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

2. DELEGATIONS

3. REPORTS – Public Health
   a) PH-12-012, Public Health 2011-2013 Accountability Agreement Proposed Performance Indicators and Targets
   b) PH-12-013, Quarterly Charged/Closed Food Premises Report
   c) PH-12-014, Local Public Health Bed Bug Efforts from One-Time Provincial Funding

4. INFORMATION/CORRESPONDENCE
   a) Memo: Positive Parenting in Waterloo Region: Exploring a Comprehensive Approach
   b) Memo: Ontario Works Caseload: March 2012
   c) Memo: EcoFest 2012
   d) Brochure: Psycho Social Advisory Committee Conference (Distributed separately)
5. OTHER BUSINESS
   a) Council Enquiries and Requests for Information Tracking List

6. NEXT MEETING – May 8, 2012

7. ADJOURN
TO: Chair Sean Strickland and Members of the Community Services Committee

DATE: April 17, 2012

FILE CODE: A24-04

SUBJECT: PUBLIC HEALTH 2011-2013 ACCOUNTABILITY AGREEMENT PROPOSED PERFORMANCE INDICATORS AND TARGETS

RECOMMENDATION:

THAT the Regional Municipality of Waterloo approve the 2011-2013 performance indicator targets, with two modifications from Region of Waterloo, as part of the Public Health Accountability Agreement with the Province of Ontario effective January 1, 2011 for a term of three years, as outlined in report PH-11-041 Public Health Budget Approval & Accountability Agreement, dated September 27, 2011.

SUMMARY:

The Ministry of Health and Long-Term Care provided performance targets for the indicators in the 2011-2013 Public Health Accountability Agreements that are common for all Boards of Health. They reflect provincial priorities for performance improvement in public health programs. Within the Accountability Agreement, steps have been outlined for a performance management strategy including performance variance reporting and submission of action plans by boards of health in the event of negative variance reports.

Region of Waterloo rationale for two revised 2013 health protection targets have been discussed with the Ministry of Health and Long Term Care. With the proposed modifications, it is our assessment that the targets are reasonable. Table 1 below summarizes the performance indicators and targets for approval.

Table 1. Summary Table Indicators and Targets 2012-2013

<table>
<thead>
<tr>
<th>Accountability Agreement Performance Indicator</th>
<th>Targets</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of high risk food premises inspected once every 4 months while in operation</td>
<td>100%</td>
</tr>
<tr>
<td>% of pools and public spas by class inspected while in operation</td>
<td>≥ 75%</td>
</tr>
<tr>
<td>% of high-risk Small Drinking Water Systems (SDWS) inspections completed for those that are due for re-inspection</td>
<td>100%</td>
</tr>
<tr>
<td>Time between health unit notification of a case of gonorrhoea and initiation of follow-up (measures the percentage of confirmed cases where initiation of follow-up occurred within 0-2 business days)</td>
<td>≥ 70%</td>
</tr>
<tr>
<td>Time between health unit notification of an Invasive Group A Streptococcal Disease (iGAS) case and initiation of follow-up (measures the percentage of confirmed cases where initiation of follow-up occurred on the same day lab confirmation of a positive case)</td>
<td>100%</td>
</tr>
</tbody>
</table>
ACCOUNTABILITY AGREEMENT

**Performance Indicator**

**Targets**

<table>
<thead>
<tr>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintain or improve current wastage rates</td>
<td>Maintain or improve current wastage rates</td>
</tr>
<tr>
<td>Maintain or improve current wastage rates</td>
<td>RoW PH proposed target: 90%</td>
</tr>
<tr>
<td>Maintain or improve current coverage rates</td>
<td>RoW PH proposed target: 60%</td>
</tr>
<tr>
<td>Maintain or improve current coverage rates</td>
<td>90%</td>
</tr>
<tr>
<td>Not set by Ministry</td>
<td>83.5%</td>
</tr>
<tr>
<td>≥90%</td>
<td>≥90%</td>
</tr>
<tr>
<td>Not set by Ministry</td>
<td>4,547</td>
</tr>
<tr>
<td>Not set by Ministry</td>
<td>26.9%</td>
</tr>
<tr>
<td>Intermediate</td>
<td>Advanced</td>
</tr>
</tbody>
</table>

Region of Waterloo Public Health is expecting confirmation of acceptance by the Ministry of Health and Long Term Care of the indicator targets included in this report. Formal acceptance by both the Ministries and the Board of Health will be reflected as a change to the Accountability Agreement.

**REPORT:**

In 2010, the province announced that effective January 1, 2011 Boards of Health in the province of Ontario would be expected to enter into agreements that identify the requirements for the accountability of the board of health and the management of the health unit. The Accountability Agreements for Public Health were designed to:

- Demonstrate to government the effective use of public funds – value for money;
- Demonstrate clear movement on government priorities;
- Demonstrate general compliance with Ontario Public Health (OPHS) and Organizational Standards; and
- Address public health unit specific performance issues.

The funding for mandatory and related programs is subject to the Public Health Accountability Agreement which sets out the obligations of the Ministries of Health and Long Term Care and Health Promotion and Sport, and the boards of health for a 3-year period (January 1, 2011 to December 31, 2013). The agreement updates existing Program-Based Grants Terms and Conditions to meet the government’s Transfer Payment Directive standards, and incorporates performance indicators and continuous quality improvement tools.

Pursuant to Report PH-11-041, *Public Health Budget Approval & Accountability Agreement*, dated September 27, 2011, the Regional Municipality of Waterloo entered into the Public Health Accountability Agreement with the Province of Ontario, effective January 1, 2011 for a term of three years. Across the Province, the Accountability Agreements have now been finalized.
Accountability Agreement performance indicators are common across all boards of health and reflect provincial priorities for performance improvement in health protection, promotion and prevention areas of public health programs. The initiation of performance target negotiations is part of the implementation of the government’s public health renewal agenda, and the performance framework for public health.

Fourteen performance indicators have been established with nine related to health protection (Table 2) and five related to health promotion (Table 3). Of these fourteen indicators, two have been deferred by the Ministry in terms of baselines and targets but are included as performance measures. In addition, for three health protection indicators, 2012 targets have not been provided by the Ministry as 2012 data are being monitored for future target-setting. All public health units in Ontario were provided with the same set of performance indicators and targets by the Ministries, recognizing that individual health units were able to request negotiation of targets.

Table 2. Health Protection Indicators, Provincial Comparators and Targets 2012-2013

<table>
<thead>
<tr>
<th>Accountability Agreement Performance Indicator</th>
<th>Comparators</th>
<th>Ministry-identified Targets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ontario</td>
<td>Ontario</td>
</tr>
<tr>
<td></td>
<td>Median</td>
<td>Range</td>
</tr>
<tr>
<td>1. % of high risk food premises inspected once every 4 months while in operation</td>
<td>82%</td>
<td>15% - 100%</td>
</tr>
<tr>
<td>2. % of pools and public spas by class inspected while in operation</td>
<td>73%</td>
<td>0% - 100%</td>
</tr>
<tr>
<td>3. % of high-risk Small Drinking Water Systems (SDWS) inspections completed for those that are due for re-inspection</td>
<td>cannot be established</td>
<td>cannot be established</td>
</tr>
<tr>
<td>4. Time between health unit notification of a case of gonorrhoea and initiation of follow-up (measures the percentage of confirmed cases where initiation of follow-up occurred within 0-2 business days)</td>
<td>80%</td>
<td>0% - 100%</td>
</tr>
<tr>
<td>5. Time between health unit notification of an Invasive Group A Streptococcal Disease (iGAS) case and initiation of follow-up (measures the percentage of confirmed cases where initiation of follow-up occurred on the same day lab confirmation of a positive case)</td>
<td>94%</td>
<td>3% - 100%</td>
</tr>
<tr>
<td>6. DEFERRED: % of known high risk personal services settings inspected annually</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>7a. % of vaccine wasted by vaccine type that is stored/administered by the public health unit (Human Papillomavirus (HPV))</td>
<td>0.1%</td>
<td>0.0% - 16.6%</td>
</tr>
<tr>
<td>7b. % of vaccine wasted by vaccine type that is stored/administered by the public health unit (influenza)</td>
<td>2.7%</td>
<td>To be confirmed</td>
</tr>
<tr>
<td>8. DEFERRED: % completion of reports related to vaccine wastage by vaccine type</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>
Public Health recommends the acceptance of the Ministry-identified 2012 targets for all of the health protection indicators. A request for revised 2013 health protection targets has been discussed with the MoHLTC for two indicators and is proposed as follows:

- **Indicator 9a: % of school-aged children who have completed immunizations for Hepatitis B** – Region of Waterloo proposes a 2013 target of 90% instead of the Ministry-identified target of 95%
  
  Rationale: A 95% coverage rate would be a significant increase (16% higher) in a short time period (less than two years). We propose working toward a 95% target, but over a longer time period in order to allow a reallocation of resources to activities that will lead to increased coverage. In the short-term, we suggest setting the 2013 target to 90% which is 7% higher than our highest coverage rate since 2008 and 12% higher than the 2010 coverage rate.

- **Indicator 9b: % of school-aged children who have completed immunizations for HPV** – Region of Waterloo proposes a 2013 target of 60% instead of the Ministry identified target of 90%
  
  Rationale: It would not be possible to achieve a 95% rate for HPV immunization in less than two years without a significant increase in resources allocated to school program immunization (i.e. staffing and health promotion particularly because there are some efforts that actively discourage this vaccine) at both the provincial and local level. An increased rate would also require a significant policy change by the province (i.e., lowering the age at which individuals are immunized, extending eligibility, expanding the program to males), or another significant intervention based on better practices. As such, we propose working to improve HPV immunization coverage rates over time and to set the 2013 Region of Waterloo initial target at 60% (an increase of 7% over our highest coverage rate achieved since program inception and an increase of 12% over the 2010 rate). This proposal considers that increases of any immunization coverage rate will need to be gradual unless there is a significant increase or realignment of resources.

<table>
<thead>
<tr>
<th>Accountability Agreement Performance Indicator</th>
<th>Comparators</th>
<th>Ministry-identified Targets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Ontario Median</strong></td>
<td><strong>Ontario Range</strong></td>
</tr>
<tr>
<td>that is stored/ administered by other health care providers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9a. % of school-aged children who have completed immunizations for Hepatitis B</td>
<td>80.3%</td>
<td>29.0% - 89.8%</td>
</tr>
<tr>
<td>9b. % of school-aged children who have completed immunizations for Human Papillomavirus (HPV)</td>
<td>52.0%</td>
<td>1.7% - 65.0%</td>
</tr>
<tr>
<td>9c. % of school-aged children who have completed immunizations for meningococcus</td>
<td>86.7%</td>
<td>52.5% - 93.8%</td>
</tr>
</tbody>
</table>
Table 3. Health Promotion Indicators, Provincial Comparators and Targets 2012-2013

<table>
<thead>
<tr>
<th>Accountability Agreement</th>
<th>Performance Indicator</th>
<th>Ontario Median</th>
<th>RoW PH Actual Baseline</th>
<th>Ministry-identified Targets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10. % of youth (ages 12-18) who have never smoked a whole cigarette</td>
<td>84.2%</td>
<td>81.8%</td>
<td>2012 results will be monitored for future target-setting</td>
</tr>
<tr>
<td></td>
<td>11. % of tobacco vendors in compliance with youth access legislation at the time of last inspection</td>
<td>94%</td>
<td>96%</td>
<td>≥90%</td>
</tr>
<tr>
<td></td>
<td>12. Fall-related emergency visits in older adults aged 65+ (rate per 100,000 per year)</td>
<td>6,020</td>
<td>4,640</td>
<td>2012 results will be monitored for future target-setting</td>
</tr>
<tr>
<td></td>
<td>13. % of population (19+) that exceeds the Low-Risk Drinking Guidelines</td>
<td>32.2%</td>
<td>27.5%</td>
<td>2012 results will be monitored for future target-setting</td>
</tr>
</tbody>
</table>

Public Health recommends the acceptance of the Ministry-identified 2012 and 2013 targets for the five health promotion indicators.

