



## Council Meeting Agenda

Monday, March 20, 2023, 6:00 p.m.

Council Chambers - Hybrid

City of Kitchener

200 King Street W, Kitchener, ON N2G 4G7

People interested in participating in this meeting can register online using the delegation registration form at [www.kitchener.ca/delegation](http://www.kitchener.ca/delegation) or via email at [delegation@kitchener.ca](mailto:delegation@kitchener.ca). Please refer to the delegation section on the agenda below for registration in-person and electronic participation deadlines. Written comments received will be circulated prior to the meeting and will form part of the public record.

The meeting live-stream and archived videos are available at [www.kitchener.ca/watchnow](http://www.kitchener.ca/watchnow)

\*Accessible formats and communication supports are available upon request. If you require assistance to take part in a city meeting or event, please call 519-741-2345 or TTY 1-866-969-9994.\*

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### Pages

#### 1. COMMENCEMENT

The electronic meeting will begin with a Land Acknowledgement given by the Mayor and the singing of "O Canada."

#### 2. MINUTES FOR APPROVAL

Minutes to be accepted as circulated to the Mayor and Councillors (regular meeting held February 27, 2023, and special meetings held February 27 and March 6, 2023) - Councillor Singh

#### 3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

#### 4. COMMUNICATIONS REFERRED TO FILE

##### 4.1 Flag Request Under Policy MUN-FAC-442

- 4.1.a Canadian Polish Congress Kitchener District - May 2, 2023 - May 9, 2023

## **5. PRESENTATIONS**

### **5.1 Local Snapshot about Agriculture within Waterloo Region**

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5.1.a Jeff Stager, Waterloo Federation of Agriculture

### **5.2 Technology Sector Update within Waterloo Region**

5.2.a Chris Albinson, Communitech

## **6. DELEGATIONS**

*Pursuant to Council's Procedural By-law, delegations are permitted to address the Committee for a maximum of five (5) minutes. All Delegations where possible are encouraged to register prior to the start of the meeting. For Delegates who are attending in-person, registration is permitted up to the start of the meeting. Delegates who are interested in attending virtually must register by 4:00 p.m. on March 20, 2023, in order to participate electronically.*

### **6.1 Dangerous Dog Designation Appeal - Johnson, COR-2023-124, listed as item 12.1.e.**

6.1.a Daniel Ferrari

### **6.2 Official Plan Amendment OPA22/10/C/BB and Zoning By-law Amendment ZBA22/17/C/BB, 45-53 Courtland Avenue East, Cantiro Courtland GP, DSD-2023-065, listed as item 7.2.a.**

6.2.a Andrea Sinclair, MHBC Planning

### **6.3 Official Plan Amendment OP17/003/F/GS, Zoning By-law Amendment ZC17/010/F/GS, 507 Frederick Street, 40, 44, & 48 Becker Street, Henry Walser Funeral Home Ltd., DSD-2022-478 AND Follow-up Reports DSD-2023-062 & DSD-2023-085, listed as item 8.8.1**

6.3.a Kristen Barisdale, GSP Group

6.3.b Henry Walser

### **6.4 Official Plan Amendment OPA21/009/K/AP and Zoning By-law Amendment ZBA21/014/K/AP, 4396 King Street East & 25 Sportsworld Drive, Sportsworld Shopping Centre and Taylorwood Park Homes Inc, DSD-2023-021, listed as item 7.2.b.**

6.4.a Kristen Barisdale, GSP Group

### **6.5 Official Plan Amendment and Zoning By-law Amendment - 146-162 Victoria Street South and 92-110 Park Street**

6.5.a Peggy Nickels

6.5.b Sheldon Atos

6.5.c Myron Steinman

**6.6 Biehn Drive and Sanitary Trunk Sewer Extension Class Environmental Assessment (EA) - Environmental Study Report, DSD-2022-188, listed as item 8.8.2**

6.6.a Douglas Drake

6.6.b Mark Arruda

6.6.c Manny Fernandes

6.6.d Jordan Fernandes

6.6.e Susan Follows

6.6.f Kelli Kuzyk

**7. REPORTS OF COMMITTEES**

**7.1 COMMUNITY AND INFRASTRUCTURE SERVICES COMMITTEE - DATE**

7.1.a Uncollectable Miscellaneous Receivable Accounts Write-Off  
December 2022, FIN-2023-032

That uncollectable Miscellaneous Receivable Accounts amounting to \$8,781 be written off against the Allowance for Doubtful Receivables, as outlined in Financial Services Department report FIN-2023-032.

7.1.b Uncollectable Utility Receivable Account Write-Off December 2022,  
FIN-2023-033

That uncollectable utility accounts amounting to \$80,371 be written off against the allowance for doubtful utility receivables, as outlined in Financial Services Department report FIN-2023-033.

7.1.c Drinking Water Quality Management Standard (DWQMS) Re-  
Endorsement of the Operational Plan, INS-2023-012

That the Drinking Water Quality Management Standards (DWQMS) Operational Plan attached to Infrastructure Services Department report INS-2023-012 be re-endorsed in accordance with the Safe Drinking Water Act, 2002 and Regulation 188/07.

7.1.d Drinking Water Quality Management Standard (DWQMS):  
Management Review Summary for 2022, INS-2023-011

That the City of Kitchener Drinking Water Quality Management Standard (DWQMS): Management Review Summary for 2022 Report be received for information, as outlined in Infrastructure Services Department report INS-2023-011.

7.1.e Summary Water Report - 2022, INS-2023-010

That the 2022 City of Kitchener Summary Drinking Water Report be received for information as required by O.Reg. 170/03 Schedule 22 of the Safe Drinking Water Act; and,

Further that the City of Kitchener provide a copy of the Summary Drinking Water Report to the Township of Woolwich and the City of Waterloo as required by Schedule 22 of O.Reg. 170/03, as outlined in Infrastructure Services Department report INS-2023-010.

7.2 **PLANNING AND STRATEGIC INITIATIVES COMMITTEE - MARCH 6, 2023**

7.2.a Official Plan Amendment OPA22/10/C/BB and Zoning By-law Amendment ZBA22/17/C/BB, 45-53 Courtland Avenue East, Cantiro Courtland GP, DSD-2023-065

That Official Plan Amendment Application OPA22/10/C/BB for Cantiro Courtland GP requesting a change to the Land Use Designation on the parcel of land specified and illustrated on Schedule 'A', be adopted, in the form shown in the Official Plan Amendment attached to Development Services Department report DSD-2023-065 as Appendix 'A' and 'A1', as amended, and accordingly forwarded to the Region of Waterloo for approval; and,

That Zoning By-law Amendment Application ZBA22/17/C/BB for Cantiro Courtland GP, for the property municipally addressed as 45-53 Courtland Avenue East, be approved in the form shown in the "Proposed By-law" and "Map No. 1" attached to Report DSD-2023-065 as Appendix 'B' and 'B1' and as amended; and further,

That pursuant to Section 34(17) and of the Planning Act, R.S.O. 1990, c.P.13, as amended, and further notice if not required to be given in respect to Zoning By-law Amendment ZBA22/17/C/BB.

7.2.b Official Plan Amendment OPA21/009/K/AP and Zoning By-law Amendment ZBA21/014/K/AP, 4396 King Street East & 25 Sportsworld Drive, Sportsworld Shopping Centre and Taylorwood Park Homes Inc, DSD-2023-021

That the following resolution **be deferred to the March 20, 2023 Council meeting** to allow an opportunity to further review and provide additional information on the Transportation Impact Study, future Ministry of Transportation (MTO) connections, potential school bus loading zones, additional on-site amenity spaces; and, sustainable development options including geothermal:



"That Official Plan Amendment Application OPA21/009/K/AP for Sportsworld Shopping Centre and Taylorwood Park Homes Inc. requesting a change in land use designation from Commercial Campus to Mixed Use with Specific Policy Area No. 59 to permit a high intensity mixed use development on the lands specified and illustrated on Schedule 'A' and Schedule 'B', be adopted, in the form shown in the Official Plan Amendment attached to Development Services Department report DSD-2023-021 as Attachments 'A1' 'A2' and 'A3', and, accordingly, forwarded to the Regional Municipality of Waterloo for approval; and,

That Zoning By-law Amendment Application ZBA21/014/K/AP for Sportsworld Shopping Centre & Taylorwood Park Homes Inc., for the property municipally addressed as 4396 King Street East & 25 Sportsworld Drive, be approved in the form shown in the Proposed By-law and Map No. 1, attached to report DSD-2023-021 as Attachments 'B1' and 'B2'; and further,

That the Urban Design Brief prepared by GSP Group Inc., dated February 2023, and attached as Attachment 'C' to report DSD-2023-021 be endorsed, and that staff be directed to implement the Urban Design Brief through future Site Plan Approval processes.

## 8. UNFINISHED BUSINESS

- 8.1 Official Plan Amendment OP17/003/F/GS, Zoning By-law Amendment ZC17/010/F/GS, 507 Frederick Street, 40, 44, & 48 Becker Street, Henry Walser Funeral Home Ltd., DSD-2022-478 AND Follow-up Reports DSD-2023-062 & DSD-2023-085, DSD-2023-136

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That the following motion be deferred to the March 20, 2023 Council Meeting, as requested by the applicant to allow additional time to review options that were discussed at the Planning and Strategic Initiatives Committee on January 9, 2023, related to on-site minimum parking rates, potential building re-design, removal of Becker Street from the proposed rezoning and to explore options regarding parking on Becker Street and on the land legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1:

"That Official Plan Amendment Application OP17/003/F/GS for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. for the property municipally addressed as 507 Frederick Street, 40, 44, & 48 Becker Street, and a triangular shaped portion of land legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1., requesting a Commercial land use designation

and Specific Policy Area 58 to permit a crematorium/cremator as an accessory use to a funeral home, on the lands specified and illustrated on Schedule 'A' and on Schedule 'B', be adopted, in the form shown in the Official Plan Amendment attached to Development Services Department report DSD-2022-478 as Appendix 'A', and accordingly forwarded to the Region of Waterloo for approval; and,

That Zoning By-law Amendment Application ZC17/010/F/GS requesting to amend Zoning By-law 85-1, for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. be approved in the form shown in the "Proposed By-law", and "Map No. 1", attached to Report DSD-2022-478 as Appendix 'B'; and,

That Zoning By-law Amendment Application ZC17/010/F/GS requesting to amend Zoning By-law 2019-051, for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. be approved in the form shown in the "Proposed By-law", and "Map No. 1", attached to Report DSD-2022-478 as Appendix 'C'; and,

That the Proposed By-law to amend Zoning By-law 2019-051, attached to Report DSD-2022-478 as Appendix 'C', as amended shall have no force and effect against the subject lands until the date that all appeals relating to By-law 2022-040 (Comprehensive Review of the Zoning By-law (CRoZBy) Stage 2b – Applying New Residential Zones on Properties) in relation to the subject lands have been withdrawn or decided and any applicable appeal periods have expired; and,

That in accordance with Planning Act Section 45 (1.3 & 1.4) that applications for minor variances shall be permitted for lands subject to Zoning By-law Amendment Application ZC17/010/F/GS; and,

That Council give approval under Section 83(3) of the Funeral, Burial and Cremation Services Act, to establish a Crematorium proposed at 507 Frederick Street; and further,

That under Section 84(4) of the Funeral, Burial and Cremation Services Act, staff be directed to send a copy of the Council decision to the Provincial registrar and the owner, and that staff also be directed to publish notice of the

**8.2 Biehn Drive and Sanitary Trunk Sewer Extension Class Environmental Assessment (EA) - Environmental Study Report, DSD-2022-188 AND Follow up Report DSD-2023-096**

That the following motion be deferred to the March 20, 2023 Council Meeting to allow an opportunity to further review the scoring for alternative 4 outlined in the Environmental Assessment; the traffic demand needs for the community; alternative servicing and construction options; additional environmental impacts such as flooding and salt contamination; impacts on future development and housing supply; and, future construction of Robert Ferrie Drive:

"That the Biehn Drive and Trunk Sanitary Sewer Extension Class Environmental Assessment (EA) - Environmental Study Report (ESR), prepared by BT Engineering, dated January 18, 2023, be received; and,

That the Biehn Drive and Trunk Sanitary Sewer Extension Environmental Study Report (ESR), be filed with the Ministry of the Environment Conservation and Parks (MECP) for the mandatory thirty (30) day review period as required by the Environmental Assessment (EA) Act, as outlined in Development Services Department report DSD-2022-188."

**9. NEW BUSINESS**

**9.1 REGIONAL COUNCIL UPDATE – MAYOR B. VRBANOVIC**

**9.2 Notice of Motion - A. Clancy - e-Scooters/e-Bikes**

Councillor A. Clancy has given notice to introduce the following motion for consideration this date:

"WHEREAS the City of Kitchener has committed to reducing carbon emissions by 50% by 2030, and has endorsed the Transform WR document highlighting that 49% of local emissions are from fuel consumption related to transportation;

WHEREAS the federal government has developed the "Pan-Canadian Framework on Clean Growth and Climate Change" which states that The cost of inaction is greater than the cost of action: climate change could cost Canada \$21-\$43 billion per year by 2050 and stating that government will work to "(support) the shift from higher to lower-emitting types of transportation" p .18;

WHEREAS the City of Kitchener has developed a "Cycling and Trails Master Plan" which focuses on "investing in trails and bike

lanes to reduce automobile dependence and greenhouse gas emissions, provide more recreation and leisure options, increase social connections and physical activity, improve public health outcomes, and reduce infrastructure demands”;

WHEREAS Transform WR states that we will work towards a future where “everyone has the opportunity to access and make sustainable choices”. Current federal policies and subsidies are disproportionately benefitting higher income people (car and home owners), and the effects of climate change disproportionately harm low income people;

WHEREAS ebikes have been shown to be the most effective way to get people out of their cars and into healthier, more sustainable and affordable modes of transportation according to electrek.co;

THEREFORE BE IT RESOLVED that Kitchener City Council requests that the federal government promote equity in its climate policies by subsidizing ebikes and escooters, especially for those living on low incomes;

THEREFORE BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to MP Mike Morrice, MP Valerie Bradford, MP Tim Louis, MP Brian May, the Minister of Environment and Climate Change Steven Guilbeault, all Waterloo Region Municipalities, the Association of Municipalities of Ontario and the Federation of Canadian Municipalities."

## **10. QUESTIONS AND ANSWERS**

## **11. BY-LAWS**

### **11.1 1ST AND 2ND READING**

- 11.1.a Being a by-law to amend Chapter 110 of The City of Kitchener Municipal Code regarding By-law Enforcement.
- 11.1.b To further amend By-law No. 88-171, being a by-law to designate private roadways as fire routes and to prohibit parking thereon.
- 11.1.c To further amend By-law No. 2010-190, being a by-law to prohibit unauthorized parking of motor vehicles on private property.
- 11.1.d To further amend By-law No. 2008-117, being a by-law to authorize certain on-street and off-street parking of vehicles for use by persons with a disability, and the issuing of permits in respect thereof.
- 11.1.e Being a by-law to further amend By-law 2019-113, to regulate traffic and parking on highways under the jurisdiction of the City of Kitchener

- 11.1.f To confirm all actions and proceedings of the Council for March 20, 2023.

## 12. COMMITTEE OF THE WHOLE

### 12.1 ADMINISTRATIVE REPORTS

- 12.1.a Request for Additional Funding – Q23-004 Conway Drive and Wayne Drive RR, FIN-2023-131 78
- That \$754,000 be transferred from the Water Infrastructure Program (WIP) Road Reconstruction General Account to the Conway Drive and Wayne Drive Road Reconstruction account to allow the project to proceed.
- 12.1.b NSP23-063 Microsoft Enterprise Agreement, FIN-2023-130 80
- That the City leverage the Province of Ontario's, Master Business Service Agreement U8364444 - Microsoft Enterprise Agreement, with Microsoft Canada, Toronto, Ontario, for a three (3) year period, with no options for renewal, provided a satisfactory contract is executed.
- 12.1.c Applications for Cancellation, Refund, Reduction of Taxes, FIN-2023-101 84
- That the applications to City Council for write-off, cancellation, reduction, or refund of taxes totalling \$295,065.32 as attached to Financial Services Department report FIN-2023-101, be approved, pursuant to Sections 354 and 357 of the Municipal Act, S.O. 2001, c. 25 ("the Act").
- 12.1.d Neighbourhood Association Affiliation 2023, CSD-2023-082 86
- That the list of proposed Neighbourhood Associations, as attached to the Community Services Department report CSD-2023-082, be approved for affiliation for the year 2023 and added to the City's third-party liability insurance program.
- 12.1.e Dangerous Dog Designation Appeal - Johnson, COR-2023-124 89
- That the decision of the Dog Designation Appeal Committee regarding an appeal filed by D. Johnson, wherein the Committee affirms the Dangerous Dog Designation applied to the dog 'Misty' by the Humane Society of Kitchener-Waterloo and Stratford Perth, be ratified and confirmed with modified conditions.
- 12.1.f City of Kitchener Municipal Housing Pledge, DSD-2023-063 93
- (Staff will provide a 5 minute presentation on this matter)*

That the Municipal Housing Pledge attached as Attachment “B” to report DSD-2023-063 titled “City of Kitchener Municipal Housing Pledge” be submitted to the Province as the City of Kitchener’s Municipal Housing Pledge.

**12.2 FOR INFORMATION**

12.2.a	2022 Year End Variance, FIN-2023-127	109
12.2.b	Council Remuneration 2022, FIN-2023-129	128

**13. REPORT OF THE COMMITTEE OF THE WHOLE**

**14. BY-LAWS**

**14.1 3RD READING**

- 14.1.a Being a by-law to amend Chapter 110 of The City of Kitchener Municipal Code regarding By-law Enforcement.
- 14.1.b To further amend By-law No. 88-171, being a by-law to designate private roadways as fire routes and to prohibit parking thereon.
- 14.1.c To further amend By-law No. 2010-190, being a by-law to prohibit unauthorized parking of motor vehicles on private property.
- 14.1.d To further amend By-law No. 2008-117, being a by-law to authorize certain on-street and off-street parking of vehicles for use by persons with a disability, and the issuing of permits in respect thereof.
- 14.1.e Being a by-law to further amend By-law 2019-113, to regulate traffic and parking on highways under the jurisdiction of the City of Kitchener
- 14.1.f To confirm all actions and proceedings of the Council for March 20, 2023.

**15. ADJOURNMENT**



Region of Waterloo

# Census

BULLETIN | 2016

Agriculture

The **Census of Agriculture** is defined by Statistics Canada as providing **"a statistical portrait of Canada's agriculture industry and its farm operators and families"**



## Farm operations

In 2016, there were 1,374 farms headquartered in Waterloo Region, covering 214,975 acres of land. Compared to 2011, there were increases to the number of farms in Cambridge, Kitchener-Waterloo, and Wilmot Township, totalling 59 additional farms. Overall, there were 15 fewer farms (one per cent) compared to 2011, and a decrease of 6,112 acres of farmland associated with farms headquartered in the region. This one per cent decrease of farms in Waterloo

Region was considerably lower than the decreases at both the provincial level (five per cent of farms) and the national level (six per cent of farms) and may be attributed to farm consolidation.

In 2016, there were  
**1,374**  
farms headquartered in  
Waterloo Region covering  
**214,975** acres of land.



Statistics Canada assigns all data for an agricultural operation to the geographic area where the farm headquarters are located, regardless of the actual location of land being farmed. As a result, the data could include land located outside Waterloo Region. Conversely, land farmed in Waterloo Region may be reported with a farm headquarters located outside the region.

**Table 1: Total number of farms reported for Waterloo Region and its municipalities, 2006-2016**

Name	Total number of farms headquartered in the region			Absolute change 2011-2016	Per cent change 2011-2016
	2006	2011	2016		
<b>Waterloo Region</b>	<b>1,444</b>	<b>1,389</b>	<b>1,374</b>	<b>-15</b>	<b>-1%</b>
Cambridge	31	21	42	21	100%
Kitchener-Waterloo*	35	16	33	17	106%
North Dumfries	117	124	108	-16	-13%
Wellesley	518	502	486	-16	-3%
Wilmot	247	234	255	21	9%
Woolwich	496	492	450	-42	-9%
Ontario	57,211	51,950	49,600	-2,350	-5%
Canada	229,373	205,730	193,492	-12,238	-6%

\*To ensure confidentiality, data for the small number of farms located in the City of Waterloo and the City of Kitchener have been combined

Source: Statistics Canada, Census of Agriculture, 2006-2016



The average size of farms headquartered in Waterloo Region was 156 acres, considerably smaller than the average size in both Ontario (249 acres) and Canada (820 acres). On average, the smallest farms were located in Kitchener-Waterloo. Similar to 2011, roughly one in three farms headquartered in the region were between 70 and 129 acres, most of which were in Woolwich or Wellesley (Figure 1).

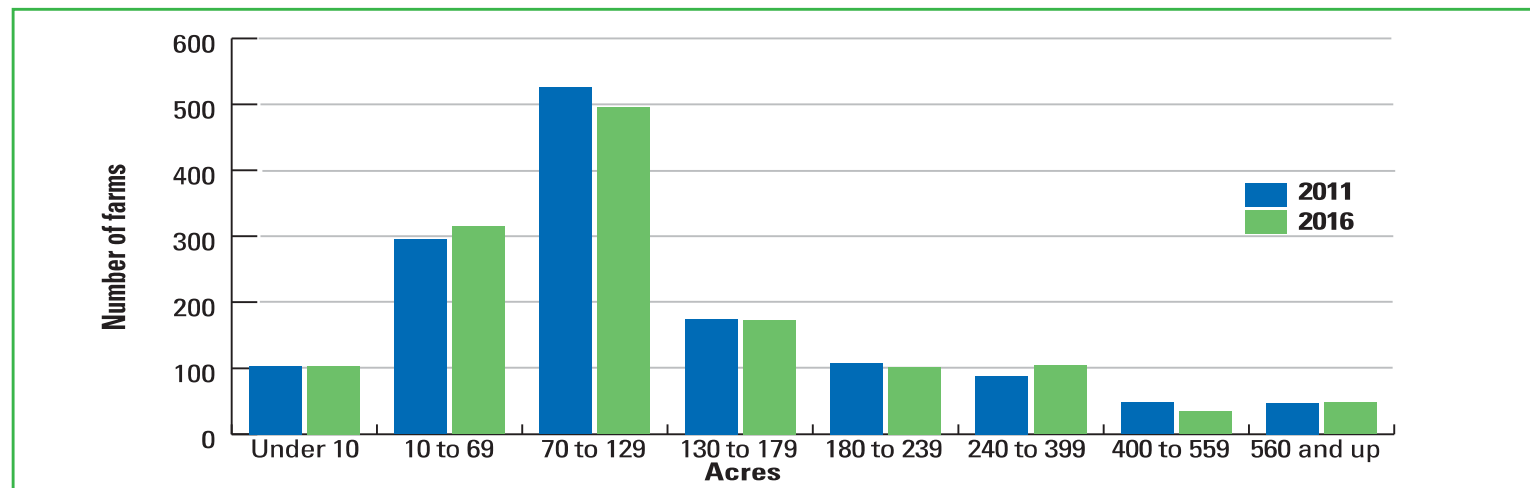
In 2016, the average age of farm operators was younger in Waterloo Region than the averages for both Ontario and Canada. Of the 1,985 farm operators across the region, the average age was 49.5 years old, much younger than Ontario's average age of 55.3 years. The average age of farm operators did increase

from 48.4 years as reported in 2011. The amount of time farm operators spent working on farms has also decreased steadily over the last 10 years. While in 2006, 51 per cent of farm operators spent 40 hours or more per week working on their farms, in 2016, this number had dropped to 42 per cent.



The **average age of farm operators** in Waterloo Region was **49.5**, much younger than **Ontario's average age** of **55.3** years

**Figure 1: Size of farms in Waterloo Region, 2011-2016**



Source: Statistics Canada, Census of Agriculture, 2011 and 2016

## Agricultural land area

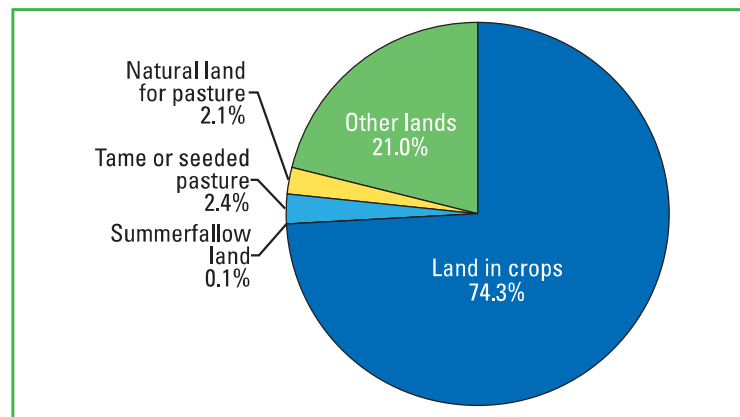
In 2016, 74 per cent of agricultural land in Waterloo Region was used for crops; for example, field crops, hay, fruits, field vegetables, and sod or nursery crops (Figure 2). The remaining proportion of agricultural land was used for pasture or was classified as 'other lands' including woodlands and wetlands. For the most part, agricultural land use in the region has remained unchanged from the 2011 Census period. In comparison to Ontario, Waterloo Region used a greater percentage of agricultural land for croplands than Ontario, which used 65 per cent of its total agricultural land for crops.

## Livestock and crop farms

Similar to 2011, the majority of farms headquartered in Waterloo Region in 2016 were livestock farms, which made up 69 per cent of all farms (Table 2). Of these, cattle farms, which included dairy farms, were by far the most prevalent and comprised 40 per cent of all farms in the region. While the numbers of all other livestock farms declined between 2011 and 2016, the number of cattle farms actually increased by nine per cent or by 45 farms over these five years.

By far, the most widespread crop farms in the region were oilseed

**Figure 2: Agricultural land use type, Waterloo Region, 2016**



Source: Statistics Canada, Census of Agriculture 2016

and grain farms, which comprised 256 farms or 19 per cent of all farms. This farm type, along with 'other crop' farms, both saw increases between the 2011 and 2016 Census periods. Oilseed and grain farms increased by 17 farms (seven percent) between 2011 and 2016, and 'other crop' farms, which included hay farms, maple syrup production, as well as combination farms, had increased by 12 per cent (12 farms) over this five year period. The number of vegetable farms, fruit and tree nut farms, as well as greenhouses,



nursery and floriculture production farms represented only about five per cent of local farms, and all decreased over this span.

Although organic farms made up a very small percentage of the total number of farms, the numbers of these farms did increase

In 2016, **45 farms** sold certified organic products



between 2011 and 2016. In 2016, 45 farms sold certified organic products, an increase of five

farms or 12.5 per cent from the 2011 Census year. A further 48 farms sold uncertified organic products and six farms were in the process of adopting practices in order to comply with organic farming standards.

**Cattle farms**

made up **4** out of **10 farms** in the region



**Table 2: Farm types in Waterloo Region, 2011-2016**

Farm type	2011	2016		Per cent change 2011-2006
	No. of farms	No. of farms	Per cent of total farms	
Livestock Farms				
Cattle ranching and farming	508	553	40%	9%
Hog and pig farming	99	76	6%	-23%
Poultry and egg production	89	81	6%	-9%
Sheep and goat farming	35	32	2%	-9%
Other animal production	240	205	15%	-15%
Crop Farms				
Oilseed and grain farming	239	256	19%	7%
Vegetable and melon farming	30	22	2%	-27%
Fruit and tree nut farming	17	12	1%	-29%
Greenhouse, nursery and floriculture production	34	27	2%	-21%
Other crop farming	98	110	8%	12%

Source: Statistics Canada, Census of Agriculture, 2011 and 2016

## Renewable energy

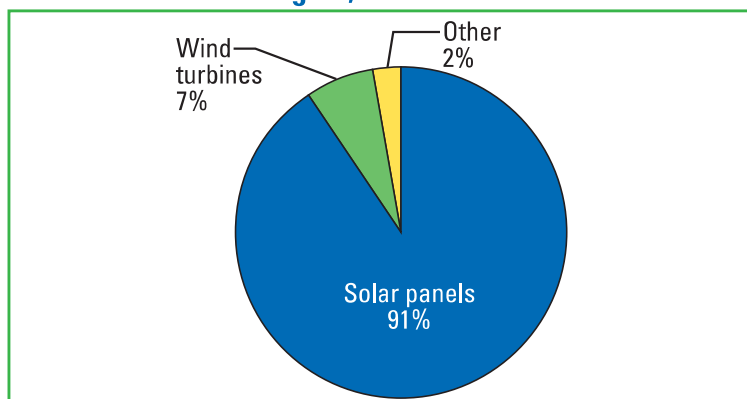
In Waterloo Region in 2016, 148 farms used some form of renewable energy producing systems, totalling 11 per cent of all farms. This proportion is comparable to Ontario, where 10 per cent of farms used renewable energy. In fact, at both the provincial and regional levels, a significantly higher proportion of farms used renewable energy producing systems compared to Canada as a whole where only five per cent of farms did. By far the most common type of renewable energy systems used on farms headquartered in Waterloo Region were solar panels, which accounted for 91 per cent of these systems (Figure 3). After solar panels, wind turbines made up seven per cent of the renewable energy systems on farms and were present on 11 farms in the region. This is a somewhat smaller proportion compared

to the provincial level, where wind turbines comprised 16 per cent of the renewable energy systems on farms. In Waterloo Region, other renewable energy



2016 was the first year that Census data was collected on farms' renewable energy producing systems

**Figure 3: Renewable energy systems on farms in Waterloo Region, 2016**



Source: Statistics Canada, Census of Agriculture 2016

**1** in **10 farms** in the region used renewable energy producing systems in 2016.



to the provincial level, where wind turbines comprised 16 per cent of the renewable energy systems on farms. In Waterloo Region, other renewable energy

## Farm business

One in four farms headquartered in Waterloo Region sold their products directly to consumers. This rate was higher than the provincial average where approximately one in seven farms sold their products in this way. Of these farms in Waterloo Region, the majority (324 farms) used farm gate sales, stands, kiosks or U-pick to sell their products. Forty-nine farms also sold their products at farmers' markets and 11 farms sold farm shares

In 2015, **gross farm receipts** in Waterloo Region totalled **563.6 million**, a **\$90.7 million increase** compared to 2010.



to community members who in return received a portion of the farm's harvested crops. The high number of regional farms selling their products directly to consumers may in part be a reflection of the prevalence of smaller, family-run farms in this area as well as many regional farms' proximity to urban centres.

