



Media Release: Immediate

## **Regional Municipality of Waterloo**

### **Consolidated**

### **Council Agenda**

Wednesday, October 19, 2016

**Closed Session 6:45 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, October 19, 2016 at 6:45 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) receiving of advice subject to solicitor-client privilege and potential litigation related to an agreement
- b) proposed or pending acquisition of land in the City of Kitchener
- \* c) receiving of advice subject to solicitor-client privilege related to procurement

**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) [Laura Muirhead](#), Executive Director, Child Witness Centre re: Waterloo Region Child and Youth Advocacy Centre (CYAC) 7

\* b) Brett Wagner, Store Manager, Goemans Appliances, Re: Item 5 of the Planning & Works Summary

**9. Minutes of Previous Meetings**

a) Closed Council – September 21, 2016

b) Council – September 21, 2016

c) Closed Committee – October 4, 2016

d) Community Services – October 4, 2016

e) Administration & Finance – October 4, 2016

f) Planning & Works – October 4, 2016

g) Special Council Agenda - October 4, 2016

h) Library - October 4, 2016

**10. Communications**

a) Council Information Package – Friday, October 14, 2016 (**Distributed Electronically**)

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

a) [COR-16-02](#), 2016/17 General Insurance Program for Waterloo Region 10

## Housing

**Recommendation:**

That the Regional Municipality of Waterloo accept the bid from the Frank Cowan Company Limited for the 2016/17 General Insurance Program for Waterloo Region Housing in the amount of \$368,798.00 plus the Housing Services Corporation fee and all applicable taxes;

And that the Chief Financial Officer be authorized to sign all documentation pertaining to such insurance coverage as set out in report COR-16-02 dated October 19, 2016.

- b) **COR-TRY-16-101**, Sole Source – Rebuild of Landfill Compactor 13

**Recommendation:**

That the Regional Municipality of Waterloo approve the sole source procurement from Tri County Equipment and Repair for the factory certified rebuild of an Al-Jon compactor in the amount of \$326,000.00 plus all applicable taxes as set out in report COR-TRY-16-101 dated October 19, 2016.

- c) **COR-TRY-16-102**, Increase to C2014-09 Waterloo Waste Management Site: Compliance Monitoring and Annual Reporting 15

**Recommendation:**

That the Regional Municipality of Waterloo increase the contract with GHD Ltd. (formerly Conestoga Rovers & Associates) for C2014-09 Waterloo Waste Management Site: Compliance Monitoring and Annual Reporting by \$189,000.00 plus all applicable taxes for a total estimated contract price of \$780,567.00 plus all applicable taxes for 2016 and 2017 as set out in report COR-TRY-16-102 dated October 19, 2016.

- d) **COR-TRY-16-103**, P2016-22 Community Outreach Program 18

**Recommendation:**

That the Regional Municipality of Waterloo accept the proposal of House of Friendship for P2016-22 Community Outreach Program in the estimated amount of \$4,084,064.00 plus all applicable taxes for a four (4) year period commencing January 1, 2017 (estimated annual cost of \$1,021,016.00 plus all applicable taxes) with two (2) additional two (2) year renewal options, plus one time start up costs in the first year of \$52,000.00 plus applicable taxes,

as set out in report COR-TRY-16-103 dated October 19, 2016.

### **Committee Reports**

- a) [Community Services](#) - attached & marked SS-161004 22
- b) [Administration & Finance](#) - attached & marked FS-161004 24
- c) [Planning & Works](#) - attached & marked PS-161004 25
- d) [Library](#) - attached & marked LS-161004 27

### **Chief Administrative Officer**

#### **Regional Chair**

#### **Regional Clerk**

- a) [PDL-CAS-16-16](#), Appointments to Waterloo Regional Heritage Foundation 28

### **Recommendation:**

That the Regional Municipality of Waterloo ratify the following appointments to the Waterloo Regional Heritage Foundation (WRHF): Darryl Bonk, Waterloo Region Branch – Ontario Genealogical Society, Nancy Maitland, Waterloo Historical Society, Bradley Paddock, ACO Cambridge and Susan Roy, University of Waterloo for a term to expire at the annual general meeting in June 2018.

### **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**

**Take notice that I, Councillor Karl Kiefer, intend to introduce the following motion at the Council Meeting to be held on Wednesday, October 19, 2016:**

"Whereas Child and Youth Advocacy Centres (CAC/CYAC's) provide support for victims of child abuse and trauma and a unique way of managing child

victim needs and investigation excellence while also addressing and preventing longer-term impacts of child abuse at the outset; and

Whereas CAC/CYAC's currently receive financial support through local fundraising and federal funding; and

Whereas provincial governments across Canada, including the Province of Ontario do not provide sustainable dollars to support CAC/CYAC's resulting in a wide variance as to what resources are available for children; and

Whereas Ontario ministries sustain programs and funding for child welfare, health, police and public safety, but not CAC/CYAC's which provide all of these services; and

Whereas the Ontario provincial government is focused on addressing issues of poverty, homelessness and sexual assault which can be potential outcomes of untreated child abuse and trauma, and on creating new community hubs.

