



Media Release: Immediate

**Regional Municipality of Waterloo**  
**Consolidated**  
**Council Agenda**

Wednesday, April 1, 2015

**Closed Session 5:30 p.m.**

**Waterloo County Room**

Regular Meeting 7:00 p.m.

Regional Council Chamber

150 Frederick Street, Kitchener, ON

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\*Denotes Item(s) Not Part of Original Agenda

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- 1. Moment of Silence**
- 2. Roll Call**
- 3. Motion To Go Into Closed Session**

That a closed meeting of Council be held on Wednesday, April 1, 2015 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 matters:

- a) potential litigation and proposed or pending acquisition of property in the City of Kitchener

1832287

- \* b) proposed or pending disposition of property in the Township of Woolwich and receiving of legal advice subject to solicitor-client privilege related to a lease
- c) potential litigation with respect to a matter before an administrative tribunal
- d) litigation and advice that is subject to solicitor-client privilege related to a matter before an administrative tribunal
- \* e) personal matters about identifiable individuals and education of councillors regarding a Public Health matter
- \* f) proposed or pending disposition of property in the City of Kitchener
- \* g) legal advice subject to solicitor-client privilege relating to a capital project

**4. Motion to Reconvene Into Open Session**

**5. Declaration of Pecuniary Interest Under The Municipal Conflict of Interest Act**

**6. Presentations**

**7. Petitions**

**8. Delegations**

- \* a) Moira Sharon Magee, Re: Representation/Democracy/Accountability

**9. Minutes of Previous Meetings**

- a) Budget – March 4, 2015
- b) Closed Council – March 4, 2015
- c) Council – March 4, 2015
- d) Planning & Works – March 24, 2015
- e) Closed Committee – March 24, 2015
- f) Administration & Finance – March 24, 2015
- g) Community Services – March 24, 2015

**10. Communications**

- a) [Township of North Dumfries](#): Resolution C-69-15 – Regional Economic

## Development Implementation Update

- b) [Township of Wellesley](#): Resolution No. 53 – Regional Economic Development Implementation Update 2

**11. Motion To Go Into Committee Of The Whole To Consider Reports****12. Reports****Finance Reports**

- a) [COR-TRY-15-28](#), T2015-109 Regional Road No.6 (Highland Road) Reconstruction, Patricia Avenue to Westmount Road, City of Kitchener 3
- b) [COR-TRY-15-29](#), T2015-144 Construction and Testing of Municipal Supply Wells, 2015 City of Kitchener and Township of Wilmot 6
- c) [COR-TRY-15-30](#), T2015-112 Regional Road No. 15 (King Street North) Improvements & Multi-use Trail Construction, Weber Street North to Conestogo Road, City of Waterloo 8
- d) [COR-TRY-15-31](#), Sole Source Procurement for Five (5) ½ Ton Commercial Cargo Vans 13
- e) [COR-TRY-15-32](#), T2014-175 Snowploughing and Winter Grounds Maintenance, Cambridge and Surrounding Regional Area Properties – Property Area A Purchase Order Increase 15
- f) [COR-TRY-15-33](#), P2014-53 Transit Operating System Replacement for Grand River Transit 17

**Committee Reports**

- a) Planning & Works - attached & marked [PS-150324](#) 21
- b) Administration & Finance - attached & marked [FS-150324](#) 25
- c) Community Services - attached & marked [SS-150324](#) 27

**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 Establish Tax Ratios For Regional Purposes and Area Municipal Purposes for the Year 2015

b) A By-law to Establish and Levy Rates of Taxation For Regional Purposes for the Year 2015

c) A By-law to Confirm the Actions of Council – April 1, 2015

**22. Adjourn**

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**CORPORATION OF THE  
TOWNSHIP OF NORTH DUMFRIES**

1171 Greenfield Road, Cambridge, Ontario – N1R 5S5

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RECEIVED

MAR 23 2015

CLERK'S DIVISION

February 18, 2015

Regional Municipality of Waterloo  
150 Frederick Street, 2<sup>nd</sup> Floor  
Kitchener, ON N2G 4J3

Attn: LeeAnn Wetzel

REGIONAL CLERK'S	
TO	FILE
COUNCIL	WATER
CAO	WATER
	REPORT
	ACTION
	INFO
	FILE

C10-20

Dear Ms. Wetzel:

Re: Resolution C-69-15 – Regional Economic Development Implementation Update

Please be advised that the following resolution was passed at the Regular Council Meeting of the Township North Dumfries Council held on February 17, 2015.

'THAT Council approve the first Waterloo Regional Economic Development Strategy dated December 2014, in partnership with all Area Municipalities; and  
 THAT Council direct staff to implement and promote the Waterloo Regional Economic Development Strategy in support of existing economic prosperity and as a means of attracting new investment; and,  
 THAT Council supports the framework and financial model for a new Waterloo Region Economic Development Corporation (WREDC); and,  
 THAT Council authorizes the CAO to enter into such agreements as necessary to implement the WREDC, with such agreements to be satisfactory to the Township solicitor.  
 Carried.

If you have any questions or concerns, please contact the undersigned at (519) 621-0340.