In 2015, farms in Waterloo Region generated significant revenue through the sale of agricultural commodities as well as through farm subsidies. This revenue, referred to as gross farm receipts, totalled \$563.6 million in 2015 and represented an overall increase of \$90.7 million from 2010 (Table 3). Over this period, farmers also spent significant funds operating their businesses. Between 2010 and 2015, the total expenses of farms in Waterloo Region increased by \$93 million, totalling

**338**  
farms in the  
region sold  
their products  
directly to  
consumers.



\$483 million. The expense-to-receipt ratio was 0.86 in 2015, which represents the average amount spent on operating expenses for every dollar in farm receipts.

**Table 3: Farm receipts and expenses for Waterloo Region, 2010-2015**

Municipality	Gross farm receipts (\$ millions)			Total expenses (\$ millions)		
	2010	2015	Absolute change	2010	2015	Absolute change
<b>Waterloo Region</b>	<b>472.9</b>	<b>563.6</b>	<b>90.7</b>	<b>390.0</b>	<b>483.1</b>	<b>93.0</b>
Cambridge	3.5	16.0	12.5	3.5	14.8	11.3
Kitchener-Waterloo	13.8	9.0	-4.8	12.0	5.9	-6.0
North Dumfries	66.7	34.5	-32.2	59.5	29.3	-30.3
Wellesley	128.9	177.1	48.3	108.8	158.7	49.9
Wilmot	110.5	139.7	29.2	94.3	120.0	25.6
Woolwich	149.5	187.3	37.8	112.0	154.4	42.5

Source: Statistics Canada, Census of Agriculture 2016

## Census facts

- The term Census in this document refers to the Census of Agriculture conducted by Statistics Canada every five years. The most recent Census of Agriculture was conducted in May of 2016, in conjunction with the Census of Population.
- The 2016 Census reported income data for the 2015 tax year
- 2016 was the first year that Census data was collected on direct marketing.



For further information please contact:



Region of Waterloo  
PLANNING, DEVELOPMENT  
AND LEGISLATIVE SERVICES

Planning Research and Analytics  
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# Agriculture at a Glance

AS OF 2021

## Local Snapshot

Waterloo Region  
CENSUS DIVISION



**1,409**  
farms



**210,055**  
acres of farmland



**149 acres**  
is the average sized farm



## Local Farm Sales



**11**  
farms operate a CSA  
(Community Supported Agriculture)



**41** farms sell  
at farmers' markets



**243** farms sell directly from their  
farm, at stands, or pick-your-own

## Economic Contributions in 2021

### Local Impact



The local agri-food sector  
employed **33,390** people  
through **4,152** local agri-food  
business establishments

### Farm Cash Receipts



**\$652 million**  
in Farm Cash  
Receipts

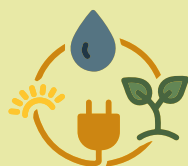


- Cattle
- Dairy
- Grains & Oilseeds

### Across the Province

Farm cash receipts  
generated by local farms  
supported **\$1.4 billion**  
in GDP and **21,450**  
employees in the agri-food  
sector from farm to fork  
across Ontario

## Farm Facts



**22.5%**  
generate renewable  
energy, including  
solar, bioenergy and  
wind power



**28.3%**  
of farm  
operators  
are female



**43.4%**  
are small farms  
(less than \$100,000  
in revenue)



Source: Ontario Ministry of Agriculture, Food and Rural Affairs (2021) County Profiles.

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Garrett Stevenson, Interim Director, Planning, 519-741-2200 ext. 7070

**PREPARED BY:** Garrett Stevenson, Interim Director, Planning, 519-741-2200 ext. 7070

**WARD(S) INVOLVED:** Ward 1

**DATE OF REPORT:** March 13, 2023

**REPORT NO.:** DSD-2023-136

**SUBJECT:** Follow Up to DSD-2022-478, DSD-2023-062, DSD-2023-085 Official Plan Amendment OP17/003/F/GS Zoning By-law Amendment ZC17/010/F/GS Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc.

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## RECOMMENDATION:

### Option 1 (original proposal)

That Official Plan Amendment Application OP17/003/F/GS for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. requesting a Commercial land use designation and Specific Policy Area 58 to permit a crematorium/cremator as an accessory use to a funeral home, on the lands specified and illustrated on Schedule 'A' and on Schedule 'B', be adopted, in the form shown in the Official Plan Amendment attached to Report DSD-2023-085 as Appendix 'A', and accordingly forwarded to the Region of Waterloo for approval; and

That Zoning By-law Amendment Application ZC17/010/F/GS requesting to amend Zoning By-law 2019-051, for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. be approved in the form shown in the "Proposed By-law", and "Map No. 1", attached to Report DSD-2023-085 as Appendix 'A'; and

That pursuant to Section 34(17) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, further notice is not required to be given in respect to Zoning By-law Amendment ZC17/010/F/GS, and

That Council give approval under Section 83(3) of the Funeral, Burial and Cremation Services Act, to establish a Crematorium proposed at 507 Frederick Street; and further,

That under Section 84(4) of the Funeral, Burial and Cremation Services Act, staff be directed to send a copy of the Council decision to the Provincial registrar and the owner, and that staff also be directed to publish notice of the decision in The Record newspaper.

**Option 2 (removes 48 Becker Street from the application)**

That Official Plan Amendment Application OP17/003/F/GS for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. requesting a Commercial land use designation and Specific Policy Area 58 to permit a crematorium/cremator as an accessory use to a funeral home, on the lands specified and illustrated on Schedule 'A' and on Schedule 'B', be adopted, in the form shown in the Official Plan Amendment attached to Report DSD-2023-085 as Appendix 'B', and accordingly forwarded to the Region of Waterloo for approval; and

That Zoning By-law Amendment Application ZC17/010/F/GS requesting to amend Zoning By-law 2019-051, for Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser and 2544770 Ontario Inc. be approved in the form shown in the "Proposed By-law", and "Map No. 1", attached to Report DSD-2023-085 as Appendix 'B'; and

That pursuant to Section 34(17) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, further notice is not required to be given in respect to Zoning By-law Amendment ZC17/010/F/GS, and

That Council give approval under Section 83(3) of the Funeral, Burial and Cremation Services Act, to establish a Crematorium proposed at 507 Frederick Street; and further,

That under Section 84(4) of the Funeral, Burial and Cremation Services Act, staff be directed to send a copy of the Council decision to the Provincial registrar and the owner, and that staff also be directed to publish notice of the decision in The Record newspaper.

**REPORT HIGHLIGHTS:**

- The purpose of this report is to provide additional information requested by Council and to consider additional options regarding the Official Plan Amendment and Zoning By-law Amendment applications for Henry Walser Funeral Home.
- Staff have prepared two options for Council to consider
  - the original proposal, and
  - a new second option that proposes to remove 48 Becker Street from the limit of the development application and maintain existing residential permissions for those lands.
- This report supports the delivery of core services.

**BACKGROUND:**



On January 9, 2023, the Planning and Strategic Initiatives Committee referred consideration of Official Plan Amendment application OP17/003/F/GS and Zoning By-law Amendment application ZC17/010/F/GS to the City Council meeting scheduled for January 30, 2023 to:

- explore the use of Becker Street for parking,
- look at options for lands owned by the Ministry of Transportation addressed as 61 Becker Street,
- review reduced on-site minimum parking rates,
- explore the potential sale of Becker Street (public right-of-way) and acquisition of dwellings addressed as 40, 44, and 48 Becker Street,
- review the potential redesign of the proposed funeral home building addition, and
- consider removing 40, 44, and/or 48 Becker Street from the redevelopment proposal.

The Applicant, the Owner, and staff needed additional time to explore the options noted above and as a result, consideration of the matter was further deferred at the request of the Applicant to the February 27, 2023 meeting of Kitchener City Council. A further deferral was request and approved by Council to consider these applications at the March 20, 2023 Council meeting.

The Applicant has now proposed an alternative housing arrangement for the potentially displaced residents living at 40 and 44 Becker Street - offering an opportunity for each household to move into a vacant residential unit at 127 Ann Street or 48 Becker Street. Planning staff have prepared a revised Official Plan Amendment and Zoning By-law Amendment, which are outlined in the *Option 2* section below.

## **REPORT:**

Staff and the Applicant have considered the requests outlined for Council to consider as discussed below:

### *Use of Becker Street for Parking*

Staff met with the Ministry of Transportation (MTO) regarding the potential closure and sale of Becker Street to Henry Walser Funeral Home for the use of parking and also discussed this consideration with City of Kitchener Transportation and Reality Services staff. Currently, unrelated to the Official Plan amendment application, MTO is in the process of preparing working drawings for the reconstruction of Becker Street. At this time, based on preliminary design and at the request of City staff, design drawings include a publicly owned sidewalk between the highway and the funeral home building. This would maintain the existing pedestrian connection from the neighbourhood to Frederick Street. The final design drawings and the date for the reconstruction of the Frederick Street bridge is not known at this time.

Staff will further explore the potential for overflow and staff parking along Becker Street through the site plan review process, with a specific focus on the triangle shaped parcel west of Becker Street.

The Applicant has advised that supplying parking on the west side of Becker Street (on the triangle shaped piece of property) for patrons and customers does not align with their business needs, but would be a workable solution for staff parking. The preference is to

provide on-site parking within immediate proximity of the funeral home to prevent creating any mobility challenges by funeral home customers and visitors. However, by relocating staff parking, the on-site parking demand can be reduced, freeing up spaces in the proposed parking lots for funeral home customers and visitors.

### 61 Becker Street

Council had directed staff to discuss options with the owner of 61 Becker Street; the Ministry of Transportation (MTO); for the use of 61 Becker Street for the purposes of affordable housing or off-site parking for the funeral home. Staff met with MTO who confirmed that 61 Becker Street is required for construction staging and MTO is not able to consider disposition options at this time. The timing of the Frederick Street bridge is not finalized and subject to change, and as such, MTO could not confirm when future consideration of these lands may be explored further.

### Reduce On-site Parking Rates

Planning and Transportation staff reviewed the proposed on-site parking rate and are not recommending a further reduction. Currently (since the 2013 parking lot expansion), there are approximately 113 parking spaces provided. Based on the total floor area, parking is provided at a rate of 1 space per 13.8 square metres, and is generally used near capacity when the funeral home is in full operation. To meet customer parking demand, staff parking is currently informally accommodated at the end of Becker Street and in the gravel parking lot on the west side of Becker Street. Once Becker Street is rebuilt, that staff parking will have to be accommodated in a formal parking lot, either on-site, or on the west side of Becker Street.

The proposed parking rate is 1 space per 24.5 square metres of floor area (a reduction from 1 space per 23 square metres of floor area in the Zoning By-law). The on-site parking is proposed to increase from 113 spaces to approximately 133 (approximately 121 on site spaces and approximately 12 off-site spaces), representing an increase of 17%. The building floor area is proposed to increase from 1568 square metres to 3050 square metres (including all additions and useable floor area), an increase of 94%. The proposed parking rate is a reduction based on current operations; operations which already rely on the lands west of Becker Street for staff parking. It is anticipated that a further reduction would result in on-street parking within the existing surrounding neighbourhood, and would result in other parking and traffic safety concerns.

### Sale of Becker Street

The redesign of Becker Street by MTO is planned to include a public sidewalk from Fife Avenue to Frederick Street. The City should maintain ownership of the right-of-way to ensure a sidewalk can be provided and maintained appropriately. Further, as outlined in Option 2, should 48 Becker Street remain for residential use, that would be an independent property that would require frontage onto a public street, as well as servicing within the Becker Street right-of-way. As a result, staff are not recommending the sale of Becker Street.

### City Acquisition of 40, 44, and 48 Becker Street

After a high-level cursory review, Staff are not recommending that the City pursue consideration for the purchase 40, 44 or 48 Becker Street. Staff recommend continuing with a more comprehensive approach for the strategic acquisition of land for publicly owned affordable housing, potentially with a housing partner at a larger scale in a more compact housing form. Option 2 retains 48 Becker Street as a residential property, which is required to have frontage and access to a public street to comply with the Zoning By-law and Development Manual.

### Redesign of the Proposed Funeral Home

The applicant has advised that a one storey funeral home design is desired with all customer serving areas and funeral home service areas on the main floor. The applicant has also advised that a barrier-free main floor is desirable to reduce mobility challenges potentially faced by customers and visitors. Further, due to the volume of customers and visitors to the funeral home at peak times (as an example at the beginning of a scheduled service), the Owner advised that relying on an elevator for larger groups could cause delay for services and create an additional barrier and frustration for customers and visitors.

### **Option 2**

In discussions with the Applicant, Planning staff have prepared a second option which proposes to maintain existing land use permissions for the property addressed as 48 Becker Street.

Staff have been advised that the Owner has offered the tenants at 40 and 44 Becker Street, who would be displaced with this proposal, an opportunity to move into a residential unit at 127 Ann Street or 48 Becker Street. Staff have been advised that there are two upcoming vacancies at 48 Becker Street, and one upcoming vacancy at 127 Ann Street, where tenants have initiated the termination of their lease. The Owner is proposing to offer the three displaced households the first opportunity to move to one of the units at 48 Becker Street and 127 Ann Street. The Owner has also advised that they have reconsidered their construction schedule to maintain the residential units at 40 and 44 Becker Street until such time as the units within 48 Becker Street and 127 Ann Street can be occupied by the displaced households.

This second option does see an overall supply decrease of 5 residential units but provides a housing option for the displaced residents should they wish to move to 48 Becker Street or 127 Ann Street.

Arrangements to relocate and move existing tenants, as well as rent rates, cannot be regulated by the City and would be a matter between the Owner and the tenants through their lease discussions. Disputes would be resolved through the Landlord and Tenant Board.

Staff have prepared a revised Official Plan Amendment and Zoning By-law Amendment, attached as Appendix B, which removes 48 Becker Street from the development applications, therefore retaining existing residential permissions. No changes are required to the land use permission for 127 Ann Street.

### **Updated Planning Instruments and Recommendations**



In March 2022, Council passed Zoning By-law 2022-040 which had the effect of amending the City's comprehensive zoning by-law, Zoning By-law 2019-051 (CRoZBy), to add seven new residential zones (RES-1 through RES-7) which was subsequently appealed. The appellant formally withdrew their appeal on January 11, 2023 and as such, the By-law 2019-051 as amended by By-law 2022-040 is now in effect, as approved by Council. The Official Plan Amendments and amending Zoning by-laws attached as Appendix A (original proposal) and Appendix B (Option 2) have been updated to remove reference to the appeal. The by-laws were also updated to amend current zoning and site specific provision numbering.

Planning staff have prepared two options for Council to consider on these applications. Attached as Appendix A is the original proposal (with minor zone category and numbering changes noted above) presented to the Planning and Strategic Initiatives Meeting on January 9, 2023.

A second option is attached as Appendix B which maintains residential land use permissions for 48 Becker Street. The Official Plan Amendment would no longer apply to 48 Becker Street and the lands would remain designated as Low Rise Residential and the zoning would remain as Rise Residential Four Zone (RES-4).

#### **STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

#### **FINANCIAL IMPLICATIONS:**

Capital Budget – The recommendation has no impact on the Capital Budget.

Operating Budget – The recommendation has no impact on the Operating Budget.

#### **COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City's website with the agenda in advance of the council meeting. Notice of the deferral was emailed to all delegates that presented at the Planning and Strategic Initiatives Committee on January 9, 2023.

#### **PREVIOUS REPORTS/AUTHORITIES:**

- DSD-2022-478, Official Plan Amendment OP17/003/F/GS application and Zoning By-law Amendment ZC17/010/F/GS application
- DSD-2023-062, Follow Up report regarding Official Plan Amendment OP17/003/F/GS application and Zoning By-law Amendment ZC17/010/F/GS application
- DSD-2023-085, Second Follow Up report regarding Official Plan Amendment OP17/003/F/GS application and Zoning By-law Amendment ZC17/010/F/GS application

**APPROVED BY:** Justin Readman, General Manager, Development Services

**ATTACHMENTS:**

Attachment A – Option 1 (Official Plan Amendment and Zoning By-law Amendment)

Attachment B – Option 2 (Official Plan Amendment and Zoning By-law Amendment)

AMENDMENT NO. \_\_\_ TO THE OFFICIAL PLAN  
OF THE CITY OF KITCHENER

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CITY OF KITCHENER  
507 Frederick Street, 40, 44, 48 Becker Street &  
Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1

AMENDMENT NO. \_\_\_ TO THE OFFICIAL PLAN  
OF THE CITY OF KITCHENER

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CITY OF KITCHENER  
507 Frederick Street, 40, 44, 48 Becker Street &  
Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1

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APPENDIX 2	Minutes of the Meeting of Planning & Strategic Initiatives Committee of January 9, 2023
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AMENDMENT NO. \_\_ TO THE OFFICIAL PLAN  
OF THE CITY OF KITCHENER

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**SECTION 1 – TITLE AND COMPONENTS**

This amendment shall be referred to as Amendment No. xx to the Official Plan of the City of Kitchener (2014). This amendment is comprised of Sections 1 to 4 inclusive.

**SECTION 2 – PURPOSE OF THE AMENDMENT**

The purpose of the Official Plan Amendment is to change the land use designation on Map 3 for properties located on Becker Street, which are proposed to be added to the lands containing an existing funeral home, and to add a new site-specific policy area to Section 5.D.12 and amend Map 5 to permit one crematorium/cremator unit as a permitted accessory use to a funeral home.

The purpose of the Official Plan Amendment is to amend:

- Map 3 is amended by changing the land use designation of 40, 44, and 48 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1 from 'Low Rise Residential' to 'Commercial'.
- Map 5 is amended by adding Specific Policy Area 58 to 507 Frederick Street, 40, 44, and 48 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1, to permit a crematorium/cremator use on all lands.
- Adding Policy 15.D.12.58 to Section 15.D.12 to permit one crematorium/cremator unit as a permitted accessory use to a funeral home:

**SECTION 3 – BASIS OF THE AMENDMENT**

**Planning Analysis:**

Provincial, Regional, and City planning policy provide guidance that must be considered when evaluating changes in land use permissions as discussed below.

**Planning Act, R.S.O. 1990, c. P.13 25.**

Section 2 of the Planning Act establishes matters of provincial interest and states that the Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as:

- f) The adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- g) The minimization of waste;
- h) The orderly development of safe and healthy communities;
- j) The adequate provision of employment opportunities;
- p) The appropriate location of growth and development;

- q) The promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- r) The promotion of built form that,
  - (i) Is well-designed,
  - (ii) Encourages a sense of place, and
  - (iii) Provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- s) The mitigation of greenhouse gas emissions and adaptation to a changing climate.

These matters of provincial interest are addressed and are implemented through the Provincial Policy Statement, 2020, as it directs how and where development is to occur. The City's Official Plan is the most important vehicle for the implementation of the Provincial Policy Statement, 2020 and to ensure Provincial policy is adhered to.

### **Provincial Policy Statement (PPS)**

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Policy Statement sets the policy foundation for regulating the development and use of land.

Section 3(5) of the Planning Act requires that a decision of the council of a municipality shall be consistent with the policy statement that are in effect on the date of decision and shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be.

The PPS focuses growth and development within urban and rural settlement areas while supporting the viability of rural areas. Land use must be carefully managed to accommodate appropriate development to meet the full range of current and future needs, while achieving efficient development patterns and avoiding significant or sensitive resources and areas which may pose a risk to public health and safety.

Efficient development patterns optimize the use of land, resources and public investment in infrastructure and public service facilities. These land use patterns promote a mix of housing, including affordable housing, employment, recreation, parks and open spaces, and transportation choices that increase the use of active transportation and transit before other modes of travel.

Policy 1.1.1 of the PPS states that, "Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs; and
- g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.

The PPS notes that settlement areas are urban areas and rural settlement areas, and include cities, towns, villages and hamlets, and policy 1.1.3.1 states that settlement areas shall be the focus of growth and development. Policy 1.1.3.2 states that land use patterns within settlement areas shall be based on densities and a mix of land uses which;

- a) efficiently use land and resources; and
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available and avoid the need for their unjustified and/or uneconomical expansion.

Policy 1.2.6.1 notes that major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards and procedures.

Where avoidance is not possible in accordance with policy 1.2.6.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:

- a) there is an identified need for the proposed use;
- b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;
- c) adverse effects to the proposed sensitive land use are minimized and mitigated; and
- d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated.

Funeral homes and crematoriums are necessary uses in a City to ensure that end of life accommodations for residents can be addressed. The Owner has indicated that the use of the cremation facility, located at Williamsburg Cemetery, does not suit their future needs, and a new facility is required. An on-site facility is desirable to reduce the number of trips required to complete an end of life service. An on-site facility will reduce vehicle trips across the City.

The Owner has completed several studies, including a Land Use Compatibility Study, Emission Summary and Dispersion Modelling (ESDM) Report, and an Acoustic Assessment Report, which were submitted to the City and the Region of Waterloo to demonstrate that their proposed crematorium will meet Provincial standards and that there will be no adverse impacts to surrounding lands.

As a Zoning By-law amendment application is required to add a crematorium use, the City and the Region of Waterloo were able to undertake the review of the crematorium proposal through the planning application public process. The City retained RWDI Consultants to peer review the reports submitted by Trinity Consultants on behalf of the Owner. As confirmed through the peer review process, the proposed mitigation will include:

- A requirement for the installation and maintenance of two 3 metre high noise walls adjacent to 133 Ann Street,
- Site specific zoning regulations limiting the site to one cremator that is 56 metres from a residential property,
- Enhanced landscape materials along the rear yards of Ann Street to provide additional screening,
- Periodic air quality testing of the cremation unit to ensure it operates optimally and in compliance with the MECP Environmental Compliance Approval (ECA), and
- A 1.2 metre high parapet atop the roof along the perimeter of the building to provide noise attenuation to rooftop mechanical equipment.

Planning staff is of the opinion that with the proposed mitigations listed above, the recommended zoning by-law amendment and Site Specific Provision (357) is consistent with the PPS.

## **A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan)**

The Growth Plan's strong emphasis on optimizing the use of the existing urban land supply represents an intensification first approach to development and city-building, one which focuses on making better use of existing infrastructure and public service facilities, and less on continuously expanding the urban area.

The Growth Plan directs Planning authorities in the Region of Waterloo to plan for a population of 923,000 people and 470,000 jobs by 2051. This would mean a population increase of approximately 299,070 in comparison to the Region's 2020 population of 623,930.

The Growth Plan notes that complete communities should be designed to meet people's needs for daily living throughout an entire lifetime by providing convenient access to an appropriate mix of jobs, local services, public service facilities, and a full range of housing to accommodate a range of incomes and household sizes. Complete communities support quality of life and human health by encouraging the use of active transportation and providing high quality public open space, adequate parkland, opportunities for recreation, and access to local and healthy food. Complete communities support climate change mitigation by increasing the modal share for transit and active transportation and by minimizing land consumption through building compact, mixed-use communities.

Building compact and complete communities, and protecting agricultural lands, water resources and natural areas will help reduce greenhouse gas emissions and ensure communities are more resilient to the impacts of a changing climate. The Province of Ontario has committed to reduce greenhouse gas emissions by 30 per cent below 2005 levels by 2030. Kitchener has committed to a 50% reduction of greenhouse gas emissions by 2030.

Policies 2.2.1.4 states that complete communities will:

- a) feature a diverse mix of land uses, including residential and employment uses, and convenient access to local stores, services, and public service facilities;
- b) improve social equity and overall quality of life, including human health, for people of all ages, abilities, and incomes;
- c) provide a diverse range and mix of housing options, including additional residential units and affordable housing, to accommodate people at all stages of life, and to accommodate the needs of all household sizes and incomes;
- d) expand convenient access to:
  - i. a range of transportation options, including options for the safe, comfortable and convenient use of active transportation;
  - ii. public service facilities, co-located and integrated in community hubs;
  - iii. an appropriate supply of safe, publicly-accessible open spaces, parks, trails, and other recreational facilities; and
  - iv. healthy, local, and affordable food options, including through urban agriculture;
- e) provide for a more compact built form and a vibrant public realm, including public open spaces;
- f) mitigate and adapt to the impacts of a changing climate, improve resilience and reduce greenhouse gas emissions, and contribute to environmental sustainability
- g) integrate green infrastructure and appropriate low impact development.

Expanding the existing funeral home within the Community Node will allow for additional end of life services at the existing location. Funeral homes and crematoriums are required for end of life services for the growing population of the City and Region. Expanding the existing building with a modest building addition will reduce the total amount of construction materials required for a



new facility located elsewhere. The subject lands have good access to the transportation network, including public transit and the road network, including the expressway. Planning staff are of the opinion that the recommended zoning by-law amendment conforms to the Growth Plan.

### **Regional Official Plan (ROP)**

On August 18, 2022, the Regional Municipality of Waterloo adopted Regional Official Plan (ROP) Amendment 6. The ROP Amendment No. 6 is now before the Minister of Municipal Affairs and Housing for a decision in accordance with Sections 17 and 26 of the Planning Act. As such, ROP Amendment No. 6 is now posted on the Province's Environmental Registry (ERO) website, and comments from the public will be accepted until January 4, 2023.

The subject lands are designated "Urban Area" and "Built-Up Area" in the Regional Official Plan (ROP). The Urban Area designation of the ROP has the physical infrastructure and community infrastructure to support major growth and social and public health services.

A key objective of ROP Amendment No. 6 is to accommodate forecasted growth by building 15-minute neighbourhoods. These are compact, well-connected places where people can meet their daily needs for goods, services, and employment within a 15-minute trip from home by walking, cycling, and rolling, and where other needs can be met by using direct, frequent, and convenient transit. F

Section 2.D.1 of the ROP states that in preparing or reviewing planning studies, or in reviewing development applications or site plans, the Region and/or Area Municipalities will ensure that development occurring within the Urban Area is planned and developed in a manner that:

- a) Supports the Planned Community Structure described in this Plan;
- b) Is serviced by a municipal drinking-water supply system and a municipal waste-water system;
- c) Contributes to the creation of complete communities with development patterns, densities and an appropriate mix of land uses that supports walking, cycling and the use of transit;
- d) Protects the natural environment, and surface water and groundwater resources;
- e) Conserves cultural heritage resources and supports the adaptive reuse of historic buildings;
- f) Respects the scale, physical character and context of established neighbourhoods in areas where reurbanization is planned to occur;
- g) Facilitates residents' access to locally grown and other healthy foods in neighbourhoods; and
- h) Promotes building designs and orientations that incorporate energy conservation features and the use of alternative and/or renewable energy systems.

Section 2.D.6.1 of ROP Amendment No. 6 states that in addition to the general development policies, the Region and the area municipalities will apply the following transit supportive development criteria in reviewing and evaluating development applications or site plans, within strategic growth areas and other intensification areas identified by the area municipality:

- (a) creates an interconnected, multimodal street pattern that prioritizes walking, cycling, and rolling, and taking transit over automobile trips, and supports vibrant mixed-use developments;
- (b) supports a more compact built form that locates the majority of transit supportive uses within a comfortable walking distance of a transit stop or Major Transit Station Area;
- (c) provides an appropriate mix of land uses, including a range of food destinations, local services and amenities to meet peoples' daily needs for living;

- (d) promotes medium and higher-density development as close as possible to the transit stop to support higher frequency transit service and optimize transit rider convenience;
- (e) supports a high quality public realm to enhance the identity of the area and create gathering points for social interaction, community events and other activities; and
- (f) provides access from various transportation modes to the transit facility, including consideration of pedestrian, bicycle parking, and where applicable, passenger transfer and commuter pick-up/drop off areas.

Section 2.G.10 of the Regional Official Plan requires the City of Kitchener to establish policies within their Official Plan to minimize the impact of Sensitive Land Uses and potential incompatible land uses from each other.

Section 2.I.1 of ROP Amendment No. 6 requires the Region and the area municipalities to ensure that major facilities and sensitive land uses are planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with Provincial guidelines, standards and procedures. Section 2.I.1.2 outlines the same criteria in the PPS above to determine where avoidance is not possible.

Regional staff recommended prohibiting new sensitive uses until such time that a record of site condition is completed and acknowledged by the Minister. This provision is included in the site-specific zoning proposed by Planning staff with this application.

Planning staff is of the opinion that the applications conform to the Region of Waterloo Official Plan. Regional staff have no concerns with the peer review undertaken by RWDI for the proposed installation of a Facultative FT-III cremator on the subject lands, subject to the mitigation criteria outlined above in the PPS section of this report.

Regional Planning staff have no objections to the proposed applications and provided comments (Appendix E) that will be taken under advisement for future development applications.