Development of additional Accountability Agreement performance indicators is expected over the course of 2012 and 2013 in areas related to:

- Physical activity
- Healthy eating and nutrition
- Child and reproductive health
- Comprehensive tobacco control; and
- Equity

Within the Accountability Agreement, steps have been outlined for a performance management strategy including performance variance reporting and submission of action plans by boards of health in the event of negative variance reports. Negative performance variants may include the inability to achieve targets and non-compliance with any aspect of the standards and regulations.

CORPORATE STRATEGIC PLAN:

Provincial funding for Public Health programs is tied to the Accountability Agreement and enables the delivery of programs and services which contribute to the following focus areas of the corporate strategic plan (2011-2013):

- Environmental Sustainability: Protect and enhance the environment.
- Growth Management and Prosperity: Manage growth to foster thriving and productive urban and rural communities.
- Healthy and Inclusive Communities: Foster healthy, safe, inclusive and caring communities.
- Service Excellence: Deliver excellent and responsive services that inspire public trust.
FINANCIAL IMPLICATIONS:

No additional funding or resources are being made available to health units by the provincial government. In order for the targets to be achieved within the existing base budget for Public Health, some resources will be re-directed to higher priority areas.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

NIL

ATTACHMENTS

NIL

PREPARED BY:  
Celina Sousa, Manager, Accreditation & Quality Initiatives
Anne Schlorff, Director, Central Resources

APPROVED BY:  
Dr. Liana Nolan, Commissioner/Medical Officer of Health
TO: Chair Sean Strickland and Members of the Community Services Committee

DATE: April 17, 2012

FILE CODE: P10-80

SUBJECT: QUARTERLY CHARGED/CLOSED FOOD PREMISES REPORT

RECOMMENDATION:

For information

SUMMARY:

This report is a summary of food premises enforcement activities conducted by Public Health Inspectors in the Health Protection and Investigation Division for the first quarter of 2012.

REPORT:

During the first quarter of 2012, three establishments were charged under the Health Protection and Promotion Act, Ontario Food Premises Regulation 562 (See Table 1: Food Safety Enforcement Activity).

Food premises charges and closures can be viewed on the Food Premises Inspection Reports website Enforcement Actions Page for a period up to 6 months from the date of the charge or closure. Every food premises charged has the right to a trial and every food premises ordered closed, under the Health Protection and Promotion Act, has the right to an appeal to the Health Services Appeal and Review Board.

CORPORATE STRATEGIC PLAN:

Health and Safe Communities: Support safe and caring communities that enhance all aspects of health.

FINANCIAL IMPLICATIONS:

NIL

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

NIL

ATTACHMENTS

Table 1: Food Safety Enforcement Activity

PREPARED BY: Chris Komorowski, Manager, Environmental Health

APPROVED BY: Dr. Liana Nolan, Commissioner/Medical Officer of Health
Table 1: Food Safety Enforcement Activity

<table>
<thead>
<tr>
<th>Name of Establishment</th>
<th>Date of Charges or Closure</th>
<th>Charges or Closure</th>
<th>Total Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seoul Soul</td>
<td>Provincial Offences Notice issued for an infraction observed on February 14, 2012</td>
<td>Maintain hazardous foods at internal temperature between 5 Celsius and 60 Celsius ($460)</td>
<td>$460</td>
</tr>
<tr>
<td>20- 170 University Avenue West Waterloo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dragon Court</td>
<td>Provincial Offences Notice issued for an infraction observed on March 27, 2012</td>
<td>Fail to store food on racks or shelves ($60)</td>
<td>$60</td>
</tr>
<tr>
<td>34 King Street South Waterloo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lee’s Breakfast and Casual Dining</td>
<td>Provincial Offences Notice issued for infractions observed on March 21, 2012</td>
<td>Operator fail to ensure equipment surface sanitized as necessary ($60)</td>
<td>$60</td>
</tr>
<tr>
<td>2890 Victoria Street North Breslau</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
REGION OF WATERLOO
PUBLIC HEALTH
Health Protection and Investigation

TO: Chair Sean Strickland and Members of the Community Services Committee
DATE: April 17, 2012
FILE CODE: P07-20
SUBJECT: LOCAL PUBLIC HEALTH BED BUG EFFORTS FROM ONE-TIME PROVINCIAL FUNDING

RECOMMENDATION:

For information.

SUMMARY:

In April 2011, one-time funding was provided by the Ontario Ministry of Health and Long-Term Care through the Bed Bug Support Fund to develop and implement educational and supportive initiatives across all health units in Ontario, including in Waterloo Region. Public Health organized an advisory committee, named the Bed Bug Umbrella Group (B.BUG), to coordinate planning and implementation of local initiatives. Members of this committee included representatives from Region of Waterloo Social Services, Region of Waterloo Planning, Housing and Community Services (Housing Division), By-law enforcement from local municipalities, private and non-profit housing providers, and staff from local caregiver and support agencies.

The educational strategy included:
- Two large-scale training events
- A multi-channel bed bug campaign blitz in February 2012

The supportive strategy focused on:
- Providing tangible support items and services to vulnerable groups in the community who are most at-risk for acquiring bed bug infestations, or have the least capacity to deal with an infestation should they encounter one.

Public Health used a facilitating and capacity-building approach for this one-time funding in order to increase the self-sufficiency of housing providers and organizations to prevent and manage bed bug infestations beyond the funding end date of March 31, 2012, pursuant to Report PH-11-028, dated June 7, 2011.

REPORT:

Introduction

In April 2011, the Ontario Ministry of Health and Long-term Care granted $173,552.00 in the form of one-time funds to be used by March 31, 2012 to Region of Waterloo Public Health to mobilize and coordinate local efforts against bed bugs. The two main strategies of these efforts were: (1) education and outreach, and (2) practical supports to vulnerable groups.
A Bed Bug Advisory Committee, named the Bed Bug Umbrella Group (B.BUG), was organized to develop, implement, and monitor these strategies. Members included representatives from Region of Waterloo Planning, Housing and Community Services (Housing Division), Region of Waterloo Social Services, By-law enforcement from local municipalities, private and non-profit housing providers, and local caregiver and support agencies. Using a facilitating and capacity-building approach, Public Health collaborated with these community partners to increase their self-sufficiency to prevent and manage bed bug infestations beyond the funding end date of March 31, 2012.

Education & Outreach

Education and outreach efforts were targeted towards individuals most at-risk for acquiring bed bug infestations, as well as those with the least capacity to successfully eradicate a bed bug infestation, should they encounter one. Such individuals include: people living in poverty, the under-housed or homeless, people with mental health or addictions challenges, people with physical disabilities, people who are new to Canada, and frail elderly. Organizations and people who work directly with these vulnerable groups were also identified as a key target group for education and outreach as they are in position to reach out to these individuals regarding socially sensitive issues such as bed bugs.

Over the course of the funding, B.BUG hosted two large-scale training events. The combined attendance of both training events was 379. The first, a Bed Bug Summit, was held on October 6, 2011 at the Holiday Inn, Kitchener. This event was targeted towards local organizational leaders and management who could encounter issues of bed bugs directly or indirectly through the nature of their work. The summit’s goals were to: raise awareness about proper bed bug prevention, identification and control practices; enlist support and interest from key stakeholders; build agreement and collaboration amongst stakeholders as to respective roles and responsibilities; and to create opportunities for media engagement and coverage. The event featured a variety of provincial and local bed bug experts and included such topics as: bed bug biology, treatment options, legal implications and integrated pest management. Based on the results of a before-and-after survey technique, on average, bed bug prevention knowledge was increased by 123%, bed bug identification knowledge was increased by 60%, and bed bug control knowledge was increased by 69%.

A second training event was held on February 3, 2012 for frontline workers, volunteers and direct service providers. Many of the organizational leaders and management who attended the first training event in October sent their staff to the second training event. The topics covered in this training event were similar to the first one, but were more hands-on and interactive. Survey results indicate that the training was instructive for participants: 97% agreed or strongly agreed that the workshop improved their knowledge on bed bugs, and 98% agreed or strongly agreed that the training would assist them in providing information and support to their clients or tenants.

Several smaller-scale presentations were facilitated throughout the region over the past year to reach target groups. A bed bug presentation was facilitated at the annual Public Health Long-term Care Forum and annual Public Health Child Care Forum in fall 2011 to reach operators and staff working in these sectors. B.BUG also partnered with the region-wide Hoarding Work Group to provide a bed bug booth at their Hoarding Workshop in November 2011. Individual presentations were facilitated with a number of caregiver agencies including: Women’s Crisis Services of Waterloo Region, The Working Centre, Ray of Hope, The KW Multicultural Centre, and The Kitchener Downtown Community Health Centre.

B.BUG also organized a bed bug campaign blitz in February 2012 to provide further education to target groups, as well as the general public. The goals of the campaign blitz were to: encourage local residents to learn more about bed bug prevention, identification and control by visiting the
provincial bed bug website, [www.bedbugsinfo.ca](http://www.bedbugsinfo.ca); dispel bed bugs myths; and breakdown social stigma. The campaign featured interior and exterior bus ads, radio ads, newspaper ads, and posters in local organizations and community centres. During this time bed bug brochures were distributed to all Ontario Works (OW) clients via their February support cheque, as well to every elementary school student from the Public and Catholic School Boards. Bed bug fact sheets were printed in the top 7 languages for translation in Waterloo Region and provided to the KW Multicultural Centre and Reception House to pass onto their clients.

Beginning in January 2012, the Ministry of Health and Long-term Care provided monthly website statistics to Region of Waterloo Public Health which helped staff assess the impact of the February 2012 bed bug campaign blitz, since the main goal of the campaign was to encourage local residents to visit the website and learn more about bed bugs. In January 2012 Kitchener ranked 5th in Ontario for number of hits to the provincial website. At the end of February Kitchener moved into 2nd place behind Toronto with the most number of hits.

**Support for Vulnerable Groups**

In addition to providing information to targeted vulnerable groups, and in recognition that a lack of knowledge is not the principal or only barrier preventing these groups from controlling bed bugs, a number of tangible bed bug supports were also implemented to help vulnerable groups control bed bugs infestations. To disseminate these items to the community B.BUG partnered with the Bed BugAid. The Bed BugAid is a local social enterprise born out of the Paulander Community Centre with support from Mosaic Counselling and Family Services. They were formed in fall of 2010 to provide unit preparation services to residents of the Paulander community who were facing challenges with bed bug extermination. These challenges were mainly due to improper unit preparation before the application of treatment. Proper unit preparation is a key piece in Integrated Pest Management (IPM) and paramount to the successful eradication of bed bugs.

Using funds from the one-time provincial bed bug support fund, B.BUG was able to enhance and expand the efforts of the Bed BugAid to reach a greater population and to conduct their work with increased effectiveness and efficiency. To do this B.BUG purchased new equipment for the Bed BugAid to utilize when performing unit preparations, such as an industrial vacuum and steamer. They also supplied them with various products such as cleaning supplies, bed bug traps and specialized bed bug proof mattress encasements to support and maximize their efforts. The funding also allowed B.BUG to pay for unit preparation hours that vulnerable groups can access if they are having difficulty properly preparing their unit for treatment. The Bed BugAid works on a case by case basis to determine the services and products that would be most helpful to the client at hand. Services include: unit preparation, laundering bed bug infested items, the provision of bed bug proof mattress encasements and the provision of unit preparation kits. Working through Bed BugAid, support for vulnerable groups can be sustained beyond the funding end date, and it also creates a centralized access point, which will provide easy access to services and support for vulnerable groups.

To assist in the navigation of bed bug related services and sources of information and support in the community, B.BUG also compiled a Waterloo Region Bed Bug Resource Directory. This directory provides general information about bed bugs and the steps required to eradicate them, as well as related organizations, phone numbers and websites that can provide informational and tangible supports for dealing with issues of bed bugs.

**Surveillance**

Although surveillance methods are improving in Waterloo Region, no one source can paint the whole picture of bed bugs; multiple sources must be pieced together to create an estimate. Data
that has been obtained confirms that bed bugs are affecting residents of Waterloo Region, but that these infestations are not numerous or out of control. In comparison to the anecdotal reports from Toronto and Hamilton, Waterloo Region is currently not experiencing the bed bug issue to the same degree.