Sincerely,

Joan Ready, Acting Clerk  
Township of North Dumfries  
[jready@northdumfries.ca](mailto:jready@northdumfries.ca)

cc: Steve Stone, Township of North Dumfries, Acting CAO



**The Corporation of the Township of Wellesley**  
4639 Lobsinger Line, R. R. # 1  
St. Clements, Ontario NOB 2M0  
Telephone: 519.699.4611 Fax: 519.699.4540  
**LOCATED AT CROSSHILL, ONTARIO**

February 18, 2015

Regional Municipality of Waterloo  
150 Frederick St., 2<sup>nd</sup> Floor  
Kitchener, Ontario  
N2G 4J3  
Attention: LeeAnn Wetzel

Regarding: Resolution No. 53 - Regional Economic Development Implementation  
Update

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Please be advised that the following resolution was passed at Regular Council Meeting of the Wellesley Township Municipal Council held on February 17, 2015 at the Council Chambers in Crosshill:

“That Council approve the first Waterloo Regional Economic Development Strategy dated December 2014, in partnership with all Area Municipalities;  
That Council direct staff to implement and promote the Waterloo Regional Economic Development Strategy in support of existing economic prosperity and as a means of at attracting new investment;  
That Council supports the framework and financial model for a new Waterloo Region Economic Development Corporation (WREDC);  
That Council authorizes the CAO to enter into such agreements as necessary to implement the WREDC, with such agreements to be satisfactory to the Township solicitor. Carried.” Carried

If you have any questions or concerns, please feel free to contact me at (519) 699-3946 at your earliest convenience.

Yours truly,

Grace Kosch, Clerk  
Township of Wellesley  
P: 519.699.3946 F: 519.699.4540  
[gkosch@wellesley.ca](mailto:gkosch@wellesley.ca)

cc: Rik Louwagie, CAO



**Report:** COR-TRY-15-28

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

**To:** Regional Chair Ken Seiling and Members of Regional Council

**Date:** April 1, 2015

**File Code:** F18-30

**Subject:** T2015-109 Regional Road No.6 (Highland Road) Reconstruction, Patricia Avenue to Westmount Road, City of Kitchener

**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Steed & Evans Ltd. for Regional Road No. 6 (Highland Road) Reconstruction, Patricia Avenue to Westmount Road, City of Kitchener in the amount of \$3,736,910.00 including all applicable taxes.

And that the Regional Municipality of Waterloo approve an increase in project costs of \$863,206.02 gross and \$0.00 net to facilitate the work undertaken on behalf of the City of Kitchener.

**Summary:** Nil

**Report:**

Tenders were called for Regional Road No. 6 (Highland Road) Reconstruction, Patricia Avenue to Westmount Road, City of Kitchener and were advertised in the Record, in the Daily Commercial News, on the Ontario Public Buyer's Association website and on the Region's website. Tenders were opened in the presence of M. Halloran, M. Henderson and T. Lumgair.

The following tenders were received:

Steed & Evans Ltd.	St. Jacobs, ON	\$3,736,910.00
Regional Sewer and Watermain Ltd.	Cambridge, ON	\$3,793,940.54

E & E Seegmiller Limited	Kitchener, ON	\$4,124,492.54
Amico Infrastructures (Oxford) Inc.	Cambridge, ON	\$5,978,454.68

The work of this contract includes the complete reconstruction of Highland Road from Patricia Avenue to Westmount Road including replacement of the storm sewer system, replacement of concrete curbs, replacement of sections of the existing sidewalk, construction of an eastbound left turn lane at the Lawrence Avenue intersection, intersection improvements at the Belmont Avenue intersection as well as replacement of the watermain infrastructure on behalf of the City of Kitchener.

#### **Corporate Strategic Plan:**

Award of this contract meets the 2011-2014 Corporate Strategic Plan objective to ensure all Regional programs and services are efficient, effective and accountable to the public under Strategic Focus Area 5, Service Excellence and to develop, optimize and maintain infrastructure to meet current and projected needs under Strategic Focus Area 2, Growth Management and Prosperity.

#### **Financial Implications:**

Contract T2015-109 costs are shared as follows:

Region of Waterloo – Transportation Division	\$2,889,600
City of Kitchener	<u>847,310</u>
Total	<u>\$3,736,910</u>

#### Region of Waterloo Costs

T2015-109	\$2,889,600
Region and Consultant Engineering	300,000
Utility relocations and new street lighting	35,756
Traffic detours, signing and line painting	35,000
Geotechnical Consulting	33,900
Advertising and Printing	<u>3,000</u>
Sub-total	\$3,297,256
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(294,349)</u>
Total	<u>\$3,002,907</u>



The Region of Waterloo's approved 2015 Ten Year Transportation Capital Program includes a budget of \$3,180,000 for Highland Road Reconstruction (Project #5382 and #5602) between Patricia Avenue and Westmount Road to be funded from the Roads Rehabilitation Capital Reserve Fund (94%, \$2,990,000) and the Roads Development Charge Reserve Fund (6%, \$190,000). Based on the low tender result, the actual cost of Regional work is \$3,002,907, which is \$177,093 (or approximately 5.6%) under the project budget.

