Regional Municipality of Waterloo
Planning and Works Committee
Addendum Agenda

Date: Tuesday, May 7, 2024
Regular Session: 9:00 a.m.
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

1. Call to Order
2. Land Acknowledgement
3. Declarations of Pecuniary Interest under the “Municipal Conflict of Interest Act”
4. Delegations
   4.1 Inga Rinne, Chair, Trees for Woolwich
       re: ongoing roadside tree planting and requesting a funding contribution
   *4.2 Nelson Chukwuma, President, Conestoga Students Inc.
       re: GRT Route 72 and Cambridge Business Park Changes
5. Presentations
   5.1 Staff Presentation - Growth and Development in Waterloo Region
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 Priority - Homes for All
   6.1.1 EES-WAS-24-006, Habitat for Humanity (100 St George St, Kitchener) - Infrastructure Relocation Agreement

   Recommended Motion:
   That the Regional Municipality of Waterloo enter into an Agreement with Habitat for Humanity Waterloo Region Inc. (Owner) related to the relocation of critical Regional water infrastructure at 100 St George St, Kitchener as outlined in report EES-WAS-24-006, May 7, 2024, on terms and conditions
satisfactory to the Regional Solicitor; and that the Commissioner, Engineering and Environmental Services be authorized to execute the agreement on behalf of the Region.

6.1.2 PDL-CPL-24-004, Year-End 2023 Population and Household Estimates for Waterloo
For information.

6.1.3 PDL-CPL-24-005, 2023 Year-end Building Permit Activity and Growth Monitoring
For information.

6.1.4 PDL-CPL-24-006, Development Application Activity 2023
For information.

6.1.5 PDL-CPL-24-007, Streamlining Development Application Approvals
For information.

6.2 Strategic Priority - Climate Aligned Growth

6.2.1 EES-WAS-24-005, Approval of the 2024 Grand River Source Protection Plan Amendment

**Recommended Motion:**
That the Regional Municipality of Waterloo support the updated Source Protection technical assessment that applies within the Region of Waterloo in the draft amended Grand River Source Protection Plan, as described in Report EES-WAS-24-005, dated May 7, 2024.

6.2.2 EES-DCS-24-004, Project Approval Report for a Roundabout at Strasburg Road and New Dundee Road (Regional Road No. 12), City of Kitchener

**Recommended Motion:**
That the Regional Municipality of Waterloo approve the recommended design for a proposed multi-lane roundabout at New Dundee Road (Regional Road 12) and Strasburg Road in the City of Kitchener, as described in Report EES-DCS-24-004, dated May 7, 2024. Upon completion of construction, that The Regional Municipality of Waterloo amend Traffic and Parking By-law 16-023, as amended to:

a. Remove from Schedule 17, Rates of Speed, 80 km/h on New Dundee Road (Regional Road 12) from 500 meters east of Fischer-Hallman Road (Regional Road 12) to 550 meters west of Homer Watson Boulevard (Regional Road 28);

b. Add to Schedule 17, Rates of Speed, 80 km/h on New Dundee Road (Regional Road 12) from 500 meters east of Fischer-Hallman Road (Regional Road 12) to
400 meters west of Strasburg Road;

c. Add to Schedule 17, Rates of Speed, 60 km/h on New Dundee Road (Regional Road 12) from 400 meters west of Strasburg Road to 400 meters east of Strasburg Road;

d. Add to Schedule 17, Rates of Speed, 80 km/h on New Dundee Road (Regional Road 12) from 400 meters east of Strasburg Road to 550 meters west of Homer Watson Boulevard (Regional Road 28);

e. Add to Schedule 15, Lane Designation, on New Dundee Road (Regional Road 12) eastbound at Strasburg Road; Left, Through;

f. Add to Schedule 15, Lane Designation, on New Dundee Road (Regional Road 12) southbound at Strasburg Road; Left, Right;

g. Add to Schedule 15, Lane Designation, on New Dundee Road (Regional Road 12) westbound at Strasburg Road; Right, Through; and

h. Add to Schedule 10, Level 2 Pedestrian Crossover, New Dundee Road (Regional Road 12) at Strasburg Road, On All Entry and Exits.

6.2.3 TSD-TRP-24-005, Additional Traffic Controls - Various Locations

**Recommended Motion:**
That the Regional Municipality of Waterloo approve the installation of various types of traffic control in the City of Kitchener, the City of Waterloo, City of Cambridge, and the Township of Woolwich by amending the Region’s Traffic and Parking By-law 16-023 as follows:

- Add to Schedule 10, Level 2 Pedestrian Crossover – Type C, on Courtland Avenue (Regional Road 53) in the vicinity of Courtland Avenue Public School, in the City of Kitchener;
- Add to Schedule 10, Level 2 Pedestrian Crossover – Type B, on Frederick Street (Regional Road 6) at East Avenue, in the City of Kitchener;
- Add to Schedule 10, Level 2 Pedestrian Crossover – Type B, on Queen Street (Regional Road 6) at Joseph Schneider Haus Trail Crossing, in the City of Kitchener;
- Add to Schedule 10, Level 2 Pedestrian Crossover –
Type C, on St. Andrews Street (Regional Road 75) at Gilholm Avenue, in the City of Cambridge;

- Remove from Schedule 10, Level 2 Pedestrian Crossover on Borden Avenue (Regional Road 66), at the Iron Horse Trail Crossing, in the City of Kitchener;

- Add to Schedule 20, School Bus Loading Zone, on Frederick Street (Regional Road 6) from 8 meters east of Irvin Street to 32 meters east of Irvin Street (in front of Suddaby Public School), in the City of Kitchener;

- Add to Schedule 14, Prohibited Movements, No-Right-Turn-on-Red, Erb Street (Regional Road 9) at University Avenue (Regional Road 57), All Directions, Anytime, in the City of Waterloo;

- Add to Schedule 14, Prohibited Movements, No-Right-Turn-on-Red, Whippoorwill Drive at Arthur Street (Regional Road 85), Eastbound, Anytime, in the Township of Woolwich;

- Remove from Schedule 17, Rates of Speed, 70 km/h on Bleams Road (Regional Road 56) from Trussler Road (Regional Road 70) to 400 m west of Fischer-Hallman Road (Regional Road 58), in the City of Kitchener;

- Add to Schedule 17, Rates of Speed, 50 km/h on Bleams (Regional Road 56) from Trussler Road (Regional Road 70) to Fischer-Hallman Road (Regional Road 58), in the City of Kitchener;

- Remove from Schedule 17, Rates of Speed, 60 km/h on Bleams Road (Regional Road 56) from 400 m west Fischer-Hallman Road (Regional Road 58) to Manitou Drive (Regional Road 69), in the City of Kitchener; and

- Add to Schedule 17, Rates of Speed, 60 km/h on Bleams (Regional Road 56) from Fischer-Hallman Road (Regional Road 58) to Manitou Drive (Regional Road 69), in the City of Kitchener.

as outlined in Report TSD-TRP-24-005 dated May 7, 2024.

6.2.4 TSD-TRS-24-007, Grand River Transit – Fall 2024 Service Improvements
For information.

6.2.5 PDL-LEG-24-013, Authorization to Expropriate Lands (1st Report) for Construction of a Roundabout at the Intersection of Fischer Hallman Road and New Dundee Road, in the City of Kitchener and in Township of North Dumfries

**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 improvements at the intersection of Fischer Hallman Road (Regional Road 50) and New Dundee Road (Regional Road 12), in the City of Kitchener and in the Township of North Dumfries, in the Regional Municipality of Waterloo, as detailed in report PDL-LEG-24-013, dated May 7, 2024.

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 improvements at the intersection of Fischer Hallman Road and New Dundee Road, and described as follows:

Fee Simple Partial Taking:

- Part of Lot 9, Beasley’s New Survey, Township of Waterloo, being Parts 1 and 3 on 58R-21999, (Part of PIN 22723-0035), City of Kitchener (2315 Fischer Hallman Road, City of Kitchener)
- Part of Lot 9, Beasley’s New Survey, Township of Waterloo, being Part 2 on 58R-21999, (Part of PIN 22723-0024), City of Kitchener (2258 New Dundee Road, City of Kitchener)
- Part of Lot 9, Beasley’s New Survey, Township of Waterloo, being Part 4 on 58R-21999, (Part of PIN 22722-0015), City of Kitchener (2320 Fischer Hallman Road, City of Kitchener)
- Part of Lot 42, Concession 12, being Parts 5 and 8 on 58R-21999, (Part of PIN 03847-0010), Township of North Dumfries (Southeast Quadrant of Intersection of Fischer Hallman Road and New Dundee Road, Township of North Dumfries)
- Part of Lot 42, Concession 12, being Part 9 on 58R-21999 and Part of the Road Allowance Between Lots 42 & 43, Concession 12, being Part 11 on 58R-21999, (Part of PIN 03847-0007), Township of North Dumfries (2351 Fischer Hallman Road, Township of North Dumfries)
- Part of Lot 43, Concession 12, being Part 10 on 58R-21999, (Part of PIN 03847-0006), Township of North Dumfries (2267 New Dundee Road, Township of North Dumfries)

Temporary Easement – Grading:

The right and easement, being a temporary easement in gross,
for the free and unobstructed, right, interest and easement terminating, for the subject property set out below, on the 31st day of December, 2028, for itself, its successors and assigns, and anyone authorized by it, on, over, under and through the following property for the purposes of excavation, construction, installation, replacement, alteration, grading, and landscaping as required in connection with the improvements at the intersection of Fischer Hallman Road and New Dundee Road, 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 42, Concession 12, being Parts 6 and 7 on 58R-21999, (Part of PIN 03847-0010), Township of North Dumfries (Southeast Quadrant of Intersection of Fischer Hallman Road and New Dundee Road, Township of North Dumfries)

- Part of the Road Allowance Between Lots 42 & 43, Concession 12, being Part 12 on 58R-21999, (Part of PIN 03847-0007), Township of North Dumfries (2351 Fischer Hallman Road, Township of North Dumfries)

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.

6.2.6 PDL-LEG-24-014, Surplus Declaration of Lands at 555 Conestoga Boulevard, City of Cambridge
**Recommended Motion:**
That the Regional Municipality of Waterloo undertakes the following with respect to the Region-owned lands municipally known as 555 Conestoga Boulevard, in the City of Cambridge, and legally described as Lot 17, Registrar's Compiled Plan 1382; Cambridge, being all of PIN 22642-0018 (LT) (the "Lands"):

a) Declare the Lands surplus to the needs of the Region, as detailed in Report No. PDL-LEG-24-014, dated May 7, 2024; and,

b) That the Regional Solicitor be authorized to execute an Agreement of Purchase and Sale on behalf of the Region to sell the Lands to Skyline Commercial Real Estate Holdings Inc. for the sum of $50,000.00, with all terms and conditions subject to the satisfaction of the Commissioner, Engineering and Environmental Services and the Regional Solicitor, in accordance with the Region's Disposal of Land By-Law (No. 20-042).

7. **Regular Agenda**

7.1 **Strategic Priority - Equitable Services and Opportunities**

7.1.1 COR-TRY-24-013, Automated Cart-Based, and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts Within the Region of Waterloo

**Recommended Motion:**
That the Regional Municipality of Waterloo accept the proposal of Halton Recycling Ltd. dba. Emterra Environmental for the P2023-33 Automated Cart-Based, and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts Within the Region of Waterloo for a contract period of eight (8) years commencing from March 2, 2026 to March 3, 2034 with the option to renew for two (2) additional one (1) year periods in the estimated amount of $284,691,880.00 (estimated annual cost of year one is $57,659,760.00 plus all applicable taxes, remaining years are estimated at an annual cost of $32,433,160.00) plus all applicable taxes as set out in report COR-TRY-24-013 dated May 7, 2024.

8. **Information/Correspondence**

8.1 **Council/Committee Tracking List**

9. **Other Business**

10. **Next Meeting - June 4, 2024**
11. **Motion to go into Closed Session**

**Recommended Motion:**
That a closed meeting of the Planning and Works, and Community and Health Services Committees be held on Tuesday, May 7, 2024 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. A proposed acquisition of lands;
2. Receiving advice that is subject to solicitor-client privilege related to a proposed acquisition of lands;
3. Receiving advice that is subject to solicitor-client privilege related to a proposed acquisition of lands;
4. Financial information that belongs to the municipality and has potential monetary value.

12. **Adjourn**

**Recommended Motion:**
That the meeting adjourn at x:xx x.m.
Bring Back the Maples
Trees for Woolwich Roadside Planting Project

Why the Region of Waterloo should help to fund the Largest Roadside Tree Planting Program in Ontario since 1890!
Bring Back the Maples!

The plan to reforest rural roadsides with 22,000 trees is well under way - 8000 trees planted and counting.

Project Details and benefits are on page 2 but here is a summary:

This program has big benefits to regional climate adaptation initiatives.

- It is very visible, giving people the awareness of action and progress at the regional level. It shows what a partnership can accomplish.

- In these tight economic times, it is extremely cost effective. With all the volunteer time involved, we have the planted cost down to $15/tree. Big impact, low cost. Additionally, we have attracted funding from private and corporate donors to further reduce the cost to the region. The total budget is approximately $347,000 and to date we have raised $180,000 of corporate and private money. If the Region pitches in $100,000 over 2 years it will amount to $4.55 per tree.

- The Township of Woolwich has been very supportive both in terms of staff time to manage communications and funding for the past 2 years.

- This project is eminently scalable. REEP is working to create a region wide version of this project through 2 Billion Trees, and Mapleton and Wilmot Townships are interested in getting started.
Bring Back the Maples

Trees for Woolwich Roadside Tree Planting Project

- Planting trees is the most cost effective way to capture carbon to offset climate change
- Roadsides are the most available planting areas.
- Most large trees historically on our country roads were planted 140 years ago: many are now gone, leaving roadsides bare.
- Trees for Woolwich plans to plant 22,000 trees along viable areas of our 335 km of rural roads both township and regional.
- Trees will be planted over 3 years from 2022-2025. To date over 8,000 trees have already been planted

- Project management and installation, tree watering, and initial pruning will be performed by Trees for Woolwich in partnership with Earthscape’s equipment and their trained youth worker crew.
- Funding requirements average $110,000/year, provided by corporate donors, private citizens and the Township of Woolwich.
- Project technical support will be provided by Woolwich Township Infrastructure Services, Region of Waterloo Forestry, and Grand River Conservation Area.
- The entire program can be approved by two authorities only – the Township of Woolwich (Township) and Regional Municipality of Waterloo (Region of Waterloo).
- To test logistics, plans for installation and maintenance, a trial planting will install 200-300 trees along Floradale Road, Kramp Road, and Lerch Road in 2022.
- First year survival rate was 80%

- The majority of trees will be Sugar Maple, Red Maple, Bur Oak, Walnut and Crab apple.
- Demonstrates that a community effort can make a significant environmental difference.

- Carbon capture from these open growth broad canopy trees over the next 80 years is 68,000 tonnes of carbon dioxide. This is the equivalent of taking 170 cars off the road each year for 80 years. (See chart below.)

- Stormwater in the amount of 680,000 cubic meters will be diverted from runoff into soil absorption as trees act as water reservoirs and reduce erosion over the next 80 years.

- Increased canopy provides cooling and slows wind speed to reduce drying of crops.

- Airborne pollution will reduce as the roadside trees absorb 283,000 kg of airborne pollutants over 80 years, such as ozone, carbon monoxide, nitrogen dioxide and sulfur dioxide and intercept micron level particulate matter such as smoke, dust and ash, as well as lowering temperatures.

- Mature roadside trees will form a wide network of vegetation connecting our scattered forest areas. Roadside vegetation are important wildlife habitats for birds, insects, reptiles, and mammals that support migration and permit outbreeding with broader animal populations.

- Reduced traffic speed, as shown by research on tree-lined rural roads.

- Highly visible "park" will be enjoyed by residents daily, boosting the aesthetic and cultural impact.

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Benefits

- Demonstrates that a community effort can make a significant environmental difference.

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**Annual CO2 Budgets**

![Annual CO2 Budgets Chart](chart.png)

- Roadside CO2 sequestration
- 100 autos
- Township 2017 Annual CO2
Growth and Development in Waterloo Region (2023)
Understanding Growth and Development

• The information within the Population and Household Estimates, Building Permit and Growth Monitoring and the Development Application Activity Reports helps us track our progress towards our policy objectives and our progress towards growing to 1 million people.

• Tracking growth at a regional scale is necessary to coordinate infrastructure planning with growth, plan for service delivery, and track per-capita demand for services.

• In support of this growth, it is important to respond to development applications in a timely manner. The Region is implementing a development tracking system to expedite the timing of comments and approvals.
Record Growth for Waterloo Region in 2023

- Waterloo Region experienced the highest population growth in 2023
- Record year for total construction value, over 1.9 billion dollars
- Over 6,000 residential building permits issued in 2023, 28% higher than 10-year average
- 38,898 unit supply in plans of subdivision

These indicators point toward a strong robust economy within Waterloo Region
Population Growth Driven by Strong Development Activity and International Students
(PDL-CPL-24-004)
Residential Building Permit Activity in 2023 (PDL-CPL-24-005)

- Residential Building Permit issuance has steadily increased driven by growth in apartment dwellings across the region.
- Accessory apartments comprise almost 20% of residential permit activity in 2023
## Units in Plans of Subdivision in 2023  
(PDL-CPL-24-005)

<table>
<thead>
<tr>
<th>Region</th>
<th>Pending Units</th>
<th>Draft Approved Units</th>
<th>Registered Unbuilt Units</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL INVENTORY</td>
<td>14,752</td>
<td>15,978</td>
<td>8,168</td>
<td>38,898</td>
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<tr>
<td>Single Detached Units</td>
<td>4,408</td>
<td>4,930</td>
<td>2,089</td>
<td>11,426</td>
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<td>Semi-Detached Units</td>
<td>297</td>
<td>23</td>
<td>53</td>
<td>373</td>
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<td>Townhouse Units</td>
<td>5,107</td>
<td>4,584</td>
<td>2,266</td>
<td>11,956</td>
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<tr>
<td>Apartment Units</td>
<td>4,940</td>
<td>6,442</td>
<td>3,761</td>
<td>15,143</td>
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</table>
2023 Non-Residential Building Permits Above 10-Year Average
(PDL-CPL-24-005)

Non-Residential Floor Space by Sector, 2014-2023

Page 18 of 141
Development Application Activity
(PDL-CPL-24-006)

• Community Planning reviewed, commented on and/or issued approvals on over 1,100 development related applications across all the Area Municipalities including:
  • Approval of 31 official plan amendments;
  • Draft approval of 11 plans of subdivision and 15 plans of condominium
  • Registration of 17 plans of subdivision and 34 plans of condominium
Development Tracking System
(PDL-CPL-24-007)

Implementing a digital development tracking system to transform the development application review process reducing the time from application to approval.

Direct alignment with:
- Ontario Government’s Housing Strategy – Build More Homes Faster
- Region's Strategic Plan pillars, including Homes For All and Resilient and Future Ready Organization
- Digital Service Transformation
Development Tracking

**Current State**

- Process occurs through many separate systems, involving many manual steps
- Staff managing high volumes of applications through outlook, excel, etc.
- Outdated database.

**Future State**

- Transform to an automated process taking place in one integrated system
- Reduce processing times by 25%, admin related tasks by Planners by 50%
- Real time actionable data via reports and dashboards
Development Tracking System

• Phase 1 focus on internal process
• Expected to be operational Fall 2024
• A second phase will involve collaboration and engagement with Area Municipal staff to facilitate the digital exchange of data
• Agile system to support current and future needs
Key Messages

• Strong growth in 2023
  • Over 6,000 residential units constructed
  • Over 6,000 residential building permits issued
  • Consistent growth of non-residential space
  • Record population growth of over 28,000 people

• Region is continuing work to streamline processes and expedite approvals

• Ongoing collaboration with Area Municipalities and other levels of Government to support housing and housing affordability
1. **Recommendation**

That the Regional Municipality of Waterloo enter into an Agreement with Habitat for Humanity Waterloo Region Inc. (Owner) related to the relocation of critical Regional water infrastructure at 100 St George St, Kitchener as outlined in report EES-WAS-24-006, May 7, 2024, on terms and conditions satisfactory to the Regional Solicitor; and that the Commissioner, Engineering and Environmental Services be authorized to execute the agreement on behalf of the Region.

2. **Purpose / Issue:**

An agreement is required between the Region and the Owner to relocate critical water infrastructure currently located in an easement on the Owner’s property in order to facilitate an affordable housing project.

3. **Strategic Plan:**

The agreement aligns with the Corporate Strategic Pillar of Homes for All.

4. **Report Highlights:**

- Until 2010, the property at 100 St George St, Kitchener (site) contained the St George Water Tower, part of the Region’s Integrated Urban Water System. In 2011 the water tower reached its end of life and was demolished. However, critical monitoring infrastructure required for the operation of the water system remained in service on the site. The Region’s critical infrastructure includes a concrete chamber, underground pipes, and an electrical and communications panel with various instrumentation.

- In 2016 the property was sold to Habitat for Humanity, and the Region retained an easement to protect the critical infrastructure.

- Habitat for Humanity has a current development application that would permit the
construction of 4 affordable housing units. Based on the configuration of the proposed site plan, the Region’s infrastructure is required to be relocated off-site.

- The agreement provides that the Owner is responsible for relocating the Region infrastructure from the subject property to the adjacent City of Kitchener road allowance, at the Owner’s cost, to the Region’s satisfaction;

- With the relocation of the Region’s infrastructure the easement over the subject lands would not longer be required. The agreement provides for the release and re-conveyance of the easement to the Owner once the infrastructure is relocated and is operating to the satisfaction of the Region, in accordance with the Region’s Disposal of Land By-law.

5. **Background:**

N/A

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

*Area Municipalities:* Consultation is ongoing between the Region Water and Wastewater Services and Kitchener Development Engineering staff regarding the acceptable conditions for the relocation of the Region’s infrastructure.

*Public:* The public has been made aware of the proposed development through the City of Kitchener planning approvals process.

7. **Financial Implications:**

The Owner is solely responsible for the design and construction of the proposed relocation of the Region’s infrastructure to the Region’s satisfaction. There are no anticipated costs to the Region. The agreement provides for a security deposit to be paid by the Owner to the Region to cover the value of the design and relocation work should the Owner default in his obligations outlined in the agreement.

8. **Conclusion / Next Steps:**

With the execution of this agreement, the Owner will proceed with the relocation of the Region’s critical infrastructure. Upon satisfactory relocation of the works the Region will release the easement on the property, which will enable the Owner to proceed with the development of the affordable housing project.

9. **Attachments:**

None.

**Prepared By:** Kevin Dolishny, Senior Engineer, Engineering and Planning
Fiona McCrea, Senior Solicitor (Development & Property)

Reviewed By: Mari MacNeil, Director, Water and Wastewater Services

Approved By: Jennifer Rose, Commissioner, Water and Wastewater Services
1. **Recommendation**

For information.

2. **Purpose / Issue:**

This report provides estimates of Waterloo Region’s population and household growth and how recent growth compares to long-term trends. The total year-end population and household estimates are used to plan for growth, support infrastructure and service programs, develop municipal benchmarks and performance indicators, calculate service costs per resident, assess housing need and track population-related trends.

3. **Strategic Plan:**

Tracking and reporting population and household growth contributes to the Homes for All Strategic Plan priority area. However, many of the objectives and actions contained throughout all four Strategic Priority Areas rely on estimates of population and households.

4. **Report Highlights:**

The population and household figures contained in this report represent year-end estimates and include additional population which that are not counted by the Census such as post-secondary students.

The total population of Waterloo Region is estimated at 673,910 as of year-end 2023, including university and college students who would normally be residing in the Region while they study at our local institutions. This is an increase 28,490 people, a growth rate of 4.4% from year-end 2022.

The number of households is estimated at 238,800 which is an increase of 6,240 new households occupied since 2022, a growth rate of 2.68%.

The temporary student population contributes substantially to the total population of
Waterloo Region. The significant growth in the Region’s population in 2023 is largely attributed to rising enrollment at local institutions.