### **City of Kitchener Official Plan**

The vision of the City's Official Plan states *"Together we will build an innovative, vibrant, attractive, safe, complete and healthy community contributing to an exceptional quality of life."* A complete community creates and provides access to a mix of land uses including a full range and mix of housing types. A complete community also supports the use of public transit and active transportation, enabling residents to meet most of their daily needs within a short distance of their homes. Planning for a complete community will aid in reducing the cost of infrastructure and servicing, encourage the use of public transit and active modes of transportation, promote social interaction, and foster a sense of community.

### **Urban Structure**

The City's Urban Structure is composed of Intensification Areas which include the Urban Growth Centre (Downtown), Major Transit Station Areas (MTSA), City Nodes, Community Nodes, Neighbourhood Nodes, Urban Corridors and Arterial Corridors. They are connected by transit corridors and the integrated transportation system which are key elements in shaping growth and built form in the city. Policy 3.C.2.1 states that lands within Urban Structure Components will be designated an appropriate land use to achieve their planned function. The policies pertaining to

each Urban Structure component stipulate what the applicable land use designations may include.

The lands are identified as a Community Node and Community Area in the Official Plan. Community Nodes are located along existing or planned transit corridors. The planned function of Community Nodes is to provide for commercial uses with a mix of residential and institutional uses necessary to support and complete surrounding residential communities. Community Nodes primarily serve an inter-neighbourhood market and are intended to intensify, be transit-supportive and cycling and pedestrian-friendly.

#### Commercial Land Use Designation

Lands designated as 'Commercial' are intended to provide for a range of retail and service commercial uses that cater primarily to the weekly and daily needs of residents within the surrounding neighbourhoods. A funeral home is a permitted use for lands designated as Commercial within a Community Node.

#### Noise, Vibration, Light and Other Emissions

An objective in the Official Plan is to minimize and mitigate land use conflicts between sensitive land uses, and noise, vibration and emission sources in accordance with all applicable Provincial, Regional and City regulations and guidelines. The City has regard for the Provincial Land Use Compatibility Guidelines relating to noise, vibration, odour and particulate matter when considering the siting of sensitive land uses.

#### Official Plan Conclusions

Planning staff is recommending approval of the Official Plan Amendment and Zoning By-law Amendment application to permit the expansion of the existing funeral home use and the establishment of a crematorium use. The existing funeral home is a permitted use in the Official Plan and Zoning By-law and the Owner has submitted the required land use compatibility reports to satisfy Provincial requirements for a crematorium use. Funeral homes are permitted within Community Nodes and the planned function of Community Areas is to provide for residential uses as well as non-residential supporting uses intended to serve the immediate residential areas.

The property municipally addressed as 507 Frederick Street is designated as 'Commercial' and the four Becker Street properties (triangle shaped property and 40, 44, and 48 Becker Street) are designated as 'Low Rise Residential' in the City's Official Plan. A portion of lands form part of a Community Node in the City's Urban Structure.

Planning staff are supportive of amending the land use designation of 40, 44, and 48 Becker Street, as well as the triangle-shaped portion of land), from 'Low Rise Residential' to 'Commercial'.

For clarity, Planning staff are recommending adding Specific Policy Area 58 in the Official Plan to permit a crematorium/cremator use as an accessory use to a funeral home use. While Zoning By-law 2019-051 lists a crematorium and funeral homes as separate uses, the Official Plan does not list the two uses separately. Funeral home is not a defined term in the Official Plan.

## **SECTION 4 – THE AMENDMENT**

The City of Kitchener Official Plan (2014) is hereby amended as follows:

a) Amend Map No. 3 – Land Use by:

- i) Designating the lands municipally known as 40, 44, and 48 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1 as 'Commercial' instead of 'Low Rise Residential', as shown on the attached Schedule 'A'.

b) Amend Map 5 – Specific Policy Area by:

- i) Adding Specific Policy Area 58 to lands municipally known as 507 Frederick Street, 40, 44, and 48 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1, as shown on the attached Schedule 'B'.

c) Amend Policy 15.D.12 by adding Policy 15.D.12.58 as follows:

**"15.D.12.58    507 Frederick Street and 40, 44 and 48 Becker Street**

Notwithstanding the Commercial land use designation and policies on the lands municipally known as 507 Frederick Street and 40, 44 and 48 Becker Street, and a triangular-shaped parcel of land west of Becker Street and north of Fife Avenue, one crematorium/cremator unit will be permitted as an accessory use to a funeral home."

## NOTICE OF PUBLIC MEETING

for a development in your neighbourhood  
507 Frederick Street & 40-48 Becker Street





Concept Drawing



Funeral Home

Crematorium/  
Cremator

Reduced  
Setbacks to  
Becker Street

### Have Your Voice Heard!

Date: **January 9, 2023**  
Time: **To be determined**  
Location: **Council Chambers,  
Kitchener City Hall  
200 King Street West  
or Virtual Zoom Meeting**

To view the staff report, agenda, meeting details, start time of this item or to appear as a delegation, visit:  
**[kitchener.ca/meetings](http://kitchener.ca/meetings)**

To learn more about this project, including information on your appeal rights, visit:  
**[www.kitchener.ca/PlanningApplications](http://www.kitchener.ca/PlanningApplications)**

or contact:  
**Garett Stevenson, Interim Director**  
519.741.2200 x 7070  
[garett.stevenson@kitchener.ca](mailto:garett.stevenson@kitchener.ca)

Official Plan and Zoning By-law Amendments will be considered to change the land use designation and zoning for 40-48 Becker Street to permit commercial uses, including a funeral home. Special zoning regulations are also proposed for reduced setbacks from Becker Street. These properties, along with 507 Frederick Street, are also proposed to permit a Crematorium/Cremator as a permitted use.

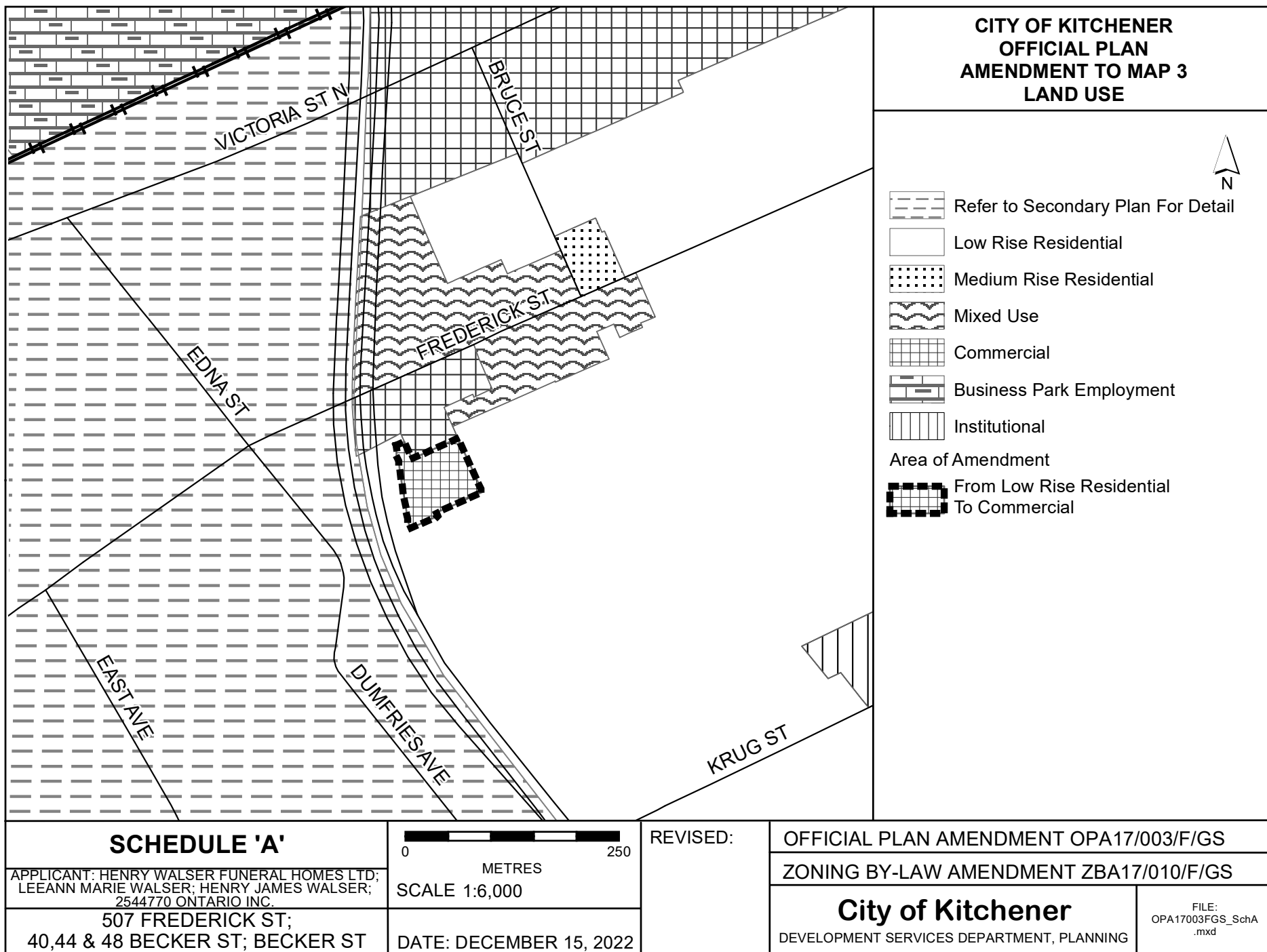
APPENDIX 2: Minutes of the Planning & Strategic Initiatives Committee Meeting (January 9, 2023)

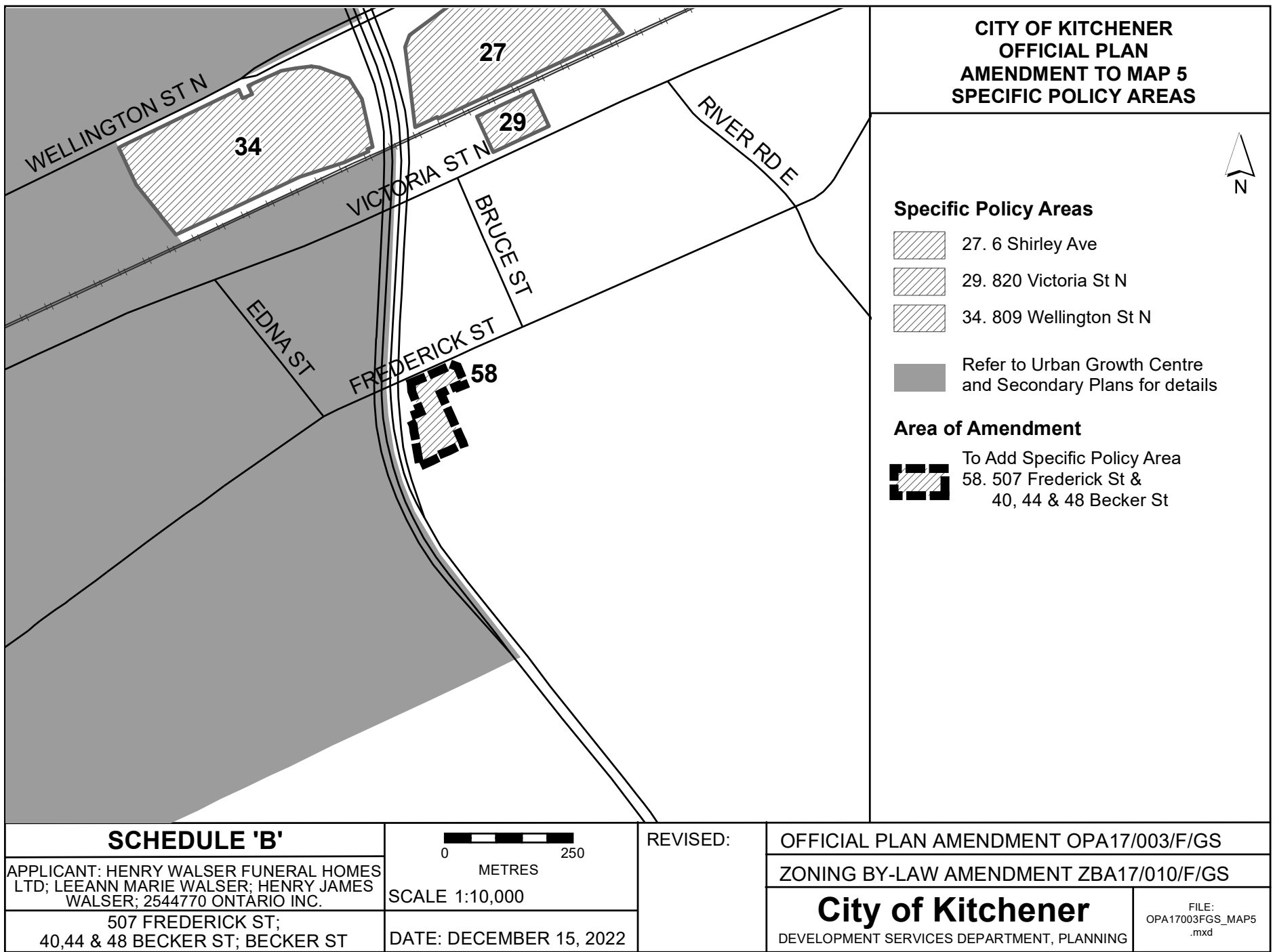
APPENDIX 3 - Minutes of the Meeting of City Council (January 30, 2023)

APPENDIX 4 - Minutes of the Meeting of City Council (February 27, 2023)



APPENDIX 5 - Minutes of the Meeting of City Council (March 20, 2023)





PROPOSED BY – LAW

\_\_\_\_\_, 2023

BY-LAW NUMBER \_\_\_\_

OF THE

CORPORATION OF THE CITY OF KITCHENER

(Being a by-law to amend By-law 2019-051, as amended, known as the Zoning By-law for the City of Kitchener – Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser, & 2544770 Ontario Inc.

- 507 Frederick Street, 40, 44, 48 Becker Street & Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1)

WHEREAS it is deemed expedient to amend By-law 2019-051 for the lands specified above;

NOW THEREFORE the Council of the Corporation of the City of Kitchener enacts as follows:

1. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 1 on Map No. 1, in the City of Kitchener, attached hereto, from General Commercial Zone (COM-2) to General Commercial Zone (COM-2) with Site Specific Provision (357).
2. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 2 on Map No. 1, in the City of Kitchener, attached hereto, from Mixed Use One Zone (MIX-1) to General Commercial Zone (COM-2) with Site Specific Provision (357).
3. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 3 on Map No. 1, in the City of Kitchener, attached hereto, from Low Rise Residential Four Zone (RES-4) to General Commercial Zone (COM-2) with Site Specific Provision (357).
4. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 4 on Map No. 1, in the City of Kitchener, attached hereto, from Low Rise Residential Five Zone (RES-5) with Site Specific Provision (205) to General Commercial Zone (COM-2) with Site Specific Provision (357).

5. Section 19 of By-law 2019-051 is hereby amended by adding Section 19 (357) thereto as follows:

“357. Notwithstanding Sections 3 and 5 and Tables 9-1 and 9-2 of this By-law, within the lands zoned General Commercial Zone (COM-2) and shown as affected by this subsection on Zoning Grid Schedule Number 140 of Appendix ‘A’, the following special regulations shall apply:

- a) A *Crematorium* shall be a permitted use and the cremation exhaust stack must be a minimum of 56 metres from a *residential zone*.
- b) *Dwellings* existing on the passing of this by-law shall be permitted.
- c) The *exterior side yard setback* to Becker Street shall be 0 metres.
- d) *Driveway Visibility Triangles* are not required adjacent to Becker Street.
- e) The *minimum parking spaces* for a *Crematorium* and *Funeral Home* use shall be 1 space per 24.5 square metres of *Gross Floor Area*.
- f) *Tandem parking spaces* may be permitted and must be signed as employee parking spaces.
- g) *Parking spaces* and *loading spaces* located within a building may be located 0.0 metres from the street and vehicles are not required to enter/exit the garage in a forward motion.
- h) For any *lot* to which this regulation applies and abuts Frederick Street, Frederick Street shall be deemed to be the *front lot line*.
- i) The following new sensitive uses are not permitted until such time as a Record of Site Condition is completed and Ministry Acknowledgement Letter is provided:

*Day Care Facility*  
*Duplex Dwelling*  
*Dwelling Unit*  
*Education Establishment*  
*Hospice*  
*Lodging House*  
*Multiple Dwelling*  
*Private Home Day Care*  
*Residential Care Facility*  
*Semi-detached Dwelling*  
*Street Townhouse Dwelling”*

6. This By-law shall become effective only if Official Plan Amendment No. \_\_\_\_ (507 Frederick Street, 40, 44 and 48 Becker Street) comes into effect, pursuant to Section 24(2) of The Planning Act, R.S.O. 1990, c. P. 13, as amended.

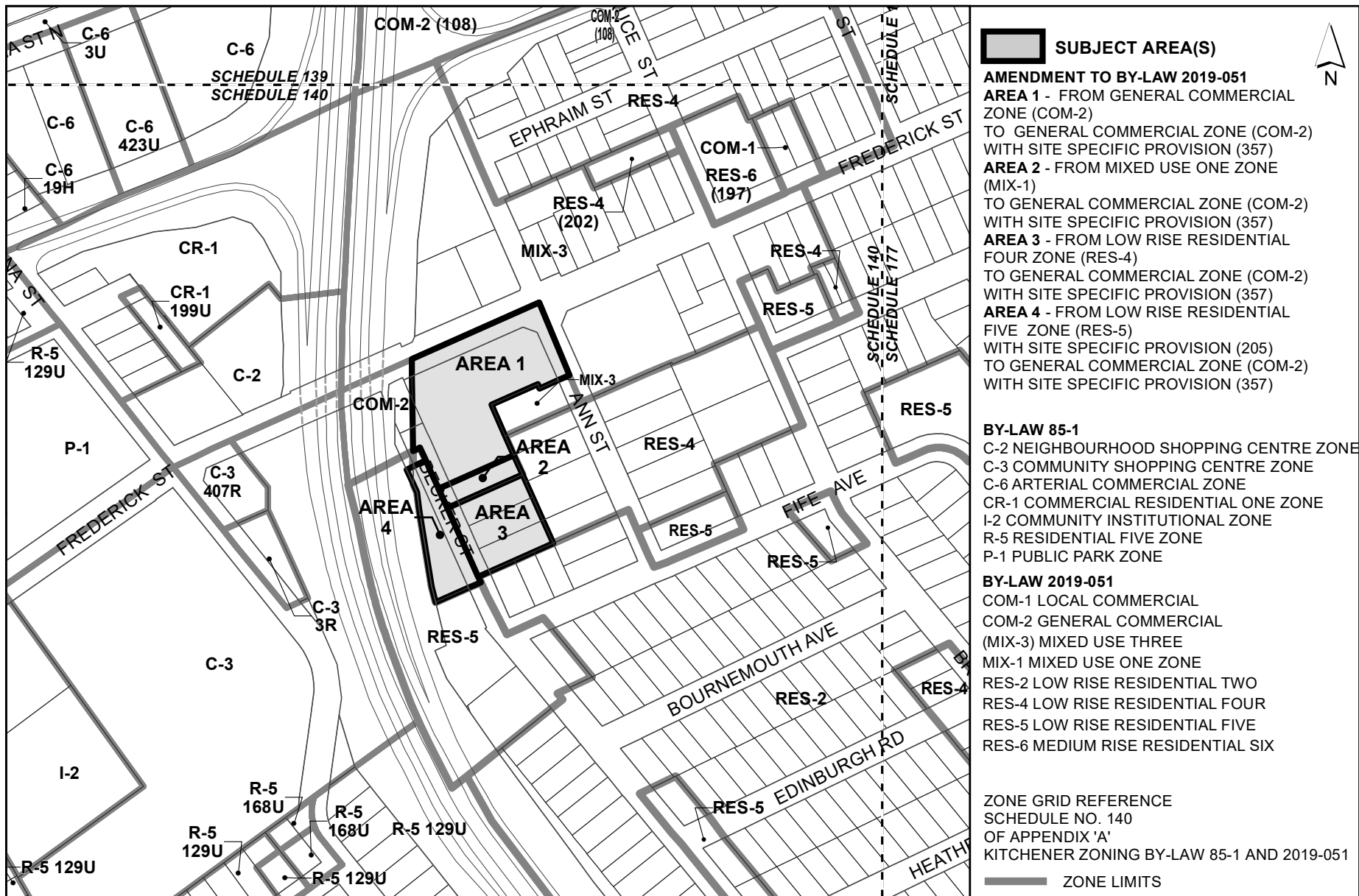
PASSED at the Council Chambers in the City of Kitchener this \_\_\_\_\_ day of \_\_\_\_\_,  
2023.

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Mayor

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Clerk



## MAP NO. 1

HENRY WALSER FUNERAL HOMES LTD, LEEANN  
 MARIE WALSER, HENRY JAMES WALSER, &  
 2544770 ONTARIO INC.

507 FREDERICK ST, 40, 44, & 48 BECKER ST



SCALE 1:4,000

DATE: FEBRUARY 17, 2023

ZONING BY-LAW AMENDMENT ZBA17/010/F/GS

OFFICIAL PLAN AMENDMENT OPA17/003/F/GS

**City of Kitchener**

DEVELOPMENT SERVICES DEPARTMENT, PLANNING

FILE:  
 ZBA17010FGS\_MAP1b  
 .mxd

AMENDMENT NO. \_\_ TO THE OFFICIAL PLAN  
OF THE CITY OF KITCHENER

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CITY OF KITCHENER  
507 Frederick Street, 40, 44 Becker Street &  
Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1



AMENDMENT NO. \_\_ TO THE OFFICIAL PLAN  
OF THE CITY OF KITCHENER

---

CITY OF KITCHENER  
507 Frederick Street, 40, 44 Becker Street &  
Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1

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AMENDMENT NO. \_\_ TO THE OFFICIAL PLAN  
OF THE CITY OF KITCHENER

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**SECTION 1 – TITLE AND COMPONENTS**

This amendment shall be referred to as Amendment No. xx to the Official Plan of the City of Kitchener (2014). This amendment is comprised of Sections 1 to 4 inclusive.

**SECTION 2 – PURPOSE OF THE AMENDMENT**

The purpose of the Official Plan Amendment is to change the land use designation on Map 3 for properties located on Becker Street, which are proposed to be added to the lands containing an existing funeral home, and to add a new site-specific policy area to Section 5.D.12 and amend Map 5 to permit one crematorium/cremator unit as a permitted accessory use to a funeral home.

The purpose of the Official Plan Amendment is to amend:

- Map 3 is amended by changing the land use designation of 40, and 44 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1 from 'Low Rise Residential' to 'Commercial'.
- Map 5 is amended by adding Specific Policy Area 58 to 507 Frederick Street, 40, and 44 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1, to permit a crematorium/cremator use on all lands.
- Adding Policy 15.D.12.58 to Section 15.D.12 to permit one crematorium/cremator unit as a permitted accessory use to a funeral home:

**SECTION 3 – BASIS OF THE AMENDMENT**

**Planning Analysis:**

Provincial, Regional, and City planning policy provide guidance that must be considered when evaluating changes in land use permissions as discussed below.

**Planning Act, R.S.O. 1990, c. P.13 25.**

Section 2 of the Planning Act establishes matters of provincial interest and states that the Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as:

- f) The adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- g) The minimization of waste;
- h) The orderly development of safe and healthy communities;
- j) The adequate provision of employment opportunities;
- p) The appropriate location of growth and development;

- q) The promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- r) The promotion of built form that,
  - (i) Is well-designed,
  - (ii) Encourages a sense of place, and
  - (iii) Provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- s) The mitigation of greenhouse gas emissions and adaptation to a changing climate.

These matters of provincial interest are addressed and are implemented through the Provincial Policy Statement, 2020, as it directs how and where development is to occur. The City's Official Plan is the most important vehicle for the implementation of the Provincial Policy Statement, 2020 and to ensure Provincial policy is adhered to.

### **Provincial Policy Statement (PPS)**

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Policy Statement sets the policy foundation for regulating the development and use of land.

Section 3(5) of the Planning Act requires that a decision of the council of a municipality shall be consistent with the policy statement that are in effect on the date of decision and shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be.

The PPS focuses growth and development within urban and rural settlement areas while supporting the viability of rural areas. Land use must be carefully managed to accommodate appropriate development to meet the full range of current and future needs, while achieving efficient development patterns and avoiding significant or sensitive resources and areas which may pose a risk to public health and safety.

Efficient development patterns optimize the use of land, resources and public investment in infrastructure and public service facilities. These land use patterns promote a mix of housing, including affordable housing, employment, recreation, parks and open spaces, and transportation choices that increase the use of active transportation and transit before other modes of travel.

Policy 1.1.1 of the PPS states that, "Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs; and
- g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs.

The PPS notes that settlement areas are urban areas and rural settlement areas, and include cities, towns, villages and hamlets, and policy 1.1.3.1 states that settlement areas shall be the focus of growth and development. Policy 1.1.3.2 states that land use patterns within settlement areas shall be based on densities and a mix of land uses which;

- a) efficiently use land and resources; and
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available and avoid the need for their unjustified and/or uneconomical expansion.

Policy 1.2.6.1 notes that major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards and procedures.

Where avoidance is not possible in accordance with policy 1.2.6.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:

- a) there is an identified need for the proposed use;
- b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;
- c) adverse effects to the proposed sensitive land use are minimized and mitigated; and
- d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated.

Funeral homes and crematoriums are necessary uses in a City to ensure that end of life accommodations for residents can be addressed. The Owner has indicated that the use of the cremation facility, located at Williamsburg Cemetery, does not suit their future needs, and a new facility is required. An on-site facility is desirable to reduce the number of trips required to complete an end of life service. An on-site facility will reduce vehicle trips across the City.

The Owner has completed several studies, including a Land Use Compatibility Study, Emission Summary and Dispersion Modelling (ESDM) Report, and an Acoustic Assessment Report, which were submitted to the City and the Region of Waterloo to demonstrate that their proposed crematorium will meet Provincial standards and that there will be no adverse impacts to surrounding lands.

As a Zoning By-law amendment application is required to add a crematorium use, the City and the Region of Waterloo were able to undertake the review of the crematorium proposal through the planning application public process. The City retained RWDI Consultants to peer review the reports submitted by Trinity Consultants on behalf of the Owner. As confirmed through the peer review process, the proposed mitigation will include:

- A requirement for the installation and maintenance of two 3 metre high noise walls adjacent to 133 Ann Street,
- Site specific zoning regulations limiting the site to one cremator that is 56 metres from a residential property,
- Enhanced landscape materials along the rear yards of Ann Street to provide additional screening,
- Periodic air quality testing of the cremation unit to ensure it operates optimally and in compliance with the MECP Environmental Compliance Approval (ECA), and
- A 1.2 metre high parapet atop the roof along the perimeter of the building to provide noise attenuation to rooftop mechanical equipment.

Planning staff is of the opinion that with the proposed mitigations listed above, the recommended zoning by-law amendment and Site Specific Provision (357) is consistent with the PPS.

## **A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan)**

The Growth Plan's strong emphasis on optimizing the use of the existing urban land supply represents an intensification first approach to development and city-building, one which focuses on making better use of existing infrastructure and public service facilities, and less on continuously expanding the urban area.

The Growth Plan directs Planning authorities in the Region of Waterloo to plan for a population of 923,000 people and 470,000 jobs by 2051. This would mean a population increase of approximately 299,070 in comparison to the Region's 2020 population of 623,930.

The Growth Plan notes that complete communities should be designed to meet people's needs for daily living throughout an entire lifetime by providing convenient access to an appropriate mix of jobs, local services, public service facilities, and a full range of housing to accommodate a range of incomes and household sizes. Complete communities support quality of life and human health by encouraging the use of active transportation and providing high quality public open space, adequate parkland, opportunities for recreation, and access to local and healthy food. Complete communities support climate change mitigation by increasing the modal share for transit and active transportation and by minimizing land consumption through building compact, mixed-use communities.

Building compact and complete communities, and protecting agricultural lands, water resources and natural areas will help reduce greenhouse gas emissions and ensure communities are more resilient to the impacts of a changing climate. The Province of Ontario has committed to reduce greenhouse gas emissions by 30 per cent below 2005 levels by 2030. Kitchener has committed to a 50% reduction of greenhouse gas emissions by 2030.

Policies 2.2.1.4 states that complete communities will:

- a) feature a diverse mix of land uses, including residential and employment uses, and convenient access to local stores, services, and public service facilities;
- b) improve social equity and overall quality of life, including human health, for people of all ages, abilities, and incomes;
- c) provide a diverse range and mix of housing options, including additional residential units and affordable housing, to accommodate people at all stages of life, and to accommodate the needs of all household sizes and incomes;
- d) expand convenient access to:
  - i. a range of transportation options, including options for the safe, comfortable and convenient use of active transportation;
  - ii. public service facilities, co-located and integrated in community hubs;
  - iii. an appropriate supply of safe, publicly-accessible open spaces, parks, trails, and other recreational facilities; and
  - iv. healthy, local, and affordable food options, including through urban agriculture;
- e) provide for a more compact built form and a vibrant public realm, including public open spaces;
- f) mitigate and adapt to the impacts of a changing climate, improve resilience and reduce greenhouse gas emissions, and contribute to environmental sustainability
- g) integrate green infrastructure and appropriate low impact development.

Expanding the existing funeral home within the Community Node will allow for additional end of life services at the existing location. Funeral homes and crematoriums are required for end of life services for the growing population of the City and Region. Expanding the existing building with a modest building addition will reduce the total amount of construction materials required for a

new facility located elsewhere. The subject lands have good access to the transportation network, including public transit and the road network, including the expressway. Planning staff are of the opinion that the recommended zoning by-law amendment conforms to the Growth Plan.

