Planning and Works Committee directed that the proposed improvements for this project be referred back to the Project Team to consider the following items as part of the scope of the improvements:

- Relocating boulevard parking from Sawmill Road to an alternative location;
- Construction of alternative multi-use trails as part of the improvements;
- Providing alternative cycling facilities on Flax Mill Drive;
- Providing traffic calming measures on Sawmill Road;
- Diverting trucks from Sawmill Road;
- Minimizing property impacts; and
- Preserving the history and culture of the Village of Conestogo.

7. **What Design Alternatives are now Being Considered?**

Following the direction from the Regional Planning and Works Committee, the Project Team developed several new design alternatives for the proposed improvements to
Sawmill Road and Northfield Drive. Based on the Project Team’s assessment of these alternatives, the Project Team has narrowed the options to three (3) design alternatives that are now being presented for public input. These three (3) design alternatives are described as follows:

**Note:** Each Design Alternative includes the following elements:

i) Construction of designated left-turn lanes on Sawmill Road at the intersection of Northfield Drive;

ii) Construction of a northbound designated right-turn lane on Northfield Drive at the intersection of Sawmill Road;

iii) Construction of new sidewalk on the north side of Sawmill Road from Harriet Street to Golf Course Road;

iv) Construction of a pedestrian refuge island on Sawmill Road at the Conestogo Public School;

v) Construction of “Village Entrance Features” at each approach to the Village on Sawmill Road and Northfield Drive comprised of raised landscaped centre medians; and

vi) New Boulevard landscaping where feasible.

Alternatives No. 2 and No. 3 also include the following elements:

i) Construction of 4.0 metre wide travel lanes on Sawmill Road from 100 metres west of Misty River Drive to 100 metres east of Harriet Street;

ii) Construction of 1.25 metre wide on-road cycling lanes from 100 metres east of Harriet Street to the Grand River Bridge;

iii) Construction of a semi-mountable curb and 0.60 metre wide concrete maintenance strips on each side of Northfield Drive from Sawmill Road to 170 metres south of Sawmill Road; and

iv) Construction of 1.50 metre wide on-road cycling lanes on each side of Northfield Drive from Sawmill Road to Country Spring Walk.

**ALTERNATIVE No. 1 – Rehabilitate Sawmill Road in its Current Configuration**

Rehabilitate Sawmill Road in its current configuration with two 3.35 metre wide travel lanes and no change to boulevard parking.

**ALTERNATIVE #2 – Reconstruct Sawmill Road with Widening for 1.0 metre wide on-road Cycling Facility**

Construct two 3.35 metre wide lanes and 1.0 metre wide on-road cycling facilities on each side of Sawmill Road and restrict parking to approximately 25 spaces between Glasgow Street and No. 1843 Sawmill Road.

**ALTERNATIVE #3 – Reconstruct Sawmill Road with 1.25 metre wide Concrete Segregated Cycling Tracks**

Construct two 3.35 metre wide vehicle lanes, a 0.35 metre wide mountable curb and 1.25 metre wide concrete segregated cycling track behind the curb on each side of Sawmill Road and restrict parking to approximately 25 spaces between Glasgow Street and No. 1843 Sawmill Road.
Please refer to Appendix ‘D’ for drawings of these three (3) design alternatives for proposed improvements to Sawmill Road and Northfield Drive.

8. **How are the Design Alternatives Being Evaluated?**

The following criteria are being used by the Project Team to evaluate the design alternatives:

- **Transportation:** How does the alternative serve the expected vehicular, pedestrian, cycling and buggy traffic?
- **Maintenance:** What are the summer/winter maintenance considerations for each alternative?
- **Property/Corridor Impacts:** How does the alternative impact abutting properties, trees, driveways, parking and overhead utilities?
- **Cost:** What is the initial capital cost of each alternative and how do the alternatives compare with respect to the ongoing maintenance costs?

The Project Team has assessed each of the design alternatives using the aforementioned criteria. The Project Team’s evaluation includes an assessment of the advantages and disadvantages of each alternative; however, the Project Team has **not** identified a preferred alternative at this time. The Project Team is requesting input from the public on these design alternatives. Additionally, the Project Team is requesting that members of the public identify their preferred design alternative on the Comment Sheet attached at the back of this Information Package.
The Project Team's assessment of the three (3) design alternatives is noted below:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Alternative No. 1</th>
<th>Alternative No. 2</th>
<th>Alternative No. 3</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transportation</strong></td>
<td>● Provides minimum travel lane widths of 3.35m – 3.50m</td>
<td>● Provides minimum travel lane width of 3.35 metres</td>
<td>● Provides minimum travel lane width of 3.35 metres</td>
</tr>
<tr>
<td>(Vehicle, Cycling and Buggy traffic)</td>
<td>● Does not provide designated cycling or buggy facilities</td>
<td>● Wider total lane width of 4.35 metres may encourage higher travel speeds</td>
<td>● Minimal lane widths may provide a traffic calming effect</td>
</tr>
<tr>
<td></td>
<td>● Minimal lane widths may provide a traffic calming effect</td>
<td>● Provides for an on-road cycling facility</td>
<td>● Provides for a ’buffer’ of 0.35 metres between travel lane and cycling tracks</td>
</tr>
<tr>
<td></td>
<td></td>
<td>● Provides some space for buggy traffic, but does not fully accommodate buggy widths</td>
<td>● Provides for a designated cycling facility behind curb</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Does not provide designated facilities for buggy traffic</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Adjacent parked vehicles could encroach onto cycle track if parked poorly (from Glasgow Street to 1843 Sawmill Road)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Potential conflict with vehicle doors opening and encroaching into cycle track (from Glasgow Street to 1843 Sawmill Road)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Potential conflict points between driveways and cycle tracks (from Musselman Crescent to 100 metres west of Misty River Drive)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Vehicles entering roadway at driveways and intersections may be stopped in cycle track (from Musselman Crescent to 100 metres west of Misty River Drive)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Some cyclists may stay on road and not use cycle tracks</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● Potential for vehicles to park within cycle track (from Musselman Crescent to 100 metres west of Misty River Drive)</td>
</tr>
<tr>
<td><strong>Maintenance</strong></td>
<td>● No change from current practices</td>
<td>● No change from current practices</td>
<td>● Cycle tracks need to be maintained to same level as the roadway for both summer and winter conditions</td>
</tr>
<tr>
<td>(Summer/Winter Maintenance Considerations)</td>
<td></td>
<td>● Slightly wider pavement to maintain than currently exists</td>
<td>● Special equipment may be required to clear snow and ice from cycle tracks, sweeping and other maintenance activities</td>
</tr>
<tr>
<td>Criteria</td>
<td>Alternative No. 1</td>
<td>Alternative No. 2</td>
<td>Alternative No. 3</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Property/Corridor Impacts</td>
<td>• No change from current conditions</td>
<td>• Approximately 11 trees require removal • Parking reduced by approximately 80% from what currently exists to avoid hydro pole and tree conflicts • No full property purchases required • 5 partial property purchases required • 17 overhead hydro poles need to be relocated</td>
<td>• Approximately 17 trees require removal • Parking reduced by approximately 80% from what currently exists to avoid hydro pole and tree conflicts and to minimize conflict points between cycling track and parking • No full property purchases required • 5 partial property purchases required • 19 overhead hydro poles need to be relocated</td>
</tr>
<tr>
<td>(impacts on utilities, trees,</td>
<td>• 5 partial property purchases required • Approximately 2 trees require removal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>properties, driveways,</td>
<td>• 9 overhead hydro poles need to be relocated</td>
<td></td>
<td></td>
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<tr>
<td>parking)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost (Capital and Operating)</td>
<td>• Capital Cost of approximately $2.5m</td>
<td>• Capital Cost of approximately $4.0m • Minimal increase in operating costs due to slightly wider pavement width</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• No increase in operating costs</td>
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</tbody>
</table>

9. **How Has the Project Team Addressed the Issues Raised by the Region’s Planning and Works Committee?**

As noted in Section 6 of this Information Package, the Region’s Planning and Works Committee directed staff to take into consideration a number of items as part of the Project Team’s development of the design alternatives for this project. The Project Team has addressed the items raised by the Planning and Works Committee as follows:

i) **Relocating Boulevard Parking from Sawmill Road to Another Location**

The Project Team investigated the option of relocating the Sawmill Road boulevard parking to another location within the Village of Conestogo in order to compensate for the loss of boulevard parking on Sawmill Road under Design Alternatives No. 2 and No. 3. The Project Team consulted with Township of Woolwich staff and Township Fire Fighters. It is noted that volunteer Fire Fighters require a minimum of 20 parking spaces within close proximity of the Fire Hall on Sawmill Road in the event of a call. Various side streets and area properties were considered as alternative locations for parking. The Project Team assessed that no locations were deemed suitable candidates for off-site parking due to lack of availability, distance from Sawmill Road and cost.

ii) **Construction of Multi-Use Trails as Part of this Project**

The Project Team assessed the option of constructing boulevard Multi-Use Trails for cyclists and pedestrian traffic on Sawmill Road. Regional design guidelines do not recommend construction of boulevard Multi-Use Trails along roadway corridors with more than 3 driveway entrances and/or intersections within a one kilometre distance. Based on the high number of driveways fronting Sawmill Road,
construction of boulevard multi-use trails was not deemed to be appropriate for this project due to potential conflicts between cyclists and vehicles at driveway entrances.

iii) **Providing Alternative Cycling Facilities on Flax Mill Drive**

The Project Team assessed the option of providing cycling facilities on Flax Mill Drive with Township of Woolwich staff as Flax Mill Road is under the jurisdiction of the Township. Flax Mill Drive is a narrow side street with insufficient width to provide a suitable cycling facility within the roadway. Further, cyclists would likely find Flax Mill Drive a very indirect route and would not likely utilize it. Additionally, Flax Mill Drive does not extend through the entire project limits and does not fully alleviate the need for cycling facilities on a portion of Sawmill Road.

iv) **Providing Traffic Calming Measures on Sawmill Road**

Regional practice does not allow for the use of hard “on-road” traffic calming measures on Regional arterial roadways due to adverse effects on emergency service vehicle response times, noise from vehicles passing over the speed humps and general delays to traffic. The Project Team notes that the average speed on Sawmill Road is 52 km/hr based on the 2009 speed survey. The posted speed on Sawmill Road is 50km/hr through the Village of Conestogo.

Construction of a Pedestrian Refuge Island on Sawmill Road at the Conestogo Public School and Village Entrance Features at each approach to the Village on Sawmill Road and Northfield Drive may provide a traffic calming benefit.

v) **Diverting Truck Traffic from Sawmill Road**

Regional staff have reviewed the use of Sawmill Road for heavy trucks in accordance with the Truck Route Policy approved by Council in June 1991. This Policy states that all Regional roads should be truck routes unless there are valid reasons for imposing prohibitions or time restrictions on a particular section of road. As stipulated in this Policy, valid reasons for truck restrictions include the following:

1. The section of roadway was not designed or constructed for heavy truck traffic or long vehicles; or

2. There are critical height or weight restrictions on the section of roadway.

Time restrictions for truck traffic may be considered when the environment of the section is primarily front-lotted urban residential with numerous driveways, and a suitable alternate truck route is available. A suitable alternate truck route is defined as a route that would be less than 50% longer than using the section for which the restriction is proposed, but not more than 4.0 km longer, and on which there are not valid reasons for a time restriction.

Based on this Policy, Sawmill Road is not considered a candidate for truck traffic restrictions because:

1. Sawmill Road is designed to accommodate heavy truck traffic; and
2. There is no viable alternative truck route that meets the criteria set out in the
Policy as no alternative route is less than 4.0 km in length.

vi) Minimizing Property Impacts and Preserve the Heritage and Culture of the Village of
Conestogo

Each of the Project Team’s three (3) design alternatives significantly reduces
property impacts compared to the initially proposed improvements to Sawmill Road
and Northfield Drive presented by the Project Team at the October 5\textsuperscript{th}, 2011 Public
Consultation Centre. The Project Team’s new design alternatives minimize impacts
to the roadway corridor as follows:

- Design Alternatives 2 and 3 both include reducing the travel lanes to 4.0 metres
  wide from 100 metres west of Misty River Drive to 100 metres east of Harriet
  Street in order to avoid impacts to abutting properties (including one heritage
  property) and to avoid the potential of up to four full property buyouts;
- Design Alternatives 1, 2 and 3 all include two designated left-turn lanes on
  Sawmill Road at Northfield Drive and one northbound designated right-turn lane
  on Northfield Drive at Sawmill Road rather than left-turn lanes at all legs of the
  intersection in order to minimize impacts to abutting properties and to avoid the
  need for a full property buyout;
- Design Alternatives 1 includes no changes to Northfield Drive in order to avoid
  impacts to abutting properties;
- Design Alternatives 2 and 3 include no widening of Northfield Drive south of
  Sawmill Road for cycling or sidewalk facilities, and a minimal widening of
  Northfield Drive north of Sawmill Road to include on-road cycling facilities (no
  sidewalk);
- Design Alternative 2 includes a reduced cycling facility width of 1.0 metres on
  Sawmill Road as opposed to the initially proposed 1.50 metre wide cycling facility
  on Sawmill Road in order to minimize impacts to abutting properties and the
  roadway corridor.

A summary of the impacts of the three (3) design alternatives as compared to the
impacts of the Project Team’s October 2011 initially proposed improvements are as
follows:
**Design Alternative Number** | **Potential Number of Full Property Buyouts** | **Number of Partial Property Purchases** | **Number of Tree Removals** | **Number of Heritage Property Impacted** | **Number of Utility Poles Impacted** | **Total Project Cost**
---|---|---|---|---|---|---
No. 1 | 0 | 5 | 5 | 0 | 9 | $2.5M
No. 2 | 0 | 5 | 10 | 0 | 17 | $4.0M
No. 3 | 0 | 5 | 18 | 0 | 19 | $4.5M
October 2011 Initially Proposed Improvements (widening Sawmill Road for 1.50 metre wide buggy/cycling lanes) | 5 | 16 | 24 | 1 | 61 | $5.0M - $7.5M

10. **Will Property Acquisition be Required for this Project?**

Although the three (3) design alternatives significantly minimize the impacts to abutting properties, the Region would still need to purchase very small portions of property from five (5) abutting properties under each of the design alternatives in order to construct the sidewalk on the north side of Sawmill Road from Harriet Street to Golf Course Road and for new designated turn lanes at the intersection of Sawmill Road and Northfield Drive.

Please refer to the figures in Appendix 'C' for property acquisition needed for the proposed improvements to the intersection of Sawmill Road and Northfield Drive and for the proposed sidewalk extension on Sawmill Road from Harriet Street to Golf Course Road.

11. **When will Construction Occur?**

Construction of the Sawmill Road and Northfield Drive Improvements is now scheduled to occur in 2016 in the Region's 10-year Transportation Capital Program. The Region’s Transportation Capital Program is reviewed annually and the timing of projects may change depending on several factors. This proposed 2016 timing is also subject to property acquisition, utility relocations and technical approvals required to implement the improvements.

12. **When Will I Receive Additional Information About the Construction?**

Regional staff will host a Preconstruction Meeting in Conestogo for members of the public well in advance of construction to provide details pertaining to traffic staging,
garbage collection, access restrictions and other matters pertaining directly to the construction.

The Fire Department, Waterloo Regional Police and Ambulance Services will all be advised of all traffic restrictions during the construction period.

Pedestrian access will be maintained on one side of Sawmill Road and Northfield Drive (as a minimum) for the duration of the construction. Signage will be erected in order to direct pedestrians through the project area.

13. **Who is Responsible for Maintaining New and Existing Sidewalks?**

The Township of Woolwich is responsible for the maintenance of sidewalks on Regional Roads within the Township limits.

The Township’s Bylaw stipulates that property owners are responsible for the removal of snow and ice from the municipal sidewalks adjacent to their property within twenty-four (24) hours after the end of a snow fall that results in an accumulation of 38mm or more.

14. **How Does this Project Relate to the Objectives of the Regional Official Plan, the Regional Transportation Master Plan and the Regional Transportation Corridor Design Guidelines?**

The Project Team’s proposed improvements are being made to address the deteriorated roadway structure as well as to include enhancements to the roadway corridor consistent with Regional Bylaws, policies, plans and practices. The Regional Official Plan gives direction to balance new and retrofitted roads for all modes of transportation including walking, cycling, autos and transit. In addition, Regional Council also approved the Regional Transportation Master Plan and the Regional Transportation Corridor Design Guidelines in 2010 that support the integration of active and sustainable transportation on all Regional Roads. This project supports the Regional Transportation Master Plan (RTMP) goals of optimizing our transportation system, promoting transportation choice, supporting sustainable development and fostering a strong economy. Each of the three (3) design alternatives presented at this Public Consultation Centre include facilities for all modes of transportation by providing new sidewalks. Design Alternatives 2 and 3 also include new designated facilities for cyclists.

15. **How will the Proposed Improvements Enhance the Pedestrian Environment on this Project?**

Currently, 1.50 metre wide sidewalks exist on both sides of Sawmill Road from Musselman Crescent to Northfield Drive. A 1.20 metre wide sidewalk exists on the north side of Sawmill Road from Northfield Drive to Harriet Street, and a 1.20 metre wide sidewalk exists on the south side of Sawmill Road from Northfield Drive to #1843 Sawmill Road. These existing sidewalks will require removal in some locations in order to accommodate the road reconstruction; however, any sections removed will be fully reinstated with 1.50 metre wide sidewalk. Existing 1.20 metre wide sidewalk that does not require replacement as part of the reconstruction will remain in place.

Additionally, the three (3) design alternatives presented at this Public Consultation Centre include a proposed new 1.80 metre wide sidewalk on the north side of Sawmill...
Road from Harriet Street to Golf Course Road and a pedestrian refuge island on Sawmill Road at Conestogo Public School in order to facilitate pedestrian crossings to the school. Enhanced boulevard landscaping will also be provided where feasible to improve the pedestrian environment within the project limits.

16. **What is the Estimated Cost of this Project and How will it be Funded?**

The Region of Waterloo is funding the cost of the road improvements on this project through its approved Ten Year Transportation Capital Program. The estimated total project cost for each of the three (3) design alternatives as described in Section 8 of this Information Package ranges from $2,500,000 to $4,500,000.

17. **How Can I Voice My Opinion on the Design Alternatives Presented at this Public Consultation Centre?**

The Project Team is asking for the public's input on the three (3) design alternatives presented at this Public Consultation Centre. This Public Consultation Centre is your opportunity to ask questions, provide suggestions, and make comments.

Additionally, the Project Team is asking members of the public to rank the (3) design alternatives in order of preference on the attached Comment Sheet to assist the Project Team in finalizing a Recommended Design Alternative for Sawmill Road and Northfield Drive. Once you have completed this form, please submit the form in the comment box provided at the registration table. Alternatively, you can mail, fax or e-mail your comments to the Region of Waterloo not later than December 20, 2012.

Please find the attached Comment Sheet at the back of this Information Package. Please provide any comments you may have regarding this project in the space provided on the form.

18. **When Will Final Decisions be Made for this Project?**

The Project Team will review the public comments received from this Public Consultation Centre and use them to assist in finalizing a Recommended Design Alternative for Sawmill Road and Northfield Drive. This Final Recommendation will be presented to Regional Planning and Works Committee and Council in March of 2013 for approval. In advance of these meetings, letters will be sent to all adjacent property owners and tenants (as well as to all members of the public specifically registering at this Public Consultation Centre) so that anyone wishing to speak to Committee or Council about this project can do so before final approval.

We thank you for your involvement and should you have any questions or concerns, please contact the following:

Mr. Jim Ellerman, A.Sc.T.
Project Manager, Capital Projects
Regional Municipality of Waterloo
150 Frederick Street, 6th Floor
Design and Construction Division
Kitchener, ON N2G 4J3
Phone: 519-575-4757 ext. 3757
Email: jellerman@regionofwaterloo.ca
Appendix A

Key Plan

REGIONAL ROAD No. 17 (SAW MILL ROAD)
AND
REGIONAL ROAD No. 22 (NORTHFIELD DRIVE)
IMPROVEMENTS
VILLAGE OF CONESTOGO, TOWNSHIP OF WOOLWICH
Appendix B-1

Typical Cross Section – October 5th 2011, Project Team's Initially Proposed Design Alternative
Appendix B-2

Typical Cross Section – October 5th 2011, Project Team's Initially Proposed Design Alternative

[Diagram showing typical cross section with details on the layout including existing and new sidewalks, bike lanes, travel lanes, and curbs.]

SAWMILL ROAD
#1835 SAWMILL ROAD to GLASGOW STREET
Appendix B-3

Typical Cross Section – October 5th 2011, Project Team’s Initially Proposed Design Alternative

*SIDEWALK EXISTS ON SAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET
Appendix B-4

Typical Cross Section – October 5th 2011, Project Team’s Initially Proposed Design Alternative

NORTHFIELD DRIVE
SOUTH LIMITS OF CONESTOGO to SAWMILL ROAD
Appendix B-5

Typical Cross Section – October 5th 2011, Project Team's Initially Proposed Design Alternative

NORTHFIELD DRIVE
SAWMILL ROAD to COUNTRY SPRING WALK
Appendix C
Proposed Intersection Improvements, November 28th, 2012

FIGURE 1
PROPOSED INTERSECTION IMPROVEMENTS
SAW MILL ROAD (REGIONAL ROAD NO.17) AND
NORTHFIELD DRIVE (REGIONAL ROAD NO.22)

APPROXIMATE AREAS OF PROPERTY REQUIRED
Appendix C
Proposed Sidewalk Extension from Harriet Street to Golf Course Road, November 28th, 2012

FIGURE 2
PROPOSED SIDEWALK ON NORTH SIDE OF SAWMILL ROAD (REGIONAL ROAD No.17) FROM HARRIET STREET TO GOLF COURSE ROAD
Appendix D-1

Northfield Drive

Design Alternative #1

NORTHFIELD DRIVE
SOUTH LIMITS OF CONESTOGO to COUNTRY SPRING WALK
Appendix D-2

Northfield Drive

Design Alternative #2 and 3
Appendix D-3

Northfield Drive

Design Alternative #2 and 3

NORTHFIELD DRIVE
SAWMILL ROAD to COUNTRY SPRING WALK
Appendix D-4

Sawmill Road

Design Alternative #1

SAWMILL ROAD
MUSSELMAN CRESCENT to CONESTOGO BRIDGE

* SIDEWALK EXISTS ONSAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET. NEW 1.8m WIDE SIDEWALK FROM HARRIET STREET TO GOLF COURSE ROAD
Appendix D-5

Sawmill Road

Design Alternative #2

SAWMILL ROAD
MUSSELMAN CRESCENT to GLASGOW STREET

* SIDEWALK EXISTS ON SAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET
Appendix D-6
Sawmill Road
Design Alternative #2

SAWMILL ROAD
GLASGOW STREET to MISTY RIVER DRIVE

* SIDEWALK EXISTS ON SAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET
Appendix D-7

Sawmill Road

Design Alternative #2 and 3

SAWMILL ROAD
MISTY RIVER DRIVE to HARRIET STREET

* SIDEWALK EXISTS ON SAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET
Appendix D-8

Sawmill Road

Design Alternative #2 and 3

Sawmill Road
HARRIET STREET to CONESTOGO BRIDGE
Appendix D-9
Sawmill Road
Design Alternative #3

SAWMILL ROAD
MUSSELMAN CRESCENT to GLASGOW STREET

* SIDEWALK EXISTS ON SAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET
Appendix D-10

Sawmill Road

Design Alternative #3

Sawmill Road
GLASGOW STREET to MISTY RIVER DRIVE

* SIDEWALK EXISTS ON SAWMILL ROAD FROM MUSSELMAN CRESCENT TO HARRIET STREET. SIDEWALK IS 1.5m WIDE FROM MUSSELMAN CRESCENT TO NORTHFIELD DRIVE AND 1.2m WIDE FROM NORTHFIELD DRIVE TO HARRIET STREET
Appendix E

Property Acquisition Process Information Sheet

The following information is provided as a general overview of the property acquisition process and is not legal advice. Further, the steps, timing and processes can vary depending on the individual circumstances of each case.