### Table 1: Year-end 2023 Population and Household Estimates for the Region of Waterloo*

<table>
<thead>
<tr>
<th></th>
<th>Region of Waterloo **</th>
<th>Cambridge</th>
<th>Kitchener</th>
<th>North Dumfries</th>
<th>Waterloo</th>
<th>Wellesley</th>
<th>Wilmot</th>
<th>Woolwich</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population Year-end 2023*</td>
<td>673,910</td>
<td>152,130</td>
<td>292,240</td>
<td>11,910</td>
<td>154,440</td>
<td>11,650</td>
<td>23,010</td>
<td>28,530</td>
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<tr>
<td>Population in Regular Households</td>
<td>654,600</td>
<td>150,460</td>
<td>288,420</td>
<td>11,820</td>
<td>141,430</td>
<td>11,630</td>
<td>22,770</td>
<td>28,070</td>
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<tr>
<td>Population in Collective Dwellings***</td>
<td>19,310</td>
<td>1,680</td>
<td>3,820</td>
<td>90</td>
<td>13,010</td>
<td>20</td>
<td>240</td>
<td>460</td>
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<tr>
<td>Total Population Year-end 2022*</td>
<td>645,420</td>
<td>145,290</td>
<td>277,970</td>
<td>11,410</td>
<td>148,630</td>
<td>11,530</td>
<td>22,420</td>
<td>28,160</td>
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<td>Additional Population</td>
<td>28,490</td>
<td>6,840</td>
<td>14,270</td>
<td>500</td>
<td>5,810</td>
<td>120</td>
<td>590</td>
<td>370</td>
</tr>
<tr>
<td>Population Change 2022-2023 (%)</td>
<td>4.41%</td>
<td>4.7%</td>
<td>5.1%</td>
<td>4.4%</td>
<td>3.9%</td>
<td>1.0%</td>
<td>2.6%</td>
<td>1.3%</td>
</tr>
<tr>
<td>Households Year-end 2023*</td>
<td>238,800</td>
<td>53,920</td>
<td>107,580</td>
<td>4,080</td>
<td>51,980</td>
<td>3,430</td>
<td>7,990</td>
<td>9,820</td>
</tr>
<tr>
<td>Households Year-end 2022*</td>
<td>232,560</td>
<td>52,650</td>
<td>104,210</td>
<td>3,910</td>
<td>50,780</td>
<td>3,410</td>
<td>7,950</td>
<td>9,660</td>
</tr>
<tr>
<td>Additional Households</td>
<td>6,240</td>
<td>1,270</td>
<td>3,380</td>
<td>170</td>
<td>1,200</td>
<td>20</td>
<td>50</td>
<td>160</td>
</tr>
<tr>
<td>Household Change 2022-2023 (%)</td>
<td>2.68%</td>
<td>2.4%</td>
<td>3.2%</td>
<td>4.3%</td>
<td>2.4%</td>
<td>0.6%</td>
<td>0.5%</td>
<td>1.7%</td>
</tr>
<tr>
<td>Persons per Unit+</td>
<td>2.74</td>
<td>2.79</td>
<td>2.68</td>
<td>2.90</td>
<td>2.72</td>
<td>3.39</td>
<td>2.85</td>
<td>2.86</td>
</tr>
<tr>
<td>Temporary Student Population (included above)</td>
<td>49,310</td>
<td>4,500</td>
<td>10,700</td>
<td>10</td>
<td>34,550</td>
<td>(40)</td>
<td>(200)</td>
<td>(200)</td>
</tr>
<tr>
<td>Students Arriving</td>
<td>58,090</td>
<td>6,530</td>
<td>14,920</td>
<td>160</td>
<td>36,210</td>
<td>50</td>
<td>80</td>
<td>130</td>
</tr>
<tr>
<td>Living in Student Residences</td>
<td>10,340</td>
<td>-</td>
<td>540</td>
<td>-</td>
<td>9,810</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Living in Other Accommodations</td>
<td>47,750</td>
<td>6,530</td>
<td>14,390</td>
<td>160</td>
<td>26,400</td>
<td>50</td>
<td>80</td>
<td>130</td>
</tr>
<tr>
<td>Students Leaving++</td>
<td>(8,780)</td>
<td>(2,030)</td>
<td>(4,230)</td>
<td>(160)</td>
<td>(1,660)</td>
<td>(90)</td>
<td>(280)</td>
<td>(330)</td>
</tr>
</tbody>
</table>

* Based on available data from the 2021 Census, includes adjustments for recent residential development, students and other foreign/temporary residents, net Census undercount, and vacancy rates. Due various corrections and adjustments, direct comparison to previous year’s estimates are not valid.

** Municipal totals may not add due to independent rounding.

*** Collective dwellings include student residences, nursing homes, group homes, hospitals, larger lodging houses, etc.

+ ‘Persons per Unit’ (PPU) calculation is based on the ‘Population in Regular Households’, not on ‘Total Population’.

++ These are students who leave home to attend school. They represent the reverse flow of the temporary students arriving in the Region from elsewhere.

5. **Background:**

Waterloo Region has experienced significant population and housing growth since 2020. However, population growth experienced in 2023 has significantly outpaced the high growth observed in previous years. Population growth in 2023 exceeded the
annual forecast from the Regions Official Plan. This is largely attributed to increases in international student enrollment, which are not anticipated to continue following changes to Federal and Provincial program which will decrease the number of study permits issued for international students in 2024.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: This report has been circulated to all Area Municipalities.

Public: N/A

7. Financial Implications:

Nil.

8. Conclusion / Next Steps:

Staff will continue to monitor population and household growth.

9. Attachments:

Appendix A: 2023 Population and Households Estimates for Waterloo Region

Prepared By: Bobby Soosaar, Planning Information Specialist

Ryan Pogrzeba, Supervisor, Policy, Data, and Research

Reviewed By: Danielle De Fields, Director, Community Planning

Approved By: Rod Regier, Commissioner, Planning, Development, and Legislative Services
Planning Information Bulletin

Date:        May 7, 2024
Subject: 2023 POPULATION AND HOUSEHOLDS ESTIMATES FOR WATERLOO REGION

Background:

This bulletin highlights key aspects of Waterloo Region’s population and household growth and how recent growth compares to long term trends. The total year-end population and household estimates are used by many Regional and Area Municipal departments, agencies, boards and community groups to plan for growth, support infrastructure and service programs, develop municipal benchmarks and performance indicators, calculate service costs per resident, assess housing need and track population-related trends.

Population and Household Estimates

The total population for Waterloo Region as of year end 2023 is estimated at 673,910 people, including university and college students temporarily residing in the Region. Driven by an increase in post-secondary enrollment, as well as strong housing growth, Waterloo Region’s population grew at a significantly higher rate than most years. In 2023, the population grew by 28,490 people, a growth rate of 4.4%. The estimated number of households is 238,800 representing a growth rate of 2.68% or 6,240 more than 2022. The growth of 28,490 people in 2023 significantly outpaces the Region’s 5-year average annual population growth of 12,802 (Table 1).

The Region of Waterloo’s 2023 total year-end population and household estimates are based on population and dwelling counts produced by Statistics Canada from the Census of Canada, conducted on May 11, 2021, however they also include an undercoverage rate (4 per cent), an adjustment for occupied units to year end 2023, and an estimate of students who are living in the Region while they study at our post-secondary institutions. As such, the Region’s total year-end population is recommended for purposes of estimating the number of people consuming services in the Region, such as water, wastewater, police, and ambulance.
<table>
<thead>
<tr>
<th>Region of Waterloo***</th>
<th>Cambridge</th>
<th>Kitchener</th>
<th>North Dumfries</th>
<th>Waterloo</th>
<th>Wellesley</th>
<th>Wilmot</th>
<th>Woolwich</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Population Year-end 2023*</td>
<td>673,910</td>
<td>152,130</td>
<td>292,240</td>
<td>11,910</td>
<td>154,440</td>
<td>11,650</td>
<td>23,010</td>
</tr>
<tr>
<td>Population in Regular Households</td>
<td>654,600</td>
<td>150,460</td>
<td>288,420</td>
<td>11,820</td>
<td>141,430</td>
<td>11,630</td>
<td>22,770</td>
</tr>
<tr>
<td>Population in Collective Dwellings***</td>
<td>19,310</td>
<td>1,680</td>
<td>3,820</td>
<td>90</td>
<td>13,010</td>
<td>20</td>
<td>240</td>
</tr>
<tr>
<td>Total Population Year-end 2022*</td>
<td>645,420</td>
<td>145,290</td>
<td>277,970</td>
<td>11,410</td>
<td>148,630</td>
<td>11,530</td>
<td>22,420</td>
</tr>
<tr>
<td>Additional Population</td>
<td>28,490</td>
<td>6,840</td>
<td>14,270</td>
<td>500</td>
<td>5,810</td>
<td>120</td>
<td>590</td>
</tr>
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<td>0.5%</td>
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<td>Persons per Unit+</td>
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<td>2.68</td>
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<td>2.85</td>
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<td>(2,030)</td>
<td>(4,230)</td>
<td>(160)</td>
<td>(1,660)</td>
<td>(90)</td>
<td>(280)</td>
</tr>
</tbody>
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** Municipal totals may not add due to independent rounding.

*** Collective dwellings include student residences, nursing homes, group homes, hospitals, larger lodging houses, etc.

+ ‘Persons per Unit’ (PPU) calculation is based on the ‘Population in Regular Households’, not on ‘Total Population’.

++ These are students who leave home to attend school. They represent the reverse flow of the temporary students arriving in the Region from elsewhere.

**National Population Trends**

According to Statistics Canada, in 2022, Canada experienced record-high population growth, with an increase of 1,050,110 people. This growth rate of 2.7% is the highest since 1957 and was primarily driven by international migration, which accounted for nearly all of the growth (95.9%). Non-permanent residents (those who have temporary study or work permits) have contributed significantly to this growth. At the time of writing this report, Statistics Canada has not released 2023 year-end population estimates; however, according to third quarter 2023 estimates, Canada’s population continues to grow at a record pace, primarily driven by non-permanent residents.
Locally, in Waterloo Region, roughly half (51%) of the growth experienced in 2023 is a direct result of an increase in international student enrollment at our local institutions. The remaining growth is largely driven by both intra-provincial and international migration.

Persons per Unit (PPU)

Trends in average housing occupancy, quantified as persons per unit (PPU), are shaped by demographic shifts and age structures within the population. Over time, the overall persons per unit (PPU) has exhibited a gradual decline, from 2.75 people per unit in 2006 to 2.70 in 2016. Since 2016, the PPU in Waterloo Region has remained steady, with an estimated 2022 PPU of 2.70, reflecting the interaction of various factors.

Recent population growth, particularly driven by migration from GTHA municipalities, has been notably concentrated among individuals aged 25-39, a demographic known for its propensity for family formation. As Waterloo Region attracts more families, the average occupancy per unit experiences an increase. This upward trend in PPU is typically counterbalanced by the effects of an aging population, which tends to lead to a decrease in housing occupancy over time, thus maintaining a stable PPU for Waterloo Region.

However, in 2023, the landscape saw a notable shift, with estimated occupancy rates rising to 2.74 persons per unit, indicating a relatively sharp year-over-year increase. This increase can be attributed to a combination of factors, including post-secondary student enrollment rising at rates that are faster than housing construction. This along with escalating housing costs have led to denser living arrangements further contributing to the increase in average housing occupancy within Waterloo Region in 2023.

Population and Household Trends

A forecast of growth anticipates the Region’s population to grow to 686,950 people by 2024 year end, a growth of 13,040 people. Through 2023, building permits were issued for around 4,700 units. The time from building permit to construction completion and occupancy varies by project, but that figure provides an indication of how many housing units may be occupied in the near future.
Figure 1: Population Growth for Waterloo Region, 1999 - 2023
Table 2: Long-term Trends in Population and Households: Waterloo Region

<table>
<thead>
<tr>
<th>Year-end</th>
<th>Total Population</th>
<th>Annual Growth</th>
<th>Change %</th>
<th>Total Households</th>
<th>Annual Growth</th>
<th>Change %</th>
</tr>
</thead>
<tbody>
<tr>
<td>1999</td>
<td>446,200</td>
<td>8,600</td>
<td>1.97%</td>
<td>158,270</td>
<td>3,320</td>
<td>2.14%</td>
</tr>
<tr>
<td>2000</td>
<td>454,800</td>
<td>8,600</td>
<td>1.93%</td>
<td>161,590</td>
<td>3,320</td>
<td>2.10%</td>
</tr>
<tr>
<td>2001</td>
<td>465,000</td>
<td>10,200</td>
<td>2.24%</td>
<td>164,600</td>
<td>3,010</td>
<td>1.86%</td>
</tr>
<tr>
<td>2002</td>
<td>474,500</td>
<td>9,500</td>
<td>2.04%</td>
<td>167,530</td>
<td>2,930</td>
<td>1.78%</td>
</tr>
<tr>
<td>2003</td>
<td>485,200</td>
<td>10,700</td>
<td>2.26%</td>
<td>170,820</td>
<td>3,290</td>
<td>1.96%</td>
</tr>
<tr>
<td>2004</td>
<td>497,600</td>
<td>12,400</td>
<td>2.56%</td>
<td>175,080</td>
<td>4,260</td>
<td>2.49%</td>
</tr>
<tr>
<td>2005</td>
<td>507,800</td>
<td>10,200</td>
<td>2.05%</td>
<td>178,780</td>
<td>3,700</td>
<td>2.11%</td>
</tr>
<tr>
<td>2006</td>
<td>517,300</td>
<td>9,500</td>
<td>1.87%</td>
<td>182,200</td>
<td>3,420</td>
<td>1.91%</td>
</tr>
<tr>
<td>2007</td>
<td>523,100</td>
<td>5,800</td>
<td>1.12%</td>
<td>185,130</td>
<td>2,930</td>
<td>1.61%</td>
</tr>
<tr>
<td>2008</td>
<td>532,100</td>
<td>9,000</td>
<td>1.72%</td>
<td>188,800</td>
<td>3,670</td>
<td>1.98%</td>
</tr>
<tr>
<td>2009</td>
<td>535,200</td>
<td>3,100</td>
<td>0.58%</td>
<td>189,820</td>
<td>1,020</td>
<td>0.54%</td>
</tr>
<tr>
<td>2010</td>
<td>543,900</td>
<td>8,700</td>
<td>1.63%</td>
<td>193,230</td>
<td>3,410</td>
<td>1.80%</td>
</tr>
<tr>
<td>2011</td>
<td>551,600</td>
<td>7,700</td>
<td>1.42%</td>
<td>196,490</td>
<td>3,260</td>
<td>1.69%</td>
</tr>
<tr>
<td>2012</td>
<td>556,900</td>
<td>5,300</td>
<td>0.96%</td>
<td>198,480</td>
<td>1,990</td>
<td>1.01%</td>
</tr>
<tr>
<td>2013</td>
<td>563,000</td>
<td>6,100</td>
<td>1.10%</td>
<td>200,830</td>
<td>2,350</td>
<td>1.18%</td>
</tr>
<tr>
<td>2014</td>
<td>569,000</td>
<td>6,000</td>
<td>1.07%</td>
<td>203,660</td>
<td>2,830</td>
<td>1.41%</td>
</tr>
<tr>
<td>2015</td>
<td>574,700</td>
<td>5,700</td>
<td>1.00%</td>
<td>205,990</td>
<td>2,330</td>
<td>1.14%</td>
</tr>
<tr>
<td>2016</td>
<td>585,900</td>
<td>11,200</td>
<td>1.95%</td>
<td>209,240</td>
<td>3,250</td>
<td>1.58%</td>
</tr>
<tr>
<td>2017</td>
<td>600,700</td>
<td>14,800</td>
<td>2.53%</td>
<td>213,220</td>
<td>3,980</td>
<td>1.90%</td>
</tr>
<tr>
<td>2018</td>
<td>609,900</td>
<td>9,200</td>
<td>1.53%</td>
<td>216,220</td>
<td>3,000</td>
<td>1.41%</td>
</tr>
<tr>
<td>2019</td>
<td>617,700</td>
<td>7,800</td>
<td>1.28%</td>
<td>218,900</td>
<td>2,680</td>
<td>1.24%</td>
</tr>
<tr>
<td>2020</td>
<td>623,930</td>
<td>6,230</td>
<td>1.01%</td>
<td>222,300</td>
<td>3,400</td>
<td>1.55%</td>
</tr>
<tr>
<td>2021</td>
<td>629,520</td>
<td>5,590</td>
<td>0.90%</td>
<td>227,420</td>
<td>5,120</td>
<td>2.30%</td>
</tr>
<tr>
<td>2022</td>
<td>645,420</td>
<td>15,900</td>
<td>2.53%</td>
<td>232,550</td>
<td>5,130</td>
<td>2.26%</td>
</tr>
<tr>
<td>2023</td>
<td>673,910</td>
<td>28,490</td>
<td>4.41%</td>
<td>238,800</td>
<td>6,250</td>
<td>2.69%</td>
</tr>
<tr>
<td>2024f</td>
<td>686,950</td>
<td>13,040</td>
<td>1.93%</td>
<td>243,510</td>
<td>4,710</td>
<td>1.97%</td>
</tr>
</tbody>
</table>

| 5-year average | 12,802 | 2.02% | 4,516 | 2.01% |
| 15-year average | 9,454  | 1.60% | 3,333 | 1.61% |

*f - Forecast*

Estimates of Post-Secondary Students

The temporary student population contributes substantially to the total population of Waterloo Region. Estimates of the post-secondary student population and housing is based on recent data acquired from the University of Waterloo, Wilfrid Laurier University and Conestoga College.

As of November 2023, there were 90,800 post-secondary students enrolled in full-time programs at Conestoga College, the University of Waterloo, and Wilfrid Laurier University, on the campuses that are located in Waterloo Region (Figure 2).

Prior to 2016, growth in international student enrollment was minimal. Between 2016 and 2022, international enrollment accounted for roughly 20% of the total enrollment in local institutions. However, in 2023, growth in international students increased significantly, now accounting for 37% of total enrolment. The increase in the number of
international students has an effect on Waterloo Region’s population since most require housing within the Region, compared to domestic students, many of whom commute from other jurisdictions or already live within the Region. Overall enrollment growth in 2023 was significantly higher than previous years. Between 2016 and 2022, total enrollment increased by 3.4% annually, on average. In 2023, enrollment grew by 16.5%. This growth was entirely fueled by the increase of international students.

Of the full-time students studying on local campuses, it is estimated that in a typical year over 73,400 would reside in Waterloo Region, and the remaining 17,300 students live outside the Region (Table 3).

Table 3: University and College Enrollment by Institution (Fall 2023)

<table>
<thead>
<tr>
<th></th>
<th>Conestoga</th>
<th>Waterloo</th>
<th>Laurier</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time Local Enrolment</td>
<td>36,100</td>
<td>39,300</td>
<td>15,400</td>
<td>90,800</td>
</tr>
<tr>
<td>Commuters, co-op work term, etc.</td>
<td>9,400</td>
<td>7,300</td>
<td>600</td>
<td>17,300</td>
</tr>
<tr>
<td>Resident in Region</td>
<td>26,700</td>
<td>32,000</td>
<td>14,700</td>
<td>73,400</td>
</tr>
</tbody>
</table>

Students attending the three post-secondary institutions in the Region contributed an additional 49,310 to the Regions total population. Figure 4 shows the temporary student population by municipality, net of those student who live in Waterloo Region and move elsewhere to study.

Table 4: Temporary Student Population Estimates for Waterloo Region

<table>
<thead>
<tr>
<th></th>
<th>Region of Waterloo **</th>
<th>Cambridge</th>
<th>Kitchener</th>
<th>North Dumfries</th>
<th>Waterloo</th>
<th>Wellesley</th>
<th>Wilmot</th>
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<td>Temporary Student Population (included above)</td>
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<td>4,500</td>
<td>10,700</td>
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<td>80</td>
<td>130</td>
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<td>-</td>
<td>540</td>
<td>-</td>
<td>9,810</td>
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<tr>
<td>Living in Other Accommodations</td>
<td>47,750</td>
<td>6,530</td>
<td>14,390</td>
<td>160</td>
<td>26,400</td>
<td>50</td>
<td>80</td>
<td>130</td>
</tr>
<tr>
<td>Students Leaving++</td>
<td>(8,780)</td>
<td>(2,030)</td>
<td>(4,230)</td>
<td>(160)</td>
<td>(1,660)</td>
<td>(90)</td>
<td>(280)</td>
<td>(330)</td>
</tr>
</tbody>
</table>

++ These are students who leave home to attend school. They represent the reverse flow of the temporary students arriving in the Region from elsewhere.
1. **Recommendation**

For information.

2. **Purpose / Issue:**

This report provides information to Council on building permit activity and the inventory of units in plans of subdivision in 2023. New building construction, as measured by building permits issued, is an indicator of the continued strength of the local economy. Building permit data is also used in population and employment growth monitoring, development charge estimations, development tracking, budgets and forecasts.

3. **Strategic Plan:**

Tracking and reporting building permit activity and units in plan of subdivision contributes to Strategic Priority 1, Homes for All, and Strategic Priority 2, Climate Aligned Growth.

4. **Report Highlights:**

- Building permit activity is one indicator of the strength of the local economy and a predictor on anticipated population and employment growth. The information is also used to assess and monitor impacts on regional infrastructure such as water supply, wastewater treatment capacity, waste management and transit.

- The total value of new construction in Waterloo Region in 2023 was $1.985 billion, representing a record year in terms of construction value. Growth was driven by the residential sector, which saw $1.58 billion in 2023, an increase of 38% compared to 2022. Construction was valued at $404 million in 2023 for the non-residential sector, a decline of 38% compared to 2022, but 7% above the 10-year average.

- Permits were issued for 6,158 residential units in 2023, an increase of 28% over 2022 and 28% above the 10-year average of 4,800. Growth in new residential
units was largely driven by an increase in apartment units (4,437 units), which accounted for 72% of all unit types. Construction of single-detached units dropped by 34% in 2023 to 603 units. Construction of townhomes remained relatively stable at 1,016 permits issued in 2023.

- A trend of note over the last number of years is the growing number of accessory apartments added to existing dwellings. Accessory apartments, including duplexes, basement apartments, and garden suites, accounted for 18% of total units in 2023. This is up from 16% of units in 2022. Prior to 2019, accessory apartments would typically account for 2% to 4% of total units.

- In August of 2022, Regional Council adopted Regional Official Plan Amendment No. 6 (ROPA 6), which sets out updated, more ambitious intensification rates. The revised target requires 61% of all residential growth in the Region to occur within the Built-Up Area (BUA). In 2023, 55 per cent of residential development occurred as intensification, an increase of 5% from 2022.

- In addition to the significant amount of residential building activity seen in 2023, the total inventory of units in pending, draft approved, and registered unbuilt plans of subdivision as of December 31, 2023 increased year-over-year to 38,898, up from 37,423 in 2022, indicating a robust supply of housing within the development approvals process.

- Permits were issued for the construction of 2.4 million square feet of non-residential floor space. This represents a significant decrease over 2022, which saw nearly 5 million square feet of construction. It should be noted that 2022 was a near record year in terms of non-residential square feet constructed, with the construction of the Amazon warehouse in Blair and the Homer Watson Business Park in Kitchener. Construction activity in the non-residential sector in 2023 remains 9% above the 10-year average.

5. Background:

Building permit activity is one indicator of the strength of the local economy, as well as a predictor of population and employment growth. Intensification rates are also monitored using building permit data. Building permits are issued by the Area Municipalities and shared with the Region, where it is consolidated and forms the basis of reports and analysis.

Using a 10-year average of activity provides a fulsome view of Waterloo Region's overall growth, while year-over-year changes can be used to assess current market conditions and external factors.

In recent years, the housing crisis in Canada has reached a critical point, which has necessitated urgent action. In response, various task forces have been established,
focusing on developing initiatives and recommendations that various levels of
government can enact aimed at addressing this issue. These efforts are geared towards
catalyzing the necessary growth in housing across the country.

A common thread running through these reports underscores the importance of
strategic planning initiatives. Key strategies include the development of housing within
established areas equipped with accessible infrastructure, as well as the expansion of
accessory apartment options such as duplexes, basement suites, and garden suites.
These strategies align closely with the objectives outlined in the Regional Official Plan
(ROPA 6), which sets an ambitious intensification target, requiring 61% of new
development to take place within existing built-up areas. Furthermore, ROPA 6
incorporates policies designed to facilitate the creation of additional residential units,
such as accessory apartments, throughout the Region.