City of Kitchener Costs

T2015-109	\$847,310
Region and Consultant Engineering	90,000
Geotechnical Consulting & Material Inspection & Testing	<u>11,300</u>
Sub-total	\$948,610
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(85,404)</u>
Total	<u>\$863,206</u>

The City of Kitchener has indicated that they have sufficient funds budgeted for this work and has asked that the work proceed on their behalf.

The final date of acceptance for this tender is May 9, 2015.

**Other Department Consultations/Concurrence:** Nil

**Attachments:** Nil

**Prepared By:** Lisa Buitenhuis, Manager, Procurement/Chief Purchasing Officer

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



**Report:** COR-TRY-15-29

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

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**To:** Regional Chair Ken Seiling and Members of Regional Council

**Date:** April 1, 2015

**File Code:** F18-30

**Subject:** T2015-144 Construction and Testing of Municipal Supply Wells, 2015  
City of Kitchener and Township of Wilmot

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Gerrits Drilling & Engineering Limited for the Construction and Testing of Municipal Supply Wells, 2015 City of Kitchener and Township of Wilmot at a total price of \$593,950.60 including all applicable taxes.

**Summary:**

Nil

**Report:**

Tenders were called for the Construction and Testing of Municipal Supply Wells, 2015 City of Kitchener and Township of Wilmot and were advertised in the Record, on the Ontario Public Buyer's Association website and on the Region's website. The tenders were opened in the presence of J. Markovic, R. Wootton and K. Belan.

The following tenders were received:

Gerrits Drilling & Engineering Limited	Grand Valley, ON	\$593,950.60
Well Initiatives Limited	Elora, ON	\$912,006.05
Durl Hopper Limited	St. Mary's, ON	\$1,066,408.12

This construction contract includes installation and testing of new municipal supply wells at the Region K21 and K4B well sites, construction of a test well at the W6A/W6B well site, and completion of pumping tests and water quality sampling in each of the newly constructed municipal supply wells and test well.

Subject to Regional Council approval, it is anticipated that the contractor will commence construction in April 2015 with contract completion in December 2015.

**Corporate Strategic Plan:**

Award of this contract meets the 2011-2014 Corporate Strategic Plan objective to develop, optimize and maintain infrastructure to meet current and projected needs under Strategic Focus Area 2 Growth Management and Prosperity.

**Financial Implications:**

T2015-144	\$593,951
Consulting Engineering (C2014-43)	254,790
Regional Engineering	<u>5,000</u>
	Sub-total \$853,741
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(84,423)</u>
	Total <u>\$769,318</u>

The Region's approved 2015 Water Capital Budget and Ten Year Capital Forecast includes a total budget of \$900,000 in 2015 for the Well Optimization and Upgrades project (#04135), funded from the Water Reserve Fund (74%, \$569,295) and Regional Development Charges (26%, \$200,023). The available budget is sufficient to cover the costs of this project.

The final date of acceptance for this tender is May 15, 2015.

**Other Department Consultations/Concurrence:** Nil

**Attachments:** Nil

**Prepared By:** Lisa Buitenhuis, Manager, Procurement/Chief Purchasing Officer

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



**Report:** COR-TRY-15-30

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

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**To:** Regional Chair Ken Seiling and Members of Regional Council

**Date:** April 1, 2015

**File Code:** F18-30

**Subject:** T2015-112 Regional Road No. 15 (King Street North) Improvements & Multi-use Trail Construction, Weber Street North to Conestogo Road, City of Waterloo

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**Recommendation:**

That the Regional Municipality of Waterloo accept the tender of Steed and Evans Ltd. for Regional Road No. 15 (King Street North) Improvements & Multi-Use Trail Construction, Weber Street North to Conestogo Road, City of Waterloo in the amount of \$4,087,210.00 including all applicable taxes;

And that the Regional Municipality of Waterloo approve advancing \$370,000 from the 2016 Roads Capital Forecast (Project 5633) and increase the 2015 funding allocation for this project in the amount of \$18,483, to be funded from the Roads Rehabilitation Reserve Fund, to cover the cost of surface asphalt paving which was originally to be completed in 2016;

And that the Regional Municipality of Waterloo approve an increase in project costs of \$783,225.06 gross and \$0.00 net to facilitate the work undertaken on behalf of the City of Waterloo;

And that the Regional Municipality of Waterloo approve an increase in project costs of \$491,025.01 gross and \$0.00 net to facilitate the work undertaken on behalf of the Ontario Ministry of Transportation.

**Report:**

Tenders were called for Regional Road No. 15 (King Street North) Improvements & Multi-Use Trail Construction, Weber Street North to Conestogo Road, City of Waterloo and were advertised in the Record, in the Daily Commercial News, on the Ontario Public Buyers Association website and on the Region's website. Tenders were opened in the presence of E. Saunderson, L. Smith and T. Lumgair.