In February 2011 Region of Waterloo Public Health conducted a brief phone survey with local pest control companies to assess the prevalence’s of bed bug related treatment services performed at residences in Waterloo Region. A similar phone survey was conducted with the same pest control companies in February 2012 to determine if these trends were changing. Overall results indicate that bed bug calls for service are staying the same within Waterloo Region, as compared to a year ago. According to these providers, most bed bug calls for service remain in residential rental settings.

Monitoring of bed bug related calls to Region of Waterloo Public Health and Waterloo Region Housing (WRH) was strengthened to assess bed bug trends in the region. Since April 2010, calls/walk-ins to the Public Health Inspector’s Phone Line/Desk averaged 6 calls/walk-ins per month. WRH received, on average, 9 calls per month related to bed bugs. Pest control treatment coordinations range from 4-18, with an average of 9 treatment coordinations per month. This data demonstrates a relatively consistent trend in bed bug related calls and pest control treatment coordinations over the past two years.

Furthermore, in a recent survey to 28 community partners including 19 local housing providers, 4 municipal property standards offices, 5 local pest control companies, 57% perceived bed bug infestations as “staying the same” since January 2011, 29% perceived infestation as “decreasing” since January 2011 and 14% perceived them as “increasing” since January 2011. These figures are consistent with other implemented surveillance measures, which also indicate that bed bug infestations have remained relatively consistent over the past year.

**Next Steps**

In mid-March 2012, members of B.BUG were invited to participate in a focus group to share their experiences being part of the committee, describe the impact this involvement had on their organization, and share recommendations for the succession of B.BUG, looking specifically at remaining gaps for education and support to the community.

Results indicate that B.BUG members found great value in being part of the committee, and that their involvement had a positive impact on their organization’s bed bug strategy. Members felt that their participation strengthened their knowledge of bed bugs and bed bug control strategies, as well as their response to the bed bug incidents. They appreciated the ability to network with other people and organizations, noting specifically the value of having multiple perspectives from various sectors (i.e. government, private sector, non-profit) working collaboratively together to achieve a common goal.

In terms of remaining gaps, members identified certain sub-groups that could benefit from additional bed bug education including: private and public sector landlords, students, travellers, first responders and people with mental health challenges. They also noted that further efforts to reduce social stigma associated with bed bugs should be considered.

Plans for the succession of B.BUG received mixed reviews amongst members participating in the focus groups. While some members felt it was important to continue nurturing the relationships established through the committee, others expressed ambiguity around the goals and purpose of the group without funding to drive new initiatives. As a compromise, Public Health proposed scheduling quarterly meetings in 2012 to continue to nurture cross-sector relationships, and sustain an open space to discuss and problem-solve bed bug related issues in Waterloo Region. Committee
members approved a decision to have meetings facilitated by the Health Hazard Manager in Public Health for 2012.

CORPORATE STRATEGIC PLAN:

- Focus Area #4: Healthy and Inclusive Communities: Foster healthy, safe, inclusive and caring communities
- Focus Area #5: Service Excellence: Deliver excellent and responsive services that inspire public trust

FINANCIAL IMPLICATIONS:

The Bed Bug Project was funded 100% by the Ontario Ministry of Health and Long-term Care (MOHLTC) through the Provincial Bed Bug Support Fund. The total allocation of $173,552.00 covered related expenditures until March 31, 2012. The MOHLTC clearly indicated that funding provided to this project was one-time and will not be available for renewal. Therefore, Public Health has made every effort to build the capacity of community partners and residents to sustain initiatives beyond the funding end date.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Region of Waterloo, Social Services Department
Region of Waterloo, Planning, Housing & Community Services Department

ATTACHMENTS

NIL

PREPARED BY: Sarah Ames, Public Health Planner

APPROVED BY: Dr. Liana Nolan, Commissioner/Medical Officer of Health
REGION OF WATERLOO
PLANNING, HOUSING and COMMUNITY SERVICES
Community Planning

TO: Chair Sean Strickland and Members of the Community Services Committee
DATE: April 17, 2012
FILE CODE: DO4-70/MACTON/DO4-70/TOWNLINE

SUBJECT: REGIONAL FOREST MANAGEMENT PLAN - OPERATING MANAGEMENT PLANS FOR MACTON AND TOWNLINE [ESPA10] REGIONAL FORESTS

RECOMMENDATION:

THAT the Regional Municipality of Waterloo approve the Operating Management Plans for Macton Regional Forest and Townline Regional Forest, attached to Report P-12-050, dated April 17, 2012.

SUMMARY:

The Regional Forest Management Plan approved by Regional Council in July, 2006 (Report P-06-082) articulates the broad goals, objectives, and philosophy for the management of sixteen woodlands owned by the Region of Waterloo for a period of twenty years, 2007-2026. It also discusses relevant forest management and property management issues which need to be addressed over the term of the plan. Within that overarching framework, Operating Management Plans address specific management activities to be undertaken on individual forest properties over a five-year time frame that are consistent with the broader goals of the twenty-year Regional Forest Management Plan. On May 10, 2006, Council approved the first such Operating and Management Plan for the Hilborn Regional Forest for the period 2006-10. Since that time, a number of operating management plans have been completed and implemented. The remaining plans are being prepared and submitted for approval based on necessity (i.e., usage and forest health).

At this time, the plans for two of the Regional Forests, Macton Regional Forest in Wellesley Township and Townline Regional Forest in Wilmot Township are now submitted for Council’s consideration.

The two Operating Management Plans were reviewed with the Ecological and Environmental Advisory Committee (EEAC) on January 31, 2012 and the Townline Operating Management Plan was reviewed with the Laurel Creek Headwaters Environmentally Sensitive Landscape Public Liaison Committee on March 22, 2012.

REPORT:

Management of the Regional Forests

The Regional Forest Management Plan approved by Regional Council in July, 2006 (Report P-06-082) provides the broad framework for the management of sixteen woodlands owned by the Region of Waterloo. These comprise eleven Regional Forests, woodlands on the Waterloo, Cambridge, and closed Kitchener Landfills, and the woodlands behind the Operations Centre and Doon Heritage Crossroads.

Consistent with other forest management plans, the Regional Forest Management Plan covers a period of twenty years, 2007-2026. It sets out the broad goals, objectives, and philosophy for the management of the Region’s forests. It also discusses relevant forest management and property
management issues which need to be addressed over the term of the plan. Some of the pressing forest management issues include converting conifer plantations to native hardwoods and regenerating oak-dominated woodlands. Major property management issues include improving forest infrastructure (e.g., gates, parking lots, trails), boundary marking, signage, and encroachments. In addition, issues arising from extensive mountain biking in the Petersburg Tract are also addressed.

As is typical with forest management plans of this type, actual forestry and property management operations are broken down into more detailed five-year Operating and Management Plans for each woodland. On May 10, 2006, Council approved the first such Operating and Management Plan for the Hilborn Regional Forest for the period 2006-10. Since that time, a number of operating management plans have been completed and implemented. The remaining plans are being prepared and submitted for approval on a prioritized basis.

This report deals with the proposed Operating Management Plans for two of the Regional Forests, namely Townline Regional Forest, located in Wilmot Township and Macton Regional Forest, located in Wellesley Township (Figure 1).

Macton and Townline Regional Forests

While some of the Regional Forest properties are well known and heavily used by recreational users such as hikers and mountain bikers, others such as Townline and Macton are less well known, and in fact offer fewer recreational opportunities due to their limited size. Nonetheless, in the increasingly urbanized setting of the Region of Waterloo, it is important to allow residents and visitors opportunities to visit places dominated by natural vegetation and processes. The proposed Operating Plans for Townline and Macton Regional Forest will increase the exposure of these properties through proper signage and places to park vehicles in order to encourage visitors to spend some time in a forested setting.

Forest Descriptions

Townline Regional Forest is a small (~6 ha) tract located at the southwest corner of The Wilmot Line and Cedar Grove Road in Wilmot Township near Sunfish Lake. It is part of the Sunfish Lake Environmentally Sensitive Policy Area (ESPA 10) and is located in the Laurel Creek Headwaters Environmentally Sensitive Landscape. This property was acquired by Waterloo County in 1951, and eventually became one of the forest properties managed by the Ontario Ministry of Natural Resources under the Agreement Forest Program until that program was phased out in the late 1990s and management was taken over by the Region.

Located on the Waterloo Sandhills and outwash plains, Townline Regional Forest has fine sandy loam to sandy loam and loam soils and the vegetation consists primarily of conifer plantation in the north and mixed hardwoods to the south. A number of large Yellow Birch (Betula alleghaniensis) is growing along the stream valley along with an understorey of various ferns and fungi. There are also several small groups of Eastern Hemlock (Tsuga canadensis) located in the eastern part of the site.

Macton Regional Forest is located in the Township of Wellesley, south of Line 86 and is 21.5 hectares in size. Macton is one of the few Regional Forests that is not associated with an ESPA. The primary reason for its acquisition and subsequent planting in 1945 was to serve as a windbreak and protection from the heavy snow drifts that occurred on Manser Road.

Essentially, Macton Regional Forest is undeveloped, and there is no official entry point and there are no official trails. Macton Regional forest is a long narrow forest in which the predominant species are White Spruce (Picea glauca) and White Pine (Pinus strobus). The forest is bounded by an open field to the east which is currently being used for cropping by a local farmer. In addition to the agricultural use, there are several beehives located in a small clearing on the east side of the forest.
Both the cropping and the beehives are subject to unofficial agreements which have been in place for at least 15 years with two local residents.

Forest and Property Management

In order to maintain an ecologically healthy forest that provides opportunities for passive recreational activities, management activities will focus on allowing the dominant tree species, understory layers (trees and shrubs), and ground vegetation in both Townline and Macton Regional Forests to develop into a healthy condition. In order to achieve this, removal of some poor quality trees will have to occur along with control of invasive non-native trees, shrubs and ground vegetation to allow the appropriate native species to regenerate and develop.

The Operating Plans spell out specific actions for managing the forests over the coming five years. As is the case with most Regional Forests, there is no intent to use the properties for commercial timber harvesting activities. Instead, the emphasis is on maintaining and/or improving the ecological characteristics of the properties and to enable a variety of passive recreational uses including bird-watching, hiking and dog walking. The properties are too small to be of much interest for pursuits such as mountain biking.

The focus of forest management in conifer plantations is to facilitate or accelerate the natural successional process of conversion of conifer plantations to native hardwoods by partial removal of individual trees or small groups of conifers to enable the release of young hardwood trees currently located under the conifer overstory.

Property management includes proper demarcation of property boundaries to discourage trespassing onto neighboring properties. Ensuring suitable pull-off or parking facilities for a few vehicles will enhance traffic and visitor safety and convenience. Appropriately placed barrier gates discourage unauthorized vehicular access and rubbish dumping on the property. Placing information kiosks and site maps at other Regional Forests in recent years has increased the visibility and profile of Regional Forests and resulted in increased visitation, especially to less prominent tracts.

While increased visitation may lead to greater pressure on the forest environment, including the possibility of increased litter and vandalism, these situations will be monitored and promptly addressed on an ongoing basis as is the case at all Regional Forests. It has been staff’s experience, however, that well-used forest tracts experience relatively little littering because visitors often pick up litter they encounter along the trails.

All management activities in the Regional Forests must be sensitive to the ongoing use by the public and the maintenance and enhancement of aesthetic values within the urban context. Use by visitors is always a concern during any forestry activities and all appropriate precautions will be taken, including signage, blocking of trails and potentially closing the forest to the public entirely for the duration of management activities. It is of course, also understood, that the management activity itself may be of some interest to residents, and will possibly have the effect of drawing visitors to observe what is going on. This may be an opportunity for some further education regarding forest management.