Whereas Alberta is the only province in Canada which currently provides sustainable funding for CAC's including the Sheldon Kennedy Centre. Through the Children First Act, the Province of Alberta reallocated dollars from various ministries including child welfare, social services, policing and health services to provide core services to child victims through CAC/CYAC's without requiring new funding; and

Whereas CAC/CYACs have been in existence for almost 30 years in the United States, and there are six centres currently operating in Ontario and more than 4 in the planning stage.

Therefore Be It Resolved that the Region of Waterloo urges the Government of Ontario to direct the Ministry of the Attorney General, Ministry of Children & Youth Services, Ministry of Health, and Ministry of Corrections and Public Safety to work together to create a sustainable core funding formula for Ontario's Child and Youth Advocacy Centres; and

That staff be directed to circulate the Council resolution to the Ministry of the Attorney General, the Ministry of Children and Youth Services, the Ministry of Health, the Ministry of Corrections and Public Safety, MPP Michael Harris,, MPP Daiene Vernile, MPP Kathryn McGarry and MPP Catherine Fife, the local municipalities and the Association of Municipalities of Ontario.

## **18. Unfinished Business**

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**19. Other Business****20. Questions****21. Enactment Of By-laws – First, Second & Third Readings**

- a) A By-law to Amend By-law 01-059, A By-law to consolidate all By-laws with Respect to Roads Included in the Regional Road System, as amended (Beverly Street / Samuelson Street / Clyde Road)

In August 2014, Council approved the commencement of the process to transfer Speedsville Road (Maple Grove to Eagle) to the Region and the transfer of Beverly and Samuelson Street/Clyde Road (Dundas to Franklin) to the City of Cambridge. A condition was the finalizing of a cross-border servicing agreement between Cambridge and the Region which is currently under negotiation. The transfer of Beverly and Samuelson Street/Clyde Road is required at this time so that Cambridge can commence the required Environmental Assessment process as soon as possible. The transfer of Beverly and Samuelson Street/Clyde Road will have no impact on the ongoing negotiations of the cross-border servicing agreement or on the future transfer of Speedsville Road when the servicing agreement is finalized.

- \* b) A By-law to Amend By-law 06-072, as Amended, Being the Region's Traffic and Parking By-law (Fischer-Hallman Road - City of Kitchener, Beverly Street /Samuelson Street/Clyde Road – City of Cambridge, and King Street – Woolwich Township)
- c) A By-law to Confirm the Actions of Council – October 19, 2016

**22. Adjourn**

October 2016

Dear Colleagues,

I am contacting you to request your support for local Child Advocacy Centres (CACs) in our communities and throughout the province by passing a municipal resolution and calling on the provincial government to provide sustainable, operational funding for these important community agencies.

CACs provide support for victims of child abuse and trauma and offer a unique way of managing child victim needs and investigation excellence while also addressing and preventing longer-term impacts of child abuse including poverty, homelessness and trauma. CACs rely on local fundraising and federal start-up funding to operate. CACs currently receive no provincial funding even though the services provided touch on four provincial ministries areas of responsibility: the Ministry of the Attorney General, the Ministry of Children and Youth Services, the Ministry of Health and Long Term care, and the Ministry of Corrections and Public Safety.

St. Catharines City Council recently passed a unanimous resolution which calls on the provincial government to create a sustainable funding formula to support the core operational needs of CACs in Ontario. In August I had the opportunity to meet with Minister Coteau, Minister of Children and Youth Services at AMO to discuss this important issue. Now I am asking for your support to pass a similar resolution and in advocating for your local CAC. The City of St. Catharines Council resolution is attached for your reference.

CAC's are requesting that provincial ministries collaborate across ministries and departments to allocate core funding. The province of Alberta has followed this approach by consolidating CAC funding from several ministries to ensure the sustainability of local centres without allocating any new provincial dollars. This approach recognizes that support for abused children should be a combined mandate action with sustainable support – not something each community must manage on its own.

We must engage our provincial leaders to work together to tackle this issue. The crime of child abuse affects 1 in 3 Canadians and has widespread economic implications when shouldered alone by local resources or individual victims. Untreated or unreported child abuse accounts for heavy losses for victims as they try stabilize their lives in the face of untreated trauma. The ability to provide critical services for our youngest constituents and future generations is a concern we all share. I appreciate your time and consideration of the resolution and support for your local CAC. If you need further information I encourage you to contact the CAC in your community.

