



REGIONAL MUNICIPALITY OF WATERLOO CONSOLIDATED COUNCIL AGENDA

Wednesday, February 23, 2011
Closed Session 5:30 p.m.
WATERLOO COUNTY ROOM
Regular Meeting 7:00 p.m.
REGIONAL COUNCIL CHAMBER
150 Frederick Street, Kitchener, ON

*Denotes Item(s) Not Part of Original Agenda

1. MOTION TO GO INTO CLOSED SESSION

THAT a closed meeting of Council be held on Wednesday, February 23, 2011 at 5:30 p.m. in the Waterloo County Room in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matter:

- a) receiving of legal advice subject to solicitor-client privilege pertaining to the interpretation of a statute in relation to a municipal project

2. MOTION TO RECONVENE IN OPEN SESSION

3. MOMENT OF SILENCE

4. ROLL CALL

5. DECLARATION OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

6. PRESENTATIONS

- a) Bob Chodos and Martin De Groot, Region of Waterloo Arts Fund Annual Report

7. PETITIONS

8. DELEGATIONS

- a) Maureen Innes, Waterloo Re: Quality of Life on Residents Backing on to the Ira Needles Corridor

9. MINUTES OF PREVIOUS MEETINGS

- a) Budget – February 2, 2011
- b) Budget Public Input – February 2, 2011
- c) Council – February 2, 2011
- d) Closed Committee – February 15, 2011
- e) Planning & Works – February 15, 2011
- f) Administration & Finance – February 15, 2011
- g) Community Services – February 15, 2011
- h) Library – February 15, 2011

10. **COMMUNICATIONS**11. **MOTION TO GO INTO COMMITTEE OF THE WHOLE TO CONSIDER REPORTS**12. **REPORTS****Finance Reports**

- a) [F-11-011, P2010-54 Security Services Region of Waterloo, Regional Buildings and Properties, Cambridge, Kitchener, and Waterloo](#) 1
- b) [F-11-012, Water Services SCADA Software Procurement](#) 3

Committee Reports

- a) Planning & Works - attached & marked [PS-110215](#) 5
- * Closed Planning & Works – attached & marked [CPS-110215](#) 6A
- b) Administration & Finance - attached & marked [FS-110215](#) 7
- c) Community Services - attached & marked [SS-110215](#) 9
- d) Library – attached & marked [LS-110215](#) 11
- * e) Budget – *distributed at meeting* [CS-110223](#)

Chief Administrative Officer**Regional Chair****Regional Clerk**13. **OTHER MATTERS UNDER COMMITTEE OF THE WHOLE**14. **MOTION FOR COMMITTEE OF THE WHOLE TO RISE AND COUNCIL RESUME**15. **MOTION TO ADOPT PROCEEDINGS OF COMMITTEE OF THE WHOLE**16. **MOTIONS**17. **NOTICE OF MOTION**18. **UNFINISHED BUSINESS**19. **OTHER BUSINESS**20. **QUESTIONS**21. **ENACTMENT OF BY-LAWS – FIRST, SECOND & THIRD READINGS**

- a) A By-law to Amend By-law Number 58-87, as amended, Being a By-law to Designate and Regulate Controlled Access Roads (Homer Watson Boulevard, City of Kitchener)
- b) A By-law to Provide for the Appointment of a Regional Fire Coordinator and a

- Deputy Regional Fire Coordinator and to Repeal By-law 10-007
- c) A By-law to Amend the Wholesale Rates By-law 33-90 and to Repeal By-Law 09-057
 - d) A By-law to Impose a Water Service Rate in the Townships of Wellesley and North Dumfries and to Repeal By-law 09-058
 - e) A By-law to Impose a Sewage Service Rate in the Townships of Wellesley and North Dumfries and to Repeal By-law 09-059
 - f) A By-law to Impose the Regional Sewage Rate and to Repeal By-law 09-060
 - g) A By-law to Confirm the Actions of Council - February 23, 2011

22. ADJOURN



REGION OF WATERLOO

FINANCE DEPARTMENT

Procurement and Supply Services Division

TO: Regional Chair Ken Seiling and Members of Regional Council

DATE: February 23, 2011 **FILE CODE:** F18-40

SUBJECT: **P2010-54 SECURITY SERVICES REGION OF WATERLOO, REGIONAL BUILDINGS AND PROPERTIES, CAMBRIDGE, KITCHENER AND WATERLOO**

RECOMMENDATION:

THAT the Regional Municipality of Waterloo accept the proposal of Barber-Collins Security Services Ltd. for P2010-54 Security Services Region of Waterloo, Regional Buildings and Properties, Cambridge, Kitchener and Waterloo for a three (3) year term commencing March 1, 2011 at a total price of \$4,021,758.39 including all applicable taxes;

AND THAT the Regional Municipality of Waterloo grant pre-budget approval to cover the 2011 expenditures for this tender.

