Regional Municipality of Waterloo Planning and Works Committee Addendum Agenda

Date: Tuesday, August 15, 2023

Regular

12:40 p.m.

Session: Location:

Council Chambers

Should you require an alternative format please contact the Regional Clerk at Tel.: 519-575-4400,

TTY: 519-575-4605, or regionalclerk@regionofwaterloo.ca

Pages

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Start time is approximate. The Planning and Works Committee will start immediately following the Community and Health Services Committee.

- Call to Order
- 2. Land Acknowledgement
- 3. Declarations of Pecuniary Interest under the "Municipal Conflict of Interest Act"
- 4. Presentations
- 5. Delegations
 - 5.1 Jane Richard, KW Right to Life
 re: Parking changes for Lancaster St. W. Reconstruction
 - *5.2 Patrick Bergsma and Janice Jim, CycleWR

re: Lancaster Street

- *5.3 Dan Clements and Keith Rivers, Citizens for Cambridge re: Stage 2 ION Business Case Scope and Schedule
- *5.4 Adam Cooper, Cambridge

re: Cambridge Truck Diversion Study

*5.5 Susan Shackleton, Cambridge

re: Downtown Cambridge Truck Diversion Report

*5.6 Jeff McKeown, Cambridge

re: Truck diversion from downtown Cambridge

*5.7 Brian Kennedy, Downtown Cambridge Business Improvement Association

re: Cambridge Truck Diversion Study

*5.8 Brian Kennedy, Downtown Cambridge Business Improvement Association

re: Stage 2 ION Business Case Scope and Schedule

6. Consent Agenda



Items on the Consent Agenda can be approved in one motion of Committee to save time. Prior to the motion being voted on, any member of Committee may request that one or more of the items be removed from the Consent Agenda and voted on separately.

Recommended Motion:

That the Consent Agenda items be received for information and approved.

6.1 Strategic Focus - Sustainable Transportation

6.1.1 PDL-LEG-23-039, Authorization to Expropriate Lands (1st Report) for the construction of a roundabout at the intersection of New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, in the City of Kitchener

Recommended Motion:

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 construction of a roundabout at New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, City of Kitchener, in the Regional Municipality of Waterloo, as detailed in report PDL-LEG-23-039, dated August 15, 2023.

 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 construction of improvements at the intersection of New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, in the City of Kitchener and described as follows:

Fee Simple Partial Taking:

- Part of Lot 1, Beasley's New Survey, being Part 7 and 8 on 58R-21801, (Part of PIN 03771-0107 (LT)), City of Kitchener, Regional Municipality of Waterloo (20 Reichert Drive, Kitchener);
- Part of Block 111, Plan 58M-528, being Parts 1 and 2 on 58R-21801, (Part of PIN 22734-2706 (LT)), Part 1 being subject to an easement as in Instrument No. WR659521 City of Kitchener, Regional Municipality of Waterloo (628 New Dundee Road, Kitchener);

Temporary Easement – Grading:

The right and easement, being a temporary easement in gross, for the free and unobstructed, right, interest and easement terminating on the 31st day of December, 2026, for itself, its successors and assigns, and anyone authorized by it, on, over,

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under and through the following properties for the purposes of excavation, construction, installation, replacement, alteration, grading, and landscaping as required in connection with the construction of a roundabout at New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, City of Kitchener, and all related improvements, and works ancillary thereto and for such purposes, the free, unimpeded and unobstructed access to the lands at all times by employees, agents, contractors, workers and anyone authorized by it, and vehicles, supplies and equipment at all times and for all purposes and things necessary for or incidental to the exercise and enjoyment of the right and easement:

- Part of Lot 1, Beasley's New Survey, being Parts 6 and 9 on 58R-21801, (Part of PIN 03771-0107 (LT)), City of Kitchener, Regional Municipality of Waterloo (20 Reichert Drive, Kitchener);
- Part of Block 111, Plan 58M-528, being Parts 3 and 4 on 58R-21801, (Part of PIN 22734-2706 (LT)), Part 3 being subject to an easement as in Instrument No. WR659521, City of Kitchener, Regional Municipality of Waterloo (628 New Dundee Road, Kitchener);
- 2. Serve notices of the above applications(s) required by the Expropriations Act (the "Act");
- 3. Forward to the Chief Inquiry Officer any requests for a hearing that may be received within the time prescribed by the Act;
- 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 or if otherwise deemed appropriate in the opinion of the Commissioner of Engineering and Environmental Services and the Regional Solicitor; and
- 6.Do all things necessary and proper to be done and report thereon to Regional Council in due course.
- 6.1.2 PDL-LEG-23-036, Authorization to Expropriate Lands (2nd Report) for a roundabout at the intersection of Sawmill Road (Regional Road No. 17) and Ebycrest Road (Regional Road No. 17), Woolwich Township

Recommended Motion:

That the Regional Municipality of Waterloo approve the expropriation of lands for improvements at the intersection of Sawmill Road (Regional Road No. 17) and Ebycrest Road (Regional Road No. 17), Township of Woolwich, in the Regional Municipality of Waterloo, as detailed in report PDL-LEG-23-036, dated August 15th, 2023, described as follows:

Fee Simple Partial Taking:

- Part of Lot 70, German Company Tract, being Part 1 on 58R-21638, (Part of PIN 22710-0126 (LT)), Township of Woolwich, Regional Municipality of Waterloo (629 Sawmill Road, Woolwich);
- Part of Lot 70, German Company Tract, being Parts 2 & 3 on 58R-21638, (Part of PIN 22710-0130 (LT)), Township of Woolwich, Regional Municipality of Waterloo (515 Sawmill Road, Woolwich);
- Part of Lot 70, German Company Tract, being Part 4 on 58R-21638 (Part of PIN 22247-0059 (LT)), Township of Woolwich, Regional Municipality of Waterloo (544 Sawmill Road, Woolwich);
- Part of Lot 71, German Company Tract, being Part 5 on 58R-21638, (Part of PIN 22710-0155 (LT)), Township of Woolwich, Regional Municipality of Waterloo (5 Kraft Drive, Woolwich);

And that staff be instructed to register a Plan of Expropriation for the property within three months of the granting of the approval to expropriate the property, as required by the *Expropriations Act;*

And that the registered owners be served with a Notice of Expropriation and a Notice of Possession for the property after the registration of the Plan of Expropriation and the Regional Solicitor is authorized to take any and all actions required to enforce such Notices including but not limited to any application pursuant to Section 40 of the *Expropriations Act*;

And that the Regional Solicitor is authorized to enter into an agreement with the registered owners, or to make an application under Section 39 of the *Expropriations Act*, to adjust the date for possession specified in the Notice of Possession as may be required;

And that all above-referenced fee simple partial takings situated adjacent to an existing Regional public highway be acquired for road widening purposes and therefore be deemed to form part

of the adjacent public highway in accordance with subsection 31(6) of the *Municipal Act*, *2001*;

And that if no agreement as to compensation is made with an owner, the statutory Offer of Compensation and payment be served upon the registered owners of the property in the amount of the market value of the interests in the land as estimated by the Region's appraiser in accordance with the Expropriations Act,

And that the Regional Solicitor be authorized to execute any Indemnity agreement or other document related to payment of the statutory Offer of Compensation;

And further that the Regional Solicitor be authorized to 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 the transaction or if determined by the Commissioner of Transportation and Environmental Services that such lands. or any part or interest thereof, are not required for the subject Project.

6.1.3 TSD-TRS-23-008, Local Elmira Transit Service - Operation Extension

Recommended Motion:

That the Regional Municipality of Waterloo extend the contract with Kiwanis Transit for the operation of the local transit circulator route in the Town of Elmira from September 1, 2023 to August 31, 2024 at an estimated annual cost of \$125,000 as set out in report TSD-TRS-23-008, dated August 15, 2023.

- 6.1.4 TSD-TRS-23-007, MobilityPLUS Dialysis Update Report For information.
- 6.1.5 EES-DCS-23-007, Project Approval Report for a Roundabout at Dickie Settlement Road (Regional Road No. 71) and Roseville Road (Regional Road No. 46), North Dumfries Township

Recommended Motion:

That the Regional Municipality of Waterloo approve the Recommended Design Alternative for a proposed single lane roundabout at Dickie Settlement Road (Regional Road No. 71) and Roseville Road (Regional Road No. 46), North Dumfries Township, as described in Report EES-DCS-23-007, dated August 15, 2023.

Upon completion of construction, that The Regional Municipality

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- of Waterloo amend Traffic and Parking By-law 16-023 and the Controlled Access By-law #58-87 as amended to:
- a) Remove from Schedule 17, Rates of Speed, 80 km/h on Dickie Settlement Road (Regional Road 71) to Roseville Road (Regional Road 46);
- b) Add to Schedule 17, Rates of Speed, 60 km/h on Dickie Settlement Road (Regional Road 71) from 400 m north of Roseville Road (Regional Road 46) to Roseville Road (Regional Road 46);
- c) Remove from Schedule 17, Rates of Speed, 80 km/h on Roseville Road (Regional Road 46) from 500 m east of Fischer Hallman Road (Regional Road 58) to 400 m west of Edworthy Side Road (Regional Road 71);
- d) Add to Schedule 17, Rates of Speed, 80 km/h on Roseville Road from 500 m east of Fischer Hallman Road to 400 m west of Dickie Settlement Road (Regional Road 71);
- e) Add to Schedule 17, Rates of Speed, 60 km/h on Roseville Road (Regional Road 46) from 400 m west of Dickie Settlement Road (Regional Road 71) to Cambridge Boundary (1200 m East of Brown Avenue); and
- f) Add to Schedule 10, Level 2 Pedestrian Crossover, on Dickie Settlement Road (Regional Road 71) at Roseville Road (Regional Road 46), On All Entry and Exits.
- g) Two permanent right-in/right-out residential accesses. One existing access on the north side of Regional Road #46 (Roseville Road) and one new access on the east side of Regional Road 71 (Dickie Settlement Road) for the property known municipally as 1746 Roseville Road, North Dumfries Township.
- 6.1.6 EES-DCS-23-005, Project Approval Report for a Roundabout at Roseville Road (Regional Road No. 46) and Edworthy Side Road (Regional Road No. 71), North Dumfries Township

Recommended Motion:

That the Regional Municipality of Waterloo approve the recommended design alternative for a proposed single lane roundabout at Roseville Road (Regional Road 46) and Edworthy Side Road (Regional Road 71) in the Township of North Dumfries, as described in Report EES-DCS-23-005, dated August 15, 2023. Upon completion of construction, that

The Regional Municipality of Waterloo amend Traffic and Parking By-law 16-023, as amended to:

- Remove from Schedule 17, Rates of Speed, 80 km/h on Edworthy Side Road (Regional Road 71) from Roseville Road (Regional Road 46) to 300 metres north of Cedar Creek Road (Regional Road 97);
- Add to Schedule 17, Rates of Speed, 80 km/h on Edworthy Side Road (Regional Road 71) from 400 metres south of Roseville Road (Regional Road 46) to 300 metres north of Cedar Creek Road (Regional Road 97);
- Add to Schedule 17, Rates of Speed, 60 km/h on Edworthy Side Road (Regional Road 71) from Roseville Road (Regional Road 46) to 400 metres south of Roseville Road (Regional Road 46);
- Add to Schedule 10, Level 2 Pedestrian Crossover, Roseville Road (Regional Road 46) at Edworthy Side Road (Regional Road 71), On All Entry and Exits.
- 6.1.7 EES-DCS-23-004, Lancaster Street Reconstruction (Regional Road #29), Wellington Street to Bridgeport Road, City of Kitchener Project Design and Concept Approval

Recommended Motion:

That the Regional Municipality of Waterloo approve the Recommended Design Concept for the proposed reconstruction of Lancaster Street between Wellington Street and Bridgeport Road in the City of Kitchener as outlined in Report EES-DCS-23-004 dated August 15, 2023.

Upon completion of construction, that The Regional Municipality of Waterloo amend Traffic and Parking By-law 16-023, as amended to:

- a. Amend Traffic and Parking By-law 16-023 to add to Schedule 22, Reserved Bike Lanes on both sides of Lancaster Street (Regional Road 29) from Wellington Street to Bridgeport Road, in the City of Kitchener as outlined in Report EES-DCS-23-004.
- b. Amend Traffic and Parking By-law 16-023 to delete from Schedule 2, Limited Parking on west side of Lancaster Street (regional Road 29) from Elizabeth Street to 45m north of Guelph Street, in the City of Kitchener as outlined in Report EES-DCS-23-004.
- c. Amend Traffic and Parking By-law 16-023 to delete from Schedule 4, No Stopping on east side of Lancaster Street (Regional Road 29) from Union Street to Ash Street, in the City of Kitchener as outlined in

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Report EES-DCS-23-004.

d. Amend Traffic and Parking By-law 16-023 to add to Schedule 1, No Parking on west side of Lancaster Street (Regional Road 29) from Elizabeth Street to 45m north of Guelph Street and on east side of Lancaster Street (Regional Road 29) from Union Street to Ash Street and Arnold Street to 45m north of Guelph Street, in the City of Kitchener as outlined in Report EES-DCS-23-004.

7. Regular Agenda

7.1 Strategic Focus - Thriving Economy

7.1.1 CAO-23-004, Waterloo Region Economic Development Corporation (WREDC) Partnership Agreement

Recommended Motion:

That the Regional Municipality of Waterloo take the following action with respect to the renewal of the Waterloo Region Economic Development Corporation Partnership Agreement subject to 2024 Budget approval as set out in report CAO-23-004 dated August 15, 2023:

- a. Approve in principle the draft Waterloo Region
 Economic Development Corporation (WREDC)
 Partnership Agreement as attached in Appendix A; and
- b. Include an incremental \$500,000 in funding for the WREDC starting in 2024 funded from the Regional property tax levy.

7.2 Strategic Focus - Sustainable Transportation

7.2.1 TSD-TRP-23-011, Cambridge Truck Diversion Study - Final Evaluation

Recommended Motion:

That the Regional Municipality of Waterloo take the following actions with respect to the Cambridge Truck Diversion Study - Final Evaluation as set out in report TSD-TRP-23-011 dated August 15, 2023:

- Implement the diversion of through trucks from downtown Cambridge by utilising the newly built McQueen Shaver Boulevard;
- b. Amend the Traffic and Parking By-Law 16-023:
 - Add to Schedule 19: No Heavy Trucks, Anytime, on Water Street (Regional Road 24) from Ainslie Street South (Regional Road 24) to Coronation Boulevard/Dundas Street (Regional Road 8) in the City of Cambridge;
 - Add to Schedule 19: No Heavy Trucks, Anytime, Page 8 of 247

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on Ainslie Street (Regional Road 24) from Concession Street (Regional Road 97) to Water Street (Regional Road 24) in the City of Cambridge; and Add to Schedule 19: No Heavy Trucks, Anytime, on Myers Road from Water Street (Regional Road 24) to Franklin Boulevard (Regional Road 36) in the City of Cambridge; and Construct noise attenuation walls along two sections of McQueen Shaver Boulevard, the total of 240 meters, where noise walls are warranted in accordance with the Regional Noise Policy. 181 7.2.2 TSD-RTS-23-002, Stage 2 ION Business Case Scope and Schedule For information. Strategic Focus - Environmental and Climate Action 185 7.3.1 EES-WMS-23-004, Blue Box Transition Update - Next Steps (Staff Presentation) **Recommended Motion:** That the Regional Municipality of Waterloo opt out of administering blue box service as of the Region's transition date on March 2, 2024, at which time it will be incumbent on the producers to arrange for alternative blue box collection and processing until the end of transition, December 31, 2025; and, That staff be authorized to negotiate and execute agreements with existing contractors to continue collection and processing of non-eligible sources not covered in the new blue box regulation, to ensure continuity of services to sites currently receiving collection, until the end of transition, as outlined in report EES-WMS-23-004, dated August 15, 2023. 198 7.3.2 EES-WAS-23-007, Sewer Use By-law 21-036 Enforcement Tool Implementation (Staff Presentation) For information. 229 7.3.3 EES-DCS-23-006, C2023-01 - Waterloo Landfill Waste Transfer Station Renewal, Waterloo, Ontario, Consulting Award for **Detailed Design and Construction Services** Recommended Motion: That the Regional Municipality of Waterloo enter into a Consulting Services Agreement with HDR Corporation for the Waterloo Landfill Waste Transfer Station Renewal, Waterloo, Ontario, in the amount of \$11,958,177.00 plus all applicable taxes, as outlined in report EES-DCS-23-006, dated August 15, 2023.

7.3

		Agreement Agreement	233
		Recommended Motion: That the Regional Municipality of Waterloo extend the collaborative funding agreement with the Cities of Cambridge, Kitchener and Waterloo for an additional five year period to fund ClimateActionWR, requiring a total contribution of \$315,380, as outlined in report PDL-CPL-23-024, dated August 15, 2023.	
		7.3.5 PDL-CPL-23-025, Community Energy Investment Strategy - Collaborative Funding Partnership	237
		Recommended Motion: That the Regional Municipality of Waterloo extend the collaborative funding agreement with area municipal and utility partners for an additional four year period to continue the implementation of the Community Energy Investment Strategy, requiring a total contribution of \$358,768, as outlined in report PDL-CPL-23-025, dated August 15, 2023.	
8.	Information/Correspondence		
	8.1	Council/Committee Tracking List	241
	*8.2	Terry Casemore, Kitchener re: Lancaster St Reconstruction	243
	*8.3	David and Nancy Diebolt, Kitchener re: Lancaster Street West Reconstruction	245
	*8.4	Sheri Roberts, Cambridge Ward 5 Councillor re: Downtown Cambridge Truck Diversion	246
	*8.5	Juanita Metzger, Stroll Walking Tours re: Support for truck re-route in Cambridge	247
9.	Other	Business	
10.	Next Meeting		
	10.1	Planning and Works Statutory Public Meeting - Regional Official Plan Amendment - September 12, 2023 at 9:00 a.m. 63 Benjamin Street, New Dundee	
	10.2	Planning and Works Committee - September 12, 2023	
*11.	Motion to go into Closed Session		
	Recommended Motion: That a closed meeting of the Planning and Works, Administration and Finance, and Community and Health Services Committees be held on Tuesday, August 15, 2023 immediately following the Planning and Works Committee in the Waterloo County Room, in accordance with Section 239 of the "Municipal Act, 2001", for the purposes of considering the following subject matters:		

- 1. Receiving advice that is subject to solicitor-client privilege related to pending litigation;
- 2. Receiving advice that is subject to solicitor-client privilege related to a proposed acquisition of lands;
- 3. Personal matters about an identifiable individual related to an appointment by Regional Council;
- 4. Labour relations;
- 5. A position to be applied to ongoing negotiations related to transit;
- *Receiving advice that is subject to solicitor-client privilege related to a proposed acquisition of lands;
- 7. Technical and financial information, supplied in confidence to the Region, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position of community organizations;
- 8. Providing direction to staff with respect to the security of a Regional property;
- Receiving advice that is subject to solicitor-client privilege related to a proposed lease of a Regional property.

12. Adjourn

Recommended Motion:

That the meeting adjourn at x:xx p.m.

Subject: Urgent Request to Reconsider the Proposed Bike Lanes on Lancaster St. W. Kitchener

Dear Members of the Waterloo Regional Council,

August 1st, 2023

I hope this message finds you well. I am writing once again, in my capacity as a property owner and as the President of a crucial non-profit organization, to express ongoing concerns about the proposed changes to Lancaster St. W. in Kitchener.

Firstly, I commend the council's recent decisions to retain the highway off-ramp and maintain the bus routes on our street. These decisions clearly demonstrate an understanding of our community's needs and the importance of accessible transportation options for residents and local businesses alike.

However, I am compelled to voice significant apprehension regarding the continued proposal to add bike lanes by removing part of the property frontage of 215 Lancaster St. W. Kitchener. This plan continues to encounter opposition from many residents, businesses, and property owners on the street, who fear the implications of reduced parking spaces and increased traffic congestion.

The removal of parking facilities, in particular, poses a considerable threat to the community. The current parking arrangement caters to the property owners, businesses, and the heavy flow of vehicular traffic that we experience daily. Adding bike lanes at the expense of these parking spaces may lead to unwelcome traffic jams, while potentially leaving the new bike lanes underutilized.

Moreover, my property at 215 Lancaster St. W. operates under R6 zoning regulations, and any loss of frontage due to road widening would impose substantial difficulties for us. I firmly request that the council take these potential impacts into account when voting on the proposal.

With respect to the essential services of our community, I would like to highlight the urgent need for replacing the existing water and sewage lines. Prioritizing this much-needed infrastructure upgrade would be a prudent use of resources that directly benefits residents.

Therefore, I urge the Regional Council to reconsider ithe current plan and vote to maintain the existing parking arrangements on Lancaster St. W. Our collective objective should be to ensure that any changes accommodate the diverse needs of all residents, businesses, and service providers.

Thank you for your understanding and continued attention to this matter. I trust that you will consider these concerns earnestly. I remain at your disposal for further discussions.

Sincerely,

Jane Richard Property Owner, 215 Lancaster St. W. Kitchener President, KW Right to Life

Phone: 519.744.8330 Email: jane@kwrtl.ca

Thank you for giving us the time to speak with you today. We are Board members of CycleWR, a cycling advocacy group in the Region.

CycleWR strongly supports this project. With so few safe cycling connections across the Parkway, this is a welcome upgrade. We are also pleased with the "side by side" design, with the cycle track, buffer and sidewalk forming one connected solid surface. The protected intersection at Union and Lancaster is another excellent design element.

We do have some comments and suggestions for improvement, but they relate to specific details only - we are very supportive of the overall project.

Slip Lanes

The plan leaves 5 slip lanes in place. The Parkway exit and entrance ramps are the most dangerous, as speeds could be very high. If the exit and entrance ramps remain in place, we think changing one or preferably both to T junctions with a stoplight would be a much safer design.

We understand the intersection of Lancaster and Bridgeport is out of scope for this project. We hope that when that intersection is redesigned, the two slip lanes can be removed and protected intersection principles can be applied. This may require a realignment of Bridgeport to create a crossing that is closer to 90 degree angles. We think that is well worth considering. Similarly, when the intersection of Wellington and Lancaster is fully redesigned, the slip lane there should be removed.

Road Lane Width

The proposed driving lanes are 4.0 to 4.2 metres wide, much wider than the normal width of 3.35 metres for lanes that have buses. We understand this policy of extra wide lanes is in place because Regional roads that are truck routes and have high traffic volumes are plowed by snowplows that are too large for a single 3.35 metre lane.

While this policy may be beneficial in some ways, it clearly goes against Complete Street principles in two respects. First, the wide lanes will encourage speeding, reducing safety for all road users. Second, it reduces the space available for Active Transportation by 1.3 metres. In this facility, adding that space could increase both the cycle track and the sidewalk to 1.8 metres - much more comfortable than the minimum 1.5 metres in the current design. The larger useable cycling surface would future proof Lancaster which has a good chance to be a safe local shopping district between Arnold and Union.

There are many streets in the Region that have single 3.35 metre lanes and have adequate snow clearing. Is there really no option that would be more consistent with Complete Street principles?

Cycle Track Width vs Sod Buffer Width

The cycle track width is the minimum required under Ontario Traffic Manual Book 18 (1.5 metres). The sod/hard buffer is generally about 1.5 metres wide. The desired cycle track

width under Book 18 is 1.8 metres. Is there a reason for the sod buffer to be that wide? Reducing the sod buffer to 1.2 metres would allow a much more comfortable 1.8 metre cycle track.

End Connections

This will be a major improvement in the cycling options in this local area. However, it could be much more useful with better connections at the north and south ends.

At the north end, there is an obvious need for a safe connection to the Bridge Street painted bike lane facility and the Bridgeport Public School. We are pleased to see that you will look at this (which only requires a protected facility as far north as Shirk Place) as you complete the design for the Erb/Bridgeport project. We think either a bidirectional facility on the west side of Lancaster or unidirectional facilities with a safe crossing at Shirk Place would work well. If you must avoid moving the utility poles on the west side, a bidirectional facility on the east side with a safe crossing at Shirk Place would be our third preference.

At the south end, the new facility does not connect to any other significant cycling facility. A connection to Victoria Street would likely lead to substantially higher utilization of the Lancaster facility. The section from Wellington to Victoria has a maximum of 18,000 average cars per day. This level can be supported by two lanes (one in each direction) and certainly by two lanes with a centre turn lane. The current four lanes in that section are not required - which would leave room to build a protected cycling facility in that space. We believe this should be seriously considered now, unless there is a clearly identified larger project that will consider this section in the short term.

Protection on the Parkway Bridge

The drawings appear to show just buffered (painted) bike lanes on the Parkway bridge itself. This is an unfortunate gap in an otherwise well protected new facility. We would much prefer a continuation of a raised cycle track, or failing that, concrete barriers as on Margaret Avenue.

Bridgeport Road Intersection

We understand you are deferring the overall plan for the Bridgeport Road intersection to the Bridgeport Road project. We are still concerned that the plan ends the safe bike lanes **before** Bridgeport Road East, and not **at** Bridgeport Road East. We recommend adding an extension of the cycle tracks (on both sides) all the way to the pedestrian crossing at Bridgeport Road/Riverbend Drive.

Bus Stop At Union

The Union and Lancaster protected intersection is a terrific design element. However, we think a better bus stop location on the northwest corner would reduce possible conflict points between cyclists and pedestrians.

Since some land would need to be purchased for the stop why not send the bike lane behind the bus stop and bring the platform out to Lancaster Street? You could also consider moving the bus stop a little further away from the intersection to make this change easier. In any case, we recommend a hard surface rather than sod at the bus stop, as this will make getting on the bus less messy in wet and snowy weather.

Lancaster and Wellington Intersection

- Green paint markings are the most effective way to make drivers realize that they
 need to look out for bicycles. There should be green paint added to the bicycle
 crossing on the north side of Lancaster through the Wellington Street intersection.
- Drivers heading eastbound on Wellington from north of Lancaster go from one lane
 to two on the other side of the intersection. This is confusing to drivers which lane
 should they go into? If they choose the right lane, they could come in conflict with
 people turning right from Lancaster onto Wellington. A dotted line that guides them
 through the intersection into the left lane could minimize conflict here.
- On a related note, we think it would be appropriate to consider reducing Wellington Street east of Lancaster to two lanes (or two plus a centre left turn lane) at some point. Traffic volume does not justify more than two lanes, and that would open up room for introduction of Complete Street elements.

Those are some brief comments. As mentioned previously, we strongly support the overall project. Thank you again for listening to our input.

Report: PDL-LEG-23-039

Region of Waterloo

Planning, Development, and Legislative Services

Legal Services

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Authorization to Expropriate Lands (1st Report) for the construction

of a roundabout at the intersection of New Dundee Road (Regional

Road No. 12) and Robert Ferrie Drive, in the City of Kitchener

1. 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 construction of a roundabout at New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, City of Kitchener, in the Regional Municipality of Waterloo, as detailed in report PDL-LEG-23-039, dated August 15, 2023.

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 construction of improvements at the intersection of New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, in the City of Kitchener and described as follows:

Fee Simple Partial Taking:

- Part of Lot 1, Beasley's New Survey, being Part 7 and 8 on 58R-21801, (Part of PIN 03771-0107 (LT)), City of Kitchener, Regional Municipality of Waterloo (20 Reichert Drive, Kitchener);
- II. Part of Block 111, Plan 58M-528, being Parts 1 and 2 on 58R-21801, (Part of PIN 22734-2706 (LT)), Part 1 being subject to an easement as in Instrument No. WR659521 City of Kitchener, Regional Municipality of Waterloo (628 New Dundee Road, Kitchener);

Temporary Easement – Grading:

The right and easement, being a temporary easement in gross, for the free and unobstructed, right, interest and easement terminating on the 31st day of December, 2026, for itself, its successors and assigns, and anyone authorized by it, on, over, under and through the following properties for the purposes of excavation, construction, installation, replacement, alteration, grading, and

landscaping as required in connection with the construction of a roundabout at New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, City of Kitchener, and all related improvements, and works ancillary thereto and for such purposes, the free, unimpeded and unobstructed access to the lands at all times by employees, agents, contractors, workers and anyone authorized by it, and vehicles, supplies and equipment at all times and for all purposes and things necessary for or incidental to the exercise and enjoyment of the right and easement:

- III. Part of Lot 1, Beasley's New Survey, being Parts 6 and 9 on 58R-21801, (Part of PIN 03771-0107 (LT)), City of Kitchener, Regional Municipality of Waterloo (20 Reichert Drive, Kitchener);
- IV. Part of Block 111, Plan 58M-528, being Parts 3 and 4 on 58R-21801, (Part of PIN 22734-2706 (LT)), Part 3 being subject to an easement as in Instrument No. WR659521, City of Kitchener, Regional Municipality of Waterloo (628 New Dundee Road, Kitchener);
- 2. Serve notices of the above applications(s) required by the Expropriations Act (the "Act");
- 3. Forward to the Chief Inquiry Officer any requests for a hearing that may be received within the time prescribed by the Act;
- 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 or if otherwise deemed appropriate in the opinion of the Commissioner of Engineering and Environmental Services and the Regional Solicitor; and
- 6. Do all things necessary and proper to be done and report thereon to Regional Council in due course.

2. Purpose / Issue:

Council approval is sought herein to commence the expropriation process: (i) in compliance with the requirements of the Act, and (ii) in furtherance of the project timeline by expropriating the required lands and interests.

3. Strategic Plan:

This Project (as hereinafter defined) supports the 2019-2023 Corporate Strategic Plan under Strategic Focus Area 2 (Sustainable Transportation) and, more specifically,

Strategic Objective 2.3 "Increase participation in active forms of transportation (cycling and walking)" and 2.4 "Improve road safety for all users – drivers, cyclists, pedestrians, horses and buggies."

4. Report Highlights:

a) Project Overview

The proposed improvements to construct a roundabout at the intersection of New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, in the City of Kitchener (the "Project"), will improve road safety and reduce delays to motorists.

The scope of work to be completed includes the following:

- Construction of a double lane roundabout, including designated pedestrian crossings therein, multi-use path, paved shoulders, storm sewer installation; and
- Reconfiguration of existing drainage for the road.

The recommended roundabout would replace temporary traffic signals that were installed as an interim measure. The main issues raised by the public and adjacent property owners, and addressed within the proposed improvements are; high operating speeds on New Dundee Road; volume of commercial truck traffic; cost and impacts of roundabout construction; illumination; education for roundabout users; and Impact to Heritage lands. The roundabout will factor into providing reduced speeds as the posted speed along New Dundee Road will be reduced from 80km/h to 60km/hr between Executive Place and Reichert Drive. The proposed double lane roundabout, including the entrance and exit to the roundabout would be designed geometrically to adequately accommodate all types of large commercial vehicles. The proposed roundabout would have a lower life-cycle costs, and reduce idling times, resulting in fuel savings and reduced vehicle emissions. It also provides a gateway feature and traffic calming into the Doon South community. The historic yellow brick dwelling located at 628 New Dundee Road is listed on the City of Kitchener Heritage register. Regional work will not impact this property as the scope of work is contained to the existing right-of-way.

b) Project Timing

Project construction is scheduled to commence in 2025.

c) Properties Impacted

The implementation of the recommended improvements directly impacts three (3) properties. A map of the impacted properties is attached as Appendix "A". Land acquisitions are required from all three (3) of the properties to accommodate the said improvements. These acquisitions include fee simple partial takings from two (2) of the properties, a permanent easement from one (1) of the properties and a temporary easement for grading from two (2) of the properties.

It is noted that one (1) of the impacted properties is owned by the City of Kitchener and, due to reciprocal expropriation powers, this property has not been included in the expropriation. Region staff have been in contact with City of Kitchener staff regarding the requirements for a permanent easement for completion of the Project and a negotiated agreement is expected.

It should be noted that the expropriation of the lands is on an "as is" basis and, upon acquisition, the Region assumes all responsibility for the lands.

5. Background:

Regional Council approved the proposed construction of a roundabout at the intersection of New Dundee Road (Regional Road No. 12) and Robert Ferrie Drive, in the City of Kitchener on April 12, 2022 as outlined in Report TES-DCS-22-09.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: Several meetings have been held with the City of Kitchener staff and the Region of Waterloo's Project Manager to review the scope and timing of the project along with integration into existing City of Kitchener storm sewer infrastructure and upcoming developments within project limits.

Public: All of the affected property owners, or their representatives, have been contacted by Legal Services Real Estate staff by one or more of the following means: in-person meeting, telephone, written correspondence and/or e-mail to discuss the required acquisitions and have been informed of the Region's intention to commence the expropriation process, including this Report going forward to ensure project time lines are met. All property owners have been provided with the Region's Expropriation Information Sheet explaining the expropriation process. A copy of the Expropriation Information Sheet is attached as Appendix "B". The owners have further been advised it is the Region's intention 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.

Should a negotiated settlement be reached with any of the property owners and a conveyance of the required acquisition be completed before the expropriation process is complete, the expropriation process with respect to such lands would be discontinued by the Regional Solicitor.

7. Financial Implications:

The Region's approved 2023-2032 Transportation Capital Program includes a budget of \$873,600 in 2023 and \$3,213,600 in 2024-2026 for New Dundee Road at Robert Ferrie Drive Roundabout (project #07284) to be funded from the Regional Roads Development

Charges Reserve Fund.

There is sufficient budget to accommodate expropriation costs.

8. Conclusion / Next Steps:

Subject to Council approval, Regional staff seek authorization to commence the expropriations process in furtherance of the proposed road improvements at the intersection of New Dundee Road (Regional Road No. 17) and Robert Ferrie Drive in the City of Kitchener, to improve road safety and reduce delays to motorists.

9. Attachments:

A list of the corporate owners of the fee simple interest in the subject lands is attached as Appendix "C". Regional staff have conducted corporate profile searches of affected corporate property owners and the directors and officers are listed for each. This list does not include tenants, easement holders or holders of security interests in the subject lands.

Appendix "A": Map of Impacted Properties Included in Expropriation

Appendix "B": Copy of Expropriation Information Sheet

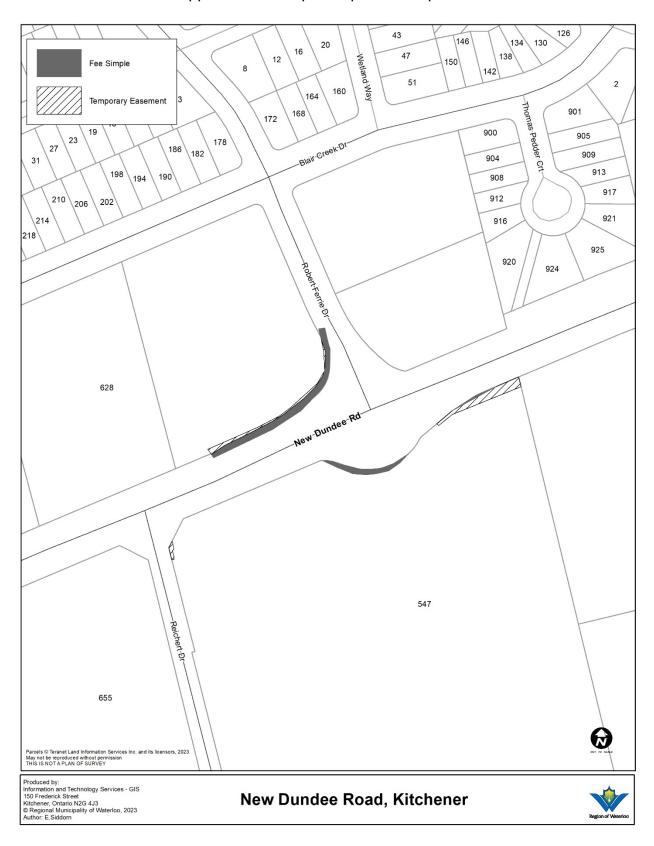
Appendix "C": Corporate Profiles of Corporate Owners

Prepared By: Colin Vogel, Real Estate Consultant

Reviewed By: Fiona McCrea, Senior Solicitor, Development & Property

Approved By: Graham Walsh, Regional Solicitor and Director of Legal Services

Appendix "A": Map of Impacted Properties





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.

<u>IMPORTANT NOTE</u>: 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 the Ontario Land Tribunal (OLT) in an effort to reach a mediated settlement and if no settlement is reached an appeal may be made to the OLT for a final 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 OLT making a decision.

Appendix "C": Corporate Profiles of Corporate Owners

Property: 20 Reichert Drive, Kitchener
 Owner: Dementia Care (Kitchener) Inc.

Address: 11 Wellington Street N., St Marys, Ontario

Directors/Officers: B. Ross Chapin, Jr. Annual Return: April 17, 2023

2. Property: 628 New Dundee Road, Kitchener

Owner: 1000215769 Ontario Inc.

Address: 500 Hanlon Creek Boulevard, Guelph, Ontario

Directors/Officers: Lee Piccoli Annual Return: May 29, 2023

Document Number: 4425936

Report: PDL-LEG-23-036

Region of Waterloo

Planning, Development, and Legislative Services

Legal Services

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Authorization to Expropriate Lands (2nd Report) for a roundabout at

the intersection of Sawmill Road (Regional Road No. 17) and Ebycrest Road (Regional Road No. 17), Woolwich Township

1. Recommendation

That the Regional Municipality of Waterloo approve the expropriation of lands for improvements at the intersection of Sawmill Road (Regional Road No. 17) and Ebycrest Road (Regional Road No. 17), Township of Woolwich, in the Regional Municipality of Waterloo, as detailed in report PDL-LEG-23-036, dated August 15th, 2023, described as follows:

Fee Simple Partial Taking:

- Part of Lot 70, German Company Tract, being Part 1 on 58R-21638, (Part of PIN 22710-0126 (LT)), Township of Woolwich, Regional Municipality of Waterloo (629 Sawmill Road, Woolwich);
- II. Part of Lot 70, German Company Tract, being Parts 2 & 3 on 58R-21638, (Part of PIN 22710-0130 (LT)), Township of Woolwich, Regional Municipality of Waterloo (515 Sawmill Road, Woolwich);
- III. Part of Lot 70, German Company Tract, being Part 4 on 58R-21638 (Part of PIN 22247-0059 (LT)), Township of Woolwich, Regional Municipality of Waterloo (544 Sawmill Road, Woolwich);
- IV. Part of Lot 71, German Company Tract, being Part 5 on 58R-21638, (Part of PIN 22710-0155 (LT)), Township of Woolwich, Regional Municipality of Waterloo (5 Kraft Drive, Woolwich);

And that staff be instructed to register a Plan of Expropriation for the property within three months of the granting of the approval to expropriate the property, as required by the *Expropriations Act*;

And that the registered owners be served with a Notice of Expropriation and a Notice of Possession for the property after the registration of the Plan of Expropriation and the Regional Solicitor is authorized to take any and all actions required to enforce such

Notices including but not limited to any application pursuant to Section 40 of the *Expropriations Act*;

And that the Regional Solicitor is authorized to enter into an agreement with the registered owners, or to make an application under Section 39 of the *Expropriations Act*, to adjust the date for possession specified in the Notice of Possession as may be required;

And that all above-referenced fee simple partial takings situated adjacent to an existing Regional public highway be acquired for road widening purposes and therefore be deemed to form part of the adjacent public highway in accordance with subsection 31(6) of the *Municipal Act*, 2001;

And that if no agreement as to compensation is made with an owner, the statutory Offer of Compensation and payment be served upon the registered owners of the property in the amount of the market value of the interests in the land as estimated by the Region's appraiser in accordance with the *Expropriations Act*;

And that the Regional Solicitor be authorized to execute any Indemnity agreement or other document related to payment of the statutory Offer of Compensation;

And further that the Regional Solicitor be authorized to 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 the transaction or if determined by the Commissioner of Transportation and Environmental Services that such lands, or any part or interest thereof, are not required for the subject Project.

2. Purpose / Issue:

Council approval of the expropriations is being sought at this time to: (i) permit registration of the Plans of Expropriation in the winter of 2023; and (ii) provide possession of the required lands and interests by the spring of 2024, to facilitate utility relocations at these locations.

3. Strategic Plan:

This Project supports the 2019-2023 Corporate Strategic Plan under Strategic Focus Area 2 (Sustainable Transportation) and, more specifically, Strategic Objective 2.4 "Improve road safety for all users – drivers, cyclists, pedestrians, horses and buggies."

4. Report Highlights:

a) Project Overview

The proposed improvements to construct a roundabout at the intersection of Sawmill Road (Regional Road No. 17) and Ebycrest Road (Regional Road No. 17), Township of Woolwich (the "Project"), will improve road safety and reduce

delays to motorists.

The scope of work to be completed includes the following:

 Construction of a single lane roundabout, including designated pedestrian crossings therein; and

Reconfiguration of existing drainage for the road.

The recommended roundabout would replace temporary traffic signals that were installed as an interim measure. The main issues raised by the public and adjacent property owners, and addressed within the proposed improvements, are: passage of large agricultural equipment and volume of commercial truck traffic. The roundabout, including the entrance and exit thereof, would be designed geometrically to accommodate all identified users. The Region has constructed other roundabouts in rural settings (recently at Hergott Road and Ament Line) where agricultural equipment, commercial trucks, and horse and buggies frequently use the roundabout with no concerns. Lastly, the proposed roundabout provides a gateway feature for traffic entering Bloomingdale from the south.

b) Project Timing

Project construction is scheduled to commence in 2024.

c) Properties Impacted

The implementation of the recommended improvements directly impacts four (4) properties. A map of the impacted properties is attached as Appendix "A". Land acquisitions are required from all four (4) of the properties to accommodate the said improvements. These acquisitions include fee simple partial takings from all four (4) of the properties.

It should be noted that the expropriation of the lands is on an "as is" basis and, upon acquisition, the Region assumes all responsibility for the lands.

5. Background:

Council approved the commencement of expropriation of the subject properties on April 4th, 2023 as detailed in report PDL-LEG-23-18. The appropriate forms under the Expropriations Act (the "Act") were served on or about May 22nd, 2023 in order to initiate formal proceedings under the Act for these properties.

No Hearings of Necessity have been requested within the statutory time frame by the

impacted property owners in connection with this expropriation process.

6. Communication and Engagement with Area Municipalities and the Public:

All of the affected property owners were previously contacted by Legal Services staff and informed of the project as well as the Region's intention to commence the expropriation process and the Region's Expropriation Information Sheet was provided to each of them (attached as Schedule "B"). All of the affected property owners have been provided with appraisals and the opportunity to enter into agreements. Legal Services staff contacted all property owners and informed them of the Region's intention to continue with the expropriation process in order to ensure that the construction timeline is maintained, including this Report being presented to Council, as detailed in the Region's Expropriation Information Sheet.

Legal Services staff has been negotiating property acquisitions over the past several months and intends to continue negotiations with property owners in an effort to achieve settlements of their claims under the Act.

Area Municipalities: A meeting was held with Woolwich Township staff on Monday February 28th 2022, Councillors and the Region of Waterloo Project Manager to review the scope and timing of the project. Woolwich Township staff were in favour of the roundabout.

7. Financial Implications:

The Region's approved 2023-2032 Transportation Capital Program includes a budget of \$345,700 in 2023 and \$1,895,200 in 2024-2025 for Sawmill Road at Ebycrest Road (Project# 07553) to be funded from the Region Roads Development Charges Reserve Fund.

There is sufficient budget available to carryout these expropriations.

8. Conclusion / Next Steps:

Council approval of the expropriations is required to advance this project within the noted timelines.

The by-law to approve the expropriation of the subject lands will be presented to Council at its meeting on August 30, 2023 to be passed upon Council approval of the expropriation.

Upon Council approval of the expropriation of the properties, such approval will be endorsed upon a certificate of approval on the Plan of Expropriation for those properties not acquired under agreement. The Plan will then be registered within three months of the approval. Ownership of the property vests with the Region upon the registration of

the Plan. Notices of Expropriation and Notices of Possession are then served upon all registered owners, including tenants as shown on the assessment roll. The Region will take possession of the required lands at least 3 months after service of the Notice of Possession.