### **Regional Official Plan (ROP)**

On August 18, 2022, the Regional Municipality of Waterloo adopted Regional Official Plan (ROP) Amendment 6. The ROP Amendment No. 6 is now before the Minister of Municipal Affairs and Housing for a decision in accordance with Sections 17 and 26 of the Planning Act. As such, ROP Amendment No. 6 is now posted on the Province's Environmental Registry (ERO) website, and comments from the public will be accepted until January 4, 2023.

The subject lands are designated "Urban Area" and "Built-Up Area" in the Regional Official Plan (ROP). The Urban Area designation of the ROP has the physical infrastructure and community infrastructure to support major growth and social and public health services.

A key objective of ROP Amendment No. 6 is to accommodate forecasted growth by building 15-minute neighbourhoods. These are compact, well-connected places where people can meet their daily needs for goods, services, and employment within a 15-minute trip from home by walking, cycling, and rolling, and where other needs can be met by using direct, frequent, and convenient transit. F

Section 2.D.1 of the ROP states that in preparing or reviewing planning studies, or in reviewing development applications or site plans, the Region and/or Area Municipalities will ensure that development occurring within the Urban Area is planned and developed in a manner that:

- a) Supports the Planned Community Structure described in this Plan;
- b) Is serviced by a municipal drinking-water supply system and a municipal waste-water system;
- c) Contributes to the creation of complete communities with development patterns, densities and an appropriate mix of land uses that supports walking, cycling and the use of transit;
- d) Protects the natural environment, and surface water and groundwater resources;
- e) Conserves cultural heritage resources and supports the adaptive reuse of historic buildings;
- f) Respects the scale, physical character and context of established neighbourhoods in areas where reurbanization is planned to occur;
- g) Facilitates residents' access to locally grown and other healthy foods in neighbourhoods; and
- h) Promotes building designs and orientations that incorporate energy conservation features and the use of alternative and/or renewable energy systems.

Section 2.D.6.1 of ROP Amendment No. 6 states that in addition to the general development policies, the Region and the area municipalities will apply the following transit supportive development criteria in reviewing and evaluating development applications or site plans, within strategic growth areas and other intensification areas identified by the area municipality:

- (a) creates an interconnected, multimodal street pattern that prioritizes walking, cycling, and rolling, and taking transit over automobile trips, and supports vibrant mixed-use developments;
- (b) supports a more compact built form that locates the majority of transit supportive uses within a comfortable walking distance of a transit stop or Major Transit Station Area;
- (c) provides an appropriate mix of land uses, including a range of food destinations, local services and amenities to meet peoples' daily needs for living;

- (d) promotes medium and higher-density development as close as possible to the transit stop to support higher frequency transit service and optimize transit rider convenience;
- (e) supports a high quality public realm to enhance the identity of the area and create gathering points for social interaction, community events and other activities; and
- (f) provides access from various transportation modes to the transit facility, including consideration of pedestrian, bicycle parking, and where applicable, passenger transfer and commuter pick-up/drop off areas.

Section 2.G.10 of the Regional Official Plan requires the City of Kitchener to establish policies within their Official Plan to minimize the impact of Sensitive Land Uses and potential incompatible land uses from each other.

Section 2.I.1 of ROP Amendment No. 6 requires the Region and the area municipalities to ensure that major facilities and sensitive land uses are planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with Provincial guidelines, standards and procedures. Section 2.I.1.2 outlines the same criteria in the PPS above to determine where avoidance is not possible.

Regional staff recommended prohibiting new sensitive uses until such time that a record of site condition is completed and acknowledged by the Minister. This provision is included in the site-specific zoning proposed by Planning staff with this application.

Planning staff is of the opinion that the applications conform to the Region of Waterloo Official Plan. Regional staff have no concerns with the peer review undertaken by RWDI for the proposed installation of a Facultative FT-III cremator on the subject lands, subject to the mitigation criteria outlined above in the PPS section of this report.

Regional Planning staff have no objections to the proposed applications and provided comments (Appendix E) that will be taken under advisement for future development applications.

### **City of Kitchener Official Plan**

The vision of the City's Official Plan states *"Together we will build an innovative, vibrant, attractive, safe, complete and healthy community contributing to an exceptional quality of life."* A complete community creates and provides access to a mix of land uses including a full range and mix of housing types. A complete community also supports the use of public transit and active transportation, enabling residents to meet most of their daily needs within a short distance of their homes. Planning for a complete community will aid in reducing the cost of infrastructure and servicing, encourage the use of public transit and active modes of transportation, promote social interaction, and foster a sense of community.

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each Urban Structure component stipulate what the applicable land use designations may include.

The lands are identified as a Community Node and Community Area in the Official Plan. Community Nodes are located along existing or planned transit corridors. The planned function of Community Nodes is to provide for commercial uses with a mix of residential and institutional uses necessary to support and complete surrounding residential communities. Community Nodes primarily serve an inter-neighbourhood market and are intended to intensify, be transit-supportive and cycling and pedestrian-friendly.

#### Commercial Land Use Designation

Lands designated as 'Commercial' are intended to provide for a range of retail and service commercial uses that cater primarily to the weekly and daily needs of residents within the surrounding neighbourhoods. A funeral home is a permitted use for lands designated as Commercial within a Community Node.

#### Noise, Vibration, Light and Other Emissions

An objective in the Official Plan is to minimize and mitigate land use conflicts between sensitive land uses, and noise, vibration and emission sources in accordance with all applicable Provincial, Regional and City regulations and guidelines. The City has regard for the Provincial Land Use Compatibility Guidelines relating to noise, vibration, odour and particulate matter when considering the siting of sensitive land uses.

#### Official Plan Conclusions

Planning staff is recommending approval of the Official Plan Amendment and Zoning By-law Amendment application to permit the expansion of the existing funeral home use and the establishment of a crematorium use. The existing funeral home is a permitted use in the Official Plan and Zoning By-law and the Owner has submitted the required land use compatibility reports to satisfy Provincial requirements for a crematorium use. Funeral homes are permitted within Community Nodes and the planned function of Community Areas is to provide for residential uses as well as non-residential supporting uses intended to serve the immediate residential areas.

The property municipally addressed as 507 Frederick Street is designated as 'Commercial' and the four Becker Street properties (triangle shaped property and 40, and 44 Becker Street) are designated as 'Low Rise Residential' in the City's Official Plan. A portion of lands form part of a Community Node in the City's Urban Structure.

Planning staff are supportive of amending the land use designation of 40, and 44 Becker Street, as well as the triangle-shaped portion of land), from 'Low Rise Residential' to 'Commercial'.

For clarity, Planning staff are recommending adding Specific Policy Area 58 in the Official Plan to permit a crematorium/cremator use as an accessory use to a funeral home use. While Zoning By-law 2019-051 lists a crematorium and funeral homes as separate uses, the Official Plan does not list the two uses separately. Funeral home is not a defined term in the Official Plan.



## **SECTION 4 – THE AMENDMENT**

The City of Kitchener Official Plan (2014) is hereby amended as follows:

a) Amend Map No. 3 – Land Use by:

- i) Designating the lands municipally known as 40 and 44 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1 as 'Commercial' instead of 'Low Rise Residential', as shown on the attached Schedule 'A'.

b) Amend Map 5 – Specific Policy Area by:

- i) Adding Specific Policy Area 58 to lands municipally known as 507 Frederick Street, 40 and 44 Becker Street, as well as the triangle-shaped portion of land west of Becker Street and north of Fife Avenue, legally described as Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1, as shown on the attached Schedule 'B'.

c) Amend Policy 15.D.12 by adding Policy 15.D.12.58 as follows:

"15.D.12.58     ***507 Frederick Street and 40 and 44 Becker Street***

Notwithstanding the Commercial land use designation and policies on the lands municipally known as 507 Frederick Street and 40 and 44 Becker Street, and a triangular-shaped parcel of land west of Becker Street and north of Fife Avenue, one crematorium/crematorium unit will be permitted as an accessory use to a funeral home."

## NOTICE OF PUBLIC MEETING

for a development in your neighbourhood  
507 Frederick Street & 40-48 Becker Street





Concept Drawing



Funeral Home

Crematorium/  
Cremator

Reduced  
Setbacks to  
Becker Street

### Have Your Voice Heard!

Date: **January 9, 2023**  
Time: **To be determined**  
Location: **Council Chambers,  
Kitchener City Hall  
200 King Street West  
or Virtual Zoom Meeting**

To view the staff report, agenda, meeting details, start time of this item or to appear as a delegation, visit:  
**[kitchener.ca/meetings](http://kitchener.ca/meetings)**

To learn more about this project, including information on your appeal rights, visit:  
**[www.kitchener.ca/PlanningApplications](http://www.kitchener.ca/PlanningApplications)**

or contact:  
**Garett Stevenson, Interim Director**  
519.741.2200 x 7070  
[garett.stevenson@kitchener.ca](mailto:garett.stevenson@kitchener.ca)

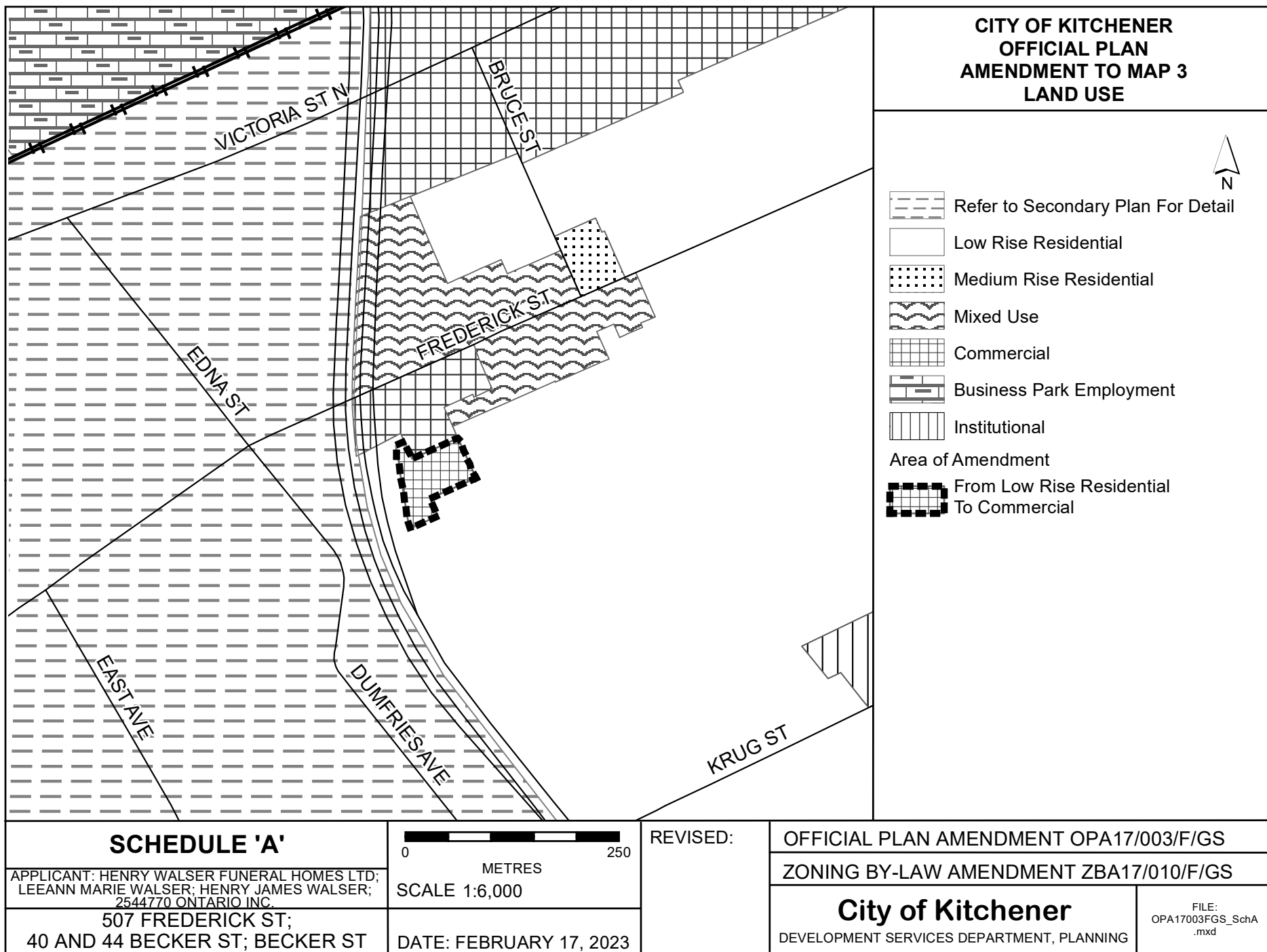
Official Plan and Zoning By-law Amendments will be considered to change the land use designation and zoning for 40-48 Becker Street to permit commercial uses, including a funeral home. Special zoning regulations are also proposed for reduced setbacks from Becker Street. These properties, along with 507 Frederick Street, are also proposed to permit a Crematorium/Cremator as a permitted use.

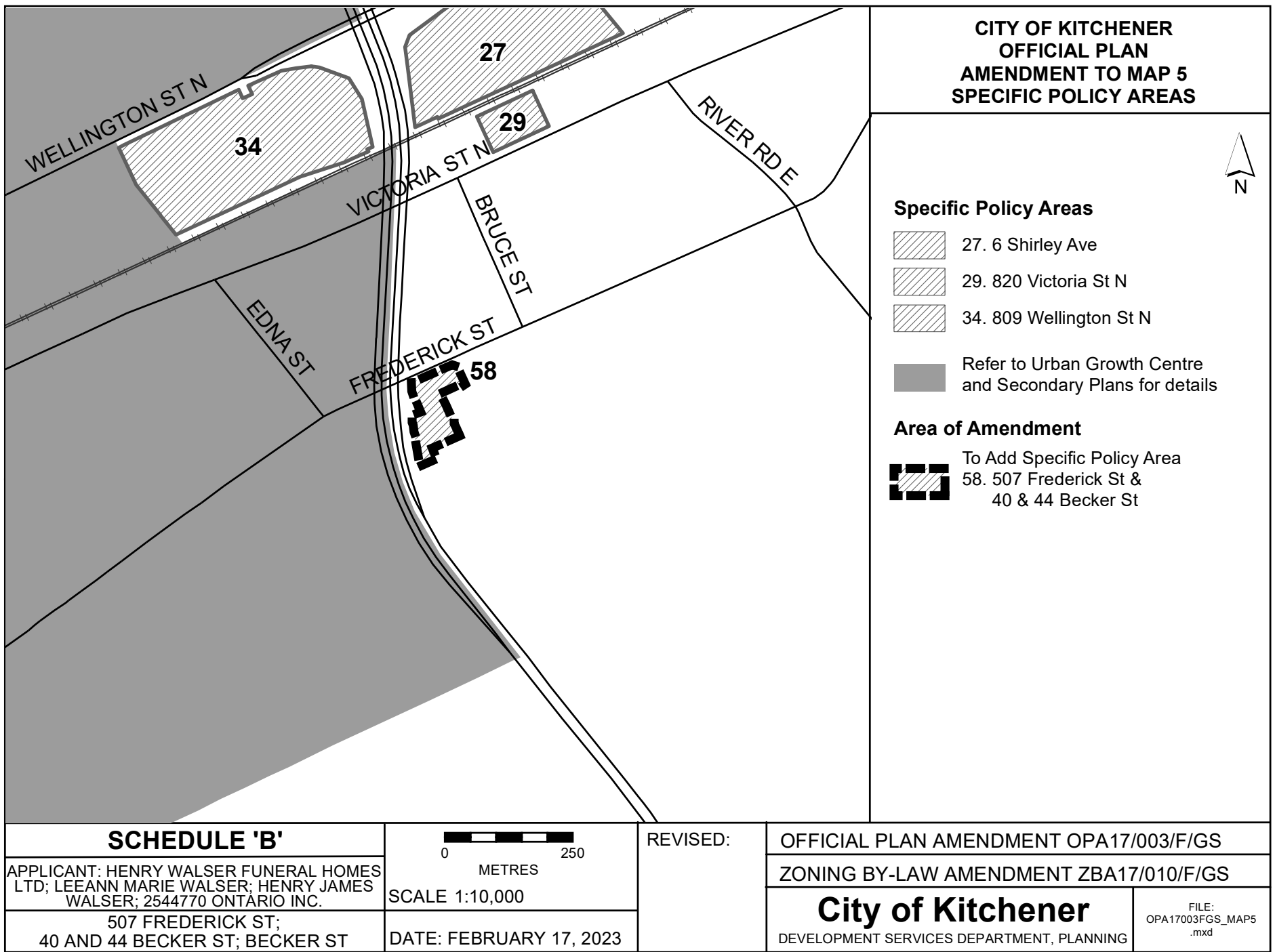
APPENDIX 2: Minutes of the Planning & Strategic Initiatives Committee Meeting (January 9, 2023)

APPENDIX 3 - Minutes of the Meeting of City Council (January 30, 2023)

APPENDIX 4 - Minutes of the Meeting of City Council (February 27, 2023)

APPENDIX 5 - Minutes of the Meeting of City Council (March 20, 2023)







PROPOSED BY – LAW

\_\_\_\_\_, 2023

BY-LAW NUMBER \_\_\_\_

OF THE

CORPORATION OF THE CITY OF KITCHENER

(Being a by-law to amend By-law 2019-051, as amended, known as the Zoning By-law for the City of Kitchener – Henry Walser Funeral Home Ltd, Leeann Marie Walser, Henry James Walser, & 2544770 Ontario Inc.

- 507 Frederick Street, 40 and 44 Becker Street & Plan 42, Pt Lots 27 to 30, RP 58R-15854 Pt 1)

WHEREAS it is deemed expedient to amend By-law 2019-051 for the lands specified above;

NOW THEREFORE the Council of the Corporation of the City of Kitchener enacts as follows:

1. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 1 on Map No. 1, in the City of Kitchener, attached hereto, from General Commercial Zone (COM-2) to General Commercial Zone (COM-2) with Site Specific Provision (357).
2. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 2 on Map No. 1, in the City of Kitchener, attached hereto, from Mixed Use One Zone (MIX-1) to General Commercial Zone (COM-2) with Site Specific Provision (357).
3. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 3 on Map No. 1, in the City of Kitchener, attached hereto, from Low Rise Residential Four Zone (RES-4) to General Commercial Zone (COM-2) with Site Specific Provision (357).
4. Zoning Grid Schedule Number 140 of Appendix “A” to By-law Number 2019-051 is hereby amended by changing the zoning applicable to the parcel of land specified and illustrated as Area 4 on Map No. 1, in the City of Kitchener, attached hereto, from Low Rise Residential Five Zone (RES-5) with Site Specific Provision (205) to General Commercial Zone (COM-2) with Site Specific Provision (357).
5. Section 19 of By-law 2019-051 is hereby amended by adding Section 19 (357) thereto as follows:

“357. Notwithstanding Sections 3 and 5 and Tables 9-1 and 9-2 of this By-law, within the lands zoned General Commercial Zone (COM-2) and shown as affected by this subsection on Zoning Grid Schedule Number 140 of Appendix ‘A’, the following special regulations shall apply:

- a) A *Crematorium* shall be a permitted use and the cremation exhaust stack must be a minimum of 56 metres from a *residential zone*.
- b) *Dwellings* existing on the passing of this by-law shall be permitted.
- c) The *exterior side yard setback* to Becker Street shall be 0 metres.
- d) *Driveway Visibility Triangles* are not required adjacent to Becker Street.
- e) The *minimum parking spaces* for a *Crematorium* and *Funeral Home* use shall be 1 space per 24.5 square metres of *Gross Floor Area*.
- f) *Tandem parking spaces* may be permitted and must be signed as employee parking spaces.
- g) *Parking spaces* and *loading spaces* located within a building may be located 0.0 metres from the street and vehicles are not required to enter/exit the garage in a forward motion.
- h) For any *lot* to which this regulation applies and abuts Frederick Street, Frederick Street shall be deemed to be the *front lot line*.
- i) The following new sensitive uses are not permitted until such time as a Record of Site Condition is completed and Ministry Acknowledgement Letter is provided:

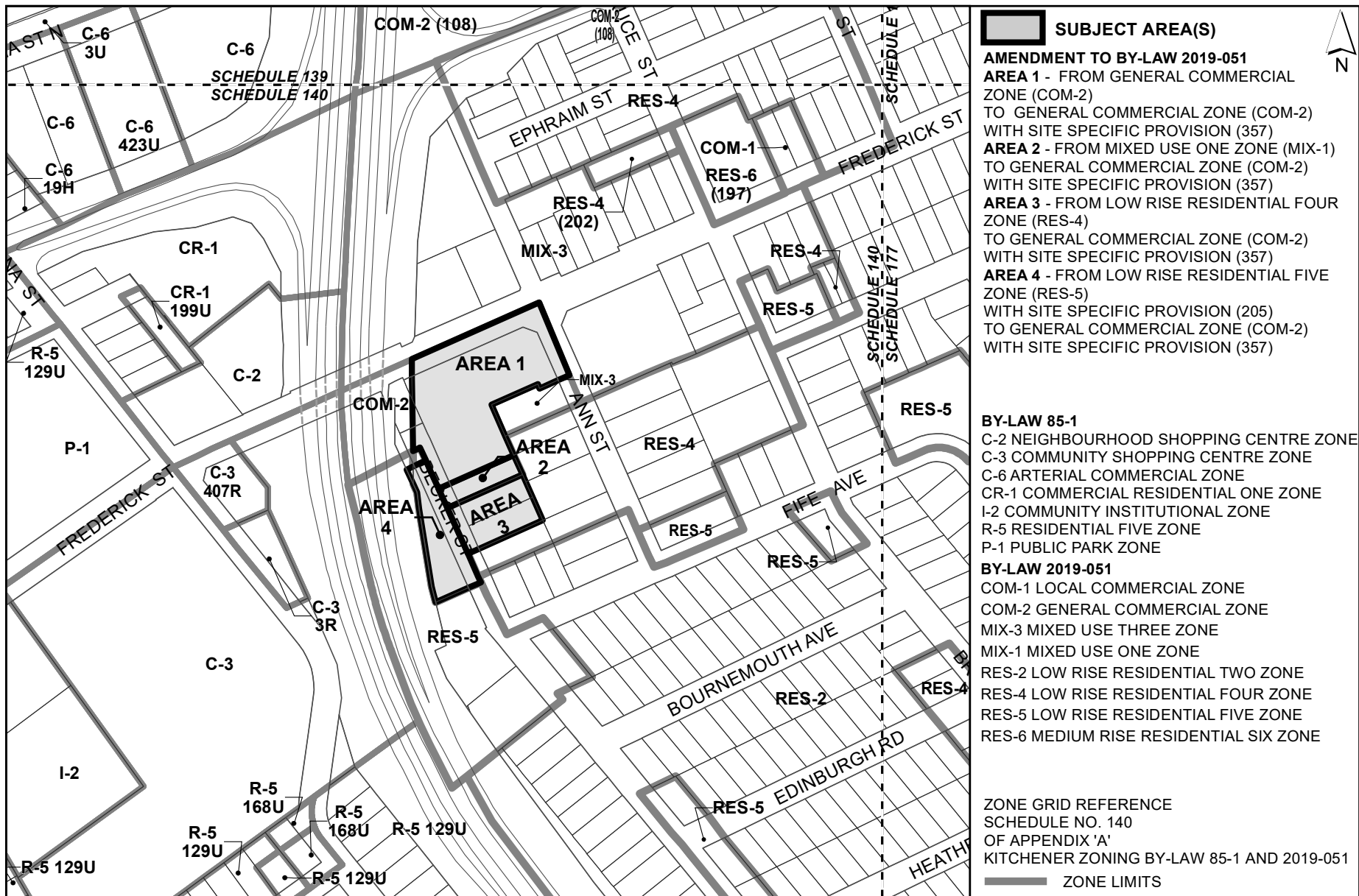
*Day Care Facility*  
*Duplex Dwelling*  
*Dwelling Unit*  
*Education Establishment*  
*Hospice*  
*Lodging House*  
*Multiple Dwelling*  
*Private Home Day Care*  
*Residential Care Facility*  
*Semi-detached Dwelling*  
*Street Townhouse Dwelling*”

6. This By-law shall become effective only if Official Plan Amendment No. \_\_ (507 Frederick Street, 40 and 44 Becker Street) comes into effect, pursuant to Section 24(2) of The Planning Act, R.S.O. 1990, c. P. 13, as amended.

PASSED at the Council Chambers in the City of Kitchener this \_\_\_\_\_ day of \_\_\_\_\_,  
2023.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



# MAP NO. 1

HENRY WALSER FUNERAL HOMES LTD, LEEANN  
 MARIE WALSER, HENRY JAMES WALSER, &  
 2544770 ONTARIO INC.

507 FREDERICK ST, 40 & 44 BECKER ST

0 50 100  
 METRES

SCALE 1:4,000

DATE: MARCH 13, 2023

ZONING BY-LAW AMENDMENT ZBA17/010/F/GS

OFFICIAL PLAN AMENDMENT OPA17/003/F/GS

**City of Kitchener**

DEVELOPMENT SERVICES DEPARTMENT, PLANNING

FILE:  
 ZBA17010FGS\_MAP1b\_C  
 .mxd

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Carlos Reyes, Interim Director Engineering, 519-741-2200 ext. 7974

**PREPARED BY:** Eric Riek, Project Manager, 519-741-2200 ext. 7330

**WARD(S) INVOLVED:** Ward 4

**DATE OF REPORT:** March 14, 2023

**REPORT NO.:** DSD-2023-096

**SUBJECT:** Biehn Drive and Sanitary Trunk Sewer Environmental Assessment

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## **RECOMMENDATION:**

**That Council directs staff to complete further studies to update the Biehn Drive and Trunk Sanitary Sewer Extension Class Environmental Assessment - Environmental Study Report , prepared by BT Engineering, dated January 18, 2023; and,**

**That Council directs staff to complete one additional consultation to be scheduled once the additional studies have been completed; and,**

**That Council directs staff to use the remaining balance of the budget approved in 2020 for this EA to complete the additional work; and further,**

**That staff reports back to Council with an updated Biehn Drive and Trunk Sanitary Sewer Extension Class Environmental Assessment (EA) Environmental Study Report in late 2023 or early 2024.**

## **REPORT HIGHLIGHTS:**

- The purpose of this report is to answer questions raised at the February 13, 2023 Community and Infrastructure Services committee and to provide recommendations for additional investigation and consultation (Geotechnical, Hydrogeological and Transportation).
- The key finding of this report is the recommendation of additional investigation and consultation to be completed and to update the Biehn Drive and Trunk Sanitary Sewer Extension Class Environmental Assessment (EA) – Environmental Study Report and Preliminary Design Report with the findings of those studies, which would typically take place after filing the EA.
- The financial implications are Biehn Drive and Sanitary Trunk Sewer Extension was included in the Development Charge Background Study, 2019. This project has full-funding available as of 2022 in the capital forecast and is fully funded by Development

Charges. Remaining balance of the budget approved by Council in 2020 is required to complete additional investigation.

- Community engagement included two virtual public information centres with the first meeting taking place April 20<sup>th</sup>, 2021. The second virtual public information centre took place on November 17<sup>th</sup>, 2021. In addition, the project was presented to the Kitchener Environmental Committee on June 17<sup>th</sup>, 2021 and October 21, 2021. The project was presented to the Regional Environmental Committee on November 29, 2021. Lastly, the project was presented to Community and Infrastructure Services Committee on February 13, 2023. One additional Public Information Centre is proposed once additional investigation is completed (late 2023/ early 2024).
- This report supports the delivery of core services.

### **EXECUTIVE SUMMARY:**

The City of Kitchener (City) has undertaken a Schedule C Municipal Class Environmental Assessment (EA) Study to develop a transportation plan for the extension of Biehn Drive westerly to the Robert Ferrie Drive extension in the City of Kitchener. The Biehn Drive extension will include municipal services including a trunk sanitary sewer, storm sewer/ditches and watermain.

The following problem/opportunity was identified as part of the EA:

*“Future development within the Doon South and Brigadoon communities requires a defined alignment for the extension of Biehn Drive to Robert Ferrie Drive as part of the area road network and to accommodate municipal services. The sanitary sewer network must connect to Biehn Drive.”*

To address this problem, the Study has developed and evaluated alternatives for the alignment of the Biehn Drive extension, intersection locations/type and municipal services while minimizing environmental, social, and cultural impacts of the project. Biehn Drive is a Major Collector Road in the City of Kitchener Official Plan. The previous sanitary sewer network has been constructed to accommodate the future service areas to connect directly to Biehn Drive. No other alternative exists for the sanitary sewer network other than to connect to Biehn Drive.

As a result of questions and concerns raised at the Community and Infrastructure Services Committee meeting on February 13<sup>th</sup>, 2023, staff are recommending the following studies be completed to support the decisions made and refine the preferred solution of Council consideration of the Biehn Drive and Sanitary Trunk Sewer Environmental Assessment (EA) Environmental Study Report:

- Scoped Environmental Impact Study to support geotechnical work (typically completed at detailed design);
- Detailed geotechnical and hydrogeological study to determine sewer installation method and impacts to groundwater (typically completed at detailed design);
- Complete an update to the Doon South Community and Broader Traffic Study (last completed in 2016) to confirm what future traffic projections would look like with or without Biehn Drive extension.

In addition to the studies mentioned above, staff proposes one additional Public Information Centre to take place prior to reporting back to Council in Winter 2023/2024. After this additional consultation is completed, the preferred solution will be confirmed taking into consideration the results from the addition investigation, input and comments received from the review agencies, Indigenous communities, and the Public, and after the evaluation of the net environmental effects.