Once the Recommended Design Concept has been approved, the property acquisition process and the efforts of Regional Real Estate staff will focus on acquiring the required lands to implement the approved design. Regional staff cannot make fundamental amendments or changes to the approved design concept.

Property Impact Plans
After the project has been approved and as it approaches final design, the project planners will generate drawings and sketches indicating what lands and interests need to be acquired from each affected property to undertake the project. These drawings are referred to as Property Impact Plans (PIP).

Initial Owner Contact by Regional Real Estate Staff
Once the PIPs are available, Regional Real Estate staff will contact the affected property owners by telephone and mail to introduce themselves and set up initial meetings to discuss the project and proposed acquisitions.

Initial Meetings
The initial meeting is attended by the project engineer and the assigned real estate staff person to brief the owner on the project, what part of their lands are to be acquired or will be affected, what work will be undertaken, when, with what equipment, etc and to answer any questions. The primary purpose of the meeting is to listen to the owner and identify issues, concerns, effects of the proposed acquisition on remaining lands and businesses that can be feasibly mitigated and/or compensated, and how the remaining property may be restored. These discussions may require additional meetings. The goal of staff is to work with the owner to reach mutually agreeable solutions.

Goal – Fair and Equitable Settlement for All Parties
The goal is always to reach a fair and equitable agreement for both the property owner and the Region. Such an agreement will provide compensation for the fair market value of the lands and address the project impacts (such as repairing or replacing landscaping, fencing, paving) so that the property owner will receive the value of the lands acquired and the restoration of their remaining property to the condition it was prior to the Project.

The initial meetings will form the basis of an initial offer of settlement or agreement of purchase and sale for the required lands or interests.

Steps Toward Offer of Settlement or Agreement of Purchase and Sale
The general steps towards such an offer are as follows;

1) the Region will obtain an independent appraisal of the fair market value of the lands and interests to be acquired, and an appraisal of any effect on the value of the rest of the property resulting from the acquisition of the required lands and interests;
2) compensation will be estimated and/or works to minimize other effects will be defined and agreed to by the property owner and the Region;
3) reasonable costs of the owner will be included in any compensation settlement;
4) an offer with a purchase price and any other compensation or works in lieu of compensation will be submitted to the property owner for consideration; and
5) an Agreement will be finalized with any additional discussion, valuations, etc as may be required.

Depending on the amount of compensation, most agreements will require the approval of Council. The approval is undertaken in Closed Session which is not open to the public to ensure a level of confidentiality.

**Expropriation**

Due to the time constraints of these projects, it is the practice of the Region to commence the expropriation process in parallel with the negotiation process to insure that lands and interests are acquired in time for commencement of the Project. Typically, over 90% of all required lands and interests are acquired through the negotiation process. Even after lands and interests have been acquired through expropriation an agreement on compensation can be reached through negotiation, this is usually referred to as a ‘settlement agreement’.

Put simply, an expropriation is the transfer of lands or an easement to a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario Expropriations Act must be followed to ensure that the rights of the property owners provided under that Act are protected.
Please complete and hand in this sheet so that your views can be considered for this project. If you cannot complete your comments today, please take this home and mail, fax or e-mail your comments by December 20th, 2012 to:

Mr. Jim Ellerman, A.Sc.T.
Project Manager, Capital Projects
Regional Municipality of Waterloo
150 Frederick Street, 6th Floor
Design and Construction Division
Kitchener, ON N2G 4J3
Phone: 519-575-4757 ext. 3757
Email: jellerman@regionofwaterloo.ca

Please indicate your preferred design alternative:

Alternative #1 - Rehabilitate Sawmill Road in its current configuration
Alternative #2 - Reconstruct Sawmill Road with widening for 1.0 metre wide on-road cycling facilities
Alternative #3 - Reconstruct Sawmill Road with 1.25 metre wide concrete segregated cycling tracks

1st Choice  □ Alternative #1  □ Alternative #2  □ Alternative #3
2nd Choice □ Alternative #1  □ Alternative #2  □ Alternative #3
3rd Choice □ Alternative #1  □ Alternative #2  □ Alternative #3

Comments or concerns regarding this project:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Name:__________________________________________ Postal Code:____________________

Address:_________________________________________

COLLECTION NOTICE

Personal information requested on this form is collected under the authority of the Municipal Act and will be used to assist Regional staff and the Regional Planning and Works Committee in making decisions on this project. All names and comments will be included in the material made available to the general public. Questions regarding this collection should be forwarded to the staff member indicated above.
TO: Chair Jim Wideman and Members of the Planning and Works Committee
DATE: November 27, 2012
FILE CODE: A34-41
SUBJECT: MOBILITY PLUS - TOWNSHIP ZONE FARES

RECOMMENDATION:

That the Regional Municipality of Waterloo approve the elimination of zone fares, which are charged in the township areas for travel on specialized transit services into adjacent municipalities, to ensure fare parity is achieved as required by the Accessibility for Ontarians with Disabilities Act (AODA), effective January 1, 2013.

SUMMARY:

The Accessibility for Ontarians with Disabilities Act (AODA) requires fare parity be introduced by January 1, 2013 in communities where both a conventional and specialized transit service operate.

Currently transit customers travelling from the four townships, either using MobilityPLUS in North Dumfries or the contracted Kiwanis Transit service in Woolwich, Wilmot or Wellesley, are required to pay an additional fee, known as zone fares, each time their trip extends beyond a municipal boundary. For example riders pay two fares for a trip between North Dumfries and Cambridge or three fares for a trip from Woolwich to Kitchener. In contrast a conventional transit service customer can travel between all municipalities where GRT operates for a single transit fare. MobilityPLUS customers whose trip originates in the urban areas also pay only a single fare regardless of geographical distance or the number of municipal boundaries they cross. However, riders using specialized transit in the townships pay an additional fare for each additional municipality they travel into. This report recommends this practice be discontinued on January 1, 2013.

Using the 2012 cost per household calculations for the township service area and based on an average household value of $269,000, the average estimated impact of eliminating zone fares is $64,300 or approximately $2.00 per household in the township service area.

REPORT:

In conjunction with the July 2012 transit fare increase, fare parity between MobilityPLUS and conventional transit services was introduced to ensure compliance with AODA legislation by January 1, 2013. At the time, the long standing practice of charging extra fees, known as zone fares, for transit trips originating in the townships for travel between municipalities was identified as a potential breach of the AODA legislation.

Upon review it was determined that the practice of charging zone fares does not offer fare parity since customers travelling on conventional transit services can travel between all municipalities serviced by GRT for a single transit fare. In addition MobilityPLUS customers whose trip begins in the urban areas are charged one fare regardless of the trip distance or the destination within the Region of Waterloo.
The impact of this change occurs in the township service area where many trips operate across township and urban municipal boundaries and where zone fares are charged. The estimated impact of discontinuing zone fares is $64,300 annually or $2.00 per household based on an average household value of $269,000.

A report outlining this impact was presented to the Kiwanis Transit Board of Directors and they recommended staff from Kiwanis Transit and the Region meet to discuss this proposed change with each of the Township Councils.

Regional staff has now met with all four Township Councils and there was no opposition raised to discontinuing the practice of charging zone fares to specialized transit customers effective January 1, 2013.

CORPORATE STRATEGIC PLAN:

*Focus Area 5.1 Improve the accessibility of Regional programs and services to support our diverse community.* Providing fare parity ensures residents pay the same fee to use either conventional or specialized transit services based on a consistent pricing strategy.

FINANCIAL IMPLICATIONS:

Using the 2012 cost per household calculations for the township service area and based on an average household value of $269,000, the average estimated impact of eliminating zone fares is $64,300 or approximately $2.00 per household.

The actual 2012 average cost per household for GRT rural service was $29.68.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

The Finance Department was consulted in preparation of this report.

ATTACHMENTS

N/A

PREPARED BY: Eric Gillespie, Director, Transit Services

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: T01-20/46

SUBJECT: RESERVED CYCLING LANES, GRAND AVENUE (REGIONAL ROAD 76) FROM ST. ANDREWS STREET (REGIONAL ROAD 75) TO CEDAR STREET (REGIONAL ROAD 97), CITY OF CAMBRIDGE

RECOMMENDATION:

THAT the Regional Municipality of Waterloo amend Traffic and Parking By-law 06-072, as amended, to:

a) Remove from Schedule 1, No Parking Anytime on the west side of Grand Avenue (Regional Road 76) from St. Andrews (Regional Road 75) Street to Cedar Street (Regional Road 97);

b) Remove from Schedule 1, No Parking from 7:00 a.m. to 5:00 p.m. Monday to Friday on the east side of Grand Avenue (Regional Road 76) from 170 metres south of St. Andrews Street (Regional Road 75) to 200 metres south of St. Andrews Street (Regional Road 75);

c) Remove from Schedule 2, Limited 2 Hour Parking from 8:00 a.m. to 6:00 p.m. Monday to Saturday on the east side of Grand Avenue (Regional Road 76) from 200 metres south of St. Andrews Street (Regional Road 75) to 62 metres north of Cedar Street (Regional Road 97);

d) Remove from Schedule 2, Limited 2 Hour Parking from 8:00 a.m. to 6:00 p.m. Monday to Saturday on the east side of Grand Avenue (Regional Road 76) from St. Andrews Street (Regional Road 75) to 170 metres south of St. Andrews Street (Regional Road 75);

e) Add to Schedule 1, No Parking Anytime on both sides of Grand Avenue (Regional Road 76) from St. Andrews Street (Regional Road 75) to Cedar Street (Regional Road 97); and

f) Add to Schedule 24, Reserved Bicycle Lanes Anytime on both sides of Grand Avenue (Regional Road 46) from St. Andrews Street (Regional Road 75) to Cedar Street (Regional Road 97) in the City of Cambridge, as outlined in Report E-12-077 dated November 27, 2012.

SUMMARY:

NIL
REPORT:

Regional staff is proposing reserved cycling lanes on both sides of Grand Avenue (Regional Road 76) between St. Andrews Street (Regional Road 75) and Cedar Street (Regional Road 97). This section of Grand Avenue is identified in the Cycling Master Plan as an on-road core route for cycling in the Regional Cycling Master Plan.

In 2010, as part of detailed design meetings for 2012 George Street reconstruction, Region and City staff agreed that it would be advantageous to relocate planned cycling lanes on George Street between Blair Road and St. Andrew’s Street over to Grand Avenue between Blair Road and Cedar Street. Both Region and City staff recognized a critical need to balance new cycling infrastructure and parking in the area. Region and City staff agreed that by utilizing Grand Avenue as a route for cycling, 69 on-street parking spaces would be salvaged along George Street between Blair Road and St. Andrew’s Street. Utilizing nearby Grand Avenue resulted in the loss of only 13 on-street parking spaces on Grand Avenue between Blair Road and St. Andrew’s Street.

In 2011, City of Cambridge staff began implementing this plan and installed approved reserved cycling lanes on Grand Avenue between Blair Road and Salisbury Avenue. City of Cambridge also approved reserved cycling lanes on Grand Avenue between Salisbury Avenue and St. Andrews Street but deferred the removal of parking on the west side of Grand Avenue between St. Andrew’s Street and Salisbury Avenue until Region staff implemented cycling lanes between St. Andrew’s Street and Cedar Street. A copy of the City’s report and Council Resolution is attached as Appendix A and B. Cycling infrastructure between St. Andrews Street and Cedar Street will complete the north/south cycling route between Park Hill Road and Cedar Street via George Street and Grand Avenue.

Currently there are approximately 27 unmarked on-street parking spaces along the east side of Grand Avenue between St. Andrews Street and Cedar Street that are required to be removed to implement the proposed reserved lanes. City of Cambridge staff confirmed that there is three hour on-street parking available on Fraser Street. Staff has observed that all of the residences and businesses along this section of Grand Avenue, with the exception of McDougall Cottage, have on-site parking for residents or patrons. McDougall Cottage, owned and operated by the Region, has no space available on the property to use for parking. The availability of on-street parking in front of the McDougall Cottage is attractive to casual drop-in visitors. Figure 1 shows the existing parking restrictions, cycling lanes and on-street parking along Grand Avenue and surrounding area.
Figure 1 - Existing On-Street Parking Restrictions, Current Cycling Lanes and Existing On Street Parking

From May 25, 2012 until June 4, 2012, Transportation staff placed information signs along Grand Avenue requesting comments on the proposed reserved cycling lanes from the public through the Region’s website or via telephone; an internet questionnaire was setup to receive comments and a phone number was provided. As a follow up to the web survey, questionnaires were hand delivered to residents and businesses fronting Grand Avenue within the proposed limits, also requesting comments on the proposed changes. Figure 2 shows the proposed reserved cycling lanes and No Parking Anytime restriction and cycling lanes recently approved by the City of Cambridge in 2011.
A total of 4 responses were received including a response from the Region’s McDougall Cottage. Of the 4 responses, 3 are in opposition of the proposed reserved cycling lanes. Those in opposition of the reserved cycling lane support on-road parking. The Region’s McDougall Cottage supports the reserved cycling lanes on Grand Avenue between St. Andrews Street and Cedar Street but also have concerns with the removal of on-street parking. Staff at the McDougall Cottage is currently pursuing options with area businesses to obtain parking for its casual drop-in visitors.

Parking surveys were completed on Grand Avenue between St. Andrew’s Street and Cedar Street on Thursday, October 4, 2012 between the hours of 9:00 a.m. to 12:00 p.m., 1:00 p.m. to 3:00 p.m. and from 6:00 p.m. to 9:00 p.m. An additional parking survey was also completed on Saturday, October 6, 2012 between 10:00 a.m. and 1:00 p.m., 2:00 p.m. and 5:00 p.m. and from 6:00 p.m. to 9:00 p.m. The results of the parking survey show peak weekday and weekend parking demand is approximately 19% and 22% respectively. The results of this survey are similar to City of Cambridge findings in 2008.

Parking surveys completed in 2008 by the City of Cambridge are attached as Appendix C. These studies documented that parking demand for 175 on-street parking spaces in the general vicinity
during a weekday peak hour was approximately 30% illustrating that available on-street parking was exceeding demand.

On October 10, 2012, Region and City staff met to discuss the Region’s plan for cycling lanes and removal of parking on Grand Avenue between St. Andrew’s Street and Cedar Street. City staff expressed support for the cycling lanes but requested that Region reconnect with owners of the Southworks Mall and Drayton Theatre a second time to remind them of the Region’s proposal. Region staff contacted these businesses a second time and received a response back from the Chief Executive Officer of Drayton Entertainment who expressed concern regarding the loss of parking. They indicated that a report completed by IBI Consultants suggested that peak demand for the theatre may at times exceed available on-site parking. Staff believes that the parking surveys completed by the Region and City clearly demonstrates that remaining on-street parking (i.e. Fraser Street, Glebe Street, Hood Street and George Street) can easily serve the overflow parking that may be created by the Theater.

Staff did not receive a response back from Southworks Mall however staff believes that this business is fully aware of the Region’s recommendation to add cycling lanes between St. Andrews Street and Cedar Street. Consultation efforts with Southworks Mall included George Street reconstruction public consultation, consultation as part of this proposal, and public consultation undertaken by the City of Cambridge that approved cycling lanes on the City section of Grand Avenue.

Those wishing to be advised of when this matter will be dealt with by the Regional Planning and Works Committee have been notified.

CORPORATE STRATEGIC PLAN:

This report addresses the Region’s goal to implement proven roadway safety strategies and education to enhance the safety of our roadways (Strategic Objective 3.3.2).

FINANCIAL IMPLICATIONS:

The cost of installing the reserved cycling lanes along Grand Avenue between St. Andrews Street and Cedar Street is approximately $4,000 and is provided for in the Capital Budget for the George Street Reconstruction project.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

The Council and Administrative Services Division will be required to prepare the amending by-law.

ATTACHMENTS:

Appendix A - City of Cambridge Council Report
Appendix B - City of Cambridge Council Resolution
Appendix C - City of Cambridge Parking Survey Results

PREPARED BY: Patricia Heft, Engineering Technologist (Traffic)

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
Appendix A

Agenda Item # 2.

RESERVED BIKE LANES AND PARKING RESTRICTION ON GRAND AVENUE

To: GENERAL COMMITTEE
Date of Meeting: April 11, 2011
Prepared By: Shannon Noonan
Department: Transportation & Public Works
Date to Management Committee: April 6, 2011
Report No.: TPW-29/11
File No.:
Ward No.: 5

Recommendations:

THAT Report TPW-29/11, regarding Reserved Bike Lanes and Parking Restriction on Grand Avenue, be received;

AND THAT, the installation of reserved bike lanes on Grand Avenue between St. Andrews Street and Blair Road, be approved;

AND FURTHER THAT, a No Parking Anytime restriction be implemented on the west side of Grand Avenue between St. Andrews Street and Salisbury Avenue,
**EXECUTIVE SUMMARY**

The Region of Waterloo is planning to reconstruct George Street between St. Andrews Street and Park Hill Road in 2012. The Region is currently in the design stage of the project and is reviewing various design options. George Street between St. Andrews Street and Park Hill Road is identified in the Region’s Cycling Master Plan as being part of the Core Cycling Network and as such has been approved to have reserved bike lanes installed.

However, during the design process it was discovered that in order for reserved bike lanes to be installed along George Street between St. Andrews Street and Park Hill Road, on-street parking would have to be restricted on both sides of the road.

Recognizing that removing parking from both sides of George Street would have a significant impact on on-street parking in the west Galt area the City has worked with the Region to develop an alternative that will reduce the impact to on-street parking while also providing a safe and connected cycling network through west Galt.

The recommended alternative is to use Grand Avenue from St. Andrews Street to Blair Road, Blair Road from Grand Avenue to George Street and George Street from Blair Road to Park Hill Road (See Appendix A - Proposed Bike Route and No Parking Restriction).

Staff report TPW-19/11 recommending the above alternative was presented to General Committee on March 21, 2011. However, General Committee deferred consideration of the staff report until September 2011 to allow staff to review other alternatives. As a result of this decision a memo was prepared by the Commissioner of Transportation and Public Works and presented to Council on March 28, 2011 advising that the Transportation & Public Works Department would be preparing a follow up Report to General Committee on April 11, 2011 in hopes of advancing this issue prior to the May 1st project deadline needs for the Region (See Appendix B – Memo to Council).

**REPORT**

**Background**

At the March 21, 2011 General Committee meeting, consideration of staff report TPW-19/11, Reserved Bike Lanes and Parking Restriction on Grand Avenue, was deferred until September 2011 to allow staff to review other alternatives.

As a result of the recommendation made by General Committee, a memo was prepared by the Commissioner of Transportation and Public Works and presented to Council on March 28, 2011. The purpose of the memo was to inform Council of the implications of the proposed delay and advise that the Transportation & Public Works Department would be preparing a follow up report to General Committee for April 11, 2011 in hopes of advancing this issue prior to the May 1st project deadline needs for the Region.
Agenda Item # 2.

Discussion

As per the General Committee recommendation of March 21, 2011, staff has reviewed the cycling route through west Galt taking all alternatives into consideration. Three alternatives were reviewed which could potentially form part of a cycling route connecting the Cambridge to Paris Rail Trail to the Grand Trunk Trail, an inter-regional cycling network connecting Cambridge to other towns and cities in southern Ontario.

The alternatives were reviewed based on their ability to create a direct, connected, enjoyable and safe route for cyclists while minimizing the impact to vehicular traffic and on-street parking. Key aspects of each of the three alternatives are summarized below.

George Street – St. Andrews Street to Blair Road

The Region of Waterloo has reviewed the cross section of George Street and has confirmed that the road cannot be widened. As a result, to accommodate bike lanes on this section of George Street, 69 on-street parking spaces would have to be removed from both sides of George Street between St. Andrews Street and Blair Road.

The use of George Street also presents challenges for southbound cyclists making a left turn onto St. Andrews Street before proceeding to Grand Avenue.

Walkway/Melville Street

The existing walkway along the Grand River is intended to be a walkway only; it is not intended to be multi-use facility. It is less than 2.5 metres wide which is not wide enough to accommodate pedestrians and cyclists mixed together. The minimum multi-use trail width as identified in City’s Trails Master Plan is 3.0 metres. The walkway’s north end also starts and ends in a privately owned parking lot. As it is privately owned, it cannot be included as part of a public facility without further discussion and legal agreements between the City and the property owner. Additionally, parking lots are not an ideal location to accommodate a major cycling route. Parking lots host a significant amount of vehicular turning movements which create a number of potential conflicts and hazards for cyclists.

Melville Street also presents challenges as a cycling route. Melville Street South is a one-way street for southbound traffic and Melville Street North is a one-way street for northbound traffic. In order to accommodate two directions of travel for cyclists on a one-way street, contra-flow bike lanes would have to be implemented. Contra-flow bike lanes separate the direction of travel and allow cyclists to move in the opposite direction to vehicular traffic on a one-way street via by-law and on-street markings. In order to accommodate contra-flow bike lanes on Melville Street, 31 on-street parking spaces would need to be removed between River Street and Blair Road.


Agenda Item # 2.

Grand Avenue – St. Andrews Street to Blair Road
The majority of Grand Avenue between St. Andrews Street and Blair Road already has the required parking restrictions in place. The only exception is the west side of Grand Avenue between St. Andrews Street and Sailsbury Avenue where parking restrictions would need to be added. This would eliminate 13 on-street parking spaces.

Based on the above, Grand Avenue is the best option for implementing reserved bike lanes and forming part of cycling route through west Galt. Grand Avenue has low traffic volumes, no difficult turning movements for cyclists, is a direct and efficient route for cyclists riding through or into the area and has the least amount of impact to on-street parking.

Therefore, it is recommended that reserved bike lanes be implemented along both sides of Grand Avenue between St. Andrews Street and Blair Road. In order to accommodate the proposed bike lanes it is further recommended that a “No Parking Anytime” restriction be implemented along the west side of Grand Avenue between St. Andrews Street and Sailsbury Avenue.

Infrastructure Needs

The timing of the reconstruction of George Street has been established predominantly by the deteriorating condition and age of the underground infrastructure. The existing sanitary sewer and watermain were installed approximately 90 years ago and both have exceeded their operational life expectancy.

Should the reconstruction of George Street be delayed beyond 2012, the City will need to undertake seven (7) separate sanitary sewer repairs immediately. These repairs will be difficult because the watermain, sanitary and sometimes the storm sewer are in a common bedrock trench (on top of each other). By reconstructing George Street in 2012, the repair costs of approximately $110,000 to $150,000 could be saved.

In addition to the sanitary sewer issues, the existing watermain is substandard in size with 2 dead ends. By proceeding with the reconstruction of George Street, the water quality, flows and general service to the community will be improved greatly.

City Planning Policies

Since 1985 the City’s Zoning Bylaw 150-85 has provided a 25% reduction in the required number of off-street parking spaces for non-residential uses in each of the three Core Areas. Within each Core Area these is also a small area, where no off-street parking is required. In these smaller areas most of the buildings occupy the entire lot and there is very little ability to provide private on-site parking. The Bylaw was amended in 2001 to provide a further reduction in the amount of off-street parking by removing the requirement to provide visitor parking for residential development in the three Core Areas.
The policy basis for reduced parking in the Core Areas is found in sub-sections 13.2.1.1.4, 13.2.1.2.4, and 13.2.1.3.4 of the Official Plan which provide the same policy direction for each of the core areas. Policy 13.2.1.1.4 for the Galt City Centre states:

"13.2.1.1.4 In order to encourage the development of the Galt City Centre in a compact form, it is the policy of the City to exempt a development from providing all or a portion of private off-street parking facilities where, in the opinion of Council, such parking is not required or adequate alternative parking facilities are or will be made available."

