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

2. DELEGATIONS

3. REPORTS – PLANNING, HOUSING AND COMMUNITY SERVICES

   COMMUNITY PLANNING


   TRANSPORTATION PLANNING

   b) P-11-071, Additional Installation of Technology on Grand River Transit Buses (Correspondence Received)

   REPORTS – TRANSPORTATION AND ENVIRONMENTAL SERVICES

   DESIGN AND CONSTRUCTION

   c) CR-RS-11-033, Authorization to Expropriate Lands (1st Report) for Road Improvements to Bridge Street (Regional Road 52), Bridgeport Bridge to the Kitchener/Woolwich Boundary, in the City of Kitchener

   d) E-11-077, George Street Reconstruction, St. Andrews Street to Park Hill Road, City of Cambridge

   e) E-11-092, Consultant Selection – Detailed Design and Contract Administration Services; Weber Street Reconstruction and Widening from College Street in the City of Kitchener to Union Street in the City of Waterloo

   f) Bloomingdale Road Improvements - Kraft Drive to Bridge Street, City of Kitchener Information Package in Advance of Public Consultation Centre

   TRANSPORTATION

   g) E-11-070, Approval to Purchase the Transit Signal Priority Module within the Region’s Traffic Signal Control System Upgrade

   WATER

   h) Lloyd Brown (Township of North Dumfries) Water Works Upgrade and Accompanying Fees and Charges By-law - Information Package in Advance of Public Consultation Centre
4. INFORMATION/CORRESPONDENCE

5. OTHER BUSINESS
   a) Council Enquiries and Requests for Information Tracking List

6. NEXT MEETING – September 27, 2011

7. ADJOURN
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Description</th>
<th>Location</th>
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<tr>
<td>Planning and Works Committee</td>
<td></td>
<td></td>
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<tr>
<td>September 27, 2011</td>
<td>1:00 P.M.</td>
<td>Planning and Works Committee</td>
<td>Council Chamber 2nd Floor, Regional Administration Building 150 Frederick Street Kitchener, Ontario</td>
</tr>
<tr>
<td>October 18, 2011</td>
<td>1:00 P.M.</td>
<td>Planning and Works Committee</td>
<td>Council Chamber 2nd Floor, Regional Administration Building 150 Frederick Street Kitchener, Ontario</td>
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<tr>
<td>Transportation and Environmental Services</td>
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<td>September 8, 2011</td>
<td>5:30 P.M.</td>
<td>Bloomingdale Road Improvements - Kraft Drive to Bridge Street, City of Kitchener</td>
<td>Holy Family Croation Roman Catholic Church, 180 Schweitzer Street, Kitchener</td>
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<tr>
<td>September 15, 2011</td>
<td>6:00 P.M.</td>
<td>Lloyd Brown (Township of North Dumfries) Water Works Upgrade and Accompanying Fees and Charges By-law</td>
<td>Roseville Community Center, 3195 Roseville Rd., Roseville ON</td>
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</tbody>
</table>
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: September 6, 2011

FILE CODE: D18-01

SUBJECT: MONTHLY REPORT OF DEVELOPMENT ACTIVITY FOR JULY 2011

RECOMMENDATION:


SUMMARY:

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

1. Draft approved the following plan of subdivision;
2. Modified the following plans of subdivision; and
3. Released for registration the following plans of subdivision and plans of condominium.

REPORT:

City of Cambridge

1. Draft Approval of Plan of Subdivision 30T-08101
   Applicant: Sunvest Development Corp.
   Location: Cheese Factory Road
   Proposal: To permit the development of 56 single detached units.
   Processing Fee: Paid May 31, 2011
   Commissioner’s Approval: July 6, 2011
   Came Into Effect: July 27, 2011

2. Modification to Draft Plan of Subdivision 30T-97003
   Draft Approval Date: December 9, 1997
   Applicant: Grand Ridge Estates Limited
   Location: Hardcastle Drive
   Proposal: To provide for the development of 13 single detached lots, bringing the total lot number to 63 single detached lots and 2 future development blocks.
   Processing Fee: Paid May 25, 2011
   Commissioner’s Approval: July 7, 2011
   Came Into Effect: Immediately
3. **Modification to Draft Plan of Subdivision 30T-87023**

   Draft Approval Date: September 14, 1989  
   Applicant: Grand Ridge Estates Limited  
   Location: Salisbury Avenue  
   Proposal: To provide for the development of 4 additional single detached lots to allow for a total of 77 single detached lots, 2 future development blocks and 4 0.3 metre reserves.  
   Processing Fee: Paid May 25, 2011  
   Commissioner's Approval: July 7, 2011  
   Came Into Effect: Immediately

4. **Modification to Draft Plan of Subdivision 30T-06103**

   Draft Approval Date: December 5, 2007  
   Applicant: Mattamy (Hespeler) Limited  
   Location: Guelph Avenue and Blackbridge Road  
   Proposal: To modify the plans in order to facilitate the development of the final phase of the plan of subdivision. This modification will permit Block 87 to accommodate up to 15 residential lots.  
   Processing Fee: June 29, 2011  
   Commissioner's Approval: July 11, 2011  
   Came Into Effect: Immediately

5. **Registration of Draft Plan of Subdivision 30T-03102**

   Draft Approval Date: March 1, 2010  
   Phase: Phase 1b  
   Applicant: Greengate Village Limited  
   Location: Main Street and Dundas Street  
   Proposal: To permit the development of 36 single detached units.  
   Processing Fee: Paid July 6, 2011  
   Commissioner's Release: July 11, 2011

6. **Registration of Draft Plan of Condominium 30CDM-11101**

   Draft Approval Date: April 21, 2011  
   Phase: Phase 1  
   Applicant: Haastown Holdings (Cambridge) Inc.  
   Location: 130-170 Water Street  
   Proposal: To permit the development of 113 condominium apartment units.  
   Processing Fee: Paid June 29, 2011  
   Commissioner's Release: July 8, 2011

7. **Registration of Draft Plan of Condominium 30CDM-10103**

   Draft Approval Date: September 1, 2010  
   Phase: Phase 1  
   Applicant: Mill-Gate Homes  
   Location: 695 Myers Road  
   Proposal: To permit the development of 7 condominium townhouse units.  
   Processing Fee: Paid July 18, 2011  
   Commissioner's Release: July 20, 2011
City of Kitchener

1. Registration of Draft Plan of Subdivision 30T-10201
Draft Approval Date: September 7, 2010
Phase: Entire Plan
Applicant: Deerfield Homes Inc.
Location: 771 Huron Road
Proposal: To permit the development of 11 single detached and 72 semi-detached units.
Processing Fee: June 7, 2011
Commissioner's Release: July 27, 2011

2. Registration of Draft Plan of Condominium 30CDM-10205
Draft Approval Date: October 22, 2010
Phase: Entire Plan
Applicant: Woolwich Apartments and Labreche Patterson and Associates
Location: 76 Woolwich Street
Proposal: To permit the conversion of 9 street-fronting townhouse units to condominium ownership.
Processing Fee: Not applicable.
Commissioner’s Release: July 21, 2011

City of Waterloo

1. Registration of Draft Plan of Condominium 30CDM-10406
Draft Approval Date: May 20, 2011
Phase: Entire Plan
Applicant: BPR Lofts GP Inc.
Location: 36-40 Regina Street North
Proposal: To permit the development of 18 condominium apartment units and 2 commercial units.
Processing Fee: Paid July 25, 2011
Commissioner’s Release: July 27, 2011

Township of North Dumfries

1. Registration of Draft Plan of Subdivision 30T-05301
Draft Approval Date: April 28, 2006
Phase: Phase 3
Applicant: 839685 Ontario Inc. and 828543 Ontario Inc.
Location: Hilltop Community, Ayr
Proposal: To permit the development of 43 single detached, 38 semi-detached and 52 townhouse units.
Processing Fee: Paid July 5, 2011
Commissioner’s Release: July 19, 2011
Township of Woolwich

1. Registration of Draft Plan of Subdivision 30T-97008

Draft Approval Date: April 3, 2003
Phase: Stage 2D (Final)
Applicant: Empire Communities (Riverland)
Location: Woolwich Street (Regional Road No.17, Breslau)
Proposal: To permit the development of 81 single detached and 23 townhouse units.
Processing Fee: Paid June 24, 2011
Commissioner’s Release: July 19, 2011

Residential Subdivision Activity January 1, 2011 to July 31, 2011

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

For comparison, the following table has also been included:

Residential Subdivision Activity January 1, 2010 to July 31, 2010

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

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

Area Municipal Consultation/Coordination

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

This report reflects actions taken by the Commissioner in accordance with the Delegation By-law adopted by Council. The activities described in this report are operational activities consistent with the objective of Focus Area 2: Growth Management and Prosperity.

FINANCIAL IMPLICATIONS:

NIL

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

NIL

ATTACHMENTS:

NIL

PREPARED BY: Andrea Banks, Program Assistant

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

DATE: September 6, 2011

FILE CODE: D28-20/ITS

SUBJECT: ADDITIONAL INSTALLATION OF TECHNOLOGY ON GRAND RIVER TRANSIT BUSES

RECOMMENDATION:

THAT the Regional Municipality of Waterloo approve the acquisition and installation of advanced technology, including automated audible and visual stop announcements, from INIT Innovations in Technology, Inc. for installation on Grand River Transit buses at a cost not to exceed $855,000 plus applicable taxes, as described in Report No. P-11-071, dated September 6, 2011;

AND THAT the Commissioner of Planning, Housing and Community Services be authorized to enter into such agreements with INIT Innovations in Technology, Inc. as may be required to facilitate the implementation of the recommendations in Report No. P-11-071, dated September 6, 2011, with such agreements to be to the satisfaction of the Regional Solicitor;

AND THAT the Regional Municipality of Waterloo approve the transfer of $325,000 from Project 66056 – On Board Security Surveillance (P2010-16; Report F-10-065) to Project 66071 - AVL / APC Technology Implementation.

SUMMARY:

As part of the Accessibility for Ontarians with Disabilities Act (AODA), the Province has mandated stop announcements be made, either manually or electronically, beginning on July 1, 2011. The implementation of advanced transit technology enables next stop announcements to be automated which is a more efficient, accurate and less distracting to the driver than the manual annunciation of stops.

With the delivery of 6 hybrid buses in the fall, Grand River Transit (GRT) will have advanced transit technology, including automatic stop announcements, installed on 181 buses of its total fleet of 238. This means that all buses 12 years or newer (over 76% of the fleet) will now be equipped. At peak deployment, GRT requires 178 buses on the road to meet fall 2011 service levels.

Staff recommends that the current vendor, INIT Innovations in Technology Inc., continue to be the supplier for the advanced technology equipment for installation on 37 buses of the 57 buses that are not currently equipped. The upset cost would be no more than $855,000. Staff further recommends that the 20 oldest buses not be equipped with the technology because they are scheduled to be replaced in late 2012.