## **BACKGROUND:**

Since the mid-2000's the road network and municipal servicing for the Doon South and Brigadoon areas in the City of Kitchener have planned for area development and evolving transportation needs. Several planning documents including the Official Plan and Transportation Master Plan (TMP) have identified the need to extend Biehn Drive westerly to the Robert Ferrie Drive extension and ultimately to Strasburg Road.

The Biehn Drive Extension would be a major collector road, as identified in Schedule B of the City of Kitchener's Official Plan Amendment. This link would accommodate vehicles to and from the Brigadoon community and would help mitigate cut-through traffic on local streets within the community. A collector road collects traffic from local roads within the community and provides connectivity to high tier arterial roads including Strasburg Road.

Future development within the Doon South and Brigadoon communities requires a defined alignment for the extension of Biehn Drive to Robert Ferrie Drive as part of the area road network and to accommodate municipal services. The sanitary sewer network must connect to Biehn Drive.

To determine the road alignment, this Study has considered the natural, social environments and the future land use in the Study Area. The extension of Biehn Drive and the associated municipal servicing has been a longstanding part of the integrated plan for the Brigadoon neighbourhood.

The planned extension will improve local access to Strasburg Road to safely and reliably accommodate all modes of transportation including vehicular, pedestrians, and cyclists, and provide access to potential future transit. Defining the future road and municipal servicing plans concurrently allows subsequent land use plans to be completed by developers by providing certainty in the horizontal and vertical alignment of the municipal street Right-of-Way (ROW).

The EA Study provides the opportunity to: improve accessibility to the local community by providing additional network links; define a multi-modal transportation plan to support travel within the local neighbourhoods; accommodate the required and previously planned sanitary sewer extension; and allow development to proceed on lands that currently require the roadway ROW plan to be defined prior to developing the land use plan.

## **REPORT:**

### **Municipal Class EA Process**

This project was undertaken to satisfy the Provincial EA Act following the "Municipal Class

Environmental Assessment” process for a Schedule C project as amended by the Municipal Class EA 2015. This document specifies the procedures required to plan specific road projects according to an approved provincial planning process.

The Class EA process was undertaken in a series of phases commencing with problem identification and culminating in the filing of this Environmental Study report (ESR).

The Class EA process includes an evaluation of all reasonable alternatives and the selection of a preferred alternative(s) with acceptable effects (including avoidance and mitigation of any residual adverse effects) on the natural and social/cultural environments.

The Municipal Class EA process involves five phases:

Phase 1: Identify the Problem

Phase 2: Alternative Solutions

Phase 3: Alternative Design Concepts for the Preferred Solution

Phase 4: Environmental Study Report

Phase 5: Implementation

### **Current Environmental Assessment Status**

Due to concerns received from the Public, staff is proposing to advance additional investigation and consultation earlier in the process to update and file the Environmental Study Report with the Ministry of Environment, Conservation and Parks for the mandatory 30-day review period which corresponds to Phase 4 in the Municipal Class EA process (**See Figure 1**).



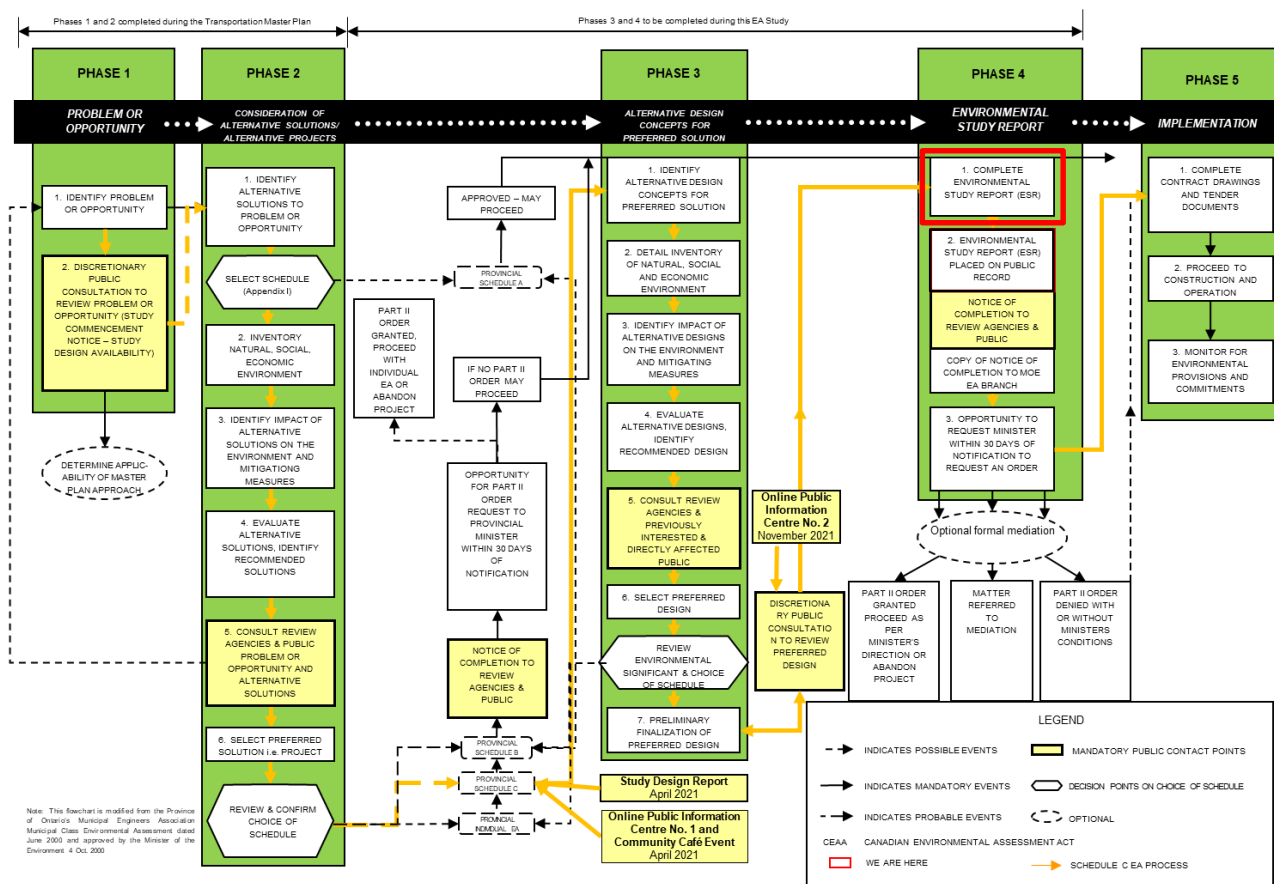


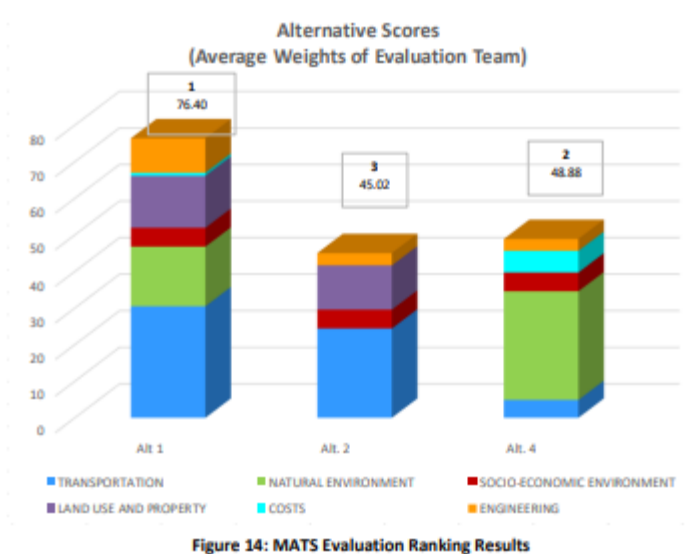
Figure 1 – Municipal Class EA Process Map

## Council Discussion and Questions

The following questions were raised at the February 13<sup>th</sup>, 2023 Community and Infrastructure Services Committee Meeting:

1. **Question/Concern:** Alternative 4 scoring review was completed as requested, however, no changes were made to the Environmental Study Report. **Response:** While alternative 4 scored the highest for Natural Environment, that is only one factor out of six (6) that is considered. The evaluation considered all natural, social, cultural environmental performances as well as cost and transportation. It is typical that a preferred alternative in an Environmental Assessment would be a best-balanced solution providing reasonable transportation and municipal services while minimizing environmental effects and costs.

In this technical evaluation Alternative 1 was considered a better-balanced solution considering all trade-offs. The overall scores of the competing alternatives is shown below (**Figure 14-from Environmental Study Report**) and the colour of each factor group illustrates where each option scored points in each criteria. Alternative 4 has the largest green (natural environment) performance as shown in the figure but poorer performance in other factor groups.



**Figure 2 – MATS Evaluation Ranking results Included in the ESR**

Sensitivity testing was also completed to validate or test the weighting exercise which is explained in detail below.

To evaluate the alternatives using the short-listed criteria, the Evaluation Team members rated each global factor and sub-factor based on their knowledge and experience. It is noted that every person assigning weights may have different expertise (i.e. the Evaluation Team consists of a diversified team of professionals with varied backgrounds) and may allocate slightly different scores between each member. The Evaluation Team assigned percentage weights to each global factor and sub-factor were assigned by each project team member based on the findings of sub-studies, public comments, and whether the performance or impacts would be short term or long term.

Their individual weights are then averaged to determine the Evaluation Team weight for each global factor and sub-factor shown above. The sensitivity testing program was a method to assess the range of perspectives in the group and to test if judgements of individuals had a large variance or not. The testing considered the outcome of each factor group using the highest or lowest perspective of importance of anyone in the group. In this study the Alternative 1 was a robust solution ranking first in every test.

Table 5 on Page 42 of the Environmental Study Report is shown below for reference.

## Sensitivity Tests

To validate the weighting exercise, a sensitivity testing program was undertaken to determine whether the Technically Preferred Alternative (TPA) would have changed if a particular factor group was assigned a higher or lower importance than the group average. This ensures greater confidence in the selection process. The three tests included:

- Average Evaluation Team weight
- Highest weight in a factor group by any Evaluation Team member
- Lowest weight in a factor group by any Evaluation Team member

The results of these tests are shown in **Table 5**. The green box shows the first rated alternative.

Table 5: Sensitivity Testing Results for Alignment Alternatives					
Alternatives			Alt. 1	Alt. 2	Alt. 4
Ranking			1	3	2
Transportation	High	45%	1	2	3
	Low	20%	1	3	2
Natural Environment	High	40%	1	3	2
	Low	20%	1	2	3
Socio-Economic Environment	High	15%	1	3	2
	Low	10%	1	3	2
Land Use and Property	High	20%	1	2	3
	Low	10%	1	3	2
Cost	High	10%	1	3	2
	Low	2%	1	2	3
Engineering	High	15%	1	3	2
	Low	5%	1	3	2

The sensitivity test results showed that there were no trade-offs between the alternatives.

**Alternative 1: Connect to Robert Ferrie Drive east of Hydro Tower**, was determined to be the preferred alignment alternative.

## Table 1 – Sensitivity Testing Included in the ESR

What this demonstrates is that no one on that evaluation group considered Alternative 4 as the preferred alignment alternative.

2. **Question/Concern:** Method of construction for extending sanitary trunk sewer and watermain (open-cut, directional drilling, micro-tunneling, etc.). **Response:** Staff are recommending proceeding with a detailed geotechnical study which is required typically required at and budgeted for in the detailed design stage. By completing this study in advance, the following questions will be answered:
  - Method of sewer construction

- Impacts to groundwater/ flooding concerns

To complete this geotechnical investigation, a scoped Environmental Impact Study must be completed in advance (Spring/Summer 2023). Limited tree removal will be required to access the lands with the B57 drill rig, see photo below for reference. Tree removal cannot take place during the bird nesting window (April 1<sup>st</sup> to August 31<sup>st</sup>); therefore, the geotechnical investigation will begin in September 2023.



**B57 Drill Rig**

3. **Question/Concern:** Does Biehn Drive need to be extended? **Response:** There have been numerous studies completed to support the need for extending Biehn Drive from the current terminus to Robert Ferrie Drive which are outlined in the Environmental Study Report. Despite all the previous studies recommendations to extend Biehn Drive, there are still questions about the need for the road extension.

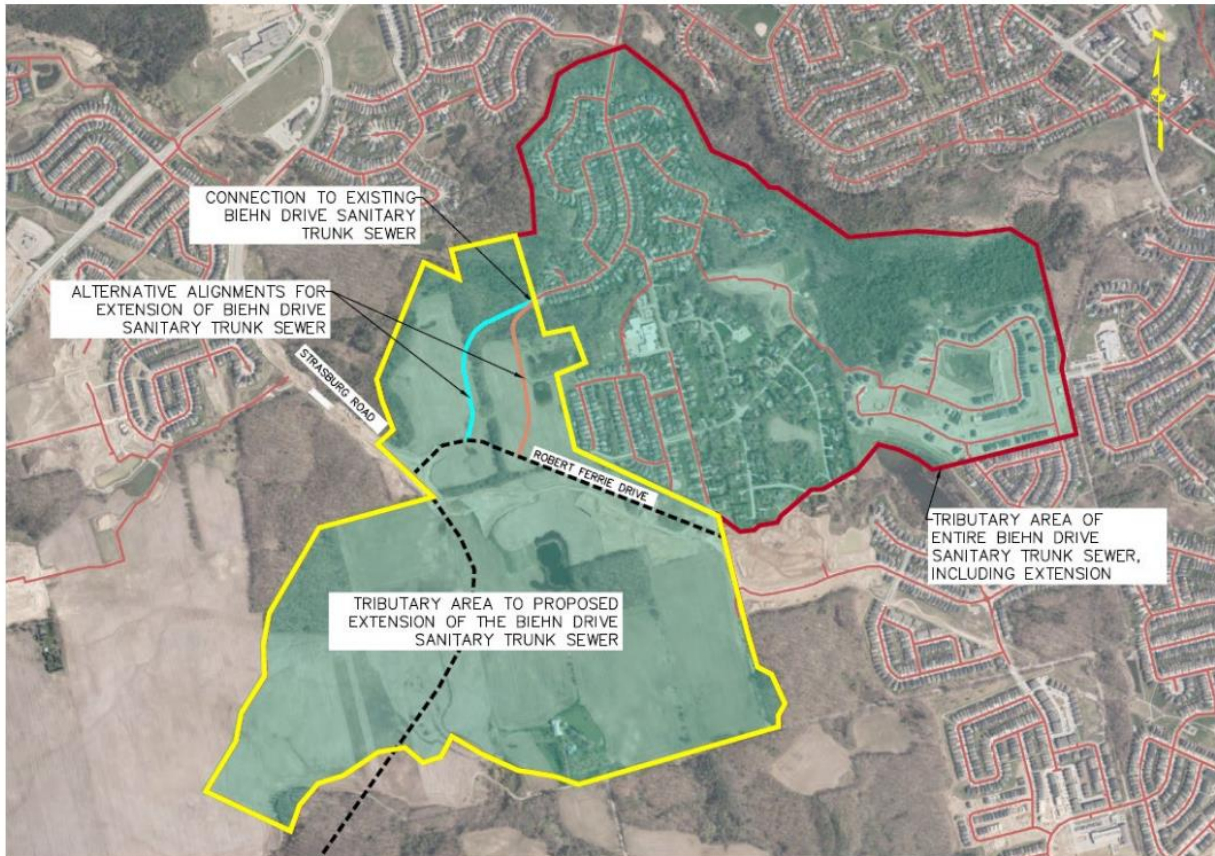
In response to these questions and concerns, staff proposes to complete an update to the Doon South Community and Broader Traffic Study (last completed in 2016) to confirm what future traffic projections would look like with or without Biehn Drive extension.

4. **Question/Concern:** Alternate routes for trunk sewer or alternative servicing options. **Response:** The Biehn Drive trunk sewer will service a large area of the City (128.9 hectares including rural, residential, and agricultural lands) by gravity, see **Figure 2** below for reference. This equates to approximately 2000 dwellings. Servicing by gravity is the most efficient and cost-effective means of providing a sanitary outlet for new construction.

The only alternative to gravity drainage is to provide a pumping station that would pump sewage (via a forcemain) from a low point on the west side of the Provincially



Significant Wetland (PSW) to the existing trunk sewer on Biehn Drive. This forcemain would either be installed under the wetland or follow local streets (Robert Ferrie Drive to Caryndale Drive to Biehn Drive). Pumping stations are very expensive and carry a perpetually high operating and maintenance cost for the City. Further, with the changes from Bill 23, it is in the City's best interest to be fiscally responsible with Development Charge funds to ensure the money invested in new infrastructure is done so responsibly and as efficiently as possible.



**Figure 2- Biehn Drive Sanitary Sewer Catchment Map**

### **Recommended Strategy and Next Steps**

1. Scoped Environmental Impact Study which will include field investigations to be completed in the spring and summer of 2023 to review existing mapped natural features and identify additional features and constraints that should be considered during the evaluation of alternative designs. This site investigation will document the following beyond general natural heritage constraints: spring plants, tree assessment, spring birds and frog call surveys, bat roosting screening, incidental wildlife observation, and Species at Risk (SAR) potential habitat assessment. An additional field visit will be completed in the summer of 2023 to ensure that existing conditions are captured across multiple seasons.

A Scoped Environmental Impact Study (EIS) will be prepared which will summarize existing conditions including constraints and opportunities in the Study Area, an assessment of potential impacts, mitigation measures, construction timing windows and a list of future studies, as well as permits and approvals that may need to be

obtained prior to additional geotechnical investigations. The report will inform the design team of natural heritage considerations in their selection of the preferred solution and design. The report will be distributed to MECP and GRCA as required in support of permits and approvals

2. Complete Geotechnical/Hydrogeological investigation which will advance six (6) boreholes to a depth of 8 metres within the wetland limits. Three (3) boreholes will be converted to monitoring wells to measure groundwater fluctuations. The boreholes will be advanced using a track-mounted drill-rig equipped with continuous flight solid/hollow stem augers and split spoon (SPT) sampling equipment.
3. Complete an update to the Doon South Community and Broader Traffic Study (last completed in 2016) to confirm what future traffic projections would look like with or without Biehn Drive extension.
4. Additional Consultation in Winter of 2023/2024
5. Update the Environmental Study Report taking into consideration the results from the additional investigation and consultation.
6. Final presentation of Environmental Study Report to Council in late 2023 or early 2024

#### **STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

#### **FINANCIAL IMPLICATIONS:**

Capital Budget – The recommendation has no impact on the Capital Budget. Funds are currently available from Development Charges.

Operating Budget – The recommendation has no impact on the Operating Budget.

In 2020, Council approved \$565,000 for the Biehn Drive and Sanitary Sewer Extension - Municipal Class EA and Preliminary Design. On December 23, 2020, Council approved P20-043 (Professional Services Class EA & Preliminary Design for Biehn Drive Extension and Sanitary Trunk Extension (Current Terminus to Robert Ferrie Drive) with a total budget of \$369,817.36. Staff recommends the use of the remaining balance (\$187,486.83) to complete the additional work.

#### **COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

CONSULT – Community engagement included two virtual public information centres with the first meeting taking place April 20th, 2021. The second virtual public information centre took place on November 17th, 2021. In addition, the project was presented to the Kitchener

Environmental Committee on June 17th, 2021 and October 21, 2021. The project was presented to the Regional Environmental Committee on November 29, 2021. Lastly, the project was presented to Community and Infrastructure Services Committee on February 13<sup>th</sup>, 2023.

One additional Public Information Centre is proposed to take place in Winter of 2023/2024 after the additional studies are completed.

## **PREVIOUS REPORTS/AUTHORITIES:**

- September 1989, City Council approved the Brigadoon Community Plan. The Community Plan was processed concurrently with amendments to the Official Plan which established a collector and arterial road network for the Community. The importance of connecting the Brigadoon Community to Strasburg Road was recognized and three collector road connections were proposed at that time including the extension of Biehn Drive. Approved transit routes included Biehn Drive, Strasburg Road and Huron Road. The Biehn Drive extension has been carried forward in all subsequent versions of the City of Kitchener Official Plan.
- February 1994, McCormick Rankin on behalf of the City of Kitchener completed the report "Doon South - Brigadoon Transportation Network and Corridor Study". The report recognized the need to comprehensively plan a road network to accommodate growth associated with a large geographic area. The process was undertaken in the form of the Environmental Assessment Act. The report recommended several interrelated transportation corridor network improvements and reaffirmed the need for the Biehn Drive extension. Kitchener Planning and Economic Development Committee approved the report and further recommendations dated June 20, 1994 which among other matters, directs an amendment to the Kitchener Official Plan to incorporate the collector road network which includes Biehn Drive.
- The Brigadoon Community Plan was updated and approved by Kitchener City Council on June 29, 2004. The updated Community Plan provides for the extension of Biehn Drive to Strasburg Road and recognizes Strasburg Road as a 26 metre wide secondary arterial road.
- In June 2013, the final "Kitchener Integrated Transportation Master Plan" was approved. The master plan informed the approval of the City's current "in effect" Official Plan. Biehn Drive extension is identified as a major community collector street. Biehn Drive is shown as extending in a southwesterly direction and connecting to Strasburg Road.
- City Planning Staff Report (CSD-14-037) prepared in support of the Official Plan Amendment (OPA) and environmental assessment (EA) for the Robert Ferrie Drive extension (June 2014) includes the following conclusion: *"In order to continue improving the traffic and transportation needs in the Brigadoon and Doon South communities the Transportation studies done as part of the Integrated EA and OPA process confirmed that the extension of Biehn Drive is necessary to meet the current and projected transportation needs of the Brigadoon/Doon South Communities. It is therefore also recommended that the EA process for the extension of Biehn Drive commence as soon as possible and further that it be concurrent with the EA for the extension of sanitary sewer services along Biehn Drive."*
- March 2019, LPAT's partial approval of Official Plan Amendment No. 103. The integrated transportation system policies of the Official Plan are supported by the City's Transportation Master Plan. Map 11 (Integrated Transportation System) of the in-effect Official Plan identifies the approved Robert Ferrie Drive alignment and confirms that Biehn Drive will be extended from its current terminus southerly and connect to Robert

Ferrie Drive. The final alignment of Biehn Drive is to be constructed within the corridor identified on Map 11.

- *Municipal Act, 2001*
- *Planning Act*

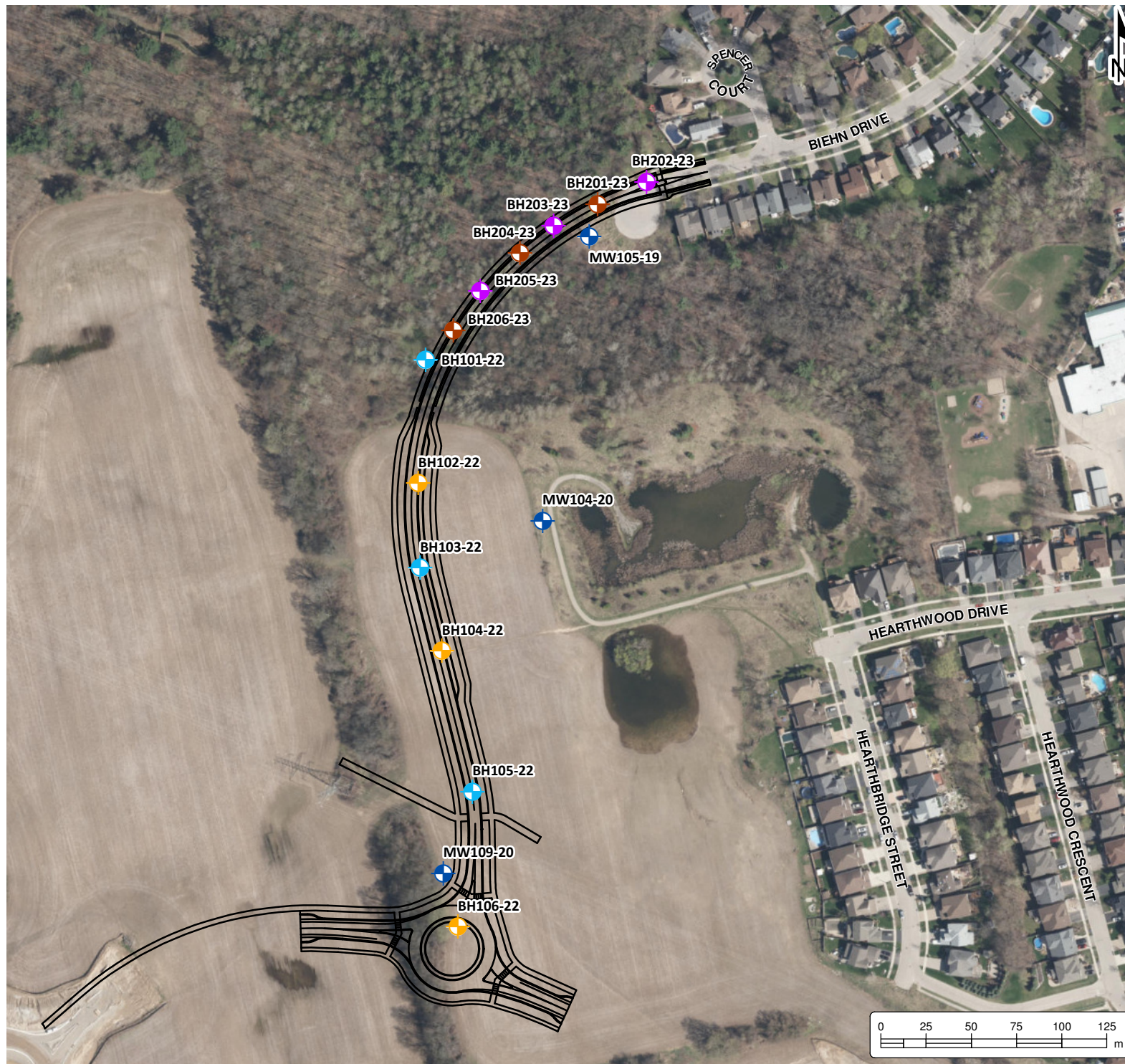
**APPROVED BY:** Justin Readman, General Manager, DSD

**ATTACHMENTS:**

**Figure 1 - Borehole Location Plan**








C:\GIS\MXDs\11900-11999\11969-002P-2023-03-08 FG 1 - Borehole Location Plan.mxd



# GEOTECHNICAL INVESTIGATION

BT ENGINEERING  
Biehn Drive  
Kitchener, Ontario

## LEGEND

-  Borehole (Cambium, 2022)
-  Monitoring Well (Cambium, 2022)
-  Monitoring Well (MTE, 2019)
-  Proposed Borehole (Cambium, 2023)
-  Proposed Monitoring Well (Cambium, 2023)

**Notes:**  
- Base mapping features are © Queen's Printer of Ontario, 2019 (this does not constitute an endorsement by the Ministry of Natural Resources or the Ontario Government).  
- Distances on this plan are in metres and can be converted to feet by dividing by 0.3048.  
- Cambium Inc. makes every effort to ensure this map is free from errors but cannot be held responsible for any damages due to error or omissions. This map should not be used for navigation or legal purposes. It is intended for general reference use only.



194 Sophia Street  
Peterborough, Ontario, K9H 1E5  
Tel: (705) 742.7900 Fax: (705) 742.7907  
www.cambium-inc.com

## BOREHOLE LOCATION PLAN

Project No.: 11969-002P	Date: March 2023
Scale: 1:3,000	Rev.: Projection: NAD 1983 UTM Zone 17N
Created by: MAT	Checked by: Page 77 of 137

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Ryan Scott, Chief Procurement Officer, 519-741-2200 ext. 7214

**PREPARED BY:** Sarah Pethick, Associate Procurement Specialist, 519-741-2200 ext. 7213

**WARD(S) INVOLVED:** N/A

**DATE OF REPORT:** March 8, 2023

**REPORT NO.:** FIN-2023-131

**SUBJECT:** Request for Additional Funding – Q23-004 Conway Drive and Wayne Drive Road Reconstruction

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## RECOMMENDATION:

That \$754,000 be transferred from the Water Infrastructure Program (WIP) Road Reconstruction General Account to the Conway Drive and Wayne Drive Road Reconstruction account to allow the project to proceed.

## REPORT HIGHLIGHTS:

- The purpose of this report is to obtain approval to transfer funds to the Conway & Wayne Drive Road Reconstruction capital project to allow the award of a procurement in accordance with Procurement By-law 2022-109;
- The impact of not approving the transfer would be canceling the solicitation and delaying the project until at least 2024;
- This report supports the delivery of core services.

## BACKGROUND:

The scope of the work for the Conway Drive and Wayne Drive Road Reconstruction project includes the replacement of the existing sanitary sewer, storm sewer, water supply system, roadway, curb and gutter, sidewalks and municipal service connections to the street property line. The work also includes a small component of cured-in-place sewer lining and exfiltration trenches. Approximate project distance is 780 metres. The project would be scheduled to begin on April 3, 2023, weather permitting.

## REPORT:

In accordance with the Procurement By-law 2022-109 (Chapter 170 Municipal Code), Council's approval is required if any one or more of the conditions of Section 10 – Delegated Approval Authority are not met.

\*\*\* This information is available in accessible formats upon request. \*\*\*  
Please call 519-741-2345 or TTY 1-866-969-9994 for assistance.

Specific to the project listed, the City has conducted an open competitive process which resulted in eight (8) responses being received, and the intent is to award to the lowest compliant response.