Sincerely,



Walter Sendzik  
Mayor of St. Catharines

\*The terms "Child Advocacy Centre" (CAC) and "Child and Youth Advocacy Centre" (CYAC) are used interchangeably for these centres.

 /MayorSendzik

 @WSendzik

 905.688.5601 ext. 1540

 wsendzik@stcatharines.ca

www.stcatharines.ca  
TTY: 905.688.4TTY(4889)



## Legal and Clerks Services

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PO Box 3012, 50 Church Street  
St. Catharines, ON L2R 7C2

Phone: 905.688.5600  
Fax: 905.682.3631  
TTY: 905.688.4TTY (4889)

July 14, 2016

Ministry of the Attorney General  
Yasir Naqvi  
McMurtry-Scott Building  
720 Bay Street, 11th Floor  
Toronto, ON M7A 2S9  
[attorneygeneral@ontario.ca](mailto:attorneygeneral@ontario.ca)

Minister of Children and Youth Services  
Michael Coteau  
77 Wellesley Street West  
PO Box 156  
Toronto, ON, M7A 1N3  
[mcsmin@mcys.gov.on.ca](mailto:mcsmin@mcys.gov.on.ca)

**Re: Motion of Council – Sustainable Funding Support for Child Advocacy Centres and the Kristen French Child Advocacy Centre Niagara**  
**Our File No.: 35.2.2**

Please be advised that the Council of the City of St. Catharines, at the meeting of July 11, 2016, supported unanimously the following motion which was Moved by Mayor Sendzik:

“Whereas child and youth advocacy centres (CAC’s) provide support for victims of child abuse and trauma and a unique way of managing child victim needs and investigation excellence while also addressing and preventing longer-term impacts of child abuse at the outset; and

Whereas CAC’s currently receive financial support through local fundraising and federal funding; and

Whereas provincial governments across Canada, including the Province of Ontario do not provide sustainable dollars to support CAC’s resulting in a wide variance as to what resources are available for children; and

Whereas Ontario ministries sustain programs and funding for child welfare, health, police and public safety, but not CACs which provide all of these services; and

Whereas the Ontario provincial government is focused on addressing issues of poverty, homelessness and sexual assault which can be potential outcomes of untreated child abuse and trauma, and on creating new community hubs.

Whereas Alberta is the only province in Canada which currently provides sustainable funding for CAC’s including the Sheldon Kennedy Centre. Through the Children First Act, the Province of Alberta reallocated dollars from various ministries including child welfare, social services, policing and health services to provide core services to child victims through CAC’s without requiring new funding; and



Whereas CACs have been in existence for almost 30 years in the United States, and the Kristen French Child Advocacy Centre in Niagara is the oldest free standing CAC in Canada, with six more centres operating in Ontario;

Therefore Be It Resolved that St. Catharines City Council urges the Government of Ontario to direct the Ministry of the Attorney General, Ministry of Children & Youth Services, Ministry of Health, and Ministry of Corrections and Public Safety to work together to create a sustainable core funding formula for Ontario's Child Advocacy Centres; and

That staff be directed to circulate the Council resolution to the Ministry of the Attorney General, the Ministry of Children and Youth Services, the Ministry of Health, the Ministry of Corrections and Public Safety, MPP Jim Bradley, MPP Cindy Forster, MPP Tim Hudak, Niagara Regional Council, all Niagara Region municipalities and the Association of Municipalities of Ontario. FORTHWITH"

The Mayor and Council of the City of St. Catharines respectfully requests your consideration of this important initiative. Should you have any questions, please do not hesitate to contact the Office of the City Clerk at Extension 1517.



Heather Salter  
Deputy City Clerk

cc: Hon. Eric Hoskins, Minister of Health and Long Term Care  
MPP, Jim Bradley  
MPP, Cindy Foster  
MPP, Tim Hudak  
Regional Municipality of Niagara Council  
Local Municipalities  
Association of Municipalities of Ontario



**Report:** COR-16-02

**Region of Waterloo  
Corporate Services  
Commissioner's Office**

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

**Date:** October 19, 2016                      **File Code:** F28-30

**Subject:** 2016/17 General Insurance Program for Waterloo Region Housing

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**Recommendation:**

That the Regional Municipality of Waterloo accept the bid from the Frank Cowan Company Limited for the 2016/17 General Insurance Program for Waterloo Region Housing in the amount of \$368,798.00 plus the Housing Services Corporation fee and all applicable taxes;

And that the Chief Financial Officer be authorized to sign all documentation pertaining to such insurance coverage as set out in report COR-16-02 dated October 19, 2016.

**Summary:**

Nil

**Report:**

The General Insurance Program for Waterloo Region Housing is outside the Waterloo Regional Municipalities Insurance Pool's Program due to the coverage requirements set by the Housing Services Corporation (HSC). This insurance program renews on November 1, 2016 and coverage is subject to Council's approval. This program covers the 2,690 housing units owned by the Region.