Specific to the Galt City Centre the Official Plan also states:

"13.2.1.1.5 For the purposes of Policy 13.2.1.1.4, it is the policy of the City to prepare and implement a long range plan for the distribution of off-street parking facilities in Galt City Centre. Subject to the provisions of Section 2 of this plan, Council may pass by-laws or otherwise facilitate or encourage the development of such facilities by such means as:

a) acquiring sites for the development of public off-street parking facilities to be administered by City parking authorities;

b) financing the acquisition of such sites and the development and operation of such facilities by:

i) operating revenues;

ii) provincial grants;

iii) business contributions;

iv) the payment to the City by the owner or occupant of a building of such sum or sums of money as may be specified in an agreement entered into pursuant to the Planning Act in consideration for the granting of an exemption from or reduction in required parking to the extent specified in the agreement;

v) debentures;

c) encouraging community interests to acquire sites in the Galt City Centre suitable for the development of off-street parking facilities as a commercial undertaking."

The purpose of the above policies is to encourage development in the Core Areas. While the policies provide for a reduction in off-street parking spaces, adequate alternative parking facilities will still be provided on-street as there are 175 on-street parking spaces available within 390 metres walking distance or less to the intersection
of Grand Ave at St. Andrews Street. In order to put this measurement into context, the typical threshold used to determine an acceptable walking distance to a transit route is 400 metres. Additionally, based on parking studies conducted in 2008, the highest parking utilization in the area during the peak hour of use is 30% meaning 122 of the 175 on-street parking spaces remain vacant during the peak hour of use. It should also be noted that the parking studies do not take into consideration the parking available on private property.

With the removal of 13 on-street parking spaces on Grand Avenue for the implementation of bike lanes, 162 on-street parking spaces will continue to be available within a 390 metre walking distance which will accommodate the off-site parking needs for area businesses.

In addition to these policies encouraging development in the Core Areas, they also promote and encourage the use of sustainable transportation modes such as walking, cycling, and public transit.

Consultation

Staff has consulted with the Region of Waterloo on the issues of postponing the project and the location of the bike lanes. Region and City staff have worked cooperatively on this project and have reviewed the options for bike lanes, and the mitigating measures to avoid significant impacts. The proposal of moving the bike lane to Grand Avenue was agreed by all to be the best solution. However, should Council choose to deny the placement of the bike lanes on Grand Avenue, Regional staff would proceed with a recommendation to Regional Council to install the bike lanes on George Street at the loss of 69 parking spaces.

With regard to the timing of the project, if the project is not undertaken in 2012, it would most likely be postponed for approximately 5 years to coincide with the Region's anticipated road works on St Andrews Street to complete the works as a larger joint project. The Region has indicated a deadline of May 1st, 2011 as the timeline needed for a response from the City in order to keep the project on schedule for 2012 construction.

Financial

The installation of the required signs and pavement markings for the bike lanes will be funded through the 2011 Capital Budget.

Prepared by:  Jason Leach, C.E.T., Senior Transportation Engineering Technologist

Reviewed by: Shannon Noonan, C.E.T., Manager of Transportation Engineering

Attachments:  Appendix A – Proposed Bike Route and No Parking Restriction
           Appendix B – Memo to Council - March 28, 2011
Appendix B

City of Cambridge 4
Council Minutes
Monday, April 18, 2011

(Item 2)
(Gen. Cte.)
(April 11, 2011)

#94 RESERVED BIKE LANES AND PARKING RESTRICTION ON GRAND AVENUE

Moved by Councillor Cowsill  Seconded by Councillor Wolf

THAT Report TPW-29/11, regarding Reserved Bike Lanes and Parking Restriction on Grand Avenue, be received;

AND THAT, the installation of reserved bike lanes on Grand Avenue between St. Andrews Street and Blair Road, be approved;

AND FURTHER THAT, a No Parking Anytime restriction be delayed on the west side of Grand Avenue between St. Andrews Street and Salisbury Avenue until bike lanes are implemented on Grand between St. Andrews Street and Cedar Street.

CARRIED

DELEGATIONS CONTINUED

Mr. Jake Chester, Cantec Security Systems Inc., re: item 8, “Tender 2011-23 Security Services for City Hall”. Mr. Chester indicated that Cantec Security Systems Inc. has been a leading provider of security services in Niagara Region for 17 years and employs 350 staff. He indicated that he has been a lifelong resident of Cambridge and an active member of the community through volunteer experiences with Big Brothers Big Sisters, the Hespeler Optimist Club and Popcorn House. Mr. Chester stated that Cantec has a local branch office and local employees. He requested that Council reconsider the award of Tender 2011-23 for the provision of security services for City Hall. A copy of Mr. Chester’s presentation is on file in the Clerk’s Division.

#95 TENDER 2011-23 SECURITY SERVICES FOR CITY HALL

Moved by Councillor Kiefer  Seconded by Councillor Monteiro

DEFERRAL  THAT the award of Tender 2011-23 for Uniformed Security Services for City Hall, Civic Square and the staff parking lot located at 15 Beverly Street BE DEFERRED TO THE SPECIAL COUNCIL MEETING OF TUESDAY, MAY 3, 2011.

DEFERRAL CARRIED
TO: Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012 FILE CODE: T01-20/4

SUBJECT: NO PARKING ON BLEAMS ROAD (REGIONAL ROAD 4), TOWNSHIP OF WILMOT FOLLOW-UP REPORT

RECOMMENDATION:
For Information

SUMMARY:
NIL

REPORT:

As outlined in report E-11-085, dated August 16, 2011, staff received concerns regarding motorists parking on either side of Bleams Road in the vicinity of 1544 Bleams Road, primarily during the fall season to visit the Shantzholm Family Farm, which attracts a high number of patrons between mid-September and the first of November of each year.

The main concerns resulting from attending patrons parked along Bleams Road were as follows:

- Low visibility of pedestrians amongst park vehicles, especially for westbound motorists approaching 1544 Bleams Road over the vertical crest curve;
- Concerns of motorists parking on Bleams Road and forcing pedestrians to walk along the side of the road amongst other high speed vehicles travelling on Bleams Road; and
- Farm equipment operators not being able to traverse Bleams Road safely due to parked vehicles restricting the roadway width.

As a result of the review staff recommended a “No Parking Anytime” restriction on both sides of Bleams Road (Regional Road 4) from 860 metres east of Queen Street (Regional Road 12) to 1060 metres east of Queen Street (Regional Road 12).

At the August 25, 2011 Council Meeting, Regional Council passed the following resolution.

“THAT the Regional Municipality of Waterloo amend Traffic and Parking By-law 06-072, as amended, to add to Schedule #1 “No Parking Anytime” on the south of Bleams Road (Regional Road 4) from 860 metres east of Queen Street (Regional Road 12) to 1060 metres east of Queen Street (Regional Road 12);

AND THAT there be a review after one year.”
Figure 1 shows the “No Parking Anytime” restriction on the south side of Bleams Road.

**Figure 1 - No Parking on Both Sides of Bleams Road**

In order to properly assess the traffic operations along Bleams Road, staff completed parking surveys and monitored traffic operations during the month of October on the following days and times:

- Friday, October 5, 2012 at 9:30 a.m.;
- Wednesday, October 10, 2012 at 3:00 p.m.;
- Monday, October 15, 2012 at 3:00 p.m.;
- Wednesday, October 17, 2012 at 1:00 p.m.; and
- Saturday, October 20, 2012.

Staff observations show that few patrons park along Bleams Road during weekday periods however, staff observations on Saturday, October 20, 2012 indicated that patrons continue to park on both sides on Bleams Road including within the prohibited area. Transportation Division staff suspect that this may be due to overflow parking as a result of the on-site parking being full. Staff are not aware of any issues or concerns during any other time of the year.

Staff recommends keeping the current parking prohibition in place since staff does not want to encourage parking on the south side of Bleams Road, and no complaints from the public have arisen. Transportation Division staff has advised Regional and Municipal By-law Enforcement Officers that additional weekend enforcement of the “No Parking Anytime” restriction on the south side of Bleams Road during the month of October should be considered in future years.
CORPORATE STRATEGIC PLAN:

This report addresses the Region’s goal to implement proven roadway safety strategies and education to enhance the safety of our roadways (Strategic Objective 3.3.2).

FINANCIAL IMPLICATIONS:

NIL

ATTACHMENTS:

NIL

PREPARED BY: Satinderjit Bahia, Engineering Technologist (Traffic)

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
REGION OF WATERLOO
TRANSPORTATION AND ENVIRONMENTAL SERVICES
Transportation Division

TO: Chair Jim Wideman and Members of the Planning and Works Committee
DATE: November 27, 2012
FILE CODE: T18-01

SUBJECT: REGION OF WATERLOO INTERNATIONAL AIRPORT – MASTER PLAN UPDATE

RECOMMENDATION:

THAT the Regional Municipality of Waterloo appoint up to three (3) members of Regional Council to participate on a Project Team for the Airport Master Plan update.

SUMMARY:

This report is intended to provide an update on the status of the current commercial activities at the Airport and to outline the process for initiating an update of the master plan for the Airport. A full Master Plan was last completed for the Airport in 2000 which was supplemented by formal five year business plan adopted by Regional Council in 2009. The objectives within these plans have been completed or are in the process of completion. The update of the Airport Master Plan is intended to provide a new framework for the operation and development of the Airport for the next fifteen to twenty years. On February 28th, 2012, Regional Council endorsed a series of recommendations associated with a program review for the Airport which included the initiation of an update to the Airport Master Plan.

REPORT:

Background

Since the approval of a master plan for the Waterloo Regional Airport, as it was then named, in 2000, the Region of Waterloo International Airport has played an increasingly important role within the overall transportation framework of the Region of Waterloo. The highlights of these successive developments include:

- **2002** - Completion of a facility by FliteLine Services to provide commercial hangar and fuelling services at the airport and the primary runway was extended by 1800 ft to a length of 7000 ft;

- **2004** - The construction of a 33,000 square foot airport terminal building and the initiation of passenger air service to Detroit by Northwest Airlines;

- **2005** - The commencement of seasonal charter air services to sun destinations by Skyservice Airlines and the completion of a leased land development area encompassing up to 18 development lots. As of today, 17 of these lots have been either fully developed or committed to third parties by options or offers to lease;

- **2007** – The initiation of WestJet daily service to Calgary which service has proved to be popular with residents of the Region of Waterloo. In 2011, the route was utilized by more
than 70,000 passengers (to and from Calgary) and over the summer of 2012 the service operated with loads at or greater than WestJet’s overall system wide load factor which, for example, was 85.3% in July of 2012. In 2007, Bearskin Airlines also initiated passenger service to Ottawa. Over the years, Bearskin has increased the frequency of its flights and currently offers up to five (5) daily flights to Ottawa. In October of 2012, this airline had its most successful month of operations at the airport serving over 2,300 passengers (to and from Ottawa);

- **2008** – Commencement of Sunwing seasonal charter service to winter destinations and completion of facility expansion by the largest airport tenant, the Waterloo-Wellington Flight Centre, a provider of flight training services in partnership with the University of Waterloo and Conestoga College;

- **2009** - Regional Council approval of a five (5) year business plan for continued development of the Airport. This business plan projected that the combined air services operating at the airport would serve up to 210,000 passengers annually by 2014. In 2013, with the addition of twice daily service by American Airlines to Chicago, it is projected that the airport will host up to 140,000 passengers;

- **2010** – Completion of 30 acre leased land development area in northwest corner of airport and initiation of work of largest hangar at the airport, a 60,000 square foot facility owned and operated by a third party provider of commercial aviation maintenance services. Overall, since 2000, over 210,000 square feet of hangar space has been constructed by tenants at the airport; and

- **2012** – The initiation of twice daily trans-border air service to Chicago by American Airlines in June of 2012. Since the inaugural flight on June 14th, use of the service has grown and, in October of 2012, the service operated at a load factor in excess of 60% which includes passengers to and from Chicago on the 50 seat Embraer jet aircraft utilized by American Airlines for the service. This performance, to date, is consistent with the expectations of American Airlines. It is projected that more than 18,000 passengers will utilize the air service in the first six month period of its operation ending in mid-December, 2012. Also in 2012, the recertification of runway 26 to precision limits (200 ceiling / ½ mile visibility vs. 250 ceiling / ¾ mile visibility) was completed which enhances the availability of the airport in bad weather.

In 2011, an external consultant completed a program review of the operations of the Airport. The consultant’s findings were presented in a report to members of Council on February 28th, 2012 (see Report CA-12-002/E-12-017). One of the key recommendations of the program review was to develop a long range plan to guide capital plans for future investment in the Airport. As noted in the report, the last time that the Airport Master Plan was updated was in 2000 and, although a five year business plan was completed in 2009, there have been fundamental shifts in the aviation industry, aircraft size, government requirements, planning standards, opportunities and the outlook for demand for aviation services. The aviation industry has gone through a period of consolidation and downsizing which has eliminated companies such as North West Airlines and Skyservice who used to operate here. Further careful long-range planning is needed to ensure that future investment in, and development of, the Airport is justified and incremental to long-term end state.

**What is an Airport Master Plan?**

It is a comprehensive study that will identify facility needs and evaluate alternatives to provide guidance for the future development of the Airport in the short- (0-5 year), medium- (6-10 year), and long- (11-20 year) terms. The information identified through the master planning process will also
ensure the continued operation of a safe, efficient, and environmentally compatible airport. The Master Plan will recommend capital improvements over this period taking into consideration the dynamic nature of the aviation industry.

This Master Plan will seek to position the Airport to capitalize on future opportunities as well as address many of the challenges that the Airport will face in future years. The Project Team for the Project will consider several scenarios for future development of the Airport ranging from continuation of the status quo to greater roles for the Airport in the support of both regularly scheduled and charter air services and general aviation activities. Stakeholder input will be sought during the course of the Project in a number of ways including direct meetings, surveys and social media. Members of the community will also be invited to provide feedback during the progression of the planning process.

**Airport Master Plan Guiding Principles**

At the commencement of the Project, the Master Plan Project Team will establish terms of reference for the Project. These terms of reference, and each task undertaken during the Project, will be informed by the following guiding principles:

- The recommended development/capital plan should give priority to safety and security, followed by financial feasibility, economic benefits, operational efficiency, environmental prudence, and social responsibility; the overall plan should be beneficial to all users of the Airport and the community as a whole.
- Airport development/capital plans should preserve flexibility to permit changes to the plan as industry and local conditions warrant.
- The planning effort will seek to foster consensus among key stakeholders, including Airport users, neighbouring residents and businesses in the Region of Waterloo.
- The master planning process will employ a focused public involvement program to inform interested parties of the Airport’s positive community impacts as well as future plans.
- The master planning process shall emphasize cost effective solutions and shall consider the total cost of implementation when evaluating alternatives.
- Planning for future facilities will consider the role of emerging technologies and industry trends that could affect the requirements for future facilities.
- The master planning process should identify potential synergies between the future development the Airport and commercial and industrial lands in proximity to the Airport.

**Next Steps**

The Airport Master Plan project will be co-led by Jeff Schelling, formerly seconded to assist with Airport development, and Chris Wood, the Airport General Manager. Over the next two months, the membership of a Project Team will be finalized. The Project Team will include staff from neighbouring municipalities and appropriate agencies. It is recommended that up to three (3) Regional Councillors be appointed to the Project Team. Terms of reference for the Project and the Steering Committee will be developed and the Project Team will confirm the scope of consulting assistance to be provided for the Project. A consultant selection process is expected to be concluded in early 2013 at which time the Project Team will report to Regional Council with recommendations for consultant selection. Additional detail concerning the Project and its schedule will be provided at that time.
CORPORATE STRATEGIC PLAN:

The completion of an update of the Master Plan for the Airport is in keeping with Focus Area 5.3: ensure Regional programs and services are efficient, effective and demonstrate accountability to the public.

FINANCIAL IMPLICATIONS:

The cost of consulting services for the Airport Master Plan update project has been included in the 2012 approved Airport capital program.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Staff from the Finance, Planning and Design and Construction Services will be involved in the Project either through consultation or membership on the Project Team and/or Steering Committee.

ATTACHMENTS

NIL

PREPARED BY:  
Jeff Schelling, Solicitor (Corporate)  
Chris Wood, Airport General Manager

APPROVED BY:  
Thomas Schmidt, Commissioner of Transportation and Environmental Services
REGION OF WATERLOO
TRANSPORTATION AND ENVIRONMENTAL SERVICES
Waste Management

TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: E23-40

SUBJECT: FEASIBILITY STUDY FOR A SOIL AND MATERIAL MANAGEMENT CAMPUS – CONSULTANT SELECTION

RECOMMENDATION:

THAT the Regional Municipality of Waterloo enter into a Consulting Services Agreement with Golder Associates Ltd. of Mississauga, Ontario, to complete a feasibility study for the establishment of a soil and material management campus at an upset limit of $131,320.64 plus applicable taxes, as per Report E-12-111, dated November 27, 2012.

SUMMARY:
One of the most significant challenges of remediating and developing Brownfield sites throughout the Region is the cost of disposing of impacted soils and materials at landfill, either locally or within the broader Southern Ontario community.

a) Report No. P-12-011/E-12-020, entitled “Investigating Sustainable Approaches to Soil and Sediment Management” (February 28, 2012), directed staff to (a) initiate a Stakeholder Consultation Forum to explore the concept of a Soil and Material Management Campus; and
b) Utilize the funds identified in the Ontario Ministry of Environment (MOE) Showcasing Water Innovation Grant toward the undertaking of a more detailed feasibility study relating to a Soil and Material Management Campus, for inclusion as part of the Region’s Waste Management Master Planning process.

A Stakeholder Consultation Forum (forum) was held on May 17, 2012. Approximately 75 individuals from government (Federal, provincial, and municipal levels), the private sector, industry associations, professional service firms and academia participated. The key findings, expert opinions and considerations from the forum, recommended that the Region conduct a detailed study to determine the feasibility of a Soil and Material Management Campus within the Region.

The findings from the forum and previous studies were used as a basis for developing a Terms of Reference to engage a consultant to conduct a detailed feasibility study to further investigate the policy, regulatory, market, operational and financial considerations related to the establishment, ownership and operation of a Soil and Material Management Campus. It should be noted that at this time, the Region of Waterloo is not proposing to develop such a Campus, but is conducting analyses to determine its merit and feasibility.

The objectives of the feasibility study include assessing the feasibility of managing excess material in a coordinated and sustainable manner within the Region of Waterloo; evaluating regulatory implications; assessing the potential end uses for lands that may receive treated soil from a soil management campus; consideration of potential alternatives to a soil and material management campus; identification of potential locations for the campus; evaluation of potential
cost recovery and financial operating models for these facilities (such as public-private partnership opportunities); and evaluation of opportunities for partnering with educational institutions (such as universities and other research organizations) to establish research facilities.

This Report, E-12-111, recommends that Golder Associates (Golder) be retained to conduct the Feasibility Study. Golder is currently providing consulting services to the Waste Management Division to complete a Waste Management Master Plan (WMMP). Extension of Golder’s assignment to include the Feasibility Study is beneficial to the Region in that it will allow for cost savings due to the avoidance of duplication of efforts related to common elements of the two studies. Golder’s upset fee of $131,320.64 is within the $165,000 allowance for the feasibility study as stipulated by the terms of the Ministry of the Environment’s Showcasing Water Innovation Grant.

REPORT:

Background

One of the most significant challenges in remediating and developing Brownfield sites throughout the Region is the cost of disposing of impacted soils and materials at landfill, either locally or within the broader Southern Ontario community.

In the fall of 2011, Regional staff retained the Bloom Centre for Sustainability (Bloom) to undertake a preliminary scoping and research study (preliminary study) to investigate the concept for a facility or “campus” for the sustainable management and reuse of soils, sediment and other materials. The preliminary study was commissioned as a first step in identifying the key issues regarding the management of environmentally impacted soil, sediment and other materials, as well as the general feasibility of the concept of a more strategic and sustainable approach to dealing with these materials in Waterloo Region. The preliminary study concluded that there is an opportunity to establish a more strategic regional approach but that additional feasibility analysis is required. More work is required to further detail the economic, regulatory and environmental considerations. The report also recommended that the concept be presented to a broader range of stakeholders (industry, government, post-secondary, private sector and the public) for a more in-depth discussion about the opportunities and challenges associated with this alternative approach.

Report No. P-12-011/E-12-020, entitled “Investigating Sustainable Approaches to Soil and Sediment Management”, was presented to the Planning and Works Committee on February 28, 2012 to report on the findings of the preliminary study. Recommendations included directing staff to:

a) Initiate a broader stakeholder consultation to generate discussion, share information and ideas and identify opportunities for partnership related to the concept of a Soil and Material Management Campus;

b) Utilize the funds identified in the Ontario Ministry of Environment (MOE) Showcasing Water Innovation Grant toward the undertaking of a more detailed feasibility study relating to a Soil and Material Management Campus, for inclusion as part of the Region’s Waste Management Master Planning process.
Stakeholder Forum

A one-day Stakeholder Consultation Forum (forum), organized by the Region of Waterloo and Bloom, was held on May 17th, 2012. The forum was entitled “Sustainable Solutions: A Concept for a Soil and Material Management Campus”. Approximately 75 individuals from key stakeholder groups participated, including government (federal, provincial, and municipal levels), the private sector, industry associations, professional service firms including consultants, contractors, developers, realty organizations, private equity firms and academia. The forum was intended to communicate the Region’s initiative in exploring the concept of alternate and more sustainable options for soils, sediments, and other materials.

The input from the various stakeholders identified potential opportunities and constraints. The key findings, expert opinions, and considerations from the forum deliberations are summarized in a report prepared by Bloom, entitled “Sustainable Solutions – A Concept for a Soil and Material Management Campus”. This report recommended that the Region of Waterloo conduct a detailed study to determine the feasibility of a Soil and Material Management Campus within the Region.

Feasibility Study

The findings from the forum and the preliminary study were used as a basis for developing Terms of Reference to engage a consultant to conduct a feasibility study to determine the market need and to further investigate the policy, regulatory, operational and financial considerations related to the establishment, ownership and operation of a Soil and Material Management Campus. The feasibility study will involve the review and management options of various types of soils and other materials including alternative management of sediments from stormwater ponds and aggregates as well as review of snow storage practices and management.

The Preliminary study noted that there is an opportunity to consider this feasibility study as an Ontario pilot, since the findings could be shared with municipalities across Ontario to improve consistency and collaboration with respect to policies and guidance for the sustainable management of soil and other materials. It should be noted that at this time, the Region of Waterloo is not proposing to develop such a Campus, but is conducting analyses to determine its merit and feasibility.