Members of the public often react when they hear tree cutting in woodlands, and especially Regional Forests. It has been the Region’s practice throughout the implementation of operating plans to notify neighbouring landowners of the proposed actions and also to post notices at the entrances to the forests to inform visitors of impending forestry activities. The public are given staff contact information, and are also invited to a tour of the forest where Regional staff explain the scientific rationale for management activities. Such efforts have been well received in the past.
Additional Considerations

During the review of the Operating Management Plan for Macton Regional Forest, a concern was raised by the Ecological and Environmental Advisory Committee regarding the use of Macton Regional Forest by the general public if trails are established in the vicinity of the existing beehives, as well as the issue of the public crossing the farmed field. In both cases, the use goes back several decades and has been permitted over the years under informal “handshake agreements” made at the time the property was managed under the Agreement Forest Program. The open strip of land immediately adjacent to Manser Road (Regional Road 5) has been farmed with annual crops such as corn, alfalfa and wheat. The original intent for this was to maintain an open area allowing for the storage of snow that results on the lee side of the windbreak. In the case of the beehives, at the time of the original request by the adjacent resident it was the opinion of the MNR forester looking after the Agreement Forest that there was little consequence in allowing the beekeeper a sheltered location for his hives, as the property was not of much interest to the general public as a place to visit.

Prior to any implementation of the operating plans, it will be necessary to review the informal agreements and to examine the options that might be available to either formalize the agreements or to end them and in the case of the farming operation perhaps to seek alternative management options that would ensure that snow storage does not occur in such a manner as to create a safety hazard on the adjoining stretch of Manser Road. Planning staff are reviewing the issue with Legal staff to come to a resolution that will be satisfactory to all parties involved. Planning staff are also reviewing the matter with Transportation Operations staff regarding the requirements and possible means to maintain the open strip adjacent to Manser Road.

Conclusion

The detailed implementation of the Regional Forest Management Plan has benefited from ongoing input from the Ecological and Environmental Advisory Committee. At the January 31, 2012 meeting EEAC endorsed the technical aspects of the Operating Management Plans for the Townline and Macton Regional Forests. The Townline Operating Management Plan was also reviewed with the Laurel Creek Headwaters Environmentally Sensitive Landscape Public Liaison Committee as it is located within the Laurel Creek Headwaters ESL.

Attached are the draft operating management plans for the Macton and Townline Regional Forests.

Area Municipal Consultation/Coordination:

Staff liaise with Township staff as required with regard to the ongoing management of the Regional Forests. Prior to any planned activities, notice will be circulated to neighbours including the appropriate township and an invitation extended to an on-site information session where the management rationale and scope of activities will be presented.

CORPORATE STRATEGIC PLAN:

The approval and implementation of Operating Management Plans fulfills Action 1.5.2 to “complete operating plans for all Regional Forests.” Plans for additional woodland ones will be forthcoming.

FINANCIAL IMPLICATIONS:

Management of the Regional Forests is funded from the Regional Forest operating budget approved within the Planning, Housing, and Community Services budget. Where cut timber is saleable, modest revenues are generated which help defray management costs. Revenue generation is not, however, a priority objective for the management of the Regional Forests.
OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Legal staff is advising with regard to the implications of formalizing the current “handshake” agreements with adjacent residents of the Macton Regional Forest. Transportation Operations staff will be asked for guidance regarding the requirements and possible means to maintain the open strip between the treed area and Manser Road.

ATTACHMENTS:

Attachment 1 - General Location of the Macton and Townline Regional Forests

Attachment 2 - Region of Waterloo Regional Forest Management Plan: Macton Regional Forest—Operating Management Plan 2012-2016

Attachment 3 - Region of Waterloo Regional Forest Management Plan: Townline Regional Forest—Operating Management Plan 2012-2016

PREPARED BY: Albert Hovingh, Principal Planner, Environmental & Stewardship Planning

APPROVED BY: Graham Vincent, Acting Commissioner of Planning, Housing and Community Services
Attachment 1 - General Location of the Macton and Townline Regional Forests

Figure 1. General Location of the Macton and Townline Regional Forests
ATTACHMENT 2 - Region of Waterloo Regional Forest Management Plan

Macton Regional Forest—Operating Management Plan 2012-2016

1. Introduction and background

This operating plan presents goals and objectives for the management of the Macton Regional Forest and a series of actions designed to achieve them over the period 2012-2016. The management goals and objectives for this forest have been derived from the Management Goals and objectives of the RFMP.

The stated goal for the management of the Regional Forests is:

To conserve, enhance, and where feasible, restore woodland ecosystems to reflect the native biodiversity of the respective parts of the Region of Waterloo in which the Regional Forest tracts are located while at the same time accommodating appropriate recreational, educational, social activities which do not jeopardize the health or sustainability of the forests.

(Region of Waterloo, Regional Forest Management Plan: Overview and Approach, August 2006)

Macton Regional Forest is located in the Township of Wellesley, south of Line 86 (Figure 1). The property is on the west side of Manser Road, north of Linwood and there is a rough pull-off just south of the bridge located at the approximate mid-point of the property. At the northern edge of Macton Regional Forest there is a larger cleared area, which is not Regionally-owned.

There are no environmentally significant features found at Macton Regional Forest. The main purpose of this forest tract was to serve as a winter windbreak for Manser Road, which is also the reason for the agricultural field located between the forest proper and Manser Road.

2. General Forest Description

The size of the Macton Regional Forest is 21.5 hectares. Macton is one of the few Regional Forests that is not associated with an ESPA and the primary reason for its acquisition in 1945 was to serve as a windbreak and protection from the heavy snow drifts that occurred on Manser Road.

Essentially, Macton Regional Forest is undeveloped, and there is no official entry point and there are no official trails. Macton Regional forest is a long narrow forest bounded by an open field to the east. The field is currently being used for cropping by a local farmer. There are several beehives located in a small clearing on the east side of the forest. Both the cropping and the beehives are subject to unofficial agreements which have been in place for at least 15 years with two local residents.

Hunters occasionally use the tract, most commonly while hunting on adjacent farm fields.

2.1 Site conditions

Located on the till plains in the Conestogo Eco-Region, the soils are mostly silty clays. There is a small creek/drain which bisects the property into north and south components, and the site is generally well drained.
3. **History and Recent Management Activities**

Macton Regional forest was established by planting primarily as a White Spruce (*Picea glauca*) and White Pine (*Pinus strobus*) plantation. The southern part of the property was planted in 1945 and the northern component was planted in 1965. Since the time of establishment, little management activity has been undertaken on this property other than some white pine pruning on select trees, and some removals of edge trees that were leaning into the agricultural field.

4. **Goals and Objectives for Macton Regional Forest**

**General Management Goals**

Stand thinning and tending to improve general tree/stand health is required. The conifer plantation will be allowed to convert to a hardwood stand type over time, although this may reduce the ability of this forest to function as windbreak.

**4.1 Forest Management Objectives**

Macton Regional Forest has no environmentally significant features as such and management activities will focus primarily on maintaining and improving the health and vigor of the trees and the forest. Although its usefulness as a windbreak for Manser Road is less important now than at the time of establishment, forest management activities will be conducted in such a way to ensure that this is still one of the outcomes.

Although the property is not large, the establishment of a short loop trail will provide some opportunities for passive recreation and signage can be used to provide some information about the origin of this forest as a “living snow fence.”

**4.1.1 Stand Descriptions, Management Objectives and Silvicultural Activities**

Common buckthorn (*Rhamnus cathartica*) is present in a number of locations in the understory of Macton Regional Forest and if left uncontrolled will continue to spread throughout the area. This aggressive alien shrub should be cut, preferably in July or early August, and the stumps sprayed with a systemic herbicide such as Roundup which is readily translocated to the root system. Follow-up treatments will likely be required due to the hardiness of this plant and its ability to re-sprout vigorously from the roots. Alternative actions include the use of direct stem application or injection with an appropriate silvicide such as Garlon, as well as the use of mechanical means such as “tree wrenches” which are able to uproot trees up to 5 cm in diameter at the base.

The southernmost part of the property comprises a very dense plantation that will benefit from a thinning, which is to be focused on the removal of non-native trees such as Scots pine that readily regenerate beneath an open to moderately dense forest canopy. Thinning will also be conducted in a manner that will favour regenerating native hardwoods in order to increase the biodiversity of the forest while maintaining a suitable component of conifers to provide ongoing windbreak benefits to Manser Road.

There are several areas where White and Green Ash (*Fraxinus Americana; F. pennsylvanica*), and Norway Spruce (*Picea abies*) have regenerated and become established in former openings. Poor quality ash trees will be removed in favour of more desirable species where possible, as the possibility that these trees will fall prey to the Emerald Ash Borer within the next five years. Although Norway Spruce is not a native species, it is growing very well on this site and makes a major contribution to the windbreak effect. If these trees are not interfering with the growth of more desirable hardwood species, they may be left to attain greater size and perhaps can be sold as sawlogs in the future.
While thinning is a definite requirement in the southern part of the plantation, it will also benefit the entire forest to improve spacing and thereby increase the availability of light, moisture and nutrients to the remaining trees. There is a wide range in the size and quality of trees that would be cut during thinning, however, at this time, there may be some small sawlogs produced that can be sold to local sawmills and there will also be a substantial amount of wood that would be suitable for slicing or chipping for use in agricultural (bedding and ground cover) or horticultural (mulch) applications.

During the late 1980s, some White Pine crop trees were selected and thinned and could possibly benefit from some additional pruning to facilitate the production of knot free wood in butt logs. This action will depend on finding individual trees of suitable quality to make the effort worthwhile.

### 4.2 Property Management

A proper entrance will be constructed at the location of the current access point south of the stream at the approximate north-south midpoint of the property to encourage potential visitors to the property. A small pull-off/parking area will be established along with an information kiosk complete with map and Regional Forest usage rules. While hunting is currently not actively discouraged, new signage will indicate that the property is no longer to be used for hunting purposes.

A loop trail that traverses the majority of the forest area will be established that is similar to the trails in other Regional Forest properties, namely it will be a low profile footpath with no attempt at surfacing other than bare forest floor. The intent of the footpath will be to provide access throughout the property for inspection purposes and passive recreational use.

One additional factor that will require consideration in the implementation of the Operating Management Plan for Macton Regional Forest, involves the use of parts of the property by adjacent landowners. This usage goes back several decades and has been permitted over the years under informal “handshake agreements” made at the time the property was managed under the Agreement Forest Program.

In the first instance, the open strip of land immediately adjacent to Manser Road (Regional Road 5) has been farmed with annual crops such as corn, alfalfa and wheat. The original intent for this was to create an open area for the storage of snow that results on the lee side of the windbreak.

In the second case, another neighbour was permitted to keep beehives within a small clearing just inside of the forest itself, with the bees using nearby farm fields pollinating plants and producing honey for the use and possible sale of the beekeeper.

Prior to implementation of the operating plan, it will be necessary to review these informal agreements and to examine options that might be available to either formalize the agreements or to end them and in the case of the farming operation perhaps to seek alternative management options that would ensure that snow storage does not occur in such a manner as to create a safety hazard on Manser Road.

This management plan has been prepared and submitted by:

Albert Hovingh, RPF  
Region of Waterloo  
Principal Planner (Environmental and Stewardship Planning)  
email: AHovingh@regionofwaterloo.ca
ATTACHMENT 2 - Region of Waterloo Regional Forest Management Plan

Townline Regional Forest—Operating Management Plan 2012-2016

1. Introduction and background

This operating plan presents goals and objectives for the management of the Townline RF and a series of actions designed to achieve them over the period 2012-2016. The management goals and objectives for this forest have been derived from the Management Goals and objectives of the RFMP.

The stated goal for the management of the Regional Forests is:

To conserve, enhance, and where feasible, restore woodland ecosystems to reflect the native biodiversity of the respective parts of the Region of Waterloo in which the Regional Forest tracts are located while at the same time accommodating appropriate recreational, educational, social activities which do not jeopardize the health or sustainability of the forests.

(Region of Waterloo, Regional Forest Management Plan: Overview and Approach, August 2006)

Townline Regional Forest is a small (~6 ha) tract located in Wilmot Township near Sunfish Lake and is part of ESPA 10 (Sunfish Lake ESPA) and the Laurel Creek Headwaters Environmentally Sensitive Landscape (Figure 1). This property was acquired by the then Waterloo County in 1951 and eventually became one of the forest properties managed by the Ontario Ministry of Natural Resources under the Agreement Forest Program.

The property was well used in the past but is now somewhat disused in part due to the fact that it is not well signed and by its limited access and very limited trail system which is little more that 300 metres in length. Access is by means of a small pull-off lot on Cedar Grove Road, and there is a short trail that runs north to south across the width of the property. A small stream runs from north to south through a small but significant valley in the centre of the tract.