Staff obtained the required bid from the HSC's Group Insurance Program administered by Marsh Canada and a bid from the Frank Cowan Company Limited, the only other competitor able to meet the HSC's Insurance Program requirements for the Region of Waterloo. The quotes excluding applicable taxes and HSC fees are as follows:

Frank Cowan Company Limited	\$368,798.00
Marsh Canada	\$445,181.56

HSC charges a service fee of 2.5% on the premium quoted under an alternative broker program. This charge will be \$9,219.95 plus HST, and is in addition to the Cowan quote above. The HSC service fee is not charged on the Marsh Canada program as coverage, if acquired through Marsh, would be placed through HSC's insurance affiliate (SOHO Insurance Inc.) which would receive a commission that off-sets this service fee. The cost of the Cowan program with the HSC service fee and applicable taxes is \$407,684.06 which is \$73,112.02 or 15.2% lower than the cost of the Marsh program at \$480,796.08. As such, staff recommends proceeding with the General Insurance Program offered by the Frank Cowan Company Limited.

### Corporate Strategic Plan:

Award of this contract meets Focus Area 5 of the Region's Corporate Strategic Plan to ensure Regional programs and services are efficient, effective and provide value for money.

### Financial Implications:

Frank Cowan Company Limited	\$368,800
Retail Sales Tax	29,500
HSC Fee	<u>9,200</u>
	Sub-total \$407,500
Plus Applicable HST of 1.76% on the HSC Fee	<u>200</u>
	Total <u>\$407,700</u>

Note: All figures rounded to the nearest \$100.

The cost for the 2016/17 General Insurance Program for Waterloo Region Housing will be \$407,700. Sufficient funds for this expenditure are included in the preliminary 2017 Facilities Management Operating Budget for Waterloo Region Housing.

The 2016/17 annual insurance premium cost of \$407,700 when compared to the 2015/16 annual insurance premium cost of \$402,600 is an increase of \$5,100 or 1.3%.

### Other Department Consultations/Concurrence:

Housing and Community Services staff has assisted with the documents submitted to market and are in agreement with the recommendation proposed.

**Attachments:** Nil

**Prepared By:** Craig Smith, Risk Manager

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



**Report:** COR-TRY-16-101

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

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

**Date:** October 19, 2016                      **File Code:** F18-30

**Subject: Sole Source – Rebuild of Landfill Compactor**

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**Recommendation:**

That the Regional Municipality of Waterloo approve the sole source procurement from Tri County Equipment and Repair for the factory certified rebuild of an Al-Jon compactor in the amount of \$326,000.00 plus all applicable taxes as set out in report COR-TRY-16-101 dated October 19, 2016.

**Summary:** Nil

**Report:**

The Waste Management Division has an Al-Jon 525 landfill compactor (vehicle number 3644) scheduled for replacement based on a five year or 10,000 hour replacement schedule. A factory certified rebuild option was considered due to the potential cost savings and life cycle extension.

The estimated purchase price of a new landfill compactor is approximately \$1,075,000. The residual or salvage value of a landfill compactor is typically poor as the market for used compactors is limited in nature and often the scrap metal price is all that is recovered.

Tri County Equipment and Repair is the only factory certified rebuild factory in North America for Al-Jon equipment. The rebuild has a one year or 2,000 hour total machine warranty and a three year or 6,000 hour power train coverage and extends the life of the compactor by an estimated five years or 8,000 hours.

Staff from Fleet Services and Waste Management reviewed the proposal based on compliance to specification, environmental sustainability and price. Given that the factory certified rebuild will extend the life of the existing compactor at a significantly lower cost than a total replacement, staff recommend award of this contract to Tri County Equipment and Repair.

In 2013, Tri County Equipment and Repair completed a factory certified rebuild on another AI-Jon 525 landfill compactor owned by the Region. The cost of that rebuild was \$302,456 plus applicable taxes. Staff has monitored the performance and the cost to maintain the previously rebuilt compactor compared to a new machine and has seen no difference to date.

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

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to ensure regional programs and services are efficient, effective and provide value for money under Strategic Focus Area 5, Responsive and Engaging Government Services.

#### **Financial Implications:**

##### Region of Waterloo Waste Management Division Costs

Compactor Certified Rebuild	\$326,000
Plus: Applicable Net HST of 1.76%	<u>5,700</u>
Total	<u>\$331,700</u>

Note: All figures are rounded to the nearest \$100.

The Region's approved 2016 Waste Management Capital Program includes a budget of \$2,491,000 for Vehicle Replacements (project # 01007) to be funded from the Waste Management Vehicle Reserve. Of this amount, \$1,075,000 was allocated for a new landfill compactor. As a result of the compactor rebuild, a savings of \$743,300 will be realized.