Showcasing Water Innovation Grant (SWIG) Program

The Region of Waterloo and the City of Kitchener jointly applied for and received funding under the Ontario Ministry of the Environment’s (MOE) Showcasing Water Innovation (SWI) Grant for the program entitled “Beyond the Landfill: Finding Better Uses for Stormwater Pond Sediments”. Of the total $1,000,000 grant that was awarded, the Region’s share of the grant is $250,000. The Region’s portion of the grant is to be used for several items including:

<table>
<thead>
<tr>
<th>Component</th>
<th>SWI Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stakeholder Forum and Report (complete)</td>
<td>$35,000</td>
</tr>
<tr>
<td>Assessment of the potential beneficial reuse of sediment from Victoria Park Lake (ongoing)</td>
<td>$50,000</td>
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<tr>
<td>Feasibility Study</td>
<td>$165,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$250,000</strong></td>
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</tbody>
</table>
Consultant Selection

Golder Associates (Golder) is currently providing consulting services to the Waste Management Division to complete a Waste Management Master Plan (WMMP). Several components of the background research for the WMMP, including “Task 2 - Project Future Residuals Generation and Assess Landfill Capacity and Task 3 – Document Current Waste Management Profile) are common to both studies. Therefore, it will be cost effective and beneficial to the Region to retain Golder to complete the feasibility to avoid duplication of efforts.

The Region’s Purchasing By-law (By-law number 04-093), Part VII (Purchase by Negotiation), 21 (1)(g), states:

“The Chief Purchasing Office may acquire any goods or services through negotiation where, (g) the extension of an existing or previous contract would prove more cost effective or beneficial for the Region”

Waste Management staff consulted with Procurement and Supply Services, who confirmed that the above section of the Purchasing By-law is applicable since there are benefits to entering into a non-competitive agreement with Golder, as described above.

This Report, E-12-111, recommends that Golder be retained to conduct the Feasibility Study at an upset limit of $131,320.64 plus applicable taxes.

Golder has undertaken similar background work in terms of soils and sediment management for projects in Toronto as well as nationally and internationally and is therefore qualified to undertake the feasibility study. Golder’s proposed work plan and upset limits are in line with similar undertakings.

Scope of Work

The objectives of the Feasibility Study include:

1) To assess the feasibility of managing mild to moderately impacted materials in a coordinated and sustainable manner for upcoming projects within the Region of Waterloo over the next five to ten years;

2) To evaluate regulatory implications for the establishment of a soil and material management campus;

3) To evaluate the potential quantity of soils that may be required for projects being undertaken by the Region and local municipalities over the expected timeframe for operation of a soil and material management campus;

4) To assess the potential end uses (i.e. industrial, commercial, residential, or parkland) for lands that may receive treated soil from a soil management campus within the Region of Waterloo;

5) To consider potential alternatives to a soil and material management campus such as the establishment of an inert fill landfill, either as a standalone campus or in conjunction with a soil banking and/or management campus;

6) To identify potential locations for a soil and material management campus;
7) To evaluate potential cost recovery and financial operating models for these facilities (such as public-private partnership opportunities); and

8) To evaluate the opportunities for partnering with educational institutions (such as universities and other research organizations) to establish research facilities.

Schedule

It is anticipated that the work will commence in the fall of 2012 and will be completed by the fall of 2013 to coincide with the completion of the Waste Management Master Plan. The feasibility study will be a stand alone report that will be appended to the Waste Management Master Plan final report.

Consultant Upset Limit

The upset limit for consulting fees and disbursements for completing the feasibility study is $131,320.64 plus applicable taxes.

CORPORATE STRATEGIC PLAN:

Undertaking the feasibility study for a soil and material management campus is consistent with the Corporate Strategic Plan Objectives 1.3, Reduce the amount of waste going to landfill, 2.2 Develop, optimize and maintain infrastructure to meet current and projected needs and 5.6 Strengthen and enhance partnerships with area municipalities, academia, community stakeholders, and other orders of government.

FINANCIAL IMPLICATIONS:

The Region of Waterloo received a $250,000 grant from the MOE’s Showcasing Water Innovation Grant program. This grant includes a $165,000 allowance to conduct a feasibility study. The upset limit of $131,320.64 plus applicable taxes for consulting fees is within the grant’s allowance for the feasibility study component. The balance of the grant allowance can be transferred to offset the cost of the other items/studies included in the overall funding allowance.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Staff from Planning, Housing and Community Services and Procurement and Supply Services were consulted in the preparation of this report.

ATTACHMENTS:

Appendix A: Breakdown of Consultant’s Annual Upset Fee

PREPARED BY: Naz Ritchie, Environmental Engineer, Waste Management

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
## Appendix A: Breakdown of Consultant’s Annual Upset Fee

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Fees (per year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1</td>
<td>Initial Scoping Meeting</td>
<td>$2,537.70</td>
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<tr>
<td>Task 2</td>
<td>Review of Background Documentation</td>
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<td>Task 3</td>
<td>Meetings with Municipal Stakeholders</td>
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<td>Task 4</td>
<td>Estimation of Soil and Materials Balance</td>
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<td>Task 5</td>
<td>Review of potentially applicable options</td>
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<td>Task 6</td>
<td>Review and evaluation of permitting</td>
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<td>Task 7</td>
<td>Cost evaluation and comparison to landfill</td>
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<td>Task 8</td>
<td>Reporting</td>
<td>$12,155.00</td>
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<td>Task 9</td>
<td>Provision of input into progress reporting for the Waste Management Master Plan</td>
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<tr>
<td>Task 10</td>
<td>Project Management and Communication</td>
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<tr>
<td><strong>Total Consultant Upset Fee</strong></td>
<td></td>
<td><strong>$131,320.64</strong></td>
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TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: E21-40

SUBJECT: SHINGLE DIVERSION – PILOT PROGRAM UPDATE

RECOMMENDATION:

THAT the Regional Municipality of Waterloo increase the contract of TRY Recycling by a further 3,000 tonnes at $61.13 per tonne for a total of $183,390 plus applicable taxes for the pilot shingle diversion and recycling program.

SUMMARY:

NIL

REPORT:

In May of 2011, Committee directed staff to investigate the possibility of a shingle diversion and recycling program (E-11-054). At that time, staff estimated that 100 tonnes of shingles per month would be received, based on previous experience with the drywall diversion program. Proposal P2011-048 was approved with TRY Recycling for a one year term starting on March 1, 2012 at an estimated cost of $61,130.00 for an average of 100 tonnes a month for the 10 remaining months in 2012. The proposal covered the hauling, processing and recycling of shingles collected at both the Cambridge and Waterloo transfer stations for a one year period with the option to renew for two (2) additional one year periods.

The pilot shingle diversion and recycling program began on March 1, 2012. In the first three months of the program, over 1,700 tonnes of shingles were diverted from the landfill. In June of 2012, Committee directed staff to increase the contract of TRY Recycling by 4,500 tonnes for a total additional cost of $275,085 plus applicable taxes for the remainder of the contract term. At that time, approximately 5,500 tonnes of shingles were estimated to be diverted from landfill. Committee also approved in principle a permanent shingle diversion and recycling program, subject to approval during the 2013 budget process (E-12-070).

The pilot continues to be more successful than anticipated. As of the end of October 2012, over 7,200 tonnes of shingles were diverted from the landfill for recycling. It is now estimated that approximately 8,500 tonnes of shingles will be diverted by the end of February 2013 which coincides with the end of TRY Recycling’s one year contract. The program is used by homeowners and roofing companies of all sizes.

Should the permanent shingle recycling and diversion program be approved during the 2013 budget process, staff will issue a new Request for Proposal for Shingle Recycling that will reflect actual tonnes of shingles received during the pilot program. The TRY Recycling contract will expire at the end of February 2013 and by issuing a new Request for Proposal for Shingle Recycling in 2013, the larger, more accurate volume of shingles available may result in a lower price-per-tonne.
CORPORATE STRATEGIC PLAN:

This report has been prepared consistent with the Corporate Strategic Plan Objective 1.3 of “Reducing the Amount of Waste Requiring Landfill”.

FINANCIAL IMPLICATIONS:

An increase of $183,390 is requested for an additional 3,000 tonnes of shingles projected to be received to the end of the TRY Recycling contract (February 2013). The shingle recycling program is now expected to divert a total of 8,500 tonnes from landfill and thereby assisting in deferring capital expenditures for the construction of additional disposal capacity. The cost increase can be funded from the Waste Management Reserve Fund however, staff will also attempt to identify savings within the existing Waste Management Operating Budget to off-set the additional shingle recycling costs.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE: NIL

ATTACHMENTS: NIL

PREPARED BY: Cari Rastas Howard, Project Manager (Waste Management)

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: C06-60/P&W/WS.12

SUBJECT: BIOSOLIDS HEAT DRYING FACILITY – TECHNICAL ASSISTANCE FOR BUSINESS CASE

RECOMMENDATION:

THAT the Regional Municipality of Waterloo enter into a Consulting Services Agreement with Arcadis Canada Inc. to extend the current assignment and increase the fee by $170,300 for Technical Assistance for the Business Case of the Biosolids Heat Drying Facility through a Public-Private Partnership (P3) delivery model to a total upset fee limit of $214,500 excluding applicable taxes.

SUMMARY: Nil.

REPORT:

Background

On August 14, 2012, Regional Council endorsed an application made by Regional Staff to Round 4 of the PPP Canada (Public-Private Partnership Canada, or P3 Canada) Fund seeking financial support for up to 25% of the cost of constructing a centralized biosolids heat drying facility using P3 delivery approach. The Region was notified by P3 Canada that it had been screened in for the next phase of the application, which requires the submission of a full Business Case for the project.

As part of the above application, several supporting assignments are required, as follows:

- Business Case Analysis - Deloitte and Touche LLP (Deloitte) – ongoing (Report No. E-12-096)
- Class Environmental Assessment - CIMA+ – ongoing (CAO Approval, reference Report No. E-12-096)
- Technical Assistance for Business Case – Arcadis Canada Inc. (Arcadis) – (This Report No. E-122)

A key requirement for P3 Canada is to prepare a detailed business case with a well defined project budget. This detailed project budget will be the basis for the funding amount with is announced prior to the actual P3 tender.

Rationale for Arcadis to Provide Technical Assistance with the P3 Canada Business Case

Arcadis is a well respected engineering consulting firm with extensive experience in delivering infrastructure projects using alternate delivery methods, such as the Public-Private Partnership (P3). Arcadis has assisted several municipalities in dealing with complex issues that can arise in a P3 approach, and the Region can greatly benefit from their expertise by being able to highlight the differences between the traditional and P3 delivery approaches. Arcadis has also designed a number of biosolids handling facilities applying innovative technologies. As it is expected that innovative approaches will be presented by P3 consortia bidding in this project, a consulting firm with such expertise will be essential for assisting the Region in the preparation of the Business Case.
for this project.
Arcadis has assisted the Region in a number of past initiatives. In 2008, Arcadis assisted the Region in optimizing the delivery of the Region’s capital wastewater program. In 2010, Arcadis was instrumental in providing advice on negotiating the scope of the Region’s wastewater operating contract with the Ontario Clean Water Agency (OCWA). More recently, in 2012, Arcadis was the consultant undertaking the Kitchener WWTP Value Engineering assessment, which provided the grounds for optimizing the implementation of the delivery for this project, saving the Region substantial amount of money. Arcadis has a local office (Waterloo) with more than 10,000 employees internationally.

Original Scope for Technical Assistance for the P3 Canada Business Case

The original scope of services required of Arcadis was to establish a baseline cost estimate for the proposed biosolids heat drying facility and to provide technical support to Deloitte for the Business Case. The level of cost estimate was limited to creation of a general site plan in order to update the cost estimate previously developed in the 2011 Biosolids Master Plan. Arcadis would base their estimate on the costs of existing and similar heat drying facility installations and modify these costs to match the requirements of the Region’s facility. The technical support for Deloitte consisted of providing reviews of outputs pertaining to P3 delivery by Deloitte, as well as summarizing and evaluating market questionnaire responses from up to four equipment vendors. This scope of services was established with the assistance of Deloitte who had prior experiences in previous rounds of applications to the P3 Canada Fund. The scope of services was deemed to be within staff authority to sole source the consulting services.

Modified Scope for Technical Assistance for the P3 Canada Business Case

The Region’s project team has discussed the above approach with P3 Canada since the application for this project was submitted in June 2012. In September 2012, P3 Canada had informed the Region that a higher level of accuracy in the preparation of cost estimates for P3 Canada may be required, as the cost estimates for projects by other applicants in previous funding rounds had been underestimated. This has resulted in lower funds being awarded by P3 Canada to the successful applicants as these funds are awarded based on the project cost estimates, not on the actual value of the successful bid. Based on this, the Region has been working with P3 Canada, Deloitte and Arcadis to define the level of effort required in preparing the cost estimates for this project.

The modified scope for Arcadis to complete the full Business Case to the satisfaction of P3 Canada would need to include additional data collection, information queries (from potential P3 parties and from alternative energy suppliers), and engineering work. Deliverables not anticipated in the original scope include a design memo, additional design drawings, and detailed costing information, as well as detailed technical input to the Business Case pertaining especially to biosolids P3 projects.

In order to remain within Round 4 of the P3 Canada Fund applications, it is recommended that Council extend the total upset fees to complete these services to $214,500, excluding applicable taxes. This approach is supported by the Region’s Purchasing By-Law, Part VII – Purchase By Negotiation, Section 21.(1),(g), which allows extension of existing or previous contract when proving more cost effective or beneficial to the Region.

Implementation and Next Steps

Should Council approve the recommendation in this report, the key milestone dates for the implementation of the biosolids heat drying facility using the P3 approach will remain as presented to Council in report E-12-096 of September 11, 2012, as follows:

- Submission of business case by Region: Early 2013 *
- Completion of Class EA by Region: Summer 2013 *
- Consultant selection for the procurement of the P3 consortium: Fall 2013 *
- Selection of the P3 consortium: Spring 2015 *
- Project ready for construction: middle of 2015
- Construction completion: end 2017

* anticipated future Council report

CORPORATE STRATEGIC PLAN:

The implementation of the biosolids heat drying facility, part of the Region’s Biosolids Master Plan, supports the Corporate Strategic Plan Focus Areas 1 and 2: Environmental Sustainability, and Growth Management and Prosperity, respectively; and the following strategic objectives: reduce greenhouse emissions and work to improve air quality in Waterloo Region, protect the quality and quantity of our drinking water sources, and develop, optimize and maintain infrastructure to meet current and projected needs.

FINANCIAL IMPLICATIONS:

The Council-approved 2012 Ten Year Capital Forecast includes a total of $51.5 million for the implementation of the biosolids management strategy. This value will be updated during the 2013 budget deliberations, and once more details on the level of contribution required by the Region through a P3 approach is available.

P3 Canada would provide up to 25% (approximately $15 million based on the cost estimates from the 2011 Biosolids Master Plan) funding for the project.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

The Region’s Finance Department has been consulted during the preparation of this report.

ATTACHMENTS NIL

PREPARED BY: Kaoru Yajima, Senior Project Engineer

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
St. Jacobs - Elmira Wastewater Treatment Master Plan

Public Information Centre
December 4, 2012
5 - 7 pm
St. Jacobs Community Centre
31 Parkside Drive
What are the Study Objectives?

- Undertake a Wastewater Treatment Master Plan (WWTMP) for Elmira and St. Jacobs, completing Phases 1 and 2 of the Municipal Class Environmental Assessment (MCEA).

- Review existing status and recommend a wastewater treatment strategy to meet growth up to 2041.

- Consider feasibility of incorporating flows from the Heidelberg wastewater treatment plant (WWTP) into an overall solution.
- Heidelberg population and flow expected to remain constant at 277 and 51 m$^3$/d, respectively.
Evaluation Process

1. Develop Long List of Potential Alternatives
2. Alternative Satisfies Study Objectives
   - No: Alternative Eliminated From Further Consideration
   - Yes: "Short-List" of Feasible Alternatives
3. Evaluate "Short-List" of Feasible Options
4. Recommended Preferred Servicing Option
## Wastewater Treatment Alternatives

<table>
<thead>
<tr>
<th>Community</th>
<th>Alternative</th>
<th>Will Alternative Satisfy All Project Objectives?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Yes (Shortlisted)</td>
</tr>
<tr>
<td>Elmira</td>
<td>Alternative 1A - &quot;Do nothing&quot;</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 1B - Reduce Inflow and Infiltration (I/I) and implement water efficiency</td>
<td>X</td>
</tr>
<tr>
<td>St Jacobs</td>
<td>Alternative 2A - &quot;Do nothing&quot;</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2B - Reduce I/I and implement water efficiency *</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2C - Upgrade and expand St. Jacobs WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2D - Decommission St. Jacobs WWTP and construct new WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2E - Upgrade existing plant and construct new plant for flows beyond existing capacity of St Jacobs WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2F - Decommission St. Jacobs WWTP and transfer flows to Elmira WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2G – Upgrade existing plant and transfer flows beyond existing capacity of St Jacobs WWTP to Elmira WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2H - Decommission St. Jacobs WWTP and transfer flows to Waterloo WWTP (when capacity is available)</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 2I – Upgrade existing plant and transfer flows beyond existing capacity of St Jacobs WWTP to Waterloo WWTP</td>
<td>X</td>
</tr>
<tr>
<td>Heidelberg</td>
<td>Alternative 3A – Maintain existing Heidelberg WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 3B – Decommission Heidelberg WWTP and transfer flows to St. Jacobs WWTP</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Alternative 3C – Decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
<td>X</td>
</tr>
</tbody>
</table>

* All Alternatives will include I/I reduction and water efficiency
Preferred alternative for servicing Elmira is Alternative 1B:

- Reduce I/I and implement water efficiency

Optimize and/or upgrade at a future date to address capacity limitations
# Wastewater Servicing Options for St. Jacobs and Heidelberg

<table>
<thead>
<tr>
<th>Option</th>
<th>St. Jacobs Servicing Component</th>
<th>Heidelberg Servicing Component</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>3A - Maintain existing Heidelberg WWTP</td>
</tr>
<tr>
<td>2</td>
<td>2C - Upgrade and expand St. Jacobs WWTP</td>
<td>3B – Decommission Heidelberg WWTP and transfer flows to St. Jacobs WWTP</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>3C – Decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
</tr>
<tr>
<td>4</td>
<td>2H – Decommission St. Jacobs WWTP and transfer flows to Waterloo WWTP (when capacity is available)</td>
<td>3A - Maintain existing Heidelberg WWTP</td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>3C – Decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
</tr>
<tr>
<td>6</td>
<td>2I – Upgrade existing plant and transfer flows beyond existing capacity of St. Jacobs WWTP to Waterloo WWTP</td>
<td>3A - Maintain existing Heidelberg WWTP</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>3B – Decommission Heidelberg WWTP and transfer flows to St. Jacobs WWTP</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>3C – Decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
</tr>
</tbody>
</table>

* All Alternatives will include I/I reduction and water efficiency
St. Jacobs WWTP Expansion (Options 1, 2, 3) – Conceptual Layout

- Bioreactors
- Secondary Clarifiers
- Oxidation Ditch (To be decommissioned)
- Biosolids Storage
- Existing Tankage
- New Tankage
- Existing Building
- New Building
- Decommission

Princess St. East

Pumping, Headworks, Tertiary Filter, and Disinfection Building
St. Jacobs WWTP Upgrades (Options 6, 7, 8) – Conceptual Layout

- Bioreactors
- Secondary Clarifiers
- Oxidation Ditch (To be decommissioned)
- Biosolids Storage
- Existing Tankage
- New Tankage
- Existing Building
- New Building
- Decommission
Forcemain Routes
(Options 2, 3, 4, 5, 6, 7, 8)

- St. Jacobs WWTP
- Heidelberg WWTP
- Village of St. Jacobs
- Village of Heidelberg
- Woolwich Township
- City of Waterloo

Potential Connection to Waterloo Wastewater Collection System
### Evaluation Criteria and Key Considerations

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Key Considerations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EA Category - Technical</strong></td>
<td></td>
</tr>
<tr>
<td>Meets Objectives</td>
<td>• all options meet objectives</td>
</tr>
<tr>
<td>Consistent with Regulatory Requirements, Policies, Guidelines and Standards</td>
<td>• all options consistent with Region’s policies, guidelines and standards</td>
</tr>
<tr>
<td></td>
<td>• options involving pumping of St. Jacobs flows to Waterloo have higher energy consumption and greenhouse gas emissions</td>
</tr>
<tr>
<td>Technical Feasibility</td>
<td>• pumping stations easier to operate than WWTPs</td>
</tr>
<tr>
<td></td>
<td>• all options expected to meet effluent limits</td>
</tr>
<tr>
<td></td>
<td>• conversion of WWTPs to pumping stations will result in less impact on operations during construction than WWTP upgrade or expansion</td>
</tr>
<tr>
<td></td>
<td>• no capacity at Waterloo WWTP until it is expanded (2024)</td>
</tr>
<tr>
<td>System Complexity</td>
<td>• decommissioning of St. Jacobs and Heidelberg WWTPs and transfer of flows to Waterloo WWTP results in lowest complexity since only one WWTP will be operated</td>
</tr>
<tr>
<td><strong>EA Category - Environmental</strong></td>
<td></td>
</tr>
<tr>
<td>Surface Water Impacts</td>
<td>• removal of effluent discharge from St. Jacobs WWTP to Conestogo River by diverting flows to Waterloo WWTP and discharging to Grand River results in lower impact</td>
</tr>
<tr>
<td></td>
<td>• upgrade or expansion of St. Jacobs WWTP within regulated floodplain</td>
</tr>
<tr>
<td>Groundwater Impacts</td>
<td>• forcemain carrying flows from Heidelberg will cross a Wellhead Protection Area and Regional Recharge Area — negligible construction impacts can be mitigated</td>
</tr>
<tr>
<td></td>
<td>• forcemain carrying flows from St. Jacobs to Waterloo does not pass through these areas</td>
</tr>
</tbody>
</table>
### Evaluation Criteria and Key Considerations

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Key Considerations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EA Category - Environmental</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Land Requirement | - no land acquisition expected  
- land recovered from possible decommissioning of St. Jacobs WWTP has limited development potential |
| Impacts on Natural Environment During Construction | - St. Jacobs WWTP located within Significant Valley Feature  
- construction of forcemain from Heidelberg WWTP to Waterloo WWTP will not impact any Core Environmental Features  
- forcemain routes involve stream crossings – impacts will be mitigated |
| **EA Category - Social** | |
| Socio-economic Impacts | - construction of forcemains will cause short term disruption of traffic and property access  
- expansion of St. Jacobs WWTP has lowest impact during construction  
- long forcemains have the potential for odour problems at discharge points – mitigation measures can be implemented  
- odours impacts not expected with WWTP operation |
| Impacts on Archaeological and Heritage Resources | - no expected impacts  
- appropriate mitigation will be implemented, if required |
<p>| <strong>EA Category - Economical</strong> | |
| Capital, Operating and Maintenance, and Life Cycle Costs | - options ranked based on life cycle costs |</p>
<table>
<thead>
<tr>
<th>Servicing Option</th>
<th>Capital Cost</th>
<th>Annual O&amp;M Cost</th>
<th>Life Cycle Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1 – Upgrade and expand St. Jacobs WWTP, maintain existing Heidelberg WWTP</td>
<td>$9.5 M</td>
<td>$192,647</td>
<td>$17.3 M</td>
</tr>
<tr>
<td>Option 2 - Upgrade and expand St. Jacobs WWTP, decommission Heidelberg WWTP and transfer flows to St. Jacobs WWTP</td>
<td>$15 M</td>
<td>$139,862</td>
<td>$20.3 M</td>
</tr>
<tr>
<td>Option 3 - Upgrade and expand St. Jacobs WWTP, decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
<td>$14.1 M</td>
<td>$139,324</td>
<td>$19.4 M</td>
</tr>
<tr>
<td>Option 4 – Decommission St. Jacobs WWTP and transfer flows to Waterloo WWTP, maintain existing Heidelberg WWTP</td>
<td>$7.2 M</td>
<td>$181,105</td>
<td>$14.6 M</td>
</tr>
<tr>
<td>Option 5 - Decommission St. Jacobs WWTP and transfer flows to Waterloo WWTP, decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
<td>$11.8 M</td>
<td>$127,782</td>
<td>$16.7 M</td>
</tr>
<tr>
<td>Option 6 – Upgrade existing St. Jacobs WWTP and transfer flows beyond existing capacity to Waterloo WWTP, maintain existing Heidelberg WWTP</td>
<td>$8.4 M</td>
<td>$195,775</td>
<td>$16.4 M</td>
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<tr>
<td>Option 7 – Upgrade existing St. Jacobs WWTP and transfer flows beyond existing capacity to Waterloo WWTP, decommission Heidelberg WWTP and transfer flows to St. Jacobs WWTP</td>
<td>$13.9 M</td>
<td>$142,776</td>
<td>$19.4 M</td>
</tr>
<tr>
<td>Option 8 – Upgrade existing St. Jacobs WWTP and transfer flows beyond existing capacity to Waterloo WWTP, decommission Heidelberg WWTP and transfer flows to Waterloo WWTP</td>
<td>$13 M</td>
<td>$142,452</td>
<td>$18.4 M</td>
</tr>
</tbody>
</table>

1. Based on an inflation rate of 3%, interest rate of 3%, and hydro cost of 10 cents/kWh
# Evaluation Matrix

<table>
<thead>
<tr>
<th>Options</th>
<th>Technical</th>
<th>Environmental</th>
<th>Social</th>
<th>Economical</th>
<th>Overall Ranking (Score)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Consistent with regulatory requirements, policies, guidelines and standards</td>
<td>Technical feasibility</td>
<td>System complexity</td>
<td>Average Score</td>
<td>Surface water impacts</td>
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<tr>
<td>Option 1</td>
<td></td>
<td></td>
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<tr>
<td>Option 2</td>
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<td>Option 4</td>
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<td>Option 5</td>
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<td>Option 6</td>
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<td>Option 7</td>
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<tr>
<td>Option 8</td>
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</tr>
</tbody>
</table>

**Notes:**

- **No Impact**
- **High Impact**

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*Region of Waterloo*
Preferred Alternative for Servicing St. Jacobs, Elmira and Heidelberg

- **St. Jacobs**
  - Reduce I/I and implement water efficiency
  - Decommission the St. Jacobs WWTP and transfer flows to the Waterloo WWTP after 2024

- **Elmira**
  - Reduce I/I and implement water efficiency
  - Optimize or minor upgrades to address current capacity limitations

- **Heidelberg**
  - Maintain existing Heidelberg WWTP
  - Review alternatives when existing WWTP needs to be replaced
<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consider comments received at this PIC</td>
<td>December 2012</td>
</tr>
<tr>
<td>Prepare Master Plan Report</td>
<td>January 2013</td>
</tr>
<tr>
<td>Notify Public and Agencies of Completion of Master Plan Report</td>
<td>February 2013</td>
</tr>
<tr>
<td>Issue Notice of Completion and Place Report on Public Record for 30 Day Review</td>
<td>March 2013</td>
</tr>
<tr>
<td>Respond to comments received from the public and review agencies</td>
<td>April 2013</td>
</tr>
<tr>
<td>Undertake Further Studies for Preferred Alternative (Schedule B Class EA activities)</td>
<td>2013+</td>
</tr>
</tbody>
</table>
The Region is Interested in Your Comments

Public input is an important component of the Class EA process. Please deposit your comment form in the box provided or forward to the Region.