The following tenders were received:

Steed & Evans Ltd.	St. Clements, ON	\$4,087,210.00
Regional Sewer and Watermain Ltd.	Guelph, ON	\$4,235,389.16
Capital Paving Inc.	Guelph, ON	\$4,592,336.08
E & E Seegmiller Ltd.	Kitchener, ON	\$4,662,046.65

The work of this contract includes roadway improvements on King Street between Weber Street North and Conestogo Road (approximately 1.6 km) in the City of Waterloo. The work includes pavement resurfacing, some areas of widening and median installation, multi-use trail construction, storm sewer and watermain repairs and traffic signal and streetlight modifications. The contract work will replace deteriorated infrastructure and provide Active Transportation enhancements to the King Street corridor, which is a critical link between major employment lands, the universities, residential developments and key destinations/attractions such as Conestoga Mall and the Region's new Rapid Transit station (near Conestoga Mall) scheduled to be operational in 2017.

Part of the work of this contract is being undertaken on behalf of the City of Waterloo and the Ontario Ministry of Transportation. The scope of work on behalf of others includes sections of storm sewers, culverts, watermain, streetlights, multi-use trails and road resurfacing.

#### **Corporate Strategic Plan:**

Award of this contract meets the 2011–2014 Corporate Strategic Plan objective to ensure all Regional programs and services are efficient, effective and accountable to the public under Strategic Focus Area 5, Service Excellence and the objective to develop, optimize and maintain infrastructure to meet current and projected needs under Strategic Focus Area 2, Growth Management and Prosperity.

#### **Financial Implications:**

Contract T2015-112 costs are shared as follows:

Region of Waterloo	\$2,816,837
City of Waterloo	781,066
Ministry of Transportation	<u>489,307</u>
Total	<u>\$4,087,210</u>

Region of Waterloo – Transportation Division Costs

T2015-112	\$2,816,837
Engineering – Consultant	178,086
Utility Relocations and New Street Lighting	114,025
Engineering – Regional	60,851
Geotechnical Consulting	41,705
Traffic Detours, Signing and Line Painting	28,168
Advertising & Printing	<u>2,817</u>
	Sub-total \$3,242,489
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(313,387)</u>
	Total <u>\$2,929,102</u>

The approved 2015 Transportation Capital Program includes \$2,085,000 (Project 5633 - \$1,785,000 and Project 5391 - \$300,000) for King Street Road Improvements to be funded from the Roads Rehabilitation Reserve Fund. The contract cost allocated to this budget is \$2,473,483 which represents a 2015 budget shortfall of \$388,483. During detailed design in late 2014 (after the draft 2015 budget was finalized), it was concluded that surface paving should occur in 2015 to avoid further traffic disruptions in 2016 during the ION construction. The budget for Project 5633 includes an additional \$370,000, to be funded from the Roads Rehabilitation Reserve Fund, in 2016 for surface asphalt paving. Staff recommend that this funding be advanced to 2015 and additional funding of \$18,483, to be funded from the Roads Rehabilitation Reserve Fund, be approved to complete the surface asphalt in 2015. This budget increase will be addressed as part of the mid-year review of the 2015 Transportation Capital budget.

The approved 2015 Transportation Capital Program also includes \$530,000 (Project 7042) for intersection improvements on King Street at Waterloo Inn Service Road to Bluesprings Drive to be funded from the Development Charge Reserve Fund. The contract cost allocated to this budget is \$455,619 for a savings of \$74,381 relative to budget.

City of Waterloo Costs

T2015-112	\$781,066
Consultant Engineering	49,038
Region Engineering	16,756
Geotechnical Consulting	11,484
Traffic Detours, Signing and Line Painting	7,810
Advertising and Printing	<u>781</u>
	Subtotal \$866,935
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(83,710)</u>
	Total <u>\$783,225</u>

The City of Waterloo has indicated that they have sufficient funds budgeted for this work and has asked that the work proceed on their behalf.

Ministry of Transportation Costs

T2015-112	\$489,307
Consultant Engineering	30,971
Region Engineering	10,583
Geotechnical Consulting	7,253
Traffic Detours, Signing and Line Painting	4,893
Advertising and Printing	<u>490</u>
	Sub-total \$543,497
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(52,472)</u>
	Total <u>\$491,025</u>

The Ontario Ministry of Transportation has indicated that they have sufficient funds budgeted for this work and are preparing an agreement to formalize the cost-sharing responsibilities and long-term maintenance requirements associated with multi-use trails on the Ministry's right-of-way.

The final date of acceptance for this tender is May 8, 2015.

**Other Department Consultations/Concurrence:** Nil

**Attachments:** Nil

**Prepared By:** Lisa Buitenhuis, Manager, Procurement/Chief Purchasing Officer

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





**Report:** COR-TRY-15-31

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

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**To:** Regional Chair Ken Seiling and Members of Regional Council

**Date:** April 1, 2015                      **File Code:** F18-30

**Subject: Sole Source Procurement for Five (5) ½ Ton Commercial Cargo Vans**

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**Recommendation:**

That the Regional Municipality of Waterloo approve the sole source procurement from Parkway Ford for the supply of five (5) ½ Ton Commercial Cargo Vans with Standard Conversion in the amount of \$198,654.00 including all applicable taxes.

**Summary:** Nil

**Report:**

The Ministry of Government Services has a Vendor of Record arrangement for the supply and delivery of passenger, light commercial and enforcement vehicles. As part of the Broader Public Sector Service in the Province of Ontario, the Region is eligible to receive the pricing concessions agreed to by the vehicle manufacturers.