INIT, Innovations in Technology Inc was selected as the technology supplier for the iXpress project in 2006 through a public request for proposal process including the use of expert consultants to assist in proposal evaluations. Unit costs have been lower over successive purchases and staff has confirmed that quoted prices compare favourably to other installations. The current quote has the same costs for the technology as last year, with installation costs, which make up a small portion of the total costs, being higher due to the size of the order.
REPORT:

In June 2011, the Province enacted the new Integrated Accessibility Standards pursuant to the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). Section 52 of the Standards requires that transit providers call out bus stops starting on July 1, 2011. This call out can be carried out manually or by electronic means. However, starting on January 1, 2017, the call out must be carried out by electronic means. The implementation of advanced transit technology enables next stop announcements to be automated which is a more efficient, accurate and less distracting to the driver than the manual annunciation of stops.

The Region began installation of automated announcements as part of the initial installation of advanced transit technology occurred in 2007/08 in support of the iXpress service. The core components of the on-board technology included a computer-aided dispatch and automatic vehicle location (CAD-AVL) system as well as automatic passenger counting (APC) and the automated audio and visual stop announcements. Based on experience and knowledge gained with the initial installation, the approved GRT Business Plan 2008-2010 (P-08-054, May 2008) recommended to “expand the application of advanced transit technology (2009-10) to enhance service monitoring, service development, customer information and transit priority.”

Consistent with the recommendation of the GRT Business Plan 2008-2010, the advanced technology was expanded to a total of 47 buses in 2009 and an additional 114 buses were equipped in 2010. By the fall of 2011, all buses 12 years or newer (181 buses or over 76% of the fleet) will be equipped with the technology. At peak deployment, GRT requires 178 buses on the road to meet fall 2011 service levels.

The original intention was to complete the installation on only buses that were 12 years of age or newer. Older buses would not have the equipment installed on them but instead it would be installed on new buses that were purchased as the older buses were retired. This would have originally meant that the entire fleet would be equipped by 2014. It would allow the base fleet to be equipped while older buses that are largely used to provide school service and as maintenance spares would not be. This would minimize the amount of extra expenditures that would be involved in transferring equipment when buses are replaced.

With the enactment of the AODA requirement to call out bus stops, staff is recommending the INIT technology necessary for audio announcements be installed on additional buses that may be used to provide regular service. With the installation on these 37 buses by the spring of 2012 and the anticipated approval of replacement of buses for 2012, the entire GRT fleet would be equipped with the advanced technology by the fall of 2012.

The current vendor, INIT, Innovations in Technology Inc was selected as the technology supplier for the iXpress project in 2006 through a public request for proposal process including the use of expert consultants to assist in proposal evaluations. The unit cost for the 2009 installation was lower than the 2006 unit costs and was price competitive to other transit technology installations in southern Ontario. In turn, the 2010 installation from INIT included unit costs that are lower than their 2009 benchmark unit costs. The current quote has the same costs for the technology as last year, with installation costs, which make up a small portion of the total costs, being higher due to the size of the order.

Based on the steps required to evaluate the buses prior to installation of the equipment and time required for manufacture and delivery of equipment, the installation would take place in winter/spring 2012 and planned to be completed over a two month period. Staff will work with the supplier to have the equipment installed as soon as possible.
Area Municipal Consultation/Coordination

Staff from the three cities was involved in stakeholder workshops and other discussions that developed the operating concepts for the advanced technology implementation.

CORPORATE STRATEGIC PLAN:

Providing the automated announcements meets Focus Area 5: Service Excellence and specifically Action 5.1.3 “Implement the standards under the Accessibility for Ontarians with Disabilities Act (AODA) to comply with Provincial regulations.”

Providing accessible services to persons with disabilities meets Focus Area 4: Healthy and Inclusive Communities: Foster healthy, safe, inclusive and caring communities.

This program also meets Focus Area 3: Sustainable Transportation and specifically Action 3.1.3 by “develop[ing] and implementing programs to improve access to…public transit.”

FINANCIAL IMPLICATIONS:

The total cost to implement the INIT advanced technology on 37 additional buses would be approximately $855,000, plus applicable taxes. These costs are consistent with quotes provided by INIT in 2010 during the installation of equipment on 114 buses and are based on a sliding scale depending on the number of buses equipped at any one time. A final quote would be provided by INIT for approval by the Commissioner of Planning, Housing & Community Services prior to issuing approval to proceed.

This equipment is being installed on buses that are planned for retirement in the next 3-4 years. Accordingly, the equipment would be removed from these buses, when retired, and re-installed on their replacement buses. Certain components cannot be efficiently removed (mainly wiring and the antenna) and this would result in some additional costs for the replacement of these components as well as additional installation costs at the time of future bus replacement.

It is anticipated that this work would be undertaken in early 2012. It is proposed that partial funding in the amount of $325,000 be reallocated from savings for the GRT Mobile Video Surveillance System (P2010-19; Report F-10-065). The remaining funds, approximately $530,000, would be appropriated from the approved GRT Technology Capital Budget. This may potentially delay other traveller information projects, such as the real time schedule displays, and transit signal priority equipment to 2013-2014, or require additional funding for some of these items.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

This report was prepared with staff from Transit Services, Transportation and Environmental Services and Financial Services.

ATTACHMENTS:

NIL

PREPARED BY: Blair Allen, Supervisor Transit Development

APPROVED BY: Rob Horne, Commissioner, Planning, Housing and Community Services
September 2, 2011

Members of Region of Waterloo Planning and Works Committee,

The Grand River Accessibility Advisory Committee is a cross-disability group of citizens with the mandate to help the Region of Waterloo to identify, remove, and prevent barriers for people with disabilities. Our primary goal is to advise on creating an accessible Region of Waterloo based on the principles of fair and equitable access and universal design in Region services and facilities.

The Grand River Accessibility Advisory Committee strongly recommends the Region of Waterloo provide audible bus stop announcements on all buses used by Grand River Transit. We support including audible bus stop technologies on buses to allow the stops to be announced automatically.

Reducing barriers in transit by providing audible bus stop announcements supports the independence of many people with disabilities. Then these passengers do not have to rely on bus operators or other passengers to provide bus stop information for them.

In recognition of this important aspect of independent travel, the Accessibility for Ontarians with Disabilities Act, 2005 Integrated Accessibility Standards (Ontario Regulation 191/11) requires that all conventional transit providers have audible verbal announcements of all destination points and transit stops on their vehicles. Grand River Transit purchasing technologies to meet this requirement is an important step in reducing barriers for people with disabilities.

Thank you for the attention you are giving to this important accessibility issue that makes life just a little easier for persons with disabilities.

Kindly Yours,

Gordon Cummer, Co-Chair
Sharon Giles, Co-Chair
Grand River Accessibility Advisory Committee
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: September 6, 2011

FILE CODE: L07-90

SUBJECT: AUTHORIZATION TO EXPROPRIATE LANDS (1ST REPORT) FOR ROAD IMPROVEMENTS TO BRIDGE STREET (REGIONAL ROAD 52), BRIDGEPORT BRIDGE TO THE KITCHENER/WOOLWICH BOUNDARY, IN THE CITY OF KITCHENER

RECOMMENDATION:

THAT The Regional Municipality of Waterloo direct and authorize the Regional Solicitor to take the following actions with respect to the expropriation of lands for the road improvements to Bridge Street, in the City of Kitchener as detailed in report CR-RS-11-033 dated September 6, 2011:

1. Complete application(s) to the Council of the Regional Municipality of Waterloo, as may be required from time to time, for approval to expropriate land, which is required for the road improvements to Bridge Street and described as follows:

   Fee Simple Partial Taking:

   1. Part of Lots 3 and 4, South Side of Bridge Street, Peter N. Tagge Survey, Registered Plan Number 577, being Part 4, on Reference Plan 58R-17148, PIN 22712-0191(LT) (14 Bridge Street)

   2. Part of Lot 1, South Side of Bridge Street, Peter N. Tagge Survey, Registered Plan Number 577, being Part 5, on Reference Plan 58R-17148, PIN 22712-0189(LT) (26 Bridge Street, East)

   3. Part of Lot 10, Shoemaker’s Survey, Registered Plan Number 577, being Part 7, on Reference Plan 58R-17148, PIN 22712-0185(LT) (42 Bridge Street)

   4. Part of Lot 10, Shoemaker’s Survey, Registered Plan Number 577, being Part 9, on Reference Plan 58R-17148, PIN 22712-0184(LT) (44 Bridge Street)

   5. Part of Lot 10, Shoemaker’s Survey, Registered Plan Number 577, being Part 10, on Reference Plan 58R-17148, PIN 22712-0183(LT) (46 Bridge Street)

   6. Part of Peter Horning’s Tract, being Part 1, on Reference Plan 58R-17155, PIN 22712-0181 (LT) (no municipal address)
Permanent Hydro Easement:

1. Part of Lot 1, South Side of Bridge Street, Peter N. Tagge Survey, Registered Plan Number 577, being Part 6, on Reference Plan 58R-17148, PIN 22712-0189(LT) (26 Bridge Street)

2. Part of Lot 10, Shoemaker’s Survey, Registered Plan Number 577, being Part 8, on Reference Plan 58R-17148, PIN 22712-0185(LT) (42 Bridge Street)

2. Serve notices of the above application(s) required by the Expropriations Act;

3. Forward to the Chief Inquiry Office any requests for a hearing that may be received;

4. Attend, with appropriate Regional staff, at any hearing that may be scheduled;

5. Discontinue expropriation proceedings or any part thereof, in respect of the above described lands, or any part thereof, upon the registration on title of the required documentation to complete a transaction whereby the required interests in the lands are conveyed; and

6. Do all things necessary and proper to be done, and report thereon to Regional Council in due course.

SUMMARY: NIL

REPORT:

Regional Council approved roadway improvements to Bridge Street from the Bridgeport Bridge to the Kitchener/Woolwich Boundary in the City of Kitchener, in March 2011 as detailed in Report E-11-023. The project consists of complete replacement of the pavement structure, installation of 1.25 metre wide cycling lane and sidewalk on each side of the street. Construction is scheduled for 2014.

Land acquisitions as outlined in the Recommendation will be required from six (6) property owners. The acquisitions are fee simple partial takings for road widening purposes and permanent easements for relocation of hydro utilities.

All of the affected property owners have been contacted by Legal Services staff to discuss the required acquisitions and have been informed of the Region’s intention to commence the expropriation process. All property owners have been provided with the Region’s Expropriation Information sheet explaining the expropriation process, as well as a written offer to purchase the required interest in the lands at the appraised value. A copy of the Expropriation Information Sheet is attached as Appendix “B”. The owners have further been advised it is the Region’s intent to seek a negotiated settlement prior to completion of the Expropriation process and that the process has been commenced only to ensure possession of the required lands by the date set by Project staff in order to keep the project timeline in place. To date a negotiated settlement to obtain ownership of the required lands has been reached with four (4) property owners. As of the writing of this report these transactions have not been completed and the properties are included in this expropriation. There is also an acquisition required from the City of Kitchener that has not been included in the expropriation as a negotiated agreement is expected. Should a negotiated settlement be reached with other property owners and a conveyance of the required acquisition be completed before the Expropriation process is complete, that property will be dropped from the Expropriation process by the Regional Solicitor.
Transportation and Environmental Services staff has advised that they are not aware of any environmental concerns with respect to the subject lands. The expropriation of the lands is on an ‘as is’ basis and upon conveyance to the Region assumes all responsibility for the lands.

The subject lands are shown attached as Appendix “A”.