#### **Other Department Consultations/Concurrence:**

Fleet Management and Waste Management staff was consulted in the preparation of this report.

**Attachments:** Nil

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

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



**Report:** COR-TRY-16-102

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

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

**Date:** October 19, 2016                      **File Code:** F18-60

**Subject: Increase to C2014-09 Waterloo Waste Management Site: Compliance Monitoring and Annual Reporting**

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**Recommendation:**

That the Regional Municipality of Waterloo increase the contract with GHD Ltd. (formerly Conestoga Rovers & Associates) for C2014-09 Waterloo Waste Management Site: Compliance Monitoring and Annual Reporting by \$189,000.00 plus all applicable taxes for a total estimated contract price of \$780,567.00 plus all applicable taxes for 2016 and 2017 as set out in report COR-TRY-16-102 dated October 19, 2016.

**Summary:** Nil

**Report:**

On April 29, 2014, a multi-year engineering consulting assignment (C2014-09 Waterloo Waste Management Site: Compliance Monitoring and Annual Reporting) was approved through Council Report E-14-057 for the period July 1<sup>st</sup>, 2014 to December 31, 2017 with an upset limit of \$591,587.00 plus all applicable taxes for 2016 and 2017.

Since award of assignment C2014-09 in 2014 to GHD and as detailed in Report TES-WMS-16-04, the number of monitoring locations in the vicinity of the Waterloo Landfill Site has increased from 190 to over 220 locations, with the addition of 20 new groundwater monitoring wells (wells) in 2016 alone. This increase in the number of monitoring locations, both on site and off site, is in accordance with recommendations made by GHD in the Annual Progress Reports and stakeholder's (Ministry of the Environment and Climate Change and the Waterloo Region Landfill Liaison Committee) priorities to broaden the areas being monitored both on and off site. This has resulted

in an increase to the labour, equipment, materials and analytical costs in the amount of \$44,781, associated with the collection of additional data this year. As well, additional consulting fees are required in 2016 in the amount of \$84,219 on a one-time basis to assist the Region in delivering the expanded monitoring program including:

- extensive effort to obtain the necessary approvals to install groundwater monitoring wells outside of Region owned lands (e.g. on lands owned by Hydro One Networks Inc.);
- procurement, contract administration and construction oversight for the installation of 20 new monitoring wells;
- attendance at Waterloo Region Landfill Liaison Committee meetings; and
- prepare formal responses to stakeholder comments.

The total amount of additional costs in 2016 is approximately \$129,000.

The increased labour, equipment, materials and analytical costs associated with the additional monitoring locations described above will be sustained in 2017 and are projected to be \$60,000.

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

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to protect the quality and quantity of our water resources under Strategic Focus Area 3, Environment and Sustainable Growth.

#### **Financial Implications:**

##### 2016 Region of Waterloo Waste Management Division Costs

Original C2014-09 Contract Value for 2016 and 2017	\$592,000
Additional Consulting Fees Required in 2016 and 2017	<u>189,000</u>
	Sub-total \$781,000
Plus: Applicable Net HST of 1.76%	<u>13,700</u>
	Total <u>\$794,700</u>

Note: All figures are rounded to the nearest \$100.

The 2016 approved Waste Management Operating Budget has a provision for consulting services for Landfill Compliance Monitoring and Annual Reporting at all applicable facilities, including \$293,400 (plus applicable taxes) per year for the Waterloo Site. The revised contract price for the Waterloo Site in 2016 is \$422,400 plus



applicable taxes. The additional cost of \$129,000 (plus applicable taxes) for the work outlined in this report, including the additional one-time costs and the on-going increase in monitoring costs, will be accommodated in the overall 2016 Waste Management budget. The 2017 Waste Management operating budget will reflect the revised estimates of 2017 costs.

**Other Department Consultations/Concurrence:**

Waste Management staff was consulted in the preparation of this report.

**Attachments:** Nil

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

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



**Report:** COR-TRY-16-103

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

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

**Date:** October 19, 2016                      **File Code:** F18-40

**Subject:** P2016-22 Community Outreach Program

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**Recommendation:**

That the Regional Municipality of Waterloo accept the proposal of House of Friendship for P2016-22 Community Outreach Program in the estimated amount of \$4,084,064.00 plus all applicable taxes for a four (4) year period commencing January 1, 2017 (estimated annual cost of \$1,021,016.00 plus all applicable taxes) with two (2) additional two (2) year renewal options, plus one time start up costs in the first year of \$52,000.00 plus applicable taxes, as set out in report COR-TRY-16-103 dated October 19, 2016.