The residential construction sector in Waterloo Region is showing signs of progress in
line with these initiatives. Approximately 55% of new developments are situated within
pre-existing built-up areas, marking advancement towards meeting intensification
targets. Additionally, over 1,000 units in accessory apartments were constructed in
2023—an unprecedented level reflective of the changing market conditions and policy
environment brought on by the housing crisis.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: Building permit data is collected by Area Municipal staff and
compiled by Regional staff. Area Municipal staff are consulted on the analysis of
building permit and plan of subdivision information.

7. Financial Implications:

Building permit activity generally results in growth in the property tax assessment base
to the extent residential units and commercial/industrial spaces are renovated, built or
expanded. Adding assessment to the roll occurs after an occupancy permit is issued for
new units/space, and after closure of permits for renovations. According to our Service
Level Agreement with the Municipal Property Assessment Corporation (MPAC) – which
is responsible for assessing and classifying all properties in Ontario – the goal is to have
85% of all new assessment resulting from new construction and improvements to
existing properties added to the roll within one year of occupancy.

8. Conclusion / Next Steps:

Strong growth in the residential sector contributed to a record year in new construction
value in Waterloo Region. Permits were issued for 6,158 residential units in 2023, 28%
higher than what is typically built in a given year.

After a near record setting year in 2022, non-residential construction saw a leveling out
in 2023, with permits issued for 2.4 million square feet of non-residential floor space, which is 9% above the 10-year average.

In addition to the significant amount of residential building activity seen in 2023, the total inventory of units in pending, draft approved, and registered unbuilt plans of subdivision increased year-over-year, indicating a robust supply of housing within the development approvals process. Regional staff will continue to monitor building permit activity and units in plans of subdivision across the Region. A mid-year update report will be completed for fall 2024.

9. Attachments:

Appendix A: 2023 Year-end Building Permit Activity and Growth Monitoring

Appendix B: Detailed Inventory of Dwelling Units in Plans of Subdivision, as of December 31, 2023

Prepared By: Vali Vakhshoori – Planning Data Analyst
Ryan Pogrzeba – Supervisor, Policy, Data, and Research

Reviewed By: Danielle De Fields – Director, Community Planning

Approved By: Rod Regier – Commissioner Planning, Development and Legislative Services
Planning Information Bulletin

Date: May 7th, 2024
Subject: 2023 Building Permit Activity and Growth Monitoring

This bulletin presents building permit activity in Waterloo Region, updated for year-end 2023. New non-residential and residential construction is summarized relative to ten-year trends for 2014-2023, with year-over-year comparisons to 2022 and other additional analyses.

Building permit data is collected by the Area Municipalities – who issue the permits – and provided to the Region, where it is consolidated and forms the basis of reports and analysis. Building permit activity is one indicator of the strength of the local economy, as well as a predictor of population and employment growth. Intensification rates are also monitored using building permit data.

Summary

The total value of building permits issued for new construction across Waterloo Region in 2023 was $1.985 billion (Figure 1). Specifically:

- The value of non-residential permits was $404 million.
- Permits were issued for 2.4 million square feet of non-residential floor space.
- The value of residential permits was near $1.58 billion.
- Residential permits were issued for 6,158 units.
Figure 1. Summary of Building Permit Activity, 2022 and 2023

<table>
<thead>
<tr>
<th></th>
<th>2022</th>
<th>2023</th>
<th>Change from 2022</th>
<th>Per cent Change from 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Value</td>
<td>Floor Space (Sq.Ft.)</td>
<td>Value</td>
<td>Floor Space (Sq.Ft.)</td>
</tr>
<tr>
<td>Non-Residential</td>
<td>$648.7</td>
<td>4,863,749</td>
<td>$403.8</td>
<td>2,436,674</td>
</tr>
<tr>
<td>Industrial</td>
<td>$433.4</td>
<td>3,780,406</td>
<td>$177.0</td>
<td>1,778,156</td>
</tr>
<tr>
<td>Commercial</td>
<td>$81.2</td>
<td>609,903</td>
<td>$129.9</td>
<td>445,034</td>
</tr>
<tr>
<td>Institutional</td>
<td>$134.2</td>
<td>473,440</td>
<td>$96.9</td>
<td>213,484</td>
</tr>
<tr>
<td>Residential</td>
<td>$1,142.3</td>
<td>4,785</td>
<td>$1,581.6</td>
<td>6,158</td>
</tr>
<tr>
<td>Single Detached</td>
<td>$415.1</td>
<td>920</td>
<td>$352.7</td>
<td>603</td>
</tr>
<tr>
<td>Semi-Detached</td>
<td>$17.6</td>
<td>38</td>
<td>$31.1</td>
<td>102</td>
</tr>
<tr>
<td>Townhouse</td>
<td>$235.2</td>
<td>1,009</td>
<td>$277.9</td>
<td>1,016</td>
</tr>
<tr>
<td>Apartment</td>
<td>$474.4</td>
<td>2,818</td>
<td>$919.9</td>
<td>4,437</td>
</tr>
<tr>
<td>Total Value</td>
<td>$1,791.0</td>
<td></td>
<td>$1,985.4</td>
<td></td>
</tr>
</tbody>
</table>

Total Value of New Building Permit Activity

Almost $2 billion in new building permits were issued in Waterloo Region between January and December 2023 (Figure 2). This represents a record year in terms of new building permit value in the Region. The strong year is largely attributed to a significant increase in construction activity in residential projects ($1,581 million), an increase of 38 per cent ($439 million) over 2022. The non-residential sector saw near $404 million in building activity in 2023, which represents a 38 per cent decline ($245 million) over 2022, however, it is 7 per cent above the 10-year average of $378 million (Figure 3). Overall, the value of all new building permits issued in 2023 increased by 11 per cent ($194 million) over 2022, and was 35 per cent higher than the ten-year average of $1.47 billion.

Figure 2. Total Value of New Building Permits, 2014-2023
Non-Residential Value

The total value of Industrial, Commercial and Institutional (ICI) building permits issued in 2023 was $403.8 million (Figure 3). Value for non-residential projects decreased by 38 per cent from 2022 but is 7 per cent higher than the 10-year average of $378.1 million.

The decrease in non-residential permits issued in 2023 is attributed to lower construction activity in the industrial and institutional sectors which respectively saw a year-over-year decrease of 59 per cent (from $433.4 to $177 million) and 28 per cent (from $134.2 to $96.9 million). Construction activity in the commercial sector saw a notable gain in 2023, increasing by 60 per cent (from $81.2 million to $129.9 million).

![Figure 3. New Non-Residential Building Permit Value, by Sector, 2014-2023](image)

Attachment 1 lists the top 25 ICI permits by construction value. The highest-value non-residential permits issued in 2023, by sector, were:

- Industrial: $25 million for a one-storey industrial building at 475 Allendale Road in Cambridge.
- Commercial: $16.3 million for three-storey underground parking garage addition under future Tower C at 25 Wellington Street South in Kitchener.
- Institutional: $30.8 million for a new arena and recreation complex at 1401 Queen’s Bush Road in Wellesley.

At an area municipal scale, the three cities were responsible for 88 per cent of the Region’s total non-residential activity with a combined 41 per cent decrease in ICI building permit values, from $605.1 million in 2022 to $356.8 million in 2023 (Figure 4); Kitchener, Cambridge, and Waterloo saw a decline of 44 per cent, 40 per cent, and 35 per cent in non-residential building permit values in 2023 compared to 2022.
Two of the four townships, Wellesley and Wilmot, saw positive growth in non-residential activity from 2022 to 2023 (Figure 5), for a combined increase of $26.7 million (247.7 per cent). Wellesley saw a notable increase in ICI permit value from $8.8 million in 2022 to $31.9 million, largely attributed to the new Arena and Recreation Centre. Non-residential activity significantly decreased in North Dumfries and Woolwich in 2023 compared to 2022, declining from 4.3 million in to only 99,400 thousands (98% per cent) in North Dumfries and from $28.5 million to $9.5 million (68 per cent) in Woolwich.

Non-Residential Floor Space

New non-residential floor space totalled 2.4 million square feet, a significant decrease of 50 per cent over 2022; however, it still shows 9 per cent increase over the 10-year average of $2.2 million (Figure 6). This decrease is mainly caused by lower building activity in the industrial sector, which saw a decline of above 2 million square feet (53 per cent) over 2022. The commercial and institutional sector also saw a decrease in new floor space, by 164,869 square feet (27%) and 259,956 square feet (55%), respectively.

Below is a list of the largest ICI permits, by floor space, by sector type:
• Industrial: A 440,389 square foot new one-storey industrial shell building at 475 Allendale Road in Cambridge.
• Commercial: A 149,403 square foot three-storey underground parking garage located at 25 Wellington Street South in Kitchener.
• Institutional: A 82,312 square foot new arena and recreation complex at 1401 Queen’s Bush Road in Wellesley.

The Region’s three cities accounted for 93 per cent of total new ICI floor space in 2023 (Figure 7). All the three cities saw a year-over-year decrease. Kitchener experienced the largest year-over-year decrease (70 per cent, or 1.2 million square feet), followed by Cambridge (35 per cent, near 895,000 square feet from 2022). Waterloo saw a relatively lower year-over-year decrease in new non-residential space (down 23 per cent, or 20,192 square feet).

The four townships combined saw a 62 per cent decrease in new non-residential floor space, from 431,991 square feet in 2022 to 162,296 square feet in 2023 (Figure 8). Wilmot was the only township with a slight increase in new ICI floor space from 16,017 in 2022 to 16,628 in 2023 (4 per cent). North Dumfries experienced the largest decline rate (89 per cent), from 34,429 square feet in 2022 to 3,754 square feet in 2023, followed by Woolwich (78 percent, from 188,331 square feet to 41,856 square feet). In Wellesley, the ICI floor space decreased by 48 per cent from 193,214 square feet in 2022 to 100,058 square feet in 2023. Attachment 2 provides a detailed year-over-year comparison of new non-residential activity by sector and municipality for 2022 and 2023.

**New Building Permit Activity in the Residential Sector**

**Residential Value**

The Region saw over $1.58 billion in residential permits issued in 2023, an increase of 38 per cent ($439.2 million) compared to 2022. 2023 was a strong year in terms of residential building activity and showed values 45 per cent above the 10-year average (Figure 9).
The 10-year average of residential building permit value was just over $1,090 million, while that value was $1,582 million in 2023, $492 million higher (Figure 10). 2023 saw the highest level of residential building activity due to a significant increase in the amount of high-density developments.

New apartment construction ($919.9 million) was the primary contributor to residential value in 2023, with 58 per cent of the total construction value. Overall, the value of new apartment units went up 94 per cent ($445.5 million) year-over-year, and 90 per cent ($435.5 million) over the 10-year average.

The proportion of new residential value associated with semi-detached units remained steady in 2023 at 2 per cent. The proportion of townhouse values declined from 21 per cent in 2022 to 18 per cent of total units in 2023. The proportion of single detached permit value saw a significant decrease, from 36 percent in 2022 to 22 per cent in 2023.

Figure 11 illustrates the value of new residential permits by city; the total value and overall proportion of residential investment in the three cities in 2023 was just below $1.44 billion and 91 per cent, respectively. Compared to 2022, Waterloo experienced a 28 per cent decline in residential permit values, whereas Kitchener and Cambridge respectively saw an increase of 96 percent and 50 percent.

The Region’s townships collectively contributed 9 per cent ($142 million) of new permit value (Figure 12). Compared to 2022, Wilmot and Woolwich experienced 27 per cent and 23 per cent residential growth in 2023, respectively. North Dumfries and Wellesley saw decreases of 22 per cent, and 42 per cent, respectively.
Residential Units

A total of 6,158 building permits for new residential units were added in 2023 – a 29 per cent increase over 2022 (Figure 13). Compared to the 10-year average of 4,795, there was a significant increase of 1,363 units or 28 per cent growth in the number of residential units with permits issued in 2023.

In October 2022, the Provincial Government introduced new housing targets for large (100,000+ population) municipalities across Ontario to be achieved by 2031. The total housing target province-wide is 1.5 million homes, with 70,000 of those home required by the Region’s three cities. In order to achieve this goal, the Region’s three cities would need to build 7,000 units per year. While 94% of residential building permit activity occurred in the three cities, the amount of permit activity in 2023 is lower than the Province’s target.

Figure 13. New Residential Units by Type, 2014-2023

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Detached</td>
<td>947</td>
<td>1,092</td>
<td>1,698</td>
<td>1,008</td>
<td>918</td>
<td>806</td>
<td>970</td>
<td>1,099</td>
<td>920</td>
<td>603</td>
</tr>
<tr>
<td>Semi-Detached</td>
<td>70</td>
<td>48</td>
<td>106</td>
<td>50</td>
<td>66</td>
<td>113</td>
<td>186</td>
<td>66</td>
<td>38</td>
<td>102</td>
</tr>
<tr>
<td>Townhouse</td>
<td>675</td>
<td>688</td>
<td>955</td>
<td>654</td>
<td>572</td>
<td>1,266</td>
<td>729</td>
<td>1,432</td>
<td>1,009</td>
<td>1,016</td>
</tr>
<tr>
<td>Apartment</td>
<td>2,321</td>
<td>1,775</td>
<td>2,961</td>
<td>1,528</td>
<td>1,377</td>
<td>4,122</td>
<td>3,306</td>
<td>3,405</td>
<td>2,818</td>
<td>4,437</td>
</tr>
<tr>
<td>Total</td>
<td>4,013</td>
<td>3,603</td>
<td>5,720</td>
<td>3,240</td>
<td>2,933</td>
<td>6,307</td>
<td>5,191</td>
<td>6,002</td>
<td>4,785</td>
<td>6,158</td>
</tr>
</tbody>
</table>

10-yr Avg 4,795 4,795 4,795 4,795 4,795 4,795 4,795 4,795 4,795 4,795
Diff from 10-yr Avg -16% -25% 19% -32% -39% 32% 8% 25% 0% 28%
The number of single detached units considerably declined from 920 in 2022 to 603 in 2023, representing a 34 per cent decrease (Figure 14). Compared to the 10-year average of 1,006, the single detached units was 40 per cent down in 2023. The number of permits issued for townhouse units went up by only 1 per cent from 1,009 in 2022 to 1,016 in 2023, and by 13 per cent compared to the 10-year average of 900. Semi-detached units also saw a year-over-year increase of 168 percent (from 38 units in 2022 to 102 in 2023), and an increase of 21 percent or 18 units over the 10-year average of 85 units. Apartment units saw a significant growth of 57 percent over 2022, from 2,818 units in 2022 to 4,437 units in 2023. The number of apartment units in 2023 was also 58 per cent higher than the 10-year average of 2,805. This growth in the number of apartment units follows a trend seen in recent years where residential development is occurring in more dense forms. Figure 15 illustrates that new units added in 2023 were predominantly apartments (72 per cent). Apartments include accessory units added to existing dwellings (e.g., basement suites or duplex conversions) as well as detached accessory dwellings units (e.g. garden suites).
Another trend of note is the rapidly growing number of accessory apartments added to existing dwelling units, such as basement suites or duplex conversions. In 2014, only 74 permits were issued for accessory dwelling units across the Region (Figure 16). By 2022, the number reached 787, and increased by a further 42 per cent to 1,115 units in 2023 – comprising 18 per cent of total new residential units. This number also includes detached additional dwelling units such as garden suites.

Figure 17 shows the number of new accessory units by municipality. The three cities experienced a strong increasing trend in the number of accessory units in the last 10 years. Cambridge saw the highest year-over-year increase of accessory units by 59 per cent (from 153 units to 243), followed by Kitchener showing a 39 percent increase (from 495 to 690) and Waterloo by 31 percent (from 97 to 127).

The townships saw ups and downs in the number of accessory units over the past 10 years, except for Woolwich that experienced a gradually increasing trend from 2019 forward.

The top five residential permits issued in 2023, by number of units were:

- A 45-storey mixed use tower with 549 residential units located at 30 Francis Street South in Kitchener.
- A 36-storey residential tower with 452 units located at 25 Wellington Street South in Kitchener.
- A 24-storey residential tower with 304 units located at 3241 King Street East in Kitchener.
- A 24-storey residential tower with 231 units located at 900 King Street West in Kitchener.
- A 17-storey residential tower with 215 units located at 1442 Highland Road West in Kitchener.

Other Notable Projects include:
- An 8-storey apartment with 194 units located at 50 Otterbein Road in Kitchener.
- Two apartment buildings (A and B) with 169 and 167 units located at 414 Westhaven Street in Waterloo.
- An 18-storey tower with 155 units located at 25 Sportsworld Crossing Road in Kitchener.

Waterloo Region’s three cities – home to 94 per cent of new units – experienced a collective 33 per cent year-over-year increase in new residential dwellings (Figure 18). Compared to 2022, Waterloo saw a decline of 48 per cent, whereas Cambridge and Kitchener saw an increase of 21 per cent and 97 per cent, respectively.

Woolwich led the townships for residential permits issued with 150 units in 2023, 7 per cent more than in 2022 (Figure 19). Wilmot also saw a 48 per cent increase of units from 52 in 2022 to 77 in 2023. However, the two other townships, North Dumfries and Wellesley, reported declines in units when compared to 2022. North Dumfries saw a decline of 40 per cent and Wellesley declined by 50 per cent compared to 2022.

Attachment 3 provides a detailed year-over-year comparison of new residential activity by unit type and municipality for 2022 and 2023. Attachment 4 lists the top 25 residential permits by number of units, while the location of all new residential building permits issued in 2023 is shown in Map 1 (Attachment 5). The map shows that the ION corridor continues to attract large infill developments with high unit counts. Additionally, new residential permits were clustered in greenfield areas of Southwest Kitchener and West Cambridge. Also of note is that the majority of single-unit permits within the Built Up
Area (BUA), the area that was considered developed prior to 2006, were accessory units added to existing single or semi-detached dwellings.

**New Affordable Unit Building Permit Activity**

Building Better Futures is the Region’s plan for affordable housing and has the goal of developing 2,500 new affordable homes in five years. Progress towards the plan can be found on the BBF dashboard at: [Affordable Housing Plan - Region of Waterloo](#). The dashboard displays key updates including how many new homes have been occupied to date, a projection of new homes in development and the location of each development.

Figure 20 below highlights the number of affordable housing units included in the BBF framework that have been issued a building permit between 2020 and 2023. These are units built by the Region (Waterloo Region Housing) or that have received funding support through the Region.

**Figure 20. Affordable Unit Building Permit Activity**

<table>
<thead>
<tr>
<th>Year</th>
<th>Waterloo Region Housing</th>
<th>Units Funded with Regional Support</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>0</td>
<td>61</td>
<td>61</td>
</tr>
<tr>
<td>2021</td>
<td>6</td>
<td>167</td>
<td>173</td>
</tr>
<tr>
<td>2022</td>
<td>73</td>
<td>140</td>
<td>213</td>
</tr>
<tr>
<td>2023</td>
<td>32</td>
<td>41</td>
<td>73</td>
</tr>
</tbody>
</table>

Notes: Only includes units that have received a building permit. Unit counts will differ from the BBF dashboard which includes units in the design and early development stage. Portable rent assistance program units are not included.

**Long-Term Trends in Residential Building Permit Activity**

The number of new residential units increased by 29 per cent from 2022 to 2023; with 6,158 units, 2023 residential growth was higher than the ten-year average (4,795 units) and significantly higher than 30-year average (3,698 units) (Figure 21). The cyclical nature of residential building activity over the past four-and-a-half decades reflects many social and economic factors including demographic change, demand, housing prices and interest rates.
**Students and Seniors**

Residential building permit value for the post secondary student-oriented market in 2023 was 51 per cent lower than the previous year. The value of the permits was $12.5 million, compared to $25.5 million in 2022. One building permit was issued for a student-oriented project in 2023, a high rise apartment with a construction value of $12.5 million with 100 residential units located at 316 Batavia Place, Waterloo.

While some student- and senior-oriented projects are identified as such on the permit itself, Regional staff identify additional permits by their location and marketing.

**Monitoring Growth with Building Permits**

In August of 2022, Regional Council adopted Regional Official Plan Amendment (ROPA) No. 6, which sets out updated intensification rates and Designated Greenfield Area (DGA) density targets. The targets adopted through ROPA 6 vary by municipality, but overall are more ambitious than the existing Regional Official Plan (ROP) targets. ROPA 6 sets out an overall annual intensification target requiring a minimum of 61 per cent of all new residential development to occur within the BUA.

In 2023, 3,388 new residential units were built in the BUA, representing 55 per cent of total units across the Region (Figure 22). This is up from 2022, where the intensification rate was 51 per cent (2,442 out of 4,785 units). With the ROPA 6 in-force and effect, residential intensification rates have been analyzed at the area municipal level to align with updated policy measure (Figure 23).
Figure 22. Percentage of New Residential Units in the Built Up Area, 2006-2023

% of Units in BUA  
ROP Target (45%)  
ROP Target (61%)
# Appendix A: 2023 Year-end Building Permit Activity and Growth Monitoring

## Figure 23. New Residential Units in the Built Up Area, by Municipality, 2006-2023

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Units in Waterloo Region</th>
<th>Units Inside the BUA</th>
<th>Per cent of Units Inside the BUA</th>
<th>Region Total</th>
<th>Cambridge</th>
<th>Kitchener</th>
<th>Waterloo</th>
<th>North Dumfries</th>
<th>Wellesley</th>
<th>Wilmot</th>
<th>Woolwich</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006*</td>
<td>1,408</td>
<td>608</td>
<td>43%</td>
<td>44%</td>
<td>36%</td>
<td>68%</td>
<td>79%</td>
<td>27%</td>
<td>32%</td>
<td>34%</td>
<td></td>
</tr>
<tr>
<td>2007</td>
<td>3,112</td>
<td>1,430</td>
<td>46%</td>
<td>71%</td>
<td>44%</td>
<td>58%</td>
<td>13%</td>
<td>15%</td>
<td>17%</td>
<td>23%</td>
<td></td>
</tr>
<tr>
<td>2008</td>
<td>2,968</td>
<td>974</td>
<td>33%</td>
<td>12%</td>
<td>31%</td>
<td>68%</td>
<td>8%</td>
<td>16%</td>
<td>8%</td>
<td>11%</td>
<td></td>
</tr>
<tr>
<td>2009</td>
<td>2,778</td>
<td>1,032</td>
<td>37%</td>
<td>31%</td>
<td>37%</td>
<td>74%</td>
<td>8%</td>
<td>8%</td>
<td>30%</td>
<td>12%</td>
<td></td>
</tr>
<tr>
<td>2010</td>
<td>4,167</td>
<td>2,394</td>
<td>57%</td>
<td>52%</td>
<td>38%</td>
<td>94%</td>
<td>7%</td>
<td>12%</td>
<td>15%</td>
<td>6%</td>
<td></td>
</tr>
<tr>
<td>2011</td>
<td>3,599</td>
<td>1,947</td>
<td>54%</td>
<td>59%</td>
<td>55%</td>
<td>72%</td>
<td>3%</td>
<td>14%</td>
<td>4%</td>
<td>19%</td>
<td></td>
</tr>
<tr>
<td>2012</td>
<td>2,412</td>
<td>1,160</td>
<td>48%</td>
<td>47%</td>
<td>43%</td>
<td>82%</td>
<td>0%</td>
<td>14%</td>
<td>4%</td>
<td>14%</td>
<td></td>
</tr>
<tr>
<td>2013</td>
<td>2,646</td>
<td>1,489</td>
<td>56%</td>
<td>68%</td>
<td>48%</td>
<td>75%</td>
<td>3%</td>
<td>6%</td>
<td>7%</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>2014</td>
<td>4,013</td>
<td>2,567</td>
<td>64%</td>
<td>76%</td>
<td>54%</td>
<td>83%</td>
<td>5%</td>
<td>3%</td>
<td>47%</td>
<td>36%</td>
<td></td>
</tr>
<tr>
<td>2015</td>
<td>3,603</td>
<td>1,753</td>
<td>49%</td>
<td>13%</td>
<td>38%</td>
<td>74%</td>
<td>50%</td>
<td>8%</td>
<td>13%</td>
<td>9%</td>
<td></td>
</tr>
<tr>
<td>2016</td>
<td>5,720</td>
<td>2,902</td>
<td>51%</td>
<td>54%</td>
<td>34%</td>
<td>79%</td>
<td>42%</td>
<td>0%</td>
<td>4%</td>
<td>18%</td>
<td></td>
</tr>
<tr>
<td>2017</td>
<td>3,240</td>
<td>1,659</td>
<td>51%</td>
<td>22%</td>
<td>60%</td>
<td>67%</td>
<td>1%</td>
<td>11%</td>
<td>17%</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>2,933</td>
<td>1,401</td>
<td>48%</td>
<td>19%</td>
<td>53%</td>
<td>68%</td>
<td>81%</td>
<td>6%</td>
<td>16%</td>
<td>7%</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>6,307</td>
<td>4,558</td>
<td>72%</td>
<td>62%</td>
<td>77%</td>
<td>90%</td>
<td>71%</td>
<td>17%</td>
<td>37%</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>2020</td>
<td>5,191</td>
<td>3,462</td>
<td>67%</td>
<td>44%</td>
<td>69%</td>
<td>87%</td>
<td>17%</td>
<td>0%</td>
<td>16%</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>2021</td>
<td>6,002</td>
<td>4,070</td>
<td>68%</td>
<td>92%</td>
<td>58%</td>
<td>89%</td>
<td>7%</td>
<td>20%</td>
<td>40%</td>
<td>4%</td>
<td></td>
</tr>
<tr>
<td>2022</td>
<td>4,785</td>
<td>2,442</td>
<td>51%</td>
<td>51%</td>
<td>35%</td>
<td>82%</td>
<td>7%</td>
<td>0%</td>
<td>48%</td>
<td>29%</td>
<td></td>
</tr>
<tr>
<td>2023</td>
<td>6,158</td>
<td>3,388</td>
<td>55%</td>
<td>25%</td>
<td>69%</td>
<td>42%</td>
<td>3%</td>
<td>0%</td>
<td>79%</td>
<td>9%</td>
<td></td>
</tr>
<tr>
<td>Avg (2006-2023)</td>
<td>3,947</td>
<td>2,180</td>
<td>55%</td>
<td>48%</td>
<td>53%</td>
<td>78%</td>
<td>16%</td>
<td>11%</td>
<td>22%</td>
<td>15%</td>
<td></td>
</tr>
<tr>
<td>5-year Avg</td>
<td>5,689</td>
<td>3,584</td>
<td>63%</td>
<td>57%</td>
<td>64%</td>
<td>81%</td>
<td>11%</td>
<td>9%</td>
<td>47%</td>
<td>13%</td>
<td></td>
</tr>
<tr>
<td>10-year Avg</td>
<td>4,795</td>
<td>2,820</td>
<td>59%</td>
<td>50%</td>
<td>57%</td>
<td>78%</td>
<td>20%</td>
<td>7%</td>
<td>32%</td>
<td>14%</td>
<td></td>
</tr>
</tbody>
</table>

*Since effective date of Places to Grow, June 16, 2006*
Appendix A: 2023 Year-end Building Permit Activity and Growth Monitoring

While there is no policy target for the amount of non-residential activity in the BUA, Figure 24 shows industrial, commercial and institutional building permit activity both inside the BUA and for the Region as a whole, measured in floor area of new construction. In 2023, 27 per cent of new non-residential floor space was added inside the BUA.