CORPORATE STRATEGIC PLAN:

One of the goals of the Corporate Strategic Plan is to ensure that the Region maintains and improves the Regional Roads Network.

FINANCIAL IMPLICATIONS:

Transportation and Environmental Services staff advises that the 2011 Transportation Capital Program and 10-Year Capital Forecast includes $5,520,000 for this project all to be funded from the Roads Rehabilitation Reserve Fund. Sufficient funding for the land acquisitions outlined within this report is available in the 2011 project budget.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Transportation and Environmental Services staff has been consulted in the preparation of this report.

ATTACHMENTS:

Appendix “A”- Project Area
Appendix “B”- Copy of Expropriation Information Sheet

PREPARED BY: Fiona McCrea, Solicitor, Property

APPROVED BY: Gary Sosnoski, Commissioner, Corporate Resources
The following information is provided as a general overview of the expropriation process and is not legal advice. For complete information, reference should be made to the Ontario Expropriations Act as well as the more detailed information in the Notices provided under that Act.

Expropriation Information Sheet

What is Expropriation?

Governmental authorities such as municipalities, school boards, and the provincial and federal governments undertake many projects which require them to obtain land from private property owners. In the case of the Regional Municipality of Waterloo, projects such as the construction or improvement of Regional Roads sometimes require the purchase of land from private property owners. In many cases, the Region of Waterloo only needs a small portion of the private property owner’s lands or an easement for related purposes such as utilities, although in certain instances, entire properties are required.

Usually the governmental authority is able to buy the land required for a project through a negotiated process with the affected property owners. Sometimes, however, the expropriation process must be used in order to ensure that the land is obtained within a specific timeline. Put simply, an expropriation is the transfer of lands or an easement to a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario Expropriations Act must be followed to ensure that the rights of the property owners provided under that Act are protected.

IMPORTANT NOTE: The Region of Waterloo tries in all instances to obtain lands needed for its projects through a negotiated agreement on mutually acceptable terms. Sometimes, the Region of Waterloo will start the expropriation process while negotiations are underway. This dual approach is necessary to ensure that the Region of Waterloo will have possession of all of the lands needed to start a construction project on schedule. However, it is important to note that Regional staff continues to make every effort to reach a negotiated purchase of the required lands on mutually agreeable terms while the expropriation process is ongoing. If agreement is reached, expropriation proceedings can be discontinued and the land transferred to the Region of Waterloo in exchange for payment of the agreed-upon compensation.

What is the process of the Region of Waterloo under the Expropriations Act?

- Regional Council considers a request to begin an application under the Expropriations Act to obtain land and/or an easement for a specific Regional project. No decision is made at this meeting to expropriate the land. This step is simply direction for the Region of Waterloo to provide a “Notice of Application for
Approval to Expropriate” to affected property owners that the process has started to seek approval to expropriate the land.

- As stated in the Notice, affected property owners have 30 days to request a Hearing to consider whether the requested expropriation is “fair, sound and reasonably necessary in the achievement of the objectives” of the Region of Waterloo. This Hearing is conducted by a provincially-appointed Inquiry Officer. Prior to the Hearing, the Region of Waterloo must serve the property owner with a Notice setting out its reasons or grounds for the proposed expropriation. **Compensation for lands is not determined at this Hearing.** The Inquiry Officer can order the Region of Waterloo to pay the property owner up to $200.00 as compensation for the property owner’s costs in participating in this Hearing, regardless of the outcome of the Hearing.

- If a Hearing is held, a written report is provided by the Inquiry Officer to the property owner and the Region of Waterloo. Council must consider the Report within 90 days of receiving it. The Report is not binding on Council and Council may or may not accept the findings of the Report. After consideration of the Report, Council may or may not approve the expropriation of the land or grant approval with modifications. A property owner may wish to make written and/or verbal submissions to Council at the time that it is considering the Report.

- If no Hearing is requested by the property owner, then Council may approve the expropriation of the land after expiry of a 30 day period following service of the Notice of Application for Approval to Expropriate.

- If Council approves the expropriation then, within 3 months of this approval, the Region of Waterloo must register a Plan at the Land Registry Office that describes the expropriated lands. The registration of this Plan automatically transfers title of the lands to the Region of Waterloo, instead of by a Deed signed by the property owner.

- Within 30 days of registration of the Plan, the Region of Waterloo must serve a Notice of Expropriation on the affected property owner advising of the expropriation. Within 30 days of this Notice, the property owner may serve the Region of Waterloo with a Notice of Election selecting the valuation date under the **Expropriations Act** for calculation of the compensation.

- In order to obtain possession of the expropriated lands, the Region of Waterloo must also serve a Notice of Possession setting out the date that possession of the land is required by the Region of Waterloo. This date has to be 3 months or more from the date that this Notice of Possession is served on the affected property owner.

- Within 3 months of registration of the Plan, the Region of Waterloo must provide the affected property owner with payment for the full amount of the appraised fair market value of the expropriated land or easement and a copy of the appraisal report on which the value is based. If the property owner disagrees with this amount, and/or claims other compensation and/or costs under the **Expropriations Act**, the compensation and/or costs matter may be referred to a provincially-appointed Board of Negotiation in an effort to reach a mediated settlement and/or an appeal may be made to the Ontario Municipal Board (OMB) for a decision. In any event, the Region of Waterloo continues in its efforts to reach a negotiated settlement with the affected property owner prior to the OMB making a decision.
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: September 6, 2011

FILE CODE: CO4-30, 5405

SUBJECT: GEORGE STREET RECONSTRUCTION, ST. ANDREWS STREET TO PARK HILL ROAD, CITY OF CAMBRIDGE

RECOMMENDATION:

THAT the Regional Municipality of Waterloo take the following actions with respect to proposed improvements on George Street (Regional Road No. 42) from St. Andrews Street to Park Hill Road in the City of Cambridge:

a) approve the proposed improvements for George Street as outlined in Report E-11-077; and

b) amend Traffic and Parking By-law 06-072, as amended, to provide Reserved Lanes for bicycles on both sides of George Street from Park Hill Road to Blair Road.

SUMMARY:

The Region of Waterloo is currently considering improvements to George Street from St. Andrews Street to Park Hill Road. (Please refer to Appendix ‘A’ for a Key Plan.) This project has been initiated to address the poor pavement condition on this section of George Street. The planning of the roadway improvements is being undertaken in accordance with the Regional Context Sensitive Transportation Corridor Design Guidelines, the Regional Cycling Master Plan, the 2011 Cycling Facility Map and other relevant Regional policies and practices.

A Project Team consisting of staff from the Region of Waterloo, the City of Cambridge, Regional Councillor Claudette Millar, and City of Cambridge Councillor Pam Wolf was established to direct the planning of these improvements.

Plans for the Project Team’s proposed improvements were presented to the public at a Public Consultation Centre held on May 25th, 2011 at the Knox’s Galt Presbyterian Church. Comments received from the public are addressed under Section 2.0 of this Report.

The Project Team is now recommending that Regional Council approve the proposed improvements to George Street described as follows:

- Complete replacement of the pavement structure on George Street from St. Andrews Street to Park Hill Road;
- Replacement of the existing 1.25 metre wide sidewalk with a 1.60 metre wide sidewalk on the east side of George Street from St. Andrews Street to Park Hill Road, including increasing the separation between pedestrians and vehicles where feasible;
- Replacement of the existing storm sewer on George Street from St. Andrews Street to Park Hill Road;
- Replacement of the City of Cambridge watermain and sanitary sewers, including services to abutting properties within the road allowance;
- Construction of 1.25 metre reserved on-road cycling lanes on each side of George Street from Park Hill Road to Blair Road; and
- Wider boulevards and enhanced boulevard landscaping by planting trees where feasible on George Street from Park Hill Road to Blair Road.

The construction of reserved on-road cycling lanes on each side of George Street will require that Traffic and Parking By-law 06-072, as amended, be amended to provide Reserved Lanes for bicycles on both sides of George Street from Park Hill Road to Blair Road. Parking is currently permitted on this section of George Street.

The Region’s Approved 2011 Transportation Capital Program and 10-Year Capital Forecast includes funds of $1,855,000 in years 2011 to 2013 inclusive in order to complete construction of the improvements to George Street from St. Andrews Street to Park Hill Road, with construction to base course asphalt in 2012 and placement of surface course asphalt in 2013, to be funded from the Roads Rehabilitation Reserve Fund. The City of Cambridge will fund its portion of storm sewer replacement and the full cost of the City’s watermain and sanitary sewer replacement at an estimated cost of $1,600,000.

REPORT:

1.0 Background

The Region of Waterloo is currently considering improvements to George Street from St. Andrews Street to Park Hill Road. (Please refer to Appendix ‘A’ for a Key Plan.) This project has been initiated to address the poor pavement condition on this section of George Street. The planning of the roadway improvements is being undertaken in accordance with the Regional Context Sensitive Transportation Corridor Design Guidelines, the Regional Cycling Master Plan, the 2011 Cycling Facility Map and other relevant Regional policies and practices.

A Project Team consisting of staff from the Region of Waterloo, the City of Cambridge, Regional Councillor Claudette Millar and City of Cambridge Councillor Pam Wolf was established to direct the planning of these improvements.

The section of George Street from St. Andrews Street to Park Hill Road is an urbanized two (2) lane roadway with on-road parking on both sides.

The Region’s Context Sensitive Transportation Corridor Design Guidelines identify this section of George Street as a Neighbourhood Connector (Main Street) classification. Neighbourhood Connectors are designed to support active transportation (including walking and cycling) and transit. The proposed improvements to George Street are being planned to include facilities for cyclists and pedestrians. Additionally, enhanced boulevard landscaping is being considered as part of this project to encourage and promote walking. Grand River Transit facilities such as new bus stop landings are also being considered as part of the proposed improvements.

Based on technical studies and investigations completed, the Context Sensitive Transportation Corridor Design Guidelines, the Regional Cycling Master Plan, and other relevant Regional Policies and Practices, the Project Team developed the following proposed improvements for this project:
- Complete replacement of the pavement structure on George Street from St. Andrews Street to Park Hill Road;
- Replacement of the existing 1.25 metre wide sidewalk with a 1.60 metre wide sidewalk on the east side of George Street from St. Andrews Street to Park Hill Road, including increasing the separation between pedestrians and vehicles where feasible. The existing 1.25 metre wide sidewalk on the west side of George Street from St. Andrews Street to Park Hill Road is in generally good condition with approximately 1.0 metre separation from the proposed curb and gutter, and is not proposed for replacement as part of this project;
- Replacement of the existing storm sewer on George Street from St. Andrews Street to Park Hill Road;
- Replacement of the City of Cambridge watermain and sanitary sewers, including services to abutting properties within the road allowance;
- Construction of 1.25 metre reserved on-road cycling lanes on each side of George Street from Park Hill Road to Blair Road; and
- Wider boulevards and enhanced boulevard landscaping by planting trees where feasible on George Street between Park Hill Road and Blair Road.