After the registration of the Plans of Expropriation and prior to the taking of possession of the property, the expropriating authority is required to serve the registered owners with an offer in full compensation for their interests in the land. The offer must be accompanied by the immediate payment of one hundred (100%) of the appraised market value of the land to the registered owners as estimated by the Region's appraiser. The registered owners are also to be served with a report appraising the market value of the property, which report formed the basis for the offer of compensation.

9. Attachments:

A list of the corporate owners of the fee simple interest in the subject lands is attached as Appendix "C". Regional staff have conducted corporate profile searches of affected corporate property owners and the directors and officers are listed for each. This list does not include tenants, easement holders or holders of security interests in the subject lands.

Appendix "A" - Map of subject lands

Appendix "B" - Copy of Expropriation Information Sheet

Appendix "C" – Corporate Profiles of Corporate Owners

Prepared By: Charlotte Hudson, Senior Real Estate Consultant

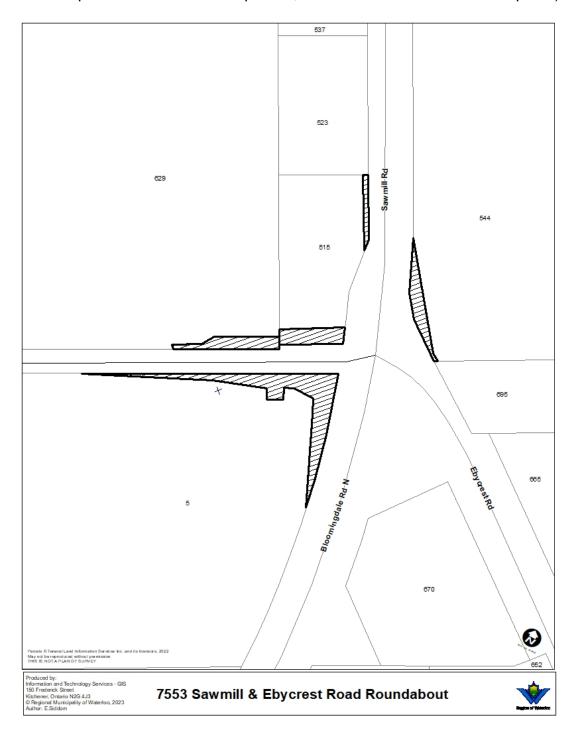
Reviewed By: Fiona McCrea, Senior Solicitor, Development & Property

Approved By: Graham Walsh, Regional Solicitor and Director of Legal Services

Appendix 'A'

Map of Subject Lands

(4 front takings and one side taking are required from properties at the intersection, with the exception of the South East portion, where no additional land is required)





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.

<u>IMPORTANT NOTE</u>: 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 the Ontario Land Tribunal (OLT) in an effort to reach a mediated settlement and if no settlement is reached an appeal may be made to the OLT for a final 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 OLT making a decision.

Appendix "C"- Corporate Profiles

1. Property: 544 Sawmill Road, Woolwich

Owner: Rosendale Farms Limited

Address: 544 Sawmill Road, RR1, Waterloo, ON N2J 4G8

Directors/Officers: Bradley Shantz, Bryan Shantz

Annual Return: Jan 20, 2023

2. Property: 629 Sawmill Road, Woolwich

Owner: 1000547566 ONTARIO INC.

Address: 9499 Airport Rd, Brampton, Ontario, Canada, L6S 6C7

Directors/Officers: Ravinder Singh Bhangal, Kalbinder Bhangal

Annual Return: N/A (incorporated May 23,2023)

Report: TSD-TRS-23-008

Region of Waterloo

Transportation Services

Transit Services

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Local Elmira Transit Service – Operation Extension

1. Recommendation

That the Regional Municipality of Waterloo extend the contract with Kiwanis Transit for the operation of the local transit circulator route in the Town of Elmira from September 1, 2023 to August 31, 2024 at an estimated annual cost of \$125,000 as set out in report TSD-TRS-23-008, dated August 15, 2023.

2. Purpose / Issue:

Extend our existing agreement and funding past August 31, 2023 allowing Kiwanis Transit to continue to operate local Elmira transit service while Grand River Transit staff complete a comprehensive "Township Transit Strategy" with each local area municipality (Township).

3. Strategic Plan:

Providing transit service in Elmira (Township of Woolwich) supports the 2019-2023 Strategic Plan's Sustainable Transportation Objective 2.1 – enhance the transit system to increase ridership and ensure it is accessible and appealing to the public.

4. Report Highlights:

Since 2018, the Region of Waterloo has contracted with Kiwanis Transit to operate a local transit service in the Town of Elmira, known locally as the Elmira Community Bus. This local service is not branded as a Grand River Transit (GRT) service. Originally developed in consultation with the Township of Woolwich, it is currently managed and operated by Kiwanis Transit and provides connections to GRT Route 21 Elmira through connecting stops at the corner of Church St and Maple St. This route serves local bus stops in residential, industrial and commercial areas across the community, Monday to Saturday for approximately 8 hours a day (see Appendix A). The 2023 operating cost for the Elmira Community Bus was \$121,400, paid in monthly installments to Kiwanis Transit.

Transit Development staff are currently working with Township staff to expand rural transit service to effectively and efficiently meet the needs of Waterloo Region's rural residents. Consultations are currently underway with each Township to co-design and cost transit services, considering various service options that meets each areas unique needs. A replacement service for the Elmira Community Bus is anticipated to be one of the options coming out of the service planning process. Staff recommend extending the contract with Kiwanis Transit for delivery of the Elmira Community Bus until completion of this process. The existing agreement for operation of the service is set to expire on August 31, 2023. The extension is proposed to be extended by one year to August 31, 2024.

5. Background:

- Region of Waterloo granted consent in Report No. TES-TRS-18-17, dated June 19, 2018, allowing Kiwanis Transit and the Township of Woolwich to operate a pilot community circulator transit route in Elmira. Consent to operate was subsequently extended through the 2019 budgetary process and report TES-TRS-19-19, dated September 10, 2019, acknowledging a potential budget savings.
- The Elmira Circulator route does not operate as a Grand River Transit (GRT) service. The Township of Woolwich and Kiwanis Transit manage and operate this transit route. No fares are currently charged to use this route. Connections to GRT's conventional Route 21 Elmira bus route are available.
- Report COR-TRY-22-50, dated May 25, 2022, endeavoured to make this local route a part of the GRT network as a busPLUS service. The direction from Regional Council at this time was to take no action regarding Local Elmira Transit Service given the increase in cost from the pilot; and that the current pilot project be extended for another year, to August 31, 2023

Pursuant to the Municipal Act and By-law 99-077, the Region of Waterloo has exclusive authority to operate a public transit system within the geographic area of the Region of Waterloo and, as such, permission of the Region of Waterloo is required in order for the proposed transit service to be operated in its current form.

6. Communication and Engagement with Area Municipalities and the Public Area Municipalities:

The Township of Woolwich and Kiwanis Transit staff implemented this route in 2018 and have continued its operation since that time. Grand River Transit and Kiwanis Transit are in agreement on the continuation of the Local Elmira service for the timeline outlined above.

August 15, 2023 Report: TSD-TRS-23-008

Public:

No public consultation has been done given GRT does not operate this service.

7. Financial Implications:

The funding for this service is in the form of an area-rated tax levy to residents and businesses in the Township of Woolwich. The actual costs from 2019 to 2022 and the 2023 budget are as set out in the table below:

Actual			Budget	
2019	2020	2021	2022	2023
\$85,000	\$93,000	\$109,200	\$118,700	\$121,400

There is no revenue generated from this route as no fares are collected. The Region does not provide vehicles for this service. A moderate cost increase for 2024 is expected and will be reflected in the draft 2024 budget.

8. Conclusion / Next Steps:

It is recommended that the Elmira Community Bus service contract with Kiwanis Transit be extended to cover the period between September 1, 2023 and August 31, 2024. Concurrently Regional staff will be working on a revised township transit strategy that will consider options including a new approach to the service within Elmira.

9. Attachments:

Appendix A: Elmira Community Bus Route Map

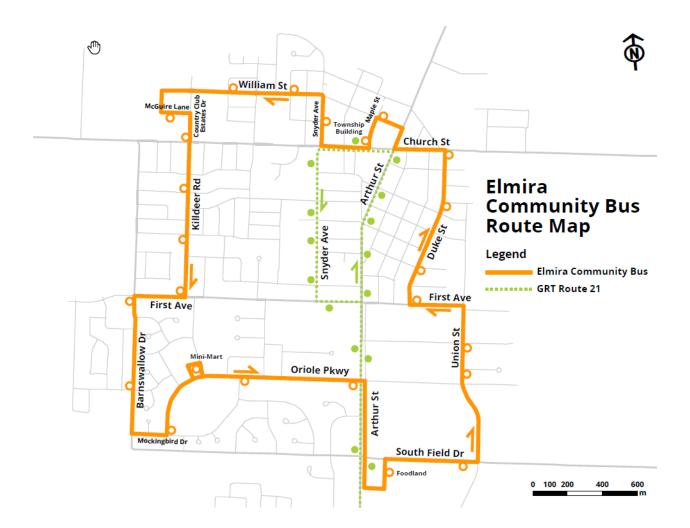
Prepared By: Chantelle Thompson, Supervisor, Transit Development

Blair Allen, Manager, Transit Development

Reviewed By: Doug Spooner, Director, Transit Services

Approved By: Mathieu Goetzke, Commissioner, Transportation Services

Appendix A: Elmira Community Bus Route Map



Report: TSD-TRS-23-007

Region of Waterloo

Transportation Services

Transit Services

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: MobilityPLUS Dialysis Update Report

1. Recommendation

For information.

2. Purpose / Issue:

To provide information and updates on how changes to MobilityPLUS booking policy has impacted travel for dialysis and other MobilityPLUS customers and report on unaccommodated travel requests as noted in report TES-TRS-21-08.1 dated December 7, 2021.

3. Strategic Plan:

Implementation of recommendations pertaining to the delivery of specialized transit services helped GRT to meet the 2019-2023 Corporate Strategic Plan objective to enhance the transit system to increase ridership and ensure it is accessible and appealing to the public under Strategic Focus Area 2 Sustainable Transportation.

4. Report Highlights:

Registered clients who were new to MobilityPLUS after May 1, 2022 were no longer guaranteed MobilityPLUS rides to dialysis and were required to book rides on a "first come first serve" priority based on ride availability, the same as all clients. Travel booking is provided on a "first come first serve" basis to all clients as required under the Accessibility for Ontarians with Disabilities Act (AODA). Customers who had dialysis trips prior to this date maintained their status and their scheduled rides were not impacted.

The COVID-19 pandemic has required a greater assessment of demand in service planning for MobilityPLUS. With an evolving ridership situation, continued and enhanced monitoring of demand to inform service planning is imperative. Daily rides on MobilityPLUS currently sits at about 500 trips per average weekday. This is still below pre-pandemic travel when MobilityPLUS was delivering 800-1000 trips per day and unaccommodated travel was higher.

Currently, dialysis customers can apply for subscription bookings (recurring rides on same time/days to the same location) under the same process as all registered

customers. Subscription trips are capped at present to ensure that on-demand and day-of trips are available at all times. Given the fluctuations in travel demand and service levels since 2020 due to the pandemic, to effectively evaluate the transition of dialysis customers to the current practice it is best to compare unaccommodated trips pre-pandemic to current:

	2019	2022	2023
			(May 1 to July 30)
Daily Trips	800-1000	500	500
Ridership Demand	Increasing	Decreased due to COVID	Slowly increasing, but not to Pre- Pandemic Levels
Dialysis Booking Policy	Policy Adjustment to AODA Compliance	AODA Compliant	AODA Compliant
	Dialysis trips were prioritized over all other transit trips	No Trip Purpose Requested at booking	No Trip Purpose Requested at booking
Unaccommodated Trips	8.96% Note: Unaccommodated trips had increased by 38% from 2017 to 2019.	5.40%	5.76%

When subscription trip requests are denied, customers are advised to book on-demand rides (where available). The combination of capping subscription trips and making on-demand travel available has ensured that all specialized customers have equitable access to available trips.

MobilityPLUS unaccommodated rides are monitored daily and fluctuate, with the primary factor being limitations of travel availability at known peak travel times. Flexibility in travel time greatly reduces the likelihood of a requested trip being unaccommodated as, in general, capacity and availability exists outside of peak travel request times. Several other factors also contribute to a fluctuating unaccommodated rate, including the current limited availability of accessible cabs within the Region.

This change has had a positive impact on trip availability and reservationists have been able to schedule more effectively since certain trips are no longer guaranteed at the expense of other requests for travel.

In the event a client is unable to book a ride with MobilityPLUS, they would need to plan alternate travel arrangements (family, private carrier, etc.) as they would for any other travel need that cannot be accommodated, medical or otherwise.

5. Background:

In 2020, Grand River Transit initiated a service review of MobilityPLUS. This review led to changes to align with AODA and industry best practices and improve operational efficiencies. One of the key changes was around how customers needing to attend dialysis appointments were handled, which was approved by Regional Council in report

August 15, 2023 Report: TSD-TRS-23-007

TES-TRS-21-08.1 dated December 7, 2021.

Since May 2022, customers in need of regular dialysis appointments apply to the MobilityPLUS service and if approved, have trips booked through the same process as all other MobilityPLUS customers (a first-come, first-served basis, regardless of the purpose of trip).

MobilityPLUS is a public transit service and is not an emergency / non-emergency transportation provider and these changes ensured equitable access to MobilityPLUS services.

The AODA standards and the approach to accessing specialized public transit services is meant to parallel conventional transit service where customers board buses and trains on a first come first service basis and customers are not asked about or prioritized by trip purpose. People who use MobilityPLUS should be able to move freely regardless of their trip's intent.

The previously approved recommendations, and now current practice, provide equitable access to specialized services on a first come first served basis, regardless of trip purpose. By eliminating the trip priority, the scheduling system used by MobilityPLUS determines the optimal arrangements to plan and group trips in a way that accommodates the largest number of requests in the most efficient way creating the best route.

Between this approval in December 2021 and spring 2022, Regional staff worked with Grand River Hospital renal unit staff to update patients and make plans to minimize the impact of this change to future clients.

6. Communication and Engagement with Area Municipalities and the Public

Engagement between GRT and Grand River Hospital (GRH) is continuous to ensure the best possible travel for registered clients based on trip availability. The partnership between staff has led to improved communication and responses to customer needs. The use of additional suggested appointments, provided by GRH, has helped lead to additional rides being booked successfully.

In winter and spring of 2022, GRH and GRT collaborated on the implementation of this new booking process through a series of weekly/bi-weekly meetings between senior management/supervisory staff at GRT and nursing/management staff GRH.

Request forms were established with Grand River Hospital Renal Unit to receive multiple schedule options per customer, to increase likelihood of booking rides but to also balance operational needs.

In order to mitigate any impacts to registered clients when these changes were first implemented in May 2022, GRT took a measured rollout approach whereby GRT:

- continued to honour any subscription trips that existed prior to May 1st, irrespective of their ability to fit on a scheduled vehicle.
- offered a grace period that allowed individual customers to book demands to dialysis that would not fit on budgeted vehicle.

August 15, 2023 Report: TSD-TRS-23-007

 continued to resend vehicles upon request to customers who no-showed trips to dialysis until an Operations Supervisor could follow up with the customer to discuss our no-show policy.

- when a subscription request was denied, a GRT Operations Supervisor personally followed up with the customer
- when informing a customer these changes to our booking policies, an Operations Supervisor discussed alternate means of transportation with the customer. These include use of conventional transit, use of Taxi-Script, use of accessible taxi at the customer's expense or the assistance of a family member or friend.

Customer concerns around dialysis availability have been limited with only three reported customer issues between May 2022 and May 2023.

The ongoing collaboration with GRT and GRH staff has remained positive and GRT remains appreciative of the feedback, responsiveness and open communication from staff at GRH. This collaborative effort between our staff has resulted in the successful booking of subscription service to GRH dialysis in the majority of cases.

7. Financial Implications:

All current trips on MobilityPLUS continue to be provided within the approved 2023 operating budget. The previously approved changes to no longer guarantee travel for any specific trip purpose allows GRT to serve more customers within the same budget.

The net cost of MobilityPLUS services is area-rated to the three cities and four townships.

8. Conclusion / Next Steps:

Grand River Transit will continue to monitor overall unaccommodated rides to ensure an appropriate level of travel is being provided to the community on MobilityPLUS service through operational efficiencies and potential future service improvements pending budget and Regional Council approval.

9. Attachments:

None.

Prepared By: Neil Malcolm, Assistant Director, Transit Services

Reviewed By: Doug Spooner, Director, Transit Services

Approved By: Mathieu Goetzke, Commissioner Transportation Services

Report: EES-DCS-23-007

Region of Waterloo

Engineering and Environmental Services

Design and Construction

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Project Approval Report for a Roundabout at Dickie Settlement

Road (Regional Road No. 71) and Roseville Road (Regional Road

No. 46), North Dumfries Township

1. Recommendation

That the Regional Municipality of Waterloo approve the Recommended Design Alternative for a proposed single lane roundabout at Dickie Settlement Road (Regional Road No. 71) and Roseville Road (Regional Road No. 46), North Dumfries Township, as described in Report EES-DCS-23-007, dated August 15, 2023.

Upon completion of construction, that The Regional Municipality of Waterloo amend Traffic and Parking By-law 16-023 and the Controlled Access By-law #58-87 as amended to:

- a) Remove from Schedule 17, Rates of Speed, 80 km/h on Dickie Settlement Road (Regional Road 71) to Roseville Road (Regional Road 46);
- b) Add to Schedule 17, Rates of Speed, 60 km/h on Dickie Settlement Road (Regional Road 71) from 400 m north of Roseville Road (Regional Road 46) to Roseville Road (Regional Road 46);
- c) Remove from Schedule 17, Rates of Speed, 80 km/h on Roseville Road (Regional Road 46) from 500 m east of Fischer Hallman Road (Regional Road 58) to 400 m west of Edworthy Side Road (Regional Road 71);
- d) Add to Schedule 17, Rates of Speed, 80 km/h on Roseville Road from 500 m east of Fischer Hallman Road to 400 m west of Dickie Settlement Road (Regional Road 71);
- e) Add to Schedule 17, Rates of Speed, 60 km/h on Roseville Road (Regional Road 46) from 400 m west of Dickie Settlement Road (Regional Road 71) to Cambridge Boundary (1200 m East of Brown Avenue); and
- f) Add to Schedule 10, Level 2 Pedestrian Crossover, on Dickie Settlement Road (Regional Road 71) at Roseville Road (Regional Road 46), On All Entry and Exits.
- g) Two permanent right-in/right-out residential accesses. One existing access on the north side of Regional Road #46 (Roseville Road) and one new access on the east side

of Regional Road 71 (Dickie Settlement Road) for the property known municipally as 1746 Roseville Road, North Dumfries Township.

2. Purpose / Issue:

A single lane roundabout is recommended at Dickie Settlement Road and Roseville Road to improve safety and reduce delays to motorists.

3. Strategic Plan:

Approval of the Recommended Design Alternative meets the 2019-2023 Corporate Strategic Plan objectives under Strategic Focus Area 2, Sustainable Transportation to improve road safety for all users – drivers, cyclists, pedestrians.

4. Report Highlights:

The recommended roundabout will replace temporary traffic signals that were installed as an interim measure while the study took place to determine the best solution to improve safety at this intersection.

Feedback from the public included concerns as well as support for the roundabout. The main themes raised by the public and adjacent property owners are below:

- Benefit from reduced speeds approaching and entering the roundabout;
- Benefit from improved traffic flow through the intersection;
- Concerns for cost and impact from roundabout construction; and
- Concerns for the safe passage of large commercial trucks and agricultural equipment.

The proposed single lane roundabout, including the entrance and exit to the roundabout, will be designed geometrically to accommodate all users. The proposed roundabout will have lower life-cycle costs and reduce idling times, which will result in fuel savings and reduced vehicle emissions and will support the Region's climate goals.

5. Background:

The intersection included a stop sign for Dickie Settlement Road with through traffic on Roseville Road. In the 5-year period between 2009 and 2013 there were a total of 18 collisions recorded, where 10 were expected: none were fatal; however 8 collisions had non-fatal injuries and 8 collisions had property damage. These results triggered a study of additional traffic controls for this intersection. Temporary traffic signals were installed as an interim measure while the study was undertaken to consider permanent installation of traffic signals or construction of a roundabout.

Based on consideration of safety performance, traffic capacity and total life cycle costing, staff are recommending a roundabout as the preferred control at this intersection.

A roundabout will reduce the potential for injury collisions and reduce delays to motorists when compared to the existing temporary traffic signals..

6. Communication and Engagement with Area Municipalities and the Public:

Area Municipalities: A meeting was held with the Township of North Dumfries staff and the Region of Waterloo Project Manager to review the scope and timing of the project. There were no objections to the construction of a roundabout at this location. The Township did express concern for potential impacts to the property at 1746 Roseville Road, which has been taken into account with the Recommended Design Alternative.

Public: Letters were delivered to property owners within the immediate vicinity of the intersection. In-person meetings or phone conversations were coordinated with the four potentially affected landowners at the intersection, 1751-1775 Whistle Bare Road, 1746 Roseville Road, 1831 Roseville Road and 1755 Roseville Road. Signs within the project limits were installed to direct the public to the Region of Waterloo's Engage WR website. The survey on the EngageWR website recorded 127 responses to the survey of which 66 responses liked a roundabout at this location.

Further information regarding the public consultation, discussions and responses is provided in Attachment C.

7. Financial Implications:

The Region's approved 2023-2032 Transportation Capital Program includes a budget of \$1,856,000 for the Dickie Settlement Road/Roseville Road roundabout (Project #07441) to be funded from the Regional Roads Development Charges Reserve Fund.

8. Conclusion / Next Steps:

Subject to Council approval, Regional staff will initiate the property acquisition process, finalize detailed design and coordinate required utility relocations, with construction planned for 2025.

9. Attachments:

Appendix A - Key Plan

Appendix B - Preliminary Design Drawing

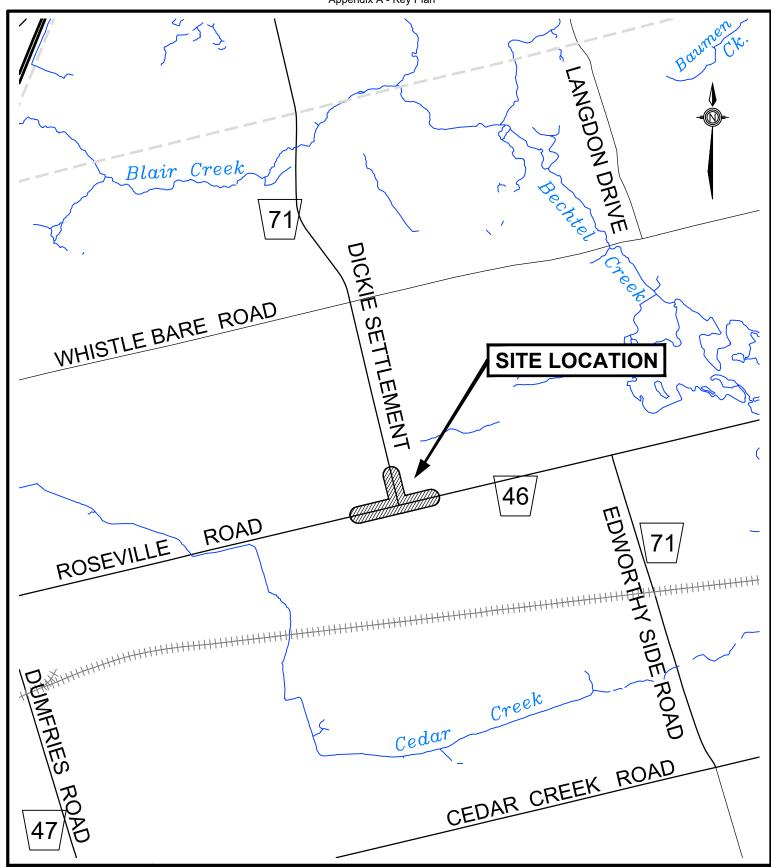
Appendix C - Responses to Public Consultation Comments

Prepared By: Steve Yonemitsu, Engineer, Design and Construction

Skylar Van Kruistum, Head, Design and Construction

Reviewed By: Phil Bauer, Director, Design and Construction

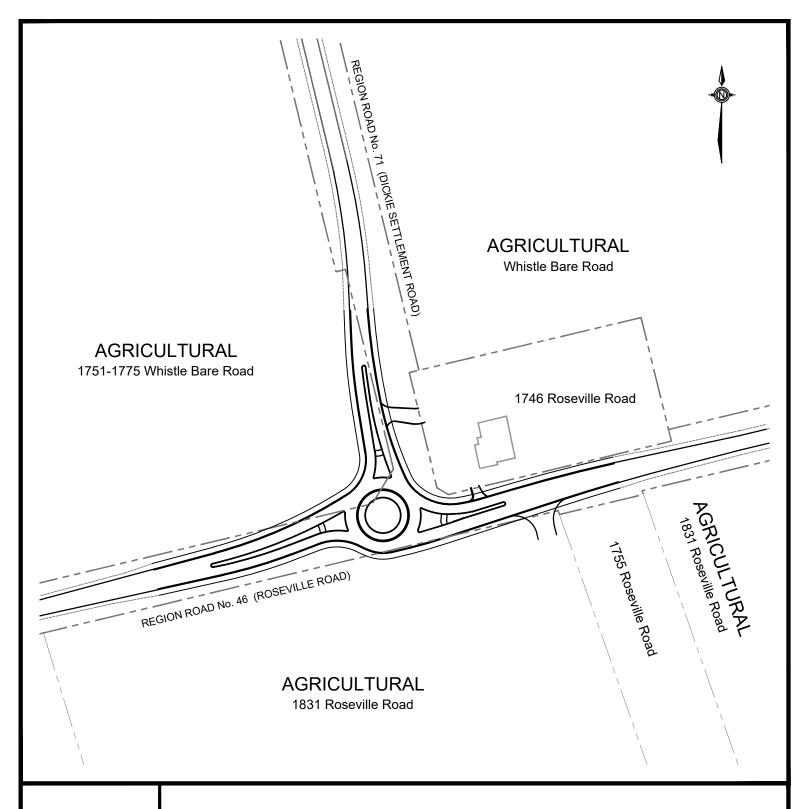
Approved By: Jennifer Rose, Commissioner, Engineering and Environmental Services





REGIONAL ROAD No. 46 (ROSEVILLE ROAD) AND REGIONAL ROAD No. 71 (DICKIE SETTLEMENT ROAD) TOWNSHIP OF NORTH DUMFRIES

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ROUNDABOUT AT REGIONAL ROAD No. 46
(ROSEVILLE ROAD) AND REGIONAL ROAD No. 71
(DICKIE SETTLEMENT ROAD)
TOWNSHIP OF NORTH DUMFRIES

Apendix C – Responses to Public Consultation Comments

As part of the preliminary design process for this project, staff sought public input on the roundabout. Letters were delivered to property owners within the immediate vicinity of the intersection on January 12, 2022 and sign boards were posted on the three approaching roadways at the intersection directing residents to the EngageWR website.

Project information was available on the Region's EngageWR website, including contacts for appropriate Region of Waterloo staff and the opportunity to subscribe for project updates. The EngageWR website provided persons the opportunity to participate in a public survey regarding the project.

Main Concerns Raised Through the EngageWR Survey

The Engage website recorded a total of 127 responses to the four questions in the survey. 7 survey responders own a property at the intersection, 127 responders drive through this intersection, 19 responders cycle through this intersection and 6 responders walk through this intersection.

From the Engage survey there were 66 responses that liked a roundabout at this location while 57 did not provide a positive comment when asked the question, "What do you like about a proposed roundabout at this location?"

Feedback from the public included concerns as well as support for the roundabout. Responses to the main themes raised by the public and adjacent property owners are below:

a) Concern for the Safe Passage of Large Agricultural Equipment

Respondents expressed concern for the size of the roundabout and that it should be large enough to accommodate farm agricultural equipment.

Staff noted that the roundabout, including the entrance and exit to the roundabout, would be designed geometrically to sufficiently accommodate large agricultural equipment. The roundabout design will include mountable curb and gutters with an adjacent asphalt path behind the curb to provide the required width for large agricultural equipment, similar to the existing rural roundabout at Hergott Road and Ament Line in the Township of Woolwich.

b) Concern for the Safe Movement of Large Commercial Trucks

The proposed single lane roundabout, including the entrance and exit to the roundabout, would be designed geometrically to adequately accommodate all types of large commercial vehicles. The roundabout design will include a turning apron with a mountable curb on the central island to compensate for a larger vehicle's off-tracking and reduce the points of conflict in the roundabout.

Apendix C – Responses to Public Consultation Comments

c) Benefit from Reduced Speeds Approaching and Entering the Roundabout

Respondents to the survey liked the fact that a roundabout reduces overall speed while entering and moving through the intersection. The geometry of the roundabout is design to reduce motorist speed when entering the intersection.

The Region's current practice is to lower posted speeds on Regional Roads to 60km/hr in each direction, within 400m of approach to a roundabout. In this case the posted speed would be reduced from 80km/hr to 60km/hr.

d) Benefit from Improved Traffic Flow Through the Intersection

Respondents to the survey also commented on the fact that a roundabout offers a better flow of traffic and reduced wait times.

Region staff add that during off peak times motorists will benefit from virtually no wait times.

e) Concerns for Cost and Impacts of Roundabout Construction

Regional staff acknowledge there is an immediate cost for roundabout construction. The proposed roundabout would reduce injury collisions, reduce delays, have lower life-cycle costs, and reduce idling times resulting in fuel savings and reduced vehicle emissions.

Traffic that uses this intersection will be impacted during roundabout construction. Upon completion of detailed design, construction staging and appropriate detours will be established based on a detailed assessment of construction scope and traffic management options. Regional staff will work with North Dumfries Township staff and emergency services personnel to develop staging and detour plans and will effectively communicate these plans to the public well in advance of construction.

Additional Responses

a) Education for Roundabout Users

Prior to completion of the roundabout construction, the Region will mail educational pamphlets to area residents, tenants and business owners promoting roundabout safety. Signs will be posted in advance of construction, informing motorists, cyclists and pedestrians of the upcoming roundabout and instructions on where to obtain educational online tools on the Safe Roads Waterloo Region website.

b) Adjacent Built Heritage Resources and Cultural Heritage Landscapes

Apendix C – Responses to Public Consultation Comments

Region Cultural Heritage Staff advised that the former school building located at 1746 Roseville Rd. is listed in the Township of North Dumfries Heritage list as well as the Region of Waterloo Public Buildings Inventory Educational Buildings – Part 2.

As a result, a Cultural Heritage Report was completed, which included a review of the existing conditions and an assessment of the impacts to the surrounding land uses from construction of a roundabout.

The completed Heritage report identified the buildings at 1746 and 1755 Roseville Rd. as Built Heritage Resources (B.H.R.s) and the property located at 1751 Whistle Bare Rd. as a Cultural Heritage Landscape (C.H.L). The report noted that the proposed roundabout location as shown is anticipated to have no direct adverse negative impacts on identified B.H.R.s and C.H.L., and was recommended as the preferred alternative to carry forward from a cultural heritage perspective.

Adjacent Property Owners

Email correspondence, meetings, letters or phone discussions were held with the four potentially impacted property owners or their representatives. After some discussion with adjacent property owners, the roundabout location was adjusted slightly from the original proposal shown during the Public Consultation, in order to minimize property takings while avoiding any impact to the listed property at 1746 Roseville Rd.

Some of the interactions are as follows:

- 1751-1775 Whistle Bare Rd. In person on January 17 and March 30, 2022, email Feb. 23, 2022, March 25, 2022, April 14, 2022 and July 25, 2022.
 Technical meeting November 22, 2022. Letters September 16, 2022, December 13, 2022 and March 20, 2023;
- 1746 Roseville Rd. In person on March 1, 2022, email on March 25, 2022, in person August 9;
- 1831 Roseville Rd. Phone Feb. 23 and March 25, In Person April 4, 2022; and
- 1755 Roseville Rd. Phone March 23 and 25, 2022.

Report: EES-DCS-23-005

Region of Waterloo

Engineering and Environmental Services

Design and Construction

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Project Approval Report for a Roundabout at Roseville Road

(Regional Road No. 46) and Edworthy Side Road (Regional Road

No. 71), North Dumfries Township

1. Recommendation

That the Regional Municipality of Waterloo approve the recommended design alternative for a proposed single lane roundabout at Roseville Road (Regional Road 46) and Edworthy Side Road (Regional Road 71) in the Township of North Dumfries, as described in Report EES-DCS-23-005, dated August 15, 2023. Upon completion of construction, that The Regional Municipality of Waterloo amend Traffic and Parking Bylaw 16-023, as amended to:

- a) Remove from Schedule 17, Rates of Speed, 80 km/h on Edworthy Side Road (Regional Road 71) from Roseville Road (Regional Road 46) to 300 metres north of Cedar Creek Road (Regional Road 97);
- Add to Schedule 17, Rates of Speed, 80 km/h on Edworthy Side Road (Regional Road 71) from 400 metres south of Roseville Road (Regional Road 46) to 300 metres north of Cedar Creek Road (Regional Road 97);
- Add to Schedule 17, Rates of Speed, 60 km/h on Edworthy Side Road (Regional Road 71) from Roseville Road (Regional Road 46) to 400 metres south of Roseville Road (Regional Road 46);
- d) Add to Schedule 10, Level 2 Pedestrian Crossover, Roseville Road (Regional Road 46) at Edworthy Side Road (Regional Road 71), On All Entry and Exits.

2. Purpose / Issue:

A single lane roundabout is recommended at Roseville Road and Edworthy Side Road to improve safety and reduce delays to motorists.

3. Strategic Plan:

Approval of the Recommended Design Alternative meets the 2019-2023 Corporate Strategic Plan objectives under Strategic Focus Area 2, Sustainable Transportation to improve road safety for all users – drivers, cyclists, pedestrians.

4. Report Highlights:

The recommended roundabout will replace temporary traffic signals that were installed as an interim measure while the study took place to determine the best solution to improve safety at this intersection.

Feedback from the public included concerns as well as support for the roundabout. The main themes raised by the public and adjacent property owners are below:

- Benefit from reduced speeds approaching and entering the roundabout;
- Benefit from improved traffic flow through the intersection;
- Concerns for cost and impact from roundabout construction; and
- Concerns for the safe passage of large commercial trucks and agricultural equipment.

The roundabout, including the entrance and exit to the roundabout, will be designed geometrically to accommodate all users. The proposed roundabout will have lower lifecycle costs and reduce idling times, which will result in fuel savings and reduced vehicle emissions and will support the Region's climate goals.

5. Background:

The original intersection included astop sign for Edworthy Side Road and through traffic on Roseville Road. Temporary traffic signals were subsequently installed as an interim measure while a study was undertaken to consider permanent installation of traffic signals or construction of a roundabout. In the 5 year period between 2014 to 2018 there were a total of 4 collisions recorded: none were fatal, however, all 4 collisions had property damage. This criteria triggered a need for a study of this intersection and based on consideration of safety performance, traffic capacity and total life cycle costing, staff are recommending a roundabout as the preferred control at this intersection.

A roundabout will reduce the potential for injury collisions and reduce delays to

motorists when compared to the existing temporary traffic signals.

6. Communication and Engagement with Area Municipalities and the Public:

Area Municipalities: A meeting was held with North Dumfries Township staff, and the Region of Waterloo Project Manager to review the scope and timing of the project. North Dumfries Township staff are in favour of the roundabout.

Public: Letters were delivered to property owners within the immediate vicinity of the intersection. Phone discussions and email correspondence took place with all property owners who responded to the letters. Signs within the project limits were installed to direct the public to the Region of Waterloo's Engage WR website. The Engage website recorded 94 responses to the survey of which 50 responses were in favour of implementing a roundabout at this location.

Further information regarding the public consultation and responses is provided in Attachments C.

Financial Implications:

The Region's approved 2023-2032 Transportation Capital Program includes a budget of \$1,884,000 in 2023-2026 for the Roseville Road/ Edworthy Sideroad Roundabout (project #07609) to be funded from the Regional Roads Development Charges Reserve Fund.

7. Conclusion / Next Steps:

Subject to Council approval, Regional staff will initiate the property acquisition process, finalize detailed design and coordinate required utility relocations, with construction planned for 2025.

8. Attachments:

Appendix A Key Plan

Appendix B Preliminary Design Drawing

Appendix C Survey Responses Report

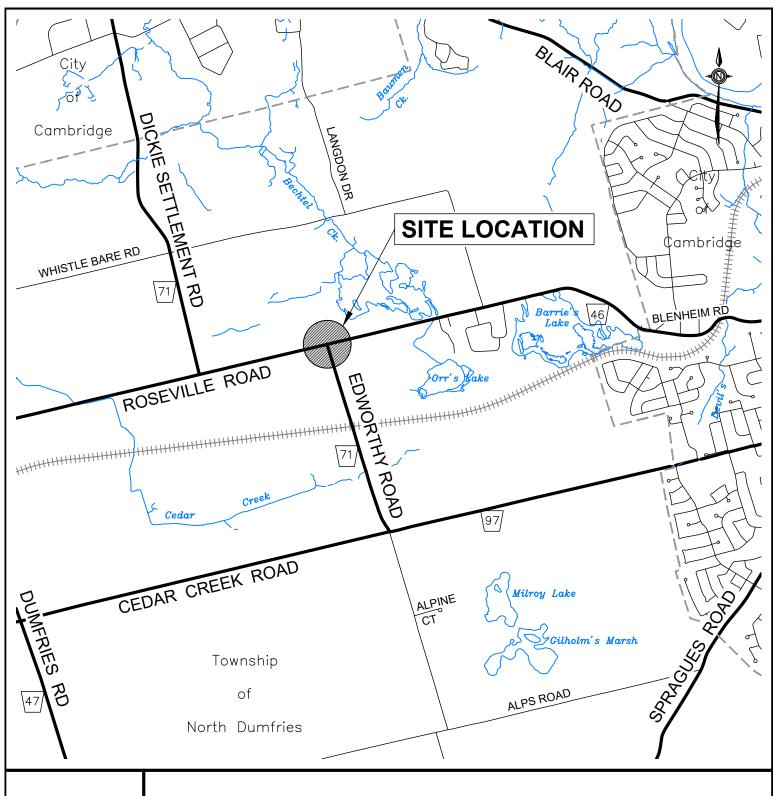
Appendix D Public Consultation and Responses

Prepared By: Jeff Nyenhuis, Senior Engineer, Design and Construction

Marcos Kroker, Head, Design and Construction

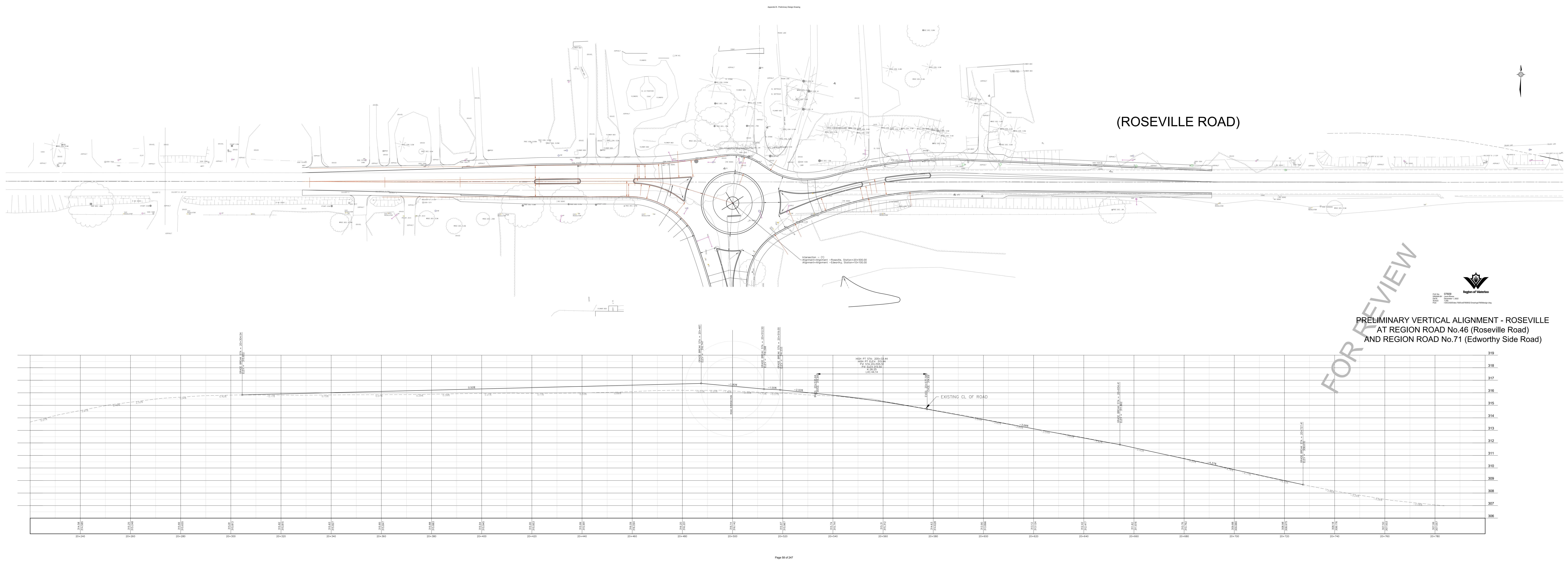
Reviewed By: Phil Bauer, Director, Design and Construction

Approved By: Jennifer Rose, Commissioner, Engineering and Environmental Services





ROUNDABOUT AT REGION ROAD NO.46 (ROSEVILLED ROAD) AND REGION ROAD NO.70 (EDWORTHY ROAD)



Please provide your comments

SURVEY RESPONSE REPORT

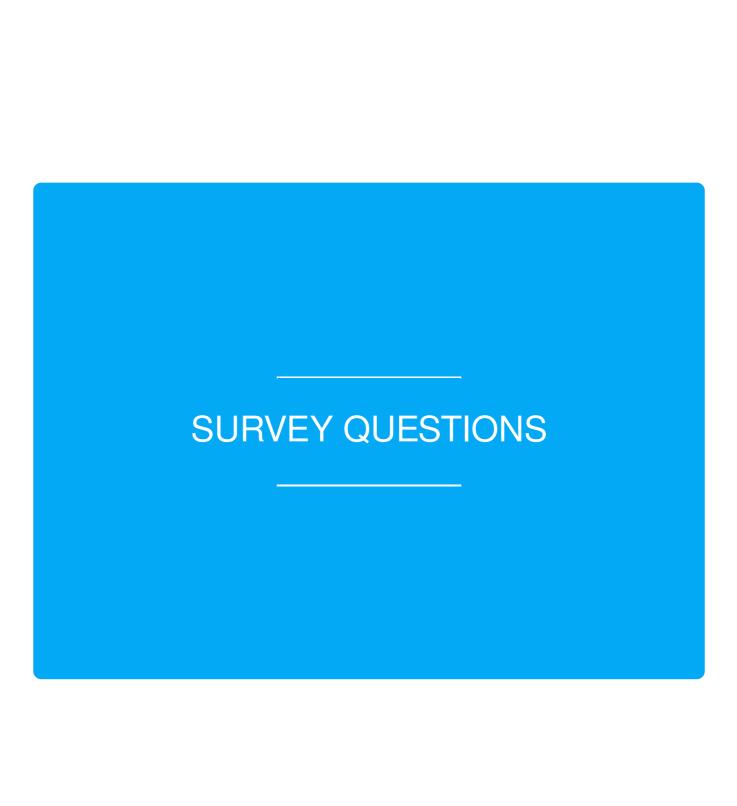
15 August 2018 - 13 April 2023

PROJECT NAME:

Proposed Roundabout—Township of North Dumfries at Roseville Road (Regional Road 46) & Edworthy Side Road (Regional Road 71)



Please provide your comments : Survey Report for 15 August 2018 to 13 April 2023



What advantages do you see to a proposed roundabout at this intersection?