SUMMARY: Nil

REPORT:

Proposals were called for the P2010-54 Security Services Region of Waterloo, Regional Buildings and Properties, Cambridge, Kitchener and Waterloo and were advertised in the Record, on the OPBA website and the Region's website. The proposals were opened in the presence of C. Bogusat, P. Mercado and L. Wilson.

Seven (7) proposals were received from security firms interested in providing security services for the Region of Waterloo. One bid was disqualified. The proposal submissions were evaluated based on the following criteria: program requirements, organizational information, implementation plan, services available/value added, quality of proposal and price.

The following three (3) proposals were shortlisted:

Barber Collins Security Services Ltd.	Waterloo, ON	\$4,021,758.39
Primary Response Inc.	Toronto, ON	\$4,054,030.92
Garda Canada Security Corporation	Hamilton, ON	\$4,171,805.91

The proposals cover security services at the Region's main administration buildings (150 Frederick, 99 Regina and 150 Main Street) as well as the GRT Terminals and Garages, Mannheim Water Facility, Sunnyside Home, and the Waterloo Regional Museum for a three year period with the option to renew for two (2) additional one year periods.

Using pre-determined criteria based on 35% for cost and 65% for quality and experience, staff evaluated the proposals based on guard training, available resources, bill rate, a guard pay rate, management support and value added services. Barber-Collins received the highest weighted overall score. In addition, Barber-Collins Security has seven marked Global Positioning Satellite equipped security patrol cars on the road in the Region of Waterloo 24 hours per day, 7 days per

week. As a result, alarm response times, mobile site visitations and mobile back-up to the Regional facilities can achieve a faster response time. Barber-Collins has an outstanding training and staff retention program and as a result, their staff is often chosen for careers in policing and other law enforcement vocations. Barber Collins also has experience in transit security. For value added services, Barber-Collins has included two mobile security patrol cars at no extra charge to the Region of Waterloo. These vehicles would be used for emergency response purposes for the GRT. Barber Collins provides all guard uniforms and equipment for no additional costs. Barber Collins offers an on site Assistant Supervisor, in addition to the on site Supervisor at no extra charge.

CORPORATE STRATEGIC PLAN:

This contract will help us to continue to improve community safety by reducing and preventing the risks that contribute to crime, as per Focus Area 3 - Healthy and Safe Communities.

FINANCIAL IMPLICATIONS:

P2010-54	\$4,021,758.39
Less: Municipal Rebate of 86.48% of HST (11.24%)	<u>(400,040.39)</u>
	Total <u>\$3,621,718.00</u>

The preliminary 2011 operating budget (property tax and user rates) for the applicable Regional Buildings is \$1,208,408.00 for security services and is sufficient to cover the first year costs of \$1,177,449.00. No budget increase is required in 2012 as the costs for that year are \$1,205,872.96. An increase to the 2013 base budget will be required as the costs for that year are \$1,238,396.04.

The final date of acceptance for this proposal is February 28, 2011.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Facilities Management and Fleet Services have assisted in the preparation of this report.

ATTACHMENTS: Nil

PREPARED BY: *C. Whitlock*, Director, Procurement & Supply Services

APPROVED BY: *L. Ryan*, Chief Financial Officer



REGION OF WATERLOO

**FINANCE DEPARTMENT
Procurement & Supply Services Division**

TO: Regional Chair Ken Seiling and Members of Regional Council

DATE: February 23, 2011 **FILE CODE:** F18-30

SUBJECT: P2011-13 WATER SERVICES SCADA SOFTWARE PROCUREMENT

RECOMMENDATION:

THAT the Regional Municipality of Waterloo accept the proposal of GE Intelligent Platforms Canada c/o Gray Matter Systems Canada Inc., for the supply of SCADA software to an upset amount of \$269,019.10 including all applicable taxes.

SUMMARY:

Nil

REPORT:

The Region recently reviewed the Water Supervisory Control and Data Acquisition (SCADA) system with the goal to improve its reliability and service quality. One of the recommendations was to standardize and upgrade the main components considered essential in creating the framework of the SCADA system. The SCADA software is a critical component of the system and is currently outdated and needs to be upgraded. The Region has very good experience to-date with Gray Matter Systems Canada Inc. and the products they supply.