The Regional Cycling Master Plan identifies George Street from St. Andrews Street to Park Hill Road as a core on-road cycling route which typically involves provision of reserved on-road cycling lanes. The Project Team is proposing reserved on-road cycling lanes on each side of George Street from Park Hill Road to Blair Road; however, because of the desire to retain much needed parking on both sides of George Street from Blair Road to St. Andrews Street, the Project Team developed an alternative on-road cycling route (for this section of George Street) utilizing Blair Road from George Street to Grand Avenue and Grand Avenue from Blair Road to St. Andrews Street. These sections of Blair Road and Grand Avenue fall under the jurisdiction of the City of Cambridge and City of Cambridge Council approved this alternative as an on-road cycling route on 18 April 2011.

The proposed wider boulevards on George Street from Park Hill Road to Blair Road and on the east side of George Street from St. Andrews Street to Blair Road will provide for greater separation between pedestrians and vehicles and also provides an opportunity for enhanced landscaping to promote walking in this area of Cambridge.

The proposed improvements on George Street are located within the Dickson Hill Heritage Conservation District. All work will be completed within the existing George Street road allowance with no impact on built heritage features.

Please refer to Appendix ‘B’ for drawings of the Project Team’s proposed improvements to George Street.

2.0 Public Consultation

A Public Consultation Centre (PCC) was held at Knox’s Galt Presbyterian Church, 2 Grand Avenue South in the City of Cambridge on Wednesday May 25th, 2011 from 5:00 pm to 8:00 pm. Plans showing the Project Team’s proposed improvements were on display and Project Team representatives were present to answer questions and to receive feedback from members of the public. Approximately fifteen (15) members of the public attended the PCC and ten (10) members of the public formally signed in. One (1) comment sheet was received. Please refer to Appendix ‘C’ for a summary of the written comments received.
The Project Team’s response to these comments is included in Appendix ‘D’.

3.0 Recommended Improvements

Based on a review of the technical information gathered for this project as well as a review of all public comments received, the Project Team is recommending that Regional Council approve the proposed improvements for George Street from St. Andrews Street to Park Hill Road as presented at the May 25, 2011 Public Consultation Centre.

The construction of reserved on-road cycling lanes on each side of George Street from Park Hill Road to Blair Road will require that Traffic and Parking By-law 06-072, as amended, be amended to provide Reserved Lanes for bicycles on both sides of George Street from Park Hill Road to Blair Road. On-road parking will be prohibited on this section of George Street.

Letters advising of the recommendations contained in this report were mailed to all those who attended the May 25th PCC and hand-delivered to all owners/residents abutting the George Street project limits and all those on Grand Avenue from Blair Road to St. Andrews Street and on the side streets within one block of George Street on August 15th, 2011.

4.0 Project Timing

Subject to Council approval of the recommended improvements for George Street and receipt of all technical and financial approvals, construction to base course asphalt will commence in May 2012 and will be completed by October 2012. Surface course asphalt will be placed in 2013.

5.0 Construction Staging

It is tentatively proposed that construction be completed in three (3) separate stages in order to minimize inconvenience to traffic. These three (3) stages of construction are described as follows:

Stage 1 – George Street from Park Hill Road to Blair Road;

Stage 2 – George Street from Blair Road to South Square; and

Stage 3 – George Street from South Square to St. Andrews Street.

Due to the extent of underground service replacement, George Street will be fully closed to through traffic during construction in each stage. Detour routes will be developed for through traffic and signs will be erected to detour through traffic around the construction. Local traffic will continue to use local streets to access local properties and businesses. The Fire Department, Waterloo Regional Police and Ambulance Services will all be advised of the traffic restrictions and detour routes during the construction period. Grand River Transit Service will be maintained during construction through the implementation of temporary bus stop locations as required.

Pedestrian access will be maintained on one side of George Street at all times for the duration of the construction. Where the sidewalk is close to deep excavations, the sidewalk will be separated from the work area by temporary fencing. Signage will be erected in order to direct pedestrians through the project area.
As is customary when Regional Road detours are required, motorists will be advised of the construction timing and traffic restrictions through advance signage, the Region’s web site, and radio and newspaper notices.

6.0 Project Cost

The Region of Waterloo is fully funding the road improvements on this project. The estimated total Regional project cost associated with the proposed George Street improvements, including engineering, construction and other project costs, is $1,855,000. The City of Cambridge’s share of the project costs for the replacement of the City’s watermain and sanitary sewers and for the City’s share of the storm sewer replacement is currently estimated to be $1,600,000.

CORPORATE STRATEGIC PLAN:

This project is in harmony with the Corporate Strategic Plan in that implementation of the George Street Reconstruction achieves Focus Area #5 (“Infrastructure”) and Strategic Objective 5.1 which is to optimize the use of existing infrastructure and ensure it is adequately maintained.

FINANCIAL IMPLICATIONS:

The Region’s Approved 2011 Transportation Capital Program and 10-Year Capital Forecast includes funds of $1,855,000 in years 2011 to 2013 inclusive in order to complete construction of the improvements to George Street from St. Andrews Street to Park Hill Road, with reconstruction to base course asphalt in 2012 and placement of surface course asphalt in 2013, to be funded from the Roads Rehabilitation Reserve Fund. The City of Cambridge will fund its portion of the storm sewer, watermain and sanitary sewer replacement. The City’s share of the project costs for infrastructure replacement is currently estimated to be $1,600,000.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

Staff from the Transportation Planning Division of Planning, Housing and Community Services were consulted for the preparation of this report.

The Council and Administrative Services Division of the Corporate Resources Department will be required to prepare the amending By-law to reflect reserved lanes for cyclists on both sides of Regional Road No. 42 (George Street) from Park Hill Road to Blair Road.

ATTACHMENTS

| Appendix A | Key Plan |
| Appendix B-1 | Typical Cross-Section – Existing Conditions |
| Appendix B-2 | Recommended Cross-Section – Blair Road to Park Hill Road |
| Appendix B-3 | Recommended Cross-Section – St. Andrews Street to Blair Road |
| Appendix C | Written Comments Received From the May 25th, 2011 Public Consultation Centre |
| Appendix D | Project Team Response to Comments Received From the May 25th, 2011 Public Consultation Centre |

PREPARED BY:  Don Pletch, Senior Project Manager

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

GEORGE STREET RECONSTRUCTION
(REGIONAL ROAD No. 42)
ST. ANDREWS STREET TO PARK HILL ROAD
CITY OF CAMBRIDGE
Appendix B-1

Typical Cross Section – Existing Conditions

GEORGE STREET CROSS SECTION

EXISTING CONDITIONS

TYPICAL CROSS SECTION

18.3m R.O.W.

2.1m Curb Area

1.2m S/W

Curb

5.6m Paved Surface

11.1m Paved Surface

Traffic Lane

Parking Lane

5.0m Grass Area

0.7m Grass Blvd.

1.2m S/W (Varies)

1.0m Grass Area

1.0m Grass Area

WEST

EAST
Appendix B-2

Typical Cross Section – Recommended Design Alternative
Appendix B-3

Typical Cross Section – Recommended Design Alternative
## Appendix C

### Written Comments Received From the May 25th, 2011 Public Consultation Centre

<table>
<thead>
<tr>
<th>Name</th>
<th>Comment</th>
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</table>
| Colette R.   | • At the pedestrian crossing in the Queens Square area, requested additional signage, speed humps and / or additional pavement markings, and a review of the “STOP” signage in the Queens Square intersection area.  
• Supports trees in the boulevards from Park Hill Road to Blair Road, however, has concerns with maintenance of grass.  
• At the St. Andrews Street / George Street intersection, suggested that a left turn lane onto George Street from northbound St. Andrews Street should be considered or alternatively a 4 way STOP. |
Appendix D

Project Team Response to Public Comments Received From the May 25, 2011 Public Consultation Centre

The main comments received at the Public Consultation Centre and the Project Team’s response to these comments are summarized as follows:

Comment No. 1 – Request for Improvements to the Pedestrian Crossing at Queens Square

Project Team Response:

There is an existing Stop sign for southbound traffic on George Street at North Square, a Stop sign for Crescent Place traffic entering George Street from the west (between North Square and South Square) and a Stop sign for northbound traffic on George Street at South Square. North Square has westbound traffic only and South Square has eastbound traffic only.

Based on recent traffic counts, Stop signs are not technically warranted on George Street in the Queens Square area, there is no history of collision problems in the area and the current traffic control arrangements are functioning well from a traffic operations standpoint. City of Cambridge staff has also indicated that pedestrians have expressed safety concerns regarding crossing George Street in this area. To address these concerns, the Project Team recommends installing ladder type pavement markings for the pedestrian crossing on George Street, on the north side of the George Street / North Square intersection. The Project Team did not support the installation of speed humps or additional pavement markings in the Queens Square area.

Comment No. 2 - Comments Supporting the Planting of Trees in the Boulevards Between Park Hill Road and Blair Road and Concerns with Grass Maintenance

Project Team Response:

The Project Team recommends the installation of grassed boulevards on George Street from Park Hill Road to Blair Road and the planting of suitable trees, taking into consideration constraints associated with the 1.6m width of the boulevard and the overhead hydro lines located in the west boulevard. The provision for tree planting and grassed boulevards is consistent with the Region’s Context Sensitive Corridor Design Guidelines.

Comment No. 3 – Comments Regarding Improvements to the George Street / St. Andrews Street Intersection

Project Team Response

The assessment of project needs completed during the early planning stages of the George Street project did not identify any concerns with existing traffic operations at the intersection of George Street and St. Andrews Street. Therefore, the Project Team is not recommending the requested left turn lane from St. Andrews Street onto George Street, nor is the Team recommending a 4-way stop control at this intersection. However, the Region will review traffic operations at the St. Andrews St. / George Street intersection as part of the St. Andrews Street (Cedar Street to Grand Ave) reconstruction project tentatively scheduled in the Region’s Transportation Capital Program for 2016.
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: September 6, 2011

FILE CODE: T04-20, 7101

SUBJECT: CONSULTANT SELECTION – DETAILED DESIGN AND CONTRACT ADMINISTRATION SERVICES; WEBER STREET RECONSTRUCTION AND WIDENING FROM COLLEGE STREET IN THE CITY OF KITCHENER TO UNION STREET IN THE CITY OF WATERLOO

RECOMMENDATION:

THAT the Regional Municipality of Waterloo enter into a Consulting Services Agreement with Stantec Consulting Ltd. to provide consulting engineering services for Detailed Design, Contract Administration and Construction Inspection Services associated with the Reconstruction and Widening of Weber Street from College Street to Union Street for an upset limit fee of $1,885,900.00 plus applicable taxes for the design phase, with construction administration services to be paid on a time basis.

SUMMARY:

The Region of Waterloo intends to proceed with the reconstruction and widening of Weber Street from College Street in the City of Kitchener to Union Street in the City of Waterloo. An Environmental Assessment and Preliminary Design Study for the proposed improvements was completed in 2011. The estimated total cost of the improvements is $51 million. The recommendations of the Study were approved by Regional Council on June 29, 2011. The proposed works include a road/rail grade separation at the CN tracks north of Victoria Street. The location of this project is shown on the key plan included in Appendix A.

In order to ensure that additional traffic capacity on Weber Street north of Victoria Street is provided in advance of any construction of Rapid Transit facilities on King Street, staff have accelerated the design and approvals process for the reconstruction and widening of Weber Street to allow construction to start as early as 2013. This early construction start is contingent on the completion of property acquisitions. Since staff are currently fully committed to other projects, an engineering consultant must be hired now to undertake the Detailed Design process for the improvements to Weber Street between College Street and Union Street.