Anonymous

1/09/2023 12:50 PM

test

pbilk

1/09/2023 11:38 PM

It makes the three-way intersection flow better. This is safer because the roundabout not only lawfully and psychologically slow people down like traffic lights do, the roundabout physically slows down people. Formal crossings for pedestrians will be safer. May want to consider a multi-use path. All three roads appear to connect to the roundabout at an 85–90-degree angle, this decreases the chance of pedestrians or bicyclist being hit when cross as people can't tree right turns as fast slip lanes.

Anonymous

1/10/2023 09:31 AM

Vehicular traffic flow improved

Anonymous

1/11/2023 03:29 PM

None. This is a ridiculous waste of money

AJT

1/11/2023 04:11 PM

Fewer collisions

Anonymous

1/11/2023 04:48 PM

none

Anonymous

1/11/2023 05:47 PM

Absolutely no advantages

Anonymous

1/11/2023 06:32 PM

I like roundabouts for moving traffic

Anonymous 1/11/2023 06:46 PM

I do not see any advantages to a round about in Wilmot

(Snyder's/Nafziger)

Anonymous

Easier flowing traffic & price amp; ending the need for stopping for a whole

1/11/2023 07:02 PM light cycle when there are no cars around

Anonymous

None

1/11/2023 08:56 PM

Anonymous

1/11/2023 11:47 PM

I dont expect the region to even look at these surveys if the majority of the first 100 don't validate this ridiculous proposal. Why this and why now?? New Hamburg has speeders and break ins and gangs of kids with one cop driving down peel every four days. The police have ZERO presence here!! Please put money where it is needed.

Anonymous

1/12/2023 07:22 AM

Traffic flow

Anonymous

/12/2023 09:41 AM

Maybe at peak times would be faster

Anonymous

1/12/2023 10:56 AM

None! I do not see any advantages to having a roundabout at this location. The current traffic lights are working very well. There are very few accidents here.

Anonymous

1/12/2023 11:57 AM

No frustrating long waits. Safer.

Anonymous

1/12/2023 01:09 PM

less stopping and waiting for the light to change

Anonymous

1/12/2023 01:48 PM

None

Anonymous

/12/2023 02:23 PM

none

Anonymous

1/12/2023 03:03 PM

Better traffic flow for vehicles coming from the South; slow down

traffic through the east-west corridor

Anonymous

1/12/2023 03:03 PM

None

Anonymous

1/12/2023 03:03 PM

People don't use these properly...cause more accidents than traffic

lightsso i say NO!!!!!!

Anonymous

1/12/2023 03:36 PM

Not having the traffic stopped for long periods at this intersection.

Increased safety.

Anonymous

1/12/2023 04:37 PM

Better than the traffic lights. Can sit on Edworthy Road when no traffic

on Roseville Rd.

Anonymous

1/12/2023 05:38 PM

No advantage what so ever

Anonymous

1/12/2023 06:13 PM

A few seconds of travel time saved

Anonymous

1/12/2023 07:58 PM

None

Anonymous

1/12/2023 08:00 PM

None

Anonymous

1/12/2023 08:01 PM

NONE!!!!!!!!!!

Anonymous

1/12/2023 08:03 PM

Less chance of people having serious injury as result of collision as $% \left\{ 1,2,...,n\right\}$

this region grows.

Anonymous

1/12/2023 08:03 PM

Easy traffic flow with everyone having to slow down and look around

Anonymous

1/12/2023 08:04 PM

None. The lights currently there slow down the fast dumptrucks and

gravel trucks that travel daily

Anonymous

1/12/2023 08:12 PM

Less wait time

Anonymous

1/12/2023 08:15 PM

Roundabouts are always better than 4 way stops or traffic lights. used sparingly of course and only to replace either of the aforementioned. They are more green and economical using less vehicle brake-wear approaching and less gas leaving on acceleration. They are safer as you are aware a round about is approaching vs a light that may turn red as you approach and cause for quicker deceleration and on snowy roads this exasperates the procedure. roundabouts never go out in the event of a power outage. Roundabouts are less money to maintain vs traffic lights. They are less stressful versus sitting at a red light in the country with no oncoming or additional traffic which

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

Appendix C - Survey Responses Report happens regularly. Watching the invisible ghost cars drive by through the intersection while you are waiting for a green. No longer need to wait for sometimes long lights when nobody at intersection. More streamlined traffic flow. Increased traffic flow Decreased severity of accidents (no head on collisions) Cost savings - no need to maintain/electrify streetlights none None. Safer and more efficient Traffic flow Roundabouts are always preferable to lights. (e.g. robustness for weather, power-outages, etc.; improved traffic flow; no frustrating waiting at a red light when there is no other traffic) Vehicles at lower speeds, reduced road noise and pollution, safer

1/12/2023 10:06 PM

Anonymous

Anonymous

Anonymous

Anonymous

Anonymous

Anonymous

Anonymous

1/12/2023 09:18 PM

1/12/2023 09:13 PM

1/12/2023 08:52 PM

1/12/2023 08:42 PM

1/12/2023 08:39 PM

Anonymous 1/12/2023 10:16 PM junction for various road users.

Anonymous 1/12/2023 11:05 PM should move traffic better

Anonymous 1/13/2023 04:41 AM Reduced delay over the light, significant traffic moves between the west and south side.

Anonymous 1/13/2023 06:21 AM none

Anonymous 1/13/2023 07:21 AM while traffic is often maintained better one has to be careful of pedestrian traffic, cyclists, trucks going thru these roundabouts Samantha Hawkins

1/13/2023 08:18 AM

Ease of traffic flow

Anonymous

/13/2023 08:46 AM

Improved traffic flow

Anonymous

1/13/2023 10:43 AM

Since traffic lights were just put in, and solved the major problems of

this intersection, I see no advantages at this point.

Dot

1/13/2023 11:50 AM

none

Anonymous

1/13/2023 11:57 AM

Perhaps less delay, if gravel trucks don't have to stop

Anonymous

1/13/2023 12:20 PM

Improve traffic flow in an area that is still growing with many new

homes being built nearby.

Anonymous

1/13/2023 01:25 PM

Better traffic flow, higher capacity farther into the future, safer

navigation of this intersection

Anonymous

1/13/2023 05:08 PM

It will help the flow of traffic

Anonymous

1/13/2023 06:21 PM

Better traffic flows

Anonymous

/13/2023 08:35 PM

Keeps traffic flowing

Anonymous

1/14/2023 10:16 AM

None. It is a 3 way intersection with a stoplight and low volume of

traffic so no congestion.

Anonymous

1/14/2023 10:56 AM

None

Anonymous

1/14/2023 11:09 AM

Increases in average traffic speed (no need to stop), increases in car

traffic safety, potential increases in active transportation safety

(depending on design).

Anonymous

1/14/2023 11:22 AM

None. When this intersection was controlled by a stop sign it was dangerous and congested on Edworthy. After the RECENT installation of lights everything is working fine as is the case at Dickie Settlement and Roseville Road. I pass thru here almost every day and how did someone come to the conclusion a roundabout is an improvement. This was never explained. I live in the area and the recent installation of lights was the necessary improvement. Leave well enough alone.

Anonymous

/14/2023 11:56 AM

None

Anonymous

1/14/2023 12:45 PM

Increases flow of traffic

Anonymous

1/14/2023 01:11 PM

No advantages

Anonymous

1/14/2023 02:57 PM

None

Anonymous

1/14/2023 06:56 PM

Keep traffic moving while slowing the speed

Anonymous

1/14/2023 07:19 PM

1)Better traffic flow at almost all times of day, with possible exception of the occasional busy time 2) Reduced severity of crashes when they do occur - no T-bone crashes that cause more severe damage, especially personal injury. 3) Forces drivers to pay more attention to what they're doing.

Anonymous

1/14/2023 09:21 PM

If done right it could benefit traffic flow. It needs to be large enough (two lane) to handle future growth and ensure it is an improvement over the existing intersection in terms of safety and efficiency.

Anonymous

1/14/2023 10:02 PM

None that I can see.

Anonymous

1/15/2023 10:23 AM

Better traffic flow

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

Remove traffic signal and hoping reduce delays going through Anonymous intersection during off peak driving times Anonymous NONE! I think a roundabout will make this intersection more 1/15/2023 07:13 PM dangerous. None Anonymous 1/15/2023 08:07 PM Anonymous None at all 1/15/2023 08:25 PM Anonymous none The new traffic lights are nice - a big improvement over the stop sign, Anonymous 1/17/2023 10:36 AM however a roundabout would keep traffic (many, many trucks) moving traveling northbound on Edworthy and westbound on Roseville. For these trucks to have to slow to a stop, then get back to speed (with full aggregate loads) is a waste of time and fuel. Should speed things up! I am all for it. Anonymous 1/19/2023 09:58 PM Anonymous Less delays and accidents. Keep the gravel trucks moving. 1/19/2023 10:33 PM Hi I hope it will reduce the speed and stop the cars and trucks from Anonymous racing down to Dickysettlement road and hope it will handle 5 to 10 tandom dump trucks an hour and cement trucks and regular tramsports and cars Anonymous It will keep the traffic moving more efficient especially with the new homes being built close to Cambridge. I realize that roundabouts move traffic more efficiently, Anonymous none that can justify the use of or disruption and expense of a single Anonymous lane roundabout at this site 1/26/2023 04:22 PM

Anonymous

1/27/2023 12:54 PM

I enjoy roundabouts as I see them as effective

Anonymous

/29/2023 09:45 AM

Better traffic flow. Keep the gravel trucks moving. I often have to wait

at the red light when there is no other vehicle traffic.

Anonymous

1/30/2023 05:47 PM

None

Anonymous

2/02/2023 11:13 AM

Making it safer to use the intersection, eliminating wait times at a red light when there is no traffic, and making it easier and safer to make

left turns at busy times.

Anonymous

2/02/2023 05:09 PM

The traffic coming from Edworthy sideroad piles up enough that not everyone can make it through during the green light, and having a

roundabout there would ease that.

Anonymous

2/05/2023 06:59 PM

Less accidents hopefully

Anonymous

2/06/2023 11:44 AM

I Dont see any advantages to adding a roundabout at this intersection, the lights work well in regulating the traffic.

Anonymous

2/07/2023 06:07 PM

I don't. It is a big waste of tax payers money, and it will be a big

inconvenience to my commute to work.

Anonymous

2/07/2023 06:45 PM

NONE

Anonymous

2/07/2023 09:49 PM

None

Anonymous

2/08/2023 08:15 AM

Increased traffic flow.

Anonymous

2/08/2023 02:17 PM

None

Appendix C - Survey Responses Report

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

Anonymous

2/09/2023 12:45 PM

NO advantage. The stoplight was added not long ago. It works well. The push for the roundabout comes from the gravel pit people and the cement companies.

Anonymous

2/09/2023 09·21 PM

None

Optional question (95 response(s), 5 skipped)

Question type: Essay Question

Q2 What disadvantages do you see to a proposed roundabout at this intersection?

Anonymous

1/09/2023 12:50 PM

test

pbilk

1/09/2023 11:38 PM

This is safer than what was there before but not safe for all road users. No future proofing for bicycle traffic that is being designed 2.6km away (8-minute bike ride). This roundabout should be designed to take facilitate a bi-directional multi-use path on the south side of the road to allow residents near the roundabout to cross to bike, jog or walk into Cambridge or the nearby development. It's cheaper to do it now and unlike a retrofit later. A rural Dutch roundabout design (protected roundabout) should be built at the same time for leisure and sport cyclists. We have had too many bad collisions with people on bikes and people in cars already, the current design is flawed. It doesn't have to be this way and it seems that they designers of Waterloo Region know this and still don't take obvious action on new projects like these. I have personally used this rural roundabout in Zelhem, Gelderland during my trip in the Netherlands https://goo.gl/maps/xKWMuYPeK2FrQi4w5. This intersection has the crossing far enough back to allow at least one car to pull off the roundabout to let anyone cross. However, this crossing, bicyclist need to give way to cars. Here is an urban one that cars give way to bicyclist and pedestrians https://goo.gl/maps/H13xVePbLjbQGY1z6.

Anonymous

1/10/2023 09:31 AM

Expense as traffic lights were just recently installed. Pedestrian and bicycle traffic will not be as safe. We need to cross through this intersection at least twice a day as a pedestrian. It will not be as safe with a roundabout as it is with traffic lights. There is much traffic and many heavy trucks.

Anonymous

1/11/2023 03:29 PM

Roundabouts cause more accidents than improve traffic flow. You need to spend this money in things like a stronger police presence in

tne	townships	

AJT

1/11/2023 04:11 PM

Delays due to trucks straddling lanes - increased idle time waiting in

line

Anonymous

1/11/2023 04:38 PM

The cost of expropriating property The impact on those properties of

having a roundabout at the end of their driveways

Anonymous

1/11/2023 04:48 PM

accident waiting to happen

Anonymous

1/11/2023 05:47 PM

There isn't enough space to construct a roundabout!!!!! Roundabouts are a hazard to pedestrians and cyclists - this intersection has a lot of pedestrian traffic from the local high school. There is a lot of confusion as to the driving rules for a roundabout - signal indicators are or are not required and most drivers do not yield to drivers in the roundabout!!! The adjacent cemetery is too close to the roundabout

and potential exposure to damage is unacceptable.

Anonymous

1/11/2023 06:32 PM

None

Anonymous

1/11/2023 06:46 PM

Snyder's/Nafziger - There doesn't t seem to be traffic back up's at this intersection any time of day exp won't for school arrival and dismissal times. The issue that causes this back up is not the traffic lights but rather poor access to getting into and out of school parking lots. There are 2 schools beside each other with similar start and end times. Each school has one entrance and one exit which causes

traffic.

Anonymous

1/11/2023 07:02 PM

Transport trucks and tractors may struggle

Anonymous

1/11/2023 08:56 PM

This intersection isn't busy 24-7. With a roundabout, cars will still line up to wait to pass through the roundabout during rush hour.

Anonymous

1/11/2023 11:47 PM

They are a danger. 43% of wilmots population is over 55. A LOT of seniors have difficulty with these new intersections. its not what they grew up with and they are intimidating if a few cars are in the circle. Do you have data comparing roundabouts vs. 4 way lights safety, not

traffic flow.

Anonymous

1/12/2023 07:22 AN

Personally I think roundabouts cause as many accidents as lights do. Major construction causing reroutes for a busy street.

Anonymous

1/12/2023 09:41 AM

I think it will be harder for horse and buggies to get through. Also, I think tractors will have a hard time, and transport trucks.

Anonymous

1/12/2023 10·56 AM

There is a HUGE number of homes that would be directly impacted by a roundabout at this intersection. The hill on Roseville Road approaching the intersection from the east is also a concern for me considering the number of gravel trucks and cement trucks that use this road. I think it would cause lengthy delays, especially in winter, in getting through the roundabout because of these trucks essentially having to stop before entering and then being very slow to get going again with the weight that they are carrying. If there is an accident in or at the roundabout the detour around that intersection would be very long from any direction. Property values will decrease in the area. A lot of drivers like to think they are race car drivers in roundabouts. I see so many cars that drive way too fast at other roundabouts so I like having the traffic light here to prevent speeding cars. Roseville Road is already a race track!

Anonymous

1/12/2023 11:57 AM

None

Anonymous

1/12/2023 01:09 PM

many large trucks use that intersection and if a roundabout isn't large enough, it could cause issues for those trucks.

Anonymous

1/12/2023 01:48 PM

Large gravel trucks and dump trucks use both of these roads, especially Edworthy Side Road. In my opinion, round about make negotiating the circle awkward and difficult for these trucks. As well, the traffic lights that are there now are a far better option. Not every intersection needs a round about. In addition, given the hill on Roseville Rd, if the inner section of the round about is built up with plantings etc., as most in the Region are, visibility will be minimal.

Anonymous

1/12/2023 02:23 PM

There are a large number of trucks using this intersection, due to at least 2 nearby gravel pits. A roundabout would need to be designed to make large truck navigation easy. Hopefully the trucking companies and drivers have been consulted?

Please provide your comments : Survey Report for 15 August 2018 to 13 April 2023

Anonymous	None
1/12/2023 03:03 PM	
Ananymaus	Unnecessary cost for an intersection that normally has minimal traffic.
Anonymous	
1/12/2023 03:03 PM	The light is more than sufficient.
A 10 0 10 1 100 0 1 10	Legge things the way they are letter esting the toyngyare maney!!! IF
Anonymous	Leave things the way they arestop eating the taxpayers money!!! IF
1/12/2023 03:03 PM	it's NOT brokewhy try to fix it???
Anonymous	Gravel and cement trucks have challenges with roundabouts. This
1/12/2023 03:13 PM	may increase travel time for everyone.
1/12/2023 03.13 PW	may increase traver time for everyone.
Anonymous	None.
1/12/2023 03:36 PM	None.
1/12/2020 00:00 1 191	
Anonymous	None
1/12/2023 04:37 PM	
Anonymous	Disrupting the cemetery there very disrespectful. In the early morning
1/12/2023 05:38 PM	during school drop off and pick up the people trying to get out of the
	parking lot of the high school would never get out the lights cause a
	break in traffic for traffic to get out of the high school a round about
	will prevent that from happening
Anonymous	Not really necessary, in my opinion. I think a roundabout at Edworthy
1/12/2023 06:13 PM	S Road and Cedar Creek Road is needed more.
Anonymous	Increased traffic confusion. Roundabout are NOT the cure-all for
1/12/2023 07:58 PM	traffic issues. Increased enforcement and education are essential.
Anonymous	'Increased accidents
1/12/2023 08:00 PM	
Anonymous	Gravel trucks use this intersection minute by minute and a round
1/12/2023 08:01 PM	about would make it dangerous. There is not enough room to make a
	proper roundabout. Too close to the residences on that corner. It
	would never be safe for cyclists or pedestrians. This is one of the
	worst proposed roundabouts I have heard about.
	- or proposed accommodate and accommodate

Appendix C - Survey Responses Report

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

I don't see a disadvantage that slowing vehicles down as they ho Anonymous 1/12/2023 08:03 PM thorough this intersection safely Anonymous Some drivers need to get used to new intersection design 1/12/2023 08:03 PM Anonymous The abundance of truck traffic makes a round about in this area a 1/12/2023 08:04 PM safety Hazzard and with a lot of joggers, bikers and walkers in this area because of lack of transit Anonymous People in the region are not properly educated on the proper use of 1/12/2023 08:12 PM roundabouts Anonymous None really Anonymous Large amounts of truck traffic in the area may not be suited to a 1/12/2023 08:39 PM single lane round about. Anonymous None 1/12/2023 08:42 PM Our bike club goes through this corner with no problems. Anonymous Anonymous There are very large trucks that are constantly using these two roads 1/12/2023 09:13 PM because of the gravel pits. Can they navigate a 1 lane roundabout? Wait times: Basically none. The intersection has a sensor that changes the traffic light quite quickly. Will you have to encroach onto the properties of the landowners? I am certain they will not be happy. Anonymous None 1/12/2023 09:18 PM Anonymous Construction delays 1/12/2023 09:39 PM Only political objections. Anonymous 1/12/2023 10:06 PM

Anonymous

1/12/2023 10·16 PM

Unfortunately due to the lack of dedicated pedestrian and cycling infrastructure due to the rural nature of this junction, the roundabout seems to inherit these deficiencies. It is unclear from the roundabout siteplan whether the paths on the north and south side of Roseville Rd. are pedestrian only or shared multi-use path segments that extend partially on either side of the junction, for expansion in the future. The siteplan also does not indicate pedestrian crossings serving the roundabout. How will pedestrians in the area, such as dog-walkers and recreational users, safely navigate the roundabout? Additionally, how will cyclists flow through the roundabout?

Anonymous

1/12/2023 11:05 PM

you're going to close Roseville rd again. Come on it's been closed for the realignment, turtle crossing installation. Try coordinating your work.

Anonymous

1/13/2023 04:41 AM

None.

Anonymous

1/13/2023 06:21 AM

Is it cost effective

Anonymous

1/13/2023 07:21 AM

large trucks going thru this roundabout, cyclists using the area, any pedestrian traffic thou reduced at a an outlying area as this is compared to in town

Samantha Hawkins

1/13/2023 08:18 AM

There are so many slow moving heavy trucks that I wonder if there will be too much congestion.

Anonymous

1/13/2023 10:43 AM

The large number of trucks will likely slow the traffic at a roundabout given their need to go through very slowly. Lineups of trucks will happen making getting through the intersection take more time then with the traffic lights. Expropriation of some properties will be necessary.

Dot

1/13/2023 11:50 AM

Since this is only a three corner intersection I do not see any advantage to a roundabout.

Anonymous

1/13/2023 11:57 AM

End-of-day traffic returning home to Cambridge by traveling east on Roseville would need to yield to gravel truck traffic moving towards 401. Depending on traffic volume this could be a significant delay and safety may also be an issue

Anonymous

1/13/2023 12:20 PM

I don't see any disadvantages

Anonymous

1/13/2023 01:21 PM

If it's made too small. The region needs to make them big enough

Anonymous

1/13/2023 01:25 PM

possible property impacts

Anonymous

/13/2023 05:08 PM

none

Anonymous

1/13/2023 06:21 PM

None

Anonymous

1/13/2023 08:35 PM

Expensive

Anonymous

1/14/2023 10:16 AM

Unnecessary cost, trucks doing roundabouts will slow traffic on Roseville rd. Safety of bikers and people walking are also key.

Anonymous

1/14/2023 10:56 AM

Heavy Truck traffic especially in early morning will tie up roundabout

better with lights

Anonymous

1/14/2023 11:09 AM

The currently proposed design is incredibly unsafe for all road users not in cars. The massive turning radii encourage cars to continue at high speeds through pedestrian and cyclist areas, and there's no form of traffic calming to slow traffic down (such as raised crossings).

Anonymous

1/14/2023 11:22 AM

Cost to the taxpayer at the expense of justifying an unnecessary

perceived improvement by those with self serving interests

Anonymous

/14/2023 11:56 AM

With all the dump truck traffic there will be delays

Anonymous

1/14/2023 12:45 PM

Close to people's homes - space needed for the project

Anonymous 1/14/2023 01:11 PM	Waste of money, waste of time, not needed, will cut into people's properties
Anonymous 1/14/2023 02:57 PM	Too many private driveways adding risk for more accidents in, entering and exiting roundabout.
Anonymous 1/14/2023 06:56 PM	May be an issue with the gravel trucks
Anonymous 1/14/2023 07:19 PM	It can be more stressful for some drivers, especially older ones. Some drivers can get impatient at busy times.
Anonymous 1/14/2023 09:21 PM	The intersection currently sees a high volume of large semi-truck traffic, a small roundabout will not suffice and could actually make things worse.
Anonymous 1/14/2023 10:02 PM	I don't think a round-about would add anything to this intersection; I don't think any advantage is worth the cost. I think the same result would be achieved by adding a right hand turn lane from Edworthy onto Roseville Road, as well as a right hand turn lane off of Roseville Road onto Edworthy; so that those turning right can do so on a red light, and don't have to wait for the light to turn green.
Anonymous 1/15/2023 10:23 AM	None
Anonymous 1/15/2023 11:09 AM	I doubt it will make a difference due to the volume of gravel trucks travelling this intersection during peak times. A lot of gravel truck operators do not know how to properly negotiate roundabouts and that itself will mitigate any time savings gained by creating a roundabout. In addition, the impact on residential property adjacent to the proposed roundabout would be very negative.
Anonymous 1/15/2023 07:13 PM	There is not enough space to build a roundabout at this location. It will cause chaos in with access to the church. I also anticipate more accidents at the schools if a roundabout is added to this location.
Anonymous 1/15/2023 08:07 PM	More accidents - people around here seem to have difficulty following rules for using a roundabout. Also, I think it would interfere with the houses/families at that site. There is very little waiting time with

signals at this intersection, in my opinion.

Anonymous

1/15/2023 08:25 PM

Not necessary, recent stop light install works great

Anonymous

1/15/2023 09:37 PM

There are too many variables at this junction of roads.....This is an 80 km zone currently north/south, there is a lot of high school traffic all day to and from WO, vehicle, pedestrian traffic, bicycles, moped, skateboard, longboard, tractor trailers, farm vehicles & amp; machinery, horse and buggy, just to name a few. It is the gateway to and from 7/8. We also have a more mature community that may not be familiar with how to drive a roundabout. This would be a huge mistake for the safety of our residents and anyone passing through. Speed is a huge concern in Wilmot, along with safety. If residents are doing donuts and treating areas like Beck Park as the Indy 500, and Courts where families live, you can just imagine the shenanigans with having a roundabout. The lights are not a problem now, but building a roundabout will be deadly, PLEASE DO NOT BUILD a roundabout.

Anonymous

1/17/2023 10:36 AM

If a roundabout here is as badly designed as the one at Dickie Settlement and Fountain (too small for trucks, and goes from 2 lanes to one too quickly), it will be worse than the lights.

Anonymous

1/19/2023 09:58 PM

None

Anonymous

1/19/2023 10:33 PM

Construction/temporary road closure to Roseville Road.

Anonymous

1/22/2023 10:30 AM

In order for this roundabout to be effective there should also be another roundabout at the next intersection of Roseville road and Dickie Settelment Road

Anonymous

1/25/2023 10·29 AM

The traffic light helps me, exiting and entering my driveway... There are hundreds of gravel trucks using Rosehill Road every day. I don't know how that will affect the traffic in the roundabout.

Anonymous

1/26/2023 04·22 PM

a) Design limitations - If significant volumes of large commercial trucks (gravel, cement, etc.) are expected to use the lane plus the paved shoulder to navigate through the single lane roundabout, how will school buses, garbage trucks, bicycles, pedestrians, mail delivery and private driveway accesses be accommodated? How will the

private landowners go east on Roseville Rd. for example? and how will this proposed roundabout ease traffic congestion? b) loss of large heritage oak trees c) this proposal doesn't resolve the delays caused by CPR trains on Edworthy Rd. There will still be vehicle backups to the intersection with Roseville Rd. How will this proposal reduce the current delays caused by excess volumes at rush hour times?

Anonymous

1/27/2023 12:54 PM

The confusion some feel using them and people who complain about them. Also a disadvantage is if there are more important places like

Trussler Road for eg.

Anonymous

1/29/2023 09:45 AM

Temporary construction annoyance

Anonymous

1/30/2023 05:47 PM

Large dump trucks and lots of commercial vehicles. Expanding size of road for no reason. Stop signs worked before but lights are the safer.

Anonymous

2/02/2023 11·13 ΔN

Improper use of the roundabout by people who are unaware of how to use them could cause safety concerns.

Anonymous

2/02/2023 05:09 PM

All the traffic going through that intersection will just get piled up at the Roseville/Dickie Settlement intersection instead. All the big trucks will have trouble getting through the roundabout in decent time. There isn't really a huge need for an intersection there.

Anonymous

2/05/2023 06:59 PM

 \mbox{Help} to slow drivers down. I walk in the area and their always

speeding by me..

Anonymous

2/06/2023 11:44 AM

faster traffic, increased chances of collisions.

Anonymous

2/07/2023 06:07 PM

It is a big waste of tax payers money, and it will be a big

inconvenience to my commute to work.

Anonymous

2/07/2023 06:45 PM

TOO MANY TRANSPORT TRUCKS USE THIS SITE

Anonymous

2/07/2023 09·49 PM

Truck traffic back up which will create challenges for homeowners

getting out of their driveways

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

Anonymous

2/08/2023 08·15 AM

Increased accidents due to lack of driver education.

Anonymous

2/08/2023 02:17 PM

I feel the trucks that use that intersection will slow the flow of traffic, causing more traffic delays. The traffic lights that were installed a few years back are working well.

Anonymous

2/09/2023 12:45 PM

Roundabouts do not work well in a high traffic situation. The giant diesel gravel trucks and cement trucks will be polluting our air at a stoplight of course and even more at a roundabout as they gear down and accelerate away from a roundabout, especially when traffic thickens. Those giant trucks are a menace to smaller vehicles in a roundabout. Pedestrians and cyclists are most vulnerable and will be wiped out in a roundabout. We have driven and cycled thru that intersection for years. No problem at present but a disaster coming.

Anonymous

2/09/2023 09:21 PM

Increased traffic and higher speeds

Optional question (96 response(s), 4 skipped)

Question type: Essay Question

Is there any information you'd like to share with the project team regarding this design?

Anonymous

1/09/2023 12:50 PM

test

pbilk

1/09/2023 11:38 PM

Please observe rural Dutch roundabout design. Rural roundabouts usually give way to cars that also work as multi-use paths, this encourages active transportation and makes children and youth less dependent on their parents.

https://goo.gl/maps/yFZB4cQ2hJDS2aqh9 If you look down the bidirectional bike path you can see people also walking on it. I witnessed this personally as I biked down that path outside a small village. I am taking an online course from the University of Amsterdam on Rethinking Our Streets and it's been valuable on (1st) rethinking and being innovative with our streets, and (2nd) how to doing community testing and interaction well, and how to gain trust in the community. So far, the Region of Waterloo does that well and kudos to all of you! Keep up the great work.

Anonymous

1/10/2023 09:31 AM

If the roundabout goes ahead contrary to our safety concerns, the communal mailbox should be moved to a safer location.

Anonymous

1/11/2023 03:29 PM

Again a ridiculous idea. Can't see anyone here agreeing to this so if it goes ahead we know you ignored the survey. The region always mimimizes the townships.

AJT

1/11/2023 04:11 PM

This roundabout will be used extensively by gravel trucks and construction vehicles. Traffic delays are noted at existing regional roundabouts due to trucks having to straddle lanes. Will the design of this particular roundabout address this problem?

Anonymous

1/11/2023 04:38 PM

Why did you not consider a roundabout before installing costly traffic lights?

Anonymous

1/11/2023 05:47 PM

Why does the Region have so many different roundabout designs? Why is there vegetation planted in the Center of so many roundabouts since this obstructs sight lines for drivers - European roundabouts never have this feature and never have pedestrian crossing at a roundabout!!

Anonymous

1/11/2023 06:46 PM

Should it go ahead then safe crossing areas for pedestrians, particularly students, need to be in place and not located directly at / in the round about.

Anonymous

1/11/2023 08:56 PM

There is a huge fulfillment centre being built nearby, and the potential for many more delivery trucks/transport trucks to use this intersection. It is already used by thoughtless drivers from the nearby gravel pits. Roseville Road is terrible for cyclists. We've had gravel and dust pour off of the gravel trucks onto as they pass us cycling. I don't think a roundabout will control the big trucks. They will just bully their way through the roundabout like they do elsewhere. With a traffic light, they are legally obligated to stop. The light at this intersection is fairly new. I don't understand why the Region has used budget money for the light, and now wants to spend more money so soon on this intersection. Why can't the traffic light stay at this intersection for a while longer so the Region assess the impact of vehicle traffic from the new fulfillment centre on the corner of Fountain/Dickie Settlement? Residents and drivers who use Roseville/edworthy intersection will have to deal with the construction while the roundabout is being created AND the overall increase in traffic due to the fulfillment centre. It won't just be the trucks that increase traffic,

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

but also employee's vehicles. Spend budget money on the Dickie Settlement/Fountain street roundabout. It is already a dangerous nightmare for cyclists and pedestrian trying to cross the road during rush hour, and that roundabout will get worse once the fulfillment centre opens! I feel like these surveys are merely lip service. The Region is looking says it is looking for feedback, but has likely already decided that this project will go ahead.

Anonymous

1/11/2023 11:47 PM

Please publicly share your reasons and research

Anonymous

1/12/2023 10:56 AM

I like the idea of a roundabout at Roseville Rd and Dickie Settlement

way more.

Anonymous

1/12/2023 11:57 AM

No

Anonymous

1/12/2023 01:48 PM

Personally I think the traffic lights are sufficient for traffic control especially given the amount of traffic and the size and number of large gravel and dump trucks that travel these roads.

Anonymous

1/12/2023 02:23 PM

If you're trying to speed up traffic in that area, I would suggest paving the first few hundred yards of shoulder as you turn right from Roseville Sideroad onto Whistlebare Road and make it a truck lane, so the line up of trucks which the commuters have been crawling behind for 5 minutes (all the way from just outside Cambridge on hwy 97) can pass safely. It would seem like a much cheaper, easier solution.

Anonymous

1/12/2023 03:03 PM

None

Anonymous

1/12/2023 03:03 PM

No

Anonymous

1/12/2023 03:13 PM

If a roundabout is built, make it more truck friendly than current

roundabouts.

Anonymous

1/12/2023 03:36 PM

None.

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

Anonymous 1/12/2023 04:37 PM Roseville Rd and Dickie Settlement Rd needs a round-a-bout first.

Anonymous

1/12/2023 08:01 PM

Spend some time at this intersection during the day and you will see

why this is a terrible idea.

Anonymous

1/12/2023 08:03 PM

I find I spend less time at a round-a-bouts then a traffic light

Anonymous

1/12/2023 08:03 PM

Roundabout are in rural areas are best for safety

Anonymous

1/12/2023 08:04 PM

Two lanes are mandatory for safety due to truck useage

Anonymous

1/12/2023 08·12 PM

Please ensure there is not a surprise bottleneck at the exit of the

roundabout...

Anonymous

1/12/2023 08:42 PM

Minimize impact on local houses

Anonymous

1/12/2023 09:13 PM

I was annoyed about having these traffic lights installed..but in the end ..they have worked out well. Please keep them. Thank you for

reading my thoughts on the matter.

Anonymous

1/12/2023 09:18 PM

Not really

Anonymous

1/12/2023 10:16 PM

Just an encouragement to triple check the geometry of the northern portion of the roundabout serving Roseville Rd. Is the proposed

geometry as a turning correction sufficient to slow down vehicles

approaching from the east?

Anonymous

1/12/2023 11:05 PM

stop closing the road, doing work, closing the road doing more

work.lt's called planning.

Anonymous

1/13/2023 04:41 AM

Please maintain a cycle lane through the intersection and not divert to

a pedestrian crossing.

Anon	ymous
------	-------

1/13/2023 07·21 AN

I lived at browns ave for many years, used this road in service truck and personal driving, cycling, have to be real careful cycling along the area now, lots of out of towners, but not limited to, go thru pretty quick on the Roseville Road

Dot

1/13/2023 11:50 AM

Perhaps just a larger stop sign with a red flashing light,

Anonymous

1/13/2023 11:57 AM

Should think and plan for the long-term. Need to get gravel trucks away from the Cambridge urban cores by providing bypass routes. In West Galt, this would require using the 401 for East - West travel as an alternative to Cedar Creek Road, and perhaps by using Edworthy and Franklin for North - South travel as an alternative to Water, Ainsley, etc.

Anonymous

1/13/2023 01:21 PM

This is another major route for many farmers in the area using large farm equipment. Please please please consider the size of these roundabouts It is dangerous to make them too small. Also as you are aware this area has a large truck presence. Just make they are big enough,.... Not like the Blair Road roundabout. Please remember the farmers in our townships and Regions. It is logistically getting difficult to farm in the Region. Please be kind to your local farmers!

Anonymous

1/13/2023 06:21 PM

Add bike lanes

Anonymous

1/13/2023 08:35 PM

No

Anonymous

1/14/2023 10·16 AM

Instead, implement a right hand turning lane at Edworthy and on west side Roseville Rd so vehicles can proceed when safe.

Anonymous

1/14/2023 10:56 AM

Truck traffic is very heavy Some have extra long trailers Make sure roundabout if passes has increased width and manoeuvrability for trucks of all sizes

Anonymous

1/14/2023 11:09 AM

The team should consider a design with a lower turning radius to shorten crossing distances and make pedestrians safer due to slower car traffic. This also wouldn't change the average traffic speed much, as when in the roundabout cars will still need to slow down, this would just require slowing down slightly earlier to improve pedestrian safety as well.

Anonymous 1/14/2023 11:22 AM	Since the erection of signs in the area promoting the proposed change there is little doubt this is a done deal and impute is just a way of blowing smoke.
Anonymous 1/14/2023 11:56 AM	Traffic on Dickie Settlement is backed up waiting to get through the circle at rush hour
Anonymous 1/14/2023 12:45 PM	Single lane roundabouts can be challenging for trucks - there are a lot of trucks that use this road due to gravel pits
Anonymous 1/14/2023 01:11 PM	I drive through this intersection every day twice a day around the busiest traffic times and there is no line ups and waits for this light more than 3 or 4 cars . The flow of traffic is completely fine
Anonymous 1/14/2023 06:56 PM	Good idea
Anonymous 1/14/2023 07:19 PM	The larger the circumference the better, I think. Keep pedestrian crossing far enough from the exit to allow one car between exit and pedestrian crossing But I'm no traffic engineer so I might be wrong.
Anonymous 1/14/2023 09:21 PM	Please remove pedestrian crossings, they are dangerous as seen by recent events in KW. The current roundabouts in the region that include pedestrian crossings have proven to be dangerous. Move them further away or add overpasses, or warning lights at a minimum
Anonymous 1/14/2023 10:02 PM	There are plenty of other intersections that should be considered and would benefit from a round-about more than this one!
Anonymous 1/15/2023 11:09 AM	Move the roundabout as far away from nearby residences as possible
Anonymous 1/15/2023 07:13 PM	There is not space to build a roundabout in this location - consider the graveyard that is located right beside the location - and the church! This is a ridiculous location for a roudabout.
Anonymous	Too many driveways near by, light never has enough traffic, round

1/15/2023 08:25 PM

about not necessary

Anonymous

1/15/2023 09:37 PM

N/A

Anonymous

1/19/2023 09:58 PM

Make sure the lanes are clearly marked.

Anonymous

1/22/2023 10:30 AM

As noted in the previous question. Another roundabout at the next intersection of Roseville road and Dickie Settelment Road will make this one more effective.

Anonymous

1/25/2023 10:29 AM

Roseville Road is a speedway... I'm just afraid of accidents in the roundabout especially with all those trucks and cement truckS

Anonymous

1/26/2023 04:22 PM

Other Comments: - this proposed project appears to be premature. What is the justification of the 'need' for this approach and a justification for a roundabout as being the only way to improve the current situation? - What does the new/current Official Plan recommend for Roseville Road in the future, and is this information taken into account in this design process? Will this proposed roundabout need to be rebuilt/expanded in 10 years? Will Roseville Road need to become 4 lanes? - Does the Region in conjunction with North Dumfries Twp. need to consider a new transportation plan that would designate a bypass for traffic trying to get to Hwy 401, and Kitchener from the west side of Cambridge, North Dumfries and even Brantford/Brant County prior to any new roundabouts being constructed? - Do the traffic studies and design used for this project take into account the future 600-800 vehicles from the new Cambridge West subdivisions trying to get to and from Hwy 401 on a daily basis? - In addition, what does the OP suggest for the future of Whistlebare Road (North Dumfries Twp.), which will become a preferred alternative for commuters who will try to avoid at least 2 roundabouts on their way to Hwy 401. There is no doubt Whistlebare Rd will not be able to retain its rural character without future discussion and action.

Anonymous

1/27/2023 12:54 PM

I like the Drivers handbook diagrams on this topic from ontario.ca for clarification on navigating through them- seemed to clear up the confusion I had on lanes and exiting. That said I do prefer when they are one lane to take away the nervousness of other drivers crashing into you even if you are doing everything correctly.

Anonymous

1/29/2023 09·45 AM

I would like to see more roundabouts constructed on Roseville Road

Anonymous

1/30/2023 05:47 PM

This is a waste of money when the lights work.

Anonymous

2/02/2023 05:09 PM

Putting the roundabout at this intersection won't help move traffic enough unless the Roseville/Dickie Settlement intersection also becomes a roundabout. A roundabout at the Roseville/Dickie Settlement intersection on its own without this one would be an improvement.

Anonymous

2/05/2023 06:59 PM

Get better control over this intersection!

Anonymous

2/06/2023 11:44 AM

There are two wetlands divided by Edworthy Side Road (Regional Road 71) close to Cedar Creek & Degrams; Sawmill Tree Farm, just after the train tracks. These two wetlands have a large number of Ontario Turtles, mostly Snapping and Painted turtles. The turtle mortality rate in that area is very high. I drive through there everyday and I document the dead/injured turtles on my Inaturalist App. A fencing and a turtle crossing signs needs to be added to that area. For more details and evidence please feel free to email me at marwa.numan@gmail.com. Please note that Ontario turtles are species at risk and with all the gravel trucks driving heavily on that road, turtles have a very low chance of survival after being hit by trucks & Degrams.

Anonymous

2/07/2023 06:07 PM

Just change the light schedule for the lights that you just put in there three years ago, from about 8 pm until 5 am, make them flashing yellow on Roseville Road, and flashing red on Edworthy Sideroad.

Anonymous

2/07/2023 06:45 PM

NO

Anonymous

2/07/2023 09:49 PM

With the increased volume of truck traffic the trucks are currently creating a backlog with traffic so when they try to navigate a roundabout it will increase backups as seen frequently on Dickie settlement and fountain streets

Anonymous

2/08/2023 08:15 AM

Please do not cut down the giant oak tree at this intersection. There are few trees of this size. Move the location of the intersection to

Appendix C - Survey Responses Report

Please provide your comments: Survey Report for 15 August 2018 to 13 April 2023

ensure this tree stays. Please make the roundabout big enough to accommodate the significant amount of gravel truck traffic that use this intersection.

Anonymous

2/08/2023 02:17 PM

I don't see there is enough space for a roundabout that's large enough for the truck traffic that uses the intersection. Traffic lights

work well.

Anonymous

2/09/2023 12:45 PM

If it ain't broke, why fix it? This intersection is safe now. Why gobble up land and our regional funds for something not needed. A waste all

around

Anonymous

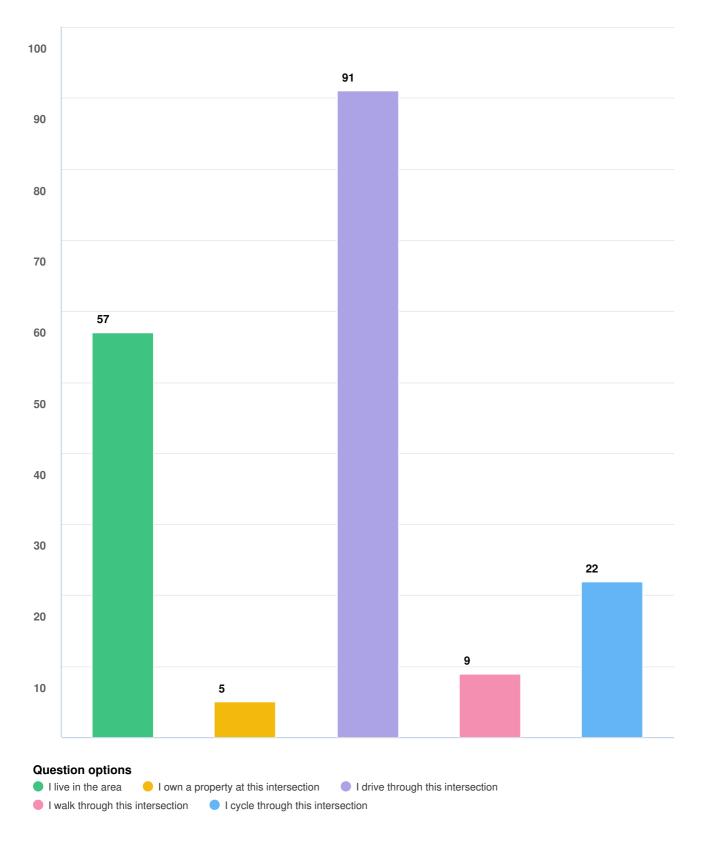
2/09/2023 09:21 PM

The traffic light was and is the best solution for this intersection. Roundabouts get traffic moving faster. Speeders already are a problem in this area. Before with no light it could take up to 5 minutes (not lying) to get out of my driveway. As I said earlier the light has solved that. Now if traffic would slow down I wouldn't have to worry about being rear-ended getting into my driveway. A roundabout in this small community is not needed, something to SLOW drivers from 80 kph to the posted 60 kph is. Roundabouts only speed up the flow and speed is already a problem.