The intent of the forest management plan for Townline Regional Forest is to maintain its ecological characteristics, to speed the conversion of the conifer plantation to native hardwoods and to improve the accessibility and utility for passive recreational use.

2. General Forest Description

2.1 Site conditions

Located on the Waterloo Sandhills and outwash plains, the property has fine sandy loam to sandy loam and loam soils. The vegetation comprises primarily of conifer plantation on the northern extent with mixed hardwoods in the southern portion. A number of large yellow birch (Betula alleghaniensis) found in the vicinity of the stream valley as well as a variety of ferns and fungi. There are also several small groups of Eastern Hemlock (Tsuga canadensis) located in the eastern part of the site.
3. **History and Recent Management Activities**

Although the conifer plantation was established as two unique stands in the early 1950s, time and successional change have resulted in a more or less blended stand at the present time. White Pine (*Pinus strobus*) was the primary conifer species planted throughout with one section having a smaller component of White Spruce (*Picea glauca*). The conifer plantations were thinned in the late 1980s to remove poor quality stems and to improve the spacing.

Hardwoods such as Sugar Maple (*Acer saccharum*), White Ash (*Fraxinus americana*) and Black Cherry (*Prunus serotina*) have been gradually seeding in and are beginning to mature into the middle canopy.

The small hardwood stand, which contributes to the characteristics of the Sunfish Lake ESPA has been generally unmanaged as there is no evidence of logging activity and appears to be somewhat overstocked with trees showing slow growth rates. Mortality is occurring in some of the trees, primarily White Ash which is resulting in some release and improved tree growth.

There is evidence of visitors to this property either coming from, or going onto, neighbouring properties as there is a small trail network that extends across many adjoining properties in the area. Evidence of illegal hunting can be found throughout this area as well. During the early summer of 2003, a series of mountain biking (free-riding) stunts and jumps were removed from this site. Ladders, ramps and jumps were taken down, and excavated areas filled in. From time to time, small lean-tos and “encampments” are constructed on the property, however there is no sign of long-term use and the structures continue to be broken down and/or removed as they are encountered.

4. **Goals and Objectives for Townline Regional Forest**

**General Management Goals**

As part of the Sunfish Lake ESPA, Townline Regional Forest contributes to the ecological characteristics and natural biodiversity of the area. Due to its small size the property offers few opportunities other than passive recreation such as bird watching and botanizing, and educational or research values. The City of Waterloo has used the property as part of a long term ecological monitoring project and has established a permanent sampling plot near the centre of the property.

The goals and objectives for this property are to maintain and/or enhance its ecological values and utility as a location for a variety of passive recreational activities.

4.1 **Forest Management Objectives**

Forest management will focus on ensuring long-term health and vigour of desirable hardwood species and assisting the conversion from conifer plantation to a native mixed hardwood forest type.

4.1.1 **Stand Descriptions, Management Objectives and Silvicultural Activities**

The conifer plantation has some healthy and vigorous white pines although some of the white pine has sustained minor blister rust damage. Declining and trees with poor vigour will be removed to improve the growing conditions for the invading hardwoods and also provide some benefit to the remaining conifers. While most of the material cut will be left on site, there may be a small volume of pulpwood and/or small sawlogs. Although markets for softwood material are poor to uncertain, there are some local sawmill operators who may be interested in purchasing small quantities of sawlogs and pulpwood size logs can be chipped or sliced and used for agricultural purposes such as bedding or ground cover.
While the hardwood stand is showing signs of slow growth due to high densities, there is also evidence of tree dieback, particularly ash which is creating some canopy openings and providing release for adjacent trees. Dying and hazard trees will be removed during the preparation of a new walking trail (see property management below) which will negate the need for conducting an improvement thinning. The trees that will be cut will be of insufficient size or quantity to justify carrying out an actual harvesting operation yielding sawlogs and/or fuelwood.

There is a patch of periwinkle near the current trail entrance that will need to be sprayed with Roundup to eradicate it from the area as it is spreading into the forest proper.

4.2 Property Management

Property management at Townline Regional Forest will focus on improving access to and movement through the site. As the existing access road/trail only covers a small portion of the property, the trail system will be expanded to cover a majority of the property and at least one additional entrance point constructed to the east of the stream. The need for a new entrance is due to the fact that at one time a culvert in the stream valley running through the property provided access across the stream and into the eastern half of forest. Over time, the culvert has washed out along with the trail that went over top of it. Given the steep nature of the slopes and the erodibility of the soils, the culvert and stream crossing will not be replaced in the near future; rather, as noted above, a new entrance will be constructed on the east side of the stream and will function as the trailhead to a new loop trail entirely on the eastern half of the property.

An information kiosk and a standard Regional Forest barrier gate will be constructed at the new entrance and a barrier gate will be placed at the site of the current entrance.

In order to ensure that visitors to the property do not trespass on neighbouring properties, the new trails will remain a reasonable distance from the boundary and the boundary markings, especially on the south side will be upgraded. Currently, there is just remnant paige wire fencing which is mostly on the ground and old red spray paint on scattered trees. The boundary line will be resurveyed and clearly marked with markers on posts or trees and visible to users of the forest.

This management plan has been prepared and submitted by:

Albert Hovingh, RPF
Region of Waterloo
Principal Planner (Environmental and Stewardship Planning)
email: AHovingh@regionofwaterloo.ca
TO: Chair Sean Strickland and Members of the Community Services Committee

DATE: April 17, 2012

FILE CODE: D12-40/KBT/ANNREP

SUBJECT: FOURTEENTH ANNUAL REPORT OF THE KISSING BRIDGE TRAILWAY ADVISORY BOARD

RECOMMENDATION:

For information

SUMMARY:

When the County of Wellington and Regional Municipality of Waterloo jointly created the Kissing Bridge Trailway Advisory Board in May 1998, the Terms of Reference required the Board to report to both Councils each year on its activities. The Board adopted the attached report to be submitted as its Fourteenth Annual Report for the year 2011 (Attachment 1) in March 2012. The report speaks to the first significant fund-raising activity on the Trailway which raised the public profile of the Trailway along with over $5,000. There have also been improvements in signage on the Trailway.

REPORT:

The Kissing Bridge Trailway runs through parts of the County of Wellington and the Region of Waterloo from Guelph to Millbank. Currently there are three discontinuities in the Trailway due to missing bridges across the Grand and Conestogo Rivers and a tributary of the Nith River east of Millbank.

In 2011, operation and maintenance work on the Trailway was conducted by members of the Steward Groups as they continued on with work from previous years. Trail resurfacing, maintenance and beautifying the Trailway were among the activities carried out throughout the year. Also in 2011, the first annual Spring on the Trail event was held at various locations along the length of the Trailway, and in spite of poor weather conditions, there was a good turnout by members of the public as they participated in events including “trail bowling”, and trail running. Approximately $5,000 was raised which will go toward trail improvements including the anticipated installation of bridges across the Conestogo and Grand Rivers.

The following are highlights from the Fourteenth Annual Report of the Kissing Bridge Trailway. The full report is attached as Attachment 1.

Trailway Advisory Board Activities

The Trailway Advisory Board met three times in 2011. Mike Curtis, representative of the Guelph Hiking Trail Club was re-elected Chair of the Trailway Advisory Board for 2011 and Todd Cowan Mayor, Township of Woolwich, and Region of Waterloo representative, was elected as vice-chair. For the most part, the meetings focused on activities involving development of infrastructure and maintenance required to ensure that Trailway users are provided with a safe and enjoyable experience.
Spring on the Trail - On May 14, 2011, the first annual “Spring on the Trail” event was held. The event is intended to promote activities along the length of the trail and to help to raise the local profile of the Trailway. Attendance was quite good in spite of poor weather. It appears that there is an uneven level of awareness of trail within the communities it traverses. For example, in Elmira it is known much better by residents living in close proximity than those at the south end of town. It has good recognition in Linwood. Thanks to various sponsors and donors, the equivalent of $6700 cash and $3000 was awarded in prizes.

Trails Open Ontario - The Kissing Bridge Trailway has been included in the Trails Open Ontario publication for the past several years and it has proven to be helpful in promoting the Trailway and in particular the “Spring on the Trail” event.

Trailway Extension into Huron and Perth Counties - Informal discussions have been ongoing in the Counties of Huron and Perth over the past year with regard to extending the Trailway to the west. Community Planning staff have served as a resource person at these meetings. The Ontario Trails Council has also been present at these discussions and is committed to working with the various organizations to expand the trail network in Southwestern Ontario.

Bridges over the Grand and Conestogo Rivers - Informal discussions have occurred with DEL Management, which looks after the province’s real estate holdings, about potential design solutions for replacing the bridge over the Grand River. Before further action can be undertaken, an Engineering Feasibility Study would be required to evaluate the condition and usability of the existing abutments and piers.

Information Signage - Street crossing name signs were installed on horizontal gate bars at all roads along the length of the Trailway. These signs are visible to trail users who are approaching the road crossings. Along with the distance markers that were placed at one kilometer intervals in 2010 and 2011, theses signs enable visitors to have a good idea of their location along the trail.

In addition to the distance markers and street crossing names, Woolwich Township has placed ELC signs at all trail entrance/road crossing points to assist emergency responders and 911 calls.

Activities Planned for 2012

Information Kiosks - The last of the information kiosks are expected to be completed in 2012 and section maps will be prepared and installed. These section maps will provide greater detail of each individual section and highlight several points of interest.

Trail Inspection and Maintenance - Each steward group will continue to conduct periodic inspection of their section of the Trailway and complete a Trail Condition Report. Deficiencies and shortfalls not corrected by the steward groups themselves are to be reported to Regional or County staff for remediation.

Fundraising - The amount of money raised to date by the respective Trailway Steward Groups from private and corporate donors in the community demonstrates that local individuals value the Trailway in their community, and are prepared to provide financial support for its completion.

In summary, the Kissing Bridge Trailway Advisory has had a successful year in terms of ongoing management and maintenance activities, and the increased profile and awareness created by events such as Trails Open Ontario and spring on the Trail promises to generate more interest in and use of the Trailway. Also of great interest to the Advisory Board are the possibilities raised by the extension of the Trailway into Perth and Huron Counties which could in time result in the completion of an unbroken, off-road trail from Guelph through to Goderich. The Advisory Board looks forward to another activity filled year in 2012.
Area Municipal Consultation/Coordination:

Staff liaise with the Townships of Wellesley and Woolwich staff as required. The Township of Woolwich trails coordinator attends Trailway Advisory Board meetings on a regular basis, and the Mayor of Woolwich is the Regional representative on the Board.

CORPORATE STRATEGIC PLAN:

The Kissing Bridge Trailway is helping to achieve Action 3.2.1 of the Region of Waterloo's Strategic Focus 2011-2014 which speaks to working with Area Municipalities and other stakeholders “to develop an integrated and safe network of regional, local and off-road cycling and walking routes.” The Trailway has been identified as a major bicycle route in the Regional Cycling Master Plan. In addition to coordinating with trails in Woolwich and Wellesley Townships, the Kissing Bridge Trailway is a collaboration with six community groups, the County of Wellington, the Ontario Realty Corporation, the Trans Canada Trail Foundation, and the Ontario Trails Foundation.

FINANCIAL IMPLICATIONS:

There is no Regional Budget allocation to the development and operation of the Kissing Bridge Trailway. The Region provides in-kind staff support to the Kissing Bridge Trailway Advisory Board.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Structural engineers in the Transportation and Environmental Services Department provide invaluable technical advice on bridges along the Trailway. Legal Services also advises on legal matters pertaining to the operation of the Trailway. Finance staff have sent municipal receipts to those who made donations to the Spring on the Trailway event and manage the accounts of the Trailway.

ATTACHMENTS:

Attachment 1 - Fourteenth Annual Report of the Kissing Bridge Trailway Advisory Board for the Year 2011.