Contact information:

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Project Engineer

**Stephen Nutt**
Project Manager

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Kitchener, ON N2R 1K4

519-741-5774
stephen@xcg.com
St. Jacobs - Elmira Wastewater Treatment Master Plan

Thank you for your input and participation
St. Jacobs – Elmira
Wastewater Treatment
Master Plan

Public Information Centre
St Jacobs - Elmira Wastewater Treatment Master Plan

Public Information Centre
CLASS ENVIRONMENTAL ASSESSMENT FOR BIOSOLIDS HEAT DRYING FACILITY

Public Information Centre No.1

5:00 – 7:30 p.m.
December 3, 2012 (Cambridge Sports Park, Cambridge)
December 11, 2012 (KW Bilingual School, Waterloo)
Why are we here tonight?

The Region is completing a Schedule B Class Environmental Assessment to select the preferred location for a new biosolids heat drying facility.

At the facility, dewatered biosolids from Kitchener, Waterloo, Galt and Preston Wastewater Treatment Plants will be dried to form pellets.

Public participation is an integral part of the Class EA study process.

What is heat drying?
A process that removes water from the biosolids and inactivates pathogens. The volume and mass is reduced thus, the cost for subsequent handling.

Dewatered Biosolids
25% Dry Substance Content
40 to 80% Organic

Dried Biosolids
>90% Dry Substance Content
40 to 80% Organic

The end product is a clean, dry, stable, granular material that can be used as an organic fertilizer or biofuel.
Objectives of this Public Information Centre

This Public Information Centre provides an opportunity for the public to:

- Understand the need for this project and review background information
- Review and provide input on the proposed approach for selecting a site for the new facility
- Provide feedback on the sites that have been short-listed for evaluation
- Review and discuss the project with Region staff and their consultants

Please review the information presented tonight and provide us with any comments or concerns which you may have.
What are biosolids?

Residuals from wastewater treatment are further treated to stabilize and significantly reduce pathogens – treated residuals are called ‘biosolids’

Biosolids are nutrient-rich organic material, generated in liquid slurry form, and consisting of approximately 96% water

Suitable for end uses that take advantage of their nutrient, soil conditioning or fuel properties
How are biosolids generated?

**Preliminary Treatment**
- Bar Screens: Removal of large, coarse, heavy objects from wastewater to protect equipment
- Primary Clarifiers: Removal of settleable solids, including scum and grease that float

**Primary Treatment**
- Aeration Tanks and Secondary Clarifiers: Further removal of solids and nutrients. Aeration is usually required to help with degradation of organic matter

**Secondary Treatment**
- Filtration: Removal of additional suspended solids

**Tertiary Treatment**
- Disinfection: Inactivate harmful bacteria, viruses and other pathogens

**Liquid Treatment**
- Landfill: Residuals (solids) stream, also known as biosolids

**Biosolids Stabilization**
- Digesters: Reduction of mass, odours and pathogens

**Biosolids Processing**
- Thickening/Dewatering: Reduction of volume
- Trucking of dewatered biosolids to be processed at heat drying facility

**Final product for beneficial end use**

Class Environmental Assessment for Biosolids Heat Drying Facility

Region of Waterloo
How are biosolids generated in the Region?

- The Region has 13 wastewater treatment plants that generate biosolids.

How are biosolids currently managed in the Region?

- Biosolids from the Waterloo, Kitchener, Galt and Preston Wastewater Treatment Plants are dewatered to reduce the volume for disposal.

- Remaining 9 wastewater treatment plants are small and handled independently.

- Dewatered biosolids are applied to agricultural land, to take advantage of their organic and nutrient properties. Landfill is used as contingency.
Constraints with land availability and landfill capacity will affect the reliability of the current biosolids management program.

The 2011 Biosolids Master Plan identified the preferred strategy for managing biosolids to 2041 in a healthy, sustainable and cost effective manner.

A new centralized heat drying facility was identified as a major component of the preferred management strategy.

The new heat drying facility will use available waste heat from another source to dry the biosolids.

Biosolids production in the Region is projected to increase by approximately 46% by 2041 due to planned growth.
How much Biosolids will the Region Manage?

In 2041, the Region will manage the equivalent of 19,000 dry tonnes of solids (excluding water) per year.

- 90% will be heat dried
- 6% will be hauled to Ayr WWTP for further processing
- 4% will be disposed by landfilling

1,200 m³/day will be generated at Galt, Kitchener, Waterloo and Preston WWTPs.

- 25% Solids
- 75% Water

- 4% Solids
- 96% Water

185 m³/day of dewatered biosolids will be hauled to the new drying facility.

- 4 to 5 truckloads per day

46 m³/day of dried biosolids will be hauled from the new drying facility.

- 1-2 truckloads per day

Class Environmental Assessment for Biosolids Heat Drying Facility
Heat Drying Opportunities

Environment
- Reduced volume of biosolids minimizes complexity in management and hauling of biosolids
- Greenhouse gas emissions from hauling are minimized

Sustainability:
- Use of waste heat to minimize fuel requirements
- Use of nutrient or fuel value of biosolids
- Need to manage biosolids outside of the Region is minimized

Reliability
- Beneficial end-uses of the dried product provides diversity and flexibility in management of biosolids

Community
- New facility will create employment opportunities in the Region
- New facility will include engineered odour control system

Cost:
- Costs for biosolids hauling and disposal are minimized
Examples of Heat Drying Facilities

Chambers Creek, Pierce County Washington, USA

Cary, North Carolina, USA
Overview of the Municipal Class EA Process

We are here PIC No.1

We will complete Phases 1 and 2 for this Class EA study

Class Environmental Assessment for Biosolids Heat Drying Facility
Identification of Potential Sites

After reviewing all Region-owned properties, 11 sites were identified to have more than 4 ha required for the facility and not be in sensitive areas (e.g., residential/institutional areas).

These 11 sites were screened against the following ‘must-meet’ criteria:

- Sufficient space within the site to construct the facility including access road, odour control, storage and buffer zones.
- Waste-heat availability

**Selecting a Preferred Site**

4 Main Steps

1. Identify “must-meet” criteria
2. Identify all possible sites, and short-list those that meet criteria
3. Choose the best site from the short-list using objective evaluation criteria
4. Confirm that the evaluation process was effective

Class Environmental Assessment for Biosolids Heat Drying Facility
## Preliminary Screening Results

<table>
<thead>
<tr>
<th>Site ID</th>
<th>Alternative Sites</th>
<th>“Must-meet” Criteria</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Crosshill Waste Transfer Station</td>
<td>✓</td>
<td>X</td>
</tr>
<tr>
<td>2</td>
<td>Waterloo Airport</td>
<td>✓</td>
<td>X</td>
</tr>
<tr>
<td>3</td>
<td>Heidelberg Operations Yard</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>4</td>
<td>New Hamburg WWTP</td>
<td>✓</td>
<td>X</td>
</tr>
<tr>
<td>5</td>
<td>Dutton Industrial Property</td>
<td>✓</td>
<td>X</td>
</tr>
<tr>
<td>6</td>
<td>Waterloo Waste Management Centre</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>7</td>
<td>Cambridge Waste Management Centre</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>8</td>
<td>Waterloo WWTP</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>9</td>
<td>Kitchener WWTP</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>10</td>
<td>Ayr WWTP</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>11</td>
<td>Galt WWTP</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Note: Wastewater treatment plants not shown in the table did not have a property size >4 ha; thus, did not make the long list of potential sites.
Short-Listed Sites

Option 1 - Waterloo Waste Management Centre

Class Environmental Assessment for Biosolids Heat Drying Facility
Option 2 – Cambridge Waste Management Centre

A map will be included to show possible location of heat drying facility within Cambridge Waste Management Centre.
Detailed Evaluation

Two short-listed sites will be evaluated considering a long list of criteria to maximize benefit or minimize impact to:

- Technical/Natural Environment
- Community/Social
- Cost

The project team is proposing the relative importance of these, as follows:
## Proposed Evaluation Criteria and Objectives

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Community/Social</strong></td>
<td></td>
</tr>
<tr>
<td>Odours</td>
<td>Minimize the potential for odours</td>
</tr>
<tr>
<td>Aesthetics</td>
<td>Minimize visual impact from new facility to neighbouring areas</td>
</tr>
<tr>
<td>Noise</td>
<td>Minimize the potential for noise during construction and operation</td>
</tr>
<tr>
<td>Traffic</td>
<td>Minimize truck traffic during construction and operation</td>
</tr>
<tr>
<td>Health and Safety</td>
<td>Minimize potential risk or liability to community health and safety from exposure to explosions, fire, chemicals, gaseous emissions, etc.</td>
</tr>
<tr>
<td>Footprint</td>
<td>Minimize facility footprint</td>
</tr>
<tr>
<td>Public Perception</td>
<td>Maximize potential for the site to receive public support and acceptance</td>
</tr>
<tr>
<td>Accessibility</td>
<td>Maximize accessibility to the site through existing infrastructure</td>
</tr>
<tr>
<td><strong>Technical/Natural Environment</strong></td>
<td></td>
</tr>
<tr>
<td>Water Quality Protection</td>
<td>Minimize the potential for surface water or groundwater contamination</td>
</tr>
<tr>
<td>Air Quality Protection</td>
<td>Minimize the potential for air contamination</td>
</tr>
<tr>
<td>Soil Quality Protection</td>
<td>Minimize the potential for soil contamination and impact on soil productivity</td>
</tr>
<tr>
<td>Ease of Implementation</td>
<td>Maximize ease of implementation from technical and practical basis</td>
</tr>
<tr>
<td>Operational Complexity</td>
<td>Minimize the risk to existing operational procedures and monitoring requirements</td>
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<tr>
<td>Health and Safety</td>
<td>Minimize potential risk or liability to staff from exposure to fire and explosions</td>
</tr>
<tr>
<td>Natural Heritage</td>
<td>Minimize potential impact on core environmental features under Regional Official Plan</td>
</tr>
<tr>
<td>Greenhouse Gas Emissions</td>
<td>Minimize GHG emissions</td>
</tr>
<tr>
<td>Energy Use</td>
<td>Minimize net energy use</td>
</tr>
<tr>
<td>Spill Potential</td>
<td>Minimize potential for spills along the travelled routes</td>
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<tr>
<td>Regulatory Approvals</td>
<td>Minimize the need and time to obtain permits and approvals</td>
</tr>
<tr>
<td>Sustainability</td>
<td>Minimize the risk of heat source depletion</td>
</tr>
<tr>
<td><strong>Cost</strong></td>
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<tr>
<td>Capital Cost</td>
<td>Minimize capital cost</td>
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<tr>
<td>Operation &amp; Maintenance Cost</td>
<td>Minimize O&amp;M cost (e.g., energy, transportation cost, contingency, etc.)</td>
</tr>
<tr>
<td>Life Cycle Cost</td>
<td>Minimize life cycle cost</td>
</tr>
</tbody>
</table>
Next Steps

The Project Team will consider the comments received from this Public Information Centre, and from a project Steering Committee and Stakeholders Group, to finalize the evaluation criteria.

The two short-listed sites will be evaluated, and a preferred site will be recommended.

Another Public Information Centre is planned to occur early in 2013, to present the recommended site. This will be another opportunity for you to give feedback on the project.

Comments received will be considered in finalizing the preferred site.

An Environmental Study Report, presenting the Class EA study, will be prepared and made available for a 30-day public review period, where you will have a final chance to comment on the recommendations.

THANK YOU FOR YOUR INPUT!
Project Contacts

Please complete a Comment Sheet and leave it here today, or return it to the Region by Date, December 19, 2012.

For more information about this project, or to view the Public Information Centre displays online
Please visit our website:
www.regionofwaterloo.ca/en/aboutTheEnvironment/BiosolidsHeatDryingFacilityClassEAStudy.asp

Should you have any questions or concerns at any time during the project, please contact either of the following individuals:

Kaoru Yajima
Senior Project Engineer, Water Services
Region of Waterloo
150 Frederick Street, 7th Floor
Kitchener, Ontario, N2G 4J3
Telephone: 519-575-4757 Ext.3349
Fax: 519-575-4452
Email: ykaoru@region.waterloo.on.ca

Deborah Ross
Project Manager
CIMA
7880 Keele Street, Suite 201
Vaughan, Ontario, L4K 4G7
Telephone: 905-695-1005 Ext. 6704
Fax: 905-695-0525
Email: deborah.ross@cima.ca
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: D18-01

SUBJECT: MONTHLY REPORT OF DEVELOPMENT ACTIVITY FOR OCTOBER 2012

RECOMMENDATION:


SUMMARY:

In accordance with the Regional By-law 01-028, as amended, the Commissioner of Planning, Housing and Community Services has:

1. Approved the following part lot control exemption by-law;
2. Accepted the following plans of subdivision and plan of condominium;
3. Modified the following plan of subdivision;
4. Released for registration the following plans of condominium; and
5. Approved the following official plan amendment.

REPORT:

City of Cambridge

1. Plan of Subdivision Application 30T-12102
   Date Accepted: October 1, 2012
   Applicant: Manor Woods Homes Ltd.
   Location: 90 and 96 Branchton Road
   Proposal: To permit the development of 14 single detached units.
   Processing Fee: Paid September 10, 2012

2. Registration of Draft Plan of Condominium 30CDM-10106
   Draft Approval Date: December 3, 2010
   Phase: Phase 5
   Applicant: Preston Meadows Development Ltd.
   Location: 505, 535 and 565 Margaret Avenue
   Proposal: To permit the development of 16 townhouse units.
   Processing Fee: Paid October 1, 2012
   Commissioner’s Release: October 19, 2012
City of Kitchener

1. **Plan of Subdivision Application 30T-12202**
   - Date Accepted: October 29, 2012
   - Applicant: LVH Developments (DC) Inc.
   - Location: Caryndale Drive
   - Proposal: To permit the development of 3 single detached units and 83 single detached/semi-detached/street townhouse units.
   - Processing Fee: Paid October 29, 2012

2. **Plan of Condominium Application 30CDM-12207**
   - Date Accepted: October 23, 2012
   - Applicant: Arrow Lofts Inc.
   - Location: 112 Benton Street
   - Proposal: To create 52 resident parking spaces and a stairwell in conjunction with plan of condominium 30CDM-11210.

3. **Registration of Draft Plan of Condominium 30CDM-11211**
   - Draft Approval Date: April 26, 2011
   - Phase: Phases 1 and 2
   - Applicant: Mansour Zakari
   - Location: 93 and 99 Gage Avenue
   - Proposal: To permit the development of 24 cluster townhouse units.
   - Processing Fee: Not applicable.
   - Commissioner's Release: October 2, 2012

City of Waterloo

1. **Modification of Draft Plan of Subdivision 30T-10401**
   - Applicant: University of Waterloo
   - Location: Fischer-Hallman Road, Bearinger Road and Westmount Road
   - Proposal: To reconfigure and renumber blocks in Stage 1, to accommodate residential uses in addition to the university/research uses within Block 5 in Stage 1; to reconfigure limits to the staging of development; and to slightly re-align Street B; and to modify various conditions of draft approval associated with future Regional road works including street lighting, sidewalks, easements for transit and street trees.
   - Processing Fee: Paid September 24, 2012
   - Commissioner's Approval: October 16, 2012
   - Came Into Effect: Immediately

2. **Registration of Draft Plan of Condominium 30CDM-86007**
   - Draft Approval Date: November 25, 1986
   - Phase: Entire Plan
   - Applicant: Waterloo North Condominium Corporation Nos 100, 105 and 140
   - Location: 486 to 502 Beechwood Drive
   - Proposal: To provide for the amalgamation of three condominium corporations into one containing a total of 36 dwelling units.
   - Processing Fee: October 16, 2012
   - Commissioner's Release: October 24, 2012
3. **Official Plan Amendment No. 84**

**Applicant:** City of Waterloo  
**Location:** King Street North, University Avenue West, Phillips Street and Columbia Street West (Northdale)  
**Proposal:** To implement the recommended Land Use Plan by deleting all designations within the Northdale Neighbourhood and adding a notation to “Refer to Section 6.80, Special Policy Area 80 (Northdale Neighbourhood)” to Schedule A, A1, Schedule A2, Schedule C, Schedule E, Schedule G. Eight new Official Plan Schedules specific to the Northdale Neighbourhood will also be added, including Schedule 8A, Schedule 8A6, Schedule 80B, Schedule 80B1, Schedule 80E, Schedule 80F, Schedule 80A45a and Schedule 80A45b. Official Plan Amendment No. 84 also proposes to establish Special Policy Area 80 (Northdale Neighbourhood) which provides specific direction and guidance for the reurbanization and redevelopment of Northdale.

**Processing Fee:** Paid July 10, 2012  
**Commissioner’s Approval:** October 16, 2012  
**Status:** Appealed to the Ontario Municipal Board

**Township of North Dumfries**

1. **Part Lot Control Exemption By-law 2530-12**

**Applicant:** Tice River Homes  
**Location:** Vincent Drive, Ayr  
**Proposal:** To permit the creation of 4 semi-detached units.  
**Processing Fee:** Paid October 19, 2012  
**Commissioner’s Approval:** October 22, 2012

**Township of Wilmot**

1. **Registration of Draft Plan of Condominium 30CDM-08601**

**Draft Approval Date:** November 14, 2011  
**Phase:** Entire Plan  
**Applicant:** Jeslen Homes Ltd.  
**Location:** 20 Brewery Street Baden  
**Proposal:** To permit the development of 12 condominium apartment units.  
**Processing Fee:** Paid August 21, 2012  
**Commissioner’s Release:** October 24, 2012

### Residential Subdivision Activity January 2012 to October 31, 2012

<table>
<thead>
<tr>
<th>Area Municipality</th>
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<th>Residential Units Draft Approved</th>
<th>Pending Plans (Units Submitted)</th>
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*The acceptance and/or draft approval of plans of subdivision and condominium processed by the City of Kitchener under delegated approval authority are not included in this table.*
Residential Subdivision Activity January 1, 2011 to October 31, 2011

<table>
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<tr>
<th>Area Municipality</th>
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<th>Residential Units Draft Approved</th>
<th>Pending Plans (Units Submitted)</th>
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</tr>
</tbody>
</table>

*The acceptance and/or draft approval of plans of subdivision and condominium processed by the City of Kitchener under delegated approval authority are not included in this table.

Area Municipal Consultations/Coordination

These planning approvals, including consultation with Area Municipalities, have been completed in accordance with the Planning Act. All approvals contained in this report were supported by the Area Municipal councils and/or staff.

CORPORATE STRATEGIC PLAN:

This report reflects actions taken by the Commissioner in accordance with the Delegation By-law adopted by Council. The activities described in this report are operational activities with the objective of Focus Area 1: Growth Management and Prosperity.

FINANCIAL IMPLICATIONS:

NIL

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

NIL

PREPARED BY:  Andrea Banks, Program Assistant

APPROVED BY:  Rob Horne, Commissioner of Planning, Housing and Community Services
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: T15-40/58, C13-20/CA

SUBJECT: AMENDMENT TO REGIONAL MUNICIPALITY OF WATERLOO CONTROLLED ACCESS BY-LAW #58-87 FOR TWO ACCESSES TO REGIONAL ROAD #58 (FISCHER-HALLMAN ROAD), CITY OF KITCHENER

RECOMMENDATION:

THAT the Regional Municipality of Waterloo approve an amendment to Controlled Access By-law #58-87 for a right-in, right-out, left-in only access on the west side of Regional Road #58 (Fischer-Hallman Road) approximately 145 metres north of Regional Road #56 (Bleams Road) and a right-in only access on west side of Regional Road #58 (Fischer-Hallman Road) approximately 42 metres north of Regional Road #56 (Bleams Road) in the City of Kitchener, subject to site plan approval by the City of Kitchener, as described in Report No. P-12-091, dated November 27, 2012.

SUMMARY:

RBJ Schlegel Holdings Incorporated (the developer) has submitted a site plan application to the City of Kitchener for a proposed commercial development with a retail plaza, drive through restaurant and a gas bar at the northwest corner of Regional Road #58 (Fischer-Hallman Road) and Regional Road #56 (Bleams Road) in the City of Kitchener (Appendix A). The development is comprised of two parcels of land currently identified as 1201 and 1193 Fischer-Hallman Road. The developer owns the vacant property at 1201 Fischer-Hallman Road and is representing the owner of 1193 Fischer-Hallman Road to create a single development at this location.