Optional question (68 response(s), 32 skipped)

Question type: Essay Question

Q4 Please describe yourself as you relate to the project area. Please select all that apply:



Optional question (99 response(s), 1 skipped) Question type: Checkbox Question

Attachment D - Public Consultation and Responses

The Region of Waterloo proposes to construct a roundabout at Roseville Road and Edworthy Side Road in 2025 to address safety concerns that have been identified. Please refer to Appendix 'A' for a project Key Plan.

Please refer to Appendix 'B' for the preliminary design.

As part of the preliminary design process for this project, staff sought public input on the roundabout. Letters were delivered to property owners within the immediate vicinity of the intersection on January 9, 2023.

Email correspondence and phone discussions were held with impacted property owners as follows:

- 1528 Roseville Road January 10, 2023
- 1548 Roseville Road January 13, 2023
- 1556 Roseville Road January 24, 2023

Project notification signboards were placed at all four legs of the existing intersection from January 10th to February 10th, 2023.

Project information was available on the Region's Engage website, including contacts for appropriate Region of Waterloo staff, and the opportunity to subscribe for project updates. The Engage website provided the opportunity to participate in a public survey regarding the project.

A meeting was held with North Dumfries Township Staff on March 22, 2023.

Main Issues Raised by the Public and Adjacent Property Owners

The Engage website recorded that a total of 94 users participated in the survey and provided input. A complete record of the survey responses received is contained in Appendix 'C'. From the Engage website there were 50 respondents in favour of implementing a roundabout at this location. The main issues raised by the public and adjacent property owners have been summarized into the following themes:

a) Passage of Large Agricultural Equipment

Regional staff discussed this topic with neighbouring property owners. These businesses/ property owners have detailed knowledge of the size and mobility of large agricultural equipment that would require passage through this roundabout location. Staff noted that the roundabout, including the entrance and exit to the roundabout would be designed geometrically to adequately accommodate large agricultural equipment. Roundabout design will include mountable curb and gutter

with an adjacent asphalt surface behind the curb to provide the required width's for large agricultural equipment. Of this group of property owners they did not express concern regarding the proposed roundabout project provided there is adequate width for large agricultural equipment to pass though. The Region has constructed other roundabouts in rural settings (recently at Hergott Rd and Ament Line) where agricultural equipment frequently uses the roundabout with no concerns.

b) Volume of Commercial Truck Traffic

It is typical for commercial truck traffic to make use of roundabout intersections throughout the Region of Waterloo. The proposed single lane roundabout, including the entrance and exit to the roundabout would be designed geometrically to adequately accommodate all types of large commercial vehicles. Roundabout design will include a turning apron with a mountable curb on the central island to compensate for a larger vehicle's off-tracking and reduce the points of conflict in the roundabout.

c) Cost and impacts of Roundabout Construction

Regional staff acknowledge there is an immediate cost for roundabout construction at this location. The proposed roundabout would reduce injury collisions, reduce delays, have lower life-cycle costs, and reduce idling times resulting in fuel savings and reduced vehicle emissions.

Traffic that uses this intersection will be impacted during roundabout construction. Upon completion of detailed design, construction staging and appropriate detours will be established based on a detailed assessment of construction scope and traffic management options. Regional staff will work with North Dumfries Township staff and emergency services personnel to develop staging and detour plans and will effectively communicate these plans to the public well in advance of construction.

Report: EES-DCS-23-004

Region of Waterloo

Engineering and Environmental Services

Design and Construction

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Lancaster Street Reconstruction (Regional Road #29), Wellington

Street to Bridgeport Road, City of Kitchener - Project Design

Concept Approval

1. Recommendation

That the Regional Municipality of Waterloo approve the Recommended Design Concept for the proposed reconstruction of Lancaster Street between Wellington Street and Bridgeport Road in the City of Kitchener as outlined in Report EES-DCS-23-004 dated August 15, 2023.

Upon completion of construction, that The Regional Municipality of Waterloo amend Traffic and Parking By-law 16-023, as amended to:

- a) Amend Traffic and Parking By-law 16-023 to add to Schedule 22, Reserved Bike Lanes on both sides of Lancaster Street (Regional Road 29) from Wellington Street to Bridgeport Road, in the City of Kitchener as outlined in Report EES-DCS-23-004.
- b) Amend Traffic and Parking By-law 16-023 to delete from Schedule 2, Limited Parking on west side of Lancaster Street (regional Road 29) from Elizabeth Street to 45m north of Guelph Street, in the City of Kitchener as outlined in Report EES-DCS-23-004.
- c) Amend Traffic and Parking By-law 16-023 to delete from Schedule 4, No Stopping on east side of Lancaster Street (Regional Road 29) from Union Street to Ash Street, in the City of Kitchener as outlined in Report EES-DCS-23-004.
- d) Amend Traffic and Parking By-law 16-023 to add to Schedule 1, No Parking on west side of Lancaster Street (Regional Road 29) from Elizabeth Street to 45m north of Guelph Street and on east side of Lancaster Street (Regional Road 29) from Union Street to Ash Street and Arnold Street to 45m north of Guelph Street, in the City of Kitchener as outlined in Report EES-DCS-23-004.

2. Purpose / Issue:

To obtain Council approval for the Recommended Design Concept for the

reconstruction of Lancaster Street between Wellington Street and Bridgeport Road and proceed to detailed design, property acquisition and construction, pending budget approval.

3. Strategic Plan:

This project supports Strategic Focus Area 2 - Sustainable Transportation. It will offer residents more choice in active transportation and improve road safety with new boulevard cycle tracks and continuous sidewalks on both sides of the road.

4. Report Highlights:

The recommended Design Concept for Lancaster Street between Wellington Street and Bridgeport Road meets the following Regional strategic priorities:

- Supports active transportation with boulevard cycle tracks and continuous sidewalks on both sides of the road:
- Improves pedestrian safety and access to public transit with the installation of a pedestrian refuge island at the Hamel Avenue intersection and updated bus stops throughout the project; and
- Effectively manages the Regions assets by improving the condition of the road structure, storm drainage system and trunk watermain.

This project has approved budget for design in 2023 with forecasted funds in 2024 to 2027 to be refined through future budget processes in the Transportation Capital Program.

Please see Appendix A, B, C and D for more information.

5. Background:

The limits of this project include the Wellington Street intersection and extend to the south side of the Bridgeport Road intersection. The pavement structure of Lancaster Street within the study area is in poor condition. In addition, a trunk watermain between Louisa Street and Bridgeport Road that supplies the Bridgeport area of Kitchener is in poor condition and must be replaced. There are currently discontinuous sidewalks and no cycling facilities on Lancaster Street. The 2018 Transportation Master Plan identifies the need for such facilities within the corridor. Although there is no need to widen the road to accommodate future traffic volumes, the inclusion of cycling facilities in the proposed roadworks will require the acquisition of private property to accommodate a widened right-of-way.

The Project Team developed three alternative Design Concepts for the reconstruction of Lancaster Street within the study area. Each alternative included different configurations of pedestrian and cycling facilities;

• <u>Alternative 1</u> includes 1.25m wide on-road cycling lanes separated from the motor vehicle lanes by painted lines.

- <u>Alternative 2</u> includes 1.25m wide on-road cycle tracks separated from the motor vehicle lanes by flush concrete curbs.
- Alternative 3 includes 1.5m wide cycle tracks built within the boulevard on both sides of the road abutting the new and reconstructed concrete sidewalks

Each alternative included a reduction in the number of motor vehicle through lanes on Lancaster Street between Union Street and Bridgeport Road from the existing four lanes to two lanes. Each alternative also included a reduction to two lanes across the Highway 85 bridge in order to create sufficient space for cycling facilities on the bridge.

Property acquisition from 55 properties would be required to widen the municipal rightof-way sufficiently to accommodate Alternative 3. Implementation of Alternative 1 and 2 would require narrower acquisitions from 46 properties. No full buy-outs are required.

The Regions Traffic By-law 16-023 allows on-street parking on Lancaster Street for up to two hours at specific locations between Union Street and Guelph Street. The three alternative design concepts that were considered for the proposed reconstruction incorporated a reduction in the width of the asphalt road surface to the minimum required to accommodate projected traffic volumes and emergency vehicles, buses and snow clearing equipment. This would require that on-street parking be eliminated in order to avoid additional property acquisition. In order to determine the utilization of existing on-street parking, a study was done in March 2023 to document the frequency and duration of on-street parking. It was found that on 24 occasions during the study vehicles were parked on-street for durations of less than 15 minutes.

Each alternative design concept includes the provision of pedestrian and cycling facilities on the Highway 85 overpass between Union Street and Bridgeport Road. The existing access ramps create a need for pedestrians and cyclists to cross these ramps in order to continue north and south of the overpass. At the Regional Council meeting held April 19, 2023, the decision was made to maintain the current configuration of the ramps.

The Highway 85 overpass structure is under the jurisdiction of the Ministry of Transportation (MTO). Region staff have discussed the transition from the existing four lane cross-section on the bridge to the proposed two lane configuration on Lancaster Street north and south of the bridge. MTO staff have agreed to a reduction to a two lane cross-section on the bridge which will provide sufficient room for separated cycling facilities on the bridge. The installation of a physical barrier between the vehicular lanes and cycling facility may require structural modifications to the bridge. This will be investigated further during detailed design and coordination with the MTO.

The section of Lancaster Street between Bridgeport Road and Bridge Street is outside the limits of the current study area. A separate study is currently underway by Regional staff to determine the feasibility of installing cycling facilities on Lancaster Street from Bridgeport Road to Shirk Place. Such a facility would connect to cycling facilities currently being considered on Shirk Place by the City of Kitchener.

Other studies are currently underway adjacent to the study area and include:

- A study was initiated in 2022 to consider the feasibility of constructing a grade separation to replace the Lancaster Street/Metrolinx railway level crossing between Wellington Street and Victoria Street. The construction of such a structure would include pedestrian and cycling facilities. This study is expected to be completed in 2024.
- 2. The Region is currently undertaking a study to determine the need for cycling facilities on Bridgeport Road between Erb Street and Lancaster Street. This study will address the configuration of the Bridgeport Road at Lancaster Street intersection and the connection of proposed cycling facilities on Bridgeport Road with those proposed on Lancaster Street.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: City of Kitchener staff are included on the Project Team for this project and have provided input regarding municipally owned infrastructure within and abutting the project limits.

Public: Region staff have met and consulted with the City of Kitchener Cycling and Trails Advisory Committee and the Region of Waterloo's Active Transportation Advisory Committee. Both committees expressed a preference for the boulevard cycling facilities included in Alternative 3 due to the increased separation distance between motor vehicles and cyclists.

Public consultation regarding the three alternative design concepts was undertaken through EngageWR and through direct mailing to property owners and tenants within the study area. A total of 26 responses were submitted to the online survey. In addition, 6 written submissions were submitted. The results of the public feedback were;

- 60% supported Alternative 3
- 14% supported Alternative 2
- 14% supported Alternative 1
- 12% supported not including any cycling facilities on Lancaster Street

A summary of public comments and project team responses is included in Appendix C

The most common comments received were that the increased separation between motor vehicles and pedestrians/cyclists as provided in Recommended Alternative 3 was the safest solution. Concerns were expressed regarding the need to acquire property in order to implement Alternative 3. In general, comments were focussed on three issues; the need for on-street parking on Lancaster Street, potential conflicts between cyclists and motor vehicles at the Highway 85 access ramps and the need for cycling facilities on Lancaster Street between Bridgeport Road and Bridge Street. Region staff investigated these issues and provided further information to the public through EngageWR.

7. Financial Implications:

The approved 2023-2032 Transportation Capital Plan includes a total budget of \$10,039,500 for the reconstruction of Lancaster Street as set out below.

Project Expenditure	2023	2024-2027	Total
05497 Lancaster St, Wellington St N	\$1,813,500	\$6,922,500	\$8,736,000
to Bridgeport Rd	, ,		. , ,
06269 Bridgeport Rd at Lancaster St	325,000	834,300	1,159,300
07283 Lancaster St at Louisa St	133,900	<u>10,300</u>	144,200
Subtotal Project Expenditure	<u>\$2,272,400</u>	<u>\$7,767,100</u>	<u>\$10,039,500</u>
Funding Sources			
Transportation Capital Reserve	\$1,813,500	\$4,866,300	\$6,679,800
Canada Community-Building		1,500,000	1,500,000
Reserve Fund		1,300,000	1,300,000
RDC RF Transportation	<u>458,900</u>	<u>1,400,800</u>	1,859,700
Subtotal Funding Sources	<u>\$2,272,400</u>	<u>\$7,767,100</u>	<u>\$10,039,500</u>

The timing of construction is subject to the receipt of all technical and financial approvals, relocation of utilities and property acquisition. The cost and timing will be reviewed and revised as necessary during the preparation of future Transportation Capital Programs.

8. Conclusion / Next Steps:

Subject to approval of the recommended Design Concept, staff will proceed to prepare detailed design drawings for the proposed reconstruction of Lancaster Street and will initiate the property acquisition process. Construction of the proposed improvements is currently scheduled through 2025 to 2026.

9. Attachments:

Appendix A: Key Plan

Appendix B: Project Team recommended Design Concept

Appendix C: Public Comments and Project Team Responses

Appendix D: Property Requirements

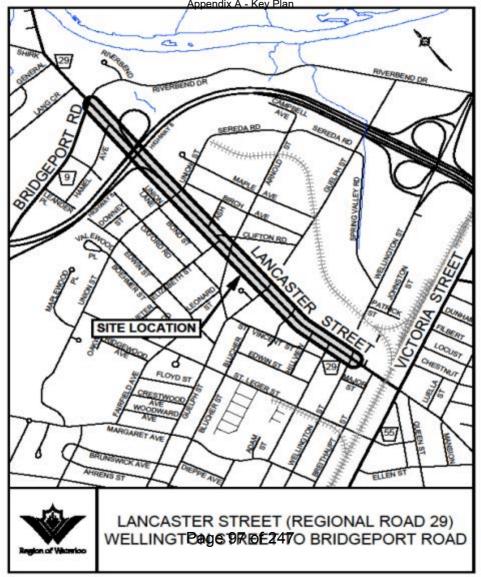
Prepared By: Peter Linn, Senior Engineer, Design and Construction

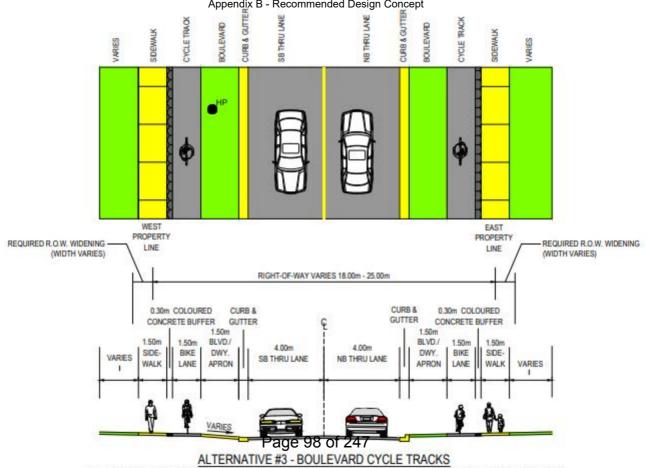
Marcos Kroker, Head, Design and Construction

Reviewed By: Phil Bauer, Director, Design and Construction

Approved By: Jennifer Rose, Commissioner, Engineering and Environmental Services

Mathieu Goetzke, Commissioner, Transportation Services





ONE-WAY BOULEVARD CYCLE TRACKS SEPARATED FROM SIDEWALKS WITH A COLOURED CONCRETE BUFFER

Appendix C

Public Comments and Project Team Responses

Comment	Project Team Response
The intersection of Arnold Street should be realigned to be perpendicular to Lancaster Street instead of at the existing angle to improve cyclist and driver sight lines.	The Arnold Street intersection geometry and pavement marking will be carefully reviewed during the detailed design phase to ensure sufficient stopping sight distance and sightlines are provided. Opportunities to re-align the intersection while minimizing impacts to adjacent properties will be considered.
The Highway 85 overpass needs protected bike lanes. Pedestrians and cyclists crossing the access ramps are exposed to potential conflicts with high speed vehicles on the ramps. Concerned about inconsistent design of cycling facilities at overpass compared to rest of road.	Regional Council has determined that the existing configuration of the Highway 85 access ramps will be maintained. Removal of two existing through lanes on Lancaster Street across the Highway 85 bridge as proposed in all design alternatives will create sufficient space for cycling facilities on the bridge. The implementation of separated cycling facilities would involve making structural modifications to the bridge structure. Since the existing bridge is under the MTO's jurisdiction, any proposed works on or adjacent to the bridge are subject to final approval by MTO. Further discussions with MTO staff are required to ensure that safe cycling facilities are installed.
The intersection design at Bridgeport Road should accommodate the safe movement of cyclists.	The design for the reconstruction of the Bridgeport/Lancaster intersection has been removed from the scope of this project. The Region is currently undertaking separate study's to consider new cycling facilities on Bridgeport Road from Erb Street to Lancaster Street and on Lancaster Street from Bridgeport Road to Shirk Place. These study's will consider the configuration of the Bridgeport Road at Lancaster Street intersection and the safe transition of cycling facilities through the intersection.

Cycling facilities are required on Lancaster Street between Bridgeport Road and Bridge Street to connect the Bridgeport area to the rest of Kitchener The section of Lancaster Street north of Bridgeport Road is outside the scope of this project. A separate study is currently underway to consider the feasibility of cycling facilities on Lancaster Street from Bridgeport Road to Shirk Place.

Was consideration given to locating cycle infrastructure on a single side of Lancaster? 1) more width during low usage 2) potentially reduce construction cost 3) simplify potential alterations to the bridge 4) lower vehicle traffic interactions. Was consideration given to a bi-directional facility located in a median along the center of the road

Implementing a bi-directional cycling facility on only one side of Lancaster Street was initially considered as a potential design alternative however it was not carried forward for further consideration as it limits accessibility to/from adjacent properties, presents greater challenges for connectivity with other area cycling facilities, and introduces more vehicle/cyclist conflict points given the high number of driveways with drivers having to look for cyclists coming from two directions. A facility along the center of the road would severely impact property access and transitions from the facility to intersecting streets. The Project Team believes that boulevard cycling tracks on each side of the roadway would entice recreational cyclists to use these facilities more so than a one-sided bi-directional facility.

Changes are required to Wellington Street since new development will add a lot of traffic, which is already heavy. Wellington Street is a residential street that nobody can ride a bike on because trucks barrel down it at all hours. Traffic calming measures should be implemented

Traffic calming measures on Wellington Street are outside the scope of this project. The City of Kitchener is planning to reconstruct Wellington Street from Lancaster Street to Spring Valley Road in 2025. This comment has been passed to Kitchener staff. Residents can request that specific streets be considered for traffic calming measures by Kitchener City Council by contacting the City's Transportation Planning Department. Some traffic calming measures may qualify for the resident-led "Love my Hood" program which does not require formal traffic studies. Details are available at lovemyhood.ca

The proposed lane widths will encourage speeding on Lancaster Street	The lane widths depicted in each design alternative are less than the existing lane widths and are the minimum allowable based on considerations for winter maintenance, transit operations and emergency vehicle access
Could design alternative 2 with a physical buffer between cars and bicycles be implemented?	The addition of physical barriers such as barrier curbs, guiderails or bollards between separated cycle tracks and motor vehicle lanes would require that the roadway be widened to accommodate the additional infrastructure. This would require increased property acquisition. The Project Team believes that Design Concept Alternative 3 achieves the greatest degree of physical separation between vehicles and cyclists and would be more enticing to cautious and beginner cyclists than a roadway cycling facility. Additional separation between cyclists and pedestrians on the proposed boulevard facility is provided with a narrow impressed concrete strip.
Consider a mix of the alternative designs. The section of Lancaster Street from Wellington Street to Guelph Street is already narrow so perhaps go with option 2 (or 1) there, while using the increased space further north for option 3. Can the proposed boulevard be eliminated?	Boulevards are strongly preferred to provide space for utility infrastructure (such as hydro poles, streetlights, gas mains, etc.) as well as snow storage during winter months. The benefits of providing boulevard space include additional green space, greater separation between motor vehicles and cyclists and the space necessary to avoid steep driveway aprons. A consistent type of facility within the study area will enhance continuity and avoid potential confusion for all users respecting their position within the right-of-way.

Remove the existing right turning lanes at Wellington Street and Bridgeport Road. Make the turning radius tighter for cars at every intersection. Disallow right on red.

The channelized right-turn lane at Wellington Street has been re-designed to conform with the Region's current guidelines for channelized right-turns which mandates a sharper approach angle to improve sightlines and slow traffic movements. The Bridgeport Road intersection has been removed from the scope of this project.

Due to the high volume of turning vehicles at Union Street, the intersection alignment shown in Design Alternative 3 was designed as a "Protected Intersection" prioritizing the safety of pedestrians and cyclists through tighter turn radii to slow traffic, offset crosswalks to shorten crossing distances and larger pedestrian landing areas to minimize conflicts between pedestrians and cyclists.

During the detailed design phase, the Project Team will continue to refine the intersection geometry of all intersections to minimize turning vehicle speeds and potential conflicts with pedestrians and cyclists.

Traffic signal design will be completed during the detailed design phase and may include the provision of dedicated bicycle signals and/or restricting specific turning movements such as right turns on red pending further input from Region staff.

Reducing the road width north of Union Street to two lanes makes things less safe for me since I prefer to ride on the road surface.

Reducing the number of lanes from the existing four to the proposed two between Union Street and Bridgeport Road will create sufficient space within the existing right-of-way for the proposed boulevard cycle track with minimal property acquisition in this area. The proposed reduction in the width of the road surface may also help to reduce vehicle speeds.

Few people cycle up Lancaster Street because of the steep incline. This is not a case of "build it and they will come". The Region's 2018 Transportation Master Plan identifies the need for cycling facilities on Lancaster Street. The construction of such facilities meets the Regions Strategic objective to increase opportunities to participate in active forms of transportation.

There needs to be on-street parking allowed on Lancaster St. The side streets around Lancaster St all have limited if any on-street parking available. Many existing driveways are single length and residents need to be able to park on street to shuffle cars and clear snow.

The Regions Traffic By-law 16-023 allows on-street parking on Lancaster Street for up to two hours at specific locations between Union Street and Guelph Street. The design concepts that were considered incorporated a reduction in the width of the asphalt road surface to the minimum required to accommodate projected traffic volumes and emergency vehicles, buses and snow clearing equipment. This would require that on-street parking be eliminated in order to avoid additional property acquisition. If onstreet parking were implemented, additional property acquisition would be required resulting in the reduction or elimination of available parking on private property. The Project team does not support the provision of on-street parking on Lancaster Street at this time.

Concerns about the amount of property acquisition required to implement Alternative 3. This will reduce the size of my front yard, remove a driveway parking space, and decrease privacy and property value.

The existing municipal right-of-way of Lancaster Street must be widened at numerous locations to accommodate all of the alternative designs being considered. Widening's from approximately 55 properties will be required for the recommended design concept. The maximum width of the required widening's is approximately 4.5 meters. In addition, 25 of these properties will require the construction of a retaining wall parallel to the road due to the difference in elevation between the proposed roadway and existing property. No full property acquisitions are expected for any of the alternative designs. The Regions property acquisition process will require that the Region complete a fair market value assessment of each property required and negotiate with the property owner for the acquisition.

The implementation of Alternative 3 could result in conflicts between cyclists on the proposed cycle track and vehicles crossing the track at driveways

The boulevard cycle tracks proposed as part of Design Alternative 3 will be designed to ensure that adequate sight distance and visibility is available for cyclists and drivers at driveways. There may be times during high traffic volumes on Lancaster Street, when a driver exiting from a driveway may have to pause on the cycle track while waiting for an opportunity to exit onto the road. In these instances, cyclists will be required to slow down and steer around the vehicle. The cycle tracks will be signed and marked in accordance with industry standard guidelines.

Cycling facilities are required on Lancaster Street between Wellington Street and Victoria Street.

The Region is currently undertaking a separate study for the section of Lancaster Street between Victoria Street and Wellington Street to address traffic congestion and safety associated with the railway level crossing. After the results of this study are known, the installation of cycling facilities south of Wellington Street if approved, will proceed.

Who is responsible for removing snow from the proposed cycling facilities	The City of Kitchener has confirmed that their forces will remove snow from the proposed cycle track and sidewalk within the project limits.
Installing bus stop pads between the curb and cycling facility as shown in Alternative 3 will improve the safety of riders accessing the bus	The installation of bus pads between the curb and cycling facility allows riders to enter/exit buses unimpeded. The location and configuration of bus pads will be coordinated with GRT staff.
Alternative 3 will result in a significant number of trees on public and private property being removed. Can additional trees be planted at strategic locations such as bus stops and intersections.	At this time, preliminary impacts on private property have been identified for illustrative purposes only. During detailed design, methods to minimize impacts on trees will be considered at specific locations. These may include adjustments to boulevard width, incorporating tree wells or realignment of retaining walls. New boulevard trees will be planted on a 2 for 1 basis at locations where their impact and longevity will be maximized.
Can some of the entrances to commercial properties be narrowed or combined to limit the potential conflicts of cyclists and motor vehicles	During detailed design, the configuration of driveways to private property will be reviewed with the intent of ensuring conformance with current Regional access standards



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Report: CAO--23-004

Region of Waterloo

Chief Administrative Officer

Administration

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Waterloo Region Economic Development Corporation (WREDC)

Partnership Agreement

1. Recommendation

That the Regional Municipality of Waterloo take the following action with respect to the renewal of the Waterloo Region Economic Development Corporation Partnership Agreement subject to 2024 Budget approval as set out in report CAO-23-004 dated August 15, 2023:

- a) Approve in principle the draft Waterloo Region Economic Development
 Corporation (WREDC) Partnership Agreement as attached in Appendix A; and
- b) Include an incremental \$500,000 in funding for the WREDC starting in 2024 funded from the Regional property tax levy.

2. Purpose / Issue:

To update Regional Council on the proposed revised five year partnership agreement between Area Municipalities/Regional Municipality of Waterloo and Waterloo Region Economic Development Corporation (WREDC) and the financial implications of reduced Provincial and Federal government funding.

3. Strategic Plan:

Funding for Waterloo Region Economic Development Corporation supports the Thriving Economy Focus Area of the Corporate Strategic Plan. Specifically, it supports Section 1.1 to create a competitive business-supportive community to help attract, retain and grow employers in the Waterloo Region.

4. Report Highlights:

 The Waterloo Region Economic Development Corporation (WREDC, which operates as "Waterloo EDC") partnership agreement with the Region and Area Municipalities is set to expire on December 31, 2023. August 15, 2023 Report: CAO--23-004

 The Region and Area Municipal CAOs have negotiated a tentative new five-year agreement that includes the first financial contribution increase since 2015. The funding increase will bring stability to Waterloo EDC which has relied on Federal/Provincial funding that is being phased out.

- The common elements of this report are being provided to all seven area municipal Councils and Regional Council.
- The municipal contribution is proposed to increase from \$2 million currently to \$2.8 million in 2024 and to \$3.2 million by 2026.
- The increased financial commitment for the Region of Waterloo in 2024 is proposed to be \$500,000 (increasing from \$900,000 in 2023 to \$1.4 million per year in 2024) and then to \$1.5 million in 2025.
- The proposed allocation of the increases in 2024 range from 0% for the townships to 56% for the Region given the broad regional focus of Waterloo EDC work.
- Council will receive a funding update report and agreement for consideration in September 2023.

5. Background:

In 2015, the Councils of the Region of Waterloo and Cambridge, Kitchener, North Dumfries, Waterloo, Wellesley, Wilmot, and Woolwich agreed to jointly operate the Waterloo Region Economic Development Corporation (WREDC; Waterloo EDC is the operating name) under a Memorandum of Understanding partnership agreement that had one renewal in 2018 and is set to expire again on December 31, 2023.

This coordinated approach to the delivery of economic development services throughout Waterloo Region has been in place to complement and support, and not duplicate the collaborative efforts of Area and Regional municipal economic development staff. Waterloo EDC is an integral common voice and champion for Economic Development in our region. Tony LaMantia was recruited as the inaugural CEO for WREDC, starting in this position in January 2016, and remains in this capacity reporting to a board of Directors, currently chaired by Murray Gamble.

There have been numerous corporate attraction and retention successes derived from the Waterloo EDC team over the years. Waterloo EDC directly supports our community by leading foreign direct investment attraction efforts and partnering on local business retention and expansion. It is a highly successful advocate for, and contributor to, the investment readiness of our community. The organization has delivered in excess of \$1.55 billion in GDP impact, over 12,500 new jobs and almost \$118 million in additional taxes to the Canadian ecosystem between 2016-2022 (per Statistics Canada).

This exceptional impact is made possible by the base municipal funding and the partnerships forged with both the federal and provincial governments. However, the sustainability of the federal and provincial funding programs is waning and the importance and need of WREDC is growing. Therefore, this agreement renewal will call

August 15, 2023 Report: CAO--23-004

on additional municipal funding implemented in a phased manner over several years as noted in Table 1.

Per the agreement, Waterloo EDC's CEO and the area municipal CAOs have negotiated a proposed new updated partnership agreement and funding strategy for WREDC to operate for the next 5 years. Table 1 represents the financial terms of the proposed agreement set to be tabled with Regional and area municipal councils in the August-September timeframe. Other notable improvements to the agreement include language improvements to enhance communication and alignment with the Regional and area municipal economic development departments.

TABLE 1

Municipality	Current	2024	2025	2026	2027	2028
Municipality	Funding	Funding	Funding	Funding	Funding	Funding
City of Cambridge	320,000	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
City of Kitchener	320,000	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
City of Waterloo	320,000	420,000	470,000	520,000	2026 level + CPI	2027 level + CPI
Township of Woolwich	50,000	50,000	50,000	50,000	2026 level + CPI	2027 level + CPI
Township of Wilmot	50,000	50,000	50,000	50,000	2026 level + CPI	2027 level + CPI
Township of Wellesley	20,000	20,000	20,000	20,000	2026 level + CPI	2027 level + CPI
Township of N. Dumfries	20,000	20,000	20,000	20,000	2026 level + CPI	2027 level + CPI
Region Of Waterloo	900,000	1,400,000	1,450,000	1,500,000	2026 level + CPI	2027 level + CPI
Total:	2,000,000	2,800,000	3,000,000	3,200,000		

At the direction of the CAOs, the Region of Waterloo, in collaboration with the Area Municipalities and Waterloo EDC, is updating the 2014 Waterloo Region Economic

August 15, 2023 Report: CAO--23-004

Development Strategy. This document provides a framework to organizations contributing to economic development and economic growth in Waterloo Region, through the alignment of shared goals and actions, to increase our region's competitive advantage, accelerate business growth and stimulate the next era of innovation in our economy. This strategy update is expected to be complete by the 4th quarter of 2023. Emerging themes from this work include talent, supply chains, employment land acceleration, growth strategies for existing and emerging sectors, coordinated advocacy, and quality of life. This document, when complete, will be layered into the operating directions for WREDC and the local economic departments of the municipalities.

6. Communication and Engagement with Area Municipalities and the Public Area Municipalities:

The CAO group worked together to develop the proposed updates to the Partnership Agreement.

7. Financial Implications:

The Region's 2023 Operating Budget includes a \$900,000 funding contribution to the WREDC funded from the property tax levy. The proposed agreement would result in a \$1.4 million contribution to the WREDC starting in 2024, and would be reflected in the preliminary 2024 Operating Budget.

8. Conclusion / Next Steps:

If the CAOs receive endorsement from the seven area Councils and Regional Council, a new five year partnership agreement will be finalized and a funding update and agreement will be brought to Regional Council in the fall as part of the 2024 budget process.

9. Attachments:

Appendix A: Draft Partnership Agreement

Approved By: Bruce Lauckner, Chief Administrative Officer

Memorandum of Understanding (Partnership Agreement)

THIS AGREEMENT made this ____day of , 2023.

Between:

The Regional Municipality of Waterloo (the "Region of Waterloo")

AND

The Corporation of the City of Cambridge ("City of Cambridge")

AND

The Corporation of the City of Kitchener ("City of Kitchener")

AND

The Corporation of the City of Waterloo ("City of Waterloo")

AND

The Corporation of the Township of North Dumfries ("Township of North Dumfries")

AND

The Corporation of the Township of Wellesley ("Township of Wellesley"),

AND

The Corporation of the Township of Wilmot ("Township of Wilmot")

AND

The Corporation of the Township of Woolwich ("Township of Woolwich");

AND

Waterloo Region Economic Development Corporation ("Waterloo EDC")

WHEREAS the Council of the Region of Waterloo and Municipal Councils of Cambridge, Kitchener, North Dumfries, Waterloo, Wellesley, Wilmot, and Woolwich have recognized the need for a new approach to the delivery of economic development services throughout Waterloo Region;

WHEREAS this Regional approach to Economic Development will be implemented through the Waterloo Region Economic Development Corporation in partnership with the area municipalities;

AND WHEREAS the Councils of the above named municipalities agree to provide a sustainable governance model for the Waterloo Region Economic Development Corporation and for the funding of same;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the following conditions, the parties to this agreement agree as follows:

1. Interpretation

The following expressions, wherever used herein, shall, for the purposes hereof, unless the context otherwise requires, have the following meanings respectively:

- (a) "All Council Meeting" means a meeting of the combined municipal councils of the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of North Dumfries, the Township of Wellesley, the Township of Wilmot, and the Township of Woolwich;
- (b) "Board Nomination and Authorization Committee" means the committee constituted pursuant to Section 6 hereof;
- (c) "By-law" means the draft By-law at Schedule "B" to this Agreement;
- (d) "Chief Administrative Officers (CAO) Committee" means the committee constituted pursuant to Section 13(a) hereof;
- (e) "Municipal Council" means the council of any of the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of North Dumfries, the Township of Wellesley, the Township of Wilmot, and the Township of Woolwich;
- (f) "Municipal Partners" means the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of North Dumfries, the Township of Wellesley, the Township of Wilmot, and the Township of Woolwich;
- (g) "Non-Termination Period" means the period commencing on the date of this Agreement and ending on December 31, 2026, during which this Agreement cannot be terminated by any of the parties hereto;

(h) "Waterloo Region Economic Development Strategy ("WREDS")" means the economic development strategy endorsed by each of the Municipal Partners, as may be amended or replaced from time to time;

- (i) "Waterloo EDC Board of Directors Selection Protocol" means the board selection protocol at Schedule "A" to this Agreement;
- 2. The corporation for economic development shall be legally called the Waterloo Region Economic Development Corporation, hereinafter referred to as Waterloo EDC, unless agreed to by all Municipal partners.
- 3. The direction of the affairs of Waterloo EDC shall be vested in the Corporation and its Board of Directors, including the Corporate mission and strategies. The Corporation will ensure that its activities are aligned with the WREDS.
- 4. The By-laws of Waterloo EDC shall be substantially the same as the draft By-laws attached as Schedule "B" of this Agreement.
- 5. The roles and objectives of Waterloo EDC consist with WREDS shall be:
 - (a) Investment attraction to Waterloo Region, including foreign direct investment in collaboration with Municipal Partners; business expansion for anchor companies and/or expansion for multi-national companies located in our community;
 - (b) Liaise with Provincial and Federal government efforts to attract industry and Region of Waterloo key sectors of the economy;
 - (c) Collaborate with other economic jurisdictions for the broader promotion of Waterloo Region; including supporting and building the economic development stakeholder network/ecosystem;
 - (d) Investment marketing and promotion of Waterloo Region and communication;
 - (e) Identify and support key Region of Waterloo sectors, including the support of Region-wide entrepreneurial development;
 - (f) Provide updates and key performance metrics on the implementation of the WREDS to the Region of Waterloo. (Region of Waterloo manages the WREDS and scorecarding.)
 - (g) Recognizing gaps in the talent pool and support partners to create an environment attractive to talent recruitment and retention.
- 6. The Waterloo EDC Board Nomination and Authorization Committee
 - (a) The parties hereto have established a standing committee of the Waterloo EDC Board Nomination and Authorization Committee which will authorize

individuals to fill vacancies on the Waterloo EDC Board. The Waterloo EDC Board Nomination and Authorization Committee will consider recommendations from the Waterloo EDC Board and from other sources, and will comply with the Waterloo EDC Board of Director's Selection Protocol.

- (b) The Waterloo EDC Board Nomination and Authorization Committee shall be vested with the authority to nominate and/or authorize directors for election or appointment to the Board of Directors of Waterloo EDC, and that approval by the councils of the Municipal Partners is not required for persons to be qualified to be directors of Waterloo EDC.
- (c) The Waterloo EDC Board Nomination and Authorization Committee will consist of the following:
 - (i) The Mayors of the City Cambridge, the City of Kitchener, and the City of Waterloo, and the Region of Waterloo Chair;
 - (ii) One Township Mayor appointed as part of the Regional Council committee selection process, such appointment being made once per council term of the Regional Council; and
 - (iii) The Chair of the Boards or their delegates of the Greater Kitchener-Waterloo Chamber of Commerce and the Cambridge Chamber of Commerce.
- (d) Once elected or appointed, the term of each member of the Waterloo EDC Board of Directors shall be in accordance with the provisions of the By-law.

7. Partner Municipality Obligations

- (a) The Municipal Partners shall, where such information is available, provide to Waterloo EDC, current information for distribution to prospective clients with regard to items such as:
 - (i) Serviced and un-serviced industrial/commercial land available and its location, both municipal and privately owned;
 - (ii) Available industrial/commercial properties;
 - (iii) Redevelopment and intensification opportunities;
 - (iv) Local financial incentives and other resources;
 - Information relating to taxation, servicing, planning, engineering, and other matters required by Waterloo EDC; and
 - (vi) Supplying/providing Economic Development data necessary for investment attraction.
- (b) The Municipal Partners and Waterloo EDC shall have a reciprocal relationship with respect to seeking or receiving technical or other

comments on industrial or business projects, plans and policies within the municipality.

8. Waterloo EDC Obligations

- (a) Waterloo EDC will supply information and key performance metrics to the Region of Waterloo with regard to their respective ownership items identified in the WREDS. This includes participating in and supporting a review of the WREDS by Region of Waterloo, in co-operation with the Municipal Partners at least every five years.
- (b) Waterloo EDC shall be responsible for evaluating and reporting to the Municipal Partners on those factors which may have an impact on the economic development of a Municipal Partners or the Waterloo Region as a whole.
- (c) Each Municipal Partner shall keep confidential and not disclose to any person, firm, corporation or other entity in any business information of Waterloo EDC including names and details of business contacts or details of discussions with such contacts except that such Municipal Partner may disclose such information to employees of such Municipal Partner who have a need to know such information in connection with promoting economic development. The confidentiality obligations of a Municipal Partner do not apply to specific confidential information that, as evidenced by written records:
 - (i) is or becomes public knowledge through no wrongful act of such Municipal Partner;
 - (ii) is already in the possession of such Municipal Partner;
 - (iii) is independently developed by or for such Municipal Partner; or
 - (iv) is obtained by such Municipal Partner from a third party in good faith without an obligation of confidentiality
- (d) Waterloo EDC shall consult, at least once per year, with Municipal Partners to nsure ngoing alignment of the WEDC annual business plan priorities with the economic development priorities of the Municipal Partners, including considerations such as:
- (i) identification of key sectors to target; and,
- (ii) identification of key areas within each municipality (ex: business park, downtown area) or class of building or land (ex: office, industrial) to focus investment towards.
- 9. Waterloo EDC Funding Allocation

- (a) The minimum funding commitment for the 2024-2028 period will be in accordance with the following funding schedule approved by the Municipal Partners. The minimum funding commitment for each of years 2025 through 2028 will be equal to the increase during the preceding calendar year in the Consumer Price Index (all items; Ontario) maintained by Statistics Canada. Waterloo EDC can submit proposals to the Municipal Partners to increase their funding allocation in support of Waterloo EDC's business plan over this period.
- (b) Such amounts shall be paid not later than the earlier of:
 - (a) budget approval by such Municipal Partner, or
 - (b) March 1st of the calendar year to which such funding relates.

Subsequent funding after the 2028 period will be subject to individual Council budgetary approvals.

	2024	2025	2026	2027	2028
Municipalities	Funding	Funding	Funding	Funding	Funding
				2026 level +	2027 level +
City of Cambridge	420,000	470,000	520,000	CPI	CPI
				2026 level +	2027 level +
City of Kitchener	420,000	470,000	520,000	CPI	CPI
				2026 level +	2027 level +
City of Waterloo	420,000	470,000	520,000	CPI	CPI
Township of	50,000	50,000	50,000	2026 level +	2027 level +
Woolwich	50,000	50,000	50,000	CPI	CPI
Township of	50,000	50,000	50,000	2026 level +	2027 level +
Wilmot	50,000	50,000	50,000	CPI	CPI
Township of	20,000	20,000	20,000	2026 level +	2027 level +
Wellesley	20,000	20,000	20,000	CPI	CPI
Township of N.	20,000	20,000	20,000	2026 level +	2027 level +
Dumfries	20,000	20,000	20,000	CPI	CPI
Region Of				2026 level +	2027 level +
Waterloo	1,400,000	1,450,000	1,500,000	CPI	CPI
Total:	2,800,000	3,000,000	3,200,000		

10. Evaluation, Monitoring & Reporting

- (a) Waterloo EDC shall report annually to the Municipal Partners and shall develop appropriate measures of its key performance indicators, in cooperation with the Municipal Partners, including but not limited to:
 - (i) Financial reporting;

- (ii) Key activities, outcomes, and results.
- (b) Waterloo EDC shall maintain a public website that reports annually on information identified in Section 10(a) of this Agreement.
- (c) An annual report to demonstrate the performance and effectiveness of the organization including financial statements will be prepared by Waterloo EDC and will be presented (if requested) at an All Council Meeting once per year, if requested.
- (d) Upon request of one or more of the Municipal Partners, Waterloo EDC may be required to provide a status report via email and/or presentation to an individual Municipal Partner Council on information identified in Section 10(a) of this Agreement.

11. Termination

- (a) It is understood by all the parties hereto and all parties hereto covenant and agree that this Agreement shall not be terminated during the Non-Termination Period.
- (b) Any Municipal Partner may give at least one year's written notice that, effective on January 1 of any year following the end of the Non-Termination Period, this Agreement shall terminate with respect to such Municipal Partner. For example, on or before January 1, 2026, a Municipal Partner could give notice that this Agreement will terminate on January 1, 2027. During such one-year notice period, the terminating Municipal Partner shall continue to fulfill all of its obligations pursuant to this Agreement including its financial commitments pursuant to Sections 9 and 11.
- (c) Notwithstanding any of the above, should Waterloo EDC cease operations, all Municipal Partners shall be responsible for their share of wind-up costs (as per the approved funding model/split) including personnel termination costs.

12. Extension

This Agreement may be extended under such terms and for such time as the parties in their discretion decide.

13. Committees

It is the intention of the parties that Waterloo EDC shall establish the following liaison committees to ensure the strategic and operational alignment of Waterloo EDC:

(a) Participation in Chief Administrative Officers (CAO) Committee meetings.

The members of CAO Committee shall be the Chairperson of the Waterloo EDC, and/or the President and/or Chief Executive Officer of the Waterloo EDC, and the Chief Administrative Officers/City Managers of the Region of Waterloo, the City of Cambridge, the City of Kitchener, the City of Waterloo, the Township of Wilmot, the Township of North Dumfries, the Township of Wellesley, the Township of Woolwich. The CAO Committee will meet as required at the call of the President or the Chair of the CAO Committee, however, in no event shall the CAO Committee meet less than two (2) times per year.

- 14. **Economic Development Committee (EDO)**. The members of the EDO Committee shall include senior staff from Waterloo EDC as well as the senior economic development staff from the Region of Waterloo and each of the Municipal Partners. Members to the EDO Committee are to be appointed by each of the parties. The EDO Committee shall meet at the call of the President or the Chair of the Committee.
- 15. It is the intent of the Parties that the President and/or Chief Executive Officer of Waterloo EDC shall be appointed by the Waterloo EDC Board.
- 16. This Agreement may be executed by the parties in separate counterparts, each of which, once so executed and delivered, shall be an original, but all such counterparts held together constitute one and the same instrument.
- 17. Nothing in this Agreement shall be construed to place the parties in the relationship of partners, joint venturers, or as principal and agent. The use of the word "partnership" in the heading of this Agreement is not intended to and does not denote a partnership relationship in the legal sense. None of the parties has the ability to bind any of the others to any obligation of any nature or any kind, in law or in equity, and none of the parties shall have any responsibility for the debts and obligations of Waterloo EDC, except as provided in Section 11(c).