**Summary:** Nil

**Report:**

The Social Development Programs within the Employment & Income Support Division (EIS) of the Community Services Department have been operational for over 15 years. A staff review of program efficiencies was undertaken in 2015, with the Community Outreach Program being one of the programs reviewed. The fourteen (14) community agency providers of the Community Outreach Program were engaged in the review process.

The recommendations of the review were that one lead agency oversee the program and that an advisory committee made up of the fourteen (14) agencies be formed. This approach was agreed to by the community providers. Benefits of the “one lead agency” approach include:

- provides the greatest flexibility to meet the changing needs of communities;
- allows for regular environmental assessment to determine whether resources need to be shifted within the seven municipalities based on identified need;
- allows for the most streamlined administration and, most importantly;
- creates the consistency and flexibility that will allow for the unique needs of each neighbourhood to be met in a strategic and timely manner.

The neighbourhood-based nature of the program is seen as critical and it is the expectation that this element of the program would continue unchanged with one lead agency being responsible for ensuring that Family Outreach Workers be allocated in the neighbourhoods that most require this support. The expectation of the selected lead agency is that they will address all areas of Waterloo Region and distribute resources equitably. A single lead agency model has worked successfully in other initiatives to address the unique needs of each community, for example, the Special Needs Resourcing Partnership.

Regional Council approved the recommendation to issue a Request for Proposal to secure a lead agency at its meeting of May 11, 2016 as set out in report CSD-EIS-16-09.

### **The Proposal Call**

Proposals were called for P2016-22 Community Outreach Program and were advertised in the Record, on the Ontario Public Buyers Association website and on the Region's website. The stated intent of the proposal call was to "seek a community based agency to deliver the Community Outreach Program on behalf of the Region of Waterloo to:

- plan for service delivery that addresses unique characteristics of neighbourhoods served while retaining a region wide, consistent approach to the overall intentions of the program is realized;
- establish efficient and effective program administration;
- develop an evidence based program to support the overall objectives of the program and provide accountability for money spent; and,
- establish a fair and equitable remuneration plan for staff.

Four (4) proposals were received. The proposals were opened in the presence of A. Dooling, C. Shoemaker and C. McEvoy. The proposals were evaluated using pre-determined technical criteria which included qualifications and experience, submission, expected project deliverables, interview and the financial component. Following the qualitative evaluation, three (3) proponents were shortlisted and their price envelopes were opened. The following proposals were shortlisted:

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Carizon Family and Community Services	Kitchener, ON
House of Friendship of Kitchener	Kitchener, ON
Kitchener-Waterloo Counselling Services Inc.	Kitchener, ON

The proposal submitted by House of Friendship obtained the highest overall score. Proponents were required to identify salary and benefits for staff and all other administrative costs, to a maximum of 15% of the Community Outreach Program funding allocation of \$1.021 million.

### **Scope of Work**

The Community Outreach Program's goal is to reduce and prevent poverty in Waterloo Region by supporting children and their families. The Family Outreach Workers provide guidance and advice to navigate health, educational, political, and social service support systems. In addition, Family Outreach Workers work with families and individuals to ensure access to basic needs such as food, clothing, shelter, transportation, employment/education and recreation.

Through the redesign of the Community Outreach Program, the lead agency will be responsible for:

- Delivering the Community Outreach Program activities in accordance with the program manual and Program Principles, including the direct employment of Family Outreach workers;
- Developing an issues mitigation strategy for anticipated problems and/or disputes;
- Administering the program funding allocation of \$1.021 million;
- Administering the Basic Needs Fund of \$450,000 in accordance with guidelines to fund direct supports (e.g. food vouchers, appliance repairs, bus tickets, recreation activities) to families;
- Provide quarterly or more frequent financial and outcome data to the Region of Waterloo, as defined in the contract for service; and
- Collect and provide agreed upon program and statistical data to the Region using the Hana data collection system throughout 2017;

In addition, to ongoing program delivery described above, start-up activities to be initiated in the fall of 2016 and concluding by December 31, 2017 include:

- Interviewing and employing sufficient staff to continue a service presence starting January 1, 2017 in all 32 neighbourhoods;

- Establishing an advisory group by December 31, 2016, the membership of which must include current service providers and a Region of Waterloo staff representative. The mandate of the advisory group is to provide advice on the development and transition of the program.

By December 31, 2018 the lead agency must have completed a program review to ensure objectives are achieved and developed an evaluation framework to establish measureable outcomes and performance indicators.

The contract shall commence on January 1, 2017.

### **Corporate Strategic Plan:**

Award of this contract meets the 2015-2018 Corporate Strategic Plan objective to ensure regional programs and services are efficient, effective and provide value for money under Strategic Focus Area 5, Responsive and Engaging Government Services.