An invitation to submit Letters-of-Interest to provide engineering services for this assignment was advertised in the Waterloo Region Record. Six (6) firms submitted Letters-of-Interest. Two (2) were subsequently short-listed and requested to prepare detailed work plans and fee estimates.

The selection process for this assignment included price as an evaluation factor. Based on the evaluation criteria and review of the submitted work plans and fee estimates, the Consultant Selection Team recommends that Stantec Consulting Ltd. be retained to undertake this assignment. Sufficient funds are available in the 2011 Ten Year Transportation Capital Program to initiate the detailed design process in 2011.
REPORT:

1. Background

The Region of Waterloo intends to proceed with the proposed reconstruction and widening of Weber Street from College Street to Union Street. Funding is currently available in the approved 2011 Ten Year Transportation Capital Program for construction of the proposed works in 2015 and 2016. The estimated total project cost is $51 million.

Weber Street between Victoria Street and Guelph Street is currently two lanes wide. North of Guelph Street and south of Victoria Street, the road widens to four lanes. Widening of this constricted section of the road to a consistent four lane cross-section is required to alleviate existing traffic congestion and provide additional capacity for future growth. The proposed work also includes a grade separation at the CN railway crossing north of Victoria Street, turning lanes at the Victoria Street intersection and facilities for cyclists and pedestrians. Due to the need to improve the poor existing structural condition of the road, the project limits are from College Street to Union Street.

An Environmental Assessment and Preliminary Design Study for the proposed improvements to Weber Street between College Street and Union Street was undertaken by Stantec Consulting Ltd. under the direction of the Region. The Study was completed in 2011. The recommendations of the Study were approved by Regional Council on June 29, 2011.

In order to ensure that additional traffic capacity on Weber Street north of Victoria Street is provided in advance of any construction of Rapid Transit facilities on King Street, staff have revised the schedule for the completion of the Detailed Design for the reconstruction and widening of Weber Street to allow the start of construction as early as 2013. This aggressive schedule is contingent on the completion of the property acquisition process which must be completed prior to the start of construction.

A consultant selection process has been undertaken in order to retain an engineering consulting firm to complete the Detailed Design process and provide Construction Administration services. One of the requirements of this assignment is that the consultant must be able to provide sufficient resources to ensure that the Detailed Design is completed and all approvals obtained to allow construction to potentially start in 2013.

2. Consultant Selection

An invitation to submit Letters-of-Interest to provide engineering services was advertised in the Waterloo Region Record on Tuesday, July 5, 2011. Six (6) Letters-of-Interest were submitted and evaluated by the Consultant Selection Team which consisted of the following staff:

- Steve van De Keere, Head, Transportation Expansion Program, Design and Construction Division
- John Stephenson, Senior Project Manager, Design and Construction Division
- Peter Linn, Senior Project Manager, Design and Construction Division

It is usual practice to select a minimum of three firms to proceed to the next step in the selection process. However, based on the evaluation of the Letters-of-Interest, the Selection Team was of the opinion that only two of the six firms demonstrated a complete understanding of the project and had sufficient experience and resources to complete the assignment within the accelerated schedule.
The Team short-listed two (2) firms which were invited to submit detailed Work Plans and Fee Estimates. The short-listed consultants were:

- Stantec Consulting Ltd; and
- McCormick Rankin Corporation.

The criteria used to evaluate the Letters-of-Interest, Work Plans and Fee Estimates were in accordance with the Region’s Purchasing Bylaw and included price as a factor in the selection process. These evaluation criteria and their respective weightings were as follows:

**Quality Factors**

<table>
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<tr>
<th>Criteria</th>
<th>Weighting</th>
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<tr>
<td>Project Approach and Understanding</td>
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<td>Experience of the Project Manager</td>
<td>25%</td>
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<tr>
<td>Experience of the Project Support Staff</td>
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<td>Experience on Similar Projects</td>
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**Equity Factors**

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<td>Current Workload for Region</td>
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<td>Local Office</td>
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**Price Factor**

<table>
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<tr>
<th>Criteria</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upset Limit Fee</td>
<td>15%</td>
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The Work Plans submitted by the short-listed consultants demonstrated a comprehensive understanding of the components of the project, capable project teams and experience on similar projects. After consideration of the quality, equity and price factors, the submission by Stantec Consulting Ltd. received the highest score from the Team due to its extensive knowledge of the project and the availability of its Project Manager to be fully dedicated to this assignment.

### 3. Scope of Work

The consultant selected for this assignment will be required to complete the following tasks:

- Implement a Public/Stakeholder Consultation Program
- Determine construction phasing and detours
- Coordinate Utility relocations
- Complete supporting studies
- Develop architectural design for grade separation and associated structures
- Prepare detailed design drawings and specifications
- Obtain all required approvals
- Provide contract administration and on-site inspection services during construction

### 4. Schedule

Subject to Council’s approval of the consultant assignment, the proposed schedule for this assignment based on an accelerated design process is as follows:
5. Consultant’s Upset Fee

The short-listed consultants were requested to submit a fee quotation to complete the required scope of work. These quotations were based on an upset limit fee for services required to complete the Detailed Design process. An estimated fee for construction administration and inspection services was also submitted by each short-listed consultant for budgetary purposes. As has been the Region’s practice, only the upset limit fee component was used in the selection process. The upset limit fee proposed by Stantec Consulting Ltd. to complete the Detailed Design process is $1,885,900 plus applicable taxes. This represents approximately 6% of the estimated construction value of the project which is considered appropriate for a project of this complexity and magnitude.

For road reconstruction and widening projects such as Weber Street, the fees required for construction administration and inspection services can vary significantly depending on the final design, weather conditions, unforeseen conditions during construction, contractor performance, and other unknown variables. Since an upset limit fee does not lend itself well to these types of services, it has been the Region’s practice to pay for construction administration and inspection services on a time basis. The short-listed consultants were required to submit estimated construction administration and inspection fees based on a fixed construction period. The estimated fee proposed by Stantec Consulting Ltd for construction administration and inspection services is $1,862,632 plus applicable taxes. This is within the amount budgeted for this purpose in the approved Transportation Capital Program.

A breakdown of the proposed Upset Limit fees is shown in Appendix B of this report.

CORPORATE STRATEGIC PLAN:

The Region’s consultant selection process supports Focus Area Six – Service Excellence of the Strategic Plan by meeting the objective to ensure services are responsive, efficient, effective and accountable. The selection process is both accountable and transparent.

The reconstruction of Weber Street between College Street and Union Street, when complete, will support Focus Area Five – Infrastructure by ensuring that existing infrastructure is adequately maintained while providing for the needs of planned growth.
FINANCIAL IMPLICATIONS:

The Region’s approved 2011 Ten Year Transportation Capital Program includes a total of $47,130,000 million for this project in the years 2011 to 2017 funded from the Development Charges and Roads Capital Levy Reserve Funds. The currently estimated total cost of the Weber Street reconstruction and widening project is $51 million. This estimated cost includes property acquisition and consulting services. Subject to Council approval/endorsement, the project budget will be adjusted during the preparation of the 2012 Transportation Capital Program. The upset limit fee proposed by Stantec Consulting Ltd. of $1,885,900 plus HST to complete the Detailed Design process is within the consulting fee allowance provided for in the total budget for this project.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

NIL

ATTACHMENTS

Appendix A: Project Key Plan
Appendix B: Breakdown of Consultant’s Fee Estimate

PREPARED BY: Peter Linn, Senior Project Manager, Design and Construction

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

PROJECT KEY PLAN

WEBER STREET RECONSTRUCTION AND WIDENING
(REGIONAL ROAD No. 8)
COLLEGE STREET TO UNION STREET
CITY OF WATERLOO
APPENDIX B

BREAKDOWN OF RECOMMENDED CONSULTANT’S UPSET LIMIT FEE

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<th>UPSET LIMIT FEE FOR DETAILED DESIGN AND RELATED SERVICES BASED ON DETAILED TERMS OF REFERENCE</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>1 Data collection and preparation of base plans</td>
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<tr>
<td>2 Agency and stakeholder liaison</td>
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<tr>
<td>3 Public and Business Owner Consultation</td>
<td>$52,000</td>
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<tr>
<td>4 Detailed Design</td>
<td>$827,000</td>
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<td>5 Architectural Services for bridge design</td>
<td>$100,000</td>
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<td>$418,400</td>
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<td>7 Project Management</td>
<td>$301,000</td>
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<td>8 Disbursements</td>
<td>$78,500</td>
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<tr>
<td><strong>TOTAL UPSET LIMIT FEES AND DISBURSEMENTS (excluding HST)</strong></td>
<td>$1,885,900</td>
</tr>
</tbody>
</table>
Regional Municipality of Waterloo

BLOOMINGDALE ROAD IMPROVEMENTS
KRAFT DRIVE TO BRIDGE STREET
City of Kitchener

INFORMATION PACKAGE

Public Consultation Centre
Thursday September 8, 2011
5:30 p.m. – 8:00 p.m.

LOCATION:

HOLY FAMILY CROATIAN
ROMAN CATHOLIC CHURCH
180 Schweitzer Street, Kitchener

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

The Region of Waterloo is currently considering improvements to Regional Road 20 (Bloomingdale Road) from Kraft Drive to Bridge Street in the City of Kitchener as a Schedule ‘A+’ project under the Class Environmental Assessment. (Please refer to Appendix ‘A’ for a Key Plan.) Bloomingdale Road is an arterial roadway under the jurisdiction of the Region of Waterloo. The sanitary sewers and watermains beneath this road are owned and operated by the City of Kitchener.

This project has been initiated to address the deteriorated roadway conditions and the need to provide sidewalks where they currently do not exist on Bloomingdale Road. The Region of Waterloo and the City of Kitchener’s Pedestrian Charters support the installation of sidewalks within the public right-of-way which encourage people to walk for travel, exercise and recreation. The Waterloo Region District School Board also supports the installation of new sidewalks on Bloomingdale Road to provide a proper walking surface for school children that currently walk to Bridgeport Public School located on Bridge Street near Woolwich Street.

Bloomingdale Road is also a designated on-road cycling route and dedicated cycling lanes will be added through re-striping of the roadway. We encourage you to provide comments on the improvements under consideration and request that you fill out the Comment Sheet attached to the back of this Information Package and place it in the box at this Public Consultation Centre or send it to the address indicated on the Comment Sheet. Your comments will be considered by staff, in conjunction with all of the other relevant information, to assist the Region of Waterloo in establishing a recommended design for the improvements on Bloomingdale Road.

2. **What are the Project Needs?**

Bloomingdale Road is designated as a Regional Road under the Regional Official Plan (ROP). The section of Bloomingdale Road from Kraft Drive to Bridge Street is a 2 lane urban arterial roadway with a posted speed of 50 km/h. Current 20 year traffic forecasts do not identify a need for additional lanes to be added. The Regional Cycling Master Plan designates this section of Bloomingdale Road as an on-road cycling route and an existing “undedicated” cycling facility exists between Kraft Drive and Bridge Street. A sidewalk exists on the north side of Bloomingdale Road between Bridge Street and approximately 60 metres east of Colyer Place. The following needs along this corridor have been identified and are to be addressed in this project:

- Replacement of poor pavement throughout project limits;
- Repairs/replacement to deteriorated curbs and sidewalks;
- Installation of new sidewalk on both sides of Bloomingdale Road where sidewalks currently do not exist; and
- Installation of on-road cycling lanes.