PREPARED BY: Albert Hovingh, Principal Planner, Environmental and Stewardship Planning

APPROVED BY: Graham Vincent, Acting Commissioner of Planning, Housing and Community Services
Fourteenth Annual Report
of the Kissing Bridge Trailway Advisory Board
for the Year 2011

Submitted to the Councils of
The County of Wellington
and
The Regional Municipality of Waterloo

March 2012
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Fourteenth Annual Report: Kissing Bridge Trailway Advisory Board

Introduction

In September 1997, the County of Wellington and Region of Waterloo jointly leased a 44.5 kilometre stretch of abandoned rail right-of-way from the Province for development as a multi-use recreational trailway between the outskirts of the City of Guelph and the Village of Millbank. Since then, the lease has been renewed and currently runs until 2012. During the winter and spring of 1998, the County and Region concluded Trailway Steward agreements with five community groups to develop and operate sections of the Trailway. They are as follows:

<table>
<thead>
<tr>
<th>Segment</th>
<th>Trailway Steward Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guelph to Grand River</td>
<td>Guelph Hiking Trail Club</td>
</tr>
<tr>
<td>Grand River to East Limit of Elmira</td>
<td>Conestogo-Winterbourne Optimist Club</td>
</tr>
<tr>
<td>East Limit of Elmira to Wallenstein</td>
<td>Lions Club of Elmira</td>
</tr>
<tr>
<td>Wallenstein to Linwood (Ament Line)</td>
<td>Linwood Lions Club</td>
</tr>
<tr>
<td>Linwood (Ament Line) to Millbank</td>
<td>Golden Triangle Snowmobile Association</td>
</tr>
</tbody>
</table>

In May 1998, the County and Region jointly approved Terms of Reference for the Trailway Advisory Board, and appointed fifteen persons and four alternate representatives to the Board. Section 1.8 of the Terms of Reference states that the Board “will prepare an annual report to the Councils of the County of Wellington and Regional Municipality of Waterloo on its activities, initiatives, and proposals for the coming year.” This is the twelfth such annual report, and covers the year 2009.
In 2009, the Village of Millbank Association signed a co-stewardship agreement with the Golden Triangle Snowmobile Association and the County and Region to become steward of the segment between the Perth Waterloo boundary and Road 121 in Millbank. The Association now has a representative and alternate on the Board like the other Trailway Steward Groups.

During 2011 the steward groups carried out a range of activities including trail maintenance, installation of distance markers, and generally improving the overall appearance of the Trailway. The Village of Millbank Association continued working with Perth East Township and the County of Perth to replace a bridge over a tributary of the Nith River in Millbank. These activities have had a positive impact on the profile and use of the trail, particularly among local residents.

**Trailway Advisory Board Activities**

The Trailway Advisory Board met three times in 2011. For the most part, the meetings focused on activities involving development of infrastructure and maintenance required to ensure that Trailway users are provided with a safe and enjoyable experience.

Mike Curtis, representative of the Guelph Hiking Trail Club was re-elected Chair of the Trailway Advisory Board for 2011 and Todd Cowan Mayor, Township of Woolwich, and Region of Waterloo representative, was elected as vice-chair.

**Renewal of Trailway Lease**

The Trailway Lease is currently set to end in 2012. Both the Region and the County intend to seek a more permanent arrangement with the Province in light of the investment that would be involved in constructing a bridge over the Grand River. The Ontario Realty Corporation (ORC) has at different times indicated that it is satisfied with the maintenance of the property to date. During the lease negotiation, the Trans Canada Trail will be addressed.

**Trans Canada Trail**

A major gap in the Kissing Bridge Trailway continues to be the Grand River near West Montrose in Woolwich Township. The missing bridge results in a significant detour for trail users travelling between Guelph and Elmira and has been identified as a major gap in the Trans Canada Trail in Southern Ontario. Regional Transportation and Environmental Services staff are providing technical advice on potential design solutions which address the configuration of the century-old abutments and piers which remain from the original bridge.

The County of Wellington has been working with adjoining landowners and local communities to align a section of the Trans Canada Trail along a portion of the former CN right-of-way between the eastern end of the Kissing Bridge Trailway and Elora. This is an essential link to connect the Waterloo-Wellington segment of the Trans Canada Trail to the route further east. In addition, the City of Guelph is preparing the southern approach to the Trailway as well as the connection to the Kissing Bridge Trailway. This will link the eastern terminus of the Trailway with the River Run Centre in downtown Guelph. In 2002, it was determined to link the two trailways through the GRCA-owned Marden Tract.

Ongoing negotiations of County and City of Guelph staff have not secured necessary user lease agreements with Hydro One. Due to a prohibition of snowmobiling in the corridor by Hydro One, the Fergus/Elora/Belwood Snowmobile Club has withdrawn its earlier offer to steward this section. New steward group support will need to be secured to help build and maintain the trail.

When user lease agreements are in place for this 17 km trail, consideration will be given to bringing it under the auspices of the Kissing Bridge Trailway Advisory Board. The Board has already
supported this concept in principle.

Spring on the Trail
In 2010, a proposal was put forward by Doug Cerson, the business community representative, to organize an annual trail event. A subcommittee was formed to explore possibilities for such an event. The event is intended to promote activities along the length of the trail and to help to raise the local profile of the Trailway. The priority for the event is to raise funds for the two major bridges required across the Conestogo River (near Wallenstein) and the Grand River (near West Montrose).

On May 14, 2011, the first annual “Spring on the Trail” event was held. In spite of poor weather (cool, windy and rainy!) attendance was quite good, and the message seemed to carry well with those who attended. Based on conversations with visitors, it appears that there is an uneven level of awareness of trail within the communities it traverses. For example, in Elmira it is known primarily by those who live in close proximity, but not as well known by those living at the south end of town, but it has good recognition in Linwood. Thanks to various sponsors and donors, the equivalent of $6700.00 cash and $3000.00 was awarded in prizes. The next Spring on the Trail event is planned for May 12 2012.

A website dedicated to the promotion of Spring on the Trail has been established at www.springonthetrail.com and continues to develop as time goes on. The website provides information on the event itself as well as about the Trailway in general and provides visitors with an opportunity to purchase a “passport” for the event on-line.

Trails Open Ontario
An initiative of the Ontario Heritage Trust agency and modelled after the successful “Doors Open Ontario” program, Trails Open Ontario has provided an opportunity for Ontarians to access the more than 88,000 km of walking, hiking and cycling trail systems that exist throughout the province for the past five years. The Kissing Bridge Trailway has been included in the Trails Open Ontario publication for the past several years and it has proven to be helpful in promoting the Trailway and in particular the “Spring on the Trail” event.

Trailway Extension
**Huron and Perth.** Discussions have been ongoing with the Counties of Huron and Perth with regard to extending the Trailway to the west. The Ontario Trails Council has been present at these discussions and is committed to working with the various organizations seeking to make it happen. Having Perth and Huron join Wellington and Waterloo in leasing the railbed in its entirety from Guelph to Goderich would be of value in the renegotiation of the lease as well as securing a new lease in Perth and Huron. Also lending credence to the notion of a Guelph to Goderich trail is the fact that residents living in vicinity of rail corridor are already using the old railbed in an informal fashion and are willing to support extension of the Kissing Bridge Trailway.

Capital Improvements
**Ramp to Trailway at Katherine Street.** The completion of the Cox Creek bridge is forcing the Board and the Guelph Hiking Trail Club in particular to consider creating an 850 metre access trail or ramp from the trailway up to the east side of Katherine Street because this intersection is grade separated, and the side slopes of the trailway are very steep and densely treed with cedar. The access trail will permit users easy access between the Trailway and Katherine Street which is the
designated detour route on the east bank of the Grand River. Such a trail will also likely be associated with a small staging area and parking lot off Katherine Street. Even after the anticipated replacement of the Grand River bridge a staging area will be required at this location to permit easy access to the Grand River.

**Bridge(s) over the Grand and Conestogo Rivers.** Recently, DEL Management which looks after the province’s real estate holdings, has indicated that they would be willing to entertain proposals for suspension bridges over the Grand and Conestogo River provided that there would be barricades and the bridges were properly designed. Previously, it had been understood that all bridge crossings had to permit the passage of a small pickup truck.

As part of the planning process, an Engineering Feasibility Study will be required to evaluate the condition and usability of the existing abutments and piers.

The Trans Canada Trail (TCT) Foundation has previously expressed interest in investing in the bridge, however, prior to any move toward building the bridge over the Grand River, full consultation and approval by Six Nations will be required. In response to a TCT Foundation request that a contribution from Kissing Bridge Trailway be made toward the cost of a feasibility study, the Advisory Board approved a contribution of up to $1000.00.

**Information Kiosks and Signage**
In 2011, Countryside Cycle shop in Wallenstein made a $100 donation to the Kissing Bridge Trailway in exchange for a sign being placed on the information kiosk. In addition, a smaller copy of the kiosk trailway map is being displayed in the cycle shop. The Advisory Board hopes that in future years, additional revenue will be generated by other merchants located near the Trailway who are looking for similar advertising opportunities on an annually renewable basis.

Street crossing name signs were installed on horizontal gate bars at all roads along the length of the Trailway. These signs are visible to trail users who are approaching the road crossings. Along with the distance markers that were placed at one kilometer intervals in 2010 and 2011, these signs enable visitors to have a good idea of their location along the trail.

In addition to the distance markers and street crossing names, Woolwich Township has placed ELC signs at all trail entrance/road crossing points to assist emergency responders and 911 calls.
Fencing
At times, the Advisory Board receives requests from adjacent neighbours to have fencing installed between the Trailway and land that is being used for crops or pasture. The Fencing Sub-committee is headed by Glen Martin who is the agricultural community representative from Woolwich Township and is responsible for recommending reimbursement for fences. In recent years, the requests for fencing have been few indicating that in general there are few problems being experienced by landowners adjacent to the Trailway. There were no fence requests in 2011.

Expressions of interest
During 2011, several groups expressed an interest in participating in the activities along the Trailway. The Ariss Lions Club is interested in participating in trail maintenance and stewardship in the Ariss area and were actively involved in Spring on the Trail 2011.

The Bridgekeepers group (West Montrose Residents Association) also expressed an interest in an increased participation. The Bridgekeepers are a group of residents in the West Montrose area who organized themselves in order to maintain and enhance the physical surroundings of the Kissing Bridge which lends the Trailway its name and which is located in West Montrose. At present the Trailway detours through West Montrose and across the Kissing Bridge due to the lack of a bridge across the Grand River on the Trailway itself. The Bridgekeepers are interested in putting some of their resources towards both the bridge and the Trailway and have indicated that they would like to make a formal presentation to the Advisory Board in the near future.

The Advisory Board will address these requests in future meetings.

Concerns
Trail Use Complaints: Off Leash Dogs.
Each year, there are several complaints from trail users about dogs being off leash, particularly when the owners have limited or little control of their dogs. There are also problems with people not cleaning up after their pets which creates both a nuisance and a hazard for other trail users.

Local by-law Enforcement Officers have been contacted and encouraged to conduct periodic spot checks in order to enforce animal control/leash by-laws where appropriate.

Finances
The cost of developing recreational trails can be high. When the Kissing Bridge Trailway was established, it was intended that most of the cost would be borne by the community groups who are jointly developing the Trailway. To date, the majority of the funds expended on the Trailway have come from the Trailway Steward Groups or private donations.

The Region contributed $38,000 to the Kissing Bridge Trailway in 1999, and a further $20,000 in 2000. The Board has developed a formula to allocate this money among Trailway Steward Groups based on infrastructure development costs within Regional boundaries. In addition, Wellington County provided $10,000 in 2001 to assist the Guelph Hiking Trail Club install barrier gates at intersections along its section. The County provided $25,000 in each of 2004, 2005 and 2006 to grade and apply stonedust to the Trailway. The County continues to fund ongoing maintenance (mowing and weed control) in Guelph/Eramosa.

Fundraising
The completion of the Trailway depends in large measure upon successful fundraising by the Trailway Steward Groups. Each group has held activities to generate moneys for trail construction. The Board has developed a brochure for use by steward groups in fundraising initiatives. Experience to date has shown that fundraising is more effective when members of the community
groups approach others in their respective social and business networks to solicit contributions to their group’s Trailway project rather than seek a donation to the Kissing Bridge Trailway as such. The Spring on the Trail event is proving to be an effective means for raising funds as well as awareness of the Trailway. As the event goes forward each year, it is anticipated that the level of funds raised will continue to increase. Currently, efforts are underway to investigate means by which people will be able to make donations electronically and receive an appropriate tax credit.