[Execution Pages Follow]

IN WITNESS WHEREOF the parties have executed this Agreement on the date first written above.

The Region of Waterloo
Per:
Name:
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation
The Corporation of the City of Cambridge
Per:
Name :
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation
The Corporation of the City of Kitchener
Per:
Name:
Title:
Per:
Name:
Title:
I/We have authority to bind the Corporation

The Corporation of the City of Waterloo
Per:
Name :
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation
The Corporation of the Township of North Dumfries
Per:
Name :
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation
The Corporation of the Township of Wellesley
Per:
Name :
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation

The Corporation of the Township of Wilmot
Per:
Name :
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation
The Corporation of the Township of Woolwich
Per:
Name:
Title:
Per:
Name :
Title:
I/We have authority to bind the Corporation
Waterloo Region Economic Development Corporation
Per:
Name :
Title:
Per:
Name:
Title: I/We have authority to bind the Corporation

Schedule "A" – Waterloo EDC Board of Directors Selection Protocol

The Waterloo EDC Board of Directors shall ensure that there is material compliance with this Protocol when filling vacancies on the Waterloo EDC Board of Directors in partnership with the Board Nomination and Authorization Committee:

- Waterloo EDC Board of Directors identifies Director vacancies:
- Waterloo EDC Board advertises for vacancies and collects applications;
- Applications are screened by the Waterloo EDC Board based on the selection criteria matrix (see below);
- Waterloo EDC Board creates a short-list of applicants that is (if possible) twice as large as the number of vacancies (multiple candidates for each position);
- Waterloo EDC Board provides the Board Nomination and Authorization Committee with the full list of applicants as well as a short-list for their review and consideration;
- The Board Nomination and Authorization Committee reviews candidates (provided by Waterloo EDC Board and/or other sources);
- The Board Nomination and Authorization Committee makes final authorization decision and communicates to the Waterloo EDC Board; and
- Authorized Candidates are elected by Waterloo EDC Members pursuant to the Bylaw.

The Waterloo EDC Board may maintain a list of previous applicants and if it appears to the Board that previous applicants may be suitable to fill a vacancy, the Board may create a short-list from the list of previous applicants and shall not be required to advertise the vacancy and collect new applicants.

Waterloo EDC Board Skills Matrix

*Check the attributes that apply

			Board member									
Main category:	Skills and experience:	1	2	3	4	5	7	8	9	10	11	12
Knowledge, Skills and	Finance & Accounting											
Experience	Business Management/Entrepreneur											
	Legal											
	Urban Economic Development											
	Rural Economic Development											
	HR & Labour Management											
	Government Relations											
	Governance & Board											
	CEO/Senior Executive											
	Planning & Development											
	Strategic Planning											
	Information Technology											
	Performance Management / Measurement											
	Marketing & Communications											
	Negotiation, Mediation & Facilitation											
Diversity	Gender											
	Demographic Diversity (e.g. Culture, Age)											
	Geographic (Live, Work, tie to Waterloo Region)											
Governance	Governance Experience/Years on Board											
	Board Role (e.g. Chair, Treasurer, Secretary)											
	Strategic Goal Setting											
Strategic Relationships	Local Business Network											
-	National Business Network											
	International Business Network											
	Provincial Government Network											
	Federal Government Network											
	Not-for-Profit and NGO Network											

Personal Attributes	Creative & Innovative					
	Demonstrated Leadership					
	Collaborative & Team Player					
	Open Minded & Active Listening					
	Respectful to others					
Key Sector Opportunities - Sector	Health Science & Pharmaceuticals					
Specialization	Post-secondary Education					
	Finance & Insurance					
	Agriculture, Agri-Food, Food Processing					
	Construction & Land Development					
	Manufacturing					
	Information & Communications Technologies					
	Arts, Culture & Tourism					

^{*}Some Boards require applicants to indicate their top three strengths to assist in Board recruitment.

By-law No. 1

WATERLOO REGION ECONOMIC DEVELOPMENT CORPORATION

Enacted on November 24, 2022

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ARTICLE 1 GENERAL

1.1 Definitions

In this By-law and all other by-laws of the Corporation, unless the context otherwise requires:

"Act" means the *Not-for-Profit Corporations Act*, 2010 (Ontario) and, where the context requires, includes the regulations made under it, as amended or re-enacted from time to time;

"Articles" means any instrument that incorporates a corporation or modifies its incorporating instrument, including articles of incorporation, restated articles of incorporation, articles of amendment, articles of amalgamation, articles of arrangement, articles of continuance, articles of dissolution, articles of reorganization, articles of revival, letters patent or supplementary letters patent;

"Board" means the Board of Directors of the Corporation;

"Board Nominating and Authorization Committee" means the external Board Nominating and Authorization Committee as described in the MOU:

"**By-laws**" means this By-law (and schedules) and all other by-laws of the Corporation, as amended, and which are, from time to time, in force and effect;

"Chairperson" means the chairperson of the Board;

"Corporation" means WATERLOO REGION ECONOMIC DEVELOPMENT CORPORATION;

"**Director**" means an individual occupying the position of director of the Corporation by whatever name they are called;

"Member" means a member of the Corporation;

"MOU" means the Memorandum of Understanding made between various municipalities in the Region of Waterloo, the Region of Waterloo and the Corporation dated September 29, 2015, as it may be amended from time to time;

"Officer" means an officer of the Corporation;

"Public Information Meeting" means the meeting to be called by the Board annually for the purposes of informing the general public as to the activities, performance, strategic plan and like matters relating generally to the mandate and operation of the Corporation;

"Secretary" means the secretary of the Corporation;

"Treasurer" means the treasurer of the Corporation; and

"Vice-Chairperson" means the vice-chairperson of the Board.

1.2 Interpretation

Other than as specified in Section 1.1, all terms contained in this By-law that are defined in the Act shall have the meanings given to such terms in the Act. Words importing the singular include the plural and *vice versa*, and words importing one gender include all genders.

1.3 Severability and Precedence

The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law. If any of the provisions contained in the By-laws are inconsistent with those contained in the Corporation's Articles or the Act, the provisions contained in the Corporation's Articles or the Act, as the case may be, shall prevail.

1.4 Seal

The seal of the Corporation, if any, shall be in the form determined by the Board.

1.5 Books and Records

The Board shall see that all necessary books and records of the Corporation required by the By-laws or by any applicable statute or law are regularly and properly kept.

1.6 Registered Office

The registered office of the Corporation shall be in the Regional Municipality of Waterloo, in the Province of Ontario, and at such place therein as the Directors may from time to time determine.

1.7 Execution of Documents

Subject to any resolution or policy adopted by the Board from time to time, deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Corporation shall be signed by any one of the Chairperson or a Vice-Chairperson, together with the Secretary. The Secretary shall affix the seal of the Corporation to such instruments as require the same. In addition, the Board may from time to time by resolution direct the manner in which and the person by whom a particular document or type of document shall be executed. Any Director or Officer may certify a copy of any instrument, resolution, By-laws or other document of the Corporation to be a true copy thereof.

1.8 Banking

The Board shall by resolution from time to time designate the bank in which the money, bonds or other securities of the Corporation shall be placed for safekeeping.

1.9 Financial Year

The financial year of the Corporation ends on December 31st in each year or on such other date as the Board may from time to time by resolution determine.

ARTICLE 2 DIRECTORS

2.1 Composition

The Board will consist of between nine (9) and fifteen (15) Directors. The Board shall have the power to fix the number of Directors from time to time by resolution. All Directors shall be elected or appointed as described in section 2.4.

2.2 Qualifications

Each Director shall:

(a) be at least 18 years old;

- (b) not have been found under the *Substitute Decisions Act, 1992* or under the *Mental Health Act* to be incapable of managing property;
- (c) be first presented to and approved by the Board Nominating and Authorization Committee in accordance with the then established nomination procedure as set out in Schedule "A" to the MOU, as a suitable nominee for appointment to the Board;
- (d) not have been found to be incapable by any court in Canada or elsewhere; and
- (e) not have the status of bankrupt.

2.3 Election and Term

- (a) The Directors shall be elected by the Members at each annual meeting where an election is required. For greater certainty, there shall be no nominations from the floor of any meetings of the Members.
- (b) The term of office of the Directors shall be up to three (3) years or until their successors are elected or appointed. To the greatest extent possible, the Directors shall have staggered terms of office so that the terms of office of no more than one-third (1/3) of the Directors will expire in a particular year.
- (c) Directors shall be eligible for re-election, except that no Director (including the Directors in office as of the effective date of this By-law) shall serve as a Director for more than six (6) consecutive years. However, the years during which a Director also served as Chairperson shall be excluded from the calculation of the Director's years of service.
- (d) Directors who have been retired from the Board for at least one (1) year shall be eligible for election to the Board.
- (e) The Board, in its sole discretion, may determine that it is in the best interests of the Corporation to re-elect a Director for one (1) further three (3) year term.

2.4 Removal; Resignations

- (a) The Members may, by ordinary resolution, remove a Director before the expiration of the Director's term of office.
- (b) The office of Director shall be vacated upon the written resignation of the Director, which resignation shall be effective at the time it is received by the Corporation or at the time specified in the notice, whichever is later.
- (c) The office of Director shall be vacated in the event the Director fails to attend three (3) consecutive Board meetings without the prior written consent of the Chairperson.

2.5 Filling Vacancies

A vacancy on the Board shall be filled as follows and the Director appointed or elected to fill the vacancy holds office for the remainder of the unexpired term of the Director's predecessor:

- (a) a quorum of Directors may fill a vacancy among the Directors;
- (b) if there is not a quorum of Directors or there has been a failure to elect the number or minimum number of Directors set out in the Corporation's Articles, the Directors in office shall, without delay, call a special meeting of Members to fill the vacancy and, if they fail to call such a meeting or if there are no Directors in office, the meeting may be called by any Member; and

(c) if the vacancy occurs as a result of the Members removing a Director, the Members may fill the vacancy by an ordinary resolution passed by a majority of the votes cast at the meeting.

2.6 Remuneration of Directors

The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from occupying the position of Director, except Directors may be reimbursed for reasonable expenses they incur in the performance of their Directors' duties.

2.7 Directors to Manage or Supervise Management of Corporation

Subject to the Act, the Directors of the Corporation shall manage or supervise the management of the activities of the Corporation consistent with the provisions and overall intent of the MOU and in particular so as to accomplish and further the roles as defined in [paragraph 5] thereof and the [Waterloo Region Economic Development Strategy as defined in the MOU] as well as [WREDC's] obligations under the MOU as set out in [paragraph 8 thereof].

ARTICLE 3 BOARD MEETINGS

3.1 Calling of Meetings

Meetings of the Directors may be called by the Chairperson, or by any Vice-Chairperson in the absence of the Chairperson, or by the Secretary on direction of the Chairperson or any Vice-Chairperson, or by the Secretary on direction in writing by two (2) Directors, at any time and any place within the Region of Waterloo, on notice as required by this By-law.

3.2 Regular Meetings

The Board may fix the place and time of regular Board meetings and send a copy of the resolution fixing the place and time of such meetings to each Director, and no other notice shall be required for any such meetings unless required by the Act.

3.3 Notice

Notice of the time and place for the holding of a meeting of the Board shall be given in the manner provided in Section 10 of this By-law to every Director of the Corporation not less than seven (7) days before the date that the meeting is to be held, but if the Chairperson considers it a matter of urgency that a meeting of the Board be convened, they may give notice of a meeting by telephonic or electronic means no less than forty-eight (48) hours before the meeting. Notice of a meeting is not necessary if all of the Directors are present, and none objects to the holding of the meeting, or if those absent have waived notice or have otherwise signified their consent to the holding of such meeting.

3.4 Chairperson

The Chairperson shall preside at Board meetings. In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and the Vice-Chairperson, the Directors present shall choose one of their number to act as the chairperson.

3.5 Quorum

A majority of Directors shall constitute a quorum at any meeting of the Board.

3.6 Voting

Each Director has one (1) vote. Questions arising at any Board meeting shall be decided by a majority of votes. In case of an equality of votes, the Chairperson shall have a second or casting vote. Unless a ballot is demanded, an entry in the minutes of a meeting of the Directors to the effect that the Chairperson of the meeting declared a resolution to be carried or defeated is, in the absence of evidence to the contrary, proof of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.

3.7 Participation by Telephonic or Electronic Means

If all of the Directors of the Corporation consent, a Director may participate in a meeting of the Board or of a committee of Directors by telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting. A Director participating by such means is deemed to be present at that meeting.

3.8 Public Information Meeting

The Board shall hold a Public Information Meeting immediately following the annual meeting of Members or, if impractical, as soon as practical thereafter. Notice of such meeting shall be given to the Clerk of each municipality within the Regional Municipality of Waterloo which is also a member of the Municipal Advisory Committee and published on Waterloo EDC's website and social media pages at least 30 clear days in advance of the proposed Public Information Meeting date.

ARTICLE 4 COMMITTEES

4.1 Committees - General

The Board shall establish such committees as the Board deems necessary or advisable, including the committees contemplated by [paragraph 13] of the MOU, whose members will hold their offices at the discretion of the Board or as otherwise determined by the Board.

4.2 Governance Committee

The Board shall establish a Governance Committee, mandated to solicit qualified individuals to serve as directors of the Corporation and to make recommendations to the Board of potential nominees. The mandate of the Governance Committee shall be subject to and consistent with the nomination provisions in paragraph 6 and Schedule "A" of the MOU.

4.3 Procedure

Unless otherwise determined by the Board, each committee will have the power to fix its quorum at not less than a majority of its members, and to regulate its procedure.

ARTICLE 5 OFFICERS

5.1 Officers

Subject to this By-law, the Board may, in its discretion, appoint any of the Officers named in this Article 5 as well as any other Officers as the Board may determine. The power of the Board to determine the powers and duties of the Officers is subject to the Act, the Corporation's Articles, the By-laws and any applicable employment agreement. One person may hold more than one office except the office of the

Chairperson.

5.2 The Chair

The Chairperson shall be appointed by the Board from among the Directors. The term of office of the Chairperson shall be up to two (2) years or until their successor is appointed. The Chairperson shall preside at all meetings of the Members of the Corporation and of the Board and shall have such other duties as may be required by law or as the Board may determine from time to time.

5.3 The Vice-Chairperson

The Vice-Chairperson shall be appointed by the Board from among the Directors. The term of office of the Vice-Chairperson shall be up to two (2) years or until their successor is appointed. The Vice-Chairperson shall have such duties as may be required by law or as the Board may determine from time to time, including the assumption of the duties of the Chairperson in the absence of the Chairperson.

5.4 The Treasurer

The Treasurer shall be appointed by the Board. The term of office of the Treasurer shall be up to two (2) years or until their successor is appointed. The Treasurer shall keep full and accurate accounts of receipts and disbursements of the Corporation in proper books of account; deposit all moneys or other valuable effects in the name and to the credit of the Corporation in such bank or banks as may be designated by the Board; disburse funds of the Corporation under the direction of the Board; render to the Board at the regular meetings thereof or whenever required of the Treasurer, an account of all transactions and of the financial position of the Corporation; and perform such other duties as may from time to time be determine by the Board.

5.5 Secretary

The Secretary shall be appointed by the Board. The term of office of the Secretary shall be up to two (2) years or until their successor is appointed. The Secretary shall: act as the Secretary of the Board; attend all meetings of the Board and Members and record all facts and minutes of all proceedings; give all notices required to be given to Members and Directors; be the custodian of the seal of the Corporation (if any); and shall perform such other duties as may from time to time be determined by the Board.

5.6 President and/or Chief Executive Officer

If appointed, the President and/or Chief Executive Officer shall be accountable to the Board for the day-to-day leadership and management of the Corporation, and shall exercise general and active supervision over the activities of the Corporation in accordance with and subject to the Corporation's obligations under the MOU and such policies and executive limitations and other directions as the Board may from time to time establish.

5.7 Office Held at Board's Discretion

Subject to the terms of any applicable employment agreement, any Officer shall cease to hold office upon resolution of the Board and unless so removed, an Officer shall hold office until the earlier of:

- (a) the Officer's successor being appointed;
- (b) the Officer's resignation; or
- (c) the Officer's death.

5.8 Duties

Officers shall be responsible for the duties assigned to them and, with the prior approval of the Board, they may delegate to others the performance of any or all of such duties.

ARTICLE 6 PROTECTION OF DIRECTORS AND OTHERS

6.1 Indemnification of Directors and Officers

The Corporation shall indemnify a Director or Officer of the Corporation, a former Director or Officer of the Corporation or an individual who acts or acted at the Corporation's request as a Director or Officer, or in a similar capacity, of another entity, against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by the individual in respect of any civil, criminal, administrative, investigative or other action or proceeding in which the individual is involved because of that individual's association with the Corporation or other entity.

6.2 Advance of Costs

The Corporation shall advance money to a Director, Officer or other individual referred to in section 6.1 for the costs, charges and expenses of an action or proceeding referred to in that subsection, but the individual shall repay the money if the individual does not fulfil the conditions set out in section 6.3.

6.3 Limitation

The Corporation shall not indemnify an individual under section 6.1 unless,

- (a) the individual acted honestly and in good faith with a view to the best interests of the Corporation or other entity, as the case may be; and
- (b) if the matter is a criminal or administrative proceeding that is enforced by a monetary penalty, the individual had reasonable grounds for believing that their conduct was lawful.

6.4 Derivative Actions

The Corporation shall, with the approval of the court, indemnify an individual referred to in section 6.1, or advance money under section 6.2, in respect of an action by or on behalf of the Corporation or other entity to obtain a judgment in its favour to which the individual is made a party because of the individual's association with the Corporation or other entity as described in section 6.1, against all costs, charges and expenses reasonably incurred by the individual in connection with such action, if the individual fulfils the conditions set out in section 6.3.

6.5 No Restriction

The Corporation will also indemnify the individuals referred to in section 6.1 in any other circumstances that the Act permits or requires. Nothing in this By-law will limit the right of any person entitled to indemnity to claim indemnity apart from the provisions of this By-law.

6.6 Insurance

The Corporation may purchase and maintain insurance for the benefit of an individual referred to in section 6.1 against any liability incurred by the individual,

(a) in the individual's capacity as a Director or Officer of the Corporation; or

(b) in the individual's capacity as a Director or Officer, or a similar capacity, of another entity, if the individual acts or acted in that capacity at the Corporation's request.

6.7 Exception

Notwithstanding the foregoing, the Corporation may not indemnify an individual referred to in section 6.1 or purchase insurance as described in section 6.6 unless the Corporation complies with the *Charities Accounting Act* or a regulation made under that Act that permits such indemnification or the purchase of insurance, as applicable.

ARTICLE 7 CONFLICT OF INTEREST

7.1 Conflict of Interest

A Director who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation or is a director or officer of, or has a material interest in, any person who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation shall make the disclosure required by the Act. Except as provided by the Act, no such Director shall attend any part of a meeting of Directors during which the contract or transaction is discussed or vote on any resolution to approve any such contract or transaction.

7.2 No Benefit to Directors

No Director shall, directly or through an associate, receive a financial benefit, through a contract or otherwise, from the Corporation unless the provisions of the Act are complied with.

ARTICLE 8 MEMBERSHIP

8.1 Members

There shall be one (1) class of Members in the Corporation. Membership in the Corporation shall be available only to Directors in office from time to time. Directors shall automatically become Members upon being elected or appointed as Directors and shall automatically cease to be Members when they cease to be Directors. Subject to the provisions of this By-law, each Director shall remain a Member until the close of the annual meeting at which the Members elect the Directors. At the close of such meeting, each Member who has not been re-elected as a Director shall automatically cease to be a Member.

8.2 Removal & Resignation of Members

A membership in the Corporation is terminated when:

- (a) the Member dies;
- (b) the Member is expelled or their membership is otherwise terminated in accordance with this By-law; or
- (c) the Corporation is liquidated or dissolved under the Act.

ARTICLE 9 MEMBERS' MEETINGS

9.1 Annual Meeting

The annual or general meeting of the Members shall be held at the registered office of the Corporation or at any other place within Ontario as the Board may determine, and on such day at the Board may determine. Any Member, upon request, shall be provided, not less than five (5) business days or other number of days that may be further prescribed in regulations before the annual meeting, with a copy of the approved financial statements, auditor's report and other financial information required by the Bylaws or Corporation's Articles.

The business transacted at the annual meeting shall include:

- (a) receiving a report on the activities of the Corporation during the preceding year;
- (b) consideration of the financial statements and report of the auditor;
- (c) reappointment or new appointment of the auditor for the coming year;
- (d) election of Directors in accordance with section 2.4; and
- (e) such other or special business as may be set out in the notice of meeting.

9.2 Special Meetings

The Directors may at any time call a special meeting of the Members.

9.3 Notice

Subject to the Act, not less than ten (10) and not more than fifty (50) days written notice of any annual or special Members' meeting shall be given in the manner specified in the Act to each Member, each Director and to the auditor. Notice of any meeting where special business will be transacted must contain sufficient information to permit the Members to form a reasoned judgment on the decision to be taken, and state the text of any special resolution to be submitted to the meeting.

9.4 Quorum

A quorum for the transaction of business at a Members' meeting is not less than a majority of Members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

9.5 Chairperson of the Meeting

The Chairperson shall be the chairperson of the Members' meeting; in the Chairperson's absence, the Vice-Chairperson; and in the absence of both the Chairperson and the Vice-Chairperson, the Members present at any Members' meeting shall appoint one of their number to chair the meeting.

9.6 Voting of Members

Business arising at any Members' meeting shall be decided by a majority of votes unless otherwise required by the Act or the By-law provided that:

- (a) each Member shall be entitled to one (1) vote at any meeting;
- (b) votes shall be taken by a show of hands among all Members present and the chairperson of the meeting, if a Member, shall have a vote;
- (c) an abstention shall not be considered a vote cast;
- (d) before or after a show of hands has been taken on any question, the chairperson of the meeting may require, or any Member may demand, a written ballot. A written ballot so required or demanded shall be taken in such manner as the chairperson of the meeting shall direct;
- (e) if there is a tie vote, the chairperson of the meeting shall require a written ballot and shall have a second or casting vote. If there is a tie vote upon written ballot, the motion is lost; and
- (f) whenever a vote by show of hands is taken on a question, unless a written ballot is required or demanded, a declaration by the chair of the meeting that a resolution has been carried or lost and an entry to that effect in the minutes shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.

9.7 Persons Entitled to be Present

The only persons entitled to attend a Members' meeting are the Members, the Directors, the auditor and others who are entitled or required under any provision of the Act or the Corporation's Articles or the By-laws to be present at the meeting. Any other person may be admitted only if invited by the chairperson of the meeting or with the majority consent of the Members present at the meeting.

9.8 Meetings held by Telephonic or Electronic Means

If the Directors or Members of the Corporation call a meeting of the Members, the Directors or Members, as the case may be, may determine that the meeting be held entirely by telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting.

9.9 Absentee Voting

- (a) Every Member entitled to vote at a meeting of the Members may by means of a proxy appoint a proxyholder or one or more alternate proxyholders as the Member's nominee to attend and act at the meeting in the manner, to the extent and with the authority conferred by the proxy. Every proxy must be in a form that complies with the Act.
- (b) The Corporation may permit Members who are entitled to vote at meetings of the Members to vote by telephonic or electronic means if the Corporation makes such means available. Voting by telephonic or electronic means may be used only if,
- (i) the votes may be verified as having been made by Members entitled to vote; and
- (ii) the Corporation is not able to identify how each Member voted.

ARTICLE 10 NOTICES

10.1 Service

Any notice required to be sent to any Member or Director or to the auditor of the Corporation shall be

delivered personally, or sent by prepaid mail, facsimile, email or other electronic means to any such Member at the Member's latest address as shown in the records of the Corporation; and to such Director at their latest address as shown in the records of the Corporation or in the most recent notice or return filed under the *Corporations Information Act*, whichever is the more current; and to the auditor at its business address; provided always that notice may be waived or the time for giving the notice may be abridged at any time with the consent in writing of the person entitled thereto.

10.2 Error or Omission in Giving Notice

The accidental omission to give any notice to any Member, Director, Officer, member of a committee of the Board or auditor or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance with the By-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.

ARTICLE 11 ADOPTION AND AMENDMENT OF BY-LAWS

11.1 Amendments to By-laws

Except with respect to (1) provisions of the By-laws that are embodied in the Articles of the Corporation, and (2) matters referred to in Subsection 103(1) of the Act that require approval by a special resolution of the Members, the By-laws may be repealed or amended by the Board in accordance with this Section. Any such repeal or amendment shall be effective from the date of the resolution of the Board until the next meeting of the Members where it may be confirmed, rejected, amended or repealed by the Members by ordinary resolution. If the repeal or amendment is confirmed or confirmed as amended by the Members, it remains effective in the form in which it was confirmed. The repeal or amendment of the By-laws ceases to have effect if it is not submitted to the Members at the next meeting of Members or if it is rejected by the Members at the meeting.

11.2 Repeal

All previous By-laws of the Corporation are repealed as of the coming into force of these By-laws. The repeal shall not affect the previous operation of any By-laws so repealed or affect the validity of any act done or right, privilege, obligation or liability acquired or incurred under, or the validity of any contract or agreement made pursuant to, or the validity of any Articles or predecessor charter documents of the Corporation obtained pursuant to, any such By-laws before its repeal. All Officers and persons acting under any By-laws so repealed shall continue to act as if appointed under the provisions of these By-laws, and all resolutions of the Members or the Board or a committee of the Board with continuing effect passed under any repealed By-laws shall continue to be good and valid except to the extent inconsistent with these By-laws and until amended or repealed.

ENACTED by the Directors of the Corporation on the 24 th day of November 2022.						
Chairperson	Secretary					

CONFIRMED by the Members of the Corporation on the 24th day of November 2022.

Chairperson	Secretary

Report: TSD-TRP-23-011

Region of Waterloo

Transportation Services

Transportation

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Cambridge Truck Diversion Study- Final Evaluation

1. Recommendation

That the Regional Municipality of Waterloo take the following actions with respect to the Cambridge Truck Diversion Study - Final Evaluation as set out in report TSD-TRP-23-011 dated August 15, 2023:

- a) Implement the diversion of through trucks from downtown Cambridge by utilising the newly built McQueen Shaver Boulevard;
- b) Amend the Traffic and Parking By-Law 16-023:
 - Add to Schedule 19: No Heavy Trucks, Anytime, on Water Street (Regional Road 24) from Ainslie Street South (Regional Road 24) to Coronation Boulevard/Dundas Street (Regional Road 8) in the City of Cambridge;
 - Add to Schedule 19: No Heavy Trucks, Anytime, on Ainslie Street (Regional Road 24) from Concession Street (Regional Road 97) to Water Street (Regional Road 24) in the City of Cambridge; and
 - Add to Schedule 19: No Heavy Trucks, Anytime, on Myers Road from Water Street (Regional Road 24) to Franklin Boulevard (Regional Road 36) in the City of Cambridge; and
- c) Construct noise attenuation walls along two sections of McQueen Shaver Boulevard, the total of 240 meters, where noise walls are warranted in accordance with the Regional Noise Policy.

2. Purpose / Issue:

To provide background for the proposed diversion of trucks from downtown Cambridge, to describe the required implementation strategy, mitigation measures and associated costs, and to seek Council approval for banning the movement of through trucks along Ainslie Street, Water Street, and Myers Road.

3. Strategic Plan:

The diversion of through trucks from the core of Downtown Cambridge supports the

Region's Strategic Plan Focus Area 2 (Sustainable Transportation), specifically 2.3 Increase participation in active forms of transportation (cycling and walking), and 2.4 Improve road safety for all road users.

The public consultation that was conducted for this project supports Strategic Plan Area 5 (Responsive and Engaging Public Services), especially 5.1 Enhance opportunities for public engagement, input, and involvement in Region of Waterloo initiatives.

4. Report Highlights:

- The need to remove through truck traffic from downtown Cambridge has been documented in numerous plans for more than fifty years.
- With the recently completed McQueen Shaver Boulevard, there is an opportunity to ban the movement of through trucks in downtown Cambridge.
- McQueen Shaver Boulevard provides an effective alternative for through truck movement on Ainslie Street, Water Street, and Myers Road.
- A truck ban on the Main/Concession corridor is not recommended because McQueen Shaver Boulevard is not an effective alternate route.
- Delivery to downtown will be allowed with heavy trucks. To reduce the impacts of delivery in the future, businesses and the truck companies would need to work together to change the delivery methods to smaller trucks.
- With the proposed truck diversion, noise walls would be warranted, based on the Region's Noise Policy, for two sections along McQueen Shaver Boulevard, total length of 240 m. Only two sections are warranted because of the slope of McQueen Shaver Boulevard and the grade of the backyards.
- The construction cost of the 240 m of walls is about \$624K and there is sufficient funding in the 2023 budget. The noise walls would be built in 2024.
- A preliminary noise analysis was done for Franklin Boulevard from Myers Road to Elgin Street. If traffic projections materialise, it is possible that additional noise walls will be required along some sections of Franklin Boulevard. This may cost up to \$7.2M. More analysis is needed and a recommendation may be brought back to Council in the future.

5. Background:

Currently, a large number of trucks are passing through the core of Cambridge travelling to other destinations, without serving the downtown. The movement of trucks in this dense environment hampers the revitalisation of the downtown core. Downtown streets are not a good environment for heavy trucks; frequent truck movements have significant negative impacts on residents and businesses, they create excessive noise and air pollution in a confined urban environment, reduce the safety for pedestrians and cyclists and cause damage to historical buildings.

August 15, 2023 Report: TSD-TRP-23-011

The plan to build Regional roads around Cambridge to avoid through traffic in the downtown was stated in many Regional and City studies such as the Traffic Planning Report (1965), Transportation Plan Update (1984), Cambridge Area Transportation Study (CATS 1990s), Regional Transportation Master Plan (RTMP 1999), Cambridge Area Route Selection Study (CARSS 2001), Detailed Transportation Network Review (DTNR 2004), and in both Region's and City's official plans.

The 2010 Environmental Assessment of McQueen Shaver Boulevard also refers to the diversion of traffic including trucks from the Hespeler Road/Water Street (Highway 24) corridor to Franklin Boulevard and Dundas Street (Highway 8).

In the fall of 2020, Cambridge City Council requested the Region to investigate the possibility of restricting trucks in the core of Downtown Cambridge on Water Street and Ainslie Street.

The Origin-Destination Study, carried out before the opening of McQueen Shaver Boulevard, showed that approximately 1600 trucks per day traveled through downtown Cambridge. About 1000 trucks (62%) were passing through the downtown to other destinations and approximately 600 trucks (38%) were making local deliveries. Northbound trucks were coming from Highway 24 and heading north to the Highway 401 accesses including; Hespeler Road, Franklin Boulevard, and Towline Road and to the industrial area south of Highway 401 and to Coronation Boulevard. In the southbound direction, trucks were going from Highway 401 accesses, the industrial area south of Highway 401 and Coronation Boulevard to Highway 24. Additional details about the number of trucks on various routes are available in Appendix A.

The plans to divert traffic from downtown Cambridge date back more than half a century, the plans have evolved over time, but the roadway sections that make this diversion feasible were completed only recently; McQueen Shaver Boulevard, from Highway 24 to Franklin Boulevard, opened in October 2021. McQueen Shaver Boulevard and Franklin Boulevard provide a reasonable alternative for about 1000 through trucks that currently travel northbound or southbound along Water Street and Ainslie Street. Both McQueen Shaver Boulevard and Franklin Boulevard were designed and built to accommodate truck traffic safely and efficiently. From the estimated 1000 trucks per day, about 250 have already diverted to McQueen Shaver Boulevard "naturally", without the downtown truck ban. The impact of the proposed downtown ban on the changes in truck volumes along various roads is summarised in Appendix A.

Staff also examined the potential of banning truck movement along the Concession Street/Main Street corridor at the request of City of Cambridge Council (Appendix C). The Concession /Main corridor is a truck route identified in both the Region's and the City of Cambridge's Transportation Master Plans. The Region of Waterloo Truck Route Policy (Appendix B) does not support diverting trucks travelling from/to the west along Cedar to McQueen Shaver Boulevard. Removing the Concession/Main truck route from the network is not considered to be viable because the alternative route, using

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McQueen Shaver Boulevard, would be more than four kms longer. This would result in very little compliance and would ultimately be challenging to enforce.

The growth of downtown Cambridge will require the continued operation of trucks for deliveries and pick-ups. Currently there is no limit to the size or weight of these trucks. In order to further reduce the impacts of these deliveries and to reduce the challenges of enforcement, there is a potential for further improvements by limiting the size of trucks doing deliveries. This could be a longer-term initiative and would require cooperation between downtown businesses and the trucking companies serving them.

While the diversion routes provide a good alternative for many northbound and southbound through trucks, it is expected that there will be a learning period for truck drivers. Enforcement will be carried out by Waterloo Regional Police Services (WRPS) pro-actively in the first few weeks of the introduction of the downtown truck ban, and "as required" after that. Enforcement will be challenging, as the police officers will have to stop trucks to find out from the driver whether or not they have a delivery or pick-up in the downtown area.

Noise assessment without the downtown truck ban

The existing noise levels have been identified by the public as a major concern after McQueen Shaver Boulevard was opened in October 2021. The original Environmental Assessment for McQueen Shaver Boulevard, which assumed only voluntary diversion of trucks and not an outright truck ban along Water Street and Ainslie Street, concluded that the warrants for noise wall based on the Region's Noise Policy, were not achieved. Therefore, noise walls were not included in the McQueen Shaver Boulevard project. Based on public inquiries, the noise assessment was revisited in 2022. The study concluded again, without the downtown truck ban, noise walls are not warranted along McQueen Shaver Boulevard.

The 2022 noise assessment update for Franklin Boulevard (between McQueen Shaver Boulevard and Myers Road) concluded that without the downtown truck ban, noise walls are warranted on both sides of the Franklin Boulevard extension from Carpenter Road south to the City boundary limits and on the west side of the Franklin Boulevard extension from Carpenter Road north to Bloomington Drive. The installation of the noise wall at this section of Franklin Boulevard has already been approved and is scheduled in the Transportation Capital Program and construction will start in September 2023.

Noise assessment with the downtown truck ban

The potential downtown truck ban would increase the number of trucks along McQueen Shaver Boulevard and Franklin Boulevard beyond the numbers used in previous noise studies as part of the project's original Environmental Assessments. Therefore, a new noise study was conducted in 2023 to address the impacts of the potential downtown

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truck ban on the major alternative routes such as McQueen Shaver Boulevard and Franklin Boulevard.

The noise study concluded that the additional trucks would warrant the implementation of noise walls along approximately 240 metres of McQueen Shaver Boulevard at the cost of \$624,000. The two sections with the warranted noise walls along McQueen Shaver Boulevard are at the back of 129 - 157 Langlaw Drive and 407 - 427 Langlaw Drive. The list of all properties backing on to McQueen Shaver Boulevard and the corresponding projected noise levels are shown in Appendix E. The reason only two sections are warranted is because of the slope of McQueen Shaver Boulevard and the grade of the houses' backyards. The two sections that warrant the installation of noise walls are shown graphically in Appendix F.

The provision of a continuous noise wall along the entire 1.5km length for the houses fronting Langlaw Drive, including the sections that are not warranted under the Region's Noise Policy, would cost approximately \$3.9 million.

According to the Regional Noise Policy Section 4.4 "The final decision concerning the funding and installation of a proposed noise barrier will be made by Regional Council in conjunction with the road design approval."

Noise assessments carried out for properties along Franklin Boulevard from Myers Road to Elgin Street indicated that with the proposed truck ban, noise walls would be warranted if traffic projections in future years become realized. The approximate cost of these noise walls could be up to \$7.2 million. Further studies along this section of Myers Road would be required, including field surveys and detailed engineering analysis, to determine costs, the exact wall locations, and wall heights.

All noise assessments were based on projected traffic/truck volumes 10 years in the future, as required in Part B of the Region's Noise Policy. Current traffic/truck volumes are significantly lower than the 10 year projected volumes used in the noise studies. For Franklin Boulevard it will take a number of years before the noise thresholds meet the warrants, assuming traffic volumes increase as forecasted.

6. Communication and Engagement with Area Municipalities and the Public:

Area Municipalities:

Staff from the City of Cambridge are part of the Project Team and are supportive of the through traffic truck ban in the core of Downtown Cambridge.

The Cambridge Downtown Business Improvement Area (BIA) supports the removal of Water Street and Ainslie Street from the truck network.

The City of Cambridge Council passed a motion on January 31, 2023 at a meeting regarding Concession Street. The motion requested the Region, subsequent to the

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implementation of the through truck ban in the downtown, review and consider further truck diversion strategies to prevent heavy trucks on Concession Street. The City of Cambridge Council Motion is in Appendix C.

Public:

The public engagement of this project included a project information page, two virtual meetings (one with the Business Improvement Area and one public meeting), and an online survey through the Engage Waterloo platform. 71 people attended the various public meetings and 182 participated in the survey.

The main comments were the following:

The truck ban in the core of the downtown would have positive impacts on the downtown fostering a safer cycling and walking environment, less traffic congestion, and less air and noise pollution in a confined urban environment. It would support a better business environment and there would be less vibration from trucks meaning better protection of adjacent heritage buildings.

The increase in the number of trucks along the diversion routes would have negative impacts on the land use along these routes (noise and air pollution, safety and enforcement issues, delays for the trucks and impact on the economy).

If the truck ban is approved, some measures such as, installing noise walls, planting trees, and improving safety by enforcement, should be considered along McQueen Shaver Boulevard and Franklin Boulevard.

The participant's responses were influenced by where they live or by their interest in the project. 33 % of the participants indicated that banning trucks in the downtown would have positive impacts on the downtown. Most of these participants live, drive, walk, and cycle in the downtown. 41% of the participants indicted that banning the trucks in the downtown would have negative impacts on the alternative routes. Most of these participants live near the alternative routes, or they were truck drivers. A summary of the public input including staff's responses is provided in Appendix D.

Members of the public who have subscribed on the project webpage, the Cambridge BIA, and the Trucking Association where informed about this report on August 8, 2023.

7. Financial Implications:

The Region's approved 2023-2032 Transportation Capital Program includes a budget of \$4,115,000 in 2023 for the McQueen Shaver Boulevard from Water Street to Franklin Boulevard (project # 07192) to be funded from Roads Regional Development Charges Reserve Fund.

Based on most recent estimated costs, there is sufficient budget to accommodate the staff recommendation of warranted noise walls. Final costs will be subject to tender.

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Should traffic projections in future years manifest, additional noise walls could become warranted, and staff would update the capital budget through future budget processes at that time.

8. Conclusion / Next Steps:

Assuming Council approves the truck diversion and the associated By-law change, staff, in conjunction with City of Cambridge staff and the BIA, will implement the truck diversion as follows:

- September 2023: Notification to trucking companies;
- 1 October 2023: Installation of the required signage;
- 15 October 2023: Pro-active enforcement by WRPS;
 - For two consecutive weeks WRPS would assign police officers at key locations within the downtown to enforce the truck ban (last two weeks of October 2023 are recommended as police resources would be sufficient and available at that time);
 - WRPS would also observe and enforce the speed limit on McQueen Shaver Boulevard and Franklin Boulevard during these two weeks;
- 1 November 2023: As-needed enforcement by WRPS;
 - After the two continuous weeks of pro-active enforcement, enforcing the truck ban would be on the need and situational basis (i.e. an officer observes a vehicle, or there is a complaint from the public); and
- Noise walls along sections of McQueen Shaver Boulevard will be constructed in 2024 as directed by Council.

9. Attachments:

Appendix A: Cambridge Truck Study Results

Appendix B: Region of Waterloo Heavy Trucks Policy

Appendix C: City of Cambridge Resolution

Appendix D: Downtown Cambridge Truck Diversion Study - Public Engagement Summary

Appendix E: Noise Levels along McQueen Shaver Boulevard

Appendix F: Sections of McQueen Shaver Boulevard with Warranted Noise Walls

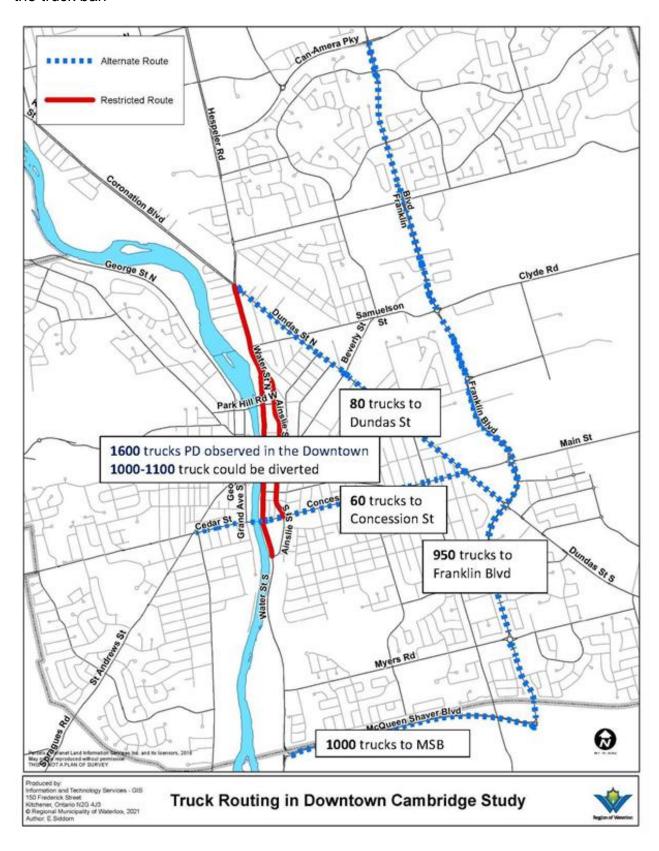
Prepared By: Kornel Mucsi, Manager, Transportation Planning

Reviewed By: Mike Henderson, Acting Director, Transportation

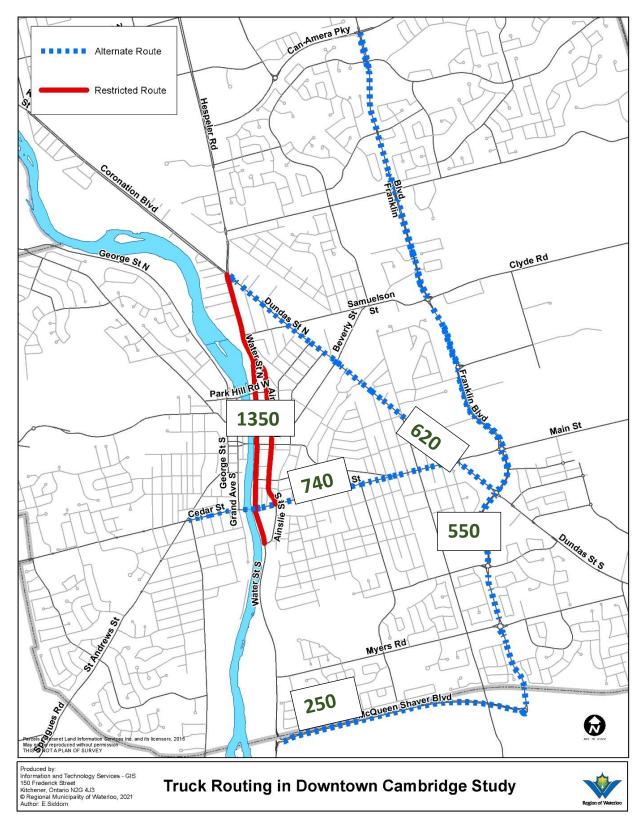
Approved By: Mathieu Goetzke, Commissioner, Transportation Services

Appendix A: Cambridge Truck Study Results

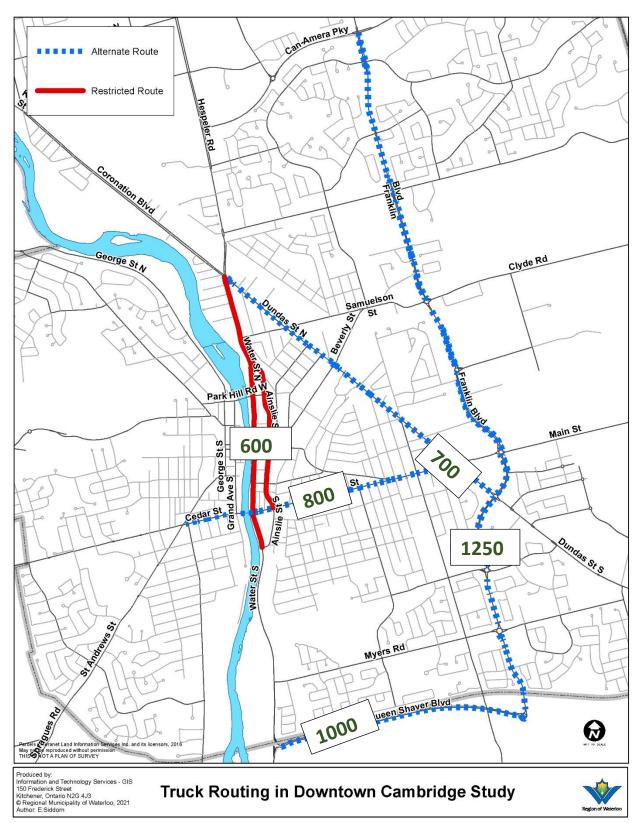
Number of trucks in downtown and the estimated increase on alternate routes due to the truck ban



Current trucks per day with "natural" diversion (no downtown truck ban)



Truck Study: Number of Trucks per day -With truck ban



Survey Stations

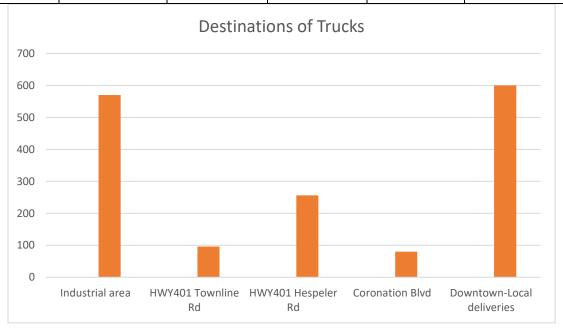




Survey Stations

O-D truck survey results:

Total trucks	Trucks passing	Trucks	Trucks	Trucks	Trucks passing	Trucks in
per day in	through	passing	passing	passing	through	Downtown for
Downtown	downtown to	through	through	through	downtown to	local deliveries
Cambridge	other	downtown to	downtown to	downtown to	Coronation	
	destinations	the HWY 401	the HWY 401	Hespeler Rd	Blvd (station	
		access at	access at	and the	6)	
		Hespeler Rd	Townline Rd	industrial		
		(station11)	(station 12)	area (station		
				7,8,9,10)		
1600 trucks	~1000 trucks	256 trucks (16	96 trucks (6 %	570 trucks	80 trucks (5%	600 trucks (38%
	(62% of total	% of total	of total	(35% of total	of total	of total trucks)
	trucks)	trucks)	trucks)	trucks)	trucks)	
			1	1		



Appendix B: Region of Waterloo Heavy Trucks Policy

1. INTRODUCTION

This section deals with the issues of truck routes, restrictions on trucks, and complaints about trucking activity.