Staff have concluded that:

- Market pricing has been received for the listed deliverables; and
- Based on the significant number of bids received through this competitive process early in the year, staff do not believe better pricing would be received by canceling this solicitation and waiting at least another year; and
- It would be in the City’s best interest to proceed ahead with the project.

However:

- There is insufficient funding to award the procurement under delegated authority; and
- Additional funds are being requested to facilitate an award.

Failing to transfer additional funds would lead to canceling the solicitation and delaying the project until at least 2024. Further, delaying the project will increase the likelihood of service disruption in the area as the infrastructure being replaced is at the end of its useful life.

**STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

**FINANCIAL IMPLICATIONS:**

The table below shows the proposed transfer and the revised project budget that would allow the procurement to be awarded within the Procurement By-Law.

**Summary of Proposed Action**

	<b>Account</b>	<b>Amount</b>
Approved Budget	Conway & Wayne Drive Reconstruction	\$5,288,000
Recommended Transfer	WIP Road Reconstruction General Account	\$ 754,000
<b>Revised Budget</b>	<b>Conway &amp; Wayne Drive Reconstruction</b>	<b>\$6,042,000</b>

There is sufficient funding within the WIP Road Reconstruction General Account to make this transfer.

**COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City’s website with the agenda in advance of the council / committee meeting.

**PREVIOUS REPORTS/AUTHORITIES:**

There are no previous reports/authorities related to this matter.

**APPROVED BY:** Jonathan Lautenbach, Chief Financial Officer, Financial Services.



**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Ryan Scott, Chief Procurement Officer, 519-741-2200 ext. 7214

**PREPARED BY:** Brad Kowaleski, Procurement Specialist, 519-741-2200 ext. 7063

**WARD(S) INVOLVED:** N/A

**DATE OF REPORT:** March 14, 2023

**REPORT NO.:** FIN-2023-130

**SUBJECT:** NSP23-063 Microsoft Enterprise Agreement

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## **RECOMMENDATION:**

**That the City leverage the Province of Ontario's, Master Business Service Agreement U8364444 - Microsoft Enterprise Agreement, with Microsoft Canada, Toronto, Ontario, for a three (3) year period, with no options for renewal, provided a satisfactory contract is executed.**

## **REPORT HIGHLIGHTS:**

- The purpose of this report is to obtain approval to proceed with a non-standard procurement in accordance with Procurement By-law 2022-109;
- The City has leveraged enterprise agreements for these products for ten (10)+ years;
- This report supports the delivery of core services.

## **BACKGROUND:**

The City's Technology Innovation and Services Division purchases and manages all required Microsoft software licenses on behalf of the organization. Microsoft software is used on all of the City's computer systems and licenses are purchased for:

- Desktop / Laptop and Server Operating Systems
- Back office server systems supplied by IT such as email and database systems
- Cloud services such as Office 365, Visio, Project

It is the intent to continue to utilize the Microsoft Enterprise Agreement, a volume licensing program to purchase this software.

Microsoft Enterprise Agreement – this volume purchasing program is designed for large organizations (500+) with a standard software deployment across the organization. This program locks in the pricing for three years and spreads the software licensing cost equally across the three-year period. An annual license "true-up" process reduces software license

management. The Enterprise Agreement licensing also offers a much easier path to transition to more cloud-based services. The majority of Microsoft software used in the City is purchased through the Enterprise Agreement.

The City's total estimated spend against this contract for a three-year period is \$3,300,000. The actual spend will depend on the level of activity throughout the term of the contract.

## REPORT:

The Ministry of Public and Business Service Delivery (Supply Chain Ontario) established a framework of Microsoft agreements and their various programs under which non-provincial entities including municipalities can procure products and services. These agreements fall under Master Business agreement U8364444. This Master Business Agreement (MBA) with Microsoft was originally signed in 2004 and amended in 2015

The City can take advantage of the terms and pricing offered within this agreement and sign its own agreement with Microsoft. Through a review of the agreement and current costs gathered through historical competitive processes, staff have assessed that leveraging this agreement would continue to provide best value.

## REPORT:

In accordance with the Procurement By-law 2022-109, Section 15 – Non-Standard Procurement, Council's approval is required as the total value of the deliverables for this non-standard procurement exceeds the delegated authority.

A non-standard procurement is the acquisition of goods, services or construction through a process or method other than the process and method normally required for the type and value of the required deliverables, as identified below:

Requirement	Procurement Value Excluding Taxes	Procurement Process	Approval Authority
Goods, Services or Construction under the circumstances included in Schedule "C".	\$30,001 - \$120,000	Non-Competitive or Limited Competition	Chief Procurement Officer
Goods, Services or Construction under the circumstances included in Schedule "C".	\$120,001 or more	Non-Competitive or Limited Competition	Council

In accordance with the Procurement By-law 2022-109, Schedule “C”, “Goods, services and construction may only be acquired through a non-standard procurement process under the following circumstances: Item 2 - Where only one supplier is able to meet the requirements of a procurement in order to:

- a) ensure compatibility with existing products;
- b) recognize exclusive rights, such as exclusive licenses, copyright and patent rights“

The documentation was reviewed by D. Murray, Director of Technology Innovation and Services, C. Hassarajani, Manager of Digital Infrastructure and Support and B. Kowaleski, Procurement Specialist, who concur with the above recommendation.

## STRATEGIC PLAN ALIGNMENT:

The recommendation of this report supports the achievement of the city’s strategic vision through the delivery of core service.

## FINANCIAL IMPLICATIONS:

The net cost for this tender (A), is fair and reasonable for a purchase of this scope but the upset limit exceeds the budget allowance (B) provided within the budget. As this is a three year contract, the budget shown represents amounts for term of the contract (Apr 2023 to Mar 2026). The estimated surplus (E) will be returned to the Tax Capital Reserve account upon completion of the three year contract.

### NSP23-063 Microsoft Enterprise Agreement

#### Estimated Cost for this Work

Microsoft Enterprise and Select Agreement costs including HST	3,729,000.00	
less: HST rebate on tender	(370,919.84)	
Net Cost Being Awarded	3,358,080.16	A
Projected Costs	-	
Total Estimated Cost for this Work	3,358,080.16	C

#### Budget for this Work

Software Capital Budget (2023-2026)	3,359,000.00	
Total Budget for this Work	3,359,000.00	B
Estimated Surplus/(Deficit)	919.84	E

The above figures represent the known costs for the Enterprise Agreement software purchase. Entering this agreement will establish the purchase source for Microsoft software

licenses for a three-year period. The software will be purchased as needed in accordance with the procurement by-law.

These purchases could be related to growth (new PCs or staff) or by specific project requirements and will be funded by various project and divisional budgets as appropriate.

## **COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

## **PREVIOUS REPORTS/AUTHORITIES:**

FIN-20-044 - Emergency Procurement - Microsoft Enterprise Agreement

**APPROVED BY:** Jonathan Lautenbach, Chief Financial Officer, Financial Services Department

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Saleh Saleh, Director of Revenue, 519-741-2200 ext. 7346

**PREPARED BY:** Feras Abdulhadi, Tax Specialist, 519-741-2200 ext. 7440

**WARD(S) INVOLVED:** All

**DATE OF REPORT:** February 27, 2023

**REPORT NO.:** FIN-2023-101

**SUBJECT:** Applications for Cancellation, Refund, Reduction of Taxes

## RECOMMENDATION:

That the applications to City Council for write-off, cancellation, reduction, or refund of taxes totalling \$295,065.32 as attached to Financial Services Department report FIN-2023-101, be approved, pursuant to Sections 354 and 357 of the *Municipal Act, S.O. 2001, c. 25* ("the Act").

## BACKGROUND:

Sections 354 and 357 of the *Act* allow the local municipality to write-off, cancel, reduce or refund all or part of taxes levied on land in the year in respect of which the application is made for certain specific reasons as laid out in these sections of the *Act*.

## REPORT:

Twenty-nine applications for adjustment of taxes under Sections 354 and 357 of the *Act* were processed, resulting in a net reduction of taxes in the amount of \$295,065.32. The required notices to the affected parties were sent out in accordance with the relevant legislation.

The following table shows a breakdown of the reduction in taxes in this report by the applicable reason.

Relevant subsection of the Act	Reason for Application	Total Taxes Reduced
357(1)(a)	Ceases to be liable for tax at rate it was taxed	\$11,748.00
357(1)(c)	Became exempt	\$934.90
357(1)(d)(i)	Razed by fire, demolition or otherwise	\$168,383.08
357(1)(d)(ii)	Damaged and substantially unusable	\$815.97
357(1)(g)	Repairs/renovations preventing normal use	\$113,183.37
	<b>Total</b>	<b>\$295,065.32</b>

\*\*\* This information is available in accessible formats upon request. \*\*\*  
Please call 519-741-2345 or TTY 1-866-969-9994 for assistance.



**STRATEGIC PLAN ALIGNMENT:**

The recommendation of this report supports the achievement of the city's strategic vision through the delivery of core service.

**FINANCIAL IMPLICATIONS:**

The tax reductions are shared with the Regional Municipality of Waterloo and the School Boards. The net effect to the City of Kitchener is a reduction in current year revenue, including a reduction in City levies of \$ 65,577.73 and a reduction in BIA levies of \$23,461.38 dollars, both of which are accommodated within the 2023 Operating Budget. The City share forms part of the year's net supplementary taxes and write-offs, which carries a net revenue budget of \$1.1 million annually.

**COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City's website with the agenda in advance of the council meeting.

The required notices to the affected parties were sent out in accordance with the relevant legislation under Section 357 of the *Act*.

**ACKNOWLEDGED BY:** Jonathan Lautenbach, Chief Financial Officer.

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Mark Hildebrand, Director, Neighbourhood Programs and Services, 519-741-2200 x 7687

**PREPARED BY:** Steve Roth, Manager, Community Centres, 519-741-2200 ext. 7077

**WARD(S) INVOLVED:** All

**DATE OF REPORT:** March 10, 2023

**REPORT NO.:** CSD-2023-082

**SUBJECT:** Neighbourhood Association Affiliation 2023

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## RECOMMENDATION:

***That the list of proposed Neighbourhood Associations, as attached to the Community Services Department report CSD-2023-082, be approved for affiliation for the year 2023 and added to the City's third-party liability insurance program***

[Click or tap here to enter text.](#)

## REPORT HIGHLIGHTS:

This report supports the delivery of core services.

## BACKGROUND:

In July 2002, Kitchener City Council approved the introduction of an Affiliation Policy for Kitchener Neighbourhood Associations (NAs). This policy and approval/renewal process was developed in collaboration with staff and Neighbourhood Association (NA) representatives. Its purpose is to ensure that NA groups on the official list receive access to City of Kitchener supports and resources. As well, the policy clarifies the role and responsibilities of the NAs and the City. As outlined in the policy, NAs will:

- Be a voluntary, not-for-profit, non-partisan, non-denominational group based in a geographic neighbourhood within the borders of the City of Kitchener.
- Be inclusive of and responsive to the needs of the community within the specific geographic area defined by the group.
- Be open to the public and make this known through communication to the residents of that neighbourhood by, at a minimum, publishing a contact number or through other means such as a newsletter.
- Have some level of activity with, at minimum, a contact person.
- Have some structure for accountability.

The City of Kitchener provides affiliated NAs:

- Coverage by a commercial general liability insurance policy, provided through the Waterloo Region Municipalities Insurance Pool.

- Access to facilities, program grants, staff assistance and printing for newsletters and flyers (subject to guidelines and budgetary availability).

#### **REPORT:**

The affiliation of NAs is approved and renewed annually for the following reasons:

- To ensure that NAs on the list are active and continue to meet the criteria for affiliation;
- To ensure that the contact information for affiliated NAs is current; and
- To obtain permission to release contact information to the public and staff.
- To ensure a respectful, trusting and collaborative partnership between the City and the Association.

Please find attached a list of twenty-five NAs being recommended for affiliation with the City of Kitchener in 2023 (see Appendix A).

#### **STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

#### **FINANCIAL IMPLICATIONS:**

There are currently no financial implications. Services to NAs are provided through the Neighbourhood Programs and Services budget and printing process. However, as the population of the City of Kitchener increases and new neighbourhoods emerge, the current funding and support available to NAs will need to be reassessed to maintain the vibrancy and level of support to Kitchener neighbourhoods.

#### **COMMUNITY ENGAGEMENT:**

All Neighbourhood Associations interested in being reaffiliated have completed a form verifying their vision, mandate, programs and interests, and will be informed of affiliation status for 2023, once approved. Information sharing and collaboration will occur as appropriate with emerging neighbourhood groups regarding the process for affiliation.

The approved 2023 affiliation list will be shared with internal divisions such as Information Technology, Clerk's, and Communications to maintain updated information for access by the public, Council and staff.

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

**APPROVED BY:** Michael May, Deputy CAO, Community Services

**ATTACHMENTS:** Attachment A – List of 2023 Neighbourhood Associations

## Appendix A

### 2023 Neighbourhood Associations and Ward Councillors

Ward	Ward Councillor	Neighbourhood Association
WARD ONE	Scott Davey	Stanley Park Community Association
WARD TWO	Dave Schnider	Centreville-Chicopee Community Association
		Stanley Park Community Association
WARD THREE	Jason Deneault	Doon Pioneer Park Community Association
		Grand Hill Village Neighbourhood Association
		Settler's Grove Association
WARD FOUR	Christine Michaud	Caryndale Neighbourhood Association
		Lower Doon Neighbourhood Association
		Doon Pioneer Park Community Association
WARD FIVE	Ayo Owodunni	Huron Community Association
		Williamsburg Community Association
WARD SIX	Paul Singh	North Six Neighbourhood Association
		Alpine Community Association
		Country Hills Recreation Association
WARD SEVEN	Bil Ioannidis	Forest Heights Community Association*
WARD EIGHT	Margaret Johnston	Cherry Park Neighbourhood Association
		Forest Heights Community Association*
		Greenbelt Neighbourhood Association
		Victoria Hills Neighbourhood Association
		Westmount Neighbourhood Association
WARD NINE	Debbie Chapman	Cherry Park Neighbourhood Association
		Cedar Hill Community Group
		Highland-Stirling Community Group
		Mill-Courtland Neighbourhood Association
		Victoria Park Neighbourhood Association
		Downtown Neighbourhood Alliance
WARD TEN	Aislinn Clancy	Auditorium Neighbourhood Association
		Central Frederick Neighbourhood Association
		Eastwood Neighbourhood Association
		Mt-Hope Breithaupt Park Neighbourhood Association
		Olde Berlin Towne Neighbourhood Association

\* Affiliation is conditional on the Association agreeing to, and abiding by, a series of behavioural expectations outlined by the City that are intended to build a respectful, trusting and collaborative partnership between the City and the Association.

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Dog Designation Appeal Committee

**PREPARED BY:** Mariah Blake, Committee Administrator, 519-741-2200 ext. 7277

**WARD(S) INVOLVED:** All

**DATE OF REPORT:** March 7, 2023

**REPORT NO.:** COR-2023-124

**SUBJECT:** Dangerous Dog Designation Appeal – Johnson

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## **RECOMMENDATION:**

That the decision of the Dog Designation Appeal Committee regarding an appeal filed by D. Johnson, wherein the Committee affirms the Dangerous Dog Designation applied to the dog 'Misty' by the Humane Society of Kitchener-Waterloo and Stratford Perth, be ratified and confirmed with modified conditions.

## **REPORT HIGHLIGHTS:**

- On December 8, 2022, the Humane Society of Kitchener-Waterloo and Stratford Perth designated "Misty" as a Dangerous Dog.
- Officer S. Canavan designated "Misty" as dangerous due to an incident that occurred where the dog attacked with a lack of mitigating factors.
- The Committee affirmed the Dangerous Dog Designation.
- This report supports the delivery of core services.

## **BACKGROUND:**

On December 8, 2022, the Humane Society of Kitchener-Waterloo and Stratford Perth designated 'Misty', a dog owned by D. Johnson, as a Dangerous Dog. The designation was applied after determining that on November 26, 2022, 'Misty' attacked a dog and person without provocation in contravention to City of Kitchener By-law 2014-142 (Being a By-law with respect to the designation of Potentially Dangerous, Dangerous, Prohibited and Restricted Dogs). On December 13, 2023, the Office of the City Clerk subsequently received correspondence from D. Johnson appealing the Dangerous Dog Designation; and a Notice of Hearing was issued to the Respondent and Appellants, advising on March 7, 2023, a hearing of the Dog Designation Appeal Committee would be held to consider the matter. The Committee heard and considered evidence from all parties and found that due to the severity of the attack, and the lack of substantive mitigating factors, the Dangerous Dog Designation should be confirmed.

## **REPORT:**

The Dog Designation Appeal Committee established by the Council of the Corporation of the City of Kitchener pursuant to City of Kitchener Municipal By-law 2014-142 and the Statutory Powers Procedures Act R.S.O 1990 Chapter S.22, sat on March 7, 2023, to consider an appeal filed with the City by D. Johnson, and reports as follows:

The Committee considered the following:

- testimony provided on behalf of the Respondent by Officer S. Canavan, Kitchener-Waterloo and North Waterloo Humane Society, which demonstrates 'Misty' was involved in an incident on November 26, 2023, where 'Misty' did attack a dog and person without provocation;
- testimony and photographic evidence from D. Ferrari, Witness for the Respondent, regarding an incident on November 26, 2023 at the rear of a residential complex municipally addressed as 60 Centreville Street where 'Misty' attacked their dog 'Chelsea' and while trying to separate the dogs, D. Ferrari then sustained bite wounds on their hands;
- testimony of D. Johnson, Appellant and Dog Owner, acknowledging that the dog attack incident on November 26, 2023 did occur; and made a request to the Committee to rescind the Designation based on the fact that the Kitchener-Waterloo and North Waterloo Humane Society implied the designation was warranted due to the incident being a second offence, when in fact 'Misty' is just over one-year old and the previous incident on record at the Humane Society is prior to the dog being in their possession.

In addition, the Committee reviewed and considered the provisions of City of Kitchener Municipal By-law 2014-142 and recommends that having considered all of the evidence and exhibits presented during the Hearing regarding the incidents, the Dangerous Dog Designation applied to 'Misty' **be confirmed** with modified conditions.

The modifications to the requirements for keeping of the Dangerous Dog include;

- an amendment to the condition imposed in the initial decision related to the warning sign, to require the owner to maintain a "beware of dog sign", as well as
- an additional condition to require the dog owner to ensure that the designated dog is sterilized and shall provide proof satisfactory to the animal services provider that such a procedure has been performed within 30 days of the designation being a confirmed designation.

The Committee hereby recommends the designation of Dangerous Dog applied to "Misty," be affirmed; and pursuant to By-law 2014-142, assigns the following modified conditions for the keeping of said Dangerous Dog:

- a) The owner shall ensure that all conditions pertaining to the dog when it is off the property of the owner including any leashing and muzzling requirements are complied with in any City Off-Leash Park unless specified otherwise in this designation;
- b) The owner shall ensure that the animal services provider is provided with the new address and telephone number of the owner within two working days of moving the designated dog;
- c) The owner shall provide the animal services provider with the name, address and telephone number of the new owner within two working days of selling or giving away the designated dog;

- d) The owner shall advise the animal services provider within two working days of the death of the designated dog;
- e) The owner shall advise the animal services provider forthwith if the designated dog runs at large or has bitten or attacked any person or animal;
- f) The owner shall provide a copy of this designation to any person who keeps or harbors the designated dog;
- g) The owner shall provide a copy of this designation to any veterinarian treating the designated dog and within the veterinarian's premises shall be exempt from the requirements of this designation to the extent necessary to secure veterinary treatment for the dog at the discretion of the veterinarian;
- h) The owner shall ensure that the designated dog has a current City dog license;
- i) The owner shall ensure that the designated dog wears the tag or tags provided by the animal services provider at all times and shall pay the reasonable cost for such tag or tags;
- j) The owner shall ensure that the designated dog is kept, when it is on the lands and premises of the owner, confined:
  - a. Within the dwelling;
  - b. The owner shall ensure that the designated dog wears a securely attached muzzle that is satisfactory to the animal services providers at all times when it is off the owner's property and not caged or otherwise penned or confined to the satisfaction of the animal service provider
- k) The owner shall ensure that a "Beware of Dog" warning sign is displayed at the entrance to the owner's dwelling which a person would normally approach and at any other place on the property as directed by the animal services provider. The sign(s) shall be posted in such a manner that it/they cannot be easily removed by passerby and the sign posted at the entrance which a person would normally approach must be clearly visible to a person approaching the entrance, or, when in a multiple unit dwelling, the owner will provide the name of the property owner and property manager if any and allow the animal services provider to request that person to post a sign or signs;
- l) The owner shall ensure that the designated dog is not kept or harbored in a multiple unit dwelling or lodging house and where the owner's current dwelling is a multiple unit dwelling or lodging house the dog may be kept or harbored at other premises subject to all the conditions imposed on the keeping of the dog pursuant to this designation;
- m) The owner shall ensure that the designated dog is microchipped by a licensed veterinarian and supply the microchip information to the animal services provider. The owner shall also permit the animal services provider to verify the implantation of such microchip.
- n) The owner shall ensure that the designated dog is sterilized and shall provide proof satisfactory to the animal services provider that such a procedure has been performed within 30 days of this designation becoming a confirmed designation.

#### **STRATEGIC PLAN ALIGNMENT:**

The recommendation of this report supports the achievement of the city's strategic vision through the delivery of core service.

#### **FINANCIAL IMPLICATIONS:**

There are no financial implications associated with this report.

**COMMUNITY ENGAGEMENT:**

INFORM – All those in attendance at the March 7, 2023 Hearing were advised of the Committee's decision and that it would be considered at the March 20, 2023 Council meeting as required in the By-law. In addition, a Notice of Decision was sent to the Appellant and the Respondents via email and registered mail on March 13, 2023; thereby, further notifying both parties of when the Committee's decision would be considered by Council and the process for registering as a delegation.

**PREVIOUS REPORTS/AUTHORITIES:**

There are no previous reports/authorities related to this matter.

**ACKNOWLEDGED BY:** Victoria Raab, General Manager, Corporate Services



**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Garrett Stevenson, Interim Director, Planning, 519-741-2200 ext. 7070

**PREPARED BY:** Natalie Goss, Manager, Policy & Research, 519-741-2200 ext. 7648  
Garrett Stevenson, Interim Director, Planning 519-741-2200 ext. 7070

**WARD(S) INVOLVED:** ALL

**DATE OF REPORT:** March 15, 2023

**REPORT NO.:** DSD-2023-063

**SUBJECT:** City of Kitchener Municipal Housing Pledge

---

## RECOMMENDATION:

**That the Municipal Housing Pledge attached as Attachment “B” to report DSD-2023-063 titled “City of Kitchener Municipal Housing Pledge” be submitted to the Province as the City of Kitchener’s Municipal Housing Pledge.**

## REPORT HIGHLIGHTS:

- The purpose of this report is to outline Kitchener’s municipal housing pledge as requested by the Province of Ontario.
- Kitchener is well positioned to enable the supply of an additional 35,000 homes by 2031
- Staff recommend that Kitchener’s municipal housing pledge include the continued commitment of work that is already in progress in the areas of streamlining development approvals; missing middle housing; land use and zoning updates in Major Transit Station Areas and designated greenfield areas; surplus city owned lands; infrastructure investments, affordable housing, and; continuing partnerships with the Federal and Provincial governments, development industry, and educational institutions.
- Kitchener’s municipal housing pledge focuses on actions a municipality can take. The private sector is needed to build market housing in Ontario and municipalities cannot require private development to proceed.
- There are no impacts on the capital or operating budget.
- This report was posted on the city’s website as part of the agenda.
- This report supports the delivery of core services.

## EXECUTIVE SUMMARY:

On October 25, 2022, the Minister of Municipal Affairs and Housing sent a letter to 29 municipalities providing individual housing targets and requesting a municipal housing pledge. The City of Kitchener has been provided a housing target of building 35,000 additional homes by 2031. Kitchener was also requested, like other municipalities, to

develop a municipal housing pledge outlining strategies and actions that Kitchener will do to prioritize and accelerate housing. This report outlines the strategies and actions that Kitchener will take to support the building of 35,000 additional homes by 2031.

Kitchener is committed to accelerating housing supply and taking necessary steps to facilitate 35,000 additional homes by 2031. The strategies and actions described in this report and specifically outlined in Attachment B, form Kitchener's municipal housing pledge and will be delivered the Minister of Municipal Affairs and Housing prior to the extended deadline of March 22, 2023.

### **Kitchener's Municipal Housing Pledge**

Tackling the housing crisis locally means everyone needs to work together – building on our proven barnraising approach that includes all orders of government, the private sector, the not-for-profit sector, educational institutions, and most importantly, all Kitchener residents to help build a stronger Kitchener and a stronger Ontario.

Delivering 1.5 million homes in Ontario, including 35,000 in Kitchener will require the provincial and federal governments to invest in change and municipalities to do their part to efficiently enable additional housing supply. We will rely on the private sector as a vital partner in the delivery of homes and will leverage and build upon our strong working relationship with development industry partners that includes active collaboration to improve all aspects of the housing supply process. We will also work with our educational institutions and the not-for-profit sector to bring about effective new models for housing affordability and the skilled people to make them happen.

Our growing and vibrant community will continue to welcome new people in all neighbourhoods in a variety of housing forms as we grow and change.

By working together across the Province, we can help resolve Kitchener and Ontario's housing crisis. We will get it done.

1. Updates to Kitchener's Official Plan and Zoning By-law to further enable an increased supply of missing middle housing;
2. Continuing digital improvements and online public portal development; online booking system; mobile technology for onsite inspections; and other process improvements resulting from the implementation of Bill 109;
3. Completion of the City-owned property review and continued work towards strategies to use surplus or underutilized City lands for the development of affordable, community, below market rental, and/or below market ownership housing units;
4. Continued advancement of infrastructure as anticipated in Kitchener's 2022 Development Charge Background Study for the time being, using development charge funding as permitted and other tools such as credit/refund agreements; however, funding is anticipated to become constrained and could impact future greenfield growth, and;
5. Continued advancement of work on updates to land use and zoning within its Major Transit Station Areas;
6. Continued work to update land use and zoning within the Hidden Valley Secondary Plan and Dundee North Secondary Plan;

7. Continued work to implement the recommendations and action items from Kitchener's Housing for All Strategy, specifically including those that enable an increased housing supply or streamlining development approvals;
8. Continued collaboration with the Waterloo Region Home Builder Association and Kitchener Development Liaison Committee, and others, to identify labour shortages and costs, material costs, infrastructure timing, economic market conditions, and land supply and housing capacity;
9. Continuation of work with post-secondary institutions, where able, to respond to the evolving workforce needs including building a necessary talent pool;
10. Continued collaboration with Provincial, and Federal governments to develop strategies to increase housing supply capacity including the identification of funding required for infrastructure, and;
11. Tracking and monitoring housing supply capacity, housing starts (i.e., building permits) for new housing projects, including attainable, supportive, and affordable housing projects, through the Annual Growth Management Monitoring report.

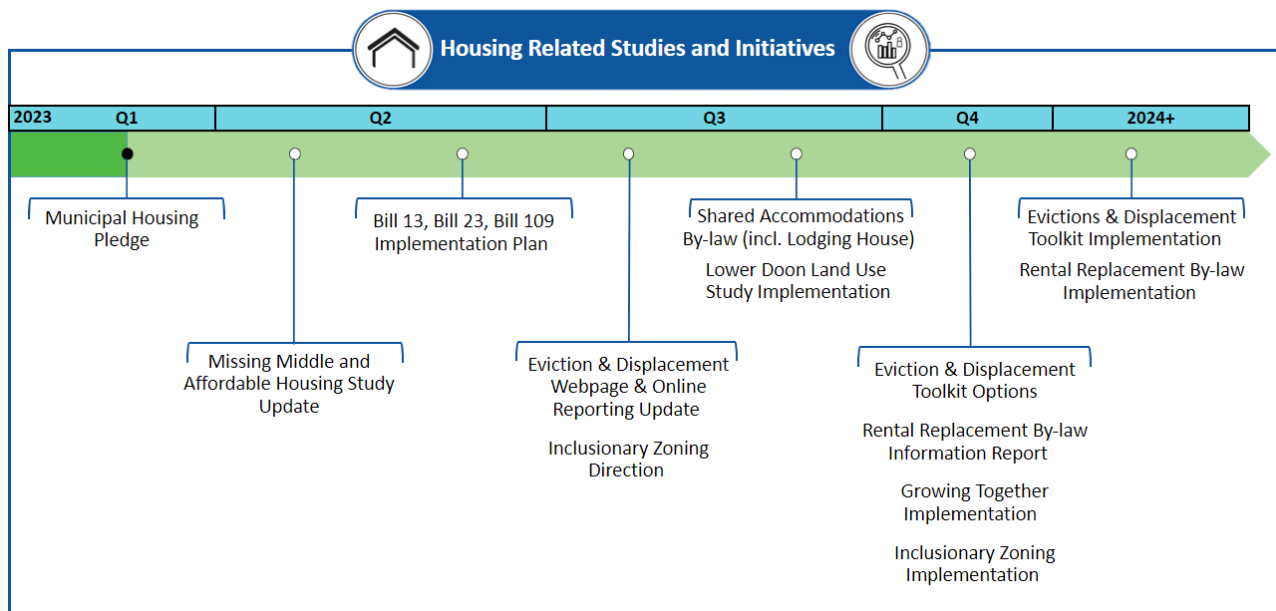
**BACKGROUND:**

On October 25, 2022, the Minister of Municipal Affairs and Housing sent a letter to the City of Kitchener providing Kitchener with a housing target of building 35,000 additional homes by 2031. The letter also included a request that the City of Kitchener develop a municipal housing pledge outlining strategies and actions that Kitchener will do to prioritize and accelerate housing. (Attachment A). The Minister of Municipal Affairs and Housing, in a subsequent letter dated February 13, 2023, requested that municipal housing pledges be submitted by March 22, 2023.