3. **What Improvements are Preferred?**

Based on investigations completed, staff has identified the need for the following improvements:

- Complete asphalt replacement on Bloomingdale Road from Kraft Drive to east of Bridge Street including curb and gutter repairs; and
• Installation of new sections of sidewalk on both sides of Bloomingdale Road from west of Kraft Drive to Bridge Street where they do not currently exist.

Please refer to Appendix ‘B’ for drawings of existing conditions and staff’s Recommended Design for Bloomingdale Road.

4. Will Bike Lanes be Constructed as Part of this Project?

This corridor of Bloomingdale Road between Kraft Drive and Bridge Street is identified as a designated on-road cycling route under the current Regional Cycling Master Plan and therefore provision of cycling facilities will be a part of this project. The existing roadway currently has the sufficient width to mark and sign an on-road cycling facility; therefore no widening of the existing roadway is required to implement the dedicated on-road cycling lanes.

5. Will Sidewalks be Constructed as Part of this Project?

The addition of sidewalks on both sides of Bloomingdale Road where they currently do not exist is being recommended as part of this project. Currently a sidewalk exists on the north side of Bloomingdale Road from Bridge Street to approximately 60 metres east of Colyer Place. It is Region of Waterloo practice to install sidewalk on both sides of all Regional Roads where pedestrian traffic is present.

6. Who is Responsible for Clearing Snow from Sidewalks?

The City of Kitchener has jurisdiction for the maintenance of sidewalks on Regional Roads. As per the City of Kitchener’s associated by-law, snow clearing will be the responsibility of the property owner. The City of Kitchener requires that sidewalks be clear of snow and ice. More information concerning sidewalk clearing is available at: http://kitchener.ca/en/livinginkitchener/SidewalkClearing.asp. A copy of the by-law can be found at: http://code.municipalworld.com/kitchener/687.pdf.

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

Staff is planning these improvements to address the deteriorated roadway condition and to provide dedicated on-road cycling lanes and sidewalk facilities where they currently do not exist consistent with Regional Bylaws, policies plans and practices. The Regional Official Plan gives the direction to balance new and retrofitted roads for all modes of transportation including walking, cycling, autos and transit. In addition, Regional Council approved the Regional Transportation Corridor Design Guidelines in 2010 that supports the integration of active and sustainable transportation (public transit, cycling and walking) on all Regional Roads. This project also supports the Regional Transportation Master Plan (RTMP) goals of optimizing our transportation system and promoting transportation choice and the walking environment through adding areas of new sidewalks and providing grassed boulevards on both sides of Bloomingdale Road between Bridge Street and Kraft Drive.

8. Will Property Acquisition be Required for this Project?

Implementation of the proposed new sidewalk will require that the Region of Waterloo acquire small property parcels from several abutting property owners. In order to minimize the property impacts the Region of Waterloo is proposing to replicate the sidewalk design that currently exists on the
north side of Bloomingdale Road between Bridge Street and Colyer Place. This design involves a 1.5 metre wide concrete sidewalk and a 1.0 metre wide grassed boulevard. The Region’s current policy as stated in the Region of Waterloo’s Corridor Design Guidelines suggests the use of wider sidewalks (1.8 to 2.1 metres) and wider boulevards (2.0 to 3.0 metres). Staff is not recommending the construction of wider sidewalks and boulevards on Bloomingdale Road in an attempt to minimize the impact of these works on existing properties. The 1.0 metre wide boulevard will provide pedestrian separation from the road and also provides an area for snow storage. (Please see Appendix ‘C’ for information regarding the Region of Waterloo’s property purchasing guidelines.)

9. When Will Construction Occur and Will There be Detours?

Construction on Bloomingdale Road is tentatively scheduled to occur in 2015. The Region’s Transportation Capital Program is reviewed annually and the timing of projects may change depending on several factors. This proposed 2015 timing is subject to property acquisitions, utility relocations and technical approvals required to implement the improvements. The timing of the Bloomingdale Road project is also contingent upon the timing of the reconstruction of Bridge Street between the Bridgeport Bridge and the Kitchener/Woolwich Boundary which is currently scheduled for 2014. During the Bridge Street works Bloomingdale Road will be needed as a detour route.

Bloomingdale Road will remain open to one lane of traffic during construction with a detour of the eastbound direction. It may be necessary to detour traffic on local intersecting side streets for short periods of time during construction.

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

Grand River Transit service (Route 6) will be maintained during construction through the implementation of temporary bus stop locations as required.

Pedestrian access will be maintained (as a minimum) on one side of Bloomingdale Road for the duration of the construction. Where the sidewalk is close to any needed excavations, the sidewalk will be separated from the work area by temporary fencing. Signage will be erected in order to direct pedestrians through the project area.

As is customary with Regional Roads under construction, motorists will be advised of the construction timing and traffic restrictions through advance signage, the Region’s web site, and radio and newspaper notices.

10. How Will Access be Maintained to Properties During Construction?

Access to residential driveways will be maintained to the greatest extent possible during construction. The Contractor will be required to temporarily block access to and from driveways on Bloomingdale Road and side streets for short-term periods when completing certain construction operations. Where a disruption to your driveway is expected, the Contractor is required to hand-deliver a notice at least 48 hours in advance advising you of the time and duration of the driveway disruption. If necessary, alternate parking arrangements will be made, such as provision for temporary parking on adjacent side streets.
For commercial properties and apartments, access will be maintained at all times and additional signage will be provided during construction to provide direction. If only one driveway access exists, the Contractor will endeavour to complete the work across the driveway in two stages where feasible in order to maintain access.

Property and business owners are asked to contact the Region’s site supervisor at the time of construction if they have any concerns in relation to access, signage or other issues during the project so it can be determined if reasonable changes or modifications can be made.

Special attention will also be given to ensure access is maintained for emergency vehicles during and after construction hours.

11. How Will Trees, Driveways and Lawns be Affected?

It is expected that a number of existing trees and gardens will have to be removed during construction to accommodate the proposed new sidewalk construction. The plans presented at this Consultation Centre show the trees that likely will require removal. It is the Region’s practice to plant two replacement trees for each tree removed as a result of any road improvement project. Any grassed areas disturbed during construction will be repaired to equal or better condition with topsoil and sod. Driveways will be regraded as necessary in order to blend smoothly with the newly constructed sidewalk.

Some properties along Bloomingdale Road may have hard landscaping features such as rock gardens, ornamental lights, fencing, underground sprinkler systems or similar landscape features which are currently situated on the road right-of-way rather than on private property. If your property is identified as having these types of features on the roadway right-of-way, you will be contacted well in advance of construction and be requested to relocate these items from the right-of-way prior to construction.

12. Can my Existing Water Service be Upgraded?

If property owners wish to replace their water service from the watermain to the property line with a larger diameter service they are encouraged to have this work included in this project. Undertaking these improvements in conjunction with the proposed construction typically results in cost savings to the property owner as compared to undertaking the work independently at another time in the future. Subject to a mutual agreement between the City of Kitchener and the property owner, existing water services may be upgraded from the mains under the road to the property line at the property owner’s expense.

Additionally, property owners may wish to consider replacing their water service between the property line and their building at the same time as this construction. If property owners wish to pursue this additional work, please indicate so on the comment sheet and staff will contact you later to discuss how you can make arrangements to have this work completed. The property owner will be responsible for all the costs to replace the water service on private property.

13. Can my Existing Sanitary Service be Upgraded?

If property owners wish to replace their sanitary service from the sewer main to the property line with a larger service they are encouraged to have this work included in this project. Undertaking these improvements in conjunction with the proposed construction typically results in cost savings to the property owner as compared to undertaking the work independently at another time in the future.
Subject to a mutual agreement between the City of Kitchener and the property owner, existing sanitary services may be upgraded in size from the sanitary sewers under the road to the property line at the property owner’s expense.

Additionally, property owners may wish to consider replacing their sanitary service between the property line and their building at the same time as this construction. If property owners wish to pursue this additional work, please indicate so on the comment sheet and staff will contact you later to discuss how you can make arrangements to have this work completed. The property owner will be responsible for all the costs to replace the sanitary service on private property.

14. How Will Garbage / Recycling be Collected During Construction?

During construction we ask that you continue to place your garbage and blue boxes at the end of your driveway for pick-up as usual. When work is occurring in front of your property and garbage collection vehicles do not have access to your driveway, our Contractor will deliver your garbage and recyclables to an adjacent side street and return the empty containers afterwards. We ask that all residents mark their containers with their address for easy identification.

15. What about Dust During Construction?

The Region will be monitoring the amount of dust generated by construction activities on a daily basis. When necessary, the Region will ensure that the Contractor uses proper dust suppression measures (i.e. the application of water and/or calcium chloride) in accordance with the Region’s standard practice.

16. How is the Natural Environment being Considered?

As noted previously, the preferred design will include new boulevard sodding in order to enhance the natural environment and to provide a more appealing setting for pedestrians.

Sediment and erosion control features will be designed, implemented and maintained throughout construction. Key measures of this sediment and erosion control plan will include silt fencing, temporary tree protection fencing, temporary sediment basins and other Best Practice measures.

17. What are the Expected Working Hours during Construction?

In general, construction working hours are from 7:00 a.m. to 7:00 p.m. Monday through Friday, although the Contractor may also work on Saturdays from time to time. There may also be occasions where the Contractor is required to complete a critical work item outside of these normal working hours. Work outside normal working hours must be approved by the Region and the City of Kitchener.

18. Will There be any Change in Traffic Noise following this Construction?

Staff expects no increase in traffic volumes on Bloomingdale Road as a result of the proposed improvements and therefore no increase in traffic noise levels. In fact, improvements to the asphalt pavement compared to the existing irregular and cracked surface will tend to decrease vehicular noise levels after reconstruction.
19. Will the Posted Speed Limit on Bloomingdale Road be Changed?

Following construction, the Region will retain the posted speed limit of 50 km/hr on Bloomingdale Road from Kraft Drive to Bridge Street.

20. What is the Estimated Cost of this Project and How Will it be Funded?

The Region of Waterloo is funding the road improvements on this project. The estimated project cost for the proposed Bloomingdale Road improvements, including complete roadway asphalt replacement, curb repairs, sections of new sidewalks, driveway and boulevard restoration and landscaping is approximately $1,345,000.

21. What are the Next Steps?

Prior to confirming a Recommended Design Concept for Bloomingdale Road for Regional Council’s approval, staff is asking for the public’s input on the proposed improvements. This Public Consultation Centre is your opportunity to ask questions, provide suggestions, and make comments. Once your input is received, it will be used by staff, in conjunction with all other relevant information, to finalize a Recommended Design for the Bloomingdale Road improvements.

22. When Will Final Decisions be Made for this Project?

Staff will review the public comments received from this evening’s Public Consultation Centre and use them as input to finalize the design for the Bloomingdale Road project. This Final Recommendation will be presented to Regional Planning and Works Committee and Council in the Fall of 2011 for approval. In advance of these meetings, letters will be sent to all adjacent property owners and tenants (as well as to all members of the public specifically registering at this Public Consultation Centre) so that anyone wishing to speak to Committee or Council about this project can do so before final approval.