The SCADA system software provides the operator with the ability to interact with the control system. Specifically, the ability to view the processes, monitor equipment status, issue control commands, review and manage historical data, and manage events and alarms which occur in the day-to-day operation of the water supply systems. As a result of upgrading the software, there will be improved data collection and trending abilities to a larger group of staff. Also, there will be improved reliability of communications between all facilities and the central control site at the Mannheim Water Treatment Plant. Installation of the software will be done by Water Services staff.

On February 3, 2010, Regional Council approved GE as the standard supplier of Operator Interface Terminals (OIT's) and SCADA software for the Water Supply System (Report E-10-002). GE now operates as GE Intelligent Platforms Canada and Grey Matter Systems Canada Inc. is the authorized distributor. This report recommended the Water Services SCADA hardware and software standardization for both water and wastewater for existing systems and future capital upgrades. The approved approach is also the most cost effective, reducing operation, maintenance and capital costs for the project.

The Region has received the same pricing discounts as were achieved in the previous three SCADA purchases. SCADA upgrades at each water facility would be performed by Region staff during normal maintenance throughout 2011 and 2012. The proposed work involves upgrading the SCADA control systems with the most current version of software.

CORPORATE STRATEGIC PLAN:

SCADA software upgrades support the Corporate Strategic Plan, Focus Area 5 - Infrastructure: provide high quality infrastructure and asset management to meet current needs and future growth.

FINANCIAL IMPLICATIONS:

P2011-13	\$269,019.10
Less Municipal Rebate of 86.46% of HST (11.24%)	<u>(26,759.07)</u>
Total	<u>\$242,260.03</u>

The 2010 Ten Year Water Capital Program includes \$4.6 million for ongoing SCADA upgrades (project #04969) which includes the purchase of SCADA software and is sufficient for the proposed works. The project is being funded by Regional Development Charges and Water Reserve Funds.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE: Nil

ATTACHMENTS: Nil

PREPARED BY: C. Whitlock, Director, Procurement & Supply Services

APPROVED BY: L. Ryan, Chief Financial Officer

**THE REGIONAL MUNICIPALITY OF WATERLOO
PLANNING AND WORKS COMMITTEE**

Summary of Recommendations to Council

The Planning and Works Committee recommends as follows:

1. THAT Report E-11-020 Fountain Street - King Street Improvements, Shantz Hill Road to Eagle Street, City of Cambridge Class Environmental Assessment, Recommended Design Concept be referred to the project team and staff for further consideration.
2. THAT Report E-10-088, South Boundary Corridor and Franklin Boulevard Extension Class Environmental Assessment, City of Cambridge and Township of North Dumfries - Recommended Design Alternative be referred back to staff.
3. THAT the Region of Waterloo accept P-11-006, Monthly Report of Development Activity for January 2011, dated February 15, 2011.
4. THAT the Regional Municipality of Waterloo approve the following actions, as described in Report P-11-013, dated February 15, 2011 with respect to the new Regional Official Plan:
 - a) Ratify the Notice of Appeal dated January 21, 2011 filed by the Regional Commissioner of Planning, Housing and Community Services at the direction of Regional Council with respect to the Notice of Decision of the Minister of Municipal Affairs and Housing dated December 22, 2010;
 - b) Request the Ontario Municipal Board to move immediately toward a pre-hearing to identify the parties and participants of the hearing, and clarify and/or reduce the number of issues under appeal; and
 - c) Authorize Regional staff to participate and take any necessary steps in the Ontario Municipal Board process, including the negotiation and resolution of appeals, and direct the Regional Solicitor to retain such experts and legal counsel, all as deemed necessary and appropriate, by the Regional Solicitor and the Commissioner of Planning, Housing and Community Services to protect the Regional interest in this matter, as expressed by Regional Council through the adoption of the new Regional Official Plan on June 16, 2009 and in subsequent submissions to the Province.
5. THAT the Regional Municipality of Waterloo approve an amendment to Controlled Access By-law #58-87 to close a right-in, right-out, left-in only access on the east side of Regional Road #28 (Homer Watson Boulevard) approximately 257 metres south of Block Line Road and a right-in, right-out only access on the east side of Regional Road #28 (Homer Watson Boulevard) to the commercial block south of Block Line Road in the City of Kitchener.