Figure 24. New Non-Residential Floor Space in the Built Up Area, 2006-2023

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Floor Space in Waterloo Region (sq.ft.)</th>
<th>Floor Space Inside the BUA (sq.ft.)</th>
<th>Per cent of Floor Space Inside the BUA</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006*</td>
<td>1,681,654</td>
<td>1,131,309</td>
<td>67%</td>
</tr>
<tr>
<td>2007</td>
<td>2,717,615</td>
<td>1,776,949</td>
<td>65%</td>
</tr>
<tr>
<td>2008</td>
<td>3,308,661</td>
<td>2,246,020</td>
<td>68%</td>
</tr>
<tr>
<td>2009</td>
<td>2,376,159</td>
<td>1,384,990</td>
<td>58%</td>
</tr>
<tr>
<td>2010</td>
<td>3,607,425</td>
<td>1,952,672</td>
<td>54%</td>
</tr>
<tr>
<td>2011</td>
<td>1,677,879</td>
<td>1,139,911</td>
<td>68%</td>
</tr>
<tr>
<td>2012</td>
<td>1,910,846</td>
<td>1,446,908</td>
<td>76%</td>
</tr>
<tr>
<td>2013</td>
<td>1,312,230</td>
<td>712,496</td>
<td>54%</td>
</tr>
<tr>
<td>2014</td>
<td>2,184,068</td>
<td>1,431,411</td>
<td>66%</td>
</tr>
<tr>
<td>2015</td>
<td>1,780,447</td>
<td>1,336,240</td>
<td>75%</td>
</tr>
<tr>
<td>2016</td>
<td>1,848,639</td>
<td>1,143,629</td>
<td>62%</td>
</tr>
<tr>
<td>2017</td>
<td>2,207,097</td>
<td>1,467,050</td>
<td>66%</td>
</tr>
<tr>
<td>2018</td>
<td>1,977,901</td>
<td>1,112,584</td>
<td>56%</td>
</tr>
<tr>
<td>2019</td>
<td>2,283,207</td>
<td>1,745,774</td>
<td>76%</td>
</tr>
<tr>
<td>2020</td>
<td>1,133,907</td>
<td>777,634</td>
<td>69%</td>
</tr>
<tr>
<td>2021</td>
<td>1,636,701</td>
<td>1,137,501</td>
<td>69%</td>
</tr>
<tr>
<td>2022</td>
<td>4,863,749</td>
<td>2,581,102</td>
<td>53%</td>
</tr>
<tr>
<td>2023</td>
<td>2,436,674</td>
<td>664,501</td>
<td>27%</td>
</tr>
</tbody>
</table>

*Since effective date of Places to Grow, June 16, 2006*

ROPA 6 also sets out new minimum DGA density targets that, overall, equate to 59 people and jobs per hectare across the Region by 2051. Figure 25 illustrates that the mix of new units built in the DGA has become gradually more dense over the past decade, with low-density housing (single and semi-detached dwellings) now comprising a smaller share of the unit mix (21 per cent in 2023, down from 64 per cent in 2014). The share of high density development in the DGA was 48 per cent, significantly increasing from its share in 2014 of 11 percent.
Central Transit Corridor

The Central Transit Corridor (CTC) – the area around the Region’s ION light rail transit system – has been a key target for residential intensification since ION’s approval in 2011. In 2023, 2,251 new residential units were built in the CTC (Figure 26). This increased compared to 2022, where 1,137 units were built in the CTC. The proportion of new units constructed within the CTC went up to 37 per cent in 2023.

Figure 26. New Residential Units in the Central Transit Corridor, 2011-2023

<table>
<thead>
<tr>
<th>Year</th>
<th>Total Units in Waterloo Region</th>
<th>Units Inside the CTC</th>
<th>Per cent of Units Inside the CTC</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>3,599</td>
<td>1,204</td>
<td>33%</td>
</tr>
<tr>
<td>2012</td>
<td>2,412</td>
<td>823</td>
<td>34%</td>
</tr>
<tr>
<td>2013</td>
<td>2,646</td>
<td>690</td>
<td>26%</td>
</tr>
<tr>
<td>2014</td>
<td>4,013</td>
<td>1,940</td>
<td>48%</td>
</tr>
<tr>
<td>2015</td>
<td>3,603</td>
<td>1,155</td>
<td>32%</td>
</tr>
<tr>
<td>2016</td>
<td>5,720</td>
<td>1,861</td>
<td>33%</td>
</tr>
<tr>
<td>2017</td>
<td>3,240</td>
<td>1,119</td>
<td>35%</td>
</tr>
<tr>
<td>2018</td>
<td>2,933</td>
<td>950</td>
<td>32%</td>
</tr>
<tr>
<td>2019</td>
<td>6,307</td>
<td>3,407</td>
<td>54%</td>
</tr>
<tr>
<td>2020</td>
<td>5,191</td>
<td>2,350</td>
<td>45%</td>
</tr>
<tr>
<td>2021</td>
<td>6,002</td>
<td>2,369</td>
<td>39%</td>
</tr>
<tr>
<td>2022</td>
<td>4,785</td>
<td>1,137</td>
<td>24%</td>
</tr>
<tr>
<td>2023</td>
<td>6,158</td>
<td>2,251</td>
<td>37%</td>
</tr>
</tbody>
</table>

Units in Plans of Subdivision

An inventory of units in plans of subdivision is maintained to assess the future supply of residential units anticipated to be built throughout the Region. The inventory is categorized by the stage in which each plan is in the subdivision application process. There are three stages in the development approvals process, Pending, Draft Approved and Registered unbuilt. Units in the pending phase have been received by the Region and are actively being reviewed but have not yet been recommended for approval. Plans are considered draft approved when the plans have been approved but have
remaining conditions that need to be satisfied before the plan can be fully approved. Registered unbuilt plans are plans that have met all conditions under draft approval, but have not yet been built. The Region of Waterloo currently has 38,898 units in plans of subdivision (Figure 27). Comparatively, The Regions supply of units in plans of subdivision has increased by 1,475 from year end 2022. The number of pending units decreased by 1,207 units while draft approved and registered unbuilt units both increased by 1,862 and 820 units respectively. Attachment 6 contains a fulsome table of inventory broken out by municipality.

Figure 27: Inventory of dwelling units in Plans of Subdivision as of December 31, 2023

<table>
<thead>
<tr>
<th>Region</th>
<th>Pending Units</th>
<th>Draft Approved Units</th>
<th>Registered Unbuilt Units</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL INVENTORY</td>
<td>14,752</td>
<td>15,978</td>
<td>8,168</td>
<td>38,898</td>
</tr>
<tr>
<td>Single Detached Units</td>
<td>4,408</td>
<td>4,930</td>
<td>2,089</td>
<td>11,426</td>
</tr>
<tr>
<td>Semi-Detached Units</td>
<td>297</td>
<td>23</td>
<td>53</td>
<td>373</td>
</tr>
<tr>
<td>Townhouse Units</td>
<td>5,107</td>
<td>4,584</td>
<td>2,266</td>
<td>11,956</td>
</tr>
<tr>
<td>Apartment Units</td>
<td>4,940</td>
<td>6,442</td>
<td>3,761</td>
<td>15,143</td>
</tr>
</tbody>
</table>

Attachments
Attachment 1 – Top 25 Non-Residential Building Permits by Construction Value, 2023
Attachment 2 – Summary of Non-Residential Building Permit Activity, 2022 and 2023
Attachment 3 – Summary of Residential Building Permit Activity, 2022 and 2023
Attachment 4 – Top 25 Residential Building Permits by Number of Units, 2023
Attachment 5 – Map 1 – 2023 Residential Building Permit Activity
Attachment 6 – Inventory of Units in Plans of Subdivision by Municipality

For further information, please refer to Report PDL-CPL-23-XX “Building Permit Activity 2023” at www.regionofwaterloo.ca or contact us at:

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Vali Vakhshoori
Planning Data Analyst
Community Planning
Email: vvakhshoori@regionofwaterloo.ca
## Attachment 1 – Top 25 Non-Residential Building Permits by Construction Value, 2023

<table>
<thead>
<tr>
<th>Address</th>
<th>Municipality</th>
<th>Structure Type</th>
<th>Floor Area</th>
<th>Construction Value</th>
<th>Project Name</th>
<th>Comment</th>
<th>Addition</th>
</tr>
</thead>
<tbody>
<tr>
<td>1401 Queen’s Bush Rd</td>
<td>Wellesley</td>
<td>Institutional</td>
<td>82,312</td>
<td>$30,780,668</td>
<td>Wellesley Township Recreation Complex</td>
<td>Construction of a new arena and recreation complex for the Township of Wellesley</td>
<td>New Construction</td>
</tr>
<tr>
<td>475 Allendale Rd</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>440,389</td>
<td>$25,000,000</td>
<td></td>
<td>Construction of new 1 storey industrial shell building</td>
<td>New Construction</td>
</tr>
<tr>
<td>120 Allendale Rd</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>328,170</td>
<td>$25,000,000</td>
<td></td>
<td>Construction of building shell for a new 1 storey warehouse (Building B2)</td>
<td>New Construction</td>
</tr>
<tr>
<td>275 Intermarket Rd</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>299,753</td>
<td>$23,000,000</td>
<td></td>
<td>Construction of building shell for a 1 storey warehouse (Building B1)</td>
<td>New Construction</td>
</tr>
<tr>
<td>1458 Hamilton St</td>
<td>Cambridge</td>
<td>Institutional</td>
<td>44,390</td>
<td>$22,000,000</td>
<td></td>
<td>Renovation and new addition to existing Cambridge Preston Arena and associated site work.</td>
<td>Addition</td>
</tr>
<tr>
<td>255 Intermarket Rd</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>257,897</td>
<td>$20,000,000</td>
<td></td>
<td>Building shell for a new warehouse (Building A1)</td>
<td>New Construction</td>
</tr>
<tr>
<td>100 Allendale Rd</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>116,118</td>
<td>$20,000,000</td>
<td></td>
<td>Building shell for a new 1 storey warehouse (Building A2)</td>
<td>New Construction</td>
</tr>
<tr>
<td>25 Wellington St S</td>
<td>Kitchener</td>
<td>Commercial</td>
<td>149,403</td>
<td>$16,285,000</td>
<td></td>
<td>University of Waterloo Earth Sciences &amp; Chemistry Building</td>
<td>Addition</td>
</tr>
<tr>
<td>200 University Ave W</td>
<td>Waterloo</td>
<td>Institutional</td>
<td>286</td>
<td>$15,000,000</td>
<td></td>
<td>University of Waterloo Earth Sciences &amp; Chemistry Building</td>
<td>Addition</td>
</tr>
<tr>
<td>1005 Ottawa St N</td>
<td>Kitchener</td>
<td>Commercial</td>
<td>63,755</td>
<td>$14,900,000</td>
<td></td>
<td>Stanley Park Mall Addition</td>
<td>Addition</td>
</tr>
<tr>
<td>175 Holiday Inn Dr</td>
<td>Cambridge</td>
<td>Institutional</td>
<td>38,842</td>
<td>$10,000,000</td>
<td></td>
<td>Heritage College and Seminary</td>
<td>New 2 storey seminary building</td>
</tr>
<tr>
<td>140 Boychuk Dr</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>75,048</td>
<td>$9,000,000</td>
<td></td>
<td>Construction of a “shell” one-storey industrial facility with office space</td>
<td>New Construction</td>
</tr>
<tr>
<td>100 Rosenberg Way</td>
<td>Kitchener</td>
<td>Institutional</td>
<td>14,155</td>
<td>$8,000,000</td>
<td></td>
<td>Permit is for a new one-storey public library</td>
<td>New Construction</td>
</tr>
<tr>
<td>41 Ardelt PI</td>
<td>Kitchener</td>
<td>Industrial</td>
<td>60,063</td>
<td>$6,546,867</td>
<td></td>
<td>Permit is for addition of a one-storey warehouse</td>
<td>Addition</td>
</tr>
<tr>
<td>460 Brentcliffe Dr</td>
<td>Waterloo</td>
<td>Commercial</td>
<td>12,056</td>
<td>$5,600,000</td>
<td></td>
<td>Laurelwood Public School</td>
<td>10 classroom addition to Laurelwood Public School</td>
</tr>
<tr>
<td>105 The Boardwalk</td>
<td>Kitchener</td>
<td>Commercial</td>
<td>30,493</td>
<td>$4,421,485</td>
<td></td>
<td>The Boardwalk</td>
<td>Permit is for a commercial shell only building for a future Winners.</td>
</tr>
<tr>
<td>2385 Shirley Dr</td>
<td>Kitchener</td>
<td>Commercial</td>
<td>12,991</td>
<td>$4,000,000</td>
<td></td>
<td>Schlueter Motors Car Dealership</td>
<td>Permit is for a finished two-storey car dealership and repair garage for Schlueter Motors.</td>
</tr>
<tr>
<td>651 Colby Dr</td>
<td>Waterloo</td>
<td>Industrial</td>
<td>5,522</td>
<td>$3,500,000</td>
<td></td>
<td>Construction of a new car wash</td>
<td>New Construction</td>
</tr>
<tr>
<td>360 Trillium Dr</td>
<td>Kitchener</td>
<td>Industrial</td>
<td>24,458</td>
<td>$3,400,000</td>
<td></td>
<td>Permit is for an addition to an existing industrial manufacturing company for custom foam systems</td>
<td>Addition</td>
</tr>
<tr>
<td>Address</td>
<td>City</td>
<td>Purpose</td>
<td>Size</td>
<td>Cost</td>
<td>Description</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------</td>
<td>-----------------</td>
<td>--------</td>
<td>------------</td>
<td>------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>873 Fairway Rd N</td>
<td>Kitchener</td>
<td>Commercial</td>
<td>23,184</td>
<td>$3,361,680</td>
<td>Permit is for a two-storey commercial building</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50 Steckle Pl</td>
<td>Kitchener</td>
<td>Industrial</td>
<td>23,621</td>
<td>$3,200,000</td>
<td>Permit is for an addition to an existing manufacturing facility to expand their operations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>945 Victoria St N</td>
<td>Kitchener</td>
<td>Commercial</td>
<td>2,933</td>
<td>$3,062,500</td>
<td>Permit is for construction of shell for a new one-storey building with two units; unit 1 is for a future office use and unit 2 is for a future Popeye's Louisianna Kitchen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15 Mcbrine Pl</td>
<td>Kitchener</td>
<td>Industrial</td>
<td>23,883</td>
<td>$3,058,600</td>
<td>Permit is for an addition, including a mezzanine, to an existing industrial building to expand their operation.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>924 Erb St W</td>
<td>Waterloo</td>
<td>Commercial</td>
<td>16,031</td>
<td>$2,900,000</td>
<td>Permit is for a multi-use shell only building</td>
<td></td>
<td></td>
</tr>
<tr>
<td>121 Avenue Rd</td>
<td>Cambridge</td>
<td>Industrial</td>
<td>20,327</td>
<td>$2,700,000</td>
<td>Construct an addition to the existing industrial manufacturing building</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Attachment 2 – Summary of Non-Residential Building Permit Activity, 2022 and 2023

New Non-Residential Building Permit Value, by Sector and Municipality, 2022 and 2023

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Industrial 2022</th>
<th>Industrial 2023</th>
<th>Commercial 2022</th>
<th>Commercial 2023</th>
<th>Institutional 2022</th>
<th>Institutional 2023</th>
<th>Total 2022</th>
<th>Total 2023</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge</td>
<td>$265,185,891</td>
<td>$144,779,348</td>
<td>$11,350,273</td>
<td>$7,866,771</td>
<td>$38,216,000</td>
<td>$35,200,000</td>
<td>$314,752,164</td>
<td>$187,846,119</td>
<td>-40%</td>
</tr>
<tr>
<td>Kitchener</td>
<td>$154,383,379</td>
<td>$20,969,467</td>
<td>$53,715,648</td>
<td>$99,918,817</td>
<td>$26,666,484</td>
<td>$11,745,000</td>
<td>$234,765,511</td>
<td>$132,633,284</td>
<td>-44%</td>
</tr>
<tr>
<td>Waterloo</td>
<td>$5,725,000</td>
<td>$6,194,800</td>
<td>$8,800,000</td>
<td>$13,126,500</td>
<td>$41,104,257</td>
<td>$16,995,000</td>
<td>$55,629,257</td>
<td>$36,316,300</td>
<td>-35%</td>
</tr>
<tr>
<td>North Dumfries</td>
<td>$1,300,000</td>
<td>0</td>
<td>$3,000,000</td>
<td>$85,000</td>
<td>$10,000</td>
<td>$14,400</td>
<td>$4,310,000</td>
<td>$99,400</td>
<td>-98%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>$2,704,251</td>
<td>$1,000,000</td>
<td>$550,000</td>
<td>$160,000</td>
<td>$5,515,000</td>
<td>$30,790,668</td>
<td>$8,769,251</td>
<td>$31,950,668</td>
<td>264%</td>
</tr>
<tr>
<td>Wilmot</td>
<td>$200,000</td>
<td>0</td>
<td>$1,800,000</td>
<td>$3,291,980</td>
<td>0</td>
<td>$2,200,000</td>
<td>$2,000,000</td>
<td>$5,491,980</td>
<td>175%</td>
</tr>
<tr>
<td>Woolwich</td>
<td>$3,885,665</td>
<td>$4,034,560</td>
<td>$1,950,000</td>
<td>$5,475,000</td>
<td>$22,658,864</td>
<td>0</td>
<td>$28,494,529</td>
<td>$9,509,560</td>
<td>-67%</td>
</tr>
<tr>
<td>Region Total</td>
<td>$433,384,186</td>
<td>$176,978,175</td>
<td>$81,165,921</td>
<td>$129,924,068</td>
<td>$134,170,605</td>
<td>$96,945,068</td>
<td>$648,720,712</td>
<td>$403,847,311</td>
<td>-38%</td>
</tr>
</tbody>
</table>

% by Type
- Industrial: 67% 78% 78%
- Commercial: 44% 73% 73%
- Institutional: 13% 18% 13%
- Total: 21% 24% 28%

% Change
- Industrial: -59% -53%
- Commercial: 60% -55%
- Institutional: -28% -55%
- Total: -27% -55%

New Non-Residential Floor Space, by Sector and Municipality, 2022 and 2023

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Industrial 2022</th>
<th>Industrial 2023</th>
<th>Commercial 2022</th>
<th>Commercial 2023</th>
<th>Institutional 2022</th>
<th>Institutional 2023</th>
<th>Total 2022</th>
<th>Total 2023</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge</td>
<td>2,377,505</td>
<td>1,566,433</td>
<td>86,234</td>
<td>14,562</td>
<td>105,446</td>
<td>93,292</td>
<td>2,569,185</td>
<td>1,674,287</td>
<td>-35%</td>
</tr>
<tr>
<td>Kitchener</td>
<td>1,271,305</td>
<td>154,018</td>
<td>381,097</td>
<td>351,235</td>
<td>124,064</td>
<td>28,923</td>
<td>1,174,666</td>
<td>1,343,037</td>
<td>-15%</td>
</tr>
<tr>
<td>Waterloo</td>
<td>31,496</td>
<td>18,630</td>
<td>25,879</td>
<td>44,848</td>
<td>28,732</td>
<td>2,437</td>
<td>86,107</td>
<td>65,915</td>
<td>-23%</td>
</tr>
<tr>
<td>North Dumfries</td>
<td>14,326</td>
<td>0</td>
<td>19,349</td>
<td>0</td>
<td>754</td>
<td>3,754</td>
<td>34,429</td>
<td>3,754</td>
<td>-89%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>42,865</td>
<td>14,681</td>
<td>3,076</td>
<td>2,323</td>
<td>147,273</td>
<td>83,054</td>
<td>193,214</td>
<td>100,058</td>
<td>-48%</td>
</tr>
<tr>
<td>Wilmot</td>
<td>262</td>
<td>0</td>
<td>15,755</td>
<td>14,604</td>
<td>0</td>
<td>2,024</td>
<td>16,017</td>
<td>16,628</td>
<td>4%</td>
</tr>
<tr>
<td>Woolwich</td>
<td>42,647</td>
<td>24,394</td>
<td>78,513</td>
<td>17,462</td>
<td>67,171</td>
<td>0</td>
<td>188,331</td>
<td>41,856</td>
<td>-78%</td>
</tr>
<tr>
<td>Region Total</td>
<td>3,780,406</td>
<td>1,778,156</td>
<td>609,903</td>
<td>445,034</td>
<td>473,440</td>
<td>213,484</td>
<td>4,863,749</td>
<td>2,436,674</td>
<td>-50%</td>
</tr>
</tbody>
</table>

% by Type
- Industrial: 78% 73%
- Commercial: 13% 18%
- Institutional: 10% 9%
- Total: 100% 100%

% Change
- Industrial: -53% -27%
- Commercial: -27% -55%
- Institutional: -55% -55%
- Total: -50% -50%
Attachment 3 – Summary of Residential Building Permit Activity, 2022 and 2023