2. EXISTING TRUCK ROUTES AND REGULATIONS

2.1 REGULATIONS

The regulations regarding truck routes and trucking activity are the same in Kitchener and Waterloo and can be summarized as follows.

- A heavy vehicle is defined as a commercial vehicle having an unloaded weight of 3 tonnes or more, or a loaded weight of 5 tonnes or more.
- Heavy vehicles are permitted on all Regional Roads at all times except for those Regional Roads which have a truck prohibition in which case heavy trucks are subject to the hours and days stated in the by-law.
- 3. Heavy vehicles are prohibited on all other streets unless making a delivery via the shortest possible route from a truck route or unless a truck prohibition by-law with exemptions for certain hours and days has been passed, which in essence is a truck route with time restrictions.

Truck routes are not signed. The routes with time restrictions are all signed, and on some other streets truck prohibition signs have been installed.

For most of the truck routes heavy vehicles are allowed for 24 hours a day, and all days of the week. Other truck routes have allowable hours of 7 am to 7 pm, and allowable days of either Monday to Friday or Monday to Saturday.

There are no weight limitations regarding commercial vehicles in the definition in the Highway Traffic Act. In the Manual of Uniform Traffic Control Devices (A2-81-02) it is suggested that the municipal by-law should use an unloaded weight of at least 4.5 tonnes in the definition of commercial vehicles. This suggests that a greater unloaded weight could be used, as it has been in

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Kitchener and Waterloo.

One of the main issues in truck travel is trucks using roads where trucks are prohibited. The by-law deals with this by providing a definition of a bona fide destination as follows:

<u>Bona Fide Destinations</u> - Section 1 of this part shall not apply to the driver of a heavy truck making a bona fide delivery to, or a collection from a premise or premises which cannot be reached by any route other than a highway or part of a highway, where heavy trucks are not permitted within this by-law, provided that when making such a delivery or collection the same highway or portion of highway is travelled only insofar as if unavoidable in getting to and from such premise or premises.

The wording of the by-law is quite specific in that trucks must use non-truck routes for the least possible distance. However, this can result in the truck drivers having to make an inordinately long trip under some circumstances. According to the by-law the driver should take the shortest route to the truck route, even though this could take him away from his ultimate destination and may impact other areas. One example of this is Gage Avenue, where he would have to travel a greater distance through a residential area because of the by-law.

There have been two charges regarding trucks travelling on non-truck routes that have been dismissed. These were both on Strasburg Road and the cases were dismissed by different Justices of the Peace. It is possible that the police officers were not clear on the by-law and did not obtain the correct information before laying a charge.

2.2 TRUCK ROUTES

In general the truck routes are on the Regional Roads. However, there are a few sections of Regional Roads where there is not a truck route.

The sections of Regional Roads listed below are shown on the truck route map distributed to users as not being a truck route, but there is no truck restriction in the by-law for them.

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University Avenue from Erb Street to Fischer-Hallman Road
King Street from Victoria Street to Francis Street
Frederick Street from Victoria Street to Weber Street
Victoria Street from Hazelglen to Belmont Avenue
Victoria Street from Fischer-Hallman Road westward
Fairway Road eastward & westward from Lackner

With regard to the signing of the truck routes, it was noticed during a site visit, that although Albert Street and Phillip Street are shown on the map as having the same restriction (7 am - 7 pm, Mon - Fri), the signing is different. For Phillip Street the 'No Trucks' symbol is displayed along with a tab reading '7 pm - 7 am Mon - Fri', which implies trucks are allowed at all other times (ie, all day Saturday and Sunday). For Albert Street the tab states 'Except 7 am - 7 pm, Mon - Fri', which is the intent of the prohibition.

SURVEY OF TRUCKING COMPANIES

The City of Kitchener provided a list of Kitchener companies that have trucking operations. There were 100 companies on this list. There were 11 companies that have had trucking concerns in the past, and these were identified. The City of Waterloo does not have this type of information available.

Telephone contact was made with all of the 11 companies with which there have been trucking concerns in the past. Telephone contact was also made with other companies. Those that were large (eg. Schneiders) and those that from their name appeared to provide general haulage or delivery services were identified. Leasing companies and furniture movers were not included.

Twenty-four of the 100 companies were telephoned. Of these, two could not be contacted and the other 22 companies were interviewed. The telephone call started by trying to identify the person, position or department which would deal with trucking movements. The person contacted was then given a brief rundown of the objectives of the survey.

"We are a consulting engineering firm employed by the Regional Municipality of Waterloo to undertake a review of truck routes in the Kitchener-Waterloo area. This enquiry is to establish whether or not you have or are aware of any problems or concerns with regard to the existing truck routes in the Kitchener-Waterloo area".

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The follow up questions which were only to be asked if their firm had any problems:

- Where do you experience problems
- What are the access problems
- Main area of operation
- Hours of operation
- Who owns the trucks
- How are routes determined

The following are the Kitchener businesses that were contacted during the survey, along with their responses.

- Altruck Leasing Systems no problems
- Al's Cartage Ltd. no problems
- 3. Charterways Transportation no problems
- Forwell Materials Inc.
 no problems
 comments: prefers current designation of truck routes as opposed to the more restrictive
 prohibitions.
- Hoffman Meats Inc.
 no problems
 comments: suggested Erb Transport, who perform all of their trucking needs, be contacted.
- K-W Blair Readymix Ltd.
 no problems
 comments: operations manager will phone back if there are any concerns.

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Kingsway Transports Ltd. no problems

Adams Trucking Ltd.
 comments: Fountain Street in Cambridge should be a truck route. The section of Bleams
 Road which has recently been reconstructed should be designated a truck route.

Amoneit Haulage Ltd.
 no problems
 comments: thought the way it is set-up at the moment is 'perfect'.

 Erb Transport no problems

- Champion Freight Services Inc. no problems
- 12. Cottrell Transport no problems
- 13. Consolidated Freightways Inc. no problems comments: the firm was fined once for going to Greenbrook Pumping Station even though a delivery was being made.
- 14. Inter-City Truck Lines (Canada) Inc. no problems comments: the dispatcher will ask the drivers if they have any concerns and will relay them to this study. (there was no further response)
- 15. Laidlaw Waste Systems Ltd. no problems comments: because they are making house to house calls they assume the restrictions do not apply in their case, and some of the contracts awarded to them by the Cities require that they operate outside the designated hours of the restrictions.

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Schneider Inc. no problems

Class Freight Lines Ltd.
 comments: General Manager will phone back if any problems. (there was no further response)

- Domtar Packaging.
 comments: General Manager will phone back if any problems. (there was no further response)
- Overland Express.
 comments: General Manager to phone back. (there was no further response)
- Bell Cartage.
 no problems
- Durbin Haulage.
 no answer
- 22. Westmount Trucking & Excavating. comments: when Bleams Road was closed it was a disaster. Suggest that Huron become a truck route.
- TNT Alltreans Express number no longer in service.
- 24. Kieswetter Cartage comments: General Manager or Dispatcher will call back if any problems. (there was no further response)

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PUBLIC INPUT

Notices were placed in the Kitchener and Waterloo sections of the newspaper advising the public that the traffic operations study was underway, that truck routes and restrictions was one of the items being addressed in the study, and requesting anyone who has a concern or problem to submit their comments to the Region of Waterloo Traffic Coordinator.

There were some responses received to do with pedestrian activity, but none to do with truck routes or restrictions.

REVIEW CORRESPONDENCE FILES

The Region of Waterloo searched the correspondence files for trucking related issues that have been dealt with in the past. Two items were identified and are summarized in the following paragraphs.

At one time trucks were permitted on Bleams Road from Westmount Road to Strassburg Road. They were then prohibited all day because of the deteriorated condition of the roadway. Bleams Road is now being reconstructed and the Region has proposed and passed the by-law to modify the truck prohibition with one that permits 7 am to 7 pm operation from Monday to Saturday. The reconstruction is being done to a design standard suitable for heavy truck traffic.

The second situation is on Regional Road 16 between Regional Road 17 and Erb Street. There was a petition prepared and distributed by a family which lives on this route requesting action on a number of issues including truck traffic between the gravel pits north of Heidelberg and the urban area. The suggestion was to prohibit trucks except for local deliveries between 8 am and 6 pm, and to re-route through trucks onto other roadways.

There is a history of truck issues on this route. In 1976 a truck prohibition was implemented. It was removed in 1986 because the trucks were using Township gravel roads and the Township had received complaints from residents on those roads and the Township had maintenance difficulties due to the truck traffic.

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In response to the petition traffic staff conducted traffic counts, vehicle classification counts, speed studies and collision analysis. A meeting was held in September 1989 with representatives of the residents, the gravel pit operators, and traffic staff. The decision reached at the meeting was to establish a chain of communications between the residents, traffic staff and the gravel pit operators along with a commitment by the gravel pit operators to take appropriate action when a problem is reported.

The procedures that were put in place have not been formally reviewed but from informal discussions with Regional Traffic staff they appear to be working as satisfactorily as possible, given the divergent interests of the residents and the truckers.

In both the preceding instances the alternatives to the proposed action would appear to have more associated negative impacts than the selected action.

6. REVIEW OF SUGGESTED POLICIES AND GUIDELINES

6.1 GENERAL TRUCK ROUTES

Various agencies were contacted to determine if they had policies related to truck routes and restrictions. The Ontario Traffic Conference, the Roads and Transportation Association of Canada, and the Ministry of Transportation were contacted.

None of them have any policies relevant to the selection of truck routes or guidelines on what conditions should lead to restrictions on trucking activity.

The Federal Highway Administration and other agencies have published documents with sections about truck routes. Some of these were reviewed. The City of Brantford is conducting a truck route study, but it is not yet complete. When it is, a copy of the report will be obtained and reviewed.

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6.2 HAZARDOUS GOODS ROUTES

There is no provision in Ontario for the designation of hazardous goods routes or the prohibition of hazardous goods on designated streets. These are in place in other parts of Canada, but there are no plans to introduce this system in Ontario. The focus regarding the safe movement of hazardous goods has not been on the routes but has been on improving the containers so that the possibility of discharge is reduced.

APPLICATION GUIDELINES FOR TRUCK ROUTES

The Federal Highway Administration report "Urban Transportation Planning for Goods and Services" contains a set of guidelines for the implementation of truck restrictions in residential areas. The guidelines include consideration of land use, the availability of an alternate route and the diversion distance, the number of trucks using the roadway, and the pavement condition. This document also notes that the trucking needs and situations in each municipality can be quite different, and should be addressed individually.

Consequently, it is desirable that any future changes to the truck routes, or the implementation of restrictions on trucks be done through a policy that is appropriate for the Region and area municipalities, combined with consideration of each individual situation. It should be recognized that there are important principles involved in trying to provide efficient goods movement, while at the same time not allowing undue impacts of trucking on unsuitable streets and roadways. These principles should be included in a policy regarding truck route and truck restriction issues. The review of the two recent issues dealt with by Regional Traffic staff indicates that these principles were carefully considered in the process of selecting what action to take.

8. PROPOSED POLICY STATEMENT FOR TRUCK ROUTES

8.1 INTRODUCTION

The proposed policy is a reflection of the generally accepted principles of trying to provide a network of truck routes that will permit the safe and efficient movement of goods while trying to restrict the impact of trucking on unsuitable streets and roadways. The policy reflects the needs and concerns of the Region, and the Cities of Kitchener and Waterloo, and due consideration has

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been given to the concerns of the trucking industry.

The proposed policy uses road jurisdiction and classification as the basis for truck route determination. This encompasses the idea that there should be a network of truck routes, and that trucks should use the major roadways.

At present the City of Kitchener is preparing a road classification system and eventually all the City streets will be classified according to it. The truck route policy will then be able to be applied as intended.

The City of Waterloo does not have an established classification system. However, for application of the truck route policy the City of Kitchener classification system could be used to determine how City of Waterloo roads function, even though they are not formally classified.

The proposed policy also includes measures to control the roadways used by construction related traffic as a temporary but separate type of trucking activity.

8.2 SELECTION OF TRUCK ROUTES

8.2.1 All Regional Roads should be truck routes unless there are valid reasons for imposing prohibitions or time restrictions on a particular section.

Valid reasons for prohibitions include:

- the section of roadway was not designed or constructed for heavy truck traffic or long vehicles.
- b) there are critical height or weight restrictions on the section of roadway.

Once road improvements have been completed and the valid reasons have been eliminated the prohibition should be removed.

Valid reasons for time restrictions include:

 the environment of the section is primarily front-lotted urban residential with numerous driveways, and a suitable alternate route is available. - 11 -

A suitable alternate route is defined as a route that would be less than 50% longer than using the section for which a restriction is proposed, but not more than 4.0 km longer, and on which there are not valid reasons for a time restriction.

In addition to the definition of a suitable alternate route, when considering whether or not a time restriction should be applied to a Regional Road sound engineering judgement and analysis should be used on both routes to consider items such as:

- truck volumes
- road connections and turning radii
- number of intersections and traffic signals or stop signs
- proportion of residential properties
- noise attenuation
- environmental impacts due to using alternate route
- impact on trucking companies
- other studies as deemed appropriate
- 8.2.2 Area municipality roadways (ie. roadways that are not Regional Roads) that are classified or function as arterial roads or major collector roads should be truck routes unless there are valid reasons for imposing prohibitions or time restrictions on a particular section.

Valid reasons for prohibitions include:

- a) the section of roadway was not designed or constructed for heavy truck traffic or long vehicles.
- b) there are critical height or weight restrictions on the section of roadway.

Valid reasons for night time restrictions include:

 the environment of the section is primarily urban residential with numerous driveways, and a suitable alternate route is available.

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Valid reasons for daytime restrictions include:

 the environment of the roadway is CBD commercial and a suitable alternate route is available.

A suitable alternate route is defined as a route that would be less than 50% longer than using the section for which a restriction is proposed, but not more than 4.0 km longer, and on which there are not valid reasons for a time restriction.

8.2.3 Area municipality roadways that are classified or function as minor collector roads or interconnecting roads may be truck routes with or without time restrictions provided they are constructed to carry heavy truck traffic and that there are valid reasons for their use as truck routes.

Valid reasons for their use as truck routes include:

- a) the roadway serves an industrial or warehousing area, or a limited area that generates more than 100 trucks per day.
- b) use of the roadway would provide a link in the truck route network that would reduce the distance travelled on the best alternate truck route by at least 30% and more than 2.0 km.

Valid reasons for night time restrictions include:

a) the environment of the section is primarily urban residential with numerous driveways, and a suitable alternate route is available.

Valid reasons for daytime restrictions include:

a) the environment of the roadway is CBD commercial and a suitable alternate route is available.

Once the reason for a time restriction or prohibition is removed the restriction or prohibition should also be removed.

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- 8.2.4 Area municipality roadways that are classified or function as industrial collector roads or local industrial roads should be truck routes without time restrictions.
- 8.2.5 All area municipality roadways that are classified or function as local streets should not be truck routes.
- 8.2.6 The area municipalities may, as part of site plan control and municipal contracts, designate construction routes. Construction routes are those roadways that construction traffic to and from the construction site <u>must</u> use for access. Construction routes shall supersede other truck route provisions.

8.3 TIME RESTRICTIONS ON TRUCK ROUTES

- 8.3.1 Time restrictions can be placed on truck routes to prohibit trucks during certain hours of the day or days of the week. Valid reasons for the implementation of time restrictions are contained in section 8.2.
- 8.3.2 The time restriction should generally be standardized and signed as 'trucks prohibited 7 pm to 7 am'. There can be exceptions to meet local requirements. For example where days of the week are involved the signs should be of the form 'trucks prohibited except 7 am to 7 pm Monday to Friday'.
- 8.3.3 It may be possible to prohibit trucks on one route for certain periods (eg. a 7 pm to 7 am prohibition on an urban residential street) and prohibit them on an alternate route for the remaining period (eg. 7 am to 7 pm on a CBD commercial street).

8.4 TRUCK TRIP

- 8.4.1 Where a truck must use roadways that are not truck routes the trip should be made as follows:
 - a) the truck should travel directly from the origin to the nearest suitable truck route,

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- b) using only truck routes the truck should follow the most direct route to the nearest suitable intersection to the destination,
- c) the truck should then travel directly to the destination.

The attached sketches provide example of how these trips are to be made.

8.4.2 Where construction routes are in effect traffic to and from the construction site must adhere to the construction route.

8.5 BY-LAWS

8.5.1 Region of Waterloo

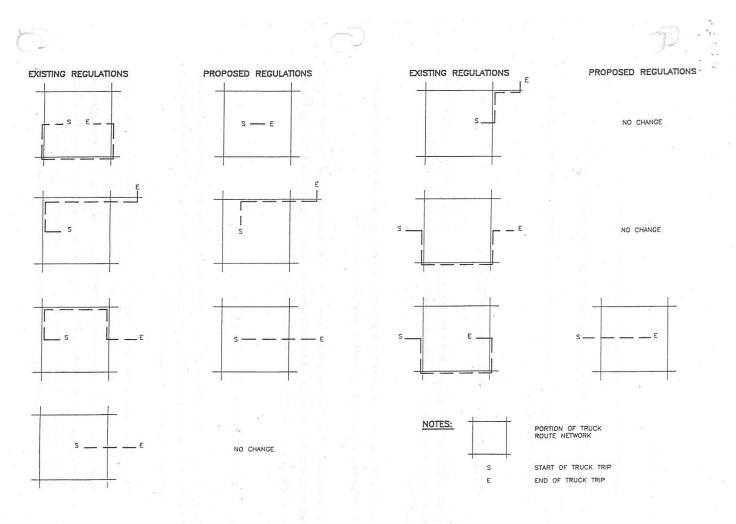
The Region should have a general by-law stating that trucks are permitted unless a time restriction or prohibition has been passed.

8.5.2 City of Kitchener and City of Waterloo

The Cities should have two general by-laws:

- a) trucks are permitted on all arterials, major collector, industrial collector and local industrial streets unless a time restriction or prohibition has been passed.
- b) trucks are prohibited on all minor collector, interconnecting, and local streets unless a time restriction has been passed.
- c) The clause on bona fide destinations should be revised to be in accordance with Section 9.4.

8.4



SKETCHES SHOWING EXAMPLES OF HOW TRUCK TRIPS SHOULD BE MADE

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8.6 SIGNING

- 8.6.1 Sign those sections of truck routes where there are time restrictions.
- 8.6.2 Where trucks are permitted do not sign the roadways as designated truck routes.
- 8.6.3 Sign those roadways or areas where there are truck prohibitions and the opportunity for enforcement is desirable.

9. INFORMATION ON TRUCK ROUTES

The City of Kitchener has a colour coded map showing the truck routes within the City limits. The City of Waterloo has a similar map, but without colour showing the location of truck routes within the City limits.

Although all the necessary information is included in the two maps, it is not a practical method of providing information on truck routes to the end user - the truck driver.

It is recommended that a single truck route map of both cities be prepared and distributed by both Cities and the Region. By printing on both sides the map could be expanded to include Cambridge at a suitable scale, and the Region as a whole at another scale.

10, TRUCK ROUTE SUGGESTIONS

During the review of the existing truck routes certain inconsistencies or gaps in the network were identified. The following are comments and suggestions on these items, and it is recommended that consideration be given to the suggested changes.

There is some inconsistency in the truck route on Albert Street south of Columbia. From Columbia to University it is a time restricted truck route and south of University no trucks are permitted. It would seem that it should either all be a truck route with time restrictions as appropriate for the residential area, or it should not be a truck route through the residential area. Albert functions as an arterial or major collector and as such trucks should be permitted, but only during the daytime to limit the impact on the residential area.

Fire w.

- 16 -

- Westmount Road from Erb Street to Ottawa Street has a time restriction on it. It is a Regional Road that was constructed to handle trucks, although parts of it have a lane width deficiency. Once the entire length of the roadway has been reconstructed the policy indicates that the restriction should be reviewed to determine if the restriction should be lifted or if Fischer-Hallman is still a suitable alternate route, in which case the time restriction could remain.
- Cedar Street between King Street and Duke Street is a gap in the network and it should be a truck route once the turning radius deficiency has been removed.
- The truck route with time restrictions on Ottawa should be extended from River to Lackner now that Lackner is open. The time restrictions should be removed once Ottawa has been reconstructed.
- 5. Huron Road from Westmount Road to Homer Watson Blvd. has road surface and geometric deficiencies. When it is upgraded and realigned it should be a truck route. It could then serve as an alternative to Bleams Road during the evening and on weekends.
- 6. Block Line should be a truck route with time restrictions.
- Moore Avenue between Bridgeport Road and Erb Street is a residential Street. It should not be a truck route.

11. CONCLUSIONS

With some exceptions the truck route system appears to be operating very well and is providing a satisfactory network for the distribution of goods and the needs of through truck movements.

The instances of trucking problems appear to have been dealt with creatively and satisfactorily. The same approach should continue to be used whenever new trucking issues have to be dealt with.

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There are some gaps and inconsistencies in the truck route network that should be addressed, and will be after application of the policy.

Appired By Cont Existing truck restrictions shall remain in effect unless there is some major unforseen change to the Regional Road system in the future, and if these restrictions are to be reconsidered at some future date, the process to be followed shall include full consultation with area residents, Engineering Committee and Regional Council.

CERTIFIED TO BE A TRUE COPY

John Current, Deputy Regional Clerk, Region of Waterloo

Appendix C: City of Cambridge Resolution



The Corporation of the City of Cambridge Corporate Services Department Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca

February 3, 2023

Re: Motion from Councillor Cooper - Downtown Cambridge Truck Diversion Study

ATTENTION: Region of Waterloo Council, Municipalities within the Region of Waterloo

At the Special Council Meeting of January 31, 2023, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS The Region of Waterloo's Downtown Cambridge Truck Diversion Study is considering the impacts of diverting trucks from the Downtown Cambridge area;

WHEREAS it is expected that Regional staff will be providing recommendations regarding the Downtown Cambridge Truck Diversion Study to Regional Council in early 2023;

WHEREAS the Downtown Cambridge Truck Diversion Study has identified the potential for additional heavy trucks along other Regional Roads as a result of the Downtown Cambridge heavy through truck traffic restriction;

WHEREAS Cambridge City Council supports the Region's immediate implementation of a heavy through truck traffic restriction in the Downtown Cambridge area along Water Street and Ainslie Street;

THEREFORE BE IT RESOLVED THAT subsequent to the implementation of the Downtown Cambridge area heavy through truck traffic restriction, the Region review and consider further truck diversion strategies to prevent any heavy through truck traffic on Concession Street;

AND FURTHER THAT a copy of this motion be sent to the Council of the Region of Waterloo, and all Municipalities within the Region of Waterloo.



Should you have any questions related to the approved resolution, please contact me.

Yours Truly,

Danielle Manton

Mandan

City Clerk

Cc: (via email)

Region of Waterloo Council Municipalities within the Region of Waterloo

Appendix D: Downtown Cambridge Truck Diversion Study - Public Engagement Summary

The public engagement plan was developed to present the project information and to solicit public feedback. It included a project webpage, two virtual meetings, and an online survey through the "EngageWaterloo" platform.

The project webpage included information about the project, such as the project background, the number of trucks in downtown, the number of trucks that could be diverted, the potential diversion routes, and the impacts of diverting trucks from downtown to other routes. The webpage has been regularly updated as the project progressed.

The project team hosted two virtual meetings, the first was on November 29, 2022 for Downtown Cambridge Business Improvement Area (BIA) members and the second was on December 1, 2022 for the public and stakeholders. 12 people attended the BIA meeting and 59 people attended the public meeting. The project team presented relevant background information which was followed by a question and answer period. The key inputs and concerns received through the two meetings are summarized in the following points:

- Speeding and lack of traffic calming measures in the downtown;
- Speeding on McQueen Shaver Blvd (MSB) and Franklin Blvd.;
- Local delivery trucks in downtown core should be restricted to specific time during the day/night;
- How will the truck ban be enforced?;
- Need for enforcement of speeding in the downtown and on MSB;
- Noise and air pollution mitigation measures at MSB, Franklin Blvd., and Concession St.:
- Concession St. is narrow, busy, and part of the downtown. Trucks should be banned on Concession St. and the road should be removed from the potential diversion routes:
- Safety concerns for cyclists on the Concession St. bridge with the additional trucks;
- Is there any plan to limit trucks on Myers Rd.?;
- · Restricting truck traffic to night only;
- Restricting trucks on Water St. only;
- Delay the conversion until the completion of MSB east of Franklin; and
- Concerns about truck safety at roundabouts along MSB and Franklin Blvd.

The online survey was open to the public between November 29 and December 19 2022 and was promoted through the Region's social media accounts (Twitter and Facebook) and the EngageWaterloo platform. Participants were asked about their

interest in the project. The majority of the participants were living, driving, walking, cycling, and owning business in the downtown.

Specifically, there were 113 people (62%) driving and 96 people (53%) cycling and walking on downtown streets, 62 people (34%) live in downtown, 47 people (25%) live on MSB and Franklin Blvd. and other impacted routes, 38 people (21%) own businesses in downtown, and 6 people (3%) drive trucks.

There were questions about the overall advantages and disadvantages of the possible truck diversion, about measures that might improve the outcome of the project, and about the anticipated impacts of the diversion. The survey received responses from 182 participants.

In terms of the overall advantages, better and safer walking and cycling environment and less noise and air pollution in the downtown were indicated by most participants. On the other hand, when asked about the disadvantages, noise and air pollution, safety and enforcement on the alternative routes were the indicated the most.

The feedback about the measures that should be taken, if the diversion is approved, is the following:

- Noise wall and trees at MSB and Franklin Blvd.;
- Safety measures, speed enforcement, pedestrian crossings on MSB and Franklin Blvd.;
- Directional and enforcement signage;
- Improvements to the walking and cycling infrastructure, pedestrian crossings, speed enforcement in the downtown; and
- Extend MSB to Dundas St and construct the East boundary Rd.

In response to the question about the impacts of the truck diversion on the respondents, 41% indicated higher anticipated exposure to noise and air pollution, more delays, and safety concerns on the alternative routes. 33% respondents anticipate positive impacts on them, such as less exposure to noise and congestion in the downtown.

Not surprisingly, the feedback was strongly influenced by the place where people live or by the way they travel. Most people who pointed out the negative impacts of the diversion live along or close to the alternate routes, or they were truck drivers.

Most people who anticipate positive impacts live, walk, cycle, and drive in the downtown.

Specific public feedback and the project team's responses are outlined in the table below:

Survey Questions	Themes	Project team comments and responses
If diversion is approved, what measures should be taken to make this positive for the residents, businesses and trucking companies?	Provide noise wall and trees at MSB and Franklin Blvd.	The Region of Waterloo is conducting a noise assessment on MSB and Franklin Blvd. Subject to Council's approval, noise walls will be installed where warranted in accordance with Regional Noise Policy. Planting trees and vegetation on MSB and Franklin Blvd following the decision on the noise walls.
	 Provide safety measures, speed enforcement, pedestrian crossings on MSB and Franklin Blvd 	Waterloo Regional Police Services are aware of the concerns about speeding and they are providing enforcement as resources allow it. A pedestrian refuge island was installed recently at the intersection of Franklin Blvd and Carpenter Rd to aid pedestrians in crossing Franklin Blvd. Other locations will be considered if and when they meet the appropriate warrants.
	 Provide directional and Enforcement Signage 	The Region has developed directional and enforcement signage plan, which will be implemented if truck diversion is approved.
	Improve the walking and cycling infrastructure,	New cycling facilities on Ainslie St are considered as part the Ainslie St reconstruction project in 2025.
	pedestrian crossings, speed enforcement in the downtown	The Region has a comprehensive road safety program and completes annual reviews to determine if additional control, including control to assist pedestrians. There are a number of traffic control signals within close proximity to assist pedestrians crossing in the downtown. No additional control is warranted within the downtown core at this time.
	• Extend MSB to Dundas St and construct the East boundary Rd	Extending MSB to Dundas St. is scheduled in the Transportation Capital Plan (TCP) for construction in 2025. The 2018 Transportation Master Plan (TMP) recommended the construction of East boundary Rd. for beyond 2041. The updated TMP will reassess the timing of this project.

Survey Questions	Themes	Project team comments and responses
How would the truck diversion to alterative routes impact you?	Negative impacts such as noise, air pollution, speeding and other safety concerns on MSB, Franklin Blvd., Dundas St. and Concession St.	Noise pollution: the noise pollution concern will be addressed through installing noise walls where warranted. Air pollution: the diversion of trucks from the downtown would not have impact on the total number of trucks on the transportation network. Therefore, the overall air pollution is estimated to be the same. The diversion of trucks to alternative routes may increase the air pollution on these routes; however, the emission per truck could be lower due to the non- stop travel condition. Speeding: the speeding concerns will be addressed through speed enforcement programs by WRPS Safety: The Region has a comprehensive road safety program and completes annual reviews to determine if additional control, including control to assist pedestrians, is warranted. The Region will continue monitoring the safety requirements at theses roads and implement the necessary measures.
	 Positive impacts such as less congestion, less noise and air pollution in the downtown Negative impact to the economy due to longer truck trips, delays, and more emissions to the environment 	Diverting trucks from the downtown would result in longer truck trips; however, travel conditions in the downtown (i.e. congestion, stop &go due to traffic signals) would have similar overall impact of longer truck trips with respect the delays and emissions.

Survey Questions	Themes	Project team comments and responses
Anything else you would like to bring to our attention.	The impact of Dundas St reconstruction on truck infiltration on side streets- Detour plan.	The construction of Dundas St would include a detour plan for traffic including busses and trucks. The plan would define the temporary available routes during the construction time and would keep trucks on identified routes.
	Move trucks out of downtown and the alternative routes.	Moving trucks from downtown is feasible as there are reasonable alternative routes. Most of the trucks on the transportation network are moving goods to within the city and the identified alternative routes are important to keep the necessary movement of the goods within the city.
	Remove Concession St from the alternative routes.	The MSB and Franklin Blvd provide a reasonable alternative for trucks currently travelling mostly north and south along Water and Ainslie Streets. The potential ban, as currently envisioned, would not apply to Concession and Main Streets, because there is no reasonable alternative for the east-west movement at that location; MSB is too far to the south to serve as an efficient alternative.
	Provide noise wall and trees and safety measures on alternative routes.	The Region will install noise walls on MSB and Franklin Blvd where warranted. Planting trees would be part of MSB project. The Region has a comprehensive road safety program and completes annual reviews to determine if additional control, including control to assist pedestrians, is warranted. The Region will continue monitoring the safety requirements at theses roads and implement the necessary measures.

PCC Questions	Themes	Project tem comments and responses
How would the truck ban in the downtown be enforced?		The enforcement of the truck ban in the downtown has challenges due to the exemption that allows trucks for local delivery. Waterloo Regional Police Services (WRPS) advise that their approaches to enforce the ban would include: • Enforcing the truck ban on a situational basis – for example, an officer observes a vehicle, or there was a complaint from the public. • By conducting random traffic stops and assessing the intention of travel. This will help differentiate between trucks doing local delivery and trucks passing through to other destinations.
Could downtown deliveries be restricted to only small trucks?		The ban would apply for through trucks above 4.500 KG. Delivery to downtown would be allowed by any truck, including those above this weight limit. The introduction of a weight limit to downtown delivery trucks has more challenges and would require additional policy changes and coordination between all Area Municipalities, businesses, and trucking companies.
Can trucks navigate safely at roundabouts along MSB and Franklin Blvd?		The roundabouts at MSB and Franklin Blvd are designed to accommodate heavy trucks.

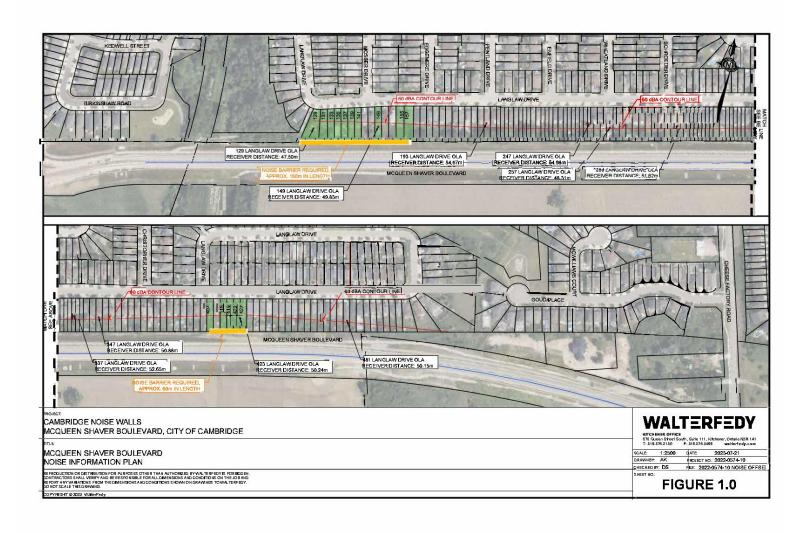
Appendix E: Noise Levels along McQueen Shaver Boulevard

McQueen Shaver Boulevard Acoustical Assessment			
Property Address	Projected Noise Level at OLA, Daytime Leg(16) (dBa)		
129 Langlaw Drive	61.32		
131 Langlaw Drive	61.00		
133 Langlaw Drive	61.23		
135 Langlaw Drive	60.64		
137 Langlaw Drive	No Survey		
139 Langlaw Drive	60.64		
141 Langlaw Drive	No Survey		
145 Langlaw Drive	59.87		
147 Langlaw Drive	59.96		
149 Langlaw Drive	60.78		
151 Langlaw Drive	59.89		
153 Langlaw Drive	59.76		
155 Langlaw Drive	60.52		
157 Langlaw Drive	60.75		
161 Langlaw Drive	59.11		
163 Langlaw Drive	59.11		
167 Langlaw Drive	58.75		
169 Langlaw Drive	58.75		
173 Langlaw Drive	59.05		
175 Langlaw Drive	59.05		
179 Langlaw Drive	No Survey		
181 Langlaw Drive	No Survey		
185 Langlaw Drive	58.77		
187 Langlaw Drive	58.76		
191 Langlaw Drive	58.84		
193 Langlaw Drive	59.15		
197 Langlaw Drive	No Survey		
199 Langlaw Drive	58.74		
201 Langlaw Drive	58.74		
203 Langlaw Drive	58.74		
205 Langlaw Drive	58.75		
209 Langlaw Drive	58.75		
211 Langlaw Drive	58.75		
213 Langlaw Drive	58.75		
215 Langlaw Drive	58.75		
217 Langlaw Drive	58.75		
<u> </u>			
221 Langlaw Drive	58.77		
223 Langlaw Drive	58.77		
225 Langlaw Drive	58.78		
227 Langlaw Drive	58.78		
229 Langlaw Drive	58.78		
233 Langlaw Drive	58.79		
235 Langlaw Drive	58.79		
237 Langlaw Drive	58.79		
239 Langlaw Drive	58.79		
241 Langlaw Drive	58.79		
243 Langlaw Drive	58.79		
245 Langlaw Drive	58.79		
247 Langlaw Drive	58.92		

McQueen Shaver Boulevard Acoustical Assessment		
Property Address	Projected Noise Level at OLA, Daytime Leq(16) (dBa)	
251 Langlaw Drive	58.71	
253 Langlaw Drive	58.71	
257 Langlaw Drive	59.89	
259 Langlaw Drive	No Survey	
263 Langlaw Drive	59.06	
265 Langlaw Drive	59.07	
269 Langlaw Drive	59.07	
271 Langlaw Drive	59.07	
275 Langlaw Drive	58.94	
277 Langlaw Drive	58.94	
281 Langlaw Drive	59.10	
283 Langlaw Drive	59.07	
287 Langlaw Drive	59.24	
289 Langlaw Drive	59.39	
293 Langlaw Drive	59.08	
295 Langlaw Drive	59.08	
297 Langlaw Drive	59.07	
299 Langlaw Drive	59.06	
301 Langlaw Drive	59.07	
303 Langlaw Drive	59.07	
305 Langlaw Drive	59.07	
307 Langlaw Drive	59.08	
311 Langlaw Drive	59.07	
313 Langlaw Drive	59.07	
315 Langlaw Drive	59.08	
317 Langlaw Drive	59.08	
319 Langlaw Drive	59.08	
321 Langlaw Drive	59.09	
323 Langlaw Drive	59.09	
327 Langlaw Drive	59.09	
329 Langlaw Drive	59.09	
331 Langlaw Drive	59.10	
333 Langlaw Drive	59.10	
335 Langlaw Drive	59.11	
337 Langlaw Drive	59.34	
339 Langlaw Drive	59.10	
341 Langlaw Drive	59.11	
345 Langlaw Drive	59.35	
347 Langlaw Drive	59.59	
351 Langlaw Drive	59.08	
353 Langlaw Drive	59.08	
357 Langlaw Drive	59.15	
359 Langlaw Drive	59.16	
363 Langlaw Drive	59.03	
365 Langlaw Drive	59.03	
369 Langlaw Drive	59.23	
371 Langlaw Drive	59.24	
375 Langlaw Drive	No Survey	
379 Langlaw Drive	59.43	

McQueen Shaver Boule	evard Acoustical Assessment
Property Address	Projected Noise Level at OLA, Daytime Leg(16) (dBa)
383 Langlaw Drive	59.02
387 Langlaw Drive	59.16
391 Langlaw Drive	59.44
395 Langlaw Drive	59.43
399 Langlaw Drive	59.27
403 Langlaw Drive	59.16
407 Langlaw Drive	60.39
411 Langlaw Drive	59.91
415 Langlaw Drive	60.57
419 Langlaw Drive	60.49
423 Langlaw Drive	60.60
427 Langlaw Drive	60.60
431 Langlaw Drive	59.29
433 Langlaw Drive	59.29
437 Langlaw Drive	59.29
439 Langlaw Drive	59.29
443 Langlaw Drive	59.27
447 Langlaw Drive	59.25
451 Langlaw Drive	59.22
453 Langlaw Drive	59.20
457 Langlaw Drive	58.85
459 Langlaw Drive	58.84
463 Langlaw Drive	58.84
465 Langlaw Drive	58.76
469 Langlaw Drive	58.97
473 Langlaw Drive	58.91
477 Langlaw Drive	58.94
481 Langlaw Drive	56.29
485 Langlaw Drive	58.79
489 Langlaw Drive	No Survey
493 Langlaw Drive	No Survey
497 Langlaw Drive	58.11
501 Langlaw Drive	57.99
505 Langlaw Drive	57.97
509 Langlaw Drive	57.86
513 Langlaw Dreive	57.73
517 Langlaw Drive	58.21
521 Langlaw Drive	57.64
525 Langlaw Drive	56.28

Appendix F: Sections of McQueen Shaver Boulevard with Warranted Noise Walls



Report: TSD-RTS-23-002

Region of Waterloo

Transportation Services

Rapid Transit

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Stage 2 ION Business Case Scope and Schedule

1. Recommendation

For information.

2. Purpose / Issue:

The purpose of this Report is to update Council on the Stage 2 ION schedule to complete the south terminus re-evaluation and the initial business case, both with updated alternatives according to Regional Council direction.

3. Strategic Plan:

The Stage 2 ION project supports the 2019-2023 Corporate Strategic Plan Sustainable Transportation Objective 2.1: Enhance the transit system to increase ridership and ensure it is accessible and appealing to the public, and Sustainable Transportation Action 2.1.3: Complete the detailed planning for Stage 2 ION.

4. Report Highlights:

- Committee has directed staff to add to the south terminus evaluation an alternative T4 located in south-east Cambridge in the vicinity of Dundas Street and Main Street, and to provide information on the feasibility of adding a route down Dundas Street to the T4 alternative.
- For a south terminus alternative T4 at or near Dundas Street and Main Street the only viable connecting route runs along Dundas Street from Beverly Street.
- The south terminus re-evaluation process is currently under way, but will be modified to include the T4 alternative. It is now expected to be completed by December 2023.
- The business case is expected to commence in early 2024 and be completed by mid-2025.

August 15, 2023 Report: TSD-RTS-23-002

5. Background:

On May 24, 2023 at a special meeting of Planning and Works Committee staff were directed to add to the south terminus evaluation an alternative T4 located in south-east Cambridge in the vicinity of Dundas Street and Main Street (see Appendix A). Council also directed staff to provide information on the feasibility of adding a route down Dundas Street to the T4 alternative.

Station location alternatives are always paired with a specific route for evaluation purposes. To evaluate T4, a terminal station in south-east Cambridge, a connecting route must be identified. Region staff have reviewed various potential routes connecting to a T4 alternative and screened out routes that are not direct and/or did not reduce impacts. This approach is consistent with previous evaluation processes. The only viable route connecting to T4 runs along Dundas Street.