Motorized vehicles
Electric Bikes (E-bikes) are becoming a concern on Trails throughout the province. After some discussion, the Board concluded that these sorts of vehicles would be considered a motorized vehicle and therefore, not be allowed. It was also noted that a motorized wheelchair would be allowed for accessibility purposes. No action is being taken at this time, but the issue will be discussed further as needed.

**Activities Planned for 2012**

**Bridge Construction**
Regional staff will continue to work with the Trans Canada Trail Foundation to explore financial and engineering options to replace the Grand River and Conestogo River bridges.

**Information Kiosks**
The last of the information kiosks are expected to be completed in 2012 and section maps will be prepared and installed. These section maps will provide greater detail of each individual section and highlight several points of interest. There will also be provision for the inclusion of paid advertising around the perimeter of the section maps on the kiosk support panels.

**Trail Inspection and Maintenance**
Each steward group will continue to conduct periodic inspection of their section of the Trailway and complete a Trail Condition Report. The steward groups will make sure that any required repairs are made in a timely fashion to ensure the safety and well-being of Trailway users and to provide a pleasurable experience for all. Steward groups will also check to see that signage and informational markings are intact and easily readable by Trailway users. Deficiencies and shortfalls not corrected by the steward groups themselves are reported to Regional and County staff for remediation.

**Fundraising**
The amount of money raised to date by the respective Trailway Steward Groups from private and corporate donors in the community demonstrates that local individuals value the Trailway in their community, and are prepared to provide financial support for its completion. Further, the Trailway has also attracted contributions from larger fundraising organizations such as the Trillium Foundation, TD Friends of the Environment, RInC, Wellington County and Waterloo Region. Improved signage at road intersections and kiosks is anticipated to further motivate additional giving.
Conclusion
In conclusion, the Advisory Board is confident that the enthusiasm generated by the ongoing “Spring on the Trail” event and the increased interest in extending the Trailway into Perth and Huron Counties will provide increased overall support for the Kissing Bridge Trailway. The board is looking forward to a year of ongoing maintenance and promotional activities in 2012.

Respectfully submitted,

Mike Curtis, Chair (2011)
Trailway Advisory Board

March 2012
TO: Chair Sean Strickland and Members of the Community Services Committee
DATE: April 17, 2012
FILE CODE: H18-70
SUBJECT: VOLUNTEER PROGRAMS AT REGION OF WATERLOO MUSEUMS - 2011

RECOMMENDATION:
For information

SUMMARY:
The volunteer opportunities available at the Waterloo Region Museum, Joseph Schneider Haus and McDougall Cottage encourage community engagement in these museums, and enhance the visitor experience. In 2011: 739 volunteers contributed 13,000 hours to the Waterloo Region Museum; 244 individuals contributed 6988 hours at Joseph Schneider Haus; 2440 hours were contributed at McDougall Cottage; and 615 volunteers contributed 2,600 hours to Doors Open Waterloo Region. In total, more than 1500 volunteers contributed more than 23,470 hours to the Region’s museums and related events (please see Attachment 1 for a summary and comparison with 2010).

Although museum volunteer statistics remain fairly constant, national trends indicate that volunteer recruitment and retention is becoming more difficult and competitive. Research indicates that the volunteer expectations are changing significantly due to an aging population base and a dramatic decrease in voluntary hours contributed by seniors. Young professional and Community Service Based Learning Models are challenging existing volunteer management practices, and require more short term volunteer opportunities. Mature adults have busy lifestyles and expect flexible, professional and efficient volunteer programs. New Canadians and individuals with special needs are challenging communities and governments to become more inclusive and offer more supportive volunteer opportunities. The museums’ volunteer programs will need to adapt to these changes in order facilitate these shifts and to optimize volunteer recruitment and retention.

The Region and its museums are partners in the National Volunteer Week activities planned in the community from April 15 to April 21, 2012. Each year, communities across Canada set aside this week to honour and celebrate the efforts of individuals who generously donate their time and talents to make their communities a better place to live. The Region will place thank you ads recognizing all Regional Volunteer Programs in the Cambridge Times, Waterloo Chronicle and the Record during National Volunteer Week.

The Waterloo Region Museum will also host the annual Volunteer Appreciation Breakfast for volunteers of the three museums, Region of Waterloo Library, and the Waterloo-Wellington Children’s Groundwater Festival, on Tuesday, April 17 from 7:30 a.m. to 10 a.m.
REPORT:

Waterloo Region Museum

The Waterloo Region Museum has a very strong and diverse volunteer base. Volunteers provide a pool of experience, knowledge and expertise that complements staff resources. They also provide a critical link to the community by actively promoting and supporting the museum. Volunteer efforts are visible in many aspects of museum programs and services.

Visitors can stroll through the living history village and watch volunteers aged 16 to 85 bring history to life. They may appreciate the stunning hand knitted sweaters or perfectly sewn skirts created by Kerstin Reaume, or watch Louisa Stephenson demonstrate the fine art of quilting and handwork. Along the way they can immerse themselves in the sights and scents of beautiful historic gardens maintained by a team of more than 25 dedicated volunteers. Others enjoy the simple sound of a clock keeping perfect time thanks to Gerry Kraak or enjoy musical performances lead by Shalagh Cassidy and Marie Skelding. During the Christmas season, visitors delight in shortbread and fig pudding; volunteers Belle Beaudette, Pam Cressman and Lois Edwards spent four months baking more than 8,000 cookies and other historic treats.

Public interest in the new museum resulted in a tremendous number of requests to volunteer. One success story was the Stitch in Time Project. Led by Doreen Motz and Lois Monteith, a team of more than 25 volunteers researched, designed and created a new hand sewn cover for the Conestoga Wagon. The response from the public was overwhelming and additional days were added to the project to accommodate the requests from the public to place several stitches in the cover.

As well, in preparation for the opening of the exhibit gallery, several new conservation volunteers and volunteer ambassadors joined our team. These are just a few of the experiences made possible through the efforts of staff and the interest of volunteers.

A large number of volunteers support the Waterloo Wellington Children’s Groundwater Festival and EcoFest by serving on organizing committees, and demonstrating and teaching at each of the events’ activity centres. Interest in the events continues to grow each year.

The Friends of Waterloo Region Museum make a significant contribution to the life of the museum each year. The public programs the Friends co-hosted with the museum in 2011, notably the Story Telling Series and Starry Night, help to increase the visibility of both organizations in the community and to engage new audiences

Joseph Schneider Haus Museum

Volunteers have been an essential element in the success of the Joseph Schneider Haus for almost 30 years. In 2011, JSH volunteers continued to perform their regular responsibilities, along with many ‘one-off’ events and envelope stuffing sessions. Volunteers contributed time weekly, participated in monthly committee meetings or assisted with events such as the Quilting Bee, Easter Egg Hunt, the Heritage Showcase, Heart & Hand Festival and Culture Days.

The museum’s successful Junior Interpreter Program, which is comprised of a dedicated group of 20 boys and girls between the ages of eight and 17, continues to be an important part of the living history interpretation offered at the museum. Not only do the Junior Interpreters complete their monthly shifts, they also assist at special events throughout the year, such as the Egg Hunt and March Break. They contributed 403.5 hours in 2011.

Volunteers continue to work at the reception desk, assisting staff with general reception duties, greeting visitors and making gift shop sales. One dedicated individual has volunteered for the last 14 years to
assist with collections management projects. The museum is also fortunate to have two retired teacher/librarians who have taken on the task of cataloguing the museum’s library holdings.

The Friends of Joseph Schneider Haus continue to make a significant contribution to the life of the museum. The programs they support and administer annually include the Folk Artist Residency, the Edna Staebler Research Fellowship, the Quilt Block Contest and the Museum Gift Shop. In any given year, however, it is the resident Folk Artist who commits and delivers the greatest number of individual hours to the museum; the 2011 resident artist was Contemporary Book Binder, Marlene Pomeroy of Waterloo.

McDougall Cottage

The base of support for and awareness of McDougall Cottage is steadily growing; each year more individuals participate in and assist with programming. A volunteer group has been helping with the presentation and adjudication of the Annual Wee Quilt Challenge, now in its seventh year, and a group of more than 25 musicians regularly takes part in the popular kitchen ceilidhs and Scottish music sessions, gathering from as far away as Elora and Burlington. Two pipers from the local community pipe down the sun from the banks of the Grand River each Thursday in July, August and September, reminding Cambridge residents of the presence of McDougall Cottage in the cultural landscape. They received a generous amount of support and attention on each of the evenings and will be repeating their mini-performances this summer.

Our Scotsman-in-the–garden, John Tennant, was assisted again this year by master gardener Irene Thurston and collectively, they contributed more than 340 hours of love and attention to the wee Cottage gardens. Other volunteers have performed a variety of services to advance the programs of the Cottage including photography, special event delivery, demonstrations and gardening.

Toward the end of 2010, a group of supporters who had been active in the focus group discussions that year, decided to form a Friends of McDougall Cottage. This fledgling group began to meet monthly early in 2011. Though small, it is in scale with the Cottage experience itself and it certainly has the expertise and experience needed to meet its primary mission for the first year, that of guiding the Musician-in-Residence program through its inaugural year. The committee named Piper Robin Aggus as the Cottage’s resident musician and throughout 2011 assisted with the development and delivery of programming and promotional initiatives. The Friends also determined to more clearly define their mission and to undertake further recruitment as their responsibilities grew. Brad McEwen was elected the first chair. The Friends of Joseph Schneider Haus generously donated the full amount for the MIR honorarium to encourage the development of this program that could in time prove to be as vital a part of the cultural scene in Cambridge as the Schneider Haus’ folk art residency is in Kitchener/Waterloo.

Volunteer hours contributed to McDougall programs and services in 2011 exceeded 2,440 hours, surpassing 2010 totals and indicating again that McDougall support continues to grow.

Doors Open Waterloo Region

In 2011, Doors Open Waterloo Region hosted more than 45 historic sites. Each site is responsible for providing volunteers for the day. The 2011 event attracted a record number of 615 volunteers who contributed 2,600 hours
**Summary of Volunteer Hours at Museums**

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
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<tbody>
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<td>Waterloo Region Museum</td>
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<tr>
<td>Joseph Schneider Haus</td>
<td>6,988</td>
<td>5,668</td>
</tr>
<tr>
<td>McDougall Cottage</td>
<td>2,440</td>
<td>2,202</td>
</tr>
<tr>
<td>Doors Open</td>
<td>2,600</td>
<td>2,742</td>
</tr>
</tbody>
</table>

**Volunteer Recognition and Support**

Celebrating volunteer achievements is essential to attracting and retaining dedicated volunteers. Museum staff recognizes the importance of recognition, and it is an ongoing and integral part of the volunteer management process. The staff seek to notice and value individual contributions both informally and formally.

The annual Volunteer Appreciation Event for volunteers in all Regional programs was held at the Waterloo Region Museum on Sunday, December 4, 2011, International Volunteer Day. More than 500 volunteers and their family members enjoyed an afternoon of entertainment, treats and traditional Christmas celebrations.

In 2011, seven individuals from the Waterloo Region Museum received Provincial Volunteer Service Awards. They were: Alison Boyd - 10 years, Ruth Hicks- 15 years, Deb Kinzie Maidmount - 5 years, Carmel Marshall – 5 years, Heather McLeod - 5 years, and Kerstin Reaume – 10 years. Melissa Sanderson received a Youth Award.

On June, 21, 2011 Regional Council presented Mrs. Mirinalini Ramachandran with the Senior of the Year Award for her outstanding contributions to the Waterloo Region Museum and the Waterloo Wellington Children’s Groundwater Festival.

Long term volunteer Waterloo Region Museum and Joseph Schneider Haus volunteer Ruth Tomlinson was the recipient of the Lieutenant Governor’ Life Time Achievement Award for her more than 50 years of dedication to the promotion, preservation and protection of our community’s heritage.

Ten volunteers from Joseph Schneider Haus received Provincial Volunteer Service Awards: Fred and Dora Mae Blayney – 30 years; Barb Wallace – 15 years; Catherine Gehl – 15 years; Bette Smith – 5 years; Dianne Morrison – 5 years; Becca Deeming – Youth – 5 years; Sara Deeming – Youth – 5 years; Arlen Fogolin – Youth – 5 years; Laina Van Winckle – youth – 5 years.