A right-in, right-out, left-in only access approximately 145 metres north of Bleams Road and an additional right-in only access approximately 42 metres north of Bleams Road are proposed on the west side of Fischer-Hallman Road. A full traffic movement access is also proposed on the north side of Bleams Road (Appendix B).

A Class Environmental Assessment Study is nearing completion for Fischer-Hallman Road from Ottawa Street to Bleams Road which includes the widening of Fischer-Hallman Road to four lanes. This project is currently scheduled in the Transportation Capital Program for 2016 construction. A roundabout is being proposed at the intersection of Fischer-Hallman Road and Bleams Road but it has not received Council approval. Since the development is expected to be operational prior to the Fischer-Hallman Road construction project, the developer has been working with Region of Waterloo staff to incorporate the site and access design into existing and ultimate roadway conditions. The ultimate roadway condition includes scenarios with and without a roundabout at Fischer-Hallman Road and Bleams Road.

A transportation impact study (completed as a part of the development application) has recommended a northbound left turn lane on Fischer-Hallman Road at the northerly right-in, right-out, left-in only access and an eastbound left turn lane at the Bleams Road access. The cost of these left turn lanes including any costs associated with the construction of the accesses under
either the existing or ultimate roadway condition will be the responsibility of the developer. Under the existing scenario, left turns out of the northerly access will be discouraged through access design and site signage.

The current Class Environmental Assessment Study for Fischer-Hallman Road proposes an ultimate widening of Fischer-Hallman Road with a raised median on Fischer-Hallman Road extending northerly from its intersection with Bleams Road. Issues have been raised by the property owner at 1198 Fischer-Hallman Road, on the east side of Fischer-Hallman Road with the effect of the median restricting their access to right-in, right-out only traffic movements. The property currently contains a residence, a separate garage and a barn. Region of Waterloo staff will work with this property owner to review options for access as the Environmental Assessment proceeds and design elements of the intersection become known.

City of Kitchener Planning staff has no objection to the location of the proposed right-in, right-out, left in only access or the proposed right-in only access to Fischer-Hallman Road.

As Fischer-Hallman Road is designated as a Controlled Access – Prohibited road from Regional Road #4 (Ottawa Street) to Regional Road #12 (New Dundee Road) under the Region’s Controlled Access By-law #58-87, an amendment to this by-law is required to permit the proposed accesses on Fischer-Hallman Road.

REPORT:

By-law #58-87, “A By-law to Designate and Regulate Controlled – Access Roads” was enacted to control the construction or alteration to the geometric design of any private means of access to a Regional road. All Regional roads are included in either Schedule “A” or Schedule “B” of the By-law. Regional roads included in Schedule “A” (Controlled Access – Prohibited), include arterial roads and freeways where access to these roads must be restricted due to high traffic speed and volume. The main function of a Controlled Access – Prohibited road is to move through traffic. All requests for changes to existing accesses or for new accesses require an amendment to the By-law. All remaining Regional roads are included in Schedule “B” (Controlled Access – Regulated). The function of a Controlled Access – Regulated Road is to move through traffic and provide access to adjacent lands. Typically, these roads are front lotted with access available only to the Regional road or are comparatively lower volume rural roads.

The developer, RBJ Schlegel Holdings Incorporated has submitted a site plan application to the City of Kitchener for a commercial development consisting of a retail plaza, with a drive thru restaurant and a gas bar. The site is located at the northwest corner of the intersection of Fischer-Hallman Road and Bleams Road in the City of Kitchener and is comprised of two parcels of land currently identified as 1201 and 1193 Fischer-Hallman Road (Appendix A). The developer owns the vacant property at 1201 Fischer-Hallman Road and is representing the owner of 1193 Fischer-Hallman Road to create a single development at this location.

A northerly right-in, right-out, left-in only access on the west side of Fischer-Hallman Road approximately 145 metres north of Bleams Road and a southerly right-in only access on west side of Fischer-Hallman Road approximately 42 metres north of Bleams Road is being proposed. In addition, a full movement access on the north side of Bleams Road is also proposed (Appendix B).

Region of Waterloo staff have agreed to support the right-in, right-out, left-in northerly access to Fischer-Hallman Road to accommodate fuel delivery vehicles on the site and minimize vehicular conflicts on the property between vehicles utilizing the gas bar and vehicles using the retail/restaurant component. The right-in only access will primarily serve the gas bar component of the property and the right-in, right-out, left-in only access will primarily serve the retail plaza and the drive through restaurant, however a vehicular connection between the two components will be
provided. The right-in, right-out, left-in only access will also permit fuel delivery vehicles to enter the site from Bleams Road, deliver fuel to the underground fuel tanks at the gas bar, then proceed along the rear of the property and exit the site onto Fischer-Hallman Road.

A Class Environmental Assessment Study is nearing completion for Fischer-Hallman Road from Ottawa Street to Bleams Road which includes the widening Fischer-Hallman Road to 4 lanes. This project is currently scheduled in the Transportation Capital Program for 2016. A roundabout has been recommended, but not yet approved at the intersection of Fischer-Hallman Road and Bleams Road. Since the development is expected to be operational prior to the widening of Fischer-Hallman Road, the developer has been working with Region of Waterloo staff to incorporate the site and access design into existing and ultimate roadway conditions. The ultimate roadway condition includes scenarios with and without a roundabout at Fischer-Hallman Road and Bleams Road.

The proposed widening of Fischer-Hallman Road may result in a raised median on Fischer-Hallman Road extending northerly from its intersection with Bleams Road. Issues have been raised by the property owner at 1198 Fischer-Hallman Road, on the east side of Fischer-Hallman Road with the effect of the median restricting their access to right-in, right-out only traffic movements. The property currently contains a residence, a separate garage and a barn. Region of Waterloo staff will work with this property owner to review options for access as the Environmental Assessment proceeds and design elements of the intersection become known.

A transportation study has recommended a northbound left turn lane on Fischer-Hallman Road at the northerly right-in, right-out, left-in only access and an eastbound left turn lane at the Bleams Road access. The cost of these left turn lanes including any costs associated with the construction of the accesses under either the existing or ultimate roadway condition will be the responsibility of the developer. Functional Plans, cost estimate, Letter of Credit and an agreement securing the costs for all road improvements will be required from the developer. Under the existing scenario, left turns out of the northerly access will be discouraged through access design and site signage.

If it is determined through the Environmental Assessment process that a multi-use trail is constructed on the west side of Fischer-Hallman Road in this area, it is recommended that no trees or other obstructions be placed in the boulevard between the right-in only access and the multi-use trail to maintain visibility of trail users by motorists entering the site.

Based on the information noted above, staff has reviewed the proposed access locations on Fischer-Hallman and recommend approval of the accesses.

Fischer-Hallman Road is designated as a Controlled Access – Prohibited road from Regional Road #4 (Ottawa Street) to Regional Road #12 (New Dundee Road) in the Region’s Controlled Access By-law #58-87. A by-law amendment is therefore required prior to the issuance of access permits by Regional staff.

**Area Municipal Consultation/Coordination**

City of Kitchener Planning staff has no objection to the location of the proposed right-in, right-out, left in only access or the proposed right-in only access to Fischer-Hallman Road.

**CORPORATE STRATEGIC PLAN:**

Managing access to the Regional Road system is integral to the development approval process and is represented in Focus Area 2: Growth Management and Prosperity: Manage growth to foster thriving and productive urban and rural communities.
FINANCIAL IMPLICATIONS:

The developer will be responsible for all costs related to the construction of the accesses including the road improvements.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Corporate Resources will be required to amend Controlled Access By-law #58-87. Design and Construction will review the functional plans and cost estimate to facilitate inclusion of the required access improvements in a Region of Waterloo contract for construction.

ATTACHMENTS:

Appendix A - Map showing the location of the subject property.
Appendix B - Site plan showing the location of the proposed amendments to Controlled Access By-law #58-87.

PREPARED BY:  Bruce Erb, Supervisor, Corridor Management

APPROVED BY:  Rob Horne, Commissioner of Planning, Housing and Community Services
REGION OF WATERLOO

PLANNING, HOUSING AND COMMUNITY SERVICES
Transportation Planning

TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: November 27, 2012

FILE CODE: T15-40/58, C 13-20/CA

SUBJECT: AMENDMENT TO REGIONAL MUNICIPALITY OF WATERLOO CONTROLLED ACCESS BY-LAW #58-87 FOR A TEMPORARY ACCESS TO REGIONAL ROAD #58 (FISCHER-HALLMAN ROAD), CITY OF KITCHENER

RECOMMENDATION:

THAT the Regional Municipality of Waterloo approve an amendment to Controlled Access By-law #58-87 for a temporary access on the west side of Regional Road #58 (Fischer-Hallman Road) at Seabrook Drive in the City of Kitchener, subject to site plan approval by the City of Kitchener, as described in Report No. P-12-121, dated November 27, 2012.

SUMMARY:

Tru-Villa Inc. and 2040796 Ontario Limited are proposing a mixed use residential/commercial development known as the Trillium Community Subdivision on the north west corner of the intersection of Fischer-Hallman Road and Huron Road (Appendix A). A temporary sales office is proposed on the west side of Fischer-Hallman Road north of Seabrook Drive (Appendix B). An application for site plan approval for the temporary sales office has been made to the City of Kitchener. A temporary access to Fischer-Hallman Road for the sales office has been requested and is proposed on the west leg of the roundabout at Fischer-Hallman Road and Seabrook Drive. Ultimately, the west leg of Seabrook Drive will be extended to create the entrance to the future subdivision.

Region of Waterloo staff and City of Kitchener staff support the proposed temporary access location. All costs associated with the construction of the temporary access on the west side of the roundabout at Fischer-Hallman Road and Seabrook Drive including all pavement markings and signage within the roundabout and at the access will be the responsibility of Tru-Villa Inc and 2040796 Ontario Limited. Tru-Villa Inc. and 2040796 Ontario Limited support the proposed temporary access at this location.

Fischer-Hallman Road is designated as a Controlled Access – Prohibited Road from Regional Road #4 (Ottawa Street) to Regional Road #12 (New Dundee Road) in the Region’s Controlled Access By-law #58-87. A by-law amendment is therefore required prior to the issuance of access permits by Regional staff.

REPORT:

By-law #58-87, “A By-law to Designate and Regulate Controlled – Access Roads” was enacted to control the construction or alteration to the geometric design of any private means of access to a Regional road. All Regional roads are included in either Schedule “A” or Schedule “B” of the By-law. Regional roads included in Schedule “A” (Controlled Access – Prohibited), include arterial roads and freeways where access to these roads must be restricted due to high traffic speed and volume. The
main function of a Controlled Access – Prohibited road is to move through traffic. All requests for changes to existing accesses or for new accesses require an amendment to the By-law. All remaining Regional roads are included in Schedule “B” (Controlled Access – Regulated). The function of a Controlled Access – Regulated Road is to move through traffic and provide access to adjacent lands. Typically, these roads are front lotted with access available only to the Regional road or are comparatively lower volume rural roads.

Tru-Villa Inc., and 2040796 Ontario Limited are proposing a mixed use residential/commercial development known as the Trillium Community Subdivision on the west side of Fischer-Hallman Road and on the north side of Huron Road near the intersection of Fischer-Hallman Road and Huron Road (Appendix A). This subdivision is comprised of up to 1119 units of single/multiple residential, & mixed use residential/commercial development including a neighborhood park and a school. Access to the subdivision is proposed by the extension of Seabrook Drive on the west side of the roundabout at Fischer-Hallman Road and Seabrook Drive and by two municipal street connections to Huron Road.

A site plan application has been submitted to the City of Kitchener for a proposed temporary sales office for the proposed subdivision at the north west corner of Fischer-Hallman Road and Seabrook Drive. A temporary access has been proposed on the west leg of the roundabout at Fischer-Hallman / Seabrook Drive for this temporary sales office (Appendix B).

Region of Waterloo and City of Kitchener staff has reviewed the proposed temporary access location on Fischer-Hallman at Seabrook Drive and recommend approval of the temporary access.

The temporary sales office will operate at the proposed location from Feb 2013 to June 2013 and will be relocated elsewhere within the subdivision in July 2013.

The temporary access to the roundabout will be upgraded with the ultimate configuration of the proposed extension of Seabrook Drive into the subdivision prior to July 2013 as part of the servicing contract, for the subdivision.

All costs associated with the construction of the temporary access on the west side of the roundabout including all pavement markings and signage will be the responsibility of Tru-Villa Inc and 2040796 Ontario Limited.

Fischer-Hallman Road is designated as a Controlled Access – Prohibited Road from Regional Road #4 (Ottawa Street) to Regional Road #12 (New Dundee Road) in the Region’s Controlled Access By-law #58-87. A by-law amendment is therefore required prior to the issuance of access permit by Regional staff.

**Area Municipal Consultation/Coordination**

City of Kitchener staff has no objection to the location of the proposed temporary access to Fischer-Hallman Road.

**CORPORATE STRATEGIC PLAN:**

Managing access to the Regional Road system is integral to the development approval process and is represented in Focus Area 2: Growth Management and Prosperity: Manage growth to foster thriving and productive urban and rural communities.
FINANCIAL IMPLICATIONS:

The developer will be responsible for all costs related to the construction of the temporary access including pavement markings and signage.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Corporate Resources will be required to amend Controlled Access By-law #58-87. Transportation Engineering and Design and Construction staff have reviewed the functional plans, signage and pavement marking plan required to accommodate the proposed temporary access at the roundabout and have no objections.

ATTACHMENTS:

Appendix A - Map showing the location of the subject property.
Appendix B - Site plan showing the location of the proposed amendments to Controlled Access By-law #58-87.

PREPARED BY: Joginder Bhatia, Transportation Planner, Corridor Management

APPROVED BY: Rob Horne, Commissioner of Planning, Housing and Community Services
APPENDIX B

FUTURE EXTENSION OF SEABROOK DRIVE

PROPOSED AMENDMENT TO CONTROLLED ACCESS BY-LAW #58-87

Map Source: MTE
RECOMMENDATION:

For information.

SUMMARY:

In June 2010, Regional Council approved a new Regional Transportation Master Plan (RTMP) containing 17 action items, including the completion of an Active Transportation Master Plan (ATMP). The RTMP established a target of 12 percent of peak trips to be made by cycling and walking by 2031. This target requires an approximate 50 percent increase in walking and cycling over 2006 levels.

In 2010, Regional Council also approved the “Context Sensitive Regional Transportation Corridor Design Guidelines” that set the framework for better accommodating all modes of transportation on Regional roads. The ATMP provides more detailed direction on priorities for active transportation and integrated facility design to provide clear direction to reduce conflicts between pedestrians, cyclists and drivers. The new ATMP, called “Walk Cycle Waterloo Region”, will update the Region’s Cycling Master Plan, 2004, while integrating a new regionally significant transportation network for pedestrians. As part of the development of the plan, key destinations such as Rapid Transit Stations will be targeted to ensure good access for those walking, cycling or rolling (in-line skating, skateboarding, mobility devices). The “Context Sensitive Regional Transportation Corridor Design Guidelines” will be updated and brought to Council with the revised cycling and pedestrian design recommendations from the ATMP.

A project team, consisting of Regional staff, Regional Councillors Jane Mitchell and Geoff Lorentz along with staff representation from Cambridge, Kitchener, Waterloo, and Woolwich, with assistance from the IBI Group, is leading the project.

The first public event was held in November of 2011 and requested ideas and feedback about walking, cycling, winter maintenance, and major areas of concern. The public commented that building sidewalks was not enough and that the walking network should be connected, safe and convenient. Concerns were expressed about how cycling facilities are designed. The public also commented that trails should be integrated and easily accessed via good road connections. They remarked there is a need for all road users to respect one another. People also told us to provide educational resources about walking and cycling to build on existing successful programs and to improve winter maintenance of cycling and walking facilities.

A second public consultation was held on June 5, 2012. This meeting attracted over 120 residents and an online video presentation was also made available. Over 70 comments were received via email/comment sheets and meeting notes. Many comments highlight the importance of the Spur Line trail and King Street between Kitchener and Waterloo. Many suggestions targeted individual
improvements or “fix-it” items that create barriers to comfortable, convenient travel. Comments specific to cycling highlighted the need for multi-use trails or separated bike lanes and the need for more comfortable opportunities to cross roads. Other areas including signage, winter maintenance, education, surface condition and prioritizing funding were stressed in the public comments. Comments from the first public meetings were used to help develop the current draft plan.

A Public Consultation Centre invitation (Attachment 1) has been sent to the Walk Cycle Waterloo Region mailing list. Social media such as Facebook and Twitter are also being used for promotion. In addition, there have been ads placed in the Record, the Kitchener Post, the Cambridge Times, the Waterloo Chronicle, the New Hamburg Independent, the Woolwich Observer and the Elmira Independent.

The meetings will be held on:
- Waterloo - November 27, Hall at Knox Presbyterian Church, 50 Erb St. W.
- Cambridge - November 28, Foyer at Calvary Assembly Church, 127 Hespeler Rd.
- Kitchener - November 29, Lobby at Regional Administrative Headquarters, 150 Frederick St.

Attachment 2 shows the public information booklet that will be given to the public. The draft network maps (in Attachment 3) will be available as a region wide large format map for viewing at the meeting, as well as online. A large scale map of each city will also be available.

These public consultation centres will give residents an opportunity to review the complete draft plan and provide their feedback. The information to be presented will include a summary of key points and recommendations including
- The Walking and Cycling Networks and Action Plan
- Pedestrian and Cycling Facility Selection Criteria
- Pedestrian and Cycling Facility Design Criteria
- The Strategic Signage Action Plan
- The Winter Network Action Plan
- The Behavioural Shift Action Plan
- The Performance Monitoring Action Plan
- Additional Policy Directions

The draft ATMP Implementation Plan has identified a total of $109 million to complete the cycling and walking networks and fund the signage plan and the “fix-it” list. The approved 2012 Ten-year Transportation Capital Program already includes approximately $51 million towards these projects. The additional funding that would be required over the next 10 to 15 years would be approximately $47 million (partial funding available from Development Charges). Beyond 15 years, to complete the long term network, $11 million in additional funding is required. Currently staff are developing budget and timing options for the implementation of the complete ATMP including operations and maintenance. This will be brought forward for Council’s consideration as part of the final recommendation.

The input received during this last round of public consultation meetings will be used to help finalize the Walk Cycle Waterloo Region Plan. It is anticipated that the Plan will be completed in early 2013. A public input meeting (PIM) will be held presenting the final report to be brought for Council’s consideration in the first quarter of 2013.

REPORT:

In June 2010, Regional Council approved a new Regional Transportation Master Plan consisting of 17 action items including the completion of an Active Transportation Master Plan (ATMP). The Regional Official Plan also includes a policy that directs staff to prepare pedestrian and cycling master plans on a regular basis. The RTMP established a target of 12 percent of peak trips to be made by cycling and walking by 2031. This target requires an approximate 50 percent increase in
walking and cycling over 2006 levels. In 2010, Regional Council also approved the Context Sensitive Regional Transportation Corridor Design Guidelines that set the framework for better accommodating all modes of transportation on Regional roads. In August of 2011, the Walk Cycle Waterloo Region Study was initiated and IBI Group was retained to assist in the development of the plan.

The main objective of Walk Cycle Waterloo Region is to increase cycling and walking rates over the next 20 years. Increasing cycling and walking rates has several strategic environmental, community health and social benefits including decreasing greenhouse gases and providing for exercise to support a healthy community. The Region’s Area Municipal partners have shown leadership in developing active transportation supportive policy environments including a focus on complete streets, complete neighbourhoods, intensification, mixed-use supportive zoning, shared parking, and a growing network of cycling and trail facilities.

**Study Purpose**

The purpose of this study is to produce a comprehensive plan of action for the Region of Waterloo that integrates cycling and walking with transit and land-use (the built form). Walk Cycle Waterloo Region is developing a strategy for safe and comfortable pedestrian and cyclist access to make cycling and walking an easier choice for transportation in the Region of Waterloo. The final plan will recommend short and long-term priorities to enhance Waterloo Region’s growing active transportation network and reflect the principles, goals, objectives, and policies of the Region’s Official Plan, Transportation Master Plan, and Context-Sensitive Regional Transportation Corridor Design Guidelines.

**First Public Consultation Event**

In November 2011, over 150 people attended workshops in Cambridge, Kitchener, and Waterloo. Attendees were asked to provide ideas and challenges related to active transportation. The public commented that building sidewalks was not enough and that the walking network should be connected, safe and convenient. Concerns were expressed about how cycling facilities are designed. The public also commented that trails should be integrated and easily accessed via good road connections. They remarked there is a need for all road users to respect one another. People also told us to provide educational resources about walking and cycling to build on existing successful programs and to improve winter maintenance of cycling and walking facilities.

**Second Public Consultation Event**

A second public consultation centre was held on June 5, 2012 at the University Of Waterloo School Of Pharmacy. The purpose of the second public consultation centre (PCC) was to provide an update on the progress of the study including a draft active transportation network, and to solicit more input to feed into developing the remainder of the plan.

Over 120 people attended the second PCC. Displays showed draft maps of the walking and cycling network along with a preliminary “Fix-It” List, and ideas for way-finding signage. Feedback was solicited about missing links in the network, other potential “Fix-It” locations and priorities in the network. Over 70 comments were received via email/comment sheet and meeting notes. Many comments highlight the importance of the Spur Line trail and King Street between Kitchener and Waterloo. All PCC materials were posted on the project website walkcyclewr.regionofwaterloo.ca.

A summary newsletter for this meeting was sent to the Walk Cycle Waterloo Region mailing list in October 2012 (Attachment 4). Some comments highlight the importance of the Spur Line trail and King St between Kitchener and Waterloo. Many suggestions targeted individual improvements or “fix-it” items that create barriers to comfortable, convenient travel. Comments specific to cycling highlighted the need for multi-use trails or separated bike lanes and the need for better crossings.
Other areas including signage, winter maintenance, education, surface condition and prioritizing funding were highlighted by public comments.

**Public Input Comments and Other Research Guidance**

Since the workshops in the spring, the project team has developed a complete draft for Walk Cycle Waterloo Region. Comments from the first public meetings were used to help develop the draft plan. Based on public comment and a review of many studies from other North American cities, we have focused the ATMP to provide the most effective plan to reach the previously approved RTMP target of 12% of PM peak hour trips to be made by active transportation by 2031.

Cycling
- From public comments and numerous surveys, we heard that the number one reason people do not cycle as a mode of transportation is their fear of sharing the roadway with automobiles. This has been documented and reported in transportation literature across the United States, Canada and Europe. A 2010 Edmonton study found, “There were clear differences in the desirability of route types. Off-street paths were the most preferred. Within this broad route type, nearly 85% of respondents said they would be likely or very likely to choose to ride on paved off-street paths for bikes only and 77% were likely to choose paved multiuse paths.”

- Addressing concerns about personal safety, interaction with motorized vehicular traffic and comfort is the key to creating a region where cycling is recognized as both a mode of transportation and a recreational activity. Generally, cyclists can be divided into four categories based on their comfort level while riding on a roadway with traffic as adapted below from a 2009 Portland study.

![Diagram showing cycling comfort categories](image)

The Walk Cycle Waterloo Region plan primarily targets the 60% of the public that are interested, but concerned, as this is the group where the largest gain can be realized to make the most progress towards meeting the RTMP cycling mode share targets.

Walking
- Pedestrians differ from other modes of travel and that presents both opportunities and challenges: pedestrian travel is very “portable,” walking trips are short, pedestrians generally seek the most direct route to destinations, pedestrians can travel many places that do not require formalized routes, pedestrian travel tends to be more geographically contained in some areas compared to others, pedestrian travel is “organic,” pedestrians are sensitive to the environment in which they walk and pedestrians have a wider range of abilities.
There are a number of attributes considered important by pedestrians when walking including: pavement cleanliness, safe crossing places, good connectivity and sense of security.

