Present were: Chair J. Wideman, L. Armstrong, T. Cowan, D. Craig, R. Deutschmann, T. Galloway, J. Haalboom, *B. Halloran, R. Kelterborn, G. Lorentz, C. Millar, J. Mitchell, K. Seiling, S. Strickland, and *C. Zehr

Members absent: J. Brewer

DECLARATIONS OF PECUNIARY INTEREST UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT

T. Galloway announced that after receiving legal advice at personal expense due to lack of certainty in law and jurisprudence related to the law and out of an abundance of caution, he finds it necessary to declare a pecuniary conflict of interest under the Municipal Conflict of Interest Act in primary matters relating to the Rapid Transit issue due to his employment at the University of Waterloo.

REPORTS – TRANSPORTATION AND ENVIRONMENTAL SERVICES

ADMINISTRATION

*C. Zehr entered the meeting at 9:10 a.m.

a) E-11-006, Consultant Selection – Transportation and Environmental Services Departmental Asset Management Implementation Project

Rob Gallivan, Manager, Transportation Program Development provided a presentation to Committee. He highlighted the background, a case for change, current status, recommended enhancements and project benefits. A copy of the presentation is appended to the original minutes.

Committee members questioned what this Asset Management Implementation Project would provide that differs from the Region’s current asset management practices. R. Gallivan highlighted that currently the Region has been doing asset management at a certain level but not in a structured or coordinated way across the Department. It was stated this project relates to implementing advanced Asset Management which will improve how projects are prioritized and how they are included in the Capital Programs and will improve how we measure and assess risk and all assets in a standardized way.

Committee members asked if other municipalities are using this approach. R. Gallivan stated that some municipalities are using a form of Asset Management while some Canadian municipalities are just in the early stages of implementing advanced Asset Management.

Committee members asked how many consultants bid on the job and what qualifications they had. R. Gallivan noted that 3 consultants submitted proposals and that GHD Inc. was superior.
to the other consultants because of their project management, approach and similar experience working with York Region, Calgary, Barrie and international experience in New Zealand and Australia.

Committee members highlighted that more information was required regarding cost of implementation including software implementation costs. Committee members also requested clarification on what the potential savings and benefits, measurable outcomes, and what other delivery models there are. C. Zehr brought forward a motion to refer this issue back to staff.

MOVED by C. Zehr
SECONDED by S. Strickland

THAT Report E-11-006 Consultant Selection – Transportation and Environmental Services Departmental Asset Management Implementation Project be referred back staff for further consideration and to come back to Planning and Works Committee on May 24, 2011.

CARRIED

b) Overview of Major Issues and Priorities (Water, Wastewater and Waste Management)

Thomas Schmidt, Commissioner, Transportation and Environmental Services provided a presentation to Committee on Environmental Services. He highlighted the projects and issues Water Services, Waste Management and Design and Construction will be focusing on in the next 4 years. A copy of the presentation is appended to the original minutes.

Some Committee members asked if the Region was looking at alternative ways to get rid of waste. T. Schmidt stated that Waste Management will be working on their Master Plan this Fall and alternative ways will be reviewed at that time.

*B. Halloran entered the meeting at 10:15 a.m.

DESIGN AND CONSTRUCTION

c) E-11-036, Consultant Selection – Class Environmental Assessment, Detailed Design and Services During Construction, Bishop Street Improvements from Conestoga Boulevard to Concession Road, City of Cambridge

MOVED by S. Strickland
SECONDED by L. Armstrong

THAT the Regional Municipality of Waterloo enter into a Consultant Services Agreement with Delcan Corporation of Kitchener, Ontario to provide consulting engineering services for a Class Environmental Assessment, detailed design, contract administration and construction inspection for Bishop Street improvements from Conestoga Boulevard to Concession Road in the City of Cambridge at an upset limit of $374,585 plus applicable taxes for the Class Environmental Assessment and detailed design phase and with contract administration and construction inspection to be paid on a time basis.

CARRIED

d) E-11-047, Franklin Boulevard Improvements, Pinebush Road to Myers Road, City of Cambridge – Detailed Design and Construction Phasing Update
Committee members asked staff to provide enhanced landscaping on this road as well as all Regional roads. Committee members also asked to see the landscape design for this road when it is completed. Staff indicated that they will bring back a memo regarding the design. It was also noted that Council previously approved corridor guideline improvements.

e) E-11-049, Consultant Selection – Preliminary Design, Detailed Design and Construction Administration and Inspection Services, Notre Dame Drive and Snyder’s Road Reconstruction, Petersburg Settlement Area, Township of Wilmot

Committee members asked for clarification on the design of the curb and gutters and requested that corridor guidelines be implemented. Staff noted that the design of the curb and gutters hasn’t been decided yet but will be part of the design review.

MOVED by L. Armstrong
SECONDED by J. Haalboom

THAT the Regional Municipality of Waterloo enter into a Consultant Services Agreement with MTE Consultants Inc. of Kitchener, Ontario to provide consulting engineering services for the preliminary design, detailed design, contract administration and construction inspection for Notre Dame Drive and Snyder’s Road Reconstruction in the Petersburg Settlement Area, Township of Wilmot at an upset limit of $249,945.00 plus applicable taxes for the preliminary design and detailed design phases with contract administration and construction inspection to be paid on a time basis.