AND THAT the Regional Municipality of Waterloo approve an amendment to Controlled Access By-law #58-87 for a right-in, right-out, left-in only access on the east side of Regional Road #28 (Homer Watson Boulevard) approximately 251 metres south of Block Line Road and a right-in, right-out only access on the east side of Homer Watson Boulevard approximately 145 metres south of Block Line Road in the City of Kitchener with both

accesses being subject to approval of a site plan by the City of Kitchener as described in P-11-014, dated February 15, 2011.

6. THAT the Regional Municipality of Waterloo grant pre-budget approval in the amount of \$21.965 million prior to finalization of the 2011 Regional budget in March 2011, to allow the tendering and contract award of selected 2011 capital projects in the first quarter of 2011.[E-11-001]
7. THAT the Regional Municipality of Waterloo enter into a Consulting Services Agreement with AECOM to provide consulting engineering services for the Class Environmental Assessment and Preliminary Design Study for the proposed improvements to Ottawa Street between King Street and Mill Street in the City of Kitchener for an upset limit fee of \$402,612.00 plus applicable taxes. [E-11-018]

AND THAT the Regional Municipality of Waterloo grant pre-budget approval, for this phase of the project, prior to approval of the 2011 Ten Year Transportation Capital Program.

8. That the Regional Municipality of Waterloo accept the proposal of HSI Inc. for the supply of two (2) high speed turbo blowers for the Kitchener Wastewater Treatment Plant (WWTP) Plant 1 in the amount of \$508,367.79 including applicable taxes. [E-11-022]
9. THAT the Regional Municipality of Waterloo enter into an agreement with Grand River Conservation Authority and Rockway Holdings Ltd. to provide for installation of sanitary and storm sewer services under the Fairway Road Extension for future potential servicing of lands owned by Rockway Holdings Ltd. and Grand River Conservation Authority, and a storm sewer channel across lands owned by Grand River Conservation Authority to service the Fairway Road Extension, as described in Report No. CR-RS-11-009, subject to such agreement being satisfactory to the Commissioner of Transportation and Environmental Services and the Regional Solicitor.
10. THAT The Regional Municipality of Waterloo approve in principle draft Grand River Transit Policy – Onboard Mobile Surveillance Systems, attached as Appendix A to this Report, and consult the public in relation to the draft Policy, pursuant to Report E-11-025 dated February 15, 2011.
11. That the Regional Municipality of Waterloo extend AECOM's consulting assignment for the Pre-Design of the Kitchener Wastewater Treatment Plant Upgrades (Planning & Works Report E-10-071 of June 22, 2010) to include engineering services for the detailed design and services during construction for Plant 1 Upgrades at an additional upset fee limit of \$330,000.00 plus applicable taxes at a grand total of \$2,428,275 plus applicable taxes. [E-11-017]
12. THAT the Regional Municipality of Waterloo enter into a Consulting Services Agreement with AECOM Canada Ltd. of Kitchener, Ontario, to provide consulting engineering services for undertaking the West Montrose Water Supply System Class Environmental Assessment (EA) preliminary design and disinfection upgrades, at an upset limit of \$478,215 plus applicable taxes, as per Report E-11-019, dated February 15, 2011.

AND THAT the Regional Municipality of Waterloo grant pre-budget approval, for this phase of the project, prior to approval of the 2011 Ten Year Water Capital Program.

February 15, 2011

**THE REGIONAL MUNICIPALITY OF WATERLOO
PLANNING AND WORKS COMMITTEE**

Summary of Closed Recommendations to Council

The Planning and Works Committee recommends as follows:

1. THAT the Region of Waterloo appoint Bruce Bieth to the Laurel Creek Headwaters Environmentally Sensitive Landscape Public Liaison Committee for a one-year term expiring December 31, 2011.
2. THAT the Regional Municipality of Waterloo approve, enter into Agreements for, and execute all documentation related to, the acquisition of lands for improvements to Trussler Road described as Part Lot 2, Block A, Concession 3, being Parts 5, 6 and 7, on Reference Plan 58R-16920, in the Township of Wilmot, Regional Municipality of Waterloo from Glenn Rodney Sider and Susan Diane Sider for the sum of \$6,000.00, plus associated costs to the satisfaction of the Regional Solicitor.