New Residential Building Permit Value, by Type and Municipality, 2022 and 2023

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge</td>
<td>$117,273,447</td>
<td>$132,507,789</td>
<td>$800,000</td>
<td>$900,000</td>
<td>$56,751,798</td>
<td>$130,988,067</td>
<td>$36,057,912</td>
<td>$52,311,601</td>
<td>$210,883,157</td>
<td>$316,707,457</td>
<td>50%</td>
</tr>
<tr>
<td>Kitchener</td>
<td>$187,605,776</td>
<td>$92,561,816</td>
<td>$5,732,000</td>
<td>$20,362,578</td>
<td>$92,629,000</td>
<td>$123,427,987</td>
<td>$161,303,859</td>
<td>$638,518,370</td>
<td>$447,270,635</td>
<td>$874,870,751</td>
<td>96%</td>
</tr>
<tr>
<td>Waterloo</td>
<td>$14,294,221</td>
<td>$32,987,441</td>
<td>$2,275,000</td>
<td>$0</td>
<td>$64,329,274</td>
<td>$3,240,767</td>
<td>$262,418,290</td>
<td>$211,752,045</td>
<td>$343,316,785</td>
<td>$247,980,253</td>
<td>-28%</td>
</tr>
<tr>
<td>North Dumfries</td>
<td>$49,996,799</td>
<td>$33,673,575</td>
<td>$0</td>
<td>$0</td>
<td>$10,969,770</td>
<td>$12,694,285</td>
<td>$0</td>
<td>$1,470,500</td>
<td>$60,966,569</td>
<td>$47,838,360</td>
<td>-22%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>$6,180,000</td>
<td>$3,506,288</td>
<td>$0</td>
<td>$0</td>
<td>$1,375,000</td>
<td>$900,000</td>
<td>$7,555,000</td>
<td>$4,406,288</td>
<td>$7,555,000</td>
<td>$4,406,288</td>
<td>-42%</td>
</tr>
<tr>
<td>Wilmot</td>
<td>$8,445,000</td>
<td>$10,655,000</td>
<td>$2,300,000</td>
<td>$1,150,000</td>
<td>$5,269,000</td>
<td>$0</td>
<td>$2,660,000</td>
<td>$11,972,627</td>
<td>$18,674,000</td>
<td>$23,777,627</td>
<td>27%</td>
</tr>
<tr>
<td>Woolwich</td>
<td>$31,333,665</td>
<td>$46,782,114</td>
<td>$6,460,000</td>
<td>$8,712,800</td>
<td>$5,300,000</td>
<td>$7,500,000</td>
<td>$10,568,490</td>
<td>$2,979,750</td>
<td>$53,662,155</td>
<td>$65,974,664</td>
<td>23%</td>
</tr>
<tr>
<td>Region Total</td>
<td>$415,128,908</td>
<td>$352,674,023</td>
<td>$17,567,000</td>
<td>$31,125,378</td>
<td>$235,248,842</td>
<td>$277,851,106</td>
<td>$474,383,551</td>
<td>$919,904,893</td>
<td>$1,142,328,301</td>
<td>$1,581,555,400</td>
<td>38%</td>
</tr>
</tbody>
</table>

% by Type
- Single Detached: 36% 22% 2% 21% 18% 42% 58% 100%
- Semi-Detached: 77% 18% 94% 38%
- Townhouse: 2% 2% 2%
- Apartment: 94%

% Change
- Single Detached: -15%
- Semi-Detached: 77%
- Townhouse: 18%
- Apartment: 94%

New Residential Units, by Type and Municipality, 2022 and 2023

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge</td>
<td>297</td>
<td>221</td>
<td>2</td>
<td>2</td>
<td>271</td>
<td>445</td>
<td>308</td>
<td>395</td>
<td>878</td>
<td>1,063</td>
<td>21%</td>
</tr>
<tr>
<td>Kitchener</td>
<td>366</td>
<td>150</td>
<td>12</td>
<td>78</td>
<td>384</td>
<td>492</td>
<td>1,261</td>
<td>3,256</td>
<td>2,023</td>
<td>3,976</td>
<td>97%</td>
</tr>
<tr>
<td>Waterloo</td>
<td>26</td>
<td>66</td>
<td>4</td>
<td>0</td>
<td>272</td>
<td>13</td>
<td>1,174</td>
<td>685</td>
<td>1,476</td>
<td>764</td>
<td>-48%</td>
</tr>
<tr>
<td>North Dumfries</td>
<td>157</td>
<td>73</td>
<td>0</td>
<td>0</td>
<td>45</td>
<td>39</td>
<td>0</td>
<td>9</td>
<td>202</td>
<td>121</td>
<td>-40%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>9</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>1</td>
<td>14</td>
<td>7</td>
<td>-50%</td>
</tr>
<tr>
<td>Wilmot</td>
<td>12</td>
<td>17</td>
<td>6</td>
<td>8</td>
<td>20</td>
<td>0</td>
<td>14</td>
<td>52</td>
<td>52</td>
<td>77</td>
<td>48%</td>
</tr>
<tr>
<td>Woolwich</td>
<td>53</td>
<td>70</td>
<td>14</td>
<td>14</td>
<td>17</td>
<td>27</td>
<td>56</td>
<td>39</td>
<td>140</td>
<td>150</td>
<td>7%</td>
</tr>
<tr>
<td>Region Total</td>
<td>920</td>
<td>603</td>
<td>38</td>
<td>102</td>
<td>1,009</td>
<td>1,016</td>
<td>2,818</td>
<td>4,437</td>
<td>4,785</td>
<td>6,158</td>
<td>29%</td>
</tr>
</tbody>
</table>

% by Type
- Single Detached: 19% 10% 1% 2% 21% 16% 59% 72% 100%
- Semi-Detached: 16%
- Townhouse: 1%
- Apartment: 57% 29%
## Attachment 4 – Top 25 Residential Building Permits by Number of Units, 2023

<table>
<thead>
<tr>
<th>Address</th>
<th>Municipality</th>
<th>Structure Type</th>
<th>Storeys</th>
<th>Units</th>
<th>Construction Value</th>
<th>Project Name</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 Francis St S</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>45</td>
<td>549</td>
<td>$108,533,333</td>
<td>TEK Tower</td>
<td>For A 45-Storey Mixed Use Building with 549 residential units.</td>
</tr>
<tr>
<td>25 Wellington St S</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>36</td>
<td>452</td>
<td>$99,395,000</td>
<td>Permit is For A 36-Storey Apartment Building - Station Park Tower C Phase 2a.</td>
<td></td>
</tr>
<tr>
<td>3241 King St E</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>24</td>
<td>304</td>
<td>$71,196,000</td>
<td>Permit is For The Balance Of Construction For A 24-Storey Apartment Building (Tower A) With Two Levels Of Underground Parking And A 2-Storey Open-Air Parking Garage.</td>
<td></td>
</tr>
<tr>
<td>900 King St W</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>24</td>
<td>231</td>
<td>$46,398,912</td>
<td>Permit is For A 24 Storey Multi Use Building Including 2 Levels Of Underground Parking.</td>
<td></td>
</tr>
<tr>
<td>1442 Highland Rd W</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>17</td>
<td>215</td>
<td>$40,469,661</td>
<td>Permit is For The 17 Storey Apartment Building G, With Commercial Units On Ground Level.</td>
<td></td>
</tr>
<tr>
<td>50 Otterbein Rd</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>8</td>
<td>194</td>
<td>$56,270,000</td>
<td>Permit is For The Balance Of Construction For An 8 Storey Apartment Building With 1 Level Of Underground Parking.</td>
<td></td>
</tr>
<tr>
<td>414 Westhaven St</td>
<td>Waterloo</td>
<td>Apartment</td>
<td>169</td>
<td></td>
<td>$97,000,000</td>
<td>Tower B &amp; Parking Garage - To construct a new apartment building and underground parking garage.</td>
<td></td>
</tr>
<tr>
<td>25 Sportsworld Crossing Rd</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>155</td>
<td></td>
<td>$70,000,000</td>
<td>Permit is For The Balance Of Construction For An 18-Storey Apartment Building (Tower B) With Two Levels Of Underground Parking Garage.</td>
<td></td>
</tr>
<tr>
<td>30 Duke St W</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>0</td>
<td>128</td>
<td>$12,500,000</td>
<td>Permit is To Convert Existing Offices To Apartment Units On Floors 3 To 10.</td>
<td></td>
</tr>
<tr>
<td>155 Greenbrier Rd</td>
<td>Cambridge</td>
<td>Apartment</td>
<td>9</td>
<td>122</td>
<td>$32,000,000</td>
<td>122 Unit 9 Storey Multi Res, Including Basement &amp; Storage</td>
<td></td>
</tr>
<tr>
<td>1100 Lackner Pl</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>5</td>
<td>118</td>
<td>$31,000,000</td>
<td>Permit is To Construct A New 5 Storey Apartment Building With 118 Units And 1 Level Of Underground Parking.</td>
<td></td>
</tr>
<tr>
<td>88 Hickory St W</td>
<td>Waterloo</td>
<td>Apartment</td>
<td>6</td>
<td>115</td>
<td>$22,766,135</td>
<td>New 6 storey residential building with underground parking garage.</td>
<td></td>
</tr>
<tr>
<td>316 Batavia Pl</td>
<td>Waterloo</td>
<td>Apartment</td>
<td>0</td>
<td>100</td>
<td>$12,500,000</td>
<td>316 Batavia Place Condos</td>
<td></td>
</tr>
<tr>
<td>55 Franklin St S</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>6</td>
<td>60</td>
<td>$10,000,000</td>
<td>Permit is For A New Six-Storey Apartment Building With Future Offices On First Storey - Building B.</td>
<td></td>
</tr>
<tr>
<td>82 Wilson Ave</td>
<td>Kitchener</td>
<td>Apartment</td>
<td>6</td>
<td>48</td>
<td>$25,500,000</td>
<td>Permit is For A 6-Storey Mixed Use Affordable Housing Apartment With 48 Units For Seniors, Including An Office Space And An Indoor Public Amenity Space. See Permit #23 104375 For An Addition To An Affordable Housing Senior Residence.</td>
<td></td>
</tr>
<tr>
<td>265 Cotton Grass St</td>
<td>Kitchener</td>
<td>Semi-Detached</td>
<td>32</td>
<td></td>
<td>$7,000,000</td>
<td>Conditional Permit For A New 32 Unit Back To Back Duplex Rowhouse Development.</td>
<td></td>
</tr>
<tr>
<td>162 Snyder's Rd E</td>
<td>Waterloo</td>
<td>Apartment</td>
<td>32</td>
<td></td>
<td>$6,685,000</td>
<td>For A 32 Unit Residential Apartment Building</td>
<td></td>
</tr>
<tr>
<td>132 Woolwich St</td>
<td>Kitchener</td>
<td>Townhouse</td>
<td>31</td>
<td></td>
<td>$12,000,000</td>
<td>Permit is For A New 31 Unit Stacked Townhouse Development.</td>
<td></td>
</tr>
<tr>
<td>40 Palace St</td>
<td>Kitchener</td>
<td>Townhouse</td>
<td>30</td>
<td></td>
<td>$10,549,000</td>
<td>Permit is For A New 30 Unit Three Storey Stacked Townhouse Development (Block M)</td>
<td></td>
</tr>
<tr>
<td>40 Palace St</td>
<td>Kitchener</td>
<td>Townhouse</td>
<td>24</td>
<td></td>
<td>$10,162,000</td>
<td>Permit is For A New 24 Unit Three Storey Stacked Townhouse Development (Block L)</td>
<td></td>
</tr>
<tr>
<td>40 Palace St</td>
<td>Kitchener</td>
<td>Townhouse</td>
<td>24</td>
<td></td>
<td>$10,162,000</td>
<td>Permit is For A New 24 Unit Three Storey Stacked Townhouse Development (Block K)</td>
<td></td>
</tr>
<tr>
<td>118 Gravel Ridge Trail Bldg G</td>
<td>Kitchener</td>
<td>Townhouse</td>
<td>24</td>
<td></td>
<td>$4,340,000</td>
<td>Permit is For A New 24 Unit Stacked Townhouse Development. (Block G).</td>
<td></td>
</tr>
<tr>
<td>118 Gravel Ridge Trail Bldg F</td>
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<td>Townhouse</td>
<td>24</td>
<td></td>
<td>$4,340,000</td>
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<td>118 Gravel Ridge Trail Bldg C</td>
<td>Kitchener</td>
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<td>$4,340,000</td>
<td>Permit is For A New 24 Unit Stacked Townhouse Development. (Block C).</td>
<td></td>
</tr>
</tbody>
</table>
Attachment 5 – Map 1 – 2023 Residential Building Permit Activity

Map 1
2023 Residential Building Permit Activity
Regional Municipality of Waterloo

New Residential Units
- 1 - 2
- 3 - 10
- 11 - 50
- 51 - 100
- 101 - 600

- Urban Area
- Municipal Boundary
- Places to Grow - Built Up Area
- ION Route - Stage 1
- ION Route - Stage 2

Projection: NAD 1983 UTM Zone 17N

Produced by:
Planning Research and Analytics
Planning, Development and Legislative Services
150 Frederick Street, 8th Floor
Kitchener, ON N2G 4J3
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The following table provides a summary of the number of units in plans of subdivision by Area Municipality, residential unit type and stage of planning approval. There are three stages in the development approvals process, Pending, Draft Approved and Registered unbuilt. Units in the pending phase have been received by the Region and are actively being reviewed but have not yet been recommended for approval. Plans are considered draft approved when the plans have been approved but have remaining conditions that need to be satisfied before the plan can be fully approved. Registered unbuilt plans are plans that have met all conditions under draft approval, but have not yet been built.
## 2023 Year End

<table>
<thead>
<tr>
<th>Region</th>
<th>Pending Units</th>
<th>Draft Approved Units</th>
<th>Registered Unbuilt Units</th>
<th>Total Units</th>
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<tr>
<td>TOTAL INVENTORY</td>
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<td>15,978</td>
<td>8,168</td>
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<td>4,930</td>
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<td>Semi-Detached Units</td>
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<td>Townhouse Units</td>
<td>5,107</td>
<td>4,584</td>
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<td>4,940</td>
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<td>3,761</td>
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<table>
<thead>
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<th>Cities</th>
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<td>Total Cities</td>
<td>10,110</td>
<td>13,484</td>
<td>7,292</td>
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<table>
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<tbody>
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<td>Cambridge</td>
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<td>1,515</td>
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<td>927</td>
<td>1,344</td>
<td>585</td>
<td>2,855</td>
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<table>
<thead>
<tr>
<th>City</th>
<th>Pending Units</th>
<th>Draft Approved Units</th>
<th>Registered Unbuilt Units</th>
<th>Total Units</th>
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<tbody>
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<td>Kitchener</td>
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<tr>
<th>City</th>
<th>Pending Units</th>
<th>Draft Approved Units</th>
<th>Registered Unbuilt Units</th>
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<td>Townships</td>
<td>Pending Units</td>
<td>Draft Approved Units</td>
<td>Registered Unbuilt Units</td>
<td>Total Units</td>
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<td>------------------</td>
<td>---------------</td>
<td>----------------------</td>
<td>--------------------------</td>
<td>-------------</td>
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<td><strong>Total Townships</strong></td>
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<td><strong>North Dumfries</strong></td>
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<td>0</td>
<td>66</td>
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<td>0</td>
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<td>0</td>
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<td>0</td>
<td>0</td>
<td>440</td>
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<tr>
<td>Semi-Detached Units</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Townhouse Units</td>
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<td>0</td>
<td>212</td>
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<td><strong>Woolwich</strong></td>
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<td>Single Detached Units</td>
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<td>346</td>
<td>73</td>
<td>400</td>
<td>819</td>
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</table>
1. Recommendation

For information.

2. Purpose / Issue:

This report provides a summary of development application activity for 2023.

3. Strategic Plan:

Tracking development application activity contributes to the Homes for All Strategic Priority Area.

4. Report Highlights:

Regional Council By-law 17-035 delegated certain Planning Act functions to the Commissioner (or delegate) of Planning, Development and Legislative Services. In accordance with Regional By-law 17-035, as amended, the Commissioner (or delegate) has:

- Approved 31 official plan amendments;
- Received applications for 11 plans of subdivision and 26 plans of condominium;
- Draft approved 11 plans of subdivision and 15 plans of condominium (including City of Kitchener draft approvals);
- Released for registration 17 plans of subdivision and 34 plans of condominium (including City of Kitchener registrations);
- Provided comments and recommendations on 93 zoning by-law amendments, 146 consent applications and 193 site plan applications; and,
- Commented on 168 pre-submission applications.

Further, Regional staff reviewed 370 minor variance applications and approved 10
access permits on Regional Roads.

A comparison of past development application activity, 2020-2023 is attached as Appendix A.

5. **Background:**

The Region of Waterloo is the approval authority for official plan amendments and draft plans of subdivision and condominium (except in Kitchener where delegated), and is responsible for providing release of these plans for registration purposes. The Region also provides comments and/or recommendations with respect to Regional and/or Provincial interests on zoning by-law amendments, consent applications and site plans.

Regional Council delegated approval authority to staff as per Regional By-law 17-035, A By-law to Delegate Certain Authority under the Planning Act. The delegation by-law provides the authority for the Commissioner (or delegate) to issue decisions provided they conform to Regional policies, do not substantially differ from the recommendation of the Area Municipality and do not create financial obligations otherwise not budgeted, among other matters.

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

The planning approvals and releases summarized in this report, including consultations with Area Municipalities, were completed in accordance with the Planning Act. All approvals were supported by the Area Municipal Councils and/or staff.

7. **Financial Implications:**

Nil.

8. **Conclusion / Next Steps:**

Regional staff will continue to track development activity and provide regular updates to Council.

9. **Attachments:**

Appendix A: Comparison of Past Development Application Activity, 2020-2023

**Prepared By:** Bobby Soosaar, Planning Information Specialist

Amanda Kutler, Associate Director, Regional Development and Growth Services

**Reviewed By:** Danielle De Fields, Director, Community Planning

**Approved By:** Rod Regier, Commissioner, Planning, Development and Legislative Services
Appendix A: Comparison of Past Development Application Activity, 2020-2023

<table>
<thead>
<tr>
<th>Category</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
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<td>13</td>
<td>9</td>
<td>15</td>
<td>31</td>
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<tr>
<td>Received Plans of Subdivision</td>
<td>13</td>
<td>11</td>
<td>13</td>
<td>11</td>
</tr>
<tr>
<td>Received Plans of Condominium</td>
<td>17</td>
<td>34</td>
<td>28</td>
<td>26</td>
</tr>
<tr>
<td>Draft Approved Plans of Subdivision</td>
<td>6</td>
<td>10</td>
<td>5</td>
<td>11</td>
</tr>
<tr>
<td>Draft Approved Plans of Condominium</td>
<td>19</td>
<td>25</td>
<td>20</td>
<td>15</td>
</tr>
<tr>
<td>Registered Plans of Subdivision</td>
<td>19</td>
<td>18</td>
<td>14</td>
<td>17</td>
</tr>
<tr>
<td>Registered Plans of Condominium</td>
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<td>24</td>
<td>25</td>
<td>34</td>
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<td>Zoning By-law Amendments</td>
<td>59</td>
<td>65</td>
<td>101</td>
<td>93</td>
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<tr>
<td>Consent Applications</td>
<td>149</td>
<td>224</td>
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<td>146</td>
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<tr>
<td>Site Plan Applications</td>
<td>205</td>
<td>344</td>
<td>272</td>
<td>193</td>
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<td>Approved Regional Road Access Permits</td>
<td>58</td>
<td>56</td>
<td>56</td>
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<tr>
<td>Pre-Submission Applications</td>
<td>118</td>
<td>228</td>
<td>181</td>
<td>168</td>
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<td><strong>Total Applications</strong></td>
<td><strong>709</strong></td>
<td><strong>1,048</strong></td>
<td><strong>948</strong></td>
<td><strong>755</strong></td>
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</table>

Notes:

1. Received plans of subdivision and condominium are counted as of the date submitted rather than the date the application is deemed complete, as work on the file begins at the time of submission.

2. It is possible for a plan of subdivision or condominium to be received, draft approved and/or registered in the same year. In such cases, the plan in question will appear in multiple categories above.

3. Plans of subdivision include vacant land condominium plans.

4. The Region provides comments and/or recommendations but has no approval authority for zoning by-law amendments, consent applications and site plan applications.

5. In addition to the 755 total applications there were also 370 minor variance applications that were reviewed by Corridor Planning in 2023.
Region of Waterloo
Planning, Development, and Legislative Services
Community Planning

To: Planning and Works Committee
Meeting Date: May 7, 2024
Report Title: Streamlining Development Application Approvals

1. Recommendation

For information.

2. Purpose / Issue:

To inform Council about initiatives undertaken to streamline the review, commenting and approval of development applications.

3. Strategic Plan:

Homes for All and Future Ready Organization: Explore new service models and partnerships to achieve fiscal resilience and better service.

4. Report Highlights:

- In 2023 Community Planning staff reviewed, commented on and / or issued approvals for over 1,100 development related applications. An increased demand for housing combined with legislative changes through Bill 109 has increased the need for agility in responding to Planning Act circulations within required timelines.

- There are continuous reviews of the internal development application process to identify ways to reduce the time that Regional staff provide comments and / or issue development approvals. These reviews are often in partnership with Area Municipalities and can include consultation with the development industry.

- Over the past few years, the Community Planning Division has implemented operational and organizational changes to streamline the delivery of planning services including Lean Six Sigma reviews and retaining peer reviewers to review technical studies. Further, Regional staff coordinate with Area Municipal staff to respond to Area Municipal priorities. Where appropriate, Regional staff also support the use of holding provisions to advance applications where technical work remains outstanding or could be addressed at a later stage in the development process.
• A Lean Six Sigma review completed in 2020 validated that the Region would benefit from the introduction of a Digital Development Tracking System (DTS) which led to the preparation of a Business Case and a Negotiated RFP. Provincial funding to streamline development was received to assist with funding this project and the Region procured Cityworks PLL as the core system of the DTS.

• The Development Tracking System will result in faster processing times by modernizing, streamlining and automating the development review process. It is expected to decrease processing times by at least 25% and reduce associated administrative tasks currently performed by Planners by 50%.

• Implementation of the Development Tracking System is currently underway and Phase 1 is expected to be live by Fall 2024. Phase 2 will commence late spring and will focus on data transfer with Area Municipalities to further streamline the process and response time. Consultation and coordination with Area Municipal staff will occur prior to any implementation.

• Significant recruitment and retention efforts have been undertaken given increased staff turnover on the development team since the announcement of Bill 23 in 2022. These efforts have assisted to maintain staffing levels to respond to the increased volume and complexity of planning applications.

• Preparation for a post Bill 23 planning framework has been underway including working closely with the Area Municipal CAOs and Planning Heads on future transition.

5. **Background:**

The Region is currently the approval authority for Official Plan Amendments and Draft Plans of Subdivision and Condominium (except in Kitchener where delegated) and provides comments and / or recommendations with respect to Regional and / or Provincial interest on zoning by-law amendments, consents, minor variances and site plans. In 2023 Regional staff reviewed, commented on and /or issued approval on over 1,100 development related applications.

Staff also conduct ongoing reviews of the development process, including a Lean Six Sigma review that was initiated in partnership with the Area Municipalities in 2020. The review validated that the Region would benefit from the introduction of a Digital Development Tracking System (DTS) which led to the preparation of a Business Case and a Negotiated RFP.

Provincial funding to streamline development was received to assist with funding this project and the Region procured Cityworks PLL (ESRI) as the core system of the DTS. In 2022, the Province made $500,000 in funding available for the Region of Waterloo to undertake projects related to streamlining the development approval process. Building
upon an existing Business Case for a Development Tracking System (DTS), the Region issued a Request for Proposal for a Digital Development Tracking system to transform the current semi-automated and reduce the cycle time from application to approval of all development applications.

The Region is currently implementing the system and has completed components of Phase 1, which includes the requirements analysis and design, current process review and workflow mapping, base configuration as well as purchasing the necessary licenses to implement the system. Phase 2 will include consultation and coordination with Area Municipalities and will facilitate digital data exchange leading to greater efficiencies and faster response times.

Proclamation of Bill 23 would shift approval responsibilities to the Area Municipalities. Regional Planning will continue to provide comments through the circulation of development applications to ensure key Regional interests and services are coordinated and integrated with future growth. Regional staff recognize the importance of responding to circulations in a timely manner and regularly review the process to implement improvements to reduce timeframes. Current initiatives are expected to reduce the processing time by 25% leading to faster planning approvals.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: The Region and Area Municipal Planning Heads meet regularly to share updates, feedback and coordinate various initiatives.