Kitchener has a long-standing history of managing growth through its [Growth Management Strategy and Growth Management Plan](#), and enabling housing supply through its Official Plan (i.e. directing growth to intensification areas like the Urban Growth Center and nodes as well as generally throughout Kitchener) and forward thinking zoning. For example, since the mid-1990s Kitchener has enabled 2 dwelling units (i.e., duplexes) on most residentially zoned properties. Additionally, Kitchener has prioritized continuous improvement as demonstrated with its Development Services Review (2019) which was acknowledged by the Minister of Municipal Affairs and Housing as part of the announcement of Bill 23 on October 25, 2022.

This report provides an overview of Kitchener's historical housing trends and estimated capacity in its built-up and designated greenfield areas. Further, this report outlines the strategies and actions that are recommended to form Kitchener's municipal housing pledge.

This is the first of a series of staff reports to be presented to Council for consideration in 2023-2024+ which focuses on housing related studies and initiatives. The graphic below depicts the planned updates for Council in the next 12 months.



## REPORT:

The Minister of Municipal Affairs and Housing's October 2022 letter includes suggestions for what municipalities may wish to incorporate in their pledges. These suggestions include:

- Enabling gentle intensification including the expedition of additional residential units;
- Outlining ways that provincial programs have been used to streamline existing municipal development approvals processes;
- Information on development approval timelines including whether municipalities are being appealed for non-decisions,
- Strategies for using surplus municipal lands;
- Opportunities to advance critical infrastructure to support growth and new housing,
- Prioritizing decisions to expedite housing in priority areas like major transit station areas (MTSAs); and,
- Updating zoning by-laws to permit a greater range of housing.

## The Numbers

The Province has provided Kitchener a housing target of building 35,000 additional homes by 2031. Over the last 10 years, the City issued permits for 22,657 residential units, approximately 12,300 units less than Kitchener's provincial housing allocation to 2031. However, in both 2019 and 2020 building permits were issued for more than 3,500 residential units. These years were outliers and were marked by significant Downtown multiple dwelling (i.e., apartment) construction boom spurred in part by the sunsetting of development charge exemptions and the opening of the ION light rail transit system.

### *Current estimated capacity*

With the final stages of Kitchener's new Zoning By-law complete and in effect earlier this year, zoning is now in place to enable approximately an additional 95,000 residential units as-of-right. The full build-out of these units is not expected to occur in the short or medium term and in many instances may be challenging to realize once individual sites are explored in more detail through site design processes. A full build out of an additional 95,000 residential units through low rise infill development (e.g., duplex, triplex, detached accessory

dwelling unit, etc.) would require most residentially zoned properties to utilize these increased zoning permissions.

Within Kitchener's existing designated greenfield area, there is the potential for an additional approximately 35,000 to 36,000 residential units. These units are in various stages of the development approvals process with approximately 32% available to be constructed in the short term (i.e., in registered plans of subdivision) and the balance subject to secondary planning processes or significant infrastructure (e.g., sewer, water, road extensions).

### **Kitchener's Municipal Housing Pledge**

As outlined above, the City has existing capacity and has initiated planning processes to increase housing supply to enable the construction of housing units to meet the Province's Housing Pledge Target. Additionally, the City has completed a systematic development review process to identify and implement several initiatives that will enable the building of 35,000 new homes. The following are the strategies and actions that Kitchener commits to continuing as part of its municipal housing pledge.

### **Enabling Gentle Intensification (Missing Middle Housing)**

Since the mid-1990s Kitchener's Zoning By-law has removed exclusionary zoning (i.e., single use zones). Certain forms of missing middle housing, such as duplexes and triplexes have been permitted on most serviced residential lots. In 2021, Kitchener was one of the first municipalities in Ontario to update its Zoning By-Law to allow for detached additional dwelling units (tiny houses) on over 25,000 lots. To date Kitchener has received 37 applications for additional dwelling units with some already occupied.

In August 2022 Region of Waterloo Council approved an amendment to their Official Plan that, among other things, requires area municipalities, including Kitchener, to permit neighbourhood missing middle housing, including multiple dwellings between two and four storeys across all residential neighbourhoods. Mid-rise housing is also permitted and encouraged in Regional transportation corridors, like Ottawa Street.

Through Provincial Streamline Development Approval funding, Kitchener is studying ways to enable and incent missing middle and affordable housing. Specifically, through this study key market, policy, regulatory, and process barriers are being explored to enable the delivery of a full range of housing types (including missing middle and mid-rise housing). The study is also looking at opportunities available to address barriers to increase housing supply and diversity to create more housing opportunities across the housing continuum. This study will provide the foundation for future updates to Kitchener's Official Plan and Zoning By-law to align with Provincial, Regional, and local direction on and enable increased as of right supply of missing middle housing.

- 1. Kitchener's municipal housing pledge includes updates to Kitchener's Official Plan and Zoning By-law to further enable an increased supply of missing middle housing.**

### **Provincial Programs and Streamlining Development Approvals**

In recent years, the City has prioritized continuous improvement as demonstrated with the Development Services Review in 2019. This resulted in the creation of a customer-informed workplan that included 18 lean improvement projects involving over 111 staff. Since that

time, several streamlining projects have been initiated with the support of provincial funding along with a reorganization of the Planning Division to incorporate a Project Management function. This body of work is focused on implementing the recommendations from the Provincially funded 2021 KPMG report on Digital Transformation, as well as ongoing work funded by the Province through their Streamline Development Approvals Fund. This includes:

- Digital Improvements and Online Public Portal Development. Various initiatives are underway to improve the efficiency of the software used for processing development applications, including the development of a new, public-facing portal for applicants;
- Online Booking System. The development of an online booking system is underway for a variety of planning meetings including pre-submission consultations and Site Plan Review Committee meetings. This project is aligned closely with the implementation of the City's customer service review to ensure a consistent user experience across all corporate customer meeting requests, and;
- Mobile Technology for Onsite Inspections. An evaluation of mobile technology needs to better support development review and inspections was conducted in late 2022 to identify gaps or inefficiencies in the existing process that can be streamlined. The order and subsequent training on new mobile devices is currently underway.

This provincially funded work will continue to refine processes and is supported by the creation of a continuous improvement culture driven by the Development Services Review. Additionally, staff continue to explore opportunities for process improvements and streamlining the development approvals process as part of the implementation of Bill 109.

- 2. Kitchener's municipal housing pledge includes continuing digital improvements and online public portal development; online booking system; mobile technology for onsite inspections; and other process improvements resulting from the implementation of Bill 109.**

### **Strategies for Using Surplus Lands**

As first identified in the 2019-2022 Strategic Plan, a comprehensive review of City-owned properties is being completed with the goal to determine how any surplus lands could be effectively used to advance Kitchener's strategic objectives, including the provision of affordable housing. Kitchener's Housing for All strategy also includes three action items that are underway relating to the use of City lands to enable community housing, below market rental and below market ownership units.

- 3. Kitchener's municipal housing pledge includes completion of the City-owned property review and continued work towards strategies to use surplus or underutilized City lands for the development of affordable, community, below market rental, and/or below market ownership housing units.**

### **Opportunities to Advance Critical Infrastructure Investments**

In May 2022 Kitchener Council approved a new Development Charge (DC) By-law which includes the continued advancement of key pieces of growth-related engineering infrastructure such as Strasburg Road, Huron Road, the Upper Hidden Valley Pumping Station, and Dodge Drive Sanitary Sewer. It also includes significant community amenities like the Aquatics Centre and Indoor Turf Field at Schlegel Park. In anticipation of these large, growth-related projects, the City has been building up its DC reserve in advance as a

course of prudent financial management. It is expected these major project expenses will drive the DC reserve into deficit as early as 2024 and remain there until 2032. The DC reserve will recover over a number of years as greenfield lands move through the development approvals process and infrastructure to service these lands comes online.

It is the City's plan to continue to advance the installation of growth-related infrastructure and ensure, through its growth management program that it is aligned with the anticipated timing of growth. However, staff continue to note the financial impacts of the More Homes Built Faster Act, 2022 (Bill 23) will place additional challenges on municipalities to fund growth related infrastructure. City staff intend to monitor the impacts of Bill 23 to Kitchener's DC reserve and will advance a discussion with Council in the future about the options available to the City if DC revenues are reduced (e.g., issue more DC debt, defer projects, allow developers to fund projects and be reimbursed through a credit/refund agreement). It is expected that the implications of Bill 23 will be reflected as part of the 2024 and subsequent budget processes.

- 4. Kitchener's municipal housing pledge includes the continued advancement of infrastructure as anticipated in Kitchener's 2022 Development Charge Background Study for the time being, using development charge funding as permitted and other tools such as credit/refund agreements; however, funding is anticipated to become constrained and could impact future greenfield growth.**

#### **Prioritizing decisions to expedite housing in priority areas like Major Transit Station Areas**

Kitchener has made significant progress on updating land use and zoning permissions within its Major Transit Station Areas (MTSAs). With Regional Council's approval of MTSA boundaries and updated Regional Official Plan policies in August 2022, pending Provincial approval, Kitchener can now complete the final stages of this work which includes updates to its Official Plan, Zoning by-law and the incorporation of an inclusionary zoning framework. At this time, it is anticipated that relevant amendments will be brought forward for Council's consideration in late 2023.

Within Kitchener's MTSAs, pending the completion of community engagement and Council's consideration of land use changes, and in alignment with Provincial and Regional direction, staff estimate a potential for approximately 66,000 units above current zoning permission for a total capacity of approximately 89,000 new housing units. The estimated residential unit potential represents possible maximum zoning permissions that are above and beyond what is reasonably expected to be built within the next ten years and will most certainly take several decades and beyond to begin to approach maximum zoning permissions.

- 5. Kitchener's municipal housing pledge includes continued advancement of work on updates to land use and zoning within its Major Transit Station Areas.**

#### **Update Zoning By-laws to permit a greater range of housing**

In addition to planned updates to Kitchener's Official Plan and Zoning By-law to enable more missing middle housing and an increased supply of housing within MTSAs, lands within [Hidden Valley](#) and [Dundee North](#) are currently being planned for updated land uses through in progress secondary planning. While the Hidden Valley lands have long been within

Kitchener's urban area, the Dundee North lands were added as part of Kitchener's urban area through final approvals on the Region's Official Plan in 2015 and Kitchener's Official Plan in 2019. These secondary planning processes will ultimately result in Official Plan amendments that will provide the framework to guide the development of new communities in these areas. Staff currently estimate that the City may need to plan to add approximately 7,000 to 8,000 new housing units within these areas to meet the greenfield density target set in the Region's Official Plan. Some of these lands are anticipated to be built within the next 10 years, but the majority is longer term land supply. Longer term land supply could be brought online sooner if required in response to stronger than expected greenfield unit growth. Full build out of these areas is expected to extend well beyond 2031. However, there is the potential for portions or all these lands to be brought online sooner in response to stronger than expected greenfield growth once secondary planning processes are complete and infrastructure is planned and financed.

**6. Kitchener's municipal housing pledge includes the continued work to update land use and zoning within the Hidden Valley Secondary Plan and Dundee North Secondary Plan.**

**Housing Affordability**

In December 2020 Kitchener Council approved Kitchener's [Housing for All Strategy](#) establishing Kitchener's priorities on housing affordability. Much work has been advanced since December 2020 on action items several of which are related to housing supply and streamlining/fast tracking development approvals. These are:

- Continuing to improve the development approvals process with input from the development industry and community
- Fast tracking non-profit and affordable housing developments through city processes
- Working with the Region of Waterloo to delineate Major Transit Station Areas in the Region's Official Plan
- Continue ongoing work to identify city lands suitable for others to develop for affordable housing and incorporation of community housing, below market rental and below market ownership units
- Piloting two city sites (one has been granted occupancy) that include community housing in proximity to transit/major transit station areas
- Continue work on the development of a strategy for the use of city lands for affordable housing and play a leadership role in advancing innovative mixed housing communities as a model for other Canadian communities to replicate
- Continue work on assessing the feasibility and implications of policy updates for inclusionary zoning; lodging houses; tenant assistance; reduced parking for affordable housing developments; and a community improvement plan for affordable housing

**7. Kitchener's municipal housing pledge includes continued work to implement the recommendations and action items from Kitchener's Housing for All Strategy specifically including those that enable an increased housing supply or streamlining development approvals.**

**Collaboration with Industry, Educational Partners, and other levels of government**



### ***Industry partners***

Kitchener alone cannot deliver the building of 35,000 additional housing units in the city by 2031. Staff acknowledge that there are other factors at play that influence the development of housing, such as residential real estate market conditions, interest rates, construction costs, labour availability, and the overall health of the economy. Movement in many of these factors at the same time, as we are currently experiencing locally and nationally, can create uncertainty with respect to the financial feasibility of housing development. Furthermore, the City can approve development applications, yet it does not have the ability to ensure market rate housing is delivered by the private sector. The City recognizes the significant role that the private sector plays in the delivery of 35,000 homes in Kitchener by 2031. Kitchener has a good working relationship with development industry partners that includes an active exchange of information to learn, understand, and improve on all aspects of the housing supply process.

- 8. Kitchener's housing pledge includes continued collaboration with the Waterloo Region Home Builder Association and Kitchener Development Liaison Committee, and others, to identify labour shortages and costs, material costs, infrastructure timing, economic market conditions, and land supply and housing capacity.**

### ***Educational partners***

Earlier in March [the Province announced](#) additional support to help more students enter skilled trades earlier. Kitchener also recognizes the importance role that post-secondary institutions play in education and training of a workforce to deliver the construction of additional housing.

- 9. Kitchener's municipal housing pledge includes the continuation of work with post-secondary institutions, where able, to respond to the evolving workforce needs including building a necessary talent pool.**

### ***Provincial and Federal Governments***

Addressing the housing supply crisis requires all levels of government, community, and industry partners to use all tools available in coordinated, managed and collaborative way. Kitchener acknowledges the efforts and funding that have been provided to date by the Federal Government's [National Housing Strategy](#) and [Rapid Housing Initiative](#) funding and the Provincial Government's [action plan for community housing renewal](#) under the National Housing Strategy as well as the [Community Infrastructure and Housing Accelerator](#). Kitchener continues to be committed to working with all levels of government on updated and new long-term, permanent municipal funding strategies to increase housing supply capacity including the identification of funding required for infrastructure.

- 10. Kitchener's municipal housing pledge includes continued collaboration with Provincial, and Federal governments to develop strategies to increase housing supply capacity including the identification of funding required for infrastructure.**

### ***Annual Reporting***

In February the Province posted a [Regulation](#) requiring municipal reporting on certain planning matters. Since 2010 Kitchener has been [monitoring its growth](#) on an annual basis.

This monitoring has tracked the number of development opportunities and progress on meeting intensification and density targets. Kitchener is well positioned to continuing monitoring on growth, housing supply and other related targets in a way that is consistent with the proposed Provincial regulation. Kitchener will also continue to report on its progress on the Housing for All Strategy and other matters related to affordable and attainable housing.

**11. As part of Kitchener's municipal housing pledge, it will also track and monitor housing supply capacity, housing starts (i.e., building permits) for new housing projects, including attainable, supportive, and affordable housing projects, through the Annual Growth Management Monitoring report.**

**STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

**FINANCIAL IMPLICATIONS:**

Capital Budget – The recommendation has no impact on the Capital Budget.

Operating Budget – The recommendation has no impact on the Operating Budget.

**COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

**PREVIOUS REPORTS/AUTHORITIES:**

[DSD-2022-501 Bill 23 – More Homes Built Faster Act](#)

**REVIEWED BY:** Ryan Hagey, Director, Financial Planning and Reporting  
Janine Oosterveld, Manager, Customer Experience and Project Management  
Danielle Sbeiti, Manager, Realty Services

**APPROVED BY:** Justin Readman, General Manager Development Services Department

**ATTACHMENTS:**

Attachment A – Provincial Housing Pledge Letter – October 25, 2022

Attachment B – City of Kitchener's Municipal Housing Pledge

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2022-4625

October 25, 2022

**City Clerk/Director of Legislated Services  
City of Kitchener  
P.O. Box 1118  
200 King Street West  
Kitchener Ontario N2G 4G7**

**Subject: Municipal Housing Targets and Municipal Housing Pledges  
City of Kitchener: 35,000**

Dear Amanda Fuscho,

Our government is taking bold and transformative action to get 1.5 million homes built over the next 10 years.

To help fulfill this commitment, we have announced and are implementing More Homes Built Faster: Ontario's Housing Supply Action Plan 2022-23. This plan includes a suite of legislative and non-legislative changes across government that will help unlock more housing, streamline development approvals, remove barriers, accelerate planning, and further protect homebuyers and owners.

To support the new action plan, we have introduced the **More Homes Built Faster Act, 2022**, which, if passed, would ensure that cities, towns, and rural communities grow with a mix of ownership and rental housing types that meet the needs of all Ontarians.

To achieve the goal of building 1.5 million homes, large and fast-growing municipalities, including yours, are being assigned a **Municipal Housing Target**. While municipalities have taken significant steps in increasing their housing supply, Ontario needs an unprecedented amount of housing to meet current demand and that of generations to come. Our government requires a commitment from our municipal partners to do their part in providing housing for future population growth.

To implement the 1.5 million homes target I am asking the City of Kitchener to demonstrate its commitment to accelerating housing supply by developing a **Municipal Housing Pledge** and take the necessary steps to facilitate the construction of 35,000 new homes in your community by 2031. I ask that you bring this letter to the attention of your Head of Council so that your municipality is positioned to deliver its pledge to me, the Minister of Municipal Affairs and Housing, by the March 1, 2023, deadline. See the

info sheet attached to this letter for information and considerations in developing a Municipal Housing Pledge.

Pledges will provide important information that showcase the strategies and actions that municipalities choose to adopt in order to prioritize and accelerate housing. Our government intends to use your pledges to monitor and track progress so we can continue to play a role in supporting municipalities and removing barriers to housing development.

Our government recognizes the key role that municipalities will play in implementing Municipal Housing Targets through their Municipal Housing Pledges and know that you share the desire to bring more housing to the people of Ontario. We are committed to addressing the policy and implementation barriers you may encounter as you develop your pledges and I encourage you to reach out to Wendy Ren, Executive Lead, Municipal Policy/Program Collaboration, at [Wendy.Ren@ontario.ca](mailto:Wendy.Ren@ontario.ca) or 437-995-7094, if you have any questions, comments, or suggestions.

I look forward to working together to increase housing supply for all Ontarians.

Sincerely,



Steve Clark  
Minister

Encl.

c: The Honourable Michael Parsa, Associate Minister of Housing  
Kate Manson-Smith, Deputy Minister  
Ryan Amato, Chief of Staff, Minister's Office  
Joshua Paul, Assistant Deputy Minister, Housing Division

## **Info Sheet: Considerations in Developing Municipal Housing Pledge**

The pledge is not intended to be a land-use planning document, and its development should not require external technical expertise. The format and language used in the pledge should be accessible to the general public. The pledge is intended to be approved by municipal councils and should help codify Council's commitment to meeting their municipal housing target.

Municipalities can leverage new and existing policy tools as they develop housing pledges and work towards their housing targets.

Below is a non-exhaustive list of potential strategies and actions that municipalities may include in developing their housing pledges. There may be additional opportunities based on local circumstances and the Province is interested in hearing about those ideas and creative solutions.

- Strategies to encourage and promote gentle intensification to enable and expedite additional residential units in existing residential areas
- Outline ways in which funding under provincial programs, such as the Streamline Development Approval Fund (SDAF) or Municipal Modernization Program (MMP), has been used to streamline existing municipal development approval processes
- Information on municipal development approval timelines and whether municipalities are being appealed for non-decisions
- Identify potential measures where current lack of infrastructure capacity (e.g., water/wastewater servicing) may limit future housing development
- Strategies to use municipal surplus lands
- Commitment to plan for, fund, and approve (where applicable) specific critical municipal infrastructure to support growth and new housing (e.g., water, wastewater, transit etc.), which may include expanded capacity as well as fully new facilities/assets
- Priorities for strategic and site-specific planning decisions to expedite housing in priority areas (e.g., around transit stations and in transit-serviced areas)
- Update zoning by-laws to permit a greater range of housing to be built without the need for costly and lengthy rezoning applications
- Municipalities may also consider existing tools such as the Community Infrastructure and Housing Accelerator, [Community Planning Permit System](#), Major Transit Station Areas, and Protected Major Transit Station Areas.

Below are some of the potential components of a municipal housing pledge. Municipalities are free to choose, alter, or add any new components that seem reasonable. Pledges can be represented in the form of plain text, tables, charts, maps, or a combination of them.

- Municipal Housing Target

- Planned and proposed Municipal Initiatives
- Initiative Owner and Additional Stakeholders
- Context and Description of How Initiative Accelerates Housing
- Number of units per initiative and housing type
- Considerations (Barriers, Implementation, Risks, etc.)
- Potential Mitigation Strategies and Proposal to Accelerate Housing
- Potential Reporting and Monitoring Measures

The deadline for municipalities to submit housing pledges to the Minister of Municipal Affairs and Housing is March 1, 2023.

Municipal housing pledges are intended to be public documents and it's anticipated that municipalities will post them online.

Municipalities can contact Ministry staff with any questions and for clarification.

## **Attachment B to report DSD-2023-063**

### **City of Kitchener Municipal Housing Pledge**

Tackling the housing crisis locally means everyone needs to work together – building on our proven barnraising approach that includes all orders of government, the private sector, the not-for-profit sector, educational institutions, and most importantly, all Kitchener residents to help build a stronger Kitchener and a stronger Ontario.

Delivering 1.5 million homes in Ontario, including 35,000 in Kitchener will require the provincial and federal governments to invest in change and municipalities to do their part to efficiently enable additional housing supply. We will rely on the private sector as a vital partner in the delivery of homes and will leverage and build upon our strong working relationship with development industry partners that includes active collaboration to improve all aspects of the housing supply process. We will also work with our educational institutions and the not-for-profit sector to bring about effective new models for housing affordability and the skilled people to make them happen.

Our growing and vibrant community will continue to welcome new people in all neighbourhoods in a variety of housing forms as we grow and change.

By working together across the Province, we can help resolve Kitchener and Ontario's housing crisis. We will get it done.

1. Updates to Kitchener's Official Plan and Zoning By-law to further enable an increased supply of missing middle housing;
2. Continuing digital improvements and online public portal development; online booking system; mobile technology for onsite inspections; and other process improvements resulting from the implementation of Bill 109;
3. Completion of the City-owned property review and continued work towards strategies to use surplus or underutilized City lands for the development of affordable, community, below market rental, and/or below market ownership housing units;
4. Continued advancement of infrastructure as anticipated in Kitchener's 2022 Development Charge Background Study for the time being, using development charge funding as permitted and other tools such as credit/refund agreements; however, funding is anticipated to become constrained and could impact future greenfield growth;
5. Continued advancement of work on updates to land use and zoning within its Major Transit Station Areas, and;
6. Continued work to update land use and zoning within the Hidden Valley Secondary Plan and Dundee North Secondary Plan;

7. Continued work to implement the recommendations and action items from Kitchener's Housing for All Strategy, specifically including those that enable an increased housing supply or streamlining development approvals;
8. Continued collaboration with the Waterloo Region Home Builders Association and Kitchener Development Liaison Committee, and others, to identify labour shortages and costs, material costs, infrastructure timing, economic market conditions, and land supply and housing capacity;
9. Continuation of work with post-secondary institutions, where able, to respond to the evolving workforce needs including building a necessary talent pool;
10. Continued collaboration with Provincial and Federal governments to develop strategies to increase housing supply capacity including the identification of funding required for infrastructure, and;
11. Tracking and monitoring housing supply capacity, housing starts (i.e., building permits) for new housing projects, including attainable, supportive, and affordable housing projects, through the Annual Growth Management Monitoring report.



**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Ryan Hagey, Director of Financial Planning 519-741-2200 x 7353

**PREPARED BY:** Debbie Andrade, Manager of Budgets, 519-741-2200 ext. 7114

**WARD(S) INVOLVED:** All

**DATE OF REPORT:** March 1, 2023

**REPORT NO.:** FIN-2023-127

**SUBJECT:** 2022 Year End Variance

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**RECOMMENDATION:**  
For information.

## REPORT HIGHLIGHTS:

- The purpose of this report is to provide the yearend financial results for City operations
- Tax Supported Operations ended the year with a surplus of \$1,235,000
- Enterprise Operations ended the year with a surplus of \$6,038,000
- Deficits in the Golf and Parking Enterprise Operations were fully offset by Safe Restart funding provided by the Federal and Provincial governments in 2020, 2021, and 2022.
- This report supports the delivery of core services.

## BACKGROUND:

This is the third and final formal variance report to Council regarding the City's financial performance versus the 2022 budget. The report and attached schedules include information regarding:

- Tax supported operating
- Rate supported enterprises/utilities, and
- Supplementary information related to investment income

## REPORT:

The City's tax-supported operations ended the year with a surplus of \$1,235,000. The major contributors to the overall positive variance are the surpluses in Investment Income, Penalties and Interest, Supplementary Taxes/Write-Offs, Facilities Management, Engineering, Planning and Gapping Savings. These positive variances are offset in part by deficits in Sport, Parks and Cemeteries, Corporate Communications and Emergency Operations Centre. As COVID-19 related restrictions carried into 2022 causing facility closures and reduced programming these areas continued to be impacted for the first half of 2022 with considerable losses in income for room rentals, admissions, and registration fees. Furthermore, on May 21, 2022 the City was

impacted by the severe windstorm which occurred across Ontario causing damage and requiring additional cleanup costs primarily in the Forestry section of Parks and Cemeteries.

More details about each of the City's tax supported divisions are provided in the report below and in Schedule 1.

The rate supported operations were also impacted by COVID-19 restrictions which continued to be in place for the early part of 2022, with Parking and Golf being the most severely hit. Parking revenues were down significantly lower than budget due to reduced monthly and hourly parking demands related to new hybrid working environments, and Golf had increased expenses due to unexpected food and beverage equipment expenses from the restart of a lengthy COVID-19 shut down.

More details about each of the City's enterprises are provided in the report below and in Schedules 2-8.

In 2020 and 2021 the City received Safe Restart Funding from the Federal government and COVID-19 Recovery Funding from the Provincial government as part of their COVID-19 relief plan to support Ontario municipalities in dealing with the ongoing impacts of the pandemic. The total Safe Restart and COVID-19 Recovery Funding carried over from 2021 was sufficient to fund the 2022 deficits in the Parking enterprise (\$1.97M) and the Golf enterprise (\$464k). A balance of \$703k remains and will carry over to help the City deal with any negative financial impacts of COVID-19 that extend into future years.

The table below shows the amount of Safe Restart funding received, how it was applied, and the amount remaining to be employed in future years.

### Safe Restart Funding Balance

	2020 Actual	2021 Actual	2022 Actual	Total
<b>Funding Received</b>				
Federal Funding	\$ 13,062,000	\$ 2,512,000	\$ -	\$ 15,574,000
Provincial Funding	\$ -	\$ 4,821,933	\$ -	\$ 4,821,933
<b>Total Funding Received</b>	<b>\$ 13,062,000</b>	<b>\$ 7,333,933</b>	<b>\$ -</b>	<b>\$ 20,395,933</b>
<b>Funding Allocated</b>				
Tax	\$ 5,062,000	\$ 4,651,260	\$ -	\$ 9,713,260
Parking	\$ 2,263,000	\$ 3,060,435	\$ 1,967,774	\$ 7,291,209
Golf	\$ 596,000	\$ 509,138	\$ 464,092	\$ 1,569,230
Utilities	\$ 1,119,000	\$ -	\$ -	\$ 1,119,000
<b>Total Funding Allocated</b>	<b>\$ 9,040,000</b>	<b>\$ 8,220,833</b>	<b>\$ 2,431,866</b>	<b>\$ 19,692,699</b>
<b>Total Funding Remaining</b>				<b>\$ 703,234</b>

## Operating Fund – Tax Base (Schedule 1)

The City ended the year with an operating surplus of \$1.23M in tax-supported operations. This result is 0.63% of budgeted expenditures totaling \$197.2M. The surplus experienced in 2022 shows a positive outlook from the challenges the City faced in 2020 and 2021 with the economic realities of COVID-19 which led the City into significant deficits as shown in the table below.

### **Tax Supported Operations – Yearend Position**

	2015	2016	2017	2018	2019	2020	2021	2022
<b>Surplus/ (Deficit)</b>	\$0.98M	0.94M	\$1.42M	\$1.73M	\$0.77M	(\$5.06M)	(\$4.65M)	\$1.23M

Significant variances (over \$200,000) are summarized below by division. Schedule 1 provides additional detail by including information for variances that exceed \$100,000 of the budget.

### Significant Variances (over \$200,000)

#### Community Services Department:

- Sport had a deficit of \$2,761,000 due to reduced revenues as programs and rentals were negatively impacted by the COVID-19 restrictions in early 2022.

#### Financial Services Department:

- Revenue had a surplus of \$321,000 due to higher than expected fee revenues.

#### Corporate Services Department:

- Corporate Communications had a deficit of \$316,000 due to a substantial decline in advertising and sponsorship revenues.

#### Development Services Department:

- Planning had a surplus of \$404,000 due to higher than anticipated revenues for Site Plans.
- Engineering had a surplus of \$666,000 due to higher than anticipated revenues for Site Plans and service charges.