23. How Can I Voice My Comments At This Stage?

In order to assist us in addressing any comments or concerns you might have regarding this project, we ask that you please fill out the attached Comment Sheet and leave it in the box provided at the registration table. Alternatively, you can mail, fax or e-mail your comments to the Region of Waterloo not later than September 23, 2011.

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

Mr. Michael Halloran, C.E.T.,
Project Manager
Region of Waterloo
150 Frederick Street, 6th Floor
Kitchener, ON N2G 4J3
Phone: (519) 575-4529
Fax: (519) 575-4430
Email: mhalloran@regionofwaterloo.ca
Appendix ‘A’

KEY PLAN

PROJECT LOCATION

PUBLIC CONSULTATION CENTRE LOCATION
HOLY FAMILY ORCUTTAN R.C. PARISH
180 SCHWETZER STREET

REGIONAL ROAD 20
BLOOMINGDALE ROAD NORTH
Appendix ‘B’

RECOMMENDED DESIGN

REGIONAL ROAD 20
BLOOMINGDALE ROAD NORTH
Appendix ‘C’

Property Acquisition Process Information Sheet

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

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

Property Impact Plans

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

Initial Owner Contact by Regional Real Estate Staff

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

Initial Meetings

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

Goal – Fair and Equitable Settlement for All Parties

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

The initial meetings will form the basis on an offer of settlement or agreement of purchase and sale for the required lands or interest.
Steps Toward Offer of Settlement or Agreement of Purchase and Sale

The general steps towards such an offer are as follows:

1) the Region will obtain an independent appraisal of the fair market value of the lands and interests to be acquired, and an appraisal of any effect on the value of the rest of the property resulting from the acquisition of the required lands and interests;

2) compensation will be estimated and/or works to minimize other effects will be defined and agreed to by the property owner and the Region;

3) reasonable costs of the owner will be included in any compensation settlement;

4) an offer with a purchase price and any other compensation or works in lieu of compensation will be submitted to the property owner for consideration; and

5) an Agreement will be finalized with any additional discussion, valuations, etc as may be required.

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

Expropriation

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

Put simply, an expropriation is the transfer of lands or an easement of a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario Expropriations Act must be followed to ensure that the rights of the property owners provided under the Act are protected.
COMMENT SHEET
REGIONAL MUNICIPALITY OF WATERLOO

BLOOMINGDALE ROAD IMPROVEMENTS
KRAFT DRIVE TO BRIDGE STREET
City of Kitchener

PUBLIC CONSULTATION CENTRE

Please complete and hand in this sheet so that your views can be considered for this project. If you cannot complete your comments today, please take this home and mail, fax or e-mail your comments by September 23rd, 2011 to:

Mr. Michael Halloran, C.E.T.,
Project Manager,
Regional Municipality of Waterloo
6th Floor, 150 Frederick Street
Kitchener, ON N2J 4G3
e-mail: mhalloran@regionofwaterloo.ca
Facsimile: 519-575-4430

Are you interested in upgrading your water service as part of this project? YES ☐ NO ☐

Are you interested in upgrading your sanitary sewer service as part of this project? YES ☐ NO ☐

Comments or concerns regarding this project (attach additional sheets if needed):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Name: ____________________________

Address: ____________________________

Postal Code: _______________________

COLLECTION NOTICE

All comments and information received from individuals, stakeholder groups and agencies regarding these projects and meetings are being collected to assist the Region of Waterloo in making a decision. Under the Municipal Act, personal information (such as name, address, telephone number, and property location) that may be included in a submission becomes part of the public record. Questions regarding the collection should be forwarded to the staff member noted above.
TO: Chair Jim Wideman and Members of the Planning and Works Committee

DATE: September 6, 2011

FILE CODE: T08-70/ARIA

SUBJECT: APPROVAL TO PURCHASE THE TRANSIT SIGNAL PRIORITY MODULE WITHIN THE REGION’S TRAFFIC SIGNAL CONTROL SYSTEM UPGRADE

RECOMMENDATION:

THAT the Regional Municipality of Waterloo approve the purchase of the Transit Signal Priority module from Fortran Traffic Systems Limited at a cost of $440,000 plus HST as outlined in Report E-11-070, dated September 6, 2011.

AND THAT the existing Traffic Signal Control System Upgrade agreement with Fortran Traffic Systems Limited as approved by Regional Council May 26, 2010, be amended as required to the satisfaction of the Director, Procurement and Supply Services, to include the purchase of this Transit Signal Priority module.

SUMMARY:

NIL

REPORT:

Traffic signals can be controlled to give emergency and transit vehicles priority in special cases. One of the more popular Intelligent Transportation Systems (ITS) applications is Transit Signal Priority (TSP). With the use of TSP, transit systems are able to cut costs and improve schedule adherence. It is increasingly becoming a vital strategy for municipal agencies to enhance the attractiveness of transit and to encourage motorists to choose alternative forms of travel other than the car. TSP is an operational strategy that is used to modify the signal timing at a signalized intersection to assist the movement of transit vehicles through intersections with minimal delay. Studies have shown when appropriately implemented, TSP operation will have very little impact to other road users.

A very basic form of TSP is currently operated on Regional roads by Regional staff through the Region’s Traffic Signal Control System (TSCS) for iXpress bus service. The current TSP module is very basic with limited report logs and provides minimal capabilities such as being able to only extend the green or shorten the red lights to assist transit vehicles. The module does not provide the information needed to properly monitor and fine-tune the on-street transit operation of iXpress service. The current module does not have the capability required to operate TSP for the adapted Bus Rapid Transit (aBRT) service planned to operate in Cambridge in its current form. In addition, because of these limited capabilities, staff do not know what modifications, if any were made to the traffic signal timing during a TSP event when the bus travels through the intersection.
Based on the limited capabilities, it would not be practical to include the existing TSP software module as it stands in the Region’s upgraded TSCS, and in order to operate a reliable and successful express bus service an upgraded module is required.

The TSP software module upgrade will provide substantially more functional capabilities than the current TSP software, resulting in improved transit efficiency, improved on-time performance and reduced travel time for buses. The overall result would be increased quality of service of the transit system, meaning increased ridership. This will increase the competitiveness of the transit service versus a car. “Transit Signal Priority - A Planning and Implementation Handbook May 2005” identified travel time savings to be generally 15% with the implementation of TSP treatments (similar to the proposed TSP module) in North America including the Cities of Calgary, Ottawa and Vancouver.

The functional capabilities needed for the upgraded TSP software module have been identified by staff and include some features and event logs such as: queue jump operation, ability to skip phases, multiple user-definable features, multiple input capabilities, logging of TSP adjustments to the signal timing and future vehicle tracking.

The TSP module will be able to accommodate future growth of Grand River Transit (GRT) and Rapid Transit (RT) bus services in the Region and will operate in a manner as to provide transit buses enhanced priority at traffic signals. Some future service routes identified in the Regional Transportation Master Plan that will use TSP include:

1) Fischer-Hallman Road Limited Stop Express;
2) Erb Street West, University Avenue, Bridge Street Limited Stop Express;
3) Coronation Limited Stop Express Limited;
4) Highland – Victoria Limited Stop Express Limited;
5) Cambridge Limited Stop Express Phase 1;
6) Ottawa Street Limited Stop Express;
7) Cambridge Limited Stop Express Phase 2; and
8) Mid-Region Limited Stop Express.

The Region of Durham also has a requirement for the use of TSP for their transit system. Similar to the traffic system upgrade, the Region has the opportunity to share the cost of the development of a new TSP module with the Region of Durham. Significant economy-of-scale and return-on-investment benefits can be realized through collaboration with the Region of Durham. There are a number of advantages for the Region to be included in the initial development of the software. This would include direct input to the module developed and programmed to operate as per the Region’s requirements. The total cost to develop the TSP software module is approximately $880,000 and is being shared equally between The Region of Durham and The Region of Waterloo. Durham has already approved their share of costs for this project.

The Region of Waterloo’s Purchasing By-Law 04-093, Part VII – Purchase by Negotiation, Section 21 (1) (a), states that:

“(1) The Chief Purchasing Officer may acquire any goods or services through negotiation where,

(g) The extension of an existing or pervious contract would prove more cost effective or beneficial for the Region;”

and since no other competitive bids can be obtained because the Region’s FASTRACS™/T2000C TSCS is proprietary to Fortran Traffic Systems Limited, and as such, modifications to the system
cannot be completed by any other supplier, it is recommended that the existing Traffic Signal Control System Upgrade agreement with Fortran be amended to include a TSP module at a cost of $440,000 plus HST. The amended agreement will cover all the necessary hardware and software improvements.

Rapid Transit and Grand River Transit staff support this recommendation.

CORPORATE STRATEGIC PLAN:

This report addresses the Region’s goal to optimize use of existing infrastructure (Strategic Objective 5.1).

FINANCIAL IMPLICATIONS:

The additional funds of $440,000 for the purchase of the TSP software are included in the approved 2011 Rapid Transit budget.

OTHER DEPARTMENT CONSULTATIONS/CONCURRENCE:

The Finance Department, Rapid Transit and Grand River Transit have been involved in the development of this report and concur with the recommendation.

ATTACHMENTS:

NIL

PREPARED BY: Egerton Heath, Supervisor Traffic Systems Management

APPROVED BY: Thomas Schmidt, Commissioner, Transportation and Environmental Services
Lloyd Brown Water Distribution System Extension

Water Distribution System and Benefited Properties
Lloyd Brown Water Distribution System
Extension

How much does the water distribution extension cost?