CARRIED

f) E-11-051, Elmira Wastewater Treatment Plant Upgrades – Extension of Consultant Assignment

MOVED by T. Cowan
SECONDED by T. Galloway

THAT the Regional Municipality of Waterloo extend Cole Engineering Group Ltd.’s consulting assignment for the provision of engineering services for detailed design and services during construction of the Elmira Wastewater Treatment Plant Upgrades to include additional engineering services during construction at an upset fee limit of $194,328.00 plus applicable taxes and a grand total upset fee of $1,031,074.75 plus applicable taxes.

CARRIED

g) River Road Extension, From King Street to Manitou Drive, City of Kitchener Information Package in Advance of PCC

Received for information.

Some Committee members inquired about the timing of the project and asked if there was an opportunity to advance it. Staff highlighted that the public is very interested in this project and it is recommended that the project go through a full Public Consultation Process.
WATER

h) E-11-041.1, Water Efficiency Advisory Committee Terms of Reference 2011

MOVED by S. Strickland
SECONDED by G. Lorentz

THAT the Regional Municipality of Waterloo approve the Water Efficiency Advisory Committee Terms of Reference as detailed in Report E-11-041.1 dated May 3, 2011.

CARRIED

i) E-11-040.1, Residential Water Softener Performance Study Update # 2

Committee members inquired about the amount of salt going back into the sewer system. Nancy Kodousek, Director, Water Services stated that there are 32 000 tons of salt per year going back into the Grand River or other receivers.

Committee members asked if other municipalities are doing tests on water softeners. N. Kodousek stated that the Region is working with the City of Guelph but that there are no other municipalities conducting tests.

In response to Committee inquires about what is being done about the amount of salt being used staff indicated that continued testing will help determine what water softeners use less salt to help reduce the impact on the environment.

Committee members suggested in the future possibly providing incentives for purchasing high quality water softeners similar to the toilet replacement program.

MOVED by J. Mitchell
SECONDED by G. Lorentz

THAT the Region of Waterloo continue with the Residential Water Softener Performance Study in 2011, as detailed in E-11-040.1 dated May 3, 2011.

CARRIED

j) E-11-053, Maple Grove Road and Fountain Street Water Supply System Class Environmental Assessment - Extension of Consultant’s Assignment

MOVED by T. Galloway
SECONDED by B. Halloran

THAT the Regional Municipality of Waterloo extend MTE Consultants Inc. consulting assignment for the Maple Grove Road and Fountain Street Class Environmental Assessment (Report E-09-048 of April 21, 2009) to increase the duration of the pumping test from 7 to up to 40 days, to expand the monitoring network, and to drill a new test well at an additional upset fee limit of $140,238 plus applicable taxes for a grand total of $458,238 plus applicable taxes as set out in Report E-11-053 dated May 3, 2011.

CARRIED
k) E-11-055, Consultant Selection for the 2011 Water Supply Master Plan Update

MOVED by K. Seiling  
SECONDED by J. Haalboom  

THAT the Regional Municipality of Waterloo enter into a Consulting Services Agreement with Stantec Consulting Ltd. of Kitchener, Ontario, to provide consulting engineering services for the 2011 Water Supply Master Plan Update, at an upset limit of $582,848 plus applicable taxes, as per Report E-11-055, dated May 3, 2011.

CARRIED


MOVED by J. Mitchell  
SECONDED by L. Armstrong  

THAT the Regional Municipality of Waterloo receives the Draft Proposed Updated Assessment Report (AR) for the Grand River Source Protection Area as presented in Report E-11-057 dated May 3, 2011, and directs staff to:

- Forward this report to the Lake Erie Source Protection Committee (SPC) as the basis for formal comments on the Updated AR
- Request the SPC provide the Region’s comments to develop a better screening criteria to evaluate the impacts of Road Salt threats to groundwater supplies directly to the MOE as part of the Proposed Updated AR
- Request the SPC provide the Region’s objection to including *e-coli* as an *Issue* for the Brantford surface water system directly to the MOE with the submission of the Proposed Updated AR.

CARRIED

m) Biosolids Master Plan Update, Public Information Centre

Received for information.

Committee members asked why the majority of biosolids will still be land applied and if staff looked at models with greater generation of electricity. N. Kodousek noted that after multi criteria decision analysis they came up with the recommended preferred strategy which provides the Region diversity and flexibility in the management of biosolids.

Some Committee members inquired about the model that City of Hamilton uses and why it isn’t suitable for the Region. N. Kodousek highlighted that the Region is different because we have 13 wastewater treatment plants. She noted that in the Region’s smaller rural water treatment plants they will be doing something different with the sludge as compared to the 3 larger plants in Cambridge, Kitchener and Waterloo.