Similar to the design of roadways for motorists, the design of active transportation facilities requires an understanding of the space occupied by the users when in motion and the buffer space required to ensure comfort and allow reaction time in response to other users.

Walking is the number one reason why people drive less now compared to ten years ago, as indicated by a survey conducted as part of the 2010 RTMP.

Creating a walkable community that allows for pedestrians to have an enjoyable experience walking not only for pleasure on trails but for purpose like walking to work or shopping is the goal of the Walk Cycle Waterloo Region plan. This will lead to the highest gains towards meeting the walking mode share targets in the RTMP.

“Walk Cycle Waterloo Region”, Draft Report

The draft plan includes recommended walking and cycling networks, design guidance for active transportation facilities, a signage strategy, winter maintenance recommendations, and a monitoring program.

- **Walking and Cycling Networks**
  One of the most effective strategies for the Region of Waterloo to achieve the walking and cycling mode share goals is to provide a comfortable, connected, and convenient network of facilities. The recommended network aims to connect the tri-cities and rural communities within the townships by providing accessible routes for pedestrians and cyclists. The recommended Walking and Cycling Network is built on three components:
  - Adding facilities to projects already in the Transportation Capital Program (TCP),
  - Adding individual projects to the TCP not connected to existing projects to fill the network gaps, and
  - A “fix-it” program that identifies spot improvements necessary to create a comfortable and convenient active transportation network.

The estimated additional cost of completing the sidewalk and cycling facility projects in this plan is less than $50M. Several strategies to fund this cost are currently being explored.

- **Design Guidance for Cycling and Pedestrian Facilities**
  A cycling network made up of a variety of different types of cycling facilities suitable for different users (experienced, confident, and casual cyclists) and fitting local context is planned. Separate or segregated space, such as bike lanes, segregated bike lanes or boulevard multi-use trails are needed along arterial roads where sharing the roadway is a potential deterrent for many cyclists. Consistent use of intersection treatments and application of cycling facilities allows users to anticipate whether they would feel comfortable riding on a particular corridor, and plan their trips accordingly. Different types of cycling facilities are recommended depending on type of user, the type of roadway, level of separation desirable between motorists and cyclists, as illustrated in Attachment 5 in order to create a safe, comfortable, and convenient ride.

The Walk Cycle Waterloo Region Plan provides a variety of accessible pedestrian facility designs that meet the regulations of the Accessibility for Ontarians with Disabilities Act, and advance best practices to make walking convenient. The ATMP design guide describes a wide variety of walking and cycling designs. Some of these designs are highlighted in Attachments 6 and 7.

**Strategic Signage Plan**

The signage strategy is intended to provide guidance to promote uniformity on essential information for way-finding along the walking and cycling network and to regional destinations.
There are five primary components to the proposed regional signage system: way-finding on trails, on-street cycling facility signage, signing regional routes, destination signing, and linkage signs.

<table>
<thead>
<tr>
<th>Trail Identification and Direction Signs</th>
<th>On-road Cycling Facility Route Identification and Direction Signs</th>
<th>Regional Cycling Route Identification and Direction Sign</th>
<th>Linkage Sign for Path or Trail Link at the End of Dead-end Streets</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1" alt="Trans Canada Trail Sign" /></td>
<td><img src="image2" alt="Street RD Sign" /></td>
<td><img src="image3" alt="Waterloo Region Sign" /></td>
<td><img src="image4" alt="No Exit Sign" /></td>
</tr>
<tr>
<td><img src="image5" alt="Cambridge Trails Sign" /></td>
<td><img src="image6" alt="Cycling Route Sign" /></td>
<td><img src="image7" alt="Linkage Sign for Path or Trail Link" /></td>
<td></td>
</tr>
<tr>
<td>[Image 81x576 to 157x653]</td>
<td>[Image 81x511 to 157x574]</td>
<td>[Image 177x601 to 353x653]</td>
<td>[Image 481x489 to 564x653]</td>
</tr>
</tbody>
</table>

- **Winter Network**
  In order to encourage walking and cycling as a transportation choice for more residents, it is important that these facilities are available for use thus making active transportation feasible every day of the year.

  The Winter Network Action Plan identifies a portion of the existing Walking and Cycling Network that could be prioritized for year round maintenance. The cycling corridors to be maintained over the winter aim to address the more popular commuter routes, especially for university / college students since they are more likely to cycle over the winter months. The pedestrian corridors to be designated high-priority for winter maintenance focus on serving busy retail corridors as well as higher-order transit. Finally, it recommends that a pilot project be initiated to test enhanced maintenance practices to determine if measurable improvement can be made in an efficient and cost-effective manner. This pilot project would consider a small section of the winter network and could be run during the 2013-2014 winter season.

- **The Behavioural Shift Action Plan**
  The Region of Waterloo has support programs, such as Travelwise, to encourage active transportation with the goal of reducing personal car use and encouraging human-powered travel. Through surveys as part of the RTMP and public input into the ATMP, there is interest from the public to have the ability to choose to drive less and choose a more sustainable mode of transportation. Overall, the public has stated that “there is a need for respect between all road users and educational resources are needed”.

  Active transportation behavioural change strategies have the ability to benefit the Region of Waterloo by:
  - Connecting pedestrians and bicyclists to other sustainable modes by developing facilities and services, and by encouraging the use of these modes through education and marketing campaigns
  - Repositioning active transportation as convenient, accessible and safe

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Providing metrics to showcase changes in travel choice while establishing environmental impacts, quantifiable data, and value in the community

The Behavioural Shift Programming Action Plan identifies actions designed to achieve long-term travel mode changes and provide measurable results. Initiatives like the “Police Safety and Enforcement Week” that is a program that would dedicate resources to focus on Active Transportation laws (both impacting auto-users and pedestrians and cyclists) will be important to complement the improved cycling and walking networks. An education program will also be required to familiarize all road users on how to use new facilities along Regional Roads such as bike boxes, multi use trails and cycle tracks.

- **Performance Monitoring**
  A rigorous performance measurement process monitors progress, evaluates deficiencies and strengths, and reports on actions. Reporting will be a key aspect of measuring the success of the ATMP. The Walk Cycle Waterloo Region Performance Monitoring Plan recommends indicators to measure progress, an expanded data collection program, and reporting. Key performance objectives and indicators for Walk Cycle Waterloo Region along with additional details such as sample period, location for data collection, source of data and sample frequency are recommended as part of the plan. Several new data collection initiatives are suggested to support performance monitoring needs. Many of these dovetail well with existing programs and support other areas of this plan (e.g. Behavioural Shift Action Plan).

- **Additional Policy Directions**
  The Municipal Act assigns the responsibility for the construction and maintenance of sidewalks in the boulevard along Regional roads to the area municipalities unless other agreements are made. The Region has an agreement and addresses cost-sharing policies between the Region and Area Municipalities for sidewalks. The agreement states that the Region funds the capital cost of new sidewalk construction while the area municipalities continue to fund all sidewalk maintenance. This agreement is being reviewed for possible updates to address issues like capital funding and maintenance of multi use trails on Regional roads to streamline implementation of active transportation facilities.

  The Cycling Master Plan (CMP) approved in 2004 included nine policies for the Region of Waterloo to pursue. These policies were reviewed and updated to fit within the Walk Cycle Waterloo Region plan.

  The next step for this project is to hold a series of public consultation centres that will give residents an opportunity to review the complete draft plan and provide their feedback. All of the material covered above, along with an online copy of the complete draft document will be available to residents. Attachment 2 shows the public information booklet that will be given to the public. The draft network maps (in Attachment 3) will be available as a region wide large format map for viewing at the meeting, as well as online. A large scale map of each city will also be available.

  A Public Consultation Centres invitation (Attachment 1) has been sent to the Walk Cycle Waterloo Region mailing list. Social media such as Facebook and Twitter are also being used for promotion. In addition, there have been ads placed in the Record, the Kitchener Post, the Cambridge Times, the Waterloo Chronicle, the New Hamburg Independent, the Woolwich Observer and the Elmira Independent.

  The input received during this last round of public consultation meetings will be used to help finalize the Walk Cycle Waterloo Region Plan.
The meetings will be held on:
- Waterloo - November 27, Hall at Knox Presbyterian Church, 50 Erb St. W.
- Cambridge - November 28, Foyer at Calvary Assembly Church, 127 Hespeler Rd.
- Kitchener - November 29, Lobby, Regional Administrative Headquarters, 150 Frederick St.

It is anticipated that the Plan will be completed in early 2013. A public input meeting (PIM) will then be held with final Council consideration in the first quarter of 2013.

**Area Municipal Consultation/Coordination**

Area Municipal representatives from Cambridge, Kitchener, Waterloo and Woolwich are participating on the Project Team for Walk Cycle Waterloo Region. The other Townships are key stakeholders and will continue to be consulted throughout the project.

**CORPORATE STRATEGIC PLAN:**

The Walk Cycle Waterloo Region plan supports the 2011-2014 Regional Council’s Strategic Focus Area 3: Sustainable Transportation: Develop greater, more sustainable and safe transportation choices.

**FINANCIAL IMPLICATIONS:**

The 2012 Transportation Capital Program includes a funding allocation of $250,000 for the Active Transportation Master Plan Study. The costs for holding the public consultation centre have been budgeted within this allocation. The draft ATMP Implementation Plan has identified a total of $109 million to complete the cycling and walking networks and fund the signage plan and the “fix-it” list. The approved 2012 Ten-year Transportation Capital Program already includes approximately $51 million towards these projects. The additional funding that would be required over the next 10 to 15 years would be approximately $47 million (partial funding available from Development Charges). Beyond 15 years, to complete the long term network, $11 million in additional funding is required. Currently, staff is developing budget and timing options for the implementation of the complete ATMP including operations and maintenance. This will be brought forward for Council’s consideration as part of the final recommendation.

**OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:**

Transportation and Environmental Services and Public Health have representatives on the Project Team for this project that includes Regional Councillors Jane Mitchell and Geoff Lorentz.

**ATTACHMENTS:**

Attachment 1 – Public Consultation Centres Invitation
Attachment 2 – Public Information Booklet
Attachment 3 – Recommended Walking and Cycling Network Maps
Attachment 4 – Newsletter summary of Walk Cycle Waterloo Region Public Consultation Centre #2
Attachment 5 – Different Types of Cycling Facilities
Attachment 6 – Examples of Accessible Pedestrian Designs
Attachment 7 – Examples of Cycling Facilities and Intersection Treatment Designs

**PREPARED BY:** Paula Sawicki, Manager, Strategic Transportation Planning

**APPROVED BY:** Rob Horne, Commissioner of Planning, Housing and Community Services
Help shape the future of walking and cycling in Waterloo Region!

Drop in any time between 4 and 8 p.m. and provide your input on Walk Cycle Waterloo Region, the Region’s Active Transportation Master Plan.

Learn more about and provide your input to the plan we’ve developed to make it easier to walk, cycle, and roll in Waterloo Region.

Walk Cycle Waterloo Region will provide guidance to Council and staff on actions to take to make it easier for residents of and visitors to the Region of Waterloo to choose active transportation. Active transportation includes:

- walking
- cycling
- skateboarding
- in-line skating
- people with mobility devices

Active transportation can take place along roads, sidewalks and trails. Walk Cycle Waterloo Region has nine action plans to help us create attractive and comfortable spaces that encourage more people to walk, cycle or roll to their favourite destinations.

For more information on Walk Cycle Waterloo Region, visit our website at WalkCycleWR.regionofwaterloo.ca. If you are unable to attend these meetings, the display materials, information handout and comment form will be available online. Thank you.

This study is being conducted in accordance with the requirements of Phases 1 and 2 of the Municipal Class Environmental Assessment. Under the Municipal Act, personal information such as name, address, telephone number and property location that may be included in a submission becomes part of the public record. Questions regarding the collection of this information should be referred to Walk Cycle Waterloo Region.

These events are accessible for people with disabilities and are served by Grand River Transit. For route information, visit grt.ca or call 519-585-7555. Accessible parking is available. If you require assistance to attend or participate in these meeting, or to access information in alternate formats, please contact us at least five days prior to the meeting.
What Is Walk Cycle Waterloo Region?

Walk Cycle Waterloo Region is a plan that will help make active modes of transportation in our communities safer, more comfortable and more convenient to use for those who don’t need to, want to, or aren’t able to use a car. In creating a better network for walking, cycling and rolling on sidewalks, roads and pathways, we can help ensure these active modes are a viable option for daily travel.

The Region’s aim is to meet the targets outlined in the Regional Transportation Master Plan, including 12 per cent of peak travel being done through cycling and walking by 2031. To reach this goal a 50 per cent increase is needed in active travel modes (from 2006 levels).

Research shows many people are interested in taking an active method of travel, if the route is comfortable and convenient. Walk Cycle Waterloo Region is an Active Transportation Master Plan and will provide the guidelines for improving route infrastructure and creating a better experience for those walking, cycling or rolling (in-line skating, skateboarding, and mobility devices), and ensuring more accessible paths, roads and trails. It is a multi-year plan that can be implemented, pending Regional Council’s consideration of funding requirements, to help create more visible and well integrated bicycle and pedestrian networks and facilities, and help us reach the targets set out in the Regional Transportation Master Plan.

Where Are We Now?

We are in our final stages of developing the overall plan of action. The Plan includes the proposed walking and cycling networks, which have been updated with your input from our last public consultation. It also includes a sign strategy to help everyone
find and use the networks, as well as four other Action Plans; plus new policy directions; and a design guide that will help the Region implement the recommendations included in Walk Cycle Waterloo Region.

This booklet provides a summary of the Walk Cycle Waterloo Region plan. Your input will help us finalize the plan and move towards implementation.

**What Will Walk Cycle Waterloo Region Look Like?**

Walk Cycle Waterloo Region will help us develop a 580-kilometre walking network and an 885-kilometre cycling network to serve the needs of our community. The Region has drafted plans that take into consideration:

- Comments received from the public
- Input from Regional and Area Municipal staff
- Input received from the Active Transportation Advisory Committee
- Implementation of Rapid Transit and Grand River Transit’s service changes and improvements
- Location of destinations of regional importance including employment areas, secondary schools, institutions, commercial centres, etc.
- Areas of high potential for increased walking and cycling based on the population density, land use and trip making patterns determined through field surveys and conditions
At the core of the Plan are the walking and cycling networks. The walking network will create accessible pedestrian facilities that meet the regulations of the Accessibility for Ontarians with Disabilities Act, and best practices in areas such as sidewalk width and crossings to make walking convenient. It will also be important for the Region to consider different aspects, such as land use, densities and building form, landscaping and other elements that will influence the pedestrian trip. The cycling network consists of a variety of different types of cycling facilities suitable for different users (experienced, confident and casual cyclists) on both rural and urban Regional roads. As the network grows and develops, the cycling facilities on various corridors will be refined with input from Regional and Municipal plans, community input and local context.

The walking and cycling networks we shared with you at the last public consultation have been updated and are available for your review online at WalkCycleWR.regionofwaterloo.ca. Updates will be available to view at each public meeting.

**Closing The Gaps With Infill Projects**

The work that will be required to develop the walking and cycling networks is recommended to be completed along with on-going transportation projects already planned by the Region over the next 10 to 15 years (subject to budget approval). Walk Cycle Waterloo Region recognizes that implementing the network solely in conjunction with road projects will leave gaps that could have a
significant impact on the usability of the network. For this reason, the plan includes a Gaps/Infill Action Plan that details nearly 200 network segments that are recommended for completion within Regional corridors that are not included in the current 10-year plan.

While the overall goal is to close the gaps in the walking and cycling networks within 10 to 15 years, some exceptions will still apply:

1. We plan to build bike routes that connect to destinations. Road segments that do not provide access to destinations are not included in this plan.

2. Our goal is to build bike routes that more people feel comfortable using. In some instances, there simply isn’t enough space to build a suitable bike lane to meet cyclists’ needs. In those cases we’re proposing to use local trails and streets rather than busier Regional roads.

3. Some Regional roads are still in good condition and it would not be cost effective to reconstruct them within the next 20 years to provide cycling facilities.

Local Improvements: The Fix It List Action Plan

Ongoing maintenance and repair of walking and cycling infrastructure will need to occur to ensure the network remains safe and comfortable.

The Fix It Action Plan recognizes there are existing areas that are in need of improvements and maintenance for the overall connectivity, comfort and safety of the network. Projects have been identified by the public, the Active Transportation Advisory Committee and staff.

The full list of the projects included in the Gaps/Infill Action Plan and the Fix It List Action Plan are available for your review within the draft Walk Cycle Waterloo Region report, which is posted on our website at WalkCycleWR.regionofwaterloo.ca or available as a hard copy for viewing at the Region’s customer service desks at 150 Frederick St., Kitchener, 99 Regina St., Waterloo and 150 Main St., Cambridge. If you have accessibility needs and you cannot access the internet or our offices, please call 519-575-4036 to request a printed copy.
Finding Your Way:
The Strategic Signage Action Plan

The Strategic Signage Action Plan provides the Region and Area Municipalities with direction for developing route signs for trail and bike networks. The objective is to create an easy to navigate network, with times and destination distances listed on signage to provide clarity and consistency and help riders make informed route decisions.

The different types of signs that are included in the plan are:
- Trail route markers
- Roadway signage
- Regional routes markers
- Distance and destination signage
- Linkage markers

The Plan provides guidance on sign design, layout, location, material and installation, and recommends a coordinated approach with Area Municipalities. Some recommended features of the strategy, such as adding bicycle symbols to existing street name signs to indicate bike routes, would need to be a coordinated effort. A sign plan is recommended for specific corridors and destinations that could be implemented on an incremental basis subject to budget approval.

To ensure the signs meet the needs of cyclists and pedestrians, the Plan recommends pilot testing different design options both on-line and at prominent locations, such as the Trans-Canada Trail.

Implementation Tools

Walk Cycle Waterloo Region includes tools that will help ensure the plan can be successfully implemented. These include:

- Winter Network Action Plan to help improve consistency in the clearing of bike lanes, sidewalks and trails, ensuring year-round accessibility. A pilot project is recommended to test enhanced winter maintenance practices (subject to budget approval).
- Design Guide to help the Region plan and design future projects and developments with consideration for bicycle and sidewalk needs, by considering factors such as sidewalk width, accessibility and crosswalks.
Behavioural Shift Program that includes initiatives to promote the use of alternatives mode of transportation where possible. By informing the public, we hope to encourage and make it much easier to commute by walking or cycling. An education program will also be required to familiarize all road users on how to use new facilities along Regional Roads such as bike boxes, multi use trails and cycle tracks.

Performance Monitoring Action Plan will help the Region track our progress – how many people have switched to walking and cycling – and monitor trends so that we can adjust the program as required to meet our community's needs.

Policy Direction is also included in Walk Cycle Waterloo Region to ensure existing practices and approaches are updated and new policies developed as required to reflect the directions and goals of the Regional Transportation Master Plan.

Detailed information on these tools can be found at WalkCycleWR.regionofwaterloo.ca.

Project Funding and Phasing

Currently there is about $52 million in the Region’s 10-year Transportation Capital Program for cycling and pedestrian infrastructure. In order to complete the walking and cycling networks envisioned in Walk Cycle Waterloo Region, an additional $46 million would be required over the next 10 to 15 years. As well, an annual budget for operating and maintenance including Winter Maintenance, the Fix-It List and the Strategic Signage Program will be required. This represents a significant, multi-year financial investment that would first be reviewed and considered by Regional Council before each stage of implementation.
Your Input Is Important!

We want your input. Please take a moment to fill out a comment form or online survey. You can also submit your comments via email, fax or by mail as listed below. The Draft Walk Cycle Waterloo Region report is posted on our website at WalkCycleWR.regionofwaterloo.ca or available as a hard copy for viewing at the Region’s customer service desks at 150 Frederick St. in Kitchener, 99 Regina St. in Waterloo and 150 Main St. in Cambridge. If you have accessibility needs and you cannot access the internet or our offices, please call 519-575-4036 to request a printed copy. Thank you!

Stay Informed

Visit WalkCycleWR.regionofwaterloo.ca

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Join the conversation #WalkCycleWR

Like us! facebook.com/WalkCycleWR

Email us! WalkCycleWR@regionofwaterloo.ca

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150 Frederick Street, 8th Floor
Kitchener, ON N2G 4J3
Fax: 519-575-4449
What is Walk Cycle Waterloo Region?

Walk Cycle Waterloo Region will be the Region of Waterloo's plan on how to make it easier and safer to walk, bike and roll in the Waterloo Region. Last September, the Region launched the study that will inform Walk Cycle Waterloo Region. It will be made up of nine action plans related to the walking and cycling network, active transportation projects, a winter network, an infill plan on how to build the "missing pieces", a signage strategy, behavioural programs, performance monitoring and pilot projects.

What have we done so far?

In November 2011, workshops were held in Cambridge, Kitchener and Waterloo. The workshops were used as a forum to update the public about the current status of active transportation planning (walking and cycling) in the region including existing visions, objectives, policies and planning practices. At these workshops, we heard from more than 150 people. Participants of the workshops discussed walking and cycling networks, a winter network, how to address changing travel behaviours and other important issues.

In June 2012, the Region partnered with the City of Kitchener and Sustainable Waterloo Region to host a public consultation centre and speaker event. 122 attendees were able to get an update on Walk Cycle Waterloo Region, provide their feedback and gain insight from cycling expert Hans Moor.

We have compiled feedback from November and June and are using this in the next steps for the project. Thanks to all of you who participated in this community conversation!

What information was presented in June?

At the June public meeting the Region:
1. Presented the draft walking and cycling networks made up of projects in the Transportation and
Rapid Transit Capital Plans, and additional links to close gaps in the network
2. Presented a map of "fix-it" locations predominantly along Regional roads where localized improvements are needed
3. Presented the way-finding signage ideas
4. Received public feedback on missing links in the draft walking and cycling network, other potential locations along Regional roads that require localized improvements to be added to the "fix-it" list, and priorities within the networks.

Public Feedback

Feedback on the draft Walking and Cycling Networks, Fix-it List and Signage Strategy was solicited in three ways: by talking with the project team at the event, through the comment form available at the event and on the study website, and by inviting the public to mark up a copy of the "Fix-It List" map. The comment form posed the following questions:
1. After reviewing the DRAFT Walking and Cycling Networks, what do you think are the most important routes or corridors (sidewalks, trails or cycling facilities) that need to be built?
2. After reviewing the "Fix-It" map, are there other locations on Regional roads that need to be added, such as a difficult barrier or intersection to cross, a missing curb ramp, etc.?

For more information about the public feedback process, please visit the Walk Cycle Waterloo Region Public Consultation webpage.

What we heard from you:

The Spur Line Trail is seen as an important link. Comments included wanting to know when it would be built and if interim improvements could be made. King Street was identified as an important connection from Waterloo to Kitchener, however, concern was raised about accommodating all users, pedestrians, cyclists, rapid transit and motorists within this tight corridor.

Improvements for pedestrians focused on a few missing sidewalk links, and intersections or interchanges that are difficult to walk through. Comments on cycling included a range of opinions on the best way to accommodate cyclists: on boulevard multi-use trails, or on separated bike lanes, and the need for more bike lanes and more convenient road crossings or accesses.