Public: The public are consulted on development applications in accordance with the Planning Act.

7. Financial Implications:

The Community Planning 2024-2033 capital program has a provision for the work described in this report (Development Tracking System project #22038) of $1,964,000 to be funded from the Province of Ontario – Streamline Development Approval Funding (25% $500,000), Development Charge Reserve Fund (19%, $366,000) and Regional Capital Reserve (56%, $1,098,000). To date, $1,239,000 has been spent or committed in the period of 2022-2024. There is a provision for future work in the capital program in the years 2026-2029. This provision will be reviewed during 2025 budget development.

System licensing costs to be reflected in future operating budgets are estimated to be approximately $171,000 in 2025 (six months), annualized at $356,000 in 2026 and future years.

Conclusion / Next Steps:

Streamlining the development review process within Waterloo Region is a priority for
Community Planning and Regional staff will continue to implement measures to respond efficiently. Further, Regional staff will work closely with Area Municipal staff to support transition of roles and responsibilities post proclamation of Bill 23.

8. Attachments:

None.

Prepared By: Amanda Kutler, Associate Director, Regional Development and Growth Services

Reviewed By: Danielle De Fields, Director, Community Planning

Approved By: Rod Regier, Commissioner, Planning, Development and Legislative Services
1. Recommendation

That the Regional Municipality of Waterloo support the updated Source Protection technical assessment that applies within the Region of Waterloo in the draft amended Grand River Source Protection Plan, as described in Report EES-WAS-24-005, dated May 7, 2024.

2. Purpose / Issue:

The Region of Waterloo, through the Lake Erie Region Source Protection Authority (SPA), is proposing to amend the Grand River Source Protection Plan (SPP) to update protection areas. The Clean Water Act requires that this type of amendment, made under Section 34 of the Act and hereby referred to as a S.34 amendment, include council resolutions supporting the update from all municipalities impacted by the change. The S.34 amendment is required to support operational changes at four well fields, and to support the installation of one new water supply well. These changes were developed using the Region’s "Tier 3" numerical groundwater flow models, and affect protection areas in Cambridge, Kitchener, North Dumfries, and Waterloo.

3. Strategic Plan:

The Source Protection Plan S.34 amendment supports the Region’s Strategic Plan priority area for Climate Aligned Growth.

4. Report Highlights:

- The Clean Water Act and Safe Drinking Water Act require protection areas be delineated and included in an approved SPP prior to issuing a Drinking Water Works Permit, which is required to connect a new municipal water supply well or change permitted pumping rates at an existing supply well.
- New replacement wells at the Greenbrook and Strange Street well fields in Kitchener will result in a slight shift in the protection zone immediately around the
new wells. No additional impact is anticipated as a result of these changes.

- Updated protection areas have been delineated for the Blair Road well field in Cambridge to reflect a proposed increase in the permitted pumping at the supply wells. This change will impact protection areas in Cambridge and North Dumfries. A map depicting these changes can be found in Appendix A.

- Updated protection areas have been delineated for the William Street well field in Waterloo to reflect the installation of a new supply well, along with two new replacement wells. This change will impact protection areas in Kitchener and Waterloo. A map depicting these changes can be found in Appendix A.

- The Source Protection Plan S.34 amendment requires municipal council approval from Regional council along with approvals from the four impacted Area Municipal councils prior to the public consultation process led by the Grand River Conservation Authority (GRCA) in their capacity as the SPA. Endorsements from all five councils are being sought concurrently.

5. Background:

The original, approved Grand River SPP came into effect on July 1, 2016. The SPP has been updated multiple times since the original approval, including the most recent amendment that included changes to protection areas and new water taking policies. Regional Council approved this amendment of the Grand River SPP on December 8, 2020 (TES-WAS-20-19).

The SPA oversees the process for updating SPPs within the Lake Erie Source Protection Region (LESPR). As part of the S.34 amendment process, municipal council resolutions are required to support the update prior to undertaking stakeholder consultation. Property owners potentially affected by the SPP S.34 amendment will be notified by the SPA through the public consultation process.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: Planning staff at Cambridge, Kitchener, North Dumfries, and Waterloo have been advised on the new protection areas through discussions and information sharing with Region staff. Initial notification occurred in late 2023, and ongoing discussions and support has occurred since that time. Cambridge, Kitchener, North Dumfries, and Waterloo staff are preparing separate reports for their respective councils seeking council endorsement of the proposed changes. It is expected that these reports will be taken to their respective councils concurrently with this report.

Public: The SPA will be notifying property owners potentially affected by the SPP S.34 amendment in the summer of 2024 as part of the formal consultation period required by the Clean Water Act. Previous SPP updates, particularly prior to the initial SPP approval and again prior to the 2020 update, have included notification letters and public consultation centres for property owners who may have been potentially impacted.
7. **Financial Implications:**

The Region’s approved 2024-2033 Water Services Capital Program includes a budget of $122,000 in 2024 for Clean Water Act Implementation (project #04165) to be funded from the Water Capital Reserve (73%; $89,060) and the Water Development Charge Reserve fund (27%; $32,940). This budget is allocated to various components of the Plan implementation, including support of the Risk Management Office, technical studies and reviews, and Plan promotion and outreach.

8. **Conclusion / Next Steps:**

Subject to Regional Council approval of the SPP S.34 amendment Region staff will support the SPA through the consultation process. The public consultation period is scheduled for summer 2024. The submission of the updated Grand River SPP to the Minister of Environment, Conservation and Parks for approval is anticipated for the end of 2024.

Region staff are also working on a subsequent amendment to the SPP, made under Section 36 of the Act and hereby referred to as a S.36 amendment. All SPAs in Ontario must complete a S.36 amendment 10 years after approval of their initial SPPs. The S.36 amendment must be submitted for approval by October 2025, and more information on this update will be provided to Regional Council later in 2024.

9. **Attachments:**

   Appendix A: Updated Protection Areas

**Prepared By:** Eric Thuss, Risk Management Official, Water and Wastewater Services

   Geoff Moroz, Manager, Hydrogeology and Water Programs

**Reviewed By:** Mari MacNeil, Director, Water and Wastewater Services

**Approved By:** Jennifer Rose, Commissioner, Engineering and Environmental Services
1. Recommendation

That the Regional Municipality of Waterloo approve the recommended design for a proposed multi-lane roundabout at New Dundee Road (Regional Road 12) and Strasburg Road in the City of Kitchener, as described in Report EES-DCS-24-004, dated May 7, 2024. Upon completion of construction, that The Regional Municipality of Waterloo amend Traffic and Parking By-law 16-023, as amended to:

a) Remove from Schedule 17, Rates of Speed, 80 km/h on New Dundee Road (Regional Road 12) from 500 meters east of Fischer-Hallman Road (Regional Road 12) to 550 meters west of Homer Watson Boulevard (Regional Road 28);

b) Add to Schedule 17, Rates of Speed, 80 km/h on New Dundee Road (Regional Road 12) from 500 meters east of Fischer-Hallman Road (Regional Road 12) to 400 meters west of Strasburg Road;

c) Add to Schedule 17, Rates of Speed, 60 km/h on New Dundee Road (Regional Road 12) from 400 meters west of Strasburg Road to 400 meters east of Strasburg Road;

d) Add to Schedule 17, Rates of Speed, 80 km/h on New Dundee Road (Regional Road 12) from 400 meters east of Strasburg Road to 550 meters west of Homer Watson Boulevard (Regional Road 28);

e) Add to Schedule 15, Lane Designation, on New Dundee Road (Regional Road 12) eastbound at Strasburg Road; Left, Through;

f) Add to Schedule 15, Lane Designation, on New Dundee Road (Regional Road 12) southbound at Strasburg Road; Left, Right;

g) Add to Schedule 15, Lane Designation, on New Dundee Road (Regional Road 12) westbound at Strasburg Road; Right, Through; and

h) Add to Schedule 10, Level 2 Pedestrian Crossover, New Dundee Road (Regional Road 12) at Strasburg Road, On All Entry and Exits
2. **Purpose / Issue:**

A roundabout is recommended on New Dundee Road at the proposed new intersection with Strasburg Road to move anticipated traffic efficiently and provide a solution with known safety benefits for all users of the road corridor.

3. **Strategic Plan:**

Approval of the Recommended Design Alternative supports the Homes For All initiative under the 2023-2027 Corporate Strategic Plan as the connection of Strasburg Road will link communities and bolster residential growth in the south end of Kitchener. The proposed roundabout will keep idling times to a minimum and, combined with the proposed active transportation facilities that foster car alternative options, will support the Climate Aligned Growth and Equitable Services initiatives of the Strategic Plan.

4. **Report Highlights:**

A roundabout is recommended based on completed studies to determine the best solution to provide a safe and effective 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, entering and exiting the roundabout;
- Benefit from efficient traffic flow through the intersection;
- Concerns for pedestrian safety;
- 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. Less serious injuries occur at roundabout compared to traffic signals. A study of 30 roundabout in Ontario found that pedestrian collision rates are approximately 40 to 60 per cent less than pedestrian collision rates at comparable traffic signals with similar traffic and pedestrian volumes. 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:**

New Dundee Road (Regional Road 12) is under the jurisdiction of the Region of Waterloo. It is an east-west road extending between Homer Watson Boulevard (Regional Road 28) to the east and Walker Road (Regional Road 3) to the west,
becoming Bridge Street at the City of Kitchener limit at Trussler Road. In the study area it currently has a two-lane rural section with gravel shoulders and a statutory speed limit of 80 km/h.

Strasburg Road is under the jurisdiction of the City of Kitchener. The City of Kitchener is undergoing a detailed design assignment for Strasburg Road Extension from Rockcliffe Drive to New Dundee Rd. The extension of Strasburg Road will include a four-lane urban section, with multi-use paths on both sides. Construction is expected to start in 2025. The City of Kitchener is completing the roundabout project on the behalf of the Region of Waterloo in combination with the Strasburg Road Extension project.

The area along the Strasburg Road extension is planned for predominantly low-density residential development. Areas bordering New Dundee Road are currently agricultural. The planned new intersection at New Dundee Road and Strasburg Road South will be about 280 m west of Reidel Drive/Cameron Road, and 380 m south of a new east-west collector road to be called Blair Creek Drive.

A roundabout at the new intersection is expected to reduce injury collisions and delays for all users when compared to a signalized intersection.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: Ongoing meetings are being held with City of Kitchener staff, and the Region of Waterloo to review the details, scope and timing of the project. These meeting are held monthly on the first Tuesday of the month. City of Kitchener staff are in favour of the proposed roundabout and the project is being managed by City of Kitchener.

Public: Letters were delivered to property owners within the immediate vicinity of the proposed 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 150 responses to the survey of which 95 responses were in favour of implementing a roundabout at this location.

Analysis of the Engage Survey and public consultation responses are provided in Appendix C. The full Engage Survey results can be made available upon request.

7. Financial Implications:

The Region’s approved 2024-2033 Transportation Capital Program includes a budget of $3,225,000 in 2024-2026 for the Strasburg Road / New Dundee Road Roundabout (project #07315) to be funded from the Regional Roads Development Charges Reserve Fund.
8. Conclusion / Next Steps:

Subject to Council approval, Regional staff will work with City of Kitchener staff and initiate the property acquisition process, finalize detailed design and coordinate required utility relocations. The roundabout will be constructed by the City of Kitchener as part of the multi-year Strasburg Road Extension project which may commence as early as 2025.

Attachments:

Appendix A  Key Plan
Appendix B  Preliminary Design Drawing
Appendix C  Public Consultation and Responses

Prepared By: Jeff Nyenhuis, Senior Engineer, Design and Construction
Marcos Kroker, Head, Design and Construction

Reviewed By: Frank Kosa, Director, Design and Construction

Approved By: Jennifer Rose, Commissioner, Engineering and Environmental Services
Doug Spooner, Commissioner, Transportation Services
Appendix C - Public Consultation and Responses

The Region of Waterloo proposes to construct a roundabout at Strasburg Road and New Dundee Road in 2025. 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 31, 2024.

Project notification signboards were placed on New Dundee Road in proximity to the proposed intersection from February 2nd to February 28th, 2024.

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 been held with City of Kitchener Staff on January 23, 2024.

Main Issues Raised by the Public and Adjacent Property Owners

The Engage website recorded that a total of 150 users participated in the survey and provided input. A complete record of the survey responses can be made available upon request. From the Engage website there were 95 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) Vehicle Speed and Safety

The following are the safety benefits of a proposed roundabout:

- Reduce speeds of vehicles.
- Eliminate right-angle crashes.
- Reduce the number of vehicle-vehicle and vehicle-pedestrian conflicts at an intersection.
- Reduced speeds allows for all users to judge better when they should enter the roundabout, and to detect and correct their mistakes.
- Eliminate any type of high-speed collision, opposing left turn collisions, and head on collisions.
- Reduces serious injuries versus traffic signals.

b) Pedestrian Safety

Less serious injuries occur at roundabouts compared to traffic signals. A study of 30 roundabouts in Ontario found that pedestrian collision rates are approximately 40 to
60 per cent less than pedestrian collision rates at comparable traffic signals with similar traffic and pedestrian volumes.

c) 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 truck 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.

d) 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 City of Kitchener 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.

e) Passage of Large Agricultural Equipment

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. The agricultural community 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 Line 86 & Floradale Road) where agricultural equipment frequently uses the roundabout with no concerns.
1. **Recommendation**

That the Regional Municipality of Waterloo approve the installation of various types of traffic control in the City of Kitchener, the City of Waterloo, City of Cambridge, and the Township of Woolwich by amending the Region’s Traffic and Parking By-law 16-023 as follows:

- Add to Schedule 10, Level 2 Pedestrian Crossover – Type C, on Courtland Avenue (Regional Road 53) in the vicinity of Courtland Avenue Public School, in the City of Kitchener;

- Add to Schedule 10, Level 2 Pedestrian Crossover – Type B, on Frederick Street (Regional Road 6) at East Avenue, in the City of Kitchener;

- Add to Schedule 10, Level 2 Pedestrian Crossover – Type B, on Queen Street (Regional Road 6) at Joseph Schneider Haus Trail Crossing, in the City of Kitchener;

- Add to Schedule 10, Level 2 Pedestrian Crossover – Type C, on St. Andrews Street (Regional Road 75) at Gilholm Avenue, in the City of Cambridge;

- Remove from Schedule 10, Level 2 Pedestrian Crossover on Borden Avenue (Regional Road 66), at the Iron Horse Trail Crossing, in the City of Kitchener;

- Add to Schedule 20, School Bus Loading Zone, on Frederick Street (Regional Road 6) from 8 meters east of Irvin Street to 32 meters east of Irvin Street (in front of Suddaby Public School), in the City of Kitchener;

- Add to Schedule 14, Prohibited Movements, No-Right-Turn-on-Red, Erb Street (Regional Road 9) at University Avenue (Regional Road 57), All Directions, Anytime, in the City of Waterloo;

- Add to Schedule 14, Prohibited Movements, No-Right-Turn-on-Red, Whippoorwill Drive at Arthur Street (Regional Road 85), Eastbound, Anytime, in the Township of Woolwich;
- Remove from Schedule 17, Rates of Speed, 70 km/h on Bleams Road (Regional Road 56) from Trussler Road (Regional Road 70) to 400 m west of Fischer-Hallman Road (Regional Road 58), in the City of Kitchener;

- Add to Schedule 17, Rates of Speed, 50 km/h on Bleams (Regional Road 56) from Trussler Road (Regional Road 70) to Fischer-Hallman Road (Regional Road 58), in the City of Kitchener;

- Remove from Schedule 17, Rates of Speed, 60 km/h on Bleams Road (Regional Road 56) from 400 m west Fischer-Hallman Road (Regional Road 58) to Manitou Drive (Regional Road 69), in the City of Kitchener; and

- Add to Schedule 17, Rates of Speed, 60 km/h on Bleams (Regional Road 56) from Fischer-Hallman Road (Regional Road 58) to Manitou Drive (Regional Road 69), in the City of Kitchener.

as outlined in Report TSD-TRP-24-005 dated May 7, 2024.

2. **Purpose / Issue:**

As part of normal day-to-day operations, Regional staff have reviewed the need for enhanced traffic control at various locations around the Region. Staff’s review included analyses of warrants for pedestrian traffic control, right-turn-on-red restrictions and lower posted speed limits. As a result of these analyses, staff is recommending the addition of a number of traffic controls which require amendments to the Region’s Traffic and Parking By-law. This report serves to provide a set of staff recommendations around additional traffic control and the associated amendments to the Region’s Traffic and Parking By-law in order to accommodate the proposed additional control.

3. **Strategic Plan:**

The staff recommendations within this report aligns with the Region’s 2023-2027 Strategic Plan in the following key areas:

- **Climate Aligned Growth:**
  - Foster car-alternative options through complete streets and extended alternative transportation networks.

- **Equitable Services and Opportunities:**
  - Design equitable regional services that meet local community needs.

By expanding public transit and active transportation networks equitably across the region, we will make it easier and more affordable for people to get around using more sustainable modes of transportation.

4. **Report Highlights:**

- Regional staff are always looking for opportunities to improve the safety for all users within the regional transportation network, and are listening to suggestions
from members of the public and Area Municipality colleagues for tangible network improvements.

- As part of ongoing road safety efforts, staff have conducted an operational review of several locations around the Region with a focus on improving the safety and efficiency at key locations. From that review, staff are proposing the following changes:
  - The addition of four Level 2 Pedestrian Crossovers on various Regional Roads in Kitchener and Cambridge.
    - Level 2 Pedestrian Crossovers include signs, pavement markings, and, in some cases, rapid flashing beacons that are used to advise motorists that they must stop and yield the right-of-way to any pedestrian(s) crossing the roadway. More details can be found in Appendix A.
  - The addition of traffic control signals to assist Iron Horse Trail users crossing Borden Avenue in Kitchener.
  - The addition of a School Bus Loading Zone on Frederick Street in front of Suddaby Public School in Kitchener.
  - The introduction of right-turn-on-red restrictions to improve safety for cyclists and pedestrians at the Erb Street & University Avenue intersection in Waterloo, and at the Arthur Street & Whippoorwill Drive intersection in Woolwich.
  - The reduction of the posted speed limit to 50km/h on Bleams Road between Trussler Road and Fischer-Hallman Drive to accommodate the recommended design in the ongoing Bleams Road reconstruction project.

- The costs for all of the proposed improvements would be funded through various transportation projects approved in the 2024 capital budget. These changes would not require any amendment to the 2024 budget.

- Following approval from Regional Council, staff would begin implementing the changes in 2024 and would expect to have them completed once the Bleams Road reconstruction project concludes.

5. **Background:**

In recent months, staff have conducted reviews at various locations around the Region to assess the safety and mobility of pedestrians, cyclists and vehicle drivers. Through these reviews, staff identified a number of proposed changes to traffic control, turning restrictions, and speed reductions to provide improvements for people moving in and about the Region. More details around the justification for each recommendation are included in Appendix A, but short descriptions of the proposed changes are provided below:

- Addition of a Level 2 Pedestrian Crossover – Type C on Courtland Avenue in the vicinity of Courtland Avenue Public School in Kitchener. This pedestrian
crossover will help community members who wish to walk or roll to the school, through the addition of a protected pedestrian crossing.

- Addition of a Level 2 Pedestrian Crossover – Type B on Frederick Street at East Avenue in Kitchener. The addition of the formal pedestrian crossover will elevate the current passive pedestrian crossing by providing priority to pedestrians who wish to cross Frederick Street at East Avenue.

- Addition of a Level 2 Pedestrian Crossover – Type B on Queen Street at the Joseph Schneider Haus Trail Crossing in Kitchener. The pedestrian crossover will provide an enhanced crossing of Queen Street, facilitating improved connectivity between the bus stops and the adjacent community spaces on both sides of Queen Street.

- Addition of a Level 2 Pedestrian Crossover – Type C on St. Andrews Street at Gilholm Avenue in Cambridge. The addition of the formal pedestrian crossover will elevate the current passive pedestrian crossing by providing priority to pedestrians who wish to cross St. Andrews Street at Gilholm Avenue.

- Revision of the original plan (Level 2 Pedestrian Crossover) to, instead, implement traffic control signals on Borden Avenue at the Iron Horse Trail Crossing in Kitchener. By using traffic control signals, we will be able to maintain uninterrupted ION LRT service through this crossing, while still protecting for active transportation users along the Iron Horse Trail.

- Implementation of a School Bus Loading Zone on Frederick Street in front of Suddaby Public School in Kitchener to enable safe and more efficient school bus operations.

- Introduction of a “No Right-Turn-on-Red” (RTOR) restriction on all approaches to the Erb Street/University Avenue intersection in Waterloo. By restricting RTOR movements at the intersection, we would introduce a layer of safety for cyclists and pedestrians by eliminating a prevailing conflict with turning cars.

- Introduction of an eastbound “No-Right-Turn-on-Red” restriction from Whippoorwill Drive to Arthur Street in Elmira (Woolwich) to improve the conditions for pedestrians navigating this intersection, particularly in the west crosswalk.

  - This change would be supplemented with a new eastbound right-turn arrow to operate in parallel with the northbound left-turn phase to offset some of the capacity loss introduced with the RTOR restriction.

- Implementation of a posted speed limit reduction along Bleams Road from 70km/h to 50km/h between Trussler Road and Fischer-Hallman Road in Kitchener to better align with the proposed new road design along this portion of roadway.
6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities:

Regional staff have engaged counterparts from each of the impacted area municipalities to seek feedback regarding the proposed changes. Feedback is summarized below:

- City of Kitchener staff are in agreement with the proposed recommendations and would like more information around the exact placement of the proposed Level 2 Pedestrian Crossover proposed for Courtland Avenue (which would be determined during the detailed design process).
- City of Waterloo staff are in agreement with the proposal.
- City of Cambridge staff have no concerns.
- Township of Woolwich staff agree in principle with the Region’s recommendations, but expressed concerns with possible impacts to the delay experienced by motorists wishing to make the eastbound right-turn at the Arthur Street & Whippoorwill Drive intersection. Regional staff have committed to review the operation following the change (if approved by Council) and, if necessary, work to minimize impacts to the eastbound right-turning motorists through changes to signal timings and/or a review of the overall effectiveness of the Right-Turn-on-Red prohibition.

Public:

Many of the recommendations (and associated analyses) were prompted by public inquiries for improved traffic control received throughout 2023 and early 2024. In some cases, Regional staff received those inquiries directly from members of the public while, in others, the inquiry was channeled through Area Municipality colleagues. In the case of Level 2 Pedestrian Crossovers, it is standard practice for Regional staff to monitor warrants over time. For some of the pedestrian crossover locations included in this set of recommendations, public inquiries prompted another review of the warrants.

7. Financial Implications:

The cost to implement the proposed improvements, and the associated funding sources are as follows:

- The addition of four Level 2 Pedestrian Crossovers is approximately $108,800, to be funded through the 2024 New Traffic Control Installation (Project #07478);
- The installation of traffic signals at the Borden Street Iron Horse Trail crossing is approximately $100,000, to be funded through the 2024 New Traffic Control Installation (Project #07478);
- The addition of the School Bus Loading Zone along Frederick Street is approximately $500, to be funded through the 2024 New Signs and Markings (Project #07607);
- The implementation of the right-turn-on-red restrictions at two locations is approximately $1000, to be funded through the 2024 New Signs and Markings (Project #07607);

- There is limited additional cost associated with the posted speed limit change along Bleams Road, since this work would be completed as part of the roadway reconstruction works associated with Project #05705.

In summary, each of the proposed changes would be included in one of a number of projects that are funded from the Transportation Capital Reserve or the Roads Regional Development Charges Reserve Fund as shown in the Region’s approved 2024-2033 Transportation Capital Program. There is sufficient budget in each of these projects to accommodate the expenditures.

8. **Conclusion / Next Steps:**

Subject to Council approval, staff will proceed with the design and installation of the various recommended forms of traffic control outlined in this report. It is anticipated that the installation of most of the recommendations would be completed by the fall of 2024.