Utilizing the Ministry of Government Services Vendor of Record arrangement for passenger and light commercial vehicles, tenders were called for the T2015-114 Vehicle Acquisitions which included the five (5) ½ Ton Commercial Cargo Vans with Standard Conversion for Water Services (Laboratory). The request for tender was advertised in the Record, on the Ontario Public Buyer's Association website and on the Region's website.

No compliant bids were received for the five (5) ½ Ton Commercial Cargo Vans. Section 21(1)(f) of the Purchasing Bylaw allows for acquisition by negotiation where one or no bids are received in a bid call. The decision for renegotiating instead of retendering was due to manufacturer vehicle build dates which would potentially be missed due to the required timelines in the tender process. This would cause significant

delay in receiving the vehicles which would increase the various operating division's costs due to increased maintenance requirements of their current vehicles which are at end of life. Staff has reviewed the quotation and are satisfied that the price is fair, reasonable and competitive. The vehicles being replaced by the 5 vans are between 10 and 12 years old (2003-2005 models). The standard conversion includes the items which will fit the vehicles for service and consists of safety lighting, a cargo partition, shelving and load retention systems for the sampling equipment used by the LAB industrial program.

**Corporate Strategic Plan:**

Award of this contract meets the 2011-2014 Corporate Strategic Plan objective to ensure Regional programs and services are efficient and effective and demonstrate accountability to the public under Strategic Focus Area 5, Service Excellence.

**Financial Implications:**

Five (5) ½ Ton Commercial Cargo Vans with standard conversion	\$198,654
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(19,760)</u>
Total	<u>\$178,894</u>

On August 20, 2014, Regional Council granted pre-budget approval for the purchase of vehicles which are scheduled for replacement in 2015 with funding from the appropriate vehicle reserves (CR-FM-14-012).

The approved 2015 Wastewater Capital Program includes \$220,000 (project #08277) for these vehicles. Any remaining funds will be maintained within the Vehicle Reserve fund for future year purchases.

**Other Department Consultations/Concurrence:**

Fleet Services worked with the program area to determine the functional needs and to evaluate alternatives to meet these needs as well as corporate objectives of reducing emissions and minimizing total cost of ownership.

**Attachments:** Nil

**Prepared By:** Lisa Buitenhuis, Manager, Procurement/Chief Procurement Officer

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



**Report:** COR-TRY-15-32

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

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**To:** Regional Chair Ken Seiling and Members of Regional Council

**Date:** April 1, 2015

**File Code:** F18-30

**Subject:** T2014-175 Snowploughing and Winter Grounds Maintenance, Cambridge and Surrounding Regional Area Properties – Property Area A Purchase Order Increase

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**Recommendation:**

That the Regional Municipality of Waterloo increase the purchase order for T2014-175 Snowploughing and Winter Grounds Maintenance, Cambridge and Surrounding Regional Area Properties for Property Area A with Forestell Inc. in the amount of \$102,717.00 for a revised estimated total of \$171,195.00 including all applicable taxes for the contract term November 15, 2014 to April 15, 2015.

**Summary:** Nil

**Report:**

Contract T2014-175 Snowploughing and Winter Grounds Maintenance – Cambridge and Surrounding Regional Area Properties is comprised of eight designated areas (areas A to H). Property Area A encompasses the Regional Operations Centre, Regional Laboratory, Police Headquarters, Police Reporting Centre, Emergency Medical Services Headquarters, Children's Safety Village and Voice Radio, located at 100-230 Maple Grove Road, Cambridge.

The contract went out to tender in the fall of 2014. Forestell Inc. was the only company to bid on this contract. Staff negotiated a contract value of approximately \$171,195 with Forestell to ensure that the necessary snow clearing and maintenance was in place. At that time, the 2015 Regional budget had not yet been tabled with or approved by Regional Council.

A Purchase Order was issued to Forestell Inc. in the amount of \$68,478 for estimated snowploughing costs for the period November 15, 2014 – January 15, 2015 for Property A. The Purchase Order now requires an increase of \$102,717 for the remaining period of the contract which expires on April 15, 2015.

This contract will be re-tendered in the fall of 2015 in an effort to secure competitive bids for the Maple Grove campus.

### Corporate Strategic Plan:

Award of this contract meets the 2011-2014 Corporate Strategic Plan objective to ensure Regional programs and services are efficient and effective and demonstrate accountability to the public under Strategic Focus Area 5 Service Excellence.

### Financial Implications:

	Initial Purchase Order	Recommended Increase	Total
T2014-175 Property Area A	\$68,478	\$102,717	\$171,195
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(6,812)</u>	<u>(10,217)</u>	<u>(17,029)</u>
Net Cost to Region	<u>\$61,666</u>	<u>\$92,500</u>	<u>\$154,166</u>

The revised estimated contract cost is (net of HST rebate) \$154,166, of which \$61,666 was charged to 2014 and \$92,500 will be charged to 2015. The 2015 operating budget for snowploughing and winter ground maintenance for the applicable Regional buildings is \$81,690. The budget was based on a previous vendor who declined to renew their contract for the work. The 2015 cost for January 15 to April 15 is \$10,810 higher than the budget for the full calendar year. Facilities staff will monitor costs closely and work to accommodate the higher costs within the overall Facilities Management 2015 operating budget. Actual costs in 2015 will depend on weather conditions in November and December 2015. Adjustments will be made to the 2016 operating budget, if needed.