Comments from emails and online comment forms included:
- More trail connectivity, sidewalks, trails and segregated bike lanes
- Continuous cycling route from Waterloo to Kitchener as alternate to the Iron Horse Trail
- Make highway interchanges more comfortable for cyclists and pedestrians.
- Fix things: narrowings, poor drainage, potholes, lack of curb cubs, bike lanes that terminate just before intersections
Many issues on existing trails: user conflicts, signage, surface type and condition, crossings, drainage, width, etc.
Way-finding signage is a great idea
Improve winter maintenance of bike lanes and trails
Make crossings at traffic signals more convenient and comfortable for pedestrians
Educate cyclists and motorists
Make funding for active transportation a priority

Upcoming Events

Walk Cycle Waterloo Region Public Consultations
We have finished compiling your comments and wrapped up some more technical work. The complete draft of the Walk Cycle Waterloo Region plan will be available for your review during our next round of public meetings.

When: November 27 - 29, 2012
Where: Throughout Waterloo Region
Contact: WalkCycleWR@regionofwaterloo.ca

Public consultation sessions for Walk Cycle Waterloo Region, the Region of Waterloo’s Active Transportation Master Plan, are scheduled at several locations throughout Waterloo Region.

At this event, the public will get their first look at the draft final plan and be able to give their input:
- Waterloo- November 27, Hall at Knox Presbyterian Church, 50 Erb St. W.
- Cambridge- November 28, Foyer at Calvary Assembly Church, 127 Hespeler Rd.
- Kitchener- November 29, Lobby at Regional Administrative Headquarters, 150 Frederick St.
Doors open for each event from 4 to 8p.m. For more information, please visit WalkCycleWR.regionofwaterloo.ca.

Contact Us

Walk Cycle Waterloo Region
Region of Waterloo
150 Frederick St. 8th floor
Kitchener, ON N2G 4J3
Phone: 519-575-4400 ext. 3330
Email: walkcyclewr@regionofwaterloo.ca
Website: walkcyclewr.regionofwaterloo.ca

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### ATTACHMENT 5: Different Types of Cycling Facilities

<table>
<thead>
<tr>
<th>Types of Cycling Facilities</th>
<th>Rural Bike Lane</th>
<th>Shared Lane</th>
<th>Enhanced Shared Lane</th>
<th>Bike Lane</th>
<th>Buffered Bike Lane</th>
<th>Segregated Bike Lane</th>
<th>Boulevard Multi-use Trail</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Speed Limits</strong></td>
<td>≤80 km/h</td>
<td>≤60 km/h</td>
<td>≤60 km/h (preferred)</td>
<td>≤70 km/h</td>
<td>≤70 km/h</td>
<td>≤70 km/h</td>
<td>≤70 km/h</td>
</tr>
<tr>
<td><strong>Characteristics</strong></td>
<td>Paved shoulder designated as bike lane</td>
<td>‘Shared’ marked adjacent on-street parking or in middle of narrow travel lane</td>
<td>‘Shared and Advisory’ lane marked middle of narrow travel lane</td>
<td>Marked bike lane</td>
<td>Marked bike lane line and buffer</td>
<td>Types of segregation: delineators, median, planters, mountable, semi-mountable or barrier curbs, etc.</td>
<td>Suitable for back-lit, suburban corridors with few driveways and side-street intersections. Locate on one or both sides of road</td>
</tr>
<tr>
<td><strong>Advantages</strong></td>
<td>Establishes lateral clearance with passing motorists, although they may encroach on the cycling facility reducing cyclists’ comfort</td>
<td>Provides additional lateral clearance from passing motorists, heavy vehicles and transit vehicles, or from door opening of a parked car</td>
<td>Establishes lateral clearance with passing motorists, although they may encroach on the cycling facility reducing cyclists’ comfort</td>
<td>Provides additional lateral clearance from passing motorists, heavy vehicles and transit vehicles, or from door opening of a parked car</td>
<td>Provides additional lateral clearance from passing motorists, heavy vehicles and transit vehicles, or from door opening of a parked car</td>
<td>Provides additional lateral clearance from passing motorists, heavy vehicles and transit vehicles, or from door opening of a parked car</td>
<td></td>
</tr>
<tr>
<td><strong>Disadvantages</strong></td>
<td>Gaps in traffic allow motorists to pass</td>
<td>Traffic volumes are high enough that there are few opportunities for passing and operating speeds are low</td>
<td>Cyclists and motorists operate in single file (cyclists allowed full use of lane)</td>
<td>Additional maintenance effort required for wider pavement width</td>
<td>Barriers may prevent motorists from encroaching on cyclists’ space</td>
<td>Cyclists share with pedestrians and other modes of active transportation</td>
<td></td>
</tr>
<tr>
<td><strong>Suitability</strong></td>
<td>Paved shoulders reduce run-off-the-road collisions, reduce shoulder erosion, and provide support for the road pavement so it lasts longer</td>
<td>Promote proper riding location and greater lateral separation with passing motorists</td>
<td>May encourage less sidewalk and wrong-way riding</td>
<td>Additional maintenance effort required for wider pavement width</td>
<td>Interaction treatments required to mitigate conflicts at intersections and permit cyclists to turn left to/from cycling facility</td>
<td>Interaction crossing treatments required to mitigate conflicts at intersections and permit cyclists to cross without dismounting in crosswalks</td>
<td></td>
</tr>
<tr>
<td><strong>Classifications</strong></td>
<td>Regional roadway classification: 1.0 m wide paved shoulder</td>
<td>Regional roadway classification: &gt;2000 AADT and ≤70 km/h: 1.2 to 1.5 m wide paved shoulder</td>
<td>Regional roadway classification: &gt;2000 AADT and &gt;70 km/h: 1.5 m wide paved shoulder</td>
<td>Regional roadway classification: Min. 1.5 m wide bike lane for Community Connector Min. 1.25 to 1.5 m (preferred) wide bike lane all other Regional roadway classifications</td>
<td>Regional roadway classification: 1.5 to 1.8 m wide bike lane 0.5 to 1.0 m wide buffers</td>
<td>Regional roadway classification: 2.0 m wide bike lane preferred to allow passing within the lane Segregation width varies</td>
<td></td>
</tr>
</tbody>
</table>

**Neighbourhood Connector: Main Street**

- **Community Connector**
- **Neighbourhood Connector: Avenue**

**Rural Village: Main Street**

- **Residential Connector**
- **Separate Space**
- **Shared Space**
- **Segregated Space**

**“Strong and Fearless” Cyclists**

- “Enthusiastic and Confident” Cyclists
- “Interested but Concerned” Cyclists

**Regional Roadway Classification**

- Rural Connector
- Community Connector
- Neighbourhood Connector: Main Street
- Rural Village: Main Street

**Interaction**

- Separate Space
- Shared Space
- Segregated Space
### Attachment 6 - Examples of Accessible Pedestrian Designs

<table>
<thead>
<tr>
<th>Accessible sidewalk through a driveway when boulevard present.</th>
<th>Accessible curb-faced sidewalk through a driveway</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="attachment_6_example_1.png" alt="Image" /></td>
<td><img src="attachment_6_example_2.png" alt="Image" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Perpendicular ramps with flares</th>
<th>Perpendicular curb ramp with returned curbs</th>
<th>Parallel curb ramps</th>
<th>Combination curb ramps</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="attachment_6_example_3.png" alt="Image" /></td>
<td><img src="attachment_6_example_4.png" alt="Image" /></td>
<td><img src="attachment_6_example_5.png" alt="Image" /></td>
<td><img src="attachment_6_example_6.png" alt="Image" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Pedestrian mid-block crossing with median refuge island</th>
<th>Pedestrian countdown signal</th>
<th>Curb Extensions</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="attachment_6_example_7.png" alt="Image" /></td>
<td><img src="attachment_6_example_8.png" alt="Image" /></td>
<td><img src="attachment_6_example_9.png" alt="Image" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cast iron tactile indicator</th>
<th>High visibility crosswalk</th>
<th>Smart channel</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="attachment_6_example_10.png" alt="Image" /></td>
<td><img src="attachment_6_example_11.png" alt="Image" /></td>
<td><img src="attachment_6_example_12.png" alt="Image" /></td>
</tr>
<tr>
<td><strong>“Sharrow”</strong></td>
<td><strong>“Super sharrow”</strong></td>
<td><strong>Buffered bike lane</strong></td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td><img src="image1" alt="Sharrow Image" /></td>
<td><img src="image2" alt="Super sharrow Image" /></td>
<td><img src="image3" alt="Buffered bike lane Image" /></td>
</tr>
</tbody>
</table>

- Separated by grass boulevard
- Delineators and on-street parking
- Barrier curb and bollards

- Mountable curb and gutter
- Raised concrete median (two-way cycle track on one-way street)
- Planters (two-way cycle track on one-way street)

- Bicycle lay-by at T-intersection
- Bike box and bike lane marking and green colour in intersection
- Bicycle loop detector to actuate traffic signal
<table>
<thead>
<tr>
<th>Elephant’s feet bicycle crossing at boulevard multi-use trail</th>
<th>Bicycle route marked through intersection</th>
<th>Bicycle left-turn pocket at trail access</th>
</tr>
</thead>
</table>

- Elephant’s feet bicycle crossing at boulevard multi-use trail
- Bicycle route marked through intersection
- Bicycle left-turn pocket at trail access
To: Chair Jim Wideman and Members of the Planning and Works Committee

From: Geoffrey Keyworth, Senior Transportation Planning Engineer

Subject: HIGHWAY 7/85 REHABILITATION [KRUG STREET – KING STREET (FARMER’S MARKET EXIT)] – WORK AND TRAFFIC STAGING

The Ministry of Transportation (MTO) is completing the detailed design and a Class Environmental Assessment for the rehabilitation of Highway 7/85 and 85 from Krug Street to King Street (Farmer’s Market Exit). The work will be completed in two contracts with the first contract, essentially from Lancaster Street to King Street (Farmer’s Market Exit), currently scheduled to begin in the fall of 2012 with completion late fall of 2014.

The first contract includes:

- Resurfacing of Highway 85 from Lancaster Street to King Street (Farmer’s Market Exit)
- Bridgeport Road, University Avenue, King Street and Northfield Drive will be resurfaced within the right-of-way limits of Highway 85
- Selected ramps at the interchanges for Bridgeport Road, King Street, Northfield Drive and King Street (Farmer’s Market Exit) will be resurfaced
- Major rehabilitation of the Bridgeport Road and King Street overpass structures in 2013
- Major rehabilitation of the Lancaster Street, University Avenue and the eastbound King Street (Farmer’s Market Exit) underpass structures in 2014
- Bridge pier column repairs and selected steel beam guiderail replacements from Krug Street to Lancaster Street and;
- Replacement of the conventional illumination from University Avenue to Lancaster Street.

At this time, MTO is proposing the following project phasing and closures:

1. For the majority of time, four lanes will be maintained on the highway. In the summer of 2014, there will be overnight closures to facilitate high quality paving operations.

2. In 2013, the loop ramps at the Bridgeport Road and King Street interchanges will be closed to permit the bridge rehabilitations. Temporary traffic signals will be installed at the Northfield Drive ramp terminals to improve traffic progression due to the closures. The temporary traffic signals will be removed upon completion of the King Street bridge repairs.

3. In 2014, long term lane closures are required at Lancaster Street, University Avenue and the eastbound King Street (Farmer’s Market Exit) bridge structure. At University Avenue, the ramp from northbound Highway 85 to westbound University Avenue will be closed for the second half of the construction season.
4. Short term road closures are considered to be either off-peak brief closures of a few hours to single evening and overnight closures.

Detailed information about the proposed construction seasons and closures is provided in the attached table. Regional staff will work with MTO and City staff to coordinate construction projects, minimize delays and provide early notification if timing changes.
### Timing and Description of Work Areas and Closures

<table>
<thead>
<tr>
<th>Timing</th>
<th>Area of Work and Closures</th>
</tr>
</thead>
</table>
| **2012 October to November**   | *Highway 85 at Bridgeport Road and King Street*  
Outside shoulder strengthening on Highway 85. Short term closures with single lane traffic at night.                                                                                                                   |
| **2013 Full construction season (April – November)** | *Highway 85 at Bridgeport Road*  
Bridge rehabilitations in two stages. Two lanes in each direction on Highway 85 will remain open. The westbound Bridgeport Road to southbound Highway 85 on-ramp will be closed for the season. The northbound Highway 85 to westbound Bridgeport Road off-ramp will be closed for the second half of the season.  
*Highway 85 at King Street*  
Bridge rehabilitations in two stages. Two lanes in each direction on Highway 85 will remain open. The westbound King Street to northbound and southbound Highway 85 on-ramps will be closed for the season. Temporary traffic signals will be installed at the Northfield Drive ramp terminals for the duration of the King Street rehabilitation.  
*Highway 7/85 and Highway 85: Krug Street to North of Wellington Street*  
Shoulder closures in median between northbound core/collector and southbound core/collector for bridge pier repairs and guiderail replacement.  
*Highway 85*  
Nighttime reductions to one lane required from Lancaster Street to Regional Road 15 for pavement resurfacing.                                                                                                                                 |
| **2014 Full construction season (April – November)** | *Lancaster Street*  
Lancaster Street will be reduced to a single lane in each direction for bridge rehabilitation.  
*University Avenue*  
University Avenue will be reduced to a single lane in each direction for bridge rehabilitation. The Highway 85 northbound to University Avenue westbound off-ramp will be closed for the second half of the rehabilitation.  
*Eastbound Regional Road 15*  
The eastbound Regional Road 15 bridge structure will be reduced to a single lane for bridge rehabilitation.  
*Highway 85*  
Nighttime reductions to one lane required from Lancaster Street to Regional Road 15 for pavement resurfacing. Nighttime Highway 85 closures for high-quality paving operations during the months of July and August.  
*Intersecting Roads and Ramps*  
Intersecting roads will require short-duration lane closures to permit pavement resurfacing. Interchange ramps will be closed at night to permit pavement resurfacing. |
The Region of Waterloo is working with the Ontario Ministry of Transportation (MTO), the Cities of Brantford and Guelph, and the Counties of Brant and Wellington, on an inter-regional transportation planning initiative [i.e. the “WWB” (Waterloo-Wellington-Brant) municipalities]. Expected to be complete by early 2015, the initiative will provide a basis for inter-regional transportation planning for areas to the west of the Greater Toronto-Hamilton Area (GTHA), and includes a survey of post-secondary students.

Historically, the Province has planned the inter-regional transportation infrastructure in this area on a project-by-project basis. There has not been a comprehensive plan on how these projects would connect or how they should be prioritized. Metrolinx has completed a study for the GTHA. This “WWB” inter-regional transportation planning study will provide a similar strategic plan for the area west of the GTHA and complement the work completed by Metrolinx.

Every five years, MTO completes a household survey involving the trip making habits for five percent of the households in the Region of Waterloo. This survey, called the Transportation Tomorrow Survey (TTS), is an important source of data for transportation planning. However, because the TTS is a survey of households, it has difficulty surveying post-secondary students, many of whom do not live in standard households. The attached figure demonstrates how the TTS likely understates post-secondary travel for students of the University of Waterloo and Wilfrid Laurier University by more than 50%. For the inter-regional transportation planning study, a targeted survey of post-secondary students was undertaken to address this issue.

The survey was conducted by Angus Reid Public Opinion in the Region and in the Cities of Brantford and Guelph. The University of Waterloo, Wilfrid Laurier University, Conestoga College, the University of Guelph, Mohawk College and Nipissing University (Brantford Campus) participated in the survey. All students at each school were invited to participate by email and surveys were conducted online. Students were asked for basic demographic information, where they live and study, how and when they typically travel to/from the campus, and what other trips they typically make. There are more than 80,000 students in the survey area, and 5,729 surveys were completed (the overall participation rate was 6.8%). Post-secondary students within the Region represent about 70% of the survey population.
Analysis of the database will permit detailed information to be determined. Basic transportation profiles for students from each school in the Region are attached. Survey results are considered accurate to within ±2.4% for the University of Waterloo, ±2.7% for Wilfrid Laurier University and ±4.1% for Conestoga College.

The cost for the Region’s share of this survey was approximately $11,500, and was funded from approved budget funds supporting the Regional Transportation Master Plan.
Residences of Students

- Overall, 16% of students currently live in a student residence. This number is higher among University of Waterloo and Wilfrid Laurier students.
- Students attending Conestoga and Mohawk Colleges are more likely to reside at their permanent residence during the school year.

![Bar chart showing residence preferences for different schools.]

Typically not surveyed in TTS

Student Transportation Profiles By School

Demographics:
- % WWB Post-Secondary Population: 36%
- Age: 71% aged 19-23; 28% aged 24+
- Current Residence: 79% Off Campus; 21% on Campus

Residence to Campus Trip:
- Departure Time: 51% at 8:00 or 9:00 am; 18% at 10:00 or 11:00 am
- Main Mode: 43% Local Transit; 32% Walk; 18% Car
- Average Travel Time: 21.6 minutes
- Trip Frequency: 74% 5 or more days/week; 24% 1 to 4 days/week

Campus to Residence Trip:
- Departure Time: 30% at 4:00 or 5:00 pm; 21% 1:00 to 3:00 pm; 34% 6:00pm or later
- Main Mode: 42% Local Transit; 34% Walk; 19% Car
- Average Travel Time: 25 minutes

With nearly 30,000 students, the University of Waterloo is the largest post-secondary institution in the WWB. This school relies heavily on local transit and convenient housing options for its students. Given that one-third of students leave school at 6pm or later, evening transit service is essential.
### Typical Student Transportation Profile By School

**Demographics:**
- % WWB Post-Secondary Population: 20%
- Age: 77% aged 19-23; 23% aged 24+
- Current Residence: 79% Off Campus; 21% on Campus

**Residence to Campus Trip:**
- Departure Time: 41% at 8:00 or 9:00 am; 21% at 10:00 or 11:00 am
- Main Mode: 48% Walk; 26% Car; 21% Local Transit
- Average Travel Time: 22.1 minutes
- Trip Frequency: 59% 5 or more days/week; 37% 1 to 4 days/week

**Campus to Residence Trip:**
- Departure Time: 30% 6:00pm or later; 26% at 4:00 or 5:00 pm; 24% 1:00 to 3:00 pm
- Main Mode: 49% Walk; 27% Car; 20% Local Transit
- Average Travel Time: 25 minutes

Wilfrid Laurier is the only post-secondary school in the WWB where students are most likely to walk as their main mode of transportation to/from school. However, more than one-quarter of the student base at this school drives to campus, making parking and traffic significant issues.

---

### Typical Student Transportation Profile By School

**Demographics:**
- % WWB Post-Secondary Population: 13%
- Age: 59% aged 19-23; 41% aged 24+
- Current Residence: 94% Off Campus; 6% on Campus

**Residence to Campus Trip:**
- Departure Time: 35% at 8:00 or 9:00 am; 24% at 6:00 or 7:00 am
- Main Mode: 59% Car; 30% Local Transit; 9% Walk
- Average Travel Time: 35.1 minutes
- Trip Frequency: 68% 5 or more days/week; 32% 1 to 4 days/week

**Campus to Residence Trip:**
- Departure Time: 39% at 4:00 or 5:00 pm; 37% 1:00 to 3:00 pm; 12% 6:00pm or later
- Main Mode: 61% Car; 29% Local Transit; 9% Walk
- Average Travel Time: 36.8 minutes

The average trip time is significantly higher for students at Conestoga College compared to other schools in the area, suggesting a need for improved accessibility via public transportation and/or more convenient housing options.
<table>
<thead>
<tr>
<th>Meeting date</th>
<th>Requestor</th>
<th>Request</th>
<th>Assigned Department</th>
<th>Anticipated Response Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Aug-11</td>
<td>P&amp;W</td>
<td>One year review of Report E-11-085 re: Parking on Bleams Road</td>
<td>Transportation and Environmental Services</td>
<td>27-Nov-2012</td>
</tr>
<tr>
<td>10-Jan-12</td>
<td>P&amp;W</td>
<td>Update report on proposed Source Protection Policies after GRCA Source Protection Committee public consultation is completed</td>
<td>Transportation and Environmental Services</td>
<td>November 2012</td>
</tr>
<tr>
<td>31-Jan-12</td>
<td>P&amp;W</td>
<td>That staff meet with representatives of the Canadian National Institute for the Blind and the Grand River Accessibility Advisory Committee to develop solutions for the visually- and hearing-impaired at all roundabouts and intersections in the Region of Waterloo.</td>
<td>Transportation and Environmental Services</td>
<td>Fall 2012</td>
</tr>
<tr>
<td>28-Feb-12</td>
<td>J. Brewer</td>
<td>Report regarding reducing the speed limit from 70 kilometers per hour (70 kms) on Can-Amera Parkway approaching the Roundabout at Conestoga Boulevard.</td>
<td>Transportation and Environmental Services</td>
<td>Fall 2012</td>
</tr>
<tr>
<td>28-Mar-12</td>
<td>D. Craig</td>
<td>Report on possible enhancements similar to what is proposed for Weber Street in Kitchener at the railway overpass for the Delta construction in Cambridge.</td>
<td>Transportation and Environmental Services</td>
<td>Fall 2012</td>
</tr>
<tr>
<td>28-Mar-12</td>
<td>Council</td>
<td>Staff to review the operation of the Homer Watson Boulevard/Block Line Road roundabout and report back to Council in 2013.</td>
<td>Transportation and Environmental Services</td>
<td>2013</td>
</tr>
<tr>
<td>08-May-12</td>
<td>P&amp;W</td>
<td>Report detailing the rationale for the Injury Crash Cost calculation used by staff in reports for roadway improvements. (E-12-045 page 48 authored by Frank Kosa)</td>
<td>Transportation and Environmental Services</td>
<td>27-Nov-2012</td>
</tr>
<tr>
<td>08-May-12</td>
<td>P&amp;W</td>
<td>Staff to review options for signalized vehicle lights and signalized pedestrian crosswalks in Roundabouts in the detailed design report prepared later in 2012 for Franklin Boulevard Improvements.</td>
<td>Transportation and Environmental Services</td>
<td>29-Jan-2013</td>
</tr>
<tr>
<td>Meeting date</td>
<td>Requestor</td>
<td>Request</td>
<td>Assigned Department</td>
<td>Anticipated Response Date</td>
</tr>
<tr>
<td>--------------</td>
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<td>-------------------------------------------------------------------------</td>
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<td>--------------------------</td>
</tr>
<tr>
<td>16-May-12</td>
<td>G. Lorentz</td>
<td>Through the Transportation Master Plan exercise, that staff review the feasibility of providing Grand River Transit for community events and festivals.</td>
<td>Transportation and Environmental Services</td>
<td>Fall 2012</td>
</tr>
<tr>
<td>29-May-12</td>
<td>P&amp;W</td>
<td>That the Sawmill Road and Northfield Drive Improvements project be referred back to staff to look at alternatives which include the following: relocating parking off of Sawmill Road; alternative multi-use trails or alternate cycling infrastructure on Flaxmill Drive; traffic calming and truck diversion for Sawmill Road; minimizing property impacts; and preserving the history and culture of the village.</td>
<td>Transportation and Environmental Services</td>
<td>11-Dec-2012</td>
</tr>
<tr>
<td>14-Aug-12</td>
<td>P&amp;W</td>
<td>Update report on the Regional Airport airline services.</td>
<td>Transportation and Environmental Services</td>
<td>6-Nov-2012</td>
</tr>
<tr>
<td>11-Sep-12</td>
<td>S. Strickland</td>
<td>Staff were requested to look into potential improvements at the King Street and University Avenue intersection due to the high pedestrian volumes during the school season and the increase of incidents there.</td>
<td>Transportation and Environmental Services</td>
<td>Feb-2013</td>
</tr>
<tr>
<td>11-Sep-12</td>
<td>C. Millar</td>
<td>Staff were requested to look at diverting transport truck traffic off Blair Road.</td>
<td>Transportation and Environmental Services</td>
<td>Feb-2013</td>
</tr>
</tbody>
</table>