9. **Attachments:**

Appendix A: Additional Traffic Control

**Prepared By:** Satinderjit Bahia, Engineering Technologist, Traffic Engineering, Transportation Services

Mike Jones, Supervisor, Traffic Engineering, Transportation Services

**Reviewed By:** Darryl Spencer, Manager, Transportation Engineering, Transportation Services

Matthew Davis, Director, Transportation, Transportation Services

**Approved By:** Doug Spooner, Acting Commissioner, Transportation Services
Appendix A: Additional Traffic Controls

Courtland Avenue near Courtland Avenue Public School, City of Kitchener

A review of pedestrian crossing volumes along Courtland Avenue between Cedar Street and Peter Street from a recent survey showed that the adjusted pedestrian and cyclist crossing demand over a typical 8-hour period exceeds 100. As such staff assessed the justification of a Pedestrian Crossover (PXO).

The Region has adopted the provincial PXO warrants published in the Ontario Traffic Manual (OTM) Book 15 – Pedestrian Crossing Treatments. For a Level 2 PXO to be warranted, a minimum 100 adjusted pedestrians must be observed crossing the roadway during the highest 8-hour period. Based on the analysis of the volume of pedestrians crossing the roadway, the vehicular traffic on Courtland Avenue, and the roadway geometry, a Level 2 PXO – Type C is warranted at this location. Figure 1 provides an overview of a Level 2 PXO – Type C recommended on Courtland Avenue fronting Courtland Avenue Public School. A Level 2 PXO – Type C includes ladder crosswalks, regulatory “Stop for Pedestrians” signing, and flashers atop the signing.
Figure 1: The image above shows a Level 2 PXO – Type C which includes ladder crosswalks, regulatory “Stop for Pedestrians” signing, and flashers atop the signing.
Frederick Street at East Avenue, City of Kitchener

Frederick Street at East Avenue has an existing pedestrian refuge island just west of East Avenue to assist pedestrians crossing Frederick Street. Although there is an existing pedestrian refuge island, staff continue to receive concerns pertaining to the difficulty pedestrians experience crossing Frederick Street at East Avenue. As such, a traffic study was undertaken on Frederick Street at East Avenue to determine if additional pedestrian control is justified.

For a Level 2 PXO to be warranted, a minimum 100 pedestrians must be observed crossing the roadway in the highest 8-hour period. Through our survey, there was a total of 114 pedestrians and cyclists crossing Frederick Street at or near East Avenue. Based on the volume of pedestrians crossing the roadway, the vehicular traffic on Frederick Street, and the roadway geometry, a Level 2 PXO – Type B is warranted at the Frederick Street / East Avenue intersection. In this case, to leverage the existing infrastructure that has been implemented in the field, the Level 2 PXO is recommended to be installed at the existing pedestrian refuge island. A Level 2 PXO – Type B consists of ladder crosswalks, overhead and side-mounted regulatory “Stop for Pedestrians” signing, and flashers atop the side-mounted signing. Figure 2 below provides a visual of a Level 2 PXO – Type B that is recommended on Frederick Street at the existing pedestrian refuge island just west of East Avenue.
Figure 2: A Level 2 PXO – Type B consists of ladder crosswalks, overhead and side-mounted regulatory “Stop for Pedestrians” signing, and flashers atop the side-mounted signing.
Queen Street at the Joseph Schneider Haus, City of Kitchener

Through review, it was determined that there are typically around 480 pedestrians and cyclists crossing Queen Street fronting Joseph Schneider Haus. Applying the pedestrian volume to the provincial warrant for additional pedestrian control shows that the location on Courtland Avenue fronting Joseph Schneider Haus warrants a Level 2 Pedestrian Crossover (PXO). Based on the posted speed and existing geometry a Level 2 PXO - Type B is warranted. As previously noted, a Level 2 PXO - Type B PXO consists of consists of ladder crosswalks, overhead and side-mounted regulatory “Stop for Pedestrians” signing, and flashers atop the side-mounted signing. Please refer to Figure 2 above that shows a Level 2 PXO – Type B control.

St. Andrews Street at Gilholm Avenue, City of Cambridge

Staff assessed pedestrian crossing volumes along St. Andrews Street at Gilholm Avenue to determine if additional pedestrian control is warranted. A recent survey of the intersection shows that there are approximately 117 pedestrians crossing St. Andrews Street at Gilholm Avenue. There is an existing school crossing guard at this intersection to assist students crossing St. Andrews Street during the morning and afternoon school commute times. The crossing guard is located on the south side of the intersection and offset approximately 15 metres from the intersection of Gilholm Avenue.

As noted above, to warrant a Level 2 Pedestrian Crossover (PXO) there needs to be a minimum of 100 adjusted pedestrians observed crossing the roadway during the highest 8-hour period. Based on the volume of pedestrians crossing St. Andrews Street, a Level 2 PXO is warranted. The warranted type of PXO is the Type C which consists of ladder crosswalks, regulatory “Stop for Pedestrians” signing, and flashers atop the signing. Please refer to Figure 1 for an illustration of a Level 2 PXO – Type C.

Through discussion with City of Cambridge staff, it was noted that the City will consider removing the crossing guard at the St. Andrews location should a Level 2 PXO be approved. It was also noted that, if the crossing guard was determined justified following the installation of a Level 2 PXO, then the City will relocate the crossing guard to the new PXO.

Borden Avenue at the Iron Horse Trail Crossing, City of Kitchener

As per the resolution associated with TES-TRP-22-03 from April 2022, Regional Council approved the implementation of a Level 2 PXO along Borden Avenue at the Iron Horse Trail Crossing to facilitate the safe crossing of Borden Avenue for trail users. However,
following design consultations with the ION LRT operators and other key stakeholders, the staff recommendation has evolved to, instead, recommend a set of traffic signals. With the incorporation of Transit Signal Priority features, the signals will be able to operate in a manner to provide priority to the light rail vehicles (essentially, facilitating a seamless flow through the intersection) while also providing a safe, high quality experience for trail users. Inherently, a PXO may introduce delays to light rail vehicles and may also potentially increase high risk conflicts between trail users and the ION vehicles. Those issues are resolved through the introduction of traffic signals and, accordingly, the staff recommendation has changed to include a proposed set of traffic signals at this location.

**Frederick Street near Suddaby Public School, City of Kitchener**

A representative from Suddaby Public School requested a school bus loading zone on Frederick Street fronting Suddaby Public School. Currently, 2 school buses stop on Frederick Street in the morning and afternoon during drop off and pick up times.

Frederick Street is a 4-lane cross section with a posted speed limit of 40 km/h at Suddaby Public School. The existing Frederick Street geometry allows school buses to load and unload students within the curb-lane which effectively inhibits vehicular traffic from passing the loading/unloading school buses in both directions. Without a designated school bus loading zone, the operators of the school buses are required to activate their flashing red signals when loading or unloading students; effectively stopping all vehicular traffic in both directions. Under this condition, queuing of vehicles along Frederick Street is occasionally observed to block pedestrians crossing Frederick Street within the crosswalks at the Otto Street intersection.

A School Bus Loading Zone along Frederick Street, from 8 meters east of Irvin Street to 32 meters east of Irvin Street, would accommodate the length of 2 school buses. The loading zone would allow for the loading/unloading of students without the need for activation of flashing red signals (and the associated halting of traffic in both directions). Figure 3 shows the configuration of the proposed School Bus Loading Zone on Frederick Street in the vicinity of Irvin Street.
Erb Street at University Avenue, City of Waterloo

To improve safety for cyclists travelling along Erb Street and University Avenue, a series of intersection design improvements have been introduced at the Erb Street & University Avenue intersection in Waterloo. One of these changes is the introduction of two-stage left-turn bike boxes which we typically deploy at intersections with on-road bicycle lanes and three or more lanes entering the intersection. The use of two-stage left-turn bike boxes are used in these situations with the recognition that the majority of cyclists would not be comfortable crossing two lanes of traffic to get into the left-turn lane.

Where space does not allow for the two-stage left-turn bike box to be placed behind the curb (i.e. out of the roadway), the bike box must be placed on-road. This on-road position leads to a potential uncomfortable conflict between cyclists waiting in the bike box and motorists making the right-turn movement during the red signal display. At the intersection of University Avenue and Erb Street, there are four on-road two-stage left-turn bike boxes, as illustrated in Figure 4.

To reduce the risk for cyclists and to encourage more community members to feel safe on a bicycle at the Erb Street & University Avenue intersection, Right-Turn on Red (RTOR) restrictions should be enacted for all directions. An additional benefit is that
RTOR restrictions also effectively produce improved safety and comfort for pedestrians due to the elimination of a prevailing conflict between pedestrians and turning vehicles.

A traffic analysis confirmed that the implementation of RTOR restrictions would be expected to have little effect to the overall traffic operations under the current lane configurations and signal timings at Erb & University.

Accordingly, staff recommend the implementation of RTOR restrictions for all approaches to the Erb Street and University Avenue intersection.

Figure 4 - Bike Boxes at the Erb Street and University Avenue Intersection

Arthur Street at Whippoorwill Drive, Township of Woolwich

Regional staff have received public concerns around pedestrian safety at the Arthur Street & Whippoorwill Drive intersection in Elmira. Specifically, staff were requested to investigate opportunities to improve the protection of pedestrians who are crossing within the west crosswalk during the Pedestrian Walk phase and who have observed repeated failure-to-yield driving behaviour. To address this concern, staff investigated
the feasibility of introducing a right-turn-on-red (RTOR) prohibition on the eastbound approach.

Historically, Regional practice has been to consider a RTOR restriction based on collision history and based on a review of traffic operations. However, as Regional staff transition towards preventative safety measures rather than reactive ones, staff are currently changing our approach to consider risks based on real, lived experiences rather than implementing changes after collisions were documented at a location.

Until staff conduct a study to consider a wider use of RTOR restrictions around the Region (particularly, the more urban locations), the new direction is to favour a RTOR restriction at an individual intersection unless there are significant operational concerns which may be problematic (for example, queuing that could impact ION running times or introduce other unintended traffic safety concerns).

At the Arthur Street & Whippoorwill intersection, a review of the traffic operations indicated that eastbound right-turning motorists may experience an average of 15 to 20 seconds of additional delay during the morning and afternoon peak periods with the introduction of an RTOR restriction. Even with the RTOR restriction, the eastbound right-turning motorist experience would still fall comfortably within what is widely considered to be good service (i.e. Level-of-Service rating of C). On the flipside, pedestrians would see a significant improvement in comfort and safety and this has the potential upside of attracting more members of the community to feel safe in walking or rolling around their neighbourhood.

Since there is currently an advanced northbound left-turn phase and supportive roadway geometry, there is an opportunity for staff to introduce a simultaneous eastbound right-turn phase that would reduce the amount of red display time for eastbound right-turning motorists. This additional signal modification would help to offset some of the delay impacts of the new RTOR restriction.

In terms of collision history: a review of the five-year period between 2017 and 2021 showed no identifiable collisions involving eastbound right-turning motorists from Whippoorwill Drive onto Arthur Street. However, as noted above, the absence of collision history does not mean that there are no opportunities to improve the comfort and safety for pedestrians at the intersection.

Based on our assessment of the Arthur Street and Whippoorwill Drive intersection, staff recommends the adoption of an eastbound RTOR restriction. This change requires a by-law update, as outlined in TSD-TRP-24-005.
Bleams Road Posted Speed Reduction

As part of a reconstruction project (Project #05705), Bleams Road will be redesigned between Trussler Road and Fischer-Hallman Road with a new, urbanized cross-section. The new roadway design will be configured to facilitate lower speeds of 50 km/h and include a series of roundabouts and adjacent active transportation facilities. In order to match the new design speed, staff are recommending a lowering of the posted speed limit to 50 km/h along this entire stretch, to be enacted when the construction project is completed.

Per the latest project schedule, the Bleams Road reconstruction is scheduled to start in May 2024. The first reconstructed section of Bleams Road (Fischer-Hallman Road to Forestwalk Street) should open to traffic in approximately in August 2024 with the reduced speed limit, followed by the section from Forestwalk Street to Donnenwerth Drive in December 2024, followed by the section from Donnenwerth Drive to Trussler Road in the summer of 2025.
1. Recommendation

For information.

2. Purpose / Issue:

This report outlines GRT service improvements for the Cambridge Business Park area that would take place on September 3, 2024. These changes were approved on December 13, 2023 as part of the 2024 Regional Budget. To provide more direct service to the business park and surrounding neighbourhood, most of the existing Route 72 BusPLUS service will be converted and expanded to a conventional bus route, while the remainder would be served by a new BusPLUS route that would also connect the Waterloo International Airport and Breslau to Sportsworld Station.

3. Strategic Plan:

The proposed service improvements support the Strategic Plan’s Climate-aligned Growth and the Equitable Services and Opportunities priorities. In particular, the improvements align with the 2024 Action to “increase public transit service levels and support the new Conestoga College U-Pass”.

4. Report Highlights:

- The approved 2024 Budget included a transit service expansion package to accommodate increases in ridership across the GRT network and increased service to/from the Conestoga College terminal to support the U-Pass program starting this fall.

- Starting Tuesday September 3, 2024 two new bus routes will begin operating in the Cambridge Business Park and Breslau areas. Appendix A shows a map of these routes.
• Cherry Blossom Rd., Royal Oak Dr., Speedsville Rd. and sections of Fountain St. N. will all benefit from new transit stops and expanded hours of service.

• A new conventional route will operate from Sportsworld Station, offering improved transit for residents of the growing River Mill subdivision, many local businesses, a new cultural centre, and students accessing Conestoga College’s Reuter campus. This route will operate five days a week, 18 hours a day in one direction every 30 minutes. With this change, GRT customers and businesses in this area will move from a flex service to a fixed route, scheduled service with expanded (all day) hours.

• A new BusPLUS route will provide additional service to the Cambridge Business Park with connections at Sportsworld Station to the Waterloo Region Airport reallocating the vehicle from the current Route 72. This will provide a second connection for residents of Breslau to the GRT network and will operate five days a week, in the AM and PM peaks with some late evening service. It will serve major employers in the Cambridge Business Park and add a new connection to the Airport. Sportsworld Station offers connections to local and express GRT routes and inter-regional (GO) services.

• New concrete landing pads will be built this year for new stops on Cherry Blossom at Reuter Drive. Regional Staff are working with Municipal Staff to confirm options for improved pedestrian connections along the roadway.

5. Background:

Hours for service expansion were approved in the 2024 budget to support growing GRT’s service and preparing the network for College U-pass related ridership.

Demand for Route 72 has reached capacity, and the surrounding residential area and business park are growing. Additionally, Conestoga College opened its Reuter Drive campus in September 2022, and opportunities to better serve the campus area were raised during the College U-Pass referendum.

GRT Customers have also requested additional transit connections to GO inter regional services, which are provided at Sportsworld Station. Regional staff from the Waterloo Regional Airport and Economic Development also supported the design of these routes.

6. Communication and Engagement with Area Municipalities and the Public

Area Municipalities: Regional staff have had discussions with City of Cambridge staff regarding improving the pedestrian connections to Conestoga College Reuter Drive campus.
**Public:** Transit staff will use the information in this report as the basis for public engagement over the next two weeks. The changes to the service will be part of an information campaign and feedback will be collected on proposal. Staff will engage key stakeholders during the process.

7. **Financial Implications:**

The approved 2024 Budget includes a transit service expansion package to improve service and accommodate increased ridership demand in this area.

8. **Conclusion / Next Steps:**

The new routes will be implemented on September 3, 2024 with the start of GRT’s fall service, along with all other fall service changes approved in the 2024 Budget.

Staff will continue to monitor the ridership on these new routes and the growth in the area to assess if any adjustments are required. As the area continues to expand, additional transit improvements will be evaluated.

New route numbers, route names, stops and final schedules will be publicized this summer in advance of the service changes.

9. **Attachments:**

Appendix A: Map of Fall 2024 Cambridge Service Additions

**Prepared By:** Blair Allen, Manager Transit Development

Chantelle Thompson, Supervisor Transit Development

**Reviewed By:** Neil Malcolm, Acting Director, Transit Services

**Approved By:** Doug Spooner, Acting Commissioner, Transportation Services
Attachment A: Map of Fall 2024 Cambridge Service Additions

The image above shows the new conventional route starting at Sportsworld Station heading north east up Maple Grove, turning right on Cherry Blossom Road, turning left on Speedville Road, turning left back onto Maple Grove, making a northern loop around boxwood Drive and part of Vondrau Drive, then returning to Maple Grove and back to Sportsworld Station. This route essentially loops around Toyota Motor Manufacturing Canada and passes the Reuter Campus of Conestoga College.

Further, the image shows the BusPlus route which starts at Sportsworld Station, turns left on Cherry Blossom Road, right onto Fountain Street and follows Fountain Street until it gets to the Region of Waterloo International Airport. The return trip follows the same route.
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 improvements at the intersection of Fischer Hallman Road (Regional Road 50) and New Dundee Road (Regional Road 12), in the City of Kitchener and in the Township of North Dumfries, in the Regional Municipality of Waterloo, as detailed in report PDL-LEG-24-013, dated May 7, 2024.

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 improvements at the intersection of Fischer Hallman Road and New Dundee Road, and described as follows:

Fee Simple Partial Taking:

I. Part of Lot 9, Beasley’s New Survey, Township of Waterloo, being Parts 1 and 3 on 58R-21999, (Part of PIN 22723-0035), City of Kitchener (2315 Fischer Hallman Road, City of Kitchener)

II. Part of Lot 9, Beasley’s New Survey, Township of Waterloo, being Part 2 on 58R-21999, (Part of PIN 22723-0024), City of Kitchener (2258 New Dundee Road, City of Kitchener)

III. Part of Lot 9, Beasley’s New Survey, Township of Waterloo, being Part 4 on 58R-21999, (Part of PIN 22722-0015), City of Kitchener (2320 Fischer Hallman Road, City of Kitchener)

IV. Part of Lot 42, Concession 12, being Parts 5 and 8 on 58R-21999, (Part of PIN 03847-0010), Township of North Dumfries (Southeast Quadrant of Intersection of Fischer Hallman Road and New Dundee Road, Township of North Dumfries)
V. Part of Lot 42, Concession 12, being Part 9 on 58R-21999 and Part of the Road Allowance Between Lots 42 & 43, Concession 12, being Part 11 on 58R-21999, (Part of PIN 03847-0007), Township of North Dumfries (2351 Fischer Hallman Road, Township of North Dumfries)

VI. Part of Lot 43, Concession 12, being Part 10 on 58R-21999, (Part of PIN 03847-0006), Township of North Dumfries (2267 New Dundee Road, Township of North Dumfries)

Temporary Easement – Grading:

The right and easement, being a temporary easement in gross, for the free and unobstructed, right, interest and easement terminating, for the subject property set out below, on the 31st day of December, 2028, for itself, its successors and assigns, and anyone authorized by it, on, over, under and through the following property for the purposes of excavation, construction, installation, replacement, alteration, grading, and landscaping as required in connection with the improvements at the intersection of Fischer Hallman Road and New Dundee Road, 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:

I. Part of Lot 42, Concession 12, being Parts 6 and 7 on 58R-21999, (Part of PIN 03847-0010), Township of North Dumfries (Southeast Quadrant of Intersection of Fischer Hallman Road and New Dundee Road, Township of North Dumfries)

II. Part of the Road Allowance Between Lots 42 & 43, Concession 12, being Part 12 on 58R-21999, (Part of PIN 03847-0007), Township of North Dumfries (2351 Fischer Hallman Road, Township of North Dumfries)

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 to commence the expropriation process: (i) in compliance with the requirements of the Act, and (ii) in furtherance of the Project’s timeline by expropriating the required lands and interests.

3. **Strategic Plan:**

This Project supports the 2023-2027 Strategic Plan under the Focus Area of Climate Aligned Growth and, more specifically, the following strategic outcomes: (i) Use a climate adaptation lens to re-imagine infrastructure, land and services for growth; and (ii) Foster car-alternative options through complete streets and extended alternative transportation networks.

4. **Report Highlights:**

a) **Project Overview**

The intersection was historically controlled by stop signs and then converted to a signalized intersection in 1996.

A roundabout at this location would significantly decrease high speed rural collisions, provides better level of service for traffic and provides a gateway for speed reduction entering the future urban environment to the north.

b) **Project Timing**

Early works, including utility relocations, are scheduled to commence in early 2025. Road construction is scheduled to commence in May 2025.

c) **Properties Impacted**

The implementation of the recommended improvements directly impacts six (6) properties. A map of the impacted properties is attached hereto as Appendix “A”. Land acquisitions are required from all six (6) of the properties to accommodate the said improvements. These acquisitions include a partial fee simple interest from all six (6) of the properties and a temporary easement from two (2) (of the six (6)) properties for grading purposes.
It should be noted 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 (and associated works) at the intersection of Fischer Hallman Road and New Dundee Road, in the City of Kitchener and in Township of North Dumfries, on October 12, 2022, as outlined in Report EES-DCS-22-001.

The collision history for the 5-year period between 2014 to 2018 was reviewed. During this period, 26 collisions were recorded, 13 of which were classified as non-fatal injury and 13 classified as property damage only. Sixteen of the collisions (62%) were classified as rear-end, indicating that high speeds and lack of left-turn lanes may be a factor. This triggered a need for a study of this intersection, having regard to safety performance, traffic capacity and total life cycle costing.

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

**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 Township staff and the Region’s Project Manager to review the scope and timing of the project. North Dumfries’ Township staff are in favour of the roundabout. In addition, City of Kitchener staff were advised of the plans for a roundabout at this location and they did not present any objections.

7. **Financial Implications:**

The Region’s approved 2024-2033 Transportation Capital Program includes a budget of $655,200 in 2024 and $2,945,000 in 2025-2026 for New Dundee Road at Fischer-Hallman Road (project #05284) to be funded from the Roads Regional Development Charges Reserve Fund.
There are sufficient funds for the expropriation of these lands.

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 Fischer Hallman Road (Regional Road 50) and New Dundee Road (Regional Road 12), in the City of Kitchener and in the Township of North Dumfries, to improve road safety.

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:** Quinn Martin, Real Estate Consultant  
Andy Gazzola, Solicitor, Property

**Approved By:** Graham Walsh, Regional Solicitor and Director of Legal Services
The following information is provided as a general overview of the expropriation process and is not legal advice. For complete information, reference should be made to the Ontario Expropriations Act as well as the more detailed information in the Notices provided under that Act.

Expropriation Information Sheet

What is Expropriation?

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

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

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

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

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

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

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

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

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

• Within 30 days of registration of the Plan, the Region of Waterloo must serve a Notice of Expropriation on the affected property owner advising of the expropriation. Within 30 days of this Notice, the property owner may serve the Region of Waterloo with a Notice of Election selecting the valuation date under the *Expropriations Act* for calculation of the compensation.
In order to obtain possession of the expropriated lands, the Region of Waterloo must also serve a Notice of Possession setting out the date that possession of the land is required by the Region of Waterloo. This date has to be 3 months or more from the date that this Notice of Possession is served on the affected property owner.

Within 3 months of registration of the Plan, the Region of Waterloo must provide the affected property owner with payment for the full amount of the appraised fair market value of the expropriated land or easement and a copy of the appraisal report on which the value is based. If the property owner disagrees with this amount, and/or claims other compensation and/or costs under the Expropriations Act, the compensation and/or costs matter may be referred to 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.
2351 Fischer Hallman Road, Kitchener

Name

BALTAZ SERVICE AND SALES LIMITED

Date of Incorporation/Amalgamation

NOVEMBER 17, 1967

Registered or Head Office Address

2267 NEW DUNDEE ROAD, RR1, NEW DUNDEE, ON, N0B 2E0

Active Director(s)/Officer(s)

MICHAEL PAUL BALTAZ, CAROLYN BALTAZ
1. **Recommendation**

That the Regional Municipality of Waterloo undertakes the following with respect to the Region-owned lands municipally known as 555 Conestoga Boulevard, in the City of Cambridge, and legally described as Lot 17, Registrar’s Compiled Plan 1382; Cambridge, being all of PIN 22642-0018 (LT) (the “Lands”):

a) Declare the Lands surplus to the needs of the Region, as detailed in Report No. PDL-LEG-24-014, dated May 7, 2024; and,

b) That the Regional Solicitor be authorized to execute an Agreement of Purchase and Sale on behalf of the Region to sell the Lands to Skyline Commercial Real Estate Holdings Inc. for the sum of $50,000.00, with all terms and conditions subject to the satisfaction of the Commissioner, Engineering and Environmental Services and the Regional Solicitor, in accordance with the Region’s Disposal of Land By-Law (No. 20-042).