In April 2023 the Region started a process to re-evaluate the Stage 2 ION south terminal station location. This re-evaluation was initiated because the Region has new information since completion of the previous evaluation in 2018. The Region also has experience operating an LRT system since opening the ION system in 2019. For more details refer to report TES-RTS-22-01 dated August 9, 2022.

Although the south terminus re-evaluation process is under way, it can, and will, be modified to include the additional T4 alternative. Adding T4 to the on-going south terminus re-evaluation process will ensure a consistent approach and will provide an objective comparison to other terminus locations. The modified process will consider the feasibility of the Dundas Street route. This feasibility information and the south terminus re-evaluation results will be presented to Council by December 2023.

The south terminus re-evaluation process will recommend a preferred system alignment and affect the scope of the business case. The business case will start after completion of the south terminus re-evaluation. As directed by Regional Council the Stage 2 ION business case will include:

- An independent, standalone project alternative with LRT from the Preston station to the south terminus;
- A south terminus T4 alternative, pending Council's endorsement of the south terminus re-evaluation results; and,
- Consideration and costing of bus rapid transit (BRT).

The business case can start in early 2024, following completion of the south terminus re-evaluation, and is anticipated to be completed by mid-2025.

6. Communication and Engagement with Area Municipalities and the Public:

Area Municipalities: The City of Cambridge and the City of Kitchener have been key

partners throughout the Stage 2 ION project. City of Cambridge staff are members of the south terminus re-evaluation Technical Agency Committee. City of Cambridge input on south terminus alternatives will be solicited as part of the evaluation process.

7. Financial Implications:

The Region's approved 2023-2032 Rapid Transit Capital Program includes \$1,664,000 in 2023 for Phase 2 Environmental Assessment (project #68024) to be funded from the RTMP Reserve Fund (61%, \$1,015,040) and from the Public Transit Development Charge Reserve Fund (39%, \$648,960). The budget is sufficient for previously approved consulting contracts, internal staffing and upcoming business case costs.

8. Conclusion / Next Steps:

• December 2023 Complete south terminus re-evaluation

• Early 2024 Start Initial Business Case

Mid-2025 Complete Initial Business Case

9. Attachments:

Appendix A: Map of T4 Location and Dundas Street Route

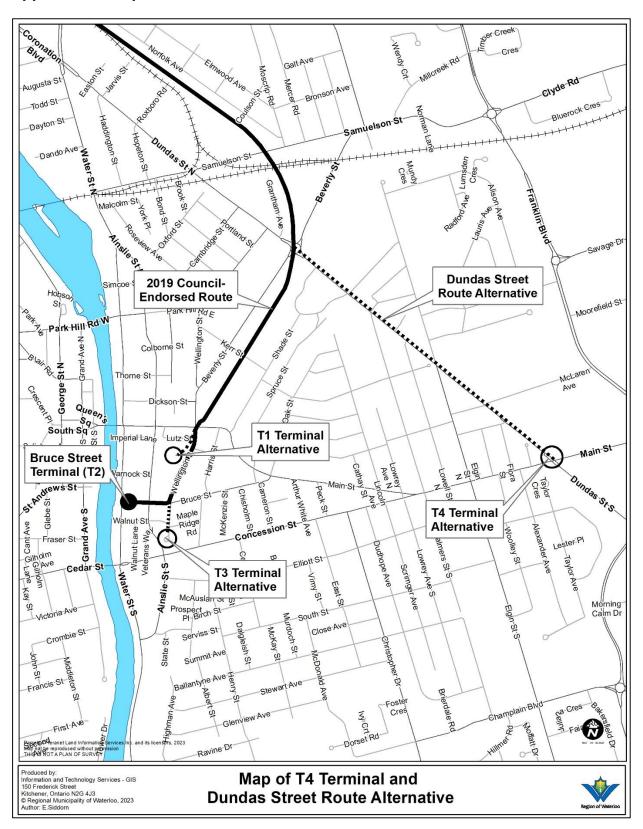
Prepared By: Matthew O'Neil, Manager, Rapid Transit Coordination

Reviewed By: Gord Ryan, Director, Rapid Transit

Approved By: Mathieu Goetzke, Commissioner, Transportation Services

Report: TSD-RTS-23-002

Appendix A: Map of T4 Alternative



Report: EES-WMS-23-004

Region of Waterloo

Engineering and Environmental Services

Waste Management

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Blue Box Transition Update – Next Steps

1. Recommendation

That the Regional Municipality of Waterloo opt out of administering blue box service as of the Region's transition date on March 2, 2024, at which time it will be incumbent on the producers to arrange for alternative blue box collection and processing until the end of transition, December 31, 2025; and,

That staff be authorized to negotiate and execute agreements with existing contractors to continue collection and processing of non-eligible sources not covered in the new blue box regulation, to ensure continuity of services to sites currently receiving collection, until the end of transition, as outlined in report EES-WMS-23-004, dated August 15, 2023.

2. Purpose / Issue:

The purpose of this report is to update Regional Council on the status of moving the Region's existing blue box program to Ontario's producer responsibility model.

3. Strategic Plan:

This report supports the Corporate Strategic Plan's Environment and Climate Action Focus Area Strategic Objective 3.3: Direct more waste away from landfill, improve recycling and better manage organic waste.

4. Report Highlights:

- The Provincial government introduced new recycling legislation in 2021 (and amended in 2023) that moved financial and operational responsibility of the blue box program from municipalities to producers.
- A producer-controlled, non-profit organization called Circular Materials (CM) has responsibility for implementing the new program across Ontario on behalf of all producers.
- CM issued a standard offer to all Ontario municipalities requesting that they

provide interim residence and facility collection services on their behalf during the transition period.

- Staff reviewed the offer presented by CM to the Region and highlighted significant financial and operational risks if the Region were to accept CM's standard offer.
- As there is no legislated obligation for the Region to provide blue box service following the March 2, 2024 transition date, CM is required to arrange alternative blue box collection and management services.
- Given resource and time constraints, CM anticipates negotiating agreements directly with our existing collection contractors in order to fulfill legislated obligations.
- The contractors will provide customer service resolution, including addressing resident issues/complaints, through transition.
- Pending Council approval, Region staff will engage with existing contractors to continue to provide blue box recycling services for all currently serviced noneligible sites through the transition period.
- Region staff will explore options to continue blue box recycling services at both the Cambridge and Waterloo public drop-offs, during and post transition.
- Curbside collection of garbage, organics, bulky and large metal items, yard waste and Christmas trees would continue status quo as part of the Region's existing curbside collection contract.
- Annual cost savings are difficult to estimate at this time. Detailed projections will be provided as part of the 2024 Plan and Budget process.
- Staff will provide another update report later this fall.

5. Background:

In 2021 (and amended in 2022 and 2023), the provincial government introduced a new recycling regulation that changes how the blue box program is funded and operated, with program transitioning from a model of shared industry funding (split between municipalities and producers) to one of full producer responsibility. This new approach to waste management, referred to as extended producer responsibility (EPR), makes producers (companies that make and import packaging/products) fully responsible for the waste generated from their products and packaging. The transition of blue box services across the province occurs between July 1, 2023 and December 31, 2025, with the Region transitioning its blue box program on March 2, 2024. Refer to Council Report EES-WMS-23-001 for more information.

In accordance with the new blue box regulation, a producer-controlled non-profit organization called Circular Materials (CM) has responsibility for implementing the new program across Ontario. Given the limited timeframe to implement a new, province-wide recycling program, CM reached out to municipalities with a standard offer to

administer services during the transition period (referred to as an Interim Collection Offer). Regional staff reviewed the conditions and identified a number of significant risks summarized below.

Financial incentive: Compensation proposed by CM is largely based on criteria used for the existing Waste Diversion Act program and does not reflect actual costs, making full cost recovery problematic due to limitations within the historic method of determining Blue Box funding. The CM proposal would reimburse no more than 80% of our existing costs while the Regulation stipulates the financial obligation of producers to cover 100%, which would result in the Region being responsible for a portion of the program through transition.

Contract clauses/language: CM's offer has listed a number of contract clauses that are open to interpretation. For example, change orders can be issued with no additional funding provided and CM has the authority to cancel the work at any time. These precarious conditions leave the Region exposed to additional financial risk.

Logistics risks: At transition, contractors will be required to deliver blue box materials directly to a single Receiving Facility (RF), where blue box materials will be consolidated and shipped to external processing facilities, as determined by producers. For our Region, this facility is located in north Waterloo (existing Waste Management Canada transfer station). The additional costs and time to deliver blue box materials to a new, separate location were not included as part of the CM offer.

Contamination limits: CM has set an aggressive and unrealistic contamination target of 4 per cent, compared to current performance at approximately 15 per cent, without compensation for increased monitoring, promotion, education, and compliance enforcement.

Reporting: CM is requiring detailed records for every vehicle, per collection route, and material stream (containers vs fibres) per month. New monthly and annual reports are also required. This information is not currently tracked or needed for our existing program. To meet the new contract requirements it would require significant additional staff time and resources to set up and generate.

In summary, the current standard offer from CM incorporates significant risk to the Region and does not provide for 100 per cent reimbursement for the Region's blue box program costs.

Service Level Impacts and Non-Eligible Sites

The majority of our residents should not be affected during the transition of the blue box program as the existing levels of service are required to be maintained through the transition period. The curbside collection contractors will contract directly with CM and

will be responsible for administering the entire blue box collection program, including addressing customer complaints and issues.

Under the current curbside collection contract, a small number of industrial, commercial and institutional (IC&I) customers (approximately 1500 -2000 stops, primarily in Downtown cores) receive curbside blue box collection. Municipalities are not required to provide waste services to businesses and under the new blue box regulation, these locations are not considered eligible for blue box collection. However, to minimize disruption during transition, staff are recommending continuation of blue box collection for these sites while continuing to evaluate potential longer term recycling options as part of the development of the next curbside collection contract, which commences in 2026. Upon council approval, staff will negotiate and execute agreements with our existing collection contractors to ensure these services continue seamlessly for all non-eligible stops currently serviced. Staff will also develop and implement a communication plan to all affected non-eligible sites.

Blue box materials are also accepted at our public drop off facilities in Cambridge and Waterloo. Although the volume of materials is considerably less than what is collected curbside, collection at the depots could be partially funded by CM during the transition period. However, CM will not operate/fund the recycling drop-off depots after January 1, 2026. Similar to the residential and facility collection, additional costs and risks with providing depot drop-off services as required by CM, appears substantial. Staff are continuing to evaluate potential impacts both during transition and after and will report to Committee later in the fall with an update

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: In the fall of 2023, staff will reach out to affected local partners (e.g. area municipalities, downtowns, etc.) to clarify potential impacts and how best to proceed to ensure as seamless and effective transition as possible.

Staff will also arrange to present to local municipal Councils about the upcoming changes and impacts to curbside waste collection. These sessions will also include information from the Downtown Service Level review, which is currently ongoing, as well as the new curbside collection contract launching in 2026.

Public: The producers have committed to maintaining the existing blue box program during transition so the impact on residents should be minimal. During transition, the producers will be fully responsible for all education of the blue box program and resolving all customer issues. Staff are developing an education campaign leading up to the transition date (March 2, 2024) so residents know what to expect.

Starting January 1, 2026, the producers may implement changes across the province to enhance the blue box program including collection frequency, collection container

(carts), and acceptable material. Any promotion and education of the new recycling program would be the responsibility of the producer.

7. Financial Implications:

While there are no direct financial implications associated with this report, the transition to full producer responsibility will result in savings to the Region's budget starting March 2, 2024 when the Producers assume Blue Box collection and processing. Budget capacity will be required for the provision of recycling services to non-eligible sources through the transition period and the continuation of recycling services provided at the Region's public drop-off locations in Cambridge and Waterloo. Staff are currently building the 2024 Budget estimates and engaging with CM and the Region's private contractors to refine financial implications. Detailed projections will be provided as part of the 2024 Plan and Budget process.

8. Conclusion / Next Steps:

If approved, the Region will officially decline CM's standard interim offer to provide curbside collection of recyclables for our transition period of March 2, 2024 to December 31, 2025.

Staff will commence negotiating agreements with our existing collection contractors to maintain blue box service through transition for currently serviced non-eligible sites and will investigate options for continuing with recycling collection at the public drop-off depots during and after transition.

Another update report will be provided in the fall.

9. Attachments:

Appendix A – Blue Box Transition Update Next Steps Presentation

Prepared By: Deanna Dakin, Project Manager, Programs and Communications

Dave Johnstone, Manager, Waste Collection and Diversion

Reviewed By: Jon Arsenault, Director, Waste Management Services

Approved By: Jennifer Rose, Commissioner, Engineering and Environmental Services

Blue Box Transition Update Next Steps

August 15, 2023

Jon Arsenault

Director, Waste Management



Current Shared Industry Funding

Producers Local Government Residential Consumers

Future Full Producer Responsibility



Transition Period vs. Post-Transition

Transition Period

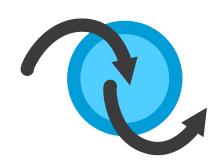
- July 1, 2023 to December 31, 2025 (Region of Waterloo transitions March 2, 2024)
- Producers will assume operational and fiscal responsibility for all Eligible Communities throughout the Transition Period on dates provided by the Ministry
- Producers will be responsible for communications, replacing blue boxes and dealing with complaints/concerns from residents
- Eligible communities can choose to negotiate with CM to continue service delivery or fully divest their responsibility

Post Transition

- January 1, 2026 & thereafter
- Producers will be fully responsible for operating and financing the blue box program in all Ontario municipalities
- Producers will be responsible for communications, replacing blue boxes and dealing with complaints/concerns from residents
- Producers will have increased responsibilities and targets as set out in
 O. Reg 391/21
- Eligible communities could choose to negotiate with CM to continue service delivery or fully divest their responsibility

2023 2024 2025 2026

Voluntary Opt In or Out for Transition Period



During the Transition Period, Eligible Communities may **OPT IN** to provide collection services by accepting the Master Services Agreement and the Statement(s) of Work being offered by CM

Eligible Communities may also **OPT OUT** of providing services during the Transition Period and CM will secure arrangements with an alternate service provider

Region of Waterloo recommending to OPT OUT due to significant operational and financial risks.

In either case, consideration of how to manage non-eligible locations and materials through transition as per the new regulation need to be determined.



Non-Eligible Sources

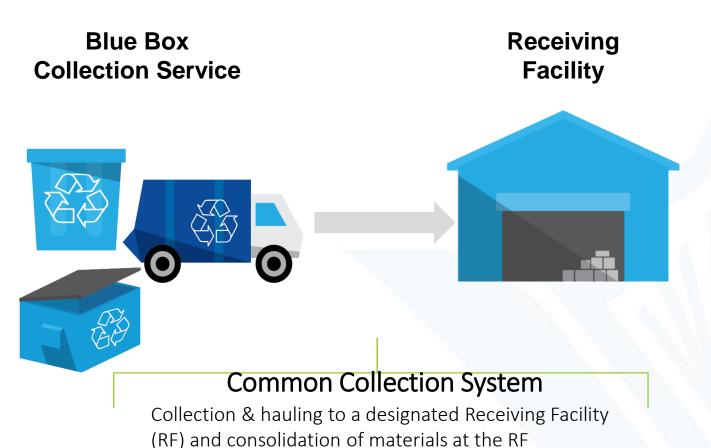
- CM not responsible to service these sources as part of the new regulation
- Approximately 1,500 to 2,000 non-eligible sources are serviced through our existing residential blue box program such as downtown businesses, places of worship and commercial buildings along residential collection routes
 - During the Transition Period, CM will allow continued service to non-eligible sources if communities that opt-out to arrange agreements directly with the collection contractors
 - After the Transition Period (post 2026), CM will not allow blended collection of non-eligible and eligible materials and we will need to decide whether to continue servicing these non-eligible sources separately at our cost



Overview of Future Common Collection System

Collection

CM will ensure curbside collection for Eligible Sources continues seamlessly through existing contractors (including customer service resolution) *clarification of eligibility/cost options for BB materials dropped off at public depots required



Consolidation

CM will require collection contractors to deliver materials to the designated RF (Waste Management Canada – Waterloo Transfer Station)*use of Region sites for transfer of BB materials by curbside contractors may be required

Materials are consolidated at the RF

PROs will transfer the consolidated materials to a material recycling facility (MRF)

Next Steps

- Notify CM of Council's approval to officially "opt-out" of collection for transition
- Negotiate pricing with our curbside contractors to continue to collect blue box materials through the transition period from non-eligible sources that we currently service
- Evaluate options and cost implications to manage blue box materials through transition that are currently dropped off at our public drop-off facilities in Cambridge and Waterloo
- Negotiate pricing with existing curbside contractors to provide blue box material transfer services at our Cambridge and Waterloo waste management facilities through transition (as required)
- Development of an education campaign to assist with the transition process
- Provision of another update report to Committee in the fall of 2023



Questions



Report: EES-WAS-23-007

Region of Waterloo

Engineering and Environmental Services

Water and Wastewater Services

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Sewer Use By-law 21-036 Enforcement Tool Implementation

1. Recommendation

For information.

2. Purpose/Issue

This report informs Regional Council that Regional staff will begin using the enforcement tools outlined in Sewer use By-law 21-036 (By-law), starting September 1, 2023, to protect the environment. This includes Orders, Tickets and Summons.

3. Strategic Plan

Strategic Focus Area: Environment and Climate Action, Section 3.4- Protect our water resources (drinking water and wastewater treatment)

4. Report Highlights

In 2021, Council approved a new Sewer Use By-law 21-036, which included enforcement options for infractions/non-compliance. For decades, the Region has used education and outreach to advise companies of their sewage discharge results and to discuss processes and on-site treatment available to reduce negative impacts on the local wastewater treatment plants. This important work is performed by Senior Environmental Officers, in the Water and Wastewater Services Division.

By-law 21-036 enables the Commissioner of Engineering and Environmental Services to designate Senior Environmental Officers to issue the following enforcement tools for non-compliance with the By-law, when and where deemed appropriate:

August 15, 2023 Report: EES-WAS-23-007

Tickets (Part I Offence Notice)

Summons to Appear in Court (Part III)

A summons can be issued for By-law offences where serious or ongoing environmental harm has, or is likely to have occurred.

Order

An order can be issued to an individual or a company. It orders the discontinuation of a contravening activity listed in the By-law. Non-compliance with a By-law Order could ultimately lead to a Summons issued and eventual prosecution.

5. Background

The By-law governs and regulates the discharge of water and wastewater into the sewer system within the Region of Waterloo. It is in place to protect the Region's sewers from blockages and corrosive chemicals, which may damage the pipes. The By-law protects workers and the public from offensive sewer odours, protects the Region's wastewater treatment plants from upset and/or non-compliance, protects the Region's drinking water supply and ultimately the natural environment.

The Region's original Sewer Use By-law (1-90) was approved in 1990 with only minor updates occurring since that time. By-law 21-036 was presented to Council via the Committee of the Whole on June 15, 2021 and approved by Regional Council on June 30, 2021. The new By-law included enforcement options for infractions/non-compliance.

In order for Regional staff to issue tickets, approval was required. On February 22, 2023 the Hon. Doug Downey, Attorney General approved the Region's ticket wording (prepared by Regional counsel). The short form wording and proposed fines went to the Ontario Court of Justice for approval.

On May 19, 2023, the Ontario Court of Justice established (approved) the set fines for 35 individual offences outlined in By-law 21-036 (see Appendix B).

Without the use of enforcement tools such as tickets, orders and summons being available, the Region historically has had difficulty getting certain companies to come into compliance with the By-law. Despite frequent meetings, education and direction, some organizations have continued to operate in non-compliance with the By-law for many years. For some, there has been no incentive to invest money into upgrades or change their process behaviours. The use of enforcement tools may serve as a deterrent moving forward, when all other methods fail to yield action.

August 15, 2023 Report: EES-WAS-23-007

6. Communication and Engagement with Area Municipalities and the Public

Initial By-law 21-036 Consultation (2019-2021)

Cities and Townships

A presentation on the draft Sewer Use By-law occurred with the Region's Economic Development group and the Area Municipalities in September of 2019. Present at the meeting were representatives from Cambridge, Kitchener, Waterloo, Wilmot, Wellesley, Woolwich and North Dumfries. The draft By-law was reviewed, and all comments were documented and responded to.

Public

The draft By-law and summary presentation were posted on the EngageWR website for public consultation between February 4, 2021 and March 17, 2021.

25 responses were received – 9 from businesses, 14 from residents and 2 from Area Municipalities. The Region responded to all comments and presented a summary of those comments and responses to Regional Council on June 30, 2021.

The benefits of the Region's new By-law were featured in an article in the Waterloo Region Record on June 11, 2021.

During the summer of 2021, industry stakeholders and area municipalities were notified that the new By-law was approved and now in force. Education for local industry occurred in the fall of 2021, specifically around the new By-law permitting process.

The Region's Environmental Enforcement and Laboratory Services group is tasked with enforcing the By-law on a daily basis and has frequent and ongoing verbal and written communication with local industry representatives about the By-law requirements, expectations and actions required as it relates to wastewater discharge to the sanitary sewer and spills.

Current By-law Consultation (2023)

Sector Specific Outreach

Despite prior outreach and education, the Region continues to respond to reports of dumping of harmful substances into the storm and sanitary sewers.

Starting in August of 2023, the Region will send educational materials to organizations determined to be in the five sectors outlined below. These sectors account for the vast majority of purposeful dumping calls the Region of Waterloo responds to each year:

August 15, 2023 Report: EES-WAS-23-007

- Restaurants
- Paint/drywall contractors
- Concrete/Ready mix companies
- Aggregate driveway installers
- Pool companies

Companies with a Surcharge or Compliance Permit

All organizations that have applied for, and currently hold a valid Surcharge or Compliance Permit issued by the Region of Waterloo will be notified in writing that enforcement tools may be used when/if the voluntary approach has been exhausted or if the severity of the offence is serious enough to warrant it.

Cities/Townships

Municipal contacts will be notified in writing that enforcement tools may be used when/if the voluntary approach has been exhausted or if the severity of the offence is serious enough to warrant it.

General Public

By-law 21-036 is publically available on the Region's website. Staff are working with Corporate Communications to create a rolling banner on the front page of the Region's website. The banner will serve to educate the public on the Sewer Use By-law and general responsibilities/tools under that By-law.

7. Financial Implications

The issuance of Tickets and Summons may help to offset the cost of Regional Environmental Officers who are on standby 24 hours a day, 7 days a week to respond to after-hours spills/ environmental infractions. In addition, they may offset the additional cost of treatment needed at local wastewater treatment plants due to the receipt of over strength wastewater or spills reaching the facility. As the number of tickets issued cannot be estimated or planned, the additional revenue will not be reflected in the draft 2024 operating budget.

- Ticket (Part I) fines range from \$150 to a maximum of \$500 depending on the specific offence (see Appendix B).
- Summons (Part III)- see below

Contravention of an order could lead to a summons issued. Upon conviction, a minimum fine of \$500 and a maximum fine of \$10,000 per day or part of a day if that offence continues to occur.

 If the Region needs to take remedial action and/or do work due to a failure of the responsible party to do so, the By-law allows the Region the ability to recover the cost of that work by court action or through property taxes.

8. Conclusion / Next Steps

Senior Environmental Officers will be trained on the issuance of Orders and Part I tickets and Part III Summons. Detailed Standard Operating Procedures for the issuance of these enforcement tools are being prepared.

Starting September 1, 2023, the Region will use enforcement tools laid out in the By-law when all voluntary approaches are exhausted, or if the severity of the offence is serious enough to warrant it.

9. Attachments

Appendix A: Region of Waterloo Sewer Use By-Law 21-036

Appendix B: Part I POA By-Law 21-036 Short Form Wording and Set Fines

Appendix C: PowerPoint Presentation

Prepared By: Amy Shaw, Manager, Environmental Enforcement and Laboratory

Services

Reviewed By: Mari MacNeil, Director, Water and Wastewater Services.

Approved By: Jennifer Rose, Commissioner, Engineering and Environmental Services

Appendix A - Region of Waterloo Sewer Use By-Law 21-036

By-Law Number 21-036

of

The Regional Municipality of Waterloo

A By-law to Govern and Regulate the Discharge of Water and Wastewater into the Sanitary and Storm Systems in The Regional Municipality of Waterloo and to Repeal By-law 1-90 of The Regional Municipality of Waterloo, as amended

Whereas the Council of The Regional Municipality of Waterloo is authorized by Part II of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, to pass by-laws for regulating the collection and treatment of sanitary sewage and the collection of storm water within The Regional Municipality of Waterloo;

The Council of the Regional Municipality of Waterloo enacts as follows:

PART I – DEFINITIONS

- 1. The following terms are defined for purposes of this By-law:
 - (1) "Biomedical Wastes" means biomedical waste as defined in the Ontario Ministry of Energy and the Environment Guideline C-4 entitled "The Management of Biomedical Waste in Ontario" dated April 1994, as amended, or any successor guideline thereto;
 - (2) **"Building Code"** means the Building Code pursuant to the Building Code Act, 1992, S.O. 1992, c. 23, as amended, or any successor legislation thereto;
 - (3) "Commissioner" means the Commissioner of Transportation and Environmental Services of the Region, his or her designate, or any successor position thereto;
 - (4) "Council" means the Council of the Region;
 - (5) **"Environmental Officer"** means an Environmental Officer as appointed by the Commissioner;
 - (6) **"Environmental Protection Act"** means the Environmental Protection Act, R.S.O. 1990, c. E.19, as amended, or any successor legislation thereto;
 - (7) **"Fees and Charges By-law"** means the Region's Fees and Charges By-law and any successor by-laws thereto;
 - (8) **"Fisheries Act"** means the Fisheries Act, R.S.C. 1985, c. F.14, as amended, or any successor legislation thereto;
 - (9) "Fuels" means alcohol, gasoline, naptha, diesel fuel, fuel oil or any other ignitable substance intended for use as fuel;
 - (10) "Hauled Sewage" means waste removed from a cesspool, a septic tank system, a privy vault or privy pit, a chemical toilet, a portable toilet, a sewage holding tank or any other sewage system of a type regulated under Part VII of the Environmental Protection Act, or any successor thereof;

- (11) "Ignitable Wastes" means ignitable waste as defined under Ontario Regulation 347 of the Environmental Protection Act, or any successor regulation;
- (12) "Interceptor" means a receptacle that is designed and installed to prevent oil, grease, sand or other materials from passing into a drainage system;
- (13) "Listed Wastes" means listed wastes as defined under Ontario Regulation 347 of the Environmental Protection Act, or any successor regulation;
- (14) "Matter" means any solid, liquid or gas, or a combination of any of them;
- (15) "Multi-residential" means a building or property that has three or more self-contained residential units;
- (16) "Municipal Law Enforcement Officer" means a Municipal Law Enforcement Officer as appointed by the Region;
- (17) "Municipal Service" means that part of the wastewater service from the Regional Sewer up to the property line;
- (18) "Ontario Water Resources Act" means the Ontario Water Resources Act, R.S.O. 1990, c. P.13, as amended, or any successor legislation thereto;
- (19) "Operator" means the Owner or other person who occupies a premises pursuant to a lease or licence and operates any commercial, industrial or institutional facility thereon;
- (20) **"Owner"** means the person or persons registered on title to a property as the owner or owners;
- (21) "PCB" means any monochlorinated or polychlorinated biphenyl or any mixture of them or any mixture that contains one or more of them:
- (22) "Permit" means a Surcharge Permit, Compliance Permit, Temporary Discharge Permit or General Discharge Permit;
- (23) "person" includes, but is not limited to, an individual and a corporation;
- (24) "Pesticides" means any substance or thing that is manufactured, represented, sold or used as a means of directly or indirectly controlling, preventing, destroying, mitigating, attracting or repelling any pest or of altering the growth, development or characteristics of any plant life that is not a pest and includes any substance or thing registered under the Pest Control Products Act (Canada), O. Reg. 298/94, s. 1., or any successor legislation thereto;
- (25) "Planning Act" means the Planning Act, R.S.O. 1990, c. P.13, as amended, or any successor legislation thereto;
- (26) "Police Officer" means a police officer as appointed by The Regional Municipality of Waterloo Police Service;

- (27) "Private Service" means that part of the Wastewater Service from the property line to the building or buildings discharging the sewage, storm water or other wastewater;
- (28) "Radioactive Wastes" means radioactive wastes as defined under Ontario Regulation 347 of the Environmental Protection Act, or any successor regulation;
- (29) "Reactive Wastes" means reactive wastes as defined under Ontario Regulation 347 of the Environmental Protection Act, or any successor regulation;
- (30) "Region" means The Regional Municipality of Waterloo as a municipal corporation its Council, members, employees, agents and representatives and, where the context requires, its geographic area;
- (31) "Regional Sewer" means a Sanitary Sewer that is owned and under the jurisdiction of the Region;
- (32) "Regional Works" includes any Sanitary Sewer, sewage works, storm sewer, wastewater treatment plant, pumping station, and any incidental valves, access chambers and other works, that is owned or under the jurisdiction of the Region;
- (33) "Regional Standards" means "Region of Waterloo and Area Municipal Design Guidelines and Supplemental Specifications for Municipal Services", or any successor guidelines thereto;
- (34) "Sanitary Sewer" means any sewer in the Region that is owned and under the jurisdiction of a municipality for the collection and transmission of sewage;
- (35) "Severely Toxic Waste" means severely toxic wastes as defined under Ontario Regulation 347 of the Environmental Protection Act, or any successor regulation;
- (36) "Sewer Rate" means the unit price for the discharge of effluent into a Sanitary Sewer that is owned or under the jurisdiction of the Region as determined from time to time by Council;
- (37) "Spill", "Spills" and "Spilled" means a discharge of Matter,
 - (a) into a Sanitary Sewer or Storm Sewer,
 - (b) from or out of a structure, vehicle or other container, and
 - (c) that is abnormal in quality or quantity in light of all the circumstances of the discharge;
- (38) **"Storm Sewer"** means any sewer in the Region that is owned and under the jurisdiction of the Region for the collection and transmission of Storm Water;
- (39) **"Storm Water"** means water from rainfall, other natural precipitation, or from the melting of snow or ice;
- (40) "Transportation of Dangerous Goods Act" means the Transportation of Goods Act, 1992, S.C. 1992, c. 34, as amended, or any successor legislation thereto;
- (41) "Treasurer" means the Treasurer of the Region, his or her designate, or any successor position thereto;

- (42) "Uncontaminated Water" means potable water as supplied by a municipality or any other water to which no Matter has been added as a consequence of its use, or to modify its use; and
- (43) "Wastewater Service" means the permanent pipe, equipment and devices that carry effluent from a building or buildings upon a private property or a property not owned by the Region to the Regional Sewer.

PART II - CONNECTIONS TO REGIONAL SEWER

- 2. No municipality shall connect any sewer or watercourse to a Regional Sewer without the written approval of the Commissioner.
- (1) Except as permitted in this By-law, no person shall, and no Owner
 or person who occupies or has possession of a property shall
 cause or permit a person to make, alter or remove a permanent or
 temporary connection to a Regional Sewer without the written
 approval of the Commissioner.
 - (2) An Owner of a property may apply to the Region for a permanent or temporary connection to a Regional Sewer and the Commissioner may grant such an application if the Commissioner is satisfied that there is sufficient capacity in the Regional Sewer to serve the property.
 - (3) Any application made pursuant to subsection (2) of this section shall include:
 - (a) the class of occupancy of the property:
 - (b) the estimated quantity and quality of effluent to be discharged from the property, supported by effluent quantity calculations and effluent quality tests as required, if the connection is for, in whole or in part, a commercial, industrial, institutional or Multi-residential purpose;
 - a plan of the building or buildings showing the interior piping up to the property line if the connection is for, in whole or in part, a commercial, industrial, institutional or Multi-residential purpose;
 - (d) any other information that the Commissioner requires to determine if there is sufficient capacity in the Regional Sewer to serve the property and to ascertain the effects of discharge on the Regional Sewer; and
 - (e) any fee as prescribed in the Fees and Charges By-law.
 - (4) The Commissioner may impose terms and conditions upon any connection, which the Commissioner deems necessary in order to ensure the proper operation of the Regional Sewer and the Owner of the property that received the connection, and any subsequent Owners of the property thereafter, shall comply with all such terms and conditions.
 - (5) Where the Commissioner is satisfied that there is sufficient capacity in the Regional Sewer to serve the property and the intended quality of effluent, the Commissioner shall determine the estimated cost for the municipality to install the Municipal Service, if applicable, and the Commissioner shall require that the

- applicant provide security for this estimate, plus 25 per cent of the estimate for any contingency, in a form satisfactory to the Commissioner, before the connection is commenced.
- (6) The estimate in subsection (5) of this section may include the cost of labour, site supervision, machinery and parts for the Region, and any contractor to be retained by the Region, to complete the installation of the Municipal Service.
- (7) When the installation of the Municipal Service is complete, the Commissioner shall establish the exact cost thereof, and the Commissioner shall either refund any excess monies from the security to the applicant or require that the applicant pay any outstanding balance, as the case may be.
- (8) Notwithstanding subsections (5) and (6) of this section, the Commissioner may allow the Owner of the property to install the Municipal Service by using the Owner's own contractor provided that the Owner meets all of the terms and conditions imposed by the Commissioner.
- (9) The Commissioner shall determine the location of the Municipal Service based on the criteria of using the shortest and most convenient location for the Region.
- (10) The applicant shall install the Private Service at its own cost.
- (11) No Private Service shall be less than 100 millimeters in diameter.
- (12) The applicant shall ensure that the Private Service is:
 - (a) installed by a licensed plumber;
 - (b) two metres or more below ground level; and
 - (c) properly connected to the Municipal Service in accordance with Regional Standards.
- (13) The Commissioner may allow the discharge of effluent from the applicant's property into the Regional Sewer after:
 - (a) all of the conditions pursuant to this section have been fully satisfied; and
 - (b) the applicant has paid all applicable fees or satisfied all applicable conditions that have been imposed by any Fees and Charges By-law of the Region specifically in relation to the property.
- (14) This Part shall apply with necessary modification if any Owner of a property that is connected to the Regional Sewer wishes to alter the location or size of its Municipal Service.
- (15) Where a property is subject to a plan of subdivision and the municipality is to assume any wastewater collection system pursuant to the Planning Act then any connection to the Regional Sewer shall be carried out in accordance with Regional Standards and this section shall not apply.
- (16) Without limiting any other fees and charges that may be imposed pursuant to this or any other by-law, the sewer fee for each property that is connected to a Regional Sewer shall be based on

- the Sewer Rate multiplied by the amount of water consumed for the property during the applicable period.
- (17) For the purposes of subsection (16) of this section, where the water supplied to a property is not from a municipal water distribution system pursuant to a Permit or is not metered then the quantity of water consumed for the property shall be estimated by the Commissioner based on the average consumption of water for properties of equivalent size, characteristics and occupancy during the prior applicable time period.
- (18) Every Owner of a property that is connected to a Regional Sewer shall pay the Region the sewer fee as determined pursuant to this section as well as any other fees and charges in relation thereto.
- (19) Every Owner of a property, and every person who occupies or has possession of a property, that is connected to a Regional Sewer shall ensure that the Private Service is maintained in a good state of repair at all times.
- (20) Every Owner of a property, and every person who occupies or has possession of a property, that is connected to a Regional Sewer shall immediately notify the Commissioner of any suspected infiltration or damage to the Private Service.
- (21) Every Owner of a property that is connected to a Regional Sewer shall notify the Treasurer 72 hours before the Owner transfers ownership of the property so that the Region can issue a final bill for the Owner, if applicable.
- (22) For greater certainty, this section shall not apply where a municipality connects any local combined sewer, sanitary sewer, sewage works or storm sewer to a Regional Sewer pursuant to section 2 of this By-law.

PART III - PROHIBITED DISCHARGES TO SANITARY SEWER

- 4. No person shall discharge or deposit, or cause or permit the discharge or deposit, of Matter of a kind listed below directly or indirectly into a Sanitary Sewer:
 - (1) Matter of any type or at any temperature or in any quantity which may be, or may become, a health or safety hazard to any individual:
 - (2) Matter which may be or may become harmful or damaging to the Sanitary Sewer or Regional Works where treatment of the Matter may occur;
 - (3) Matter which may cause the effluent from the Regional Works where treatment of the Matter may occur to contravene any requirement by or under the Ontario Water Resources Act or the Environmental Protection Act;
 - (4) Matter which may cause the sludge from Regional Works where treatment of the Matter may occur to fail to meet the criteria relating to contaminants for spreading the sludge on agricultural lands under the Province of Ontario's Guidelines for the Utilization of Bio-solids and Other Wastes on Agricultural Land (March, 1996), or any successor thereto, unless the person has been

- advised in writing by the Region that the sludge from the Regional Works will never be used on agricultural lands;
- (5) Matter which may interfere with the proper operation of a Sanitary Sewer or Regional Works where treatment of the matter may occur;
- (6) Solid or viscous Matter in quantities or of such size as to be capable of causing obstruction to the flow in a Sanitary Sewer;
- (7) Matter that may cause an offensive odour to emanate from the Sanitary Sewer;
- (8) Storm Water, water from drainage of roofs or land, water from a watercourse or Uncontaminated Water;
- (9) Water that has originated from a source separate from the water distribution system of a municipality;
- (10) Matter which consists of two or more separate liquid layers;
- (11) Matter containing dyes or colouring materials that cause, or may cause, discolour to the Sanitary Sewer;
- (12) Fuels;
- (13) Pesticides;
- (14) Severely Toxic Materials;
- (15) Listed Wastes;
- (16) Ignitable Wastes;
- (17) Biomedical Wastes;
- (18) Reactive Wastes;
- (19) Hauled Sewage; or
- (20) Radioactive Wastes.
- 5. (1) Subject to subsection (2) of this section, no person shall discharge or deposit, or cause or permit the discharge or deposit, of effluent containing any of the following Matter in excess of the concentrations or limits indicated in the following table directly or indirectly into a Sanitary Sewer:

Table Restricted Parameters		
Matter	Limit (mg/L) unless specified otherwise. Applies to total of dissolved and particulate.	
Conventional Parameters		
Maximum Temperature (°C)	60	
Minimum pH (unitless)	6	

Sulphides, H2S Solvent extractable matter of mineral or	1
Solvent extractable matter of mineral of	4.5
synthetic origin	15
Solvent extractable matter of animal or	100
vegetable origin Carbonaceous Biological Oxygen Demand	
expressed as CBOD	300
Total Suspended Solids expressed as TSS	350
Phosphorus expressed as P	10
Total Kjeldahl Nitrogen expressed as TKN	100
Phenolic compounds	1
Chlorides expressed as Cl	1500
·	2
Cyanide expressed as CN Sulphates expressed as SO4	1500
Fluoride expressed as F	10
Metals	10
Aluminum expressed as Al	50
Antimony expressed as Al	5
Arsenic expressed as As	1
Bismuth expressed as Bi	5
Cadmium expressed as Cd	0.5
Chromium expressed as Cr	2.8
Cobalt expressed as Co	5
Copper expressed as Cu	2
Iron expressed as Fe	50
Lead expressed as Pb	1
Manganese expressed as Mn	5
Mercury expressed as Hg	0.05
Molybdenum expressed as Mo	5
Nickel expressed as Ni	2
Selenium expressed as Se	
Silver expressed as Ag	5
Tin expressed as Sn	5
Titanium expressed as Ti	5
Vanadium expressed as V	5
Zinc expressed as Zn	3
Organic Parameters	
Benzene	0.01
Chloroform / Trichloromethane	0.04
1,2-Dichlorobenzene	0.05
1,4-Dichlorobenzene	0.08
cis-1,2-Dichloroethylene, cis-1,2-DCE	4
Dichloromethane / Methylene chloride	2
trans-1,3-Dichloropropylene	0.14
Ethyl benzene	0.16
Nitrosodimethylamine- continuous discharge single analysis maximum	0.0004

Nitrosodimethylamine - batch discharge maximum	0.0002
Nitrosodimethylamine - continuous discharge maximum of any five consecutive analysis	0.0002
PCBs / Chlorobiphenyls	0.004
1,1,2,2-Tetrachloroethane	1.4
Tetrachloroethylene, PCE	1.0
Toluene	0.27
Trichloroethylene, TCE	0.4
Xylenes (Total)	1.4

- (2) The prohibition in subsection (1) of this section shall not apply to the discharge or deposit of Carbonaceous Biological Oxygen Demand, Total Suspended Solids, Phosphorus and Total Kjeldahl Nitrogen if:
 - (a) the discharge or deposit is less than 0.5% on average and no more than 1% at any time of the loading coming into the receiving wastewater treatment plant as part of the Regional Works; and
 - (b) the discharge or deposit of effluent has no negative impact on either the receiving Sanitary Sewer or Regional Works.
- 6. No person shall add or cause the addition of water or any other Matter to effluent for the purpose of dilution to achieve compliance with section 5 of this By-law.
- 7. Nothing in this Part shall prevent the discharge or deposit of:
 - (1) human waste; or
 - (2) Matter or effluent by the Region as part of its operations and as approved by the Commissioner.

PART IV - PROHIBITED DISCHARGES TO STORM SEWER

- No person shall discharge or deposit, or cause or permit the discharge or deposit, of Matter directly or indirectly to a Storm Sewer unless the discharge or deposit:
 - (1) is uncontaminated cooling water, Storm Water or Uncontaminated Water;
 - (2) does not interfere with the proper operation of a Storm Sewer;
 - (3) does not obstruct or restrict a Storm Sewer or the flow therein;
 - (4) does not result in any hazard or other adverse impact, to any person, animal, property, or vegetation;
 - (5) does not impair the quality of the water in any well, lake, river, pond, spring, stream, reservoir or other water or watercourse;
 - (6) does not contravene or result in the contravention of an approval issued under the Ontario Water Resources Act, the Environmental Protection Act or any other Provincial legislation

- with respect to the Storm Sewer or any discharge from the Storm Sewer into a watercourse; and
- (7) does not contravene or result in the contravention of the Fisheries Act with respect to the Storm Sewer and/or its discharge from the Storm Sewer into a watercourse.

PART V – PERMITS

- 9. (1) The Commissioner may issue a Surcharge Permit, Compliance Permit, Temporary Discharge Permit or General Discharge Permit to an Operator to allow a discharge of Matter that varies or exceeds the limits prescribed in Part III of this By-law provided that:
 - (a) the discharge will not have an adverse impact on any Sanitary Sewer or Regional Works where treatment of the discharge may occur;
 - (b) the Sanitary Sewer and Regional Works where treatment of the discharge may occur has capacity to accept the discharge;
 - (c) the Operator is otherwise in compliance with all other terms and conditions of this By-law; and
 - (d) the specific criteria for the applicable Permit as prescribed in this Part is satisfied.
 - (2) The Commissioner may issue a Surcharge Permit to an Operator to allow the discharge of Carbonaceous Biological Oxygen Demand, Total Suspended Solids, Phosphorus and Total Kjeldahl Nitrogen.
 - (3) The Commissioner may issue a Compliance Permit to an Operator if the discharge is necessary on a temporary basis to allow the Operator to come into compliance with this By-law.
 - (4) The Commissioner may issue a Temporary Discharge Permit to an Operator if the discharge is for temporary de-watering related to construction activities on the Operator's property and there are no other reasonable disposal options for the discharge.
 - (5) The Commissioner may issue a General Discharge Permit if the discharge is for:
 - (a) water that originated from a private well or rain harvesting process on the Operator's property;
 - the purposes of a federal or provincial licence, permit, approval or order and there are no other reasonable disposal options for the discharge; or
 - (c) the purposes of a municipal operation and there are no other reasonable disposal options for the discharge.
- 10. Any Operator who applies for a Permit shall provide the Commissioner with the following information, as applicable:
 - (1) the address for the property where the requested discharge will

occur;

- (2) the waste characterizations, volume, timing and frequency of the requested discharge;
- (3) the operating process that will generate the requested discharge;
- (4) the treatment, if any, as part of the operating process to eliminate or reduce the requested discharge; and
- (5) such other information that the Commissioner requires to determine if the Operator satisfies the applicable criteria for the Permit.
- 11. (1) The Commissioner may issue a Permit that includes special conditions in relation to:
 - (a) the type, volume and timing of the discharge;
 - (b) the Operator's obligation to carry out sampling and reporting of the discharge to the Region on a periodic basis; and
 - (c) such other conditions that the Commissioner deems necessary to eliminate or reduce any potential adverse impact on any Sanitary Sewer or Regional Works where treatment of the discharge may occur.
 - (2) The Commissioner may suspend or revoke a Permit if the Operator fails to comply with any special condition imposed pursuant to subsection (1) of this section or if the Operator otherwise fails to comply with the terms and conditions of this Bylaw.
 - (3) The Commissioner, before suspending or revoking a Permit pursuant to subsection (2) of this section, shall give the Permit holder 30 days written notice by regular mail, effective five days after mailing, to the address listed on the Permit and afford the Permit holder the opportunity within the 30 days to either correct the non-compliance or make written submissions to the Commissioner as to why the Commissioner should not suspend or revoke the Permit.
 - (4) No Operator shall fail to comply with a special condition as prescribed in a Permit.
- 12. (1) The fee for a Permit shall be in accordance with the Fees and Charges By-law.
 - (2) In addition to the fee in subsection (1) of this section, the fee for the discharge of Carbonaceous Biological Oxygen Demand, Total Suspended Solids, Phosphorus and Total Kjeldahl Nitrogen that exceeds the limits prescribed in Part III of this Bylaw shall be calculated periodically, and paid by the Operator, in accordance with Schedule "A" of this By-law together with the rates as set out in the Fees and Charges By-law and shall apply to each Permit.
- 13. A Permit shall be for a period as determined by the Commissioner not to exceed one year commencing on the date as specified by the Commissioner in the Permit.