### **Financial Implications:**

P2016-22 – Estimated Annual Cost (Year 1)	\$1,021,000
One time start up expenses (Year 1 only)	52,000
Plus: Applicable Net HST of 1.76%	<u>18,900</u>
Total	<u>\$1,091,900</u>

Note: All figures are rounded to the nearest \$100.

The Region's 2016 operating budget included \$1,073,000 for the Community Outreach Program. The 2017 cost of the program based on this award will be reflected in the preliminary 2017 Operating Budget.

The final date of acceptance for this proposal is November 18, 2016.

### **Other Department Consultations/Concurrence:**

Employment and Income Support Divisional staff was consulted in the preparation of this report.

**Attachments:** Nil

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

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

## 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 Region of Waterloo adopt, in principle, the Paramedic Services Master Plan report by AEXPRO Consulting, as described in PHE-PSV-16-05, dated October 4, 2016, subject to regular review of population growth, service demand and annual budget approval.

That the Region of Waterloo adopt the 35% Unit Utilization (UU) target, as outlined in the report, as a Unit Utilization of 35% will support the achievement of the current Council-determined Response Time Performance Plan. (See PHE PSV-16-07).

That the operational resourcing for the 2017 implementation of the Master Plan at the 35% UU be referred to the 2017 budget approval process, and;

That the preliminary 2017-2026 Paramedic Services Capital Program be drafted to include the facility, equipment and vehicle capital requirements set out in the Paramedic Services Master Plan in accordance with a 35% Unit Utilization ratio.

That the Region of Waterloo, in order to achieve service optimization, write to the Minister of Health, attaching the Paramedic Services Master Plan and report PHE-PSV-16-05, to request the following:

- a) That Ministry of Health and Long Term Care, Emergency Health Services Branch ( MOHLTC EHSB) implement a more discriminating incident triage software such as Advanced Medical Priority Dispatch System (AMPDS), in order to triage closer to incident priority thus providing greater flexibility in managing the deployment of resources particularly in periods when the service's capacity is stressed; and
- b) That the Ministry of Health and Long Term Care (MOHLTC EHSB) provide Mobile (in-vehicle) data terminals with software interface to the Central Ambulance Communications Centre (CACC) Computer-Aided Dispatch (CAD), which automatically transmits caller location to the closest available ambulance thereby reducing response times by 60 to 90 seconds, and provide funding to implement;

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- c) That the MOHLTC EHSB support and participate in efforts to consolidate 911 Police, Fire and Ambulance communications with the Region of Waterloo to attain a more rapid and coordinated public safety response to emergencies; and
- d) That the MOHLTC provide ongoing funding for offsetting offload delay in the Region of Waterloo, and that funding should be increased to match on-going increases in demand for Paramedics Services calls and hospital Emergency room department pressures which result in offload delay; and
- e) That the MOHLTC EHSB explore funding for a Community Paramedicine program in conjunction with community healthcare partners to assist in diverting patients to optimal care pathways rather than local Emergency room departments, as a way to potentially increase outpatient care and decrease ambulance transports.

And That the Master Plan include specific initiatives and targets to reduce calls for service for an ambulance when a ambulance is not medically required.

2. That the Regional Municipality of Waterloo approve the 2017 Response Time Performance Plan as outlined in Appendix 1 of Report PHE-PSV-16-07 dated October 4, 2016, in accordance with Ambulance Act, O. Reg. 267/08, amending O. Reg. 257/00, under Part VII, Response Time Performance Plans, Sections 22-24.
3. That the Regional Municipality of Waterloo endorse, and submit to the Federal Government, the Region's response to the Proposed National Housing Strategy, as outlined in report CSD-HOU-16-18, dated October 4, 2016,

And that the Regional Municipality of Waterloo forward a copy of this report to the Federal and Provincial Ministers responsible for housing and homelessness, local Members of Parliament and Members of Provincial Parliament, the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO) and the Ontario Municipal Social Services Association (OMSSA).

4. That the Regional Municipality of Waterloo approve the addition of 1.0 temporary full time equivalent staff to support the Community Wellness Initiative for a 15 month period, to be funded as described in Report CAO-SPL-16-01, dated October 4, 2016;

And That the 2016 Operating Budget for the Office of the Chief Administrator be increased by \$15,300 gross and \$0 net.

October 4, 2016

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**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 take the following actions in relation to the proposed Community Innovation Grants Program as described in Report CC-16-02, dated October 4, 2016:
  - a. Approve in principle the establishment of a Community Innovation Grants Program (CIG);
  - b. Approve the attached “Community Innovation Grants Framework” as set out in Appendix 1;
  - c. Approve the preparation of a budget issue paper for the Community Innovation Grants Program, for consideration during the 2017 budget process;
  - d. Approve Healthy, Safe & Inclusive Communities as the Strategic Plan Focus Area for the first year of the CIG program, subject to 2017 budget approval;

And that the Regional Municipality of Waterloo take the following actions in relation to the Capital Grants Framework as described in Report CC-16-02, dated October 4, 2016:

- a. Approve the recommended approach to Capital Grants;
- b. Approve the attached “Capital Grants Framework” as set out in Appendix 2.