2. **Purpose / Issue:**

The Lands are no longer required by the Region for municipal purposes. As such, Regional staff seeks Council’s declaration the Lands are surplus to the Region’s needs to facilitate the proposed sale.

3. **Strategic Plan:**

The divestment of the Lands supports the 2023-2027 Strategic Plan under the Focus Area of Climate Aligned Growth and, more specifically, the following strategic outcomes:

(i) Use a climate adaptation lens to re-imagine infrastructure, land and services for growth; and (iii) Steward our natural environment and shared resources as we grow, we will support a healthy environment where communities can thrive.
4. **Report Highlights:**

A map of the Lands is attached hereto as Appendix “A”.

The Lands have an area of 0.39 acres, and are zoned M3 – Industrial. The Lands are designated as Employment Industrial in the City of Cambridge’s Official Plan.

The Region operated a monitoring well on the Lands, which was decommissioned in 2018. Since then, the Lands have not been actively used by the Region.

In accordance with the Region’s Disposal of Land By-Law, applicable Regional departments were circulated on the intent to dispose of the Lands, with no interest of concern expressed by those departments. As such, Regional staff are of the opinion the Lands are no longer needed for municipal purposes.

Regional staff are of the opinion the only possible purchaser of the Lands is Skyline Commercial Real Estate Holdings Inc. (“Skyline”) based on the following:

(i) The Lands have no ‘stand-alone’ development potential, and are functionally ‘land-locked’; and

(ii) Skyline owns the adjacent lands to the north and south of the Lands.

Conditional on Regional Council declaring the Lands surplus to the Region’s needs, Region staff entered into an Agreement of Purchase and Sale with Skyline, with a purchase price of $50,000.

5. **Background:**

The Region’s monitoring well was decommissioned in 2018 and moved to an adjacent property at 575 Conestoga Boulevard. The Lands have not been used by the Region since the said decommissioning.

The Lands have no ‘stand-alone’ development potential, and are functionally ‘land-locked’. Further, the applicable zoning regulations prohibit any commercial or residential development, as it is located entirely within / surrounded by the property of 555 Conestoga Boulevard.

Skyline approached Regional staff and expressed a strong interest in purchasing the Lands to incorporate them into the entire parcel of 555 Conestoga Boulevard, the balance of which is owned by Skyline. An independent appraisal was obtained for the Lands and the purchase price corresponds to that valuation.

6. **Communication and Engagement with Area Municipalities and the Public**
Public: Under section 21 of the Region’s Disposal of Land By-Law, notice to the public of the proposed declaration of surplus lands is satisfied by inclusion of the Report on the agenda of the Region’s Committee or Council meeting for which the Report is to be considered.

Area Municipalities: Not applicable.

7. Financial Implications:

Skyline Real Estate Holdings Inc. will be responsible to pay the registration costs, any applicable land transfer tax and any applicable fees as prescribed by the Regional Fees and Charges By-law (No. 23-062). Proceeds from this property sale will be allocated to the Water Capital Reserve Fund.

8. Conclusion / Next Steps:

If Council declares the Lands surplus to the Region’s needs, Regional staff will proceed to complete the transfer with Skyline in accordance with the Agreement of Purchase and Sale.

9. Attachments:

Regional staff conducted a corporate profile search of Skyline Commercial Real Estate Holdings Inc. and the directors and officers are listed in Appendix B attached hereto.

Appendix A: Map of the Lands

Appendix B: Corporate Profile of Skyline Commercial Real Estate Holdings Inc.

Prepared By: Quinn Martin, Real Estate Consultant

Reviewed By: Andy Gazzola, Solicitor, Property

          Tom Penwarden, Manager Real Estate Services

Approved By: Graham Walsh, Regional Solicitor, Director of Legal Services
Appendix B – Corporate Profiles of Corporate Owners

555 Conestoga Boulevard, Cambridge

Name
SKYLINE COMMERCIAL REAL ESTATE HOLDINGS INC.

Date of Incorporation/Amalgamation
October 20, 2008

Registered or Head Office Address
5 Douglas Street, Guelph, Ontario

Active Director(s)/Officer(s)
ROY JASON ASHDOWN, WAYNE BRIAN BYRD, JASON SCOTT CASTELLAN, MARTIN JULIAN CASTELLAN, MIKE BONNEVELD
1. **Recommendation**

That the Regional Municipality of Waterloo accept the proposal of Halton Recycling Ltd. dba. Emterra Environmental for the P2023-33 Automated Cart-Based, and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts Within the Region of Waterloo for a contract period of eight (8) years commencing from March 2, 2026 to March 3, 2034 with the option to renew for two (2) additional one (1) year periods in the estimated amount of $284,691,880.00 (estimated annual cost of year one is $57,659,760.00 plus all applicable taxes, remaining years are estimated at an annual cost of $32,433,160.00) plus all applicable taxes as set out in report COR-TRY-24-013 dated May 7, 2024.

2. **Purpose / Issue:**

For Tenders/Proposals - Purchasing by-law 22-034 Section 2 item 2c requires Council approval for tenders in excess of $10,000,000.

3. **Strategic Plan:**

Award of this contract meets the 2023-2027 Corporate Strategic Plan priorities to steward our natural environment and shared resources as we grow: We will work to protect the region’s natural environment, biodiversity, trees, and water under Strategic Priority 2, Climate-aligned growth.

4. **Report Highlights:**

- In February 2023 Council established new service levels for the next curbside waste collection contract. A new residential curbside waste collection contract is
required to be in place by March 2026 to align with the end of the existing contract.

- Proposals were called for P2023-33 Automated Cart-Based, and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts Within the Region of Waterloo and were advertised on the Region’s website. Four bids were received and three were short-listed.

- Costs associated with the changes as part of this contract are substantially higher than the existing contract. This trend of higher collection contract costs has been reflected in recently awarded contracts for other Ontario municipalities, with increases ranging from 30% to 150% higher. Amendments will be required to the 2025-2026 Waste Management capital program and to operating budgets in 2025, 2026 and 2027.

- An extensive communication campaign will be prepared to inform and educate impacted residents about the upcoming curbside waste collection changes.

5. **Background:**

**Curbside Waste Collection Changes**

At the February 22, 2023 Council Meeting the following recommendation was approved:

That the Regional Municipality of Waterloo take the following action with respect to the next contract for curbside waste collection as set out in report EES-WMS-23-003, dated February 7, 2023:

a. Maintain existing service levels and collection frequencies for garbage, organics, bulky and large metal items, yard waste and Christmas trees for single-family homes, duplexes, 3 to 6 unit buildings, and multi-family units and townhouses that meet truck-access criteria

b. Convert to automated cart collection for garbage and green bin organics. (Items such as bulky or large metal items, yard waste and Christmas trees will continue to be collected manually)

c. Include requirements for alternative fuel sources for collection vehicles to reduce greenhouse gas emissions

d. Change the current service level of a five day collection week to a four day collection week (Tuesday to Friday); and,

That staff be directed to examine the level of service for curbside waste collection for Industrial, Commercial and Institutional (IC&I) properties that currently receive curbside collection and report back to Committee with options for consideration.

Converting to automated cart-based collection for garbage and organics as well as
transitioning to alternative fuel collection vehicles aligns with recent jurisdictional scans and industry best management practice. It is also noted that it would have been difficult to receive competitive bids from service providers to continue to provide manual waste collection for garbage and organics.

By converting collection methodologies, there will be improvements to:

- Health and safety to reduce injuries for workers,
- Efficiencies for stop times curbside which introduces opportunities for efficiencies in route logistics,
- Mitigating safety risks by having the driver inside the vehicle, using 360 degree cameras to view the area outside of the truck,
- Reduce litter from windy days, and pests,
- Reduce greenhouse gas emissions through the introduction of an alternative fuel powered fleet,
- Create consistency in containers and aesthetics curbside, and
- Staff recruitment and retention for contractors, while diversifying the workforce.

Costs associated with the changes as part of this contract are substantially higher than the existing/current contract. This trend of higher collection contract costs has been reflected in recently awarded contracts for other Ontario municipalities, with increases ranging from 30% to 150% higher.

Increases are due to increased cost of labour and fleet, changes/supply of collection equipment (such as using carts), supply chain constraints (intensified by the blue box transition process) and converting to alternative fuels instead of using diesel. To align with the Region’s Climate and Energy Transition Plan, the collection vehicles used by the contractor in this contract will be using compressed natural gas (CNG).

It is noted that this recommendation of award report focuses on residential curbside waste collection only. Staff will report back to Committee with options for consideration for industrial, commercial, and institutional (IC&I) curbside waste collection in Q3/Q4 2024 separately, as part of the ongoing Downtown Waste Services review.

**Procurement Process**

Proposal were called for P2023-33 Automated Cart-Based, and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts Within The Region of Waterloo and were advertised on the Region’s website. The following proposals were shortlisted:

<table>
<thead>
<tr>
<th>Company</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Halton Recycling Ltd. dba. Emterra Environmental</td>
<td>Oakville, ON</td>
</tr>
<tr>
<td>Miller Waste Systems Inc.</td>
<td>Markham, ON</td>
</tr>
<tr>
<td>Waste Management of Canada Corporation</td>
<td>Kitchener, ON</td>
</tr>
</tbody>
</table>

Page 129 of 141
Halton Recycling Ltd. dba. Emterra Environmental received the highest overall score. The final date of acceptance for this proposal is July 1, 2024.

The proposals were evaluated using pre-determined technical criteria which included company profile & bidder experience, technical abilities – vehicles, carts, and equipment, human resources & health and safety, customer service and communications, strategic plan for procurement and implementation, and demonstrations.

The work under this contract is for the collection, transportation and dumping of waste. This includes automated, cart-based collection of garbage and organics, and manual collection of bulky and large metal items, yard waste and Christmas trees. This RFP also includes the supply, initial distribution, and on-going maintenance of carts within the Region of Waterloo.

Lakeland Consulting was hired as the Fairness Monitor on this project. Their role consisted of:

- Participation in all stages of the procurement process
- Review of the procurement documentation (e.g. RFP, addenda)
- Observation of all communication with Proponents, both written and verbal (e.g. attending all Meetings, Demos, reviewing all Requests for Clarification)
- Observation of bid receipt, opening, and evaluation,
- Addressing matters related to fairness as required,
- Attend scoring consensus meetings and validate evaluation results, and
- Provide guidance and advice to the RFP evaluation team.

All of the above was undertaken in order to ensure that the procurement process was conducted, fairly, openly and in a transparent manner. Lakeland Consulting has certified:

1. That the procurement process was clearly established in the implementation guidelines (RFP and Evaluation Framework).
2. That the evaluation process and criteria described in the procurement documents were applied consistently and equitably.
3. That evaluators demonstrated diligence in their responsibilities, that they were able to support their individual evaluation assessments and that they held no bias for or against any of the Proponents.
4. For P2023-33, issued by The Region of Waterloo, Lakeland Consulting certified that the principles of openness, fairness, consistency and transparency have been properly established and maintained throughout the entire process.
Correspondence from Lakeland Consulting is attached as Appendix B.

6. **Area Municipality Communication and Public/Stakeholder Engagement:**

**Area Municipality Communication:**

Staff will communicate with affected local stakeholders (e.g. area municipalities) 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.

**Public/Stakeholder Engagement:**

An extensive communication and public awareness campaign will be required to inform and educate impacted residents, businesses, and properties about the upcoming curbside waste collection changes. The communication campaign will be completed in stages – e.g. Phase One: Awareness, Phase Two: Preparation, Phase Three: Implementation, and Phase Four: Reinforcement and Retention.

7. **Financial Implications:**

The recommended proposal includes one-time capital costs for the supply and distribution of curbside collection carts in the amount of $25.7M in 2025 and 2026. Subject to Council approval, the 2025-2034 capital program will be drafted to provide for capital costs and timing as set out in Appendix A.

The estimated annual operating costs of $33.0M, commencing in March 2026, exceeds the current 2024 Operating Budget provision for the curbside contract ($15.8M excluding blue box) by $17.2M. Staff propose phasing in the required increase to the operating budget over the 2025 to 2027 budgets, utilizing some of the initial increases for additional capital costs as set out in Appendix A.

8. **Conclusion / Next Steps:**

Subject to Council approval, curbside collection services for this contract will begin March 2, 2026, however planning to prepare for the program change will commence after contract award. Staff will report back to Committee later this year with a comprehensive communication and implementation plan.

9. **Attachments:**

Appendix A: Detailed Financial Implications

Appendix B: Correspondence from Lakeland Consulting
Prepared By: Jesse Clark, Procurement Specialist

Dave Johnstone, Manager Waste Collection & Diversion

Olivia Kwok, Supervisor Contracts & Service

Shane Fedy, Manager, Infrastructure Financing

Reviewed By: Lisa Evans, Manager Procurement/Chief Purchasing Officer

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

Jennifer Rose, Commissioner Engineering & Environmental Services
Appendix A: Detailed Financial Implications

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027-2032</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024-2033 Capital Plan Expenditure</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project 01004 Curbside Service Level changes</td>
<td>$2.2</td>
<td>$2.2</td>
<td>$20.2</td>
<td>$24.6</td>
</tr>
<tr>
<td>Required budget</td>
<td>$12.9</td>
<td>$12.8</td>
<td>$0.0</td>
<td>$25.7</td>
</tr>
<tr>
<td>Expenditure Adjustment Required</td>
<td>$10.8</td>
<td>$10.6</td>
<td>($20.2)</td>
<td>$1.1</td>
</tr>
<tr>
<td><strong>Total Project Requirements</strong></td>
<td>$12.9</td>
<td>$12.8</td>
<td>$0.0</td>
<td>$25.7</td>
</tr>
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</table>

Funded by:

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027-2032</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Management Capital Reserve</td>
<td>$12.9</td>
<td>$3.8</td>
<td>$9.0</td>
<td>$25.7</td>
</tr>
<tr>
<td>Other Regional Reserves (if required)</td>
<td>$0.0</td>
<td>$9.0</td>
<td>($9.0)</td>
<td>$0.0</td>
</tr>
<tr>
<td><strong>Total Funding/Financing</strong></td>
<td>$12.9</td>
<td>$12.8</td>
<td>$0.0</td>
<td>$25.7</td>
</tr>
</tbody>
</table>

It should be noted that Regional Development Charge funding for Waste Management applies only to eligible growth-related capital expenditures for waste diversion activities. Any potential recovery for growth-related capital costs related to diversion activities...
under this contract needs to be assessed and included in a subsequent development charge background study.

The operating cost for the curbside collection of waste for this contract award is estimated at $33.0M annually over 8 years commencing in March 2026 and subject to an annual inflation adjustment starting April 1, 2027, based on annual Ontario CPI (90%) and fuel price (10%). The estimated annual operating costs of $33.0M exceeds the current 2024 Operating Budget provision for the curbside contract by $17.2M. Staff note that approximately $1.4M in blue box collection budget can be repurposed to offset this contract increase. Staff propose phasing in an increase to the operating budget over the 2025 to 2027 budgets as set out below to mitigate the tax levy impact in a single budget year and provide some capacity to fund a portion of capital costs (carts).

<table>
<thead>
<tr>
<th>Operating Budget ($M)</th>
<th>2024</th>
<th>2025</th>
<th>2026 (10 Months)</th>
<th>2027 (Full Year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated Collection Expenditure (Excluding Blue Box)</td>
<td>$15.8</td>
<td>$16.3</td>
<td>$30.3</td>
<td>$33.0</td>
</tr>
<tr>
<td>Blue Box Collection Expenditure</td>
<td>$1.4</td>
<td>$0.0</td>
<td>$0.0</td>
<td>$0.0</td>
</tr>
<tr>
<td>Temporary transfer to WM Capital Reserve to fund a portion of carts</td>
<td>$0.0</td>
<td>$7.9</td>
<td>$1.0</td>
<td>$0.0</td>
</tr>
<tr>
<td>Total Collection Budget</td>
<td>$17.2</td>
<td>$24.2</td>
<td>$31.3</td>
<td>$33.0</td>
</tr>
<tr>
<td>Increase year over year ($)</td>
<td>$0.0</td>
<td>$7.0</td>
<td>$7.1</td>
<td>$1.7</td>
</tr>
</tbody>
</table>
April 18, 2024

Region of Waterloo,
150 Frederick Street, 4th Floor,
Kitchener, ON
N2G 4J3

Attn:  Mr. Jesse Clark, Procurement Specialist

Re:  Fairness Monitor Attestation – FINAL

For the Procurement of Automated Cart-Based and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts within the Region of Waterloo (RFP P-2023-33)

Dear Mr., Clark,

Please accept this letter as our attestation of the above referenced competition process.

In our opinion the procurement process administered by the Region of Waterloo (“the Region”) for the acquisition of Automated Cart-Based and Manual Waste Collection, and Supply, Initial Distribution and On-Going Maintenance of Carts within the Region of Waterloo has fully met and exceeded acceptable standards of an open, fair, and transparent process.

The remainder of this letter provides more detail on the process and our observations and findings.

I. Background

The Region of Waterloo has completed the procurement of a services contract for the collection, transportation and dumping of waste. This includes automated, cart-based collection of garbage
and organics, and manual collection of bulky and large metal items, yard waste and Christmas trees. The RFP also included the supply, initial distribution and ongoing maintenance of carts within the Region of Waterloo.

The procurement was a single stage Request for Proposals ("RFP") that included a four-stage evaluation process. The RFP was posted on December 11th, 2023, and, following an extension, the closing date was March 4th. There were eight addenda issued during the RFP Open Period.

II. Introduction to the Role of a Fairness Monitor

This is the first time this group at the Region has used the services of a Fairness Monitor. In these cases, we provide an overview of what fairness means and summarize our role and responsibilities.

On October 3rd we provided a presentation to the team. The presentation included definitions of the salient terms, our expected level of involvement at each stage of the procurement process, and some of the key advantages of administering an open, fair and transparent process.

As Fairness Monitor our role is to act as an independent observer of the process, to scrutinize and monitor all related procurement activities and to provide advice on how the Region can achieve an appropriate level of fairness, openness, and transparency.

In order to fulfill our obligations, we participate at every stage of the procurement process. This included reviewing and commenting on draft versions of the procurement-related documents, as well as the evaluation methodology and pricing model. Once the RFP is posted, we review and comment on all addenda, and any questions raised by bidders and the responses provided by the Region. We also attended and observed the Vendor Information Session and Site Visits, which were held on January 3rd, 2024.

Once the RFP closed, we trained the Evaluation Team on Fairness Best Practices and Consensus Scoring Best Practices. We attended and observed the consensus scoring meetings for the rated requirements. We also attended and observed the Proponent Demonstrations and Site Visits as well as the consensus scoring for the Demonstration phase.
Finally, we observed the evaluation and scoring of the price proposals.

III. Fairness Observation

In our professional opinion, the Region has conducted this competition process to a high standard of openness, transparency, and fairness. The RFP was clearly written, and the Region was very diligent in their description of the procurement process including the key deliverables, what information was required from bidders and how that information would be evaluated and scored. The Region also provided a wealth of background information as a means to help ensure bidders had a good understanding of the business operations and the service requirements and expectations. All of this means the process was transparent. In our view, the RFP provided bidders with sufficient information which enabled them to provide an effective and competitive response.

During the RFP Open Period, the Region was quick to provide responses to bidder questions and they issued addenda as soon as they determined there was a need for a revision. In doing so, the Region followed the process described in the RFP and met their duty of fairness.

The Evaluation Team was qualified to conduct the evaluation, they were all trained on best practices, and they followed the evaluation process exactly as it was described in the RFP. The evaluators treated all bidders in an open, fair, and consistent manner. Also, each stage of the evaluation process was administered exactly as it was described in the RFP. This means that the process was procedurally fair, which is a legal obligation.

There were no cases of conflict of interest and all proposal documents were treated confidentially. The Region and the Evaluation Team followed the process described in the RFP and we saw no evidence of bias for or against any proponent.

The Price Competition process was conducted exactly as it was described in the procurement documents and we have no fairness concerns with the process.
IV. Summary

In summary, it is our opinion that the Region did an excellent job of managing and administering all aspects of this procurement. This included applying fairness best practices at every stage of the process.

It is also our opinion that the staff at the Region continuously demonstrated a high regard for fairness principles. This includes the Procurement Lead, the Project Lead and all of the evaluators. It was clear to us from the outset that the Region wanted to ensure they administered a proper process that would stand up to scrutiny from the proponents, the Region itself and its residents.

Please note that our final report will provide a more fulsome description of our observations.

Yours truly,
Lakeland Consulting Inc.

BILL MOCSAN
FAIRNESS MONITOR
<table>
<thead>
<tr>
<th>Meeting date</th>
<th>Requestor</th>
<th>Request</th>
<th>Assigned Department</th>
<th>Anticipated Response Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>04-Oct-22</td>
<td>Committee</td>
<td>Staff to report back on a plan or program on traffic calming in settlement and residential areas, considering high volume versus high speed.</td>
<td>TSD</td>
<td>Winter 2025</td>
</tr>
<tr>
<td>07-Feb-23</td>
<td>Committee</td>
<td>Staff to look more broadly at specialized transit from urban to rural regions</td>
<td>TSD</td>
<td>Fall 2024 GRT 2025-2030 Business Plan</td>
</tr>
<tr>
<td>22-Feb-23</td>
<td>Strategic Planning and Budget Committee</td>
<td>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.</td>
<td>TSD</td>
<td>Fall 2024 GRT 2025-2030 Business Plan</td>
</tr>
<tr>
<td>30-Aug-23</td>
<td>Council</td>
<td>Staff will return to Council/Committee with an update on the Cambridge truck diversion compliance.</td>
<td>TSD</td>
<td>Winter 2025</td>
</tr>
<tr>
<td>12-Sep-23</td>
<td>Committee</td>
<td>Review of Community Safety Zones</td>
<td>TSD</td>
<td>Aug-2024</td>
</tr>
<tr>
<td>18-Oct-23</td>
<td>Committee</td>
<td>Cambridge to Guelph GO rail connection</td>
<td>TSD</td>
<td>June 2024</td>
</tr>
</tbody>
</table>
## Council Enquiries and Requests for Information

### Planning and Works Committee

<table>
<thead>
<tr>
<th>Meeting date</th>
<th>Requestor</th>
<th>Request</th>
<th>Assigned Department</th>
<th>Anticipated Response Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>05-Dec-23</td>
<td>Committee</td>
<td>The Committee directed staff to report back on the Cambridge Pinebush LRT/GO station land acquisition opportunities.</td>
<td>TSD</td>
<td>June 2024</td>
</tr>
<tr>
<td>05-Mar-24</td>
<td>Community and Health Services Committee</td>
<td>Staff will provide a status update on the regional development review process specifically on streamlining the process to minimize delays for area municipalities' Provincial deadlines.</td>
<td>Planning, Development and Legislative Services</td>
<td>May 2024</td>
</tr>
<tr>
<td>24-Apr-24</td>
<td>Committee</td>
<td>Staff to report on interim measures such as posting signage warning oversized vehicles of the limitations of the downtown route using Swan St., Stanley St. and Northumberland, speed reductions in high traffic pedestrian areas, and working with local industry to ensure communication to provide critical information to truck drivers of the limitations of the area.</td>
<td>EES/TSD</td>
<td>August 2024</td>
</tr>
<tr>
<td>24-Apr-24</td>
<td>Committee</td>
<td>Staff to provide a status update on a possible Elmira Truck by-pass</td>
<td>EES/TSD</td>
<td>Aug-2024</td>
</tr>
<tr>
<td>Meeting date</td>
<td>Requestor</td>
<td>Request</td>
<td>Assigned Department</td>
<td>Anticipated Response Date</td>
</tr>
<tr>
<td>--------------</td>
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<td>-------------------------------------------------------------------------</td>
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<td>---------------------------</td>
</tr>
<tr>
<td>24-Apr-24</td>
<td>Committee</td>
<td>Consideration of a motion to immediately upload the Township of Wilmot's boundary share of Oxford Road 5, including assume all financial obligations going forward for maintenance, repairs, and upgrades.</td>
<td>TSD</td>
<td>Aug-2024</td>
</tr>
<tr>
<td>24-Apr-24</td>
<td>Council</td>
<td>Creation of Mobility Plus Business Plan</td>
<td>TSD</td>
<td>As part of the Fall 2024 GRT 2025-2030 Business Plan</td>
</tr>
</tbody>
</table>