In January 2011, several new volunteer management software features were implemented including a new scheduling feature and Coordinator access for coordinating specific volunteer positions. Regional volunteer programs and Waterloo Region Police Services began using the new online Volunteer Information Centre. Sunnyside Senior’s Services, Joseph Schneider Haus and the Waterloo Region Museum introduced kiosks that allow volunteers to sign in and record their hours electronically and receive program updates. The Waterloo Region Museum and Waterloo Wellington Children’s Groundwater Festival is testing a new online volunteer application process.

**Area Municipal Consultation/Coordination**

The Coordinator of Volunteer Services at the Waterloo Region Museum provides expert advice to Area Municipal Volunteer Coordinators across Canada and locally.
CORPORATE STRATEGIC PLAN:

The volunteer opportunities and recognition programs provided through the Region’s museums support the Region’s values of Service, Respect, Innovation and Collaboration.

FINANCIAL IMPLICATIONS:

NIL

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

The Regional Volunteer Advisory Committee with Department representatives from across the corporation, and with the support of the Directors of Employee & Organizational Effectiveness and Community Services, continue working toward the development and implementation of consistent volunteer management practices and standards.

ATTACHMENTS:

NIL

PREPARED BY: Antoinette Duplessis, Assistant Curator, Joseph Schneider Haus
Susan Burke, Manager/Curator, Joseph Schneider Haus/McDougall Cottage
Deborah Young, Coordinator of Volunteer Services, Waterloo Regional Museum

APPROVED BY: Graham Vincent, Acting Commissioner of Planning, Housing and Community Services
MEMORANDUM

To: Chair Sean Strickland and Members of the Community Services Committee
From: Andrea Reist, Director of Child and Family Health, Sharmin Jaffer, Manager Child and Family Health Promotion, Erin Tardiff, Public Health Planner
Subject: POSITIVE PARENTING IN WATERLOO REGION: EXPLORING A COMPREHENSIVE APPROACH
File No: P09-80

Positive Parenting Forum:

Region of Waterloo Public Health has collaborated with community partners to discuss what a comprehensive approach to positive parenting would look like in this community. A Positive Parenting Community Forum will take place on May 9, 2012. Representatives from organizations across Waterloo Region who serve children and youth aged 0 to 18 years old have been invited to participate.

Evolution of Public Health role in positive parenting:

A research project to respond to the question “what should Region of Waterloo Public Health’s role be in a comprehensive approach to positive parenting for children prenatal to 18 years old?” has recently been completed.

The results of the discussion at the Positive Parenting Community Follow-up Forum, and the final report of this research project will be shared with Regional Council and community stakeholders later this spring.

Background:

In December 2010, Region of Waterloo Public Health worked in collaboration with community partners to hold a Positive Parenting Community Forum. This forum was held in response to a recommendation from the One Stop Planning of Services for Young Children and their Families through Multi-use Community Sites report, which recommended an exploration of community interest in a community-wide, comprehensive approach to positive parenting. The feedback from community partners at the forum indicated that there was interest and enthusiasm in the community to work together; however, the community wanted information about what currently existed in the community for positive parenting supports in order to proceed with further discussions. Simultaneously, Region of Waterloo Public Health was beginning a research
project to gather literature and information about how to respond to requirements identified in the Ontario Public Health Standards related to positive parenting.

An Evidence and Practice-based Planning Framework (EPPF) process to respond to the research question of “what should Region of Waterloo Public Health’s role be in a comprehensive approach to positive parenting for children prenatal to 18 years old?” has recently been completed. This research project included identifying the key components of a comprehensive approach in the literature and surveying community partners about their positive parenting activities. The final report with the findings from this research project will be available for community stakeholders later this spring.

Region of Waterloo Public Health has once again collaborated with community partners to bring the community together to discuss what the findings mean for Waterloo Region and what a comprehensive approach to positive parenting would look like in this community at a Positive Parenting Forum on May 9, 2012. Representatives from organizations across Waterloo Region who serve children and youth aged 0 to 18 years old have been invited to participate. The results of the discussion at the Forum, and the final report of the research project, will be shared with Regional Council at a Community Services Committee meeting following the May forum.
MEMORANDUM

To: Chair Sean Strickland and Members of Community Services Committee
From: David Dirks, Director, Employment and Income Support
Copies: Michael Schuster, Commissioner, Social Services
File No.: S09-80
Subject: ONTARIO WORKS CASELOAD: MARCH 2012

This memorandum is provided as information for members of Council. Employment & Income Support, Social Services with Finance monitors the Ontario Works (OW) caseload and expenditures on a monthly basis. Below is a chart summarizing the caseload at the end of March 2012 with comparisons to the months of February 2012 and March 2011 as well as September 2008.

Very briefly,
- The OW caseload at March 2012 was: 8,921
- The increase from February 2012 was: 99 +1.1%
- The increase from March 2011 was: 174 +2.0%
- The increase from September 2008 was: 2,629 +42%
- Waterloo Region unemployment rate for March 2012 was: 6.7%
- Waterloo Region unemployment rate for March 2011 was: 6.7%

Ontario Works Caseload and Unemployment Rate

<table>
<thead>
<tr>
<th>March 2012</th>
<th>February 2012</th>
<th>March 2011</th>
<th>% Change February to March</th>
<th>% Change Year to Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>8,921</td>
<td>8,822</td>
<td>8,747</td>
<td>1.1%</td>
<td>2.0%</td>
</tr>
</tbody>
</table>

Date: April 17, 2012
Unemployment Rates – Seasonally Adjusted*

<table>
<thead>
<tr>
<th></th>
<th>March 2012</th>
<th>February 2012</th>
<th>March 2011</th>
<th>% Change February to March</th>
<th>% Change Year to Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Province</td>
<td>7.4</td>
<td>7.6</td>
<td>8.1</td>
<td>(2.6%)</td>
<td>(8.6%)</td>
</tr>
<tr>
<td>Waterloo Region</td>
<td>6.7</td>
<td>6.7</td>
<td>6.7</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*As revised by Statistics Canada

As anticipated in earlier caseload memos (January and February) the caseload has continued to grow through March. It is now 42% higher than the outset of the recession in September 2008. It is hard to predict with any confidence from past years’ experience what direction it will take in April. Staff have noted that intake activity continues to decline. Reviewing other indicators, participants appear to be staying on the caseload longer.

The caseload has now exceeded the maximum level for which additional temporary staffing had been approved by Council. Staff will continue to monitor and report to Council on the implications for staffing in the coming months.

The provision of social assistance supports Focus Area 4 of the 2011-2014 Corporate Strategic Focus: Healthy and Inclusive Communities.

If you have any questions or comments or for further information, please contact David Dirks, Director, Employment and Income Support at 519-883-2179 or ddirks@regionofwaterloo.ca
The Waterloo Region Museum will again host the Region’s annual environmental festival, EcoFest, on Saturday June 2, 2012. This year’s theme is: emPOWERyourself @ home, work & play. Visitors will learn about things they can do to reduce their environmental footprint in all aspects of daily life, and will be encouraged to write down specific actions they plan to take.

The Marketplace of Ideas will showcase local organizations promoting environmentally friendly products and ideas, in the areas of energy, water use, recycling, transportation, local food, cleaning products, family activities and more. The Region will also showcase what it is doing corporately to reduce impacts on the environment, such as winter salt reduction programs, waste management programs, Transportation services (GRT, LRT, Travelwise) and green consumer products.

Family-friendly activities, including horse-drawn wagon rides, story telling, and water activities, all have an environmental theme. As well, the environmental impact of the event is reduced through a free GRT shuttle from Fairview Mall, availability of a $5 Family Day transit pass, the water wagon, and biodegradable plates and cups at the food kiosk.

EcoFest 2012 will be promoted online via the Region website and EcoFest Facebook page as well as Twitter and through newspaper and radio ads including a Waterloo Region Record insert. In addition, bookmarks with the date and location information will be distributed to all grade school students; this was highly effective in 2011.

Regional and Area Municipal staff met earlier this year to discuss their respective environmental events. Most of these events are held in April, in connection with Earth Day. Staff agreed that all of these events are useful as they provide multiple opportunities for the community to participate and learn about different aspects of the environment. Ideas were shared for cross-promotion of events, co-ordination of approaches to participating organizations, and a display highlighting each municipality’s environmental initiatives that could be shown at these events.
Please make cheque payable to:

The Region of Waterloo

Mail Registration Form and Payment to:

Jeff Wittich
Region of Waterloo
99 Regina Street South
1st Floor
Waterloo, ON N2J 4V6
Ph.: (519) 883-2185

Directions to St. George Hall

St George Hall
665 King St. N
Waterloo, ON
N2J 4G8
Phone: 519 884 0311
Fax: 519 884 7537
info@stgeorgehall.com

Trauma Interventions for Front Line Service Workers:

Mitigating and Eliminating Intrusive Thoughts, Flashbacks and Nightmares

When:

May 22 and May 23, 2012
9:00 am to 4:30 pm
(2 day workshop)
(Registration begins at 8:30am)

Where:

St George Hall
665 King St. N
Waterloo, ON
N2J 4G8
Waterloo, Ontario
Ph: 519 884 0311

Directions from Toronto:
- Take the HWY-401 West
- Merge onto HWY-401
- Merge onto HWY-8 W via EXIT 278 toward Kitchener/Waterloo.
- Merge onto HWY-7 E/Conestoga Pky toward Guelph/HWY-85/Waterloo.
- Take HWY-85 N/Conestoga Pky toward Waterloo.
- Take the King Street exit.
- Merge onto King St N/RR-15 N.
- 665 KING STREET N.
(If you reach Bridge St W, you've gone about 0.2 kilometers too far)
Workshop Overview

This workshop is designed for front-line workers and counsellors who provide counselling and support to vulnerable populations in community-based settings.

In this workshop front-line workers and counsellors will learn effective strategies for how to serve clients who are troubled by intrusive thoughts, flashbacks, nightmares and somatic responses.

We will learn what causes certain memories to become traumatic. We will review the neurobiology of stress on memory systems and cognitive distortions that sear trauma responses in the nervous system.

Participants will learn effective interventions that target source traumatic memories. Participants will learn how to intervene effectively with clients given the scope of their practice.

Natalie will give an overview of the various treatment models for addressing PTSD such as EMDR, Prolonged Exposure Therapy, Imagery Rescripting and Reprocessing Therapy.

Speaker

Natalie Zlodre M.S.W., R.S.W. is a trauma specialist. She is Head of the Trauma and Resiliency Centre and Associate Director of Training at the Gail Appel Institute, Hincks-Dellcrest Centre, Toronto, Ontario. Her professional focus is in the areas of: acute trauma, complex trauma and the impact of trauma on professionals and on mental health services.

Natalie provides clinical consultation and supervision to mental health professionals in private practice and in agencies. She is a critical incident debriefer, providing trauma counselling and consultation to workplaces (suicide, homicide, workplace violence, sudden death and violent crimes). Natalie has a private practice specializing in working with individuals who experience complex post traumatic stress reactions often intertwined with insecure attachment patterns.

*Please be advised: this program offers explicit video images of trauma reactions and frank discussions of trauma related images.

REGISTRATION FORM

Name: ________________________________

Title: ________________________________

Organization/ Agency: ________________________________

Mailing Address: ________________________________

Daytime Phone: ________________________________

Email Address: ________________________________

Cost for workshop includes lunch both days,
$150 per person if paid by April 20, 2012

(Group rate of $130/person if 3 or more attending from your organization)

After April 20, 2012 $170 per person

Payment must accompany registration
<table>
<thead>
<tr>
<th>Meeting date</th>
<th>Requestor</th>
<th>Request</th>
<th>Assigned Department</th>
<th>Anticipated Response Date</th>
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<tbody>
<tr>
<td>18-Jan-12</td>
<td>Budget Committee</td>
<td>Review and approve the Funeral Rates</td>
<td>Social Services</td>
<td>Jun-2012</td>
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<td></td>
<td></td>
<td>Memorandum of Understanding between the Region of Waterloo and the Funeral Directors of Waterloo Region</td>
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