- 14. The Commissioner may renew a Permit provided that the renewal meets all of the conditions as set out in this Part.
- 15. (1) The Commissioner may amend, suspend or revoke a Permit on 30 days written notice by regular mail, effective five days after mailing, to the address listed on the Permit if the Commissioner deems that it is necessary to ensure the proper operation of any Sanitary Sewer or Regional Works where treatment of the discharge may occur.
 - (2) Notwithstanding subsection (1) of this section, the Commissioner may immediately amend, suspend or revoke a Permit on written notice by personal service to any person in charge or control of the address listed on the Permit if there is an immediate need relating to the proper operation of any Regional Works, a risk to the health and safety of any person or other emergency.

PART VI - INTERCEPTORS

- 16. Every Operator of a restaurant or other institutional or commercial building or establishment where food is cooked, processed or prepared that discharges directly or indirectly to a Sanitary Sewer shall install and maintain an Interceptor in accordance with the most current requirements of the Building Code to prevent any food oils or greases from entering the Sanitary Sewer.
- 17. Every Operator of a motor vehicle service station, mechanical repair shop or any other establishment where motor vehicles are repaired, lubricated or maintained that discharges directly or indirectly to a Sanitary Sewer shall install and maintain an Interceptor in accordance with the most current requirements of the Building Code to prevent any mechanical oils or greases from entering the Sanitary Sewer.
- 18. Every Operator of an establishment where sand, grit or similar material is used in a commercial or industrial process that directly or indirectly discharges to a Sanitary Sewer shall install and maintain an Interceptor in accordance with the most current requirements of the Building Code to prevent any sand, grit or similar material from entering the Sanitary Sewer.

PART VII - SPILLS

- 19. (1) Every person having the charge, management and control of Matter that is Spilled into a Sanitary Sewer or Storm Sewer and every person who Spills or permits the Spill of Matter into a Sanitary Sewer or Storm Sewer shall immediately notify and provide any requested information with regard to the Spill to the Region by contacting the Service First Call Centre, or a successor call centre thereto, the Owner of the premises where the Spill occurred, and any other person who may be directly affected by the Spill.
 - (2) When notifying the Region as set out in subsection (1) of this section, the person shall, where applicable, provide the details of when the Spill was reported to the Ontario Ministry of the Environment Spills Action Centre, or any successor agency thereto, including the date and time and the incident number provided by the agency.
 - (3) The person required under subsections (1) and (2) of this section

to give notice shall, upon request by the Region, submit a detailed written report on the Spill to the Commissioner within five days of the Spill, containing the following information to the best of their knowledge:

- (a) name of the company and the address or location where Spill occurred;
- (b) name and telephone number of the person who reported the Spill;
- (c) date and time of the Spill;
- (d) characteristics, composition, and volume of Matter Spilled and any associated hazards;
- (e) corrective actions being taken to control the Spill including work completed and any work still in progress in the mitigation of the Spill; and
- (f) a Spill contingency plan to indicate how risk of future incidents will be reduced and how future incidents will be addressed.
- (4) The person required under subsections (1) and (2) of this section to give notice shall do everything practicable to contain the Spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the Spill and restore the affected area to its condition prior to the Spill.

PART VIII - SAMPLING

- 20. (1) Every Operator of a commercial, institutional, industrial or Multi-residential building with one or more connections to a Sanitary Sewer shall install and maintain in each connection a sample port at or adjacent to the property line to a municipal roadway to allow the Commissioner to observe, sample and measure the flow within that connection.
 - (2) Notwithstanding subsection (1) of this section, where installation of a sample port is not physically possible, the Commissioner may authorize in writing the use of an alternative sampling access point provided that it allows for the same access and achieves the same purpose as a sample port.
 - (3) Every Operator who is required to install and maintain a sample port pursuant to this section shall at all times ensure that the sample port is safe, in good repair and accessible to the Commissioner for the purposes of separately observing, sampling and measuring the flow of the effluent therein.
 - (4) No person shall break, damage, destroy, deface or tamper or cause or permit the breaking, damaging, destroying, defacing or tampering with any permanent or temporary device installed for the purpose of measuring, sampling and testing of sewage flow pursuant to this section in any sample port or an alternative sampling access point.
- 21. All samples taken to determine compliance with this By-law:
 - (1) shall be by a grab sample or a composite sample;

- (2) may contain additives for its preservation;
- may be collected manually or by using an automatic sampling device; and
- (4) shall be tested by an ISO 17025 accredited laboratory in accordance with those methods determined by the Commissioner as appropriate for the type of test, measurement, analysis, or examination undertaken, which may include but not limited to methods developed or approved, or both, by the Ontario Ministry of the Environment and Climate Change, Environment Canada, the United States of America Environmental Protection Agency or any successor agencies thereto.
- 22. The Commissioner may require any Operator to submit a Wastewater Discharge Characterization Report to the Commissioner within 30 days of the request that sets out the process and wastewater characterization for the Operator's facility.

PART IX - ORDER

- 23. (1) If the Commissioner, a Municipal Law Enforcement Officer, or an Environmental Officer is satisfied that a contravention of this By-law has occurred, the Commissioner, Municipal Law Enforcement Officer or Environmental Officer may make an order requiring the person who contravened this By-law or who caused or permitted the contravention to discontinue the contravening activity.
 - (2) An order under subsection (1) of this section shall set out,
 - (a) reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred; and
 - (b) the date by which there must be compliance with the order.

PART X-ENFORCEMENT

Enforcement

24. This By-law may be enforced by the Commissioner, a Municipal Law Enforcement Officer, an Environmental Officer or a Police Officer.

Offence

- 25. Every person who contravenes a section of this By-law or an order made pursuant to Part IX of this By-law, and every director or officer of a corporation who knowingly concurs in the contravention by the corporation, is guilty of an offence and on conviction shall be liable to a fine not exceeding \$50,000 exclusive of costs for each offence.
- 26. Every person who contravenes a section of this By-law or an order made pursuant to Part IX of this By-law where the contravention is continuing, and every director or officer of a corporation who knowingly concurs in the contravention by the corporation, is guilty of a continuing offence and on conviction shall be liable to a minimum fine of \$500 and a maximum fine of \$10,000 for each day or part of a day that the offence continues.

Prohibition Order

27. If any section of this By-law or an order made pursuant to Part IX of this By-law is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the By-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.

Remedial Action

28. Where any person contravenes this By-law or an order made pursuant to Part IX of this By-law, the Region may take remedial actions at the sole cost of the person contravening this By-law or an order made pursuant to Part IX of this By-law to ensure that this By-law is complied with, and the Region may recover the costs of such remedial work, by court action or in like manner as property taxes.

Fees and Charges

- 29. The Commissioner shall have all necessary authority to request that the treasurer of the area municipality add any outstanding fees and charges owing pursuant to this By-law to the tax roll to the property that was connected to the Sanitary Sewer and collect them in the same manner as municipal taxes.
- 30. The Commissioner may cause the reduction or shut off of the supply of water from a water distribution system that is owned or under the jurisdiction of the Region on 14 calendar days notice if any outstanding fees and charges owing pursuant to this By-law have not been paid in full after the due date shown on the invoice. Any notice required pursuant to this subsection shall be served by personal service or by prepaid mail or by posting the notice on the property in a conspicuous location.

PART XI – GENERAL

Administration

- 31. (1) The Commissioner is responsible for the administration of this By-law and shall have all necessary authority to administer this By-law.
 - (2) Without limiting subsection (1) of this section, the Commissioner shall have the authority to:
 - (a) prescribe administrative forms;
 - (b) impose special conditions for any Permit;
 - (c) approve a connection to a Regional Work; and
 - (d) appoint Environmental Officers.

Schedules

32. The Schedule to this By-law shall form an integral part of this By-law.

Conflict of Laws

33. Where a provision of this By-law conflicts with a provision of another By-law in force in the Region, the provisions that establish the higher standards to protect the health, safety and welfare of the general public shall prevail.

Severability

34. If any provision of this By-law is declared invalid for any reason by a court of competent jurisdiction, only that invalid portion of the By-law shall be severed and the remainder of the By-law shall still continue in force.

Cumulative

35. The various restrictions and remedies of this By-law are cumulative and not mutually self-exclusive.

Short Title of Bylaw

36. This By-law may be cited as the "Sewer Use By-law".

Force and Effect Date

- 37. (1) This By-law shall come into force and effect on January 1, 2022.
 - (2) Bylaw 1-90, as amended, of the Region shall be repealed effective on the coming into force of this By-law.
 - (3) Notwithstanding subsection (2) of this section, By-law 1-90, as amended, of the Region shall continue to apply to proceedings in respect of offences that occurred before their repeal, as applicable.
 - (4) Notwithstanding subsections (1) and (2) of this section, any surcharge agreement, compliance agreement or other agreement entered into pursuant to Bylaw 1-90, as amended, or in relation to any predecessor by-law thereof, with a term that exceeds January 1, 2022 shall remain in effect until terminated or expired pursuant to the terms and conditions of the agreements.
 - (5) Notwithstanding subsection (1) of this section, Part V of this Bylaw, and all necessary provisions ancillary thereto, shall come into effect on August 1, 2021 and the Commissioner may process an application for and issue a Permit provided that the Permit comes into effect on January 1, 2022 or thereafter.

By-law read a first, second and third time and finally passed in the Council Chamber in the Regional Municipality of Waterloo this 30th day of June, A.D., 2021.

Regional Clerk

Regional Chair

Schedule "A"

Surcharge Formula

$$ODF = \left(\left(Si - Sn \right) Rs + \left(Bi - Bn \right) Rb + \left(Pi - Pn \right) Rp + \left(Ki - Kn \right) Rk \right) \times \frac{V}{1000}$$

Where:

ODF =overstrength discharge fee in \$

V = quantity of sewage in m³

Si = TSS (total suspended solids) in mg/L

Bi = CBOD (carbonaceous biochemical oxygen demand) in mg/L

Pi = P (phosphorus) in mg/L loading Ki = TKN (total kjeldhal nitrogen) in mg/L

Sn = by-law limit for TSS in mg/L = 350

Bn = by-law limit for BOD in mg/L = 30

Pn = by-law limit for P in mg/L = 10 Kn = by-law limit for TKN in mg/L = 100

Rs = Unit cost per kilogram of TSS being treated in \$/kg

Rb = Unit cost per kilogram of CBOD being treated in \$/kg

Rp = Unit cost per kilogram of P being treated in \$/kg

Rk = Unit cost per kilogram of TKN being treated in \$/kg

Appendix B - Part I POA By-Law 21-036 Short Form Wording and Set Fines

The Regional Municipality of Waterloo

PART I Provincial Offences Act

By-law #21-036: A By-law to Govern and Regulate the Discharge of Water and Wastewater into the Sanitary and Storm Systems in The Regional Municipality of Waterloo and to Repeal By-law 1-90 of The Regional Municipality of Waterloo, as amended

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
1.	Discharge Matter into Sanitary Sewer that is prohibited	Part III, 4	\$500
2.	Deposit Matter into Sanitary Sewer that is prohibited	Part III, 4	\$500
3.	Cause discharge of Matter into Sanitary Sewer that is prohibited	Part III, 4	\$500
4.	Cause deposit of Matter into Sanitary Sewer that is prohibited	Part III, 4	\$500
5.	Permit discharge of Matter into Sanitary Sewer that is prohibited	Part III, 4	\$500
6.	Permit deposit of Matter into Sanitary Sewer that is prohibited	Part III, 4	\$500
7.	Operator fail to comply with special condition in Permit	Part V, 11(4)	\$150
8.	Operator of restaurant fail to install Interceptor	Part VI, 16	\$150

Document Number: 4316423

9.	Operator of restaurant fail to maintain Interceptor	Part VI, 16	\$150
10.	Operator of motor vehicle service station fail to install Interceptor	Part VI, 17	\$150
11.	Operator of motor vehicle service station fail to maintain Interceptor	Part VI, 17	\$150
12.	Operator of mechanical repair shop fail to install Interceptor	Part VI, 17	\$150
13.	Operator of mechanical repair shop fail to maintain Interceptor	Part VI, 17	\$150
14.	Operator of establishment where sand, grit or similar material is used fail to install Interceptor	Part VI, 18	\$150
15.	Operator of establishment where sand, grit or similar material is used fail to maintain Interceptor	Part VI, 18	\$150
16.	Fail to immediately notify of Spill into Sanitary Sewer	Part VII, 19(1)	\$500
17.	Fail to immediately notify of Spill into Storm Sewer	Part VII, 19(1)	\$500
18.	Fail to submit written report on Spill into Sanitary Sewer to Commissioner within five days	Part VII, 19(3)	\$150
19.	Fail to submit written report on Spill into Storm Sewer to Commissioner within five days	Part VII, 19(3)	\$150
20.	Fail to contain Spill into Sanitary Sewer	Part VII, 19(4)	\$500
21.	Fail to contain Spill into Storm Sewer	Part VII, 19(4)	\$500
22.	Fail to clean up Spill into Sanitary Sewer	Part VII, 19(4)	\$500
23.	Fail to clean up Spill into Storm Sewer	Part VII, 19(4)	\$500
24.	Operator fail to install sample port that is safe	Part VIII, 20(3)	\$300
25.	Operator fail to install sample port that is in good repair	Part VIII, 20(3)	\$300
26.	Operator fail to install sample port that is accessible	Part VIII, 20(3)	\$300

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27.	Break device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
28.	Damage device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
29.	Tamper with device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
30.	Cause breaking of device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
31.	Cause damaging of device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
32.	Cause tampering of device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
33.	Permit breaking of device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
34.	Permit damaging of device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300
35.	Permit tampering of device installed for the purpose of measuring, sampling and testing of sewage flow	Part VIII, 20(4)	\$300

NOTE: The penalty provision for the offences indicated above is Part X, section 25, of by-law no. 21-036, a certified copy of which has been filed and s. 61 of the Provincial Offences Act, R.S.O. c. P. 33, as amended

Document Number: 4316423

Sewer Use By-law 21-036 Enforcement Tool Implementation

Planning and Works Committee Meeting August 15, 2023



Region of Waterloo Sewer Use By-law 21-036

- This By-law governs and regulates the discharge of water and wastewater into the sewer system within the Region of Waterloo.
 - It protects sewers from blockages, corrosive chemicals and damage to pipes.
 - It protects workers and the public from offensive sewer odours.
 - It protects the Region's wastewater treatment plants from upset/non-compliance.
 - It protects the Region's drinking water supply.
 - It protects the natural environment.

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Sewer Use By-law 21-036 Background

- Extensive consultation with Area Municipalities, local industry, Economic Development and the public on draft By-law between 2019-2021.
- New By-law approved by Regional Council on June 30, 2021.
- The By-law includes enforcement tools available to Environmental Officers for infractions/non compliance.
- February 22, 2023 the Attorney General approved the Region's short form ticket wording for thirty five separate By-law offences.
- On May 19, 2023 the Ontario Court of Justice established (approved) the set fines for each offence outlined in the By-law.

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Use of By-law Enforcement Tools

- Starting September 1, 2023.
- When voluntary approach has been exhausted or severity of the offence is serious enough to warrant (example- a spill that results in a fish kill).
 - ✓ Order an Order to cease a contravening By-law activity.
 - ✓ Tickets (Part I Offence Notice) fines range from \$150 to \$500 per infraction.
 - ✓ Summons to Appear in court (Part III) if convicted, a minimum fine of \$500 and a maximum fine of \$10,000 per day, if that offence continues to occur.
 - Recovery of Costs- if a responsible party fails to take action, and the Region needs to do work, the cost of that work can be recouped via court action or property taxes.

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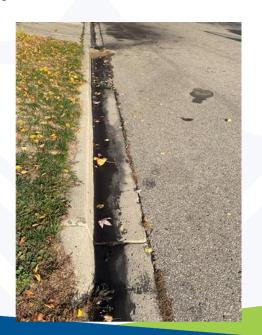
One Offence - Spills to the Sanitary Sewer

• Despite previous sector-specific outreach and education, the Region continues to respond to calls involving purposeful dumping of harmful substances into the Region's storm and sanitary sewers.

Top 5: Restaurants, Paint/drywall contractors, Concrete/ready-mix contractors, Aggregate driveway companies and pool companies.









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Planned Outreach Activities

- Information Report to Committee of the Whole on August 15, 2023.
- Notify companies within the Region who have been issued a Surcharge or Compliance permit under Sewer Use By-law in 2023.
- Targeted mailer for businesses in the five key sectors mentioned previously.
- Notify the Cities and Townships.
- A rolling banner on the Region's website with a link to the By-law, as well as general info and contact information for questions.

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Report: EES-DCS-23-006

Region of Waterloo

Engineering and Environmental Services

Design and Construction

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: C2023-01 - Waterloo Landfill Waste Transfer Station Renewal,

Waterloo, Ontario, Consulting Award for Detailed Design and

Construction Services

1. Recommendation

That the Regional Municipality of Waterloo enter into a Consulting Services Agreement with HDR Corporation for the Waterloo Landfill Waste Transfer Station Renewal, Waterloo, Ontario, in the amount of \$11,958,177.00 plus all applicable taxes, as outlined in report EES-DCS-23-006, dated August 15, 2023.

2. Purpose / Issue:

Purchasing by-law 22-034 Section 2 item 2c requires Council approval for Proposals in excess of \$10,000,000.

3. Strategic Plan:

The renewal of the Waterloo Landfill Waste Transfer Station will support the 2019-2023 Corporate Strategic Plan, Focus Area 3 - Environment and Climate Action to direct more waste away from the landfill, improve recycling and better manage organic waste; protect our water resources; reduce greenhouse gas emissions; and improve resilience to climate change and/or severe weather, through providing a better customer experience when visiting the public drop off by reducing line ups on Erb Street West and wait times by improving vehicle movement through the site. This project will also support Strategic Focus Area 5 - Responsive and Engaging Public Service.

4. Report Highlights:

The Waterloo Landfill Waste Transfer Station Renewal project is a re-design of the entire Waterloo site to support more customers and manage traffic flow due to growth and development in the area. This project is complex, with four phases including three construction assignments and will take many years to complete, concluding in 2030. The Region requires a consulting engineering firm to complete the detailed design and construction services for this project.

The renewal of the Waterloo transfer station is required to accommodate current and

future growth, and replace aging infrastructure. Due to population growth, the existing Waterloo transfer station currently does not have enough capacity for efficient use during peak times, and by 2028 will severely interfere with traffic along Erb Street West.

As part of asset management planning, the project includes replacing the infrastructure which is nearing end of life, which will ensure that waste services provided at the Waterloo transfer station will continue to meet visitor expectations.

Four (4) proposals were received and evaluated using pre-determined technical criteria. Following the qualitative evaluation, two (2) proposals were shortlisted and the price submissions were opened. HDR Corporation received the highest overall score.

List of Shortlisted Proposals:

Associated Engineering	Markham, ON
HDR Corporation	Richmond Hill, ON

The upset fee limit proposed by HDR to complete the detailed design and construction services is \$11,958,177.00 plus all applicable taxes. The fee provided is within the expected range of fees for this type of multi-year assignment.

5. Background:

In 2018, the Region initiated an operational review, master plan and preliminary design for the Waterloo Waste Transfer Station Renewal. This involved a thorough review of the aging infrastructure, configuration, layout and operational practices within the front portion of the site considering current and future service levels, and a conceptual design for upgrades. The study was completed in 2022 and focused on addressing vehicle processing capacity, space restrictions, temporary infrastructure and safety concerns. This work was programmed into the 10 Year Capital Plan.

This project includes:

- 1) A unified scale system (inbound and outbound) for all customers serviced from the Gate 3 access to allow for operational efficiencies as well as improved customer wayfinding which will improve traffic flow;
- 2) A two-level Waste Transfer Station building that services waste, recyclables and source separated organics which will improve odour and pest control, increase operational efficiencies, maintain separation between public and operational/commercial vehicles and allow flexibility for restricting tip face operational hours;

August 15, 2023 Report: EES-DCS-23-006

3) Various Diversion Bunkers and Diversion Areas that service various diversion items and programs and brush, leaf and yard waste. This will allow for expansion and flexibility of diversion services;

- 4) A Household Hazardous Waste Facility; and
- 5) All sanitary and water services, stormwater facility, road network, power and communication infrastructure to meet the increased service level for current and future growth.

In support of the Region's long term community climate action strategy (TransformWR), this assignment includes investigating opportunities to incorporate climate action strategies (solar panels, fleet electrical charging stations, etc.) into both design and construction. The work under this assignment is an opportunity to assist the Region in obtaining target greenhouse gas emissions (GHG) reduction by 2030.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: The area municipalities were not consulted on the award for the detailed design and construction services for the project but will be engaged throughout the project implementation.

Public: The Region has established a Landfill Liaison Committee for the Waterloo Landfill Site. The committee includes members of the public, consultants and regulatory bodies. The committee meets four times per year to identify operational problems that affect local residents such as litter, odour and noise and to resolve those issues in a cooperative manner. The committee has been informed of the results of the Renewal Plan, and will be kept informed as detailed design and construction proceed.

7. Financial Implications:

The approved 2023-2032 Waste Management Capital Program includes a budget of \$700,000 in 2023 and \$59,975,000 in 2024-2032 for the Waterloo Transfer Station Upgrade (project #01192) to be funded from property tax supported debentures (87.0%, \$52,815,000), development charge supported debentures (10.5%, \$6,395,000), the Waste Management Reserve (2.2%, \$1,307,000) and the Waste Management RDC Reserve Fund (0.3%, \$158,000). There is sufficient budget to cover this agreement.

Planned investment as set out in the 2023-2032 capital program:

\$Million	2023	2024	2025	2026	2027	2028	2029	2030- 2032	10 Year Total
Budget	0.7	1.6	1.0	10.0	16.9	23.7	6.0	0.8	\$60.7

August 15, 2023 Report: EES-DCS-23-006

8. Conclusion / Next Steps:

Subject to Regional Council's approval of this consultant assignment, the proposed schedule for this project is as follows:

•	Project initiation	September 2023
•	Detailed design and approvals applications	Fall 2024
•	Tender ready Contract 1	Fall 2025
•	Contract 1 construction	2026
•	Tender ready Contract 2	Fall 2026
•	Contract 2 construction	2027-2028
•	Tender ready Contract 3	Fall 2027
•	Contract 3 construction	2028-2029

Contract 1 involves construction of the new Gate 3 main scales area. Contract 2 involves construction of the new transfer station and household hazardous waste area, and Contract 3 involves construction of the diversion area. The Region will continue to offer waste transfer services to the public at the Waterloo location for the entire duration of the three construction contracts.

9. Attachments:

None.

Prepared By: Nancy Corbett, Senior Engineer, Design and Construction

Chad Schwartzentruber, Head, Engineering, Design and Construction

Reviewed By: Phil Bauer, Director, Design and Construction

Approved By: Jennifer Rose, Commissioner, Engineering & Environmental Services

Report: PDL-CPL-23-024

Region of Waterloo

Planning, Development, and Legislative Services

Community Planning

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: ClimateActionWR – Collaborative Funding Agreement

1. Recommendation

That the Regional Municipality of Waterloo extend the collaborative funding agreement with the Cities of Cambridge, Kitchener and Waterloo for an additional five year period to fund ClimateActionWR, requiring a total contribution of \$315,380, as outlined in report PDL-CPL-23-024, dated August 15, 2023.

2. Purpose / Issue:

To request Council endorsement to extend a collaborative funding partnership.

3. Strategic Plan:

The collaborative funding arrangement helps achieve Strategic Objectives 3 Environment and Climate Action, and 2 Sustainable Transportation, as well as Actions 3.1 Reduce greenhouse gas emissions; 3.5 Promote the efficient use of urban land, and protect and enhance agricultural and natural areas; and 2.3 Increase participation in active forms of transportation (cycling and walking). It also advances our strategic imperatives, including: balancing rural and urban communities; fostering partnerships; taking climate action; and efficiency, effectiveness and value for money.

4. Report Highlights:

- To implement the first region-wide Climate Action Plan (2010-2020), the Cities of Cambridge, Kitchener and Waterloo, as well as Reep Green Solutions and Sustainable Waterloo Region established ClimateActionWR (Report CR-FM-13-022, dated December 3, 2013). Beginning in 2019, ClimateActionWR led the development of TransformWR, the 30-year strategy and 10-year plan for climate action in Waterloo Region.
- In 2021, Area Municipal and Regional Councils unanimously adopted TransformWR, as well as an ambitious community greenhouse gas (GHG) target of a 50% reduction in emissions by 2030, below 2010 levels.

Report: PDL-CPL-23-024

- Most recently, ClimateActionWR has focused on the following initiatives:
 - Preparing and presenting to municipal councils Our Progress, Our Path 2020, the 2nd iteration of the community GHG inventory report (PDL-CPL-23-005);
 - Developing a dynamic monitoring and reporting platform to increase accountability and provide educational opportunities; and
 - Further engaging the Townships of North Dumfries, Wellesley, Wilmot, and Woolwich to strengthen relationships and support the implementation of actions adopted in TransformWR.
- As climate action is inherently a collective pursuit, continuing and enlarging the ClimateActionWR collaborative partnership is recommended to support the implementation of TransformWR.
- Staff recommend extending the collaborative funding agreement for an additional five years (2023 – 2027). The Region's annual contribution of \$60,000 is included in the 2023 operating budget.

5. Background:

Since 2013, the Region of Waterloo has held a collaborative agreement with Reep Green Solutions and Sustainable Waterloo Region to operate the ClimateActionWR program. To fund this program, the Region of Waterloo holds a secondary agreement with the City of Cambridge, City of Kitchener, and City of Waterloo.

The aim of ClimateActionWR program is to achieve a GHG emissions reduction target of 80% by 2050 below 2010 levels through the implementation of the TransformWR strategy. The program objectives are to:

- Collaborate among municipalities and other organizations to optimize collective impact by leveraging knowledge, resources, and leadership of partnership organizations, and providing a regional perspective on key collective opportunities, barriers and priorities;
- Move actions towards implementation, advance opportunities, and identify new initiatives for consideration by prioritizing efforts according to evolving circumstances, convening stakeholders to identify leaders for new initiatives, and working to leverage partners' successes;
- 3. Engage the community by facilitating open dialogue and increasing stakeholder participation in local programs; and
- 4. Monitor action and report measurable results by collecting, summarizing and communicating progress towards community targets.

In 2022, ClimateActionWR staff conducted a review of its governance structure to identify opportunities to increase impact. In 2024, a new governance structure will be implemented that will engage a greater number of stakeholders and extend the reach and sphere of influence of this collaborative.

August 15, 2023 Report: PDL-CPL-23-024

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities:

All eight municipalities in Waterloo Region participate as members of this collaborative; ClimateActionWR staff convene the collaborative on a bi-monthly basis. In addition, funding partners meet quarterly as members of the Management Committee for the purpose of establishing strategic priorities, reviewing annual work plans, and evaluating progress.

Public:

ClimateActionWR has conducted extensive community consultation as part of the development of TransformWR, with more than 1,600 residents providing feedback through events, workshops, interviews, focus groups, and surveys. ClimateActionWR staff regularly participate in or host community events in order to showcase the work of the collaborative, seek input from residents, and encourage climate action across the community.

7. Financial Implications:

A five year extension to the collaborative funding agreement would require a total Regional contribution of \$315,380 over the next five years (2023-2027) as outlined in Table 1.

Table 1. Annual Fin	ancial Contribution	to Climate Action	onWR for 2023 to 2027
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Year	2023	2024	2025	2026	2027
Regional contribution (2024-2027 includes an annual cost of living adjustment of 2.5%)	\$60,000	\$61,500	\$63,038	\$64,613	\$66,229
5 Year Total					\$315,380

The approved 2023 Community Planning operating budget includes a provision of \$60,000 for the Region's contribution to this work. Annual contributions equal to the Region's are anticipated from the Cities of Cambridge, Kitchener and Waterloo, per the terms of the agreement between the municipalities.

8. Conclusion / Next Steps:

Motivated by the findings of the most recent community GHG emissions inventory (PDL-CPL-23-005), the ClimateActionWR collaborative will work toward achieving the following transformational changes by 2050, as outlined in TransformWR:

1. Most trips are taken using active transportation, with the support of a robust

- public transit system.
- 2. Remaining personal and commercial vehicles are zero emissions vehicles.
- 3. Waterloo Region uses less, wastes less, and no longer disposes of organic matter in landfills.
- 4. Waterloo Region has a thriving local food system built on local farming and food production and processing that feeds much of our community.
- 5. Waterloo Region has leveraged reducing GHG emissions to increase equity, prosperity, and resiliency for all.

9. Attachments:

Nil

Prepared By: Meaghan Eastwood, Supervisor, Climate Transition and Sustainability

Reviewed By: Danielle De Fields, Director, Community Planning

Approved By: Rod Regier, Commissioner, Planning, Development and Legislative

Services

Report: PDL-CPL-23-025

Region of Waterloo

Planning, Development, and Legislative Services

Community Planning

To: Planning and Works Committee

Meeting Date: August 15, 2023

Report Title: Community Energy Investment Strategy – Collaborative Funding

Partnership

1. Recommendation

That the Regional Municipality of Waterloo extend the collaborative funding agreement with area municipal and utility partners for an additional four year period to continue the implementation of the Community Energy Investment Strategy, requiring a total contribution of \$358,768, as outlined in report PDL-CPL-23-025, dated August 15, 2023.

2. Purpose / Issue:

To request Council endorsement to extend a collaborative funding partnership.

3. Strategic Plan:

The collaborative funding arrangement helps achieve Strategic Objectives 3 Environment and Climate Action, and 1 Thriving Economy, as well as Actions: 3.1 Reduce greenhouse gas emissions; 3.2 Improve resilience to climate change and/or severe weather; and 1.1 Create a competitive business-supportive community to help attract, retain and grow employers, talent and investments in Waterloo Region. It also advances our strategic imperatives including: balancing rural and urban communities; fostering partnerships; taking climate action; and efficiency, effectiveness and value for money.

4. Report Highlights:

- In 2018, the Region of Waterloo, in collaboration with the Cities of Cambridge, Kitchener and Waterloo, and the (then) five local electric and natural gas utilities, developed a Community Energy Investment Strategy (CEIS) with the aim of improving and sustaining Waterloo Region's economic competitiveness and quality of life through the coordination of targeted energy investments (PDL-CPL-18-06).
- The CEIS is implemented through the WR Community Energy (WRCE) program, and is overseen by a joint Governance Committee composed of senior staff from

the Region, area municipalities and local utilities.

- Since its initiation the WRCE program has:
 - Identified and evaluated renewable energy opportunities in Waterloo Region, including <u>Wastewater Heat Recovery</u>, <u>Open Loop Geoexchange</u>, <u>Wind, Biomass and Solar Energy</u>; and
 - Incubated multi-partner initiatives, including harmonized Green Development Standards for Waterloo Region (PDL-CPL-23-006) and a Home Energy Retrofit Financing Program for Waterloo Region (in development).
- Staff recommend extending the collaborative funding agreement for an additional 4 years (2023 – 2026). The Region's annual contribution of \$63,000 is included in the 2023 operating budget.

5. Background:

The CEIS recognizes that Waterloo Region is experiencing an energy transition that requires the development of clean, local, and equitable energy. The CEIS builds on energy management considerations identified in provincial policy, the Region's Economic Development Strategy, and TransformWR. Implementing the CEIS will be critical to achieving the Council-endorsed greenhouse gas (GHG) target of an 80% reduction in emissions by 2050, below 2010 levels.

A CEIS Governance Committee, composed of senior leaders from the Region, area municipalities and local utilities provides oversight responsibility for the WRCE program, which advances the recommended actions of the Strategy, and ensures the right stakeholders are working together to take advantage of local opportunities.

WRCE projects are guided by the following tenets: 1) private developers need support to incorporate clean and local energy into their projects; 2) all municipal and utility policies need to include clean, local, and equitable energy considerations; and 3) infrastructure is needed to move renewable energy sources to its end users.

The Region, the Cities of Cambridge, Kitchener and Waterloo, Enova Power, GrandBridge Energy, and Enbridge Gas jointly fund the WRCE program. The Region and Grand River Energy provide administrative support for all financial aspects of the CEIS implementation.

6. Communication and Engagement with Area Municipalities and the Public

The Region and the area municipalities participate as members of the CEIS Governance Committee and provide funding contributions to support WRCE program expenses. WRCE's governance structure includes multiple working groups comprised of staff from the member organizations, as well as local community and non-profit

organizations. This collaborative approach ensures alignment and coordination across Waterloo Region.

7. Financial Implications:

A four year extension to the collaborative funding agreement would require a total Regional contribution of \$358,768 over the next four years, as outlined in Table 1. Increases from year to year reflect the financial resources required to hire two additional full-time staff members to support the design and implementation of Green Development Standards.

Table 1: Regional Financial Contributions to Waterloo Region Community Energy (WRCE) for Implementation of Community Energy Investment Strategy (CEIS)

Year	20	23	2024 2025	2026	
	Budget	Actual	2024	2023	2020
Regional contribution	\$63,000	\$72,828	\$81,600	\$93,500	\$110,840
4 Year Total					\$358,768

The approved 2023 Community Planning operating budget includes a provision of \$63,000 for the Region's contribution to this work. The 2023 contribution shown in Table 1 reflects a recently revised budget forecast approved by the Governance Committee in May 2023. The increase in the allocation over the 2023 budget provision reflects the urgency related to developing Green Development Standards. The balance of the costs for 2023 can be offset by savings in other areas of the Community Planning operating budget. Annual contributions are expected from the Cities of Cambridge, Kitchener and Waterloo, and the local utilities.

8. Conclusion / Next Steps:

WRCE has established several priorities for the second term of this program (2023-2026), which include:

- Developing and supporting the implementation of Green Development Standards for Waterloo Region;
- Developing and implementing a Thermal Energy Strategy;
- Updating the CEIS to reflect new and emerging opportunities;
- Hosting Community Energy Events to mobilize support for the CEIS; and
- Providing technical expertise to partner to advance the energy transition.

9. Attachments:

Nil.

Prepared By: Meaghan Eastwood, Supervisor Climate Transition and Sustainability

Reviewed By: Danielle De Fields, Director, Community Planning

Approved By: Rod Regier, Commissioner, Planning, Development and Legislative

Services

Council Enquiries and Requests for Information Planning and Works Committee

Meeting date	Requestor	Request	Assigned Department	Anticipated Response Date
15-Dec-21	Council	Require staff report back to Committee on a semi-annual basis with information and updates on how the above noted changes impact travel for dialysis and other MobilityPLUS customers and report on unaccomodated travel requests.	TSD	August 2023
04-Oct-22	Committee	Staff to report back on a plan or program on traffic calming in settlement and residential areas, considering high volume versus high speed.	TSD	Fall 2023
07-Feb-23	Committee	Staff to report on the technical information and feasibility of transit servicing the Sikh Temple in Wilmot.	TSD	Fall 2023
07-Feb-23	Committee	Staff to update the Census Agriculture Bulletin	PDL	Fall 2023
07-Feb-23	Committee	Staff to look more broadly at specialized transit from urban to rural regions	TSD	Winter 2024
22-Feb-23	Strategic Planning and Budget Committee	Staff to bring forward a comprehensive review of age-specific fare for seniors and youth discounts forward as part of the new Grand River Transit Business Plan. Establish a year pilot project for free transit fares for children under 12, a one-day a week free transit fares for seniors over 65, and Museum for Students, funded by reserve.	TSD	Winter 2024- Comprehensive Review 2023 Budget Process - dealt with the pilot project
04-Apr-23	Committee	Staff to look into the hill at Victoria Street and Weber Street for pedestrian access to the GO station.	TSD	Fall 2023

06-Jun-23	Committee	The Committee directed staff to come back with a detailed report ahead of budget time which provides information on grass cutting costs and occurrences	TSD	Fall 2023
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ATTN: Regional Council

RE: Lancaster Street Reconstruction

August 9, 2023

Dear Councillors,

I am writing in regards to the planned reconstruction of Lancaster Street in Kitchener and hope that you will consider my feedback as you make decisions regarding this project, as the concerns I raised previously during the consultation phase in Fall 2022 went unacknowledged.

I a homeowner on Lancaster St. W, and I have some serious concerns about the preferred design option for the upcoming Lancaster Street reconstruction project.

The plans for alternative #3 (indicated as the preferred option) will greatly and negatively affect my property without offering a substantial advantage over others (e.g., option 2) in terms of safety, etc. While I support adding cycling infrastructure to the street, I do not think that the preferred boulevard design option is necessary at the cost of the impacts that will be incurred.

First, the plan indicates a large portion of my front yard will be acquired. While the plans indicate that the tree will not be removed, the positioning of the retaining wall is such that there will certainly be irreversible damage to the tree for construction, and there will be no way to maintain it in good health if it survives the construction phase.

With a retaining wall built almost at the trunk, the root system will be severely impacted. This is a beautiful mature maple tree that currently provides important benefits, including privacy, shade (which helps with energy costs), ecological benefits, and a noise barrier to the busy street when in leaf. The tree's removal (which will certainly happen whether indicated on your plan or not) will be detrimental to my property value and my personal enjoyment of my home.

In addition, I would lose a full parking space in my driveway, which is important given that there is no street parking allowed on Lancaster, and none is included in the current plan. The widening of the street will decrease the size of the front yard considerably, and will bring the street closer to my front porch while removing the only barrier I have (i.e. the tree). I have safety concerns currently about the speed of traffic on Lancaster, and I believe that leaving wide lanes, and adding an even wider boulevard area, with no visual barrier or cues to slow down will only worsen the current speeding issues rather than improving safety. The multiple lane structure will also create difficult sight lines for getting in or out of the driveway, as the proposed retaining wall will block sight of the closest lanes (i.e., pedestrians and cyclists) the most, and it will make it more difficult to pull out into traffic. I also have safety concerns about the potential grade of the driveway when reconstructed. The current slope is already a concern for winter maintenance and safety.

I recognize the need for cycling infrastructure in this area, but I think that alternative #2 can provide a safer space on the road for cyclists, without creating as much negative impact on the homeowners in the area. In alternative #2, the visual cue provided by narrower traffic lanes may also help to reduce traffic speeds, which are currently an issue.

Should the Region move forward with the preferred option (#3), this will greatly and negatively impact my lifestyle and property value due to loss of green space, loss of a full parking space, worsened street noise, loss of a healthy tree with all of the attendant implications, and all at no apparent gain to safety. I welcome other solutions (such as a narrowing or the elimination of the extra boulevard space) that will be more agreeable for all, and not come at such a detriment to people who live here.

Thank you for your consideration.

Regards,

Terry Casemore

Dear Members of the Waterloo Regional Council,

We have lived on Lancaster Street West for 31 years. In that time, we have **not** seen an increase in either pedestrian or cycling traffic. Folks either drive cars or take public transit. Next door is a triplex housing several young, new immigrant students. So, we asked if any of them did or would cycle. They laughed at us and said, "No, we drive or take the bus".

We have talked with several of our neighbours who will also be impacted by these proposed changes. Not one of them supports the Alternative Design Concept 3. Boulevard Cycle Tracks. Some of the neighbours did *not* receive the correspondence dated June 15, 2023. Some do not have internet. Most work and cannot attend the Regional Planning and Works Committee meeting on August 15 2023 or have the attitude, "What's the point, you can't fight city hall". We understand the need to replace deteriorated water systems i.e., watermains, sanitary sewers, and storm sewers. However, most of us are overwhelmed by increased costs, including groceries, various utilities, and taxes! Personally, our own property taxes have increased more than \$30 per month in the past year, which is difficult for us as seniors.

Some families we know, both young and old, have been forced to leave the region due to the increased cost of living here.

Let's be honest, using bicycles as a mode of transportation is neither practical nor convenient. We live in a country that can experience winter for 5-6 months of the year. This is not a case of build it and they will come. With so few people cycling, paint some lines on the road, and save the additional costs of separated cycling lanes.

The project team is also proposing to carve away the frontage of our property and at least two of our neighbours. For us, we will lose 3 meters, that is 10 feet! According to a couple of real estate agents we spoke with, this change will not only substantially diminish the value of our home, but also the ease with which it can be sold. People like homes that are set back because they are quieter.

During the past 31 years here, we have seen very few accidents on Lancaster Street West. Taking people's frontage is unnecessary and much more than inconvenient. *If* the region decides to close the access ramps at Highway 85, it will just create a traffic clog at another entrance and/or exit. The whole purpose of the expressway is to get people close to their desired destination, without having to crawl through the city. In addition, we have already lost one cherished business due to these proposed changes. How many more will decide to go elsewhere?

In conclusion, we understand the planning committee must look to the future. However, it must be a future in which we can afford to live. Invest the money in public transit, which is infinitely more practical for people from all walks of life and demographics.

Sincerely,

David & Nancy Diebolt

Good Morning, Regional Councillors.

I am writing to support the upcoming motion to divert heavy truck traffic away from the Downtown Cambridge core. This amendment to the Traffic and Parking By-Law is a much-needed move to improve the safety and viability of the Galt Core area. I am however concerned with the portion of the report that indicates the trucks will still be able to use Concession/Main to leave the downtown area. Concession is a very narrow and already extremely busy road. This road is used as a main throughfare from the west side to the east side of Galt and is usually full of vehicles, pedestrians and cyclists. This road also has multiple stoplights and pedestrian crossings. While the alternative route of using McQueen Shaver adds an additional 4 km onto the drive for the trucks, at 60 km/hr this is an additional 2-3 minutes on a road that was designed for truck traffic. Taking into account all the potential barriers these trucks will face on Concession/Main, a very small and busy road, I can't imagine that using this route will be any faster for them, as well as being unsafe for residents.

I've attached a screenshot of the intersection of Main Street and Elgin St as an example of the narrow nature of this road and the close proximity of the sidewalks and homes to the street.



Thank you for your time and consideration.

Kindest Regards,

Sheri Roberts
City Councillor – Ward 5
City of Cambridge

Subject: Support for truck re-route in Cambridge

Mon Aug 14

I wanted to lend my support for the heavy truck diversion from Downtown Cambridge. I operate a guide walking tour business in Waterloo Region. I host some of my tours in Galt, Downtown Cambridge. As you can imagine, the volume & noise makes it impossible to talk with a group of people on the sidewalk on Ainslie St. or Main St. It also makes for an extremely unpleasant urban experience as a pedestrian.

I'm happy to lend my support the Downtown Cambridge business owners who have lead the call for a truck diversion or many years.

I look forward to hearing Council's support for the staff report and seeing changes in the very near future.

Best regards,

Juanita Metzger

Owner, Stroll Walking Tours