February 15, 2011

**THE REGIONAL MUNICIPALITY OF WATERLOO
ADMINISTRATION AND FINANCE COMMITTEE**

Summary of Recommendations to Council

The Administration and Finance Committee recommends as follows:

1. THAT the Regional Municipality of Waterloo adopt the 2011 Accessibility Plan;

AND THAT the 2011 Accessibility Plan be sent to the Ministry of Community and Social Services for information as outlined in Report CR-CLK-11-002.
2. THAT the Regional Municipality of Waterloo appoint Tim Beckett, City of Kitchener Fire Chief, as Regional Fire Coordinator, and Lyle Quan, City of Waterloo, General Manager of Protective Services/Fire Chief as Deputy Regional Fire Coordinator effective January 1, 2011 to December 31, 2011, as outlined in Report CA-EM-11-001 dated February 15, 2011.
3. THAT the Regional Municipality of Waterloo approve proceeding with the Construction Tender for the Waterloo Regional Police Services New North Division as described in Report CR-FM-11-03, dated February 15, 2011.

February 15, 2011

**THE REGIONAL MUNICIPALITY OF WATERLOO
COMMUNITY SERVICES COMMITTEE**

Summary of Recommendations to Council

The Community Services Committee recommends as follows:

1. THAT the Regional Municipality of Waterloo approve a write-off of \$95,882.53 in Accounts Receivable for the year ended December 31, 2010, as outlined in Report SS-11-009, dated February 15, 2011.

February 15, 2011

**THE REGIONAL MUNICIPALITY OF WATERLOO
LIBRARY COMMITTEE**

Summary of Recommendations to Council

The Library Committee recommends as follows:

1. THAT the Regional Municipality of Waterloo take the following actions with respect to Report P-LIB-11-001, dated February 15, 2011:
 - a) Appoint Todd Cowan to the Southern Ontario Library Service Trustee Council as a representative of the Region of Waterloo Library; and
 - b) Authorize the Library Chair to make submissions to senior government levels in response to time-sensitive initiatives.

2. THAT the Library Committee approve the submission of correspondence to L. Pendergast, M.P.P. (Kitchener-Conestoga) seeking support for increased funding for provincial operating grants to public libraries.

February 15, 2011

**THE REGIONAL MUNICIPALITY OF WATERLOO
BUDGET COMMITTEE**

Summary of Recommendations to Council

The Budget Committee recommends as follows:

1. Water Supply

THAT the Regional Municipality of Waterloo approve for Water Supply, the 2011 Operating Budget, the 2011 Capital Budget and the 2012-2020 Capital Forecast.

THAT the Regional Municipality of Waterloo approve a Regional Water Rate of **\$0.7775** per cubic metre effective March 1, 2011 and that the necessary by-law be introduced.

2. Wastewater Treatment

THAT the Regional Municipality of Waterloo approve for Wastewater Treatment, the 2011 Operating Budget, the 2011 Capital Budget and the 2012-2020 Capital Forecast.

THAT the Regional Municipality of Waterloo approve a Regional Wastewater Rate of **\$0.6965** per cubic metre effective March 1, 2011 and that the necessary by-law be introduced.

3. Water Distribution

THAT the Regional Municipality of Waterloo approve the 2011 Operating Budget, the 2011 Capital Budget and the 2012-2020 Capital Forecast for the Retail Water Distribution System.

THAT the Regional Municipality of Waterloo approve a Retail Water Rate of **\$1.52** per cubic metre effective March 1, 2011 and that the necessary by-law be introduced.

THAT the Regional Municipality of Waterloo approve a monthly maintenance fee of \$5.00 per account for the customers of the Retail Water Distribution System effective March 1, 2011 and that the necessary by-law be introduced.

4. Wastewater Collection

THAT the Regional Municipality of Waterloo approve the 2011 Operating Budget, the 2011 Capital Budget and the 2012-2020 Capital Forecast for the Retail Wastewater Collection System.

THAT the Regional Municipality of Waterloo approve a Retail Wastewater Rate of **\$1.35** per cubic metre effective March 1, 2011 and that the necessary by-law be introduced.

THAT the Regional Municipality of Waterloo approve a monthly maintenance fee of \$4.00 per account for the customers of the Retail Wastewater Collection System effective March 1, 2011 and that the necessary by-law be introduced.

CS-110223

THAT the Regional Municipality of Waterloo approve an increase of 7.9% to the flat annual rate that is currently being charged per residential connection and per commercial/industrial connection for the users of the Wastewater Collection System that do not have a water meter installed effective March 1, 2011 and that the necessary by-law be introduced.

February 23, 2011