**Capital Costs for the Project**
- Capital Costs for the Watermain: $461,987.87
- Capital Costs for the Water Laterals: $49,414.71
- Capital Costs for the Water Meter Chamber @ 1001 Orr’s Lake Road: $5,490.43

**Total Cost for the Project**: $516,893.01
# Lloyd Brown Water Distribution System Extension

## Connection Fees

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<th>Single Family Dwelling (SFD) with Water Service Lateral (41 SFD units)</th>
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<tr>
<td>Watermain Fee</td>
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<td>Lateral Fee</td>
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<td>$ 8,400.00 + Actual lateral cost</td>
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</table>

<table>
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<tr>
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<tbody>
<tr>
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<tr>
<td>Lateral Fee</td>
<td>$ 1,200.00</td>
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<tr>
<td>Water Meter Chamber</td>
<td>$ 5,550.00</td>
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<tr>
<td><strong>Total Charge per 1001 Orr’s Lake Rd</strong></td>
<td>$ 65,500.00</td>
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Lloyd Brown Water Distribution System Extension

How much will it cost me if I do not want to connect?
No charge – Connection is optional

What happens if in the future it becomes mandatory to connect to municipal water?
Connection is optional – Not mandatory to connect

Will it cost me more if I connect in a few years from now?
The by-law will be reviewed in 8 to 10 years – No changes will be made until then

The proposed by-law would require a lump-sum payment from a property owner before connection. Why can’t I add those costs to my property taxes and spread the payments over several years?
Public financing is only available if all connect at the same time

Who pays for the Water Systems in the Region of Waterloo?
Full cost recovery for all water works

Distribution Systems

• Developer – builds cost into the price of the property
• Municipalities – charge benefited properties

Operation, Maintenance, and Supply Capital Improvements

• User Rates
• Development Charges
Lloyd Brown Water Distribution System Extension

**Are there any other connection costs involved?**

Works on private property is the responsibility of the property owner
Once connected owners will receive a regular water bill

**What will happen to my well when I connect?**

The Region strongly recommends decommissioning in accordance with Ontario Water Resources Act Regulation 903 Standards

**Where can I get a copy of the proposed by-law?**

Copies are available at this public meeting, or online at [www.region.waterloo.on.ca/water](http://www.region.waterloo.on.ca/water) under the "Master Plans and Projects" menu

**I want to connect. What now?**

Call the Water Service Department at 519-575-4426

**What happens if the gravel pits around the area contaminate the private wells?**

The Region of Waterloo has no jurisdiction, contamination caused by gravel extraction is between the Ministry of the Environment, gravel pit owners, and property owners

**Why was fire protection never considered?**

Over-sizing water mains to allow for fire protection would create water quality concerns due to inadequate water turn-over
Lloyd Brown Water Works Upgrade and Accompanying Fees and Charges By-Law

Dear: Sir / Madam

The Lloyd Brown subdivision in the Township of North Dumfries was developed in two phases. Water supply to the oldest area of the subdivision (Phase 1) is provided by individual private wells and the newest area of the subdivision (Phase 2) was serviced by a communal water supply system built by the developer of the subdivision. The communal water supply system was replaced in 2003 by a transmission water main that extends from the City of Cambridge to Hillside Avenue.

In 2010, the Region of Waterloo extended the municipal water distribution system to unserviced Phase 1 properties (from now on “Benefited Properties”) within the Lloyd Brown settlement area. The Lloyd Brown Water Distribution System Extension provides Benefited Properties the option to connect to the municipal water supply system. The costs for this project will be recovered as connections are made to the municipal system. On October 5, 2011, it is proposed that Regional Council pass a Fees and Charges By-Law to set the connection fee for the Benefited Properties.

The following pages contain additional information about the Lloyd Brown Water Distribution System Extension and the above Fees and Charges By-Law, answering questions that have been raised by local residents. In addition to this information package, the Region will also hold a public meeting September 15, 2011 at the Roseville Community Centre from 6:00 pm to 8:00 pm discuss any questions you may have.

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Lloyd Brown Water Distribution System Extension

Questions and Answers

This package provides answers to questions raised by local residents concerning the Lloyd Brown Water Distribution System Extension project.

1. Where was the water distribution extension project?

The Region of Waterloo extended the water distribution system in Lloyd Brown to all properties that were not connected to the municipal system. The map below identifies all the properties currently connected to the municipal system, and all properties benefited by the water distribution system extension ("benefited properties").

![Map of Lloyd Brown Settlement Area with water distribution system extended and benefited properties highlighted.]

2. How much does the water distribution extension cost?

The total cost for the project which includes the tender pricing, engineering, construction administration and other contract requirement costs was $516,893.01. Below is a breakdown of the final construction costs:

**Capital Costs for the Project**

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Costs for the Watermain</td>
<td>$461,987.87</td>
</tr>
<tr>
<td>Capital Costs for the Water Laterals</td>
<td>$49,414.71</td>
</tr>
<tr>
<td>Capital Costs for the Water Meter Chamber @ 1001 Orr’s Lake Road</td>
<td>$5,490.43</td>
</tr>
<tr>
<td></td>
<td>$516,893.01</td>
</tr>
</tbody>
</table>
3. **Who pays for the Water Systems in the Region of Waterloo?**

Water System in the Region and Township are built on full cost recovery model. Municipal property taxes are not used to pay for water systems. The distribution system is normally installed by a developer and later assumed by the municipality. These costs are normally recovered in the cost of the lot. Whenever the distribution system is installed by the municipality, the costs are directly recovered from the benefited properties. All monies for operations, maintenance and other capital improvement are funded from water user rates. Development charges are normally collected when a lot is developed and connected to the municipal system.

4. **How much will it cost if I want to connect?**

The Region paid for the initial cost to extend the water distribution system and will recover the money as property owners connect to it. The Region is proposing a by-law that establishes the connection fees for those who choose to connect to the municipal water supply system.

Only those who choose to connect will be responsible for paying the connection fee. The connection fee will be a one time lump sum payment by any unserviced property owner requesting a water service connection to the municipal system. The connection fee is based on the final cost for construction divided by the number of properties that will benefit from the water distribution extension. Below is a summary of the calculation for the connection fees:

**Watermain Fee Calculation**

| Capital Costs for the Watermain | $461,987.87 |
| Benefited Properties | 55 |
| - 41 SFD with water laterals |
| - 7 SFD without water laterals |
| - 7 equivalent SFD (1001 Orr’s Lake Road) |

**Watermain Charge per Benefiting Property** $8,400.00

**Lateral Fee Calculation**

| Capital Costs for the Water Laterals | $49,414.71 |
| Benefited Properties | 42 |
| - 41 SFD |
| - 1 (1001 Orr’s Lake Road) |

**Lateral Charge per Benefited Property** $1,200.00

**Note:** For Benefited Properties without an installed water lateral the actual cost for the installation of each lateral from the watermain to the property line will be charged at the time the water service connection is requested.

**Connection Fees**

**SFD with Water Service Lateral (4 1 SFD units)**

- Watermain Fee $8,400.00
- Lateral Fee $1,200.00

**Total Charge per SFD with Water Service Lateral** $9,600.00
SFD without Water Service Lateral (7 SFD units)
- Watermain Charge $8,400.00
- Lateral Charge to be determined
Total Charge per SFD without Water Service Lateral $8,400.00 +
actual lateral cost

1001 Orr’s Lake Road (7 equivalent SFD units)
- Watermain Fee $8,400.00 x 7
- Lateral Fee $1,200.00
- Water Meter Chamber $5,550.00
Total Charge per 1001 Orr’s Lake Rd $65,500.00

5. How much will it cost me if I do not want to connect?

Since the Region of Waterloo has funded the construction with the intention of recovering costs as property owners connect, you will not be charged unless you decide to connect to the municipal water supply system.

6. What happens if in the future it becomes mandatory to connect to municipal water?

The by-law would protect the interest of the benefiting properties by making the connection to the municipal water supply optional. It is not the Region's intention to make it mandatory, however if a higher authority or regulation requires a change to be made, the Region would notify the unserviced properties at that time.

7. Will it cost me more if I connect in a few years from now?

The Region will pass a by-law to establish the connection fee for home owners to connect to the municipal water supply system. The Region expects to review the by-law 8 to 10 years after it is passed to determine whether the connection fee should be increased to account for inflation. There will be no increase to the connection fee until the by-law is reviewed.

8. The proposed by-law would require a lump-sum payment from a property owner before connection. Why can’t I add those costs to my property taxes and spread the payments over several years?

If it were made mandatory for all unserviced property owners to connect to the municipal system and pay for their share of the capital project, financing of the works would be possible. As connection of unserviced properties to the municipal system is optional, it makes administration of the program unmanageable because connection could be made at different times and financing rates change over time. If financing of connection of individual properties are desired, bank financing is much better suited in this case.

9. Are there any other connection costs involved?

New water services have been installed from the new watermain in the street to the property line of each home. It will then be the responsibility of the home owner to have the appropriate plumbing installed within the boundaries of their property to connect their house to the service at the property line. It is also the property owner’s responsibility to purchase and install a water meter supplied by the Region at the time the service
connection is made. Once you have connected to the municipal water supply system you will receive a regular water bill based on actual water usage.

10. Where can I get a copy of the proposed by-law?

The proposed by-law is available online at [www.region.waterloo.on.ca/water](http://www.region.waterloo.on.ca/water) under the “Master Plans and Projects” menu. You may also contact the project manager to obtain a copy.

11. How much can I expect to pay for municipal water?

The 2011 Water Rate is $1.52 per cubic metre of water. An average person might use approximately 250 litres of water per day. So, a family of four would use approximately 1 cubic metre of water per day (1 cubic metre = 1000 litres) multiplied by 31 days equals 31 cubic metres of water per month or approximately $47.00 not including taxes and service charges.

12. I want to connect. What now?

First you must make contact with the Region of Waterloo. The general line Water Service phone number is 519-575-4426. The Region is responsible for collecting the connection fee.

Typically when one changes the plumbing in their house they must apply for a permit from the Township of North Dumfries. The Township can arrange for the installation of the water meter and setting up a water billing account. They will also inspect your property to ensure that the changes to your plumbing meet current plumbing code requirements. Their phone number is 519-621-0340.

13. What will happen to my well when I connect?

The Region strongly advises property owners to decommission their pre-existing domestic wells in accordance with Ontario Water Resources Act Regulation 903 standards once they have connected to municipal services. More information can be found at: [http://www.e-laws.gov.on.ca/htmlregs/english/elaws_regs_900903_e.htm](http://www.e-laws.gov.on.ca/htmlregs/english/elaws_regs_900903_e.htm)

14. What happens if the gravel pits around the area contaminate the private wells?

The Region has no jurisdiction over gravel extraction operations. If it was found that private wells were directly compromised by the gravel extraction operations, the issue would be dealt with by the Ministry of the Environment, the owners of the gravel extraction operations, and the property owners who were affected.

15. Why was fire protection never considered?

Similar to other small rural systems, a small fire reservoir exists that is filled by the “Water Distribution System” and can be used by a fire truck in the event of a fire. When the “Water Supply System” was replaced, fire protection for the community was a consideration. However, to allow fire protection through the “Water Distribution System” both the new transmission water main from Cambridge and the local distribution mains would need to be over-sized. Over-sizing these systems for a community of the size of Lloyd Brown would create water quality issues due to the low water “turn-over” in the
system. Therefore, provision of fire protection for this community was considered infeasible.

The Region of Waterloo will hold a public meeting where staff will be on-hand to answer any additional questions you may have. Below are the details of the meeting:

Tuesday, September 15, 2011 6:00pm to 8:00pm
Roseville Community Centre
3195 Roseville Road (Corner of Roseville Rd and Fischer-Hallman Rd)
Roseville, Ontario

Questions can also be directed to the project manager at the contact information below.

Nathan Morris
Coordinator – Project Manager
Regional Municipality of Waterloo, Water Services Division

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<table>
<thead>
<tr>
<th>Meeting date</th>
<th>Requestor</th>
<th>Request</th>
<th>Assigned Department</th>
<th>Anticipated Response Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-Apr-11</td>
<td>P&amp;W</td>
<td>Staff report on Policy for Smoking Around GRT Buses</td>
<td>Transportation and Environmental Services</td>
<td>27-Sep-2011</td>
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<tr>
<td>24-May-11</td>
<td>P&amp;W</td>
<td>Staff report on emerging technology and current technology being used for traffic signal control</td>
<td>Transportation and Environmental Services</td>
<td>Fall - 2011</td>
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<tr>
<td>16-Aug-11</td>
<td>P&amp;W</td>
<td>One year review of Report E-11-085 re: Parking on Bleams Road</td>
<td>Transportation and Environmental Services</td>
<td>1-Aug-2012</td>
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