**Other Department Consultations/Concurrence:** Nil

**Attachments:** Nil

**Prepared By:** Lisa Buitenhuis, Manager, Procurement/Chief Purchasing Officer

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



**Report:** COR-TRY-15-33

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

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**To:** Regional Chair Ken Seiling and Members of Regional Council

**Date:** April 1, 2015

**File Code:** F18-40

**Subject:** P2014-53 Transit Operating System Replacement for Grand River Transit

**Recommendation:**

That the Regional Municipality of Waterloo accept the proposal of GIRO Inc. for Proposal P2014-53 Transit Operating System Replacement for Grand River Transit in the amount of \$1,638,571.00 including all applicable taxes.

**Summary:** Nil

**Report:**

Proposals were called for P2014-53 Transit Operating System Replacement for Grand River Transit (GRT), and advertised in the Record, on the Canadian Urban Transit Association (CUTA) website, in the Transit Intelligence Industry newsletter, on the Ontario Public Buyers Association website and on the Region's website. The proposals were opened in the presence of A. Dooling, B. Tyrrell and L. Smith on January 23, 2015.

Two proposals were received in response to the issued RFP. The proposals were evaluated using pre-determined technical criteria which included an assessment and compliance review of the technical specifications, demonstrated experience, quality assurance, professional & technical staff experience, past experience on similar projects, and integration with other transit software systems. After the technical criteria were evaluated, one bid was shortlisted and their price envelope was opened.

The shortlisted proposal is:

GIRO Inc.

Montreal, Quebec

The current Transit Operating System Software (TOSS) in use at GRT was installed more than 15 years ago and throughout the years has undergone several modifications to continue to meet GRT requirements. The software has become obsolete in that the TOSS platform and computing environments do not contain or support the latest technology, nor can they effectively interpret the current GRT operating procedures and policies related to work management.

The Transit operating system's main responsibility is to perform operator and vehicle assignments, track and document operator information, work coverage and time sheets. The primary users of the system are GRT supervisors and dispatchers. Additional users will include managers and assistant managers, transit schedulers, administrative support and human resources and labour relations staff.

The new system will consist of a comprehensive software package with advanced automated bidding functions (regular and web-based) for different bus operator shifts, robust daily dispatch functions, advanced vehicle assignment functions, vehicle availability and workforce management. The system will include specific functions related to performance monitoring, counselling, absence tracking functions, employee complaints and commendations, service incidents, timekeeping, hours of work tracking to ensure regulatory compliance and will produce GRT specific reports.

The system is also a central component of GRT's planned move to a centralized dispatching operation. The ultimate goals of centralized dispatch are to consolidate all deployment, work coverage, vehicle communication and service control functions to a central location at the Strasburg Transit Operations Centre and to improve the on-street service coordination and delivery. As GRT services continue to expand, a 24 hour communications centre will need to be created to operate and manage transit services around the clock and to provide a single point of contact for all GRT operators for reporting, work coverage and in-vehicle events.

In addition, through discussions with GIRO it was determined that an upgrade to the existing GIRO modules (version 2011) currently in use by GRT for transit scheduling and customer information (web trip planner) could be achieved at the same time in a mutually advantageous manner. The current modules are planned for upgrade on a 4-5 year cycle and by upgrading to version 2015 at the same as installing the 2015 operations modules from GIRO, the Region will avoid additional support, training and configuration issues that could arise if the systems were left running in different release versions. A reduced upgrade price for the scheduling and customer information modules was negotiated with GIRO to be included in this proposal.

The proposed schedule for the implementation of the software is approximately 14 months from project commencement and will begin as soon as possible.

**Corporate Strategic Plan:**

Award of this contract will assist with the integration of the expanded conventional transit system under Strategic Focus Area 3, Sustainable Transportation and the strategic objective of ensuring Regional programs and services are efficient and effective and demonstrate accountability to the public under Focus Area 5, Service Excellence.

**Financial Implications:**

P2014-53	\$1,296,698
CAD/AVL Integration	115,900
HASTUS Scheduling Modules Upgrade 2011 to 2015	<u>225,973</u>
	Sub-total \$1,638,571
Less: Municipal Rebate of 86.46% of HST (11.24%)	<u>(162,984)</u>
	Total <u>\$1,475,587</u>

The approved 2015 GRT Capital Budget includes \$3,273,000 (Project 66071) to be funded from the Transit Capital Reserve Fund (82%, \$2,678,000) and the Transit Development Charge Reserve Fund (18%, \$595,000) for advanced transit technology upgrades and enhancements, of which \$1.5 million is allocated to the TOSS replacement, scheduling software upgrade and associated technologies. The balance of capital budget funding is available to purchase the required hardware, such as servers, for the system.

The final date of acceptance for this proposal is May 18, 2015.

**Other Department Consultations/Concurrence:**

The project team includes membership from Transit Services and Information Technology Services. Human Resources were also consulted during this procurement.