October 4, 2016



## 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 enter into a Consulting Services Agreement with MTE Consultants Inc. to provide engineering consulting services for the detailed design, inspection and contract administration services associated with the Fairway Road North Widening from Lackner Boulevard to Pebble Creek Drive/Upper Mercer Street at an upset fee limit of \$307,900 plus applicable taxes for the design phase, with construction inspection and contract administration services to be paid on a time basis in an estimated amount of \$246,900, as described in report TES-DCS-16-16, dated October 4, 2016.

Also, that the Regional Municipality of Waterloo grant pre-budget approval of \$50,000 in 2016 in order to allow design work to commence in 2016.

2.
  1. That the Region of Waterloo approve the list of projects to be funded by the Public Transit Infrastructure Fund – Phase One as set out in Attachment 'A' to Report COR-FSD-16-24/TES-TRS-16-21 dated October 4, 2016; and
  2. That staff be directed to prepare the 2017-2026 Grand River Transit Capital Plan in accordance with Recommendation 1.
3. That the Regional Municipality of Waterloo approve the proposed strategy for transit safety, security and fare enforcement as outlined in Report TES-TRS-16-16 dated October 4, 2016;

And that the Regional Municipality of Waterloo approve a two year temporary contract position starting in 2017 related to the implementation of the proposed strategy.

4. That the Region of Waterloo approve the list of projects to be funded by the Clean Water and Wastewater Fund as set out in Attachment 'A' to report COR-FSD-16-23/TES-WAS-16-21 dated October 4, 2016; and

That staff be directed to prepare the 2017-2026 Water and Wastewater Capital Plan in accordance with Recommendation 1.

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5. That the Regional Municipality of Waterloo amend Traffic and Parking By-Law 06-072, as amended, to add Schedule 16 – Lane Designation, westbound left-turn, left/right-turn lane on Tu Lane Street at King Street (Regional Road 8) in the City of Kitchener, as outlined in Report TES-TRP-16-20, dated October 4, 2016.
6. That the Regional Municipality of Waterloo forward Report PDL-CPL-16-41, dated October 4, 2016, to the Minister of Municipal Affairs in response to the Proposed Growth Plan for the Greater Golden Horseshoe and the Proposed Greenbelt Plan.

October 4, 2016

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## **The Regional Municipality of Waterloo**

### **Library Committee**

#### **Summary of Recommendations to Council**

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The Library Committee recommends as follows:

1. That the Regional Library Committee approve the following meeting dates for the 2017 calendar year: April 4, 2017; June 20, 2017; October 3, 2017; and, December 5, 2017.

October 4, 2016



Report: PDL-CAS-16-16

## Region of Waterloo

### Planning, Development and Legislative Services

### Council and Administrative Services

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

**Date:** October 19<sup>th</sup>, 2016

**File Code:** C05-20

**Subject:** **Appointments to Waterloo Regional Heritage Foundation**

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#### **Recommendation:**

That the Regional Municipality of Waterloo ratify the following appointments to the Waterloo Regional Heritage Foundation (WRHF): Darryl Bonk, Waterloo Region Branch – Ontario Genealogical Society, Nancy Maitland, Waterloo Historical Society, Bradley Paddock, ACO Cambridge and Susan Roy, University of Waterloo for a term to expire at the annual general meeting in June 2018.

#### **Summary:**

Regional Council ratification is required for appointments to the WRHF for representatives from certain bodies. The following names are being put forward from the Heritage Foundation:

- a) Darryl Bonk, Waterloo Region Branch – Ontario Genealogical Society;
- b) Nancy Maitland, Waterloo Historical Society;
- c) Bradley Paddock, ACO Cambridge; and
- d) Susan Roy, University of Waterloo

Elections were held for six (6) director-at-large positions at the annual general meeting on June 14, 2016. According to the Foundation's by-laws, these appointments do not require Council ratification. The following board members were elected for a two (2) year term: Julie Lewis, Margaret McCreery and Nick Richbell. Three (3) positions remain vacant.

**Corporate Strategic Plan:**

The recommendation for the appointment of directors to the Foundations promotes Focus Area #5, Service Excellence, specifically in fostering open, transparent and accountable municipal government.

**Financial Implications:** Nil

**Other Department Consultations/Concurrence:** Nil

**Prepared By:** Erin Flewwelling, Council/Committee Support Specialist

**Approved By:** Kris Fletcher, Director, Council & Administrative Services /  
Regional Clerk