Committee members asked what the cost benefit would be of cogeneration at the 3 main plants in terms of reducing energy costs. N. Kodousek stated she didn’t have the exact numbers and would get back to Committee members with those numbers.
Committee members highlighted that legislation is always changing and there may be sensitivity to regulations with respect to land application in the future.

n) Westmount Road Improvements, Highland Road to Greenbrook Drive, City of Kitchener, Information Package in Advance of PCC

Received for information.

REPORTS – PLANNING, HOUSING AND COMMUNITY SERVICES

COMMUNITY PLANNING

o) P-11-042, Monthly Report of Development Activity for March 2011

MOVED by J. Mitchell
SECONDED by R. Kelterborn


CARRIED

TRANSPORTATION PLANNING

p) P-11-044, Implementation of Grand River Transit Fare Change on July 1, 2011

Rob Horne, Commissioner, Planning, Housing and Community Services provided introductory comments.

Committee members questioned why there was no increase to the cash fare noting the Region is the lowest among 10 other municipalities. Graham Vincent, Director, Transportation Planning indicated that there will be an increase to cash fare during the next round of increases.

MOVED by K. Seiling
SECONDED by S. Strickland

THAT the Regional Municipality of Waterloo approve implementation of the Grand River Transit fare change on July 1, 2011 illustrated in Table 2 as described in report P-11-044, dated May 3, 2011.

CARRIED

q) P-11-045, Hespeler Area Transit Service Public Consultation Centre

Received for information.

INFORMATION/CORRESPONDENCE


Received for Information.
b) Memo re: Notification of Upcoming East Side Lands Master Environmental Servicing Plan and Community Plan Public Information Centre #1 – June 14, 2011

Received for Information.

c) Memo re: Lake Erie Source Protection Region Public Consultation on the Draft Amended Assessment Report for the Grand River Source Protection Area

Received for Information.

OTHER BUSINESS

a) Some Committee members inquired about approving a recommendation for the Monthly Report of Development Activity and asked if that report can be received for information. R. Horne stated that he would look into that.

b) Council Enquiries and Requests for Information Tracking List was received for information.

NEXT MEETING – May 24, 2011

MOTION TO GO INTO CLOSED SESSION

MOVED by B. Halloran
SECONDED by C. Millar

THAT a closed meeting of the Planning & Works and Community Services Committees be held on Tuesday, May 3, 2011 immediately following the Planning and Works Committee meeting in the Waterloo County Room in accordance with Section 239 of the Municipal Act, 2001, for the purposes of considering the following subject matters:

a) receiving of legal advice that is subject to solicitor-client privilege in relation to a legal agreement
b) proposed or pending acquisition and disposition of property in the City of Waterloo
c) proposed or pending acquisition of property in the City of Waterloo and the Township of Wilmot and receiving of legal advice that is subject to solicitor-client privilege

CARRIED

COMMITTEE CHAIR, J. Wideman

COMMITTEE CLERK, E. Flewwelling
T&ES Department Asset Management (AM) Implementation Project

Project Overview

Rob Gallivan  
Manager, Transportation Program Development  
Transportation Division

Richard Pinder  
Senior Project Manager, Asset Management  
Water Services Division
Agenda

• A Case for Change
• T&ES AM Practice – Current Status
• T&ES AM Practice – Recommended Enhancements
• In Summary – Project Benefits
• Questions
A Case For Change

Key questions for the Region of Waterloo:

• What is the value of the Region’s infrastructure deficit?
• How does the Region reduce its deficit?
**A Case For Change**

**Improvement Activities**

- *Enact an Asset Management (AM) Policy*

- *Improve AM Practices*

- *Prepare Annual AM Plan*
# Project Overview

## PHASE 1 – Gap Analysis for Airport and Waste Management

## PHASE 2 – Implementation of AM Best Practices

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## PHASE 3 – Selection, Procurement and Implementation of AM System

## PHASE 4 – Continuous Improvement and AM Plan #2
**In Summary** Project Benefits

- Cost Savings
- Improved Governance & Accountability
- Enhanced Service Mgmt & Customer Satisfaction
- Improved Risk Management
- Improved Financial Efficiency

Sustainable Decision Making
Questions?
Transportation and Environmental Services

Environmental Services

Overview of Major Issues and Priorities

Presentation to Planning and Works Committee:
May 3, 2011

Thomas Schmidt: Commissioner
Environmental Services

Water Services

Waste Management

Design & Construction
Water Services

Water Treatment
Wastewater Treatment
Laboratory
Water Efficiency
Future Planning
Source Protection
Water Services

Customer Service Focus

Day to Day Operations
Water Services

Wastewater Treatment Plant Upgrades and Expansions

- Kitchener
- Waterloo
- St. Jacobs
- Hespeler
- Baden/New Hamburg
Water Services

Source protection

- Source protection committee

- Implementation
Water Services

Future Planning

- Water Efficiency
- New Supplies
Waste Management

Erb St. Landfill

Material Recovery Centre

Residential Garbage, Blue and Green Bin Collection

Future Planning
Waste Management

Customer Service Focus
Day to Day Operations
Waste Management

Green Bin
Electronic Waste
Household Hazardous Waste
Waste Management

Waste Management Master Plan
Design & Construction

Implementation of Projects
Questions