**Attachments:** Nil

**Prepared By:** Lisa Buitenhuis, Manager, Procurement/Chief Purchasing Officer

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





## The Regional Municipality of Waterloo

### Planning and Works Committee

### Summary of Recommendations to Council

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The Planning and Works Committee recommends as follows:

1. That the Regional Municipality of Waterloo take the following actions with respect to the Class Environmental Assessment Study for proposed improvements to Fountain Street from Kossuth Road / Fairway Road to Cherry Blossom Road in the City of Cambridge:
  - a) Approve the Recommended Design Alternative for Fountain Street as outlined in Report TES-DCS-15-04;
  - b) Direct staff to file the Notice of Completion for this Class Environmental Assessment Study by means of advertisements in local newspapers and mailings to adjacent property owners, tenants and agencies, and place the Environmental Study Report on the public record for a period of 30 days; and
  - c) Amend the Traffic and Parking By-law 06-072, as amended, upon completion of construction of the Recommended Design Alternative to:
    - i) Add to Schedule 16 - Lane Designation, northbound left turn, northbound through / left-turn, northbound through, northbound right turn on Fountain Street (Regional Road 17) at Maple Grove Road (Regional Road 38);
    - ii) Add to Schedule 16 - Lane Designation, southbound left-turn, southbound through / left turn, southbound through / right turn on Fountain Street (Regional Road 17) at Maple Grove Road (Regional Road 38);
    - iii) Add to Schedule 16 - Lane Designation, eastbound left turn, eastbound through / left-turn, eastbound through, eastbound right turn on Fountain Street (Regional Road 17) at Maple Grove Road (Regional Road 38); and
    - iv) Add to Schedule 16 - Lane Designation, westbound left-turn, westbound through / left turn, westbound through / right turn on Fountain Street (Regional Road 17) at Maple Grove Road (Regional Road 38).

2. That the Regional Municipality of Waterloo take the following actions with respect to an offer by the Regional Tourism Organization 4 Inc. to assist with the further development of the Kissing Bridge Trailway, as detailed in Report PDL-CPL-15-019, dated March 24, 2015:
  - a) Allocate up to \$40,000 from the Community Environmental Fund in order to attract matching funding from the provincial Regional Tourism Organization 4 Inc. to conduct engineering feasibility studies on replacing the former bridges over the Grand and Conestoga Rivers, and to provide for appropriate wayfinding signage and other necessary improvements to the Kissing Bridge Trailway; and
  - b) Direct staff to take the necessary steps to take advantage of this opportunity to receive provincial matching funding.
  
3. That the Regional Municipality of Waterloo take the following actions with respect to the proposed improvements on Ottawa Street (Regional Road 4) from Pattandon Avenue to Imperial Drive in the City of Kitchener:
  - a) approve the Recommended Design Alternative for Ottawa Street (Regional Road 4) as outlined in Report TES-DCS-15-03; and
  - b) amend Traffic and Parking By-law 06-072, as amended, upon completion of construction to accommodate the proposed improvements as follows:
    - i. Remove from Schedule 1, No Parking Anytime, Except Sunday, on both sides of Ottawa Street (Regional Road 4) from Hoffman Street to Pattandon Avenue;
    - ii. Remove from Schedule 1, No Parking Anytime, on both sides of Ottawa Street (Regional Road 4) from Pattandon Avenue to the Easterly Limit of Ottawa Street (near Keewatin Avenue);
    - iii. Remove from Schedule 1, No Parking Anytime, on both sides of Ottawa Street (Regional Road 4) from Fischer-Hallman Road (Regional Road 58) to Hoffman Street;
    - iv. Add to Schedule 1, No Parking Anytime, on both sides of Ottawa Street (Regional Road 4) from Fischer-Hallman (Regional Road 58) to Keewatin Avenue; and
    - v. Add to Schedule 24, Reserved Cycling Lanes Anytime, on both sides of Ottawa Street (Regional Road 4) from Imperial Drive to Pattandon Avenue.

4. That the Region of Waterloo accept PDL-CPL-15-15 Monthly Report of Development Activity for February 2015, dated March 24, 2015.
5. That the Regional Municipality of Waterloo approve the Pilot Water Efficient Restaurant Certification Program as detailed in Report TES-WAS-15-09.1 dated March 24, 2015.
6. That The Regional Municipality of Waterloo approve the Water Efficiency Advisory Committee Terms of Reference as detailed in Report TES-WAS-15-10.1 dated March 24, 2015.
7. That the Regional Municipality of Waterloo approve an additional expenditure of \$358,744.69 plus HST on Contract T2013-015 Reconstruction of Regional Road No.86 (Church Street), Herbert Street to Barnswallow Drive to cover extra costs as a result of an increase in the required scope of work determined after construction had commenced. [TES-DCS-15-05]
8. That the Regional Municipality of Waterloo enter into agreements with the University of Waterloo Federation of Students, the University of Waterloo Graduate Students Association, the Wilfrid Laurier University Students Union, the Wilfrid Laurier University Graduate Students Association and the English Language Institute at Renison College at the University of Waterloo to implement universal transit pass programs (U-Pass), in a form satisfactory to the Regional solicitor, as described in Report No. TES-TRS-15-07, dated March 24, 2015.  
  
And that the Regional Municipality of Waterloo amend the Region's Fees and Charges By-law 15-019 with respect to the U-Pass agreements with full-time students at the University of Waterloo and Wilfrid Laurier University, as described in Report TES-TRS-15-07, dated March 24, 2015 to increase U-Pass fees to \$81.15 per school term for eligible students, effective September 1, 2015.
9. That the Regional Municipality of Waterloo:
  - a) Confirm the existing policy of limiting multi-residential garbage collection services to dwellings consisting of six units or fewer, unless collection vehicles can drive through the complex freely;
  - b) Direct staff to report back to Planning and Works Committee in the summer of 2015 with a plan to address existing waste collection inconsistencies at multi-residential complexes that currently receive curbside collection in advance of the next waste collection contract; and

Conflict:  
T. Galloway

- c) Direct staff to review multi-residential policies and services as part of the Waste Management Master Plan (WMMP) second level priority recommendations (years 2019 – 2023) and to report back to Planning and Works Committee no later than 2021 with an update on possible collection service options. [TES-WMS-15-04]
10. That the Regional Municipality of Waterloo support the revised policies that apply to Waterloo Region in the proposed Grand River Source Protection Plan as presented in Report TES-WAS-15-12 dated March 24, 2015.

March 24, 2015

## The Regional Municipality of Waterloo

### Administration and Finance Committee

### Summary of Recommendations to Council

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The Administration and Finance Committee recommends as follows:

1. That the Regional Municipality of Waterloo accept the proposal of the Social Planning Council of Cambridge and North Dumfries for the Management of the Community Information Database at a 3 year cost of \$258,025.69 including all applicable taxes with the option to extend for an additional 2 years. [HRC-CIT-15-02/COR-TRY-15-27]
2. That the Regional Municipality of Waterloo request the Province of Ontario to amend Bill 73 – Smart Growth for Our Communities Act, 2015 to allow for the immediate use of a forward looking service level standard for Rapid Transit projects and to pass the amended Bill at the earliest possible opportunity. [COR-FSD-15-07]
3. That the Regional Municipality of Waterloo establish the following tax ratios for the 2015 property tax year:

Residential	1.0000
New Multi-residential	1.0000
Multi-residential	1.9500
Commercial	1.9500
Industrial	1.9500
Pipeline	1.1613
Farmland	0.2500
Managed Forest	0.2500

And that the two necessary by-laws to implement the approved 2015 tax ratios and 2015 regional tax rates be prepared for Regional Council approval on April 1, 2015;

And further that the Area Municipalities be notified accordingly. [COR-TRY-15-26]

4. That the Regional Municipality of Waterloo request the Province of Ontario to pass Bill 31, the **Transportation Statute Law Amendment Act (Making Ontario's Roads Safer), 2015**, to require defaulted Provincial Offences Act fines to be paid prior to the renewal of vehicle license plates;

And That the Regional Municipality of Waterloo request the Province of Ontario to immediately begin to make the necessary improvements to its database systems and information sharing processes to effectively support the implementation of Bill 31. [PDL-CAS-15-04]

5. That the Regional Municipality of Waterloo form an ad-hoc committee to develop a policy(ies) with respect to operating and/or capital grants for community groups and/or not for profit organizations.

March 24, 2015

## The Regional Municipality of Waterloo

### Community Services Committee

#### Summary of Recommendations to Council

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The Community Services Committee recommends as follows:

1. That the Regional Municipality of Waterloo approve the Community Advisory Board recommendations and entering into agreements with the following agencies for up to a total of \$375,534, subject to receipt of Federal Government Homelessness Partnering Strategy (HPS) funding:
  - Cambridge Shelter Corporation to a maximum of \$115,161 for the period April 1, 2015 to March 31, 2016;
  - Kitchener-Waterloo Young Women's Christian Association to a maximum of \$115,161 for the period April 1, 2015 to March 31, 2016;
  - K-W Urban Native Wigwam Project to a maximum of \$25,212 for the period April 1, 2015 to March 31, 2016;
  - K-W Working Centre for the Unemployed to a maximum of \$120,000 for the period April 1, 2015 to March 31, 2016;

And That the Regional Municipality of Waterloo approve entering into agreements with agencies or consultants in a form acceptable to the Regional Solicitor, as determined by the Commissioner of Community Services and recommended by the Community Advisory Board to ensure the HPS allocation is fully utilized from April 1, 2015 to March 31, 2019 as outlined in report CSD-HOU-15-07, dated March 24, 2015.

2. That the Regional Municipality approve the construction of expanded shared community partner space as part of the redevelopment of the Elmira Children's Centre as outlined in report CSD-CHS-15-06/ COR-FFM-15-03, dated March 24, 2015.
3. That the Regional Municipality of Waterloo authorize the Commissioner of the Community Services Department to approve the Quality Improvement Plan annually as outlined in report CSD-SEN-15-04, dated March 24, 2015.

4. That the Regional Municipality of Waterloo endorse the Region of Waterloo Museums Strategic Directions 2024 with strategic actions for 2015 – 2019, attached to Report No. PDL-CUL-15-06, dated February 24, 2015.

And that staff provide progress updates to Regional Council in conjunction with the annual Museums Highlights report.

March 24, 2015