#### Infrastructure Services Department:

- Facilities Management had a surplus of \$974,000 due to reduced utility consumption as a number of City facilities were operating at reduced capacity due to COVID-19 restrictions in early 2022. This resulted in significantly lower than budgeted utility costs.
- Parks and Cemeteries had a deficit of \$1,739,000 due to a significant winter activity and major windstorm event in May which was partially funded by the Weather Stabilization Reserve. Also there was increased operating costs associated with downtown operations and an increased demand for playground equipment maintenance in 2022.

#### General Expense:

- Gapping had a surplus of \$1,192,000 due to staff savings related to regular vacancies in addition to COVID-19 as a number of staff whose facilities or programs were suspended during the pandemic were put on designated emergency leave (DEL) or infectious disease emergency leave (IDEL) allowing them to take advantage of various income support programs offered by the Federal government such as the Canada Emergency Response Benefit (CERB).
- Emergency Operations Centre had a deficit of \$813,000 due to the COVID-19 pandemic. Example of costs include:
  - Purchases of personal protective equipment and other health & safety supplies
  - Staff costs related to managing the City's COVID-19 response
  - Additional cleaning and minor retrofits of City facilities

#### General Revenues:

- Supplementary Taxes/Write-offs had a surplus of \$607,000 due to reduced appeals as a result of the delay in MPAC reassessments.

#### Other Revenues:

- Investment Income had a surplus of \$709,000 due to rapid Bank of Canada rate increases since March 2022.
- Penalties and Interest had a surplus of \$1,252,000 due to an increase in overall property tax receivable balances.

#### Enterprises – (Schedules 2 to 8)

Enterprises as a whole ended the year with a surplus of \$6,038,000, with surpluses in Water, Sanitary Sewer, and Natural Gas. Offsetting these positive results were deficits in Building, Golf, Parking and Storm. Summary information about each enterprise is noted below, with more detailed information provided in the schedules attached to this report.

#### Building Enterprise (Schedule 2)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Building</b>	(\$1,136)	(\$1,432)	\$296

The Building Enterprise had a deficit of \$1,136,000, which was \$296,000 better than budgeted. The main reason for the deficit is that revenues were lower than budget due to a decline in the number of new construction builds as multiple interest rate increases slowed the sales of residential buildings. The decrease in revenue was partially offset by reduced expenses due to staff vacancies.

### Golf Enterprise (Schedule 3)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Golf</b>	(\$464)	(\$463)	(\$1)

The Golf Enterprise had a deficit of \$464,000, which was \$1,000 worse than budgeted. Safe Restart funding was used to fully offset the deficit which was caused mostly by unexpected food and beverage equipment expenses from the restart of a lengthy COVID-19 shut down.

### Parking Enterprise (Schedule 4)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Parking</b>	(\$1,968)	(\$993)	(\$975)

The Parking Enterprise had a deficit of \$1,968,000, which was \$975,000 worse than budgeted. Safe Restart funding was used to fully offset the deficit which was caused mostly by reduced revenues. Parking revenues were significantly lower than budget due to reduced monthly and hourly parking demands related to new hybrid working environments.

### Water Utility (Schedule 5)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Water</b>	\$695	(\$539)	\$1,234

The Water Utility had a surplus of \$695,000 which was \$1,234,000 better than budgeted. Water revenues were significantly better than budgeted due to increased volume sales throughout the year as well as water supply higher than budget due to increased purchase volumes from the Region, consistent with the increase in sales. Additionally, administration expense was lower than budget due to higher allocation of costs to capital. Water maintenance costs were higher than budget due to increased number of main breaks, as well as, increased severity and cost of repairs and restoration.

### Sanitary Sewer Utility (Schedule 6)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Sanitary Sewer</b>	\$7,785	(\$63)	\$7,848

The Sanitary Sewer Utility had a surplus of \$7,785,000 which was \$7,848,000 better than budgeted. Sewer surcharge revenues were significantly better than budgeted, which is consistent with increased volume sales noted in the Water utility. Additionally, other revenue was higher than budget due to increased cross border billing volumes. Sewage processing costs were less than budgeted due to decreased volumes arising from a dry spring and summer. Maintenance costs were also lower than budget due to savings in main and lateral repairs.

### Stormwater Utility (Schedule 7)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Stormwater</b>	(\$11)	\$101	(\$112)

The Stormwater Utility had a deficit of \$11,000 which was \$112,000 worse than budget. Stormwater fees were higher than budget as a result of higher than expected development in the year, but other revenues were lower. Additionally, administration expenses were higher than budget due to additional development review costs.

### Gas Utility (Schedule 8)

Net Results (\$000's) Favourable/(Unfavourable)	Actual	Budget	Variance
<b>Gas Utility (Total)</b>	\$1,137	(\$3,636)	\$4,773
<b>Gas Delivery</b>	(\$1,227)	(\$1,894)	\$667
<b>Gas Supply</b>	\$2,364	(\$1,742)	\$4,106

The Gas Utility (Total) had a surplus of \$1,137,000 which was \$4,773,000 better than budgeted. Gas Delivery had a favourable variance due to higher than anticipated sales revenues from increased gas consumption from the cold winter and higher than anticipated rental revenues and recoveries from warranty items. The higher than anticipated revenues were offset in part by additional maintenance costs and increased depreciation. Gas Supply had a favourable variance as sales revenues were higher than budget due to increased gas consumption from the cold winter.

### Investment Report (Schedule 9)

All investments were made in accordance with the City's investment policy. Short-term investment yields to date averaged 2.58%, and were well above the average interest rate of 1.32% for all of 2021.

### **STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

### **FINANCIAL IMPLICATIONS:**

Final results for tax supported operations and rate supported enterprises/utilities have been closed out to the appropriate stabilization reserves. Surpluses increase the funds available in the reserve to offset future deficits, while deficits decrease funds available to deal with unanticipated funding needs.

### **COMMUNITY ENGAGEMENT:**

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

### **PREVIOUS REPORTS/AUTHORITIES:**

- FIN-2022-414 June 2022 Operating Variance Report
- FIN-2022-484 September 2022 Operating Variance Report

**APPROVED BY:** Jonathan Lautenbach, Chief Financial Officer, Financial Services.

### **ATTACHMENTS:**

- Schedule 1: Statement of Operations – Tax Supported Services
- Schedule 2: Statement of Operations – Building
- Schedule 3: Statement of Operations – Golf
- Schedule 4: Statement of Operations – Parking
- Schedule 5: Statement of Operations – Water
- Schedule 6: Statement of Operations – Sanitary Sewer
- Schedule 7: Statement of Operations – Stormwater
- Schedule 8: Statement of Operations – Gas
- Schedule 9: Investment Report

**City of Kitchener**  
**Statement of Operations**

for the twelve months ended December 31, 2022  
(with comparative figures for the twelve months ended December 31, 2021)

	2021 Actual	2022 Actual	2022 Annual Budget	2022 Surplus/ (Deficit)	2022 YTD % Variance	Comments
<b>CHIEF ADMINISTRATOR'S OFFICE</b>						
CAO ADMINISTRATION	1,116,743	1,159,714	1,176,251	16,537	1.4%	
<b>CHIEF ADMINISTRATOR'S OFFICE TOTAL</b>	<b>1,116,743</b>	<b>1,159,714</b>	<b>1,176,251</b>	<b>16,537</b>	<b>1.4%</b>	
<b>COMMUNITY SERVICES DEPARTMENT</b>						
COMMUNITY SERVICES ADMINISTRATION	662,900	705,254	710,077	4,823	0.7%	
BY-LAW ENFORCEMENT	2,803,015	2,405,995	2,526,368	120,373	4.8%	Surplus due to higher than anticipated MTO Defaulted Fine Revenues.
CORPORATE CUSTOMER SERVICE	471,972	564,291	741,126	176,835	23.9%	Surplus due to underspent contracted services.
FIRE	36,777,552	37,824,590	37,950,294	125,704	0.3%	Surplus due to lower than budgeted dispatch contract costs.
NEIGHBOURHOOD PROGRAMS & SERVICES	8,070,991	8,653,570	8,465,623	(187,947)	-2.2%	Deficit due to lower than budget rental revenues.
SPORT DIVISION	8,374,109	4,852,648	2,091,990	(2,760,658)	-132.0%	Deficit due to reduced revenues as programs and rentals are negatively impacted by COVID.
<b>COMMUNITY SERVICES DEPARTMENT TOTAL</b>	<b>57,160,539</b>	<b>55,006,348</b>	<b>52,485,478</b>	<b>(2,520,870)</b>	<b>-4.8%</b>	
<b>FINANCIAL SERVICES DEPARTMENT</b>						
FINANCIAL SERVICES ADMINISTRATION	312,736	333,999	344,019	10,020	2.9%	
ACCOUNTING	1,353,018	1,136,643	1,149,309	12,666	1.1%	
ASSET MANAGEMENT & BUSINESS SOLUTIONS	792,117	721,218	727,464	6,246	0.9%	
FINANCIAL PLANNING	712,758	1,186,593	1,175,717	(10,876)	-0.9%	
REVENUE	329,141	(49,578)	270,931	320,509	118.3%	Surplus due to higher than expected fee revenue.
SUPPLY SERVICES	482,690	412,828	424,589	11,761	2.8%	
<b>FINANCIAL SERVICES DEPT TOTAL</b>	<b>3,982,460</b>	<b>3,741,703</b>	<b>4,092,029</b>	<b>350,326</b>	<b>8.6%</b>	
<b>CORPORATE SERVICES DEPARTMENT</b>						
CORPORATE SERVICES ADMINISTRATION	481,652	547,872	553,663	5,791	1.0%	
MAYOR & COUNCIL	1,386,624	1,467,928	1,500,410	32,482	2.2%	
CORPORATE COMMUNICATIONS	1,491,405	1,728,529	1,412,195	(316,334)	-22.4%	Deficit due to substantial decline in advertising and sponsorship revenue.
EQUITY, ANTI-RACISM & INDIGENOUS	504,471	768,715	774,035	5,320	0.7%	
HUMAN RESOURCES	2,325,994	2,538,027	2,518,222	(19,805)	-0.8%	
TECHNOLOGY INNOVATION & SERVICES	5,691,723	5,743,026	5,825,241	82,215	1.4%	
LEGAL	1,161,494	1,048,116	1,038,565	(9,551)	-0.9%	
LEGISLATED SERVICES	1,409,640	1,297,833	1,326,520	28,687	2.2%	
<b>CORPORATE SERVICES DEPT TOTAL</b>	<b>14,453,003</b>	<b>15,140,046</b>	<b>14,948,851</b>	<b>(191,195)</b>	<b>2.5%</b>	
<b>DEVELOPMENT SERVICES DEPARTMENT</b>						
DEVELOPMENT SERVICES ADMINISTRATION	611,537	1,200,533	1,134,926	(65,607)	-5.8%	
ECONOMIC DEVELOPMENT	5,988,473	6,008,129	6,028,937	20,808	0.3%	
PLANNING	1,087,703	1,278,493	1,682,440	403,947	24.0%	Surplus due to higher than anticipated revenues for site plans.
ENGINEERING	(593,412)	(722,340)	(56,817)	665,523	1171.3%	Surplus due to higher than anticipated revenues for site plans and service charges.
TRANSPORTATION SERVICES	4,513,143	4,502,961	4,557,368	54,407	1.2%	
<b>DEVELOPMENT SERVICES DEPT TOTAL</b>	<b>11,607,444</b>	<b>12,267,776</b>	<b>13,346,854</b>	<b>1,079,078</b>	<b>7.6%</b>	
<b>INFRASTRUCTURE SERVICES DEPARTMENT</b>						
INFRASTRUCTURE SERVICES ADMINISTRATION	639,779	646,731	701,153	54,422	7.8%	
FACILITIES MANAGEMENT	13,678,124	14,942,197	15,915,842	973,645	6.1%	Surplus due to reduced utility consumption at facilities during COVID related closures.
PARKS AND CEMETERIES	17,138,588	19,552,308	17,813,957	(1,738,351)	-9.8%	Deficit due to significant winter activity and a major windstorm event in May which was partially funded by the Weather Stabilization Reserve. There was also additional operating costs associated with downtown maintenance and an increasingly elevated demand for maintenance to playground equipment.



**City of Kitchener**  
**Statement of Operations**

for the twelve months ended December 31, 2022  
(with comparative figures for the twelve months ended December 31, 2021)

	2021 Actual	2022 Actual	2022 Annual Budget	2022 Surplus/ (Deficit)	2022 YTD % Variance	Comments
OPERATIONS - ROADS AND TRAFFIC	11,654,317	11,948,466	11,913,882	(34,584)	-0.3%	
<b>INFRASTRUCTURE SERVICES DEPARTMENT TOTAL</b>	<b>43,110,808</b>	<b>47,089,702</b>	<b>46,344,834</b>	<b>(744,868)</b>	<b>-1.8%</b>	
<b>NET DEPARTMENTAL EXPENDITURES</b>	<b>131,430,997</b>	<b>134,405,289</b>	<b>132,394,297</b>	<b>(2,010,992)</b>	<b>0.6%</b>	
<b>GENERAL EXPENSES</b>						
GRANTS & BOARDS	15,594,738	15,804,500	15,843,573	39,073	0.2%	
OTHER	1,399,434	1,507,323	1,607,094	99,771	6.2%	
GAPPING	(4,426,038)	(3,291,701)	(2,100,000)	1,191,701	56.7%	Surplus due to staff savings resulting from COVID in addition to regular vacancies.
CAPITAL AND RESERVE FINANCING	13,624,071	13,899,229	13,896,306	(2,923)	0.0%	
CONTRACT SERVICES	931,179	866,189	882,679	16,490	1.9%	
TAX WRITEOFFS & REBATES	62,860	68,413	78,050	9,637	12.3%	
PROVISIONS - BAD DEBT ALLOWANCE	752,120	749,813	650,000	(99,813)	-15.4%	
EMERGENCY OPERATIONS CENTRE	1,492,527	812,725	-	(812,725)	-100.0%	Deficit due to COVID related expenses.
<b>GENERAL EXPENSES TOTAL</b>	<b>29,430,891</b>	<b>30,416,491</b>	<b>30,857,702</b>	<b>441,211</b>	<b>-0.5%</b>	
<b>TOTAL NET EXPENSES</b>	<b>160,861,888</b>	<b>164,821,780</b>	<b>163,251,999</b>	<b>(1,569,781)</b>	<b>0.4%</b>	
<b>GENERAL REVENUES</b>						
<b>TAXES</b>						
GENERAL LEVY	(132,046,836)	(137,151,621)	(137,151,611)	10	0.0%	
SUPPLEMENTARY TAXES/WRITE-OFFS	(6,496)	(1,657,002)	(1,050,000)	607,002	57.8%	Surplus due to reduced appeals due to delay in MPAC reassessments
LOCAL IMPROVEMENTS	(12,275)	(8,418)	(10,180)	(1,762)	-17.3%	
PAYMENTS IN LIEU	(4,575,959)	(4,605,778)	(4,466,200)	139,578	3.1%	Surplus due to new properties related to Light Rail Transit being assessed as PILs
	<b>(136,641,566)</b>	<b>(143,422,819)</b>	<b>(142,677,991)</b>	<b>744,828</b>	<b>1.1%</b>	
<b>OTHER REVENUE</b>						
INVESTMENT INCOME	(2,427,163)	(4,749,394)	(4,040,000)	709,394	17.6%	Surplus due to rapid Bank of Canada rate increases since March 2022.
PENALTIES & INTEREST	(4,029,386)	(4,611,445)	(3,358,964)	1,252,481	37.3%	Surplus due to increase in overall property tax receivable balances.
CONTRIBUTION FROM RERSERVES AND ENTERPRISES	(12,515,821)	(12,697,641)	(12,697,641)	-	0.0%	
SUNDRY INCOME	(201,084)	(199,623)	(120,753)	78,870	65.3%	
SOLAR ROOF	(395,606)	(375,785)	(356,650)	19,135	5.4%	
	<b>(19,569,060)</b>	<b>(22,633,888)</b>	<b>(20,574,008)</b>	<b>2,059,880</b>	<b>3.1%</b>	
<b>GENERAL REVENUES TOTAL</b>	<b>(156,210,626)</b>	<b>(166,056,707)</b>	<b>(163,251,999)</b>	<b>2,804,708</b>	<b>1.3%</b>	
<b>TOTAL CITY OPERATIONS</b>	<b>4,651,262</b>	<b>(1,234,927)</b>	<b>-</b>	<b>1,234,927</b>		

**CITY OF KITCHENER  
BUILDING ENTERPRISE  
STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND**  
for the 12 months ended December 31, 2022  
(with comparative figures for the 12 months ended December 31, 2021)

	2022				2021
	ACTUAL	BUDGET	VARIANCE *	Note	ACTUAL
<b><u>REVENUE</u></b>					
Building Revenues	4,578,082	5,036,815	(458,733)	1	6,015,278
	4,578,082	5,036,815	(458,733)		6,015,278
<b><u>EXPENSES</u></b>					
Direct	5,760,319	5,375,121	(385,198)	2	4,293,298
Indirect	1,090,301	1,093,365	3,064		1,017,192
	5,714,351	6,468,486	754,135		6,015,278
<b>Net Revenue (Expense)</b>	<b>(1,136,269)</b>	<b>(1,431,671)</b>	<b>295,402</b>		<b>0</b>
<b><u>STABILIZATION RESERVE FUND</u></b>					
Opening Balance	14,560,318	14,560,318	-		13,710,996
Transfer from (to) Capital	(625,000)	-	(625,000)		
Net Revenues (Expense) year end only	(1,136,269)	(1,431,438)	295,169		704,789
Interest Revenue (Expense) year end only	293,892	141,763	152,129		144,533
Closing Balance	13,092,941	13,270,643	(177,702)		14,560,318

**VARIANCE EXPLANATION:**

**\* Numbers in brackets are unfavourable variances**

**1** - Revenues are lower than budget due to a decline in the number of new construction builds. Multiple interest rate increases this year have slowed sales of residential buildings.

**2** - Expenses are lower than budget due to staff vacancies.

## CITY OF KITCHENER

## GOLF ENTERPRISE

## STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND

for the twelve months ended December 31, 2022

(with comparative figures for the twelve months ended December 31, 2021)

	2022				2021
	ACTUAL	BUDGET	VARIANCE *	Note	ACTUAL
<b><u>OPERATIONS</u></b>					
Revenue	2,750,351	2,471,785	278,566	1	2,711,853
Expenses	2,584,329	2,305,110	(279,219)	2	2,575,283
Gross Profit	166,022	166,675	(653)		136,570
Gross Profit Percentage	6%	7%			5%
<b><u>OTHER EXPENSES</u></b>					
Transfer - Golf Capital Reserve	89,699	89,699	-		87,940
Debt Charges	216,915	216,468	(447)		216,937
Transfer to Capital	248,679	248,679	-		266,000
	555,293	554,846	(447)		570,877
<b>Net Profit before Dividend</b>	(389,271)	(388,171)	(1,100)		(434,307)
Dividend Transfer to City	74,821	74,821	-		74,821
Net Revenue (Expense)	(464,092)	(462,992)	(1,100)		(509,128)
Safe Restart Funding	464,092	-	464,092	3	509,128
<b>Overall Net Revenue (Expense)</b>	-	<b>(462,992)</b>	<b>462,992</b>		-
<b><u>STABILIZATION RESERVE FUND</u></b>					
Opening Balance	(1,040,914)	(1,040,914)	-		(1,032,195)
Add: Net Revenue (Expense)	-	(462,992)	462,992		-
Add: Safe Restart Funding carryover	-	-	-		-
Add: Interest Revenue (Expense)	(21,790)	(13,129)	(8,661)		(8,719)
Closing Balance	(1,062,704)	(1,517,035)	454,331		(1,040,914)

**VARIANCE EXPLANATION:****\* Numbers in brackets are unfavourable variances****1** - Higher than budgeted revenues due to increased fees and sold out memberships.**2** - Expenses are higher than budget resulting from unexpected food and beverage equipment expense due to restart after lengthy COVID shut down and adjustments to new proshop model.**3** - Safe Restart funds to cover increased expenses during the COVID-19 pandemic were unbudgeted.

**CITY OF KITCHENER**  
**PARKING ENTERPRISE**  
**STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND**  
for the 12 months ended December 31, 2022  
(with comparative figures for the 12 months ended December 31, 2021)

	2022			Note	2021
	ACTUAL	BUDGET	VARIANCE *		ACTUAL
<b>REVENUE</b>					
Parking Revenues	5,028,980	6,363,054	(1,334,074)	1	4,091,642
Economic Development Subsidies	1,260,509	1,260,509	-		1,262,750
	6,289,489	7,623,563	(1,334,074)		5,354,392
<b>EXPENSES</b>					
General	4,302,865	4,662,034	359,169	2	8,800,954
Debt Charges	673,610	673,611	1		674,308
Transfer to Capital fund	1,280,788	1,280,788	-		1,362,762
	6,257,263	6,616,433	359,170		6,414,827
<b>Net Profit before Dividend</b>	32,226	1,007,130	(974,904)		(1,060,435)
Dividend Transfer to City	2,000,000	2,000,000	-		2,000,000
Net Revenue (Expense)	(1,967,774)	(992,870)	(974,904)	3	(3,060,435)
Safe Restart Funding	1,967,774	-	1,967,774		3,060,435
<b>Final Net Revenue (Expense)</b>	<b>(0)</b>	<b>(992,870)</b>	<b>992,870</b>		<b>-</b>
<b>STABILIZATION RESERVE FUND</b>					
Opening Balance	1,555,952	1,555,952	-		1,884,687
Add: Net Revenue (Expense) year end only	-	(992,870)	(992,870)		(3,060,435)
Add: Safe Restart Funding carryover	-	-	-		2,704,000
Add: Interest Revenue (Expense) year end only	32,571	13,838	(18,733)		27,701
Less: Transfer to Capital Reserve Fund	-	-	-		-
Closing Balance	1,588,523	576,920	(1,011,603)		1,555,952

**VARIANCE EXPLANATION:**

**\* Numbers in brackets are unfavourable variances**

1 - Revenues are significantly lower due to reduced monthly and hourly parking demands related to new hybrid working environment. Given the new normal, future projections will need to be revised.

2 - Expenses are lower than budget due salary vacancies as well as security review budgeted, but not used.

3 - Safe Restart funds to cover decreased revenues during the COVID-19 pandemic were unbudgeted.

**CITY OF KITCHENER****WATER UTILITY****STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND**

for the twelve months ended December 31, 2022

(with comparative figures for the twelve months ended December 31, 2021 )

	2022				2021
	ACTUAL	BUDGET	VARIANCE *	Note	ACTUAL
<b><u>REVENUE AND EXPENSE</u></b>					
Sale of Water	52,110,854	48,633,000	3,477,854	1	49,500,738
Water Supply	26,140,052	24,174,000	(1,966,052)	2	24,465,131
Gross Profit	25,970,802	24,459,000	1,511,802		25,035,607
Gross Profit Percentage	50%	50%			51%
<b><u>MISCELLANEOUS REVENUE</u></b>					
Other	514,631	494,050	20,581		450,615
	514,631	494,050	20,581		450,615
<b><u>EXPENSE</u></b>					
Administration	2,562,510	2,750,108	187,598	3	2,324,604
Water Maintenance	8,742,088	8,257,187	(484,901)	4	7,552,826
Transfer to capital fund	14,485,927	14,485,000	(927)		14,194,597
	25,790,525	25,492,295	(298,230)		24,072,027
<b>Net Revenue (Expense)</b>	<b>694,908</b>	<b>(539,245)</b>	<b>1,234,153</b>		<b>1,414,195</b>
<b><u>STABILIZATION RESERVE FUND</u></b>					
Opening Balance	7,425,111	7,425,111	-		7,538,584
Add: Net Revenue (Expense)	694,908	(539,245)	1,234,153		1,414,195
Add: Interest Revenue (Expense)	155,431	77,563	77,868		79,467
Less: Transfer to Capital Reserve	(458,822)		(458,822)	5	(1,607,135)
Closing Balance	7,816,628	6,963,429	853,199		7,425,111

**VARIANCE EXPLANATION:***\* Numbers in brackets are unfavourable variances*

1 Sales of water were higher than budget due to increased volumes from drier than expected weather.

2 Water supply costs were higher than budget, consistent with increased sales volumes.

3 Administration costs were lower than budget due to higher allocation of costs to capital than anticipated.

4 Water maintenance costs were higher than budget due to increased number of main breaks, as well as increased severity and cost of repair/restoration.

5 Stabilization reserve is at maximum, so excess is transferred to the capital reserve in accordance with policy.

**CITY OF KITCHENER  
SANITARY SEWER UTILITY  
STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND**

for the twelve months ended December 31, 2022

(with comparative figures for the twelve months ended December 31, 2021 )

	2022				2021
	ACTUAL	BUDGET	VARIANCE*	Note	ACTUAL
<b>REVENUE AND EXPENSES</b>					
Sewer Surcharge Revenue	65,295,514	60,765,000	4,530,514	1	61,800,728
Cost of Sewage Processing	30,606,958	33,521,000	2,914,042	2	31,168,293
Gross Profit	34,688,556	27,244,000	7,444,556		30,632,435
Gross Profit Percentage	53%	45%			50%
<b>MISCELLANEOUS REVENUE</b>					
Other Revenue	1,440,090	1,165,056	275,034	3	868,167
	1,440,090	1,165,056	275,034		868,167
<b>EXPENSES</b>					
Administration	2,578,417	2,556,078	(22,339)		2,472,977
Sanitary Sewer Maintenance	5,373,217	5,561,872	188,655	4	4,277,951
Sewage Rebates	887,163	851,000	(36,163)		632,475
Transfer to Capital Fund	19,505,012	19,503,000	(2,012)		18,576,760
	28,343,809	28,471,950	128,141		25,960,163
<b>Net Revenue (Expense)</b>	<b>7,784,837</b>	<b>(62,894)</b>	<b>7,847,731</b>		<b>5,540,439</b>
<b>STABILIZATION RESERVE FUND</b>					
Opening Balance	9,270,109	9,270,109	-		9,348,702
Add: Net Revenue (Expense)	7,784,837	(62,894)	7,847,731		5,540,439
Add: Interest Revenue (Expense)	194,053	95,527	98,526		98,548
Less: Transfer to Capital Reserve	(7,454,672)	(187,992)	(7,266,680)	5	(5,717,580)
Closing Balance	9,794,327	9,114,750	679,577		9,270,109

**VARIANCE EXPLANATION:**

**\* Numbers in brackets are unfavourable variances**

- 1 Sewer surcharge revenue was higher than budget due to increased water volumes, consistent with the water utility
- 2 Cost of sewage processing was lower than budget, due to a drier spring/summer than anticipated.
- 3 Other revenue was higher than budget due to higher than anticipated cross border billing volumes
- 4 Sanitary sewer maintenance costs were lower than budget due to savings in main and lateral repairs.
- 5 Stabilization reserve is at maximum, so excess is transferred to the capital reserve in accordance with policy.

**CITY OF KITCHENER  
STORM SEWER UTILITY  
STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND**

for the twelve months ended December 31, 2022

(with comparative figures for the twelve months ended December 31, 2021 )

	2022			Note	2021
	ACTUAL	BUDGET	VARIANCE*		ACTUAL
<b>REVENUES</b>					
Stormwater Fee	23,512,180	23,306,000	206,180	1	21,979,124
Other Revenue	701,572	787,387	(85,815)		665,622
	24,213,752	24,093,387	120,365		22,644,746
<b>EXPENSES</b>					
Administration	2,650,409	2,471,451	(178,958)	2	2,531,138
Storm Sewer Maintenance	4,382,287	4,302,603	(79,684)		3,911,415
Stormwater Credit Program	631,228	590,589	(40,639)		576,718
Grants to Charities/Places of Worship	517,806	584,000	66,194		503,234
Transfer to Capital Fund	16,043,018	16,044,000	982		14,886,245
	24,224,748	23,992,643	(232,105)		22,408,750
<b>Net Revenue (Expense)</b>					
	(10,996)	100,744	(111,740)		235,996
<b>STABILIZATION RESERVE FUND</b>					
Opening Balance	1,028,020	1,028,020	-		783,762
Add: Net Revenue (Expense)	(10,996)	100,744	(111,740)		235,996
Add: Interest Revenue (Expense)	21,520	8,517	13,003		8,262
Closing Balance	1,038,544	1,137,281	(98,737)		1,028,020

**VARIANCE EXPLANATION:**

**\* Numbers in brackets are unfavourable variances**

- 1 Stormwater fee was higher than budget due to increased development.
- 2 Administration expenses were higher than budget due to additional development review costs incurred by the utility.

**CITY OF KITCHENER****GASWORKS****STATEMENT OF REVENUE AND EXPENSES AND STABILIZATION RESERVE FUND**

for the twelve months ended December 31, 2022

with comparative figures for the twelve months ended December 31, 2021

	2022				2021
<u>DELIVERY OPERATIONS</u>	ACTUAL	BUDGET	VARIANCE *	Note	ACTUAL
<b>Gas delivery</b>					
Revenue	42,526,473	41,290,695	1,235,778	<b>1</b>	38,513,662
Expense	18,696,790	18,326,647	(370,143)	<b>2</b>	16,958,279
Gross Profit	23,829,683	22,964,048	865,635		21,555,383
Gross Profit Percentage	56%	56%			56%
<b>Other programs</b>					
(Dispatch, Rental Water Heaters & Customer Service)					
Revenue	12,990,089	12,275,824	714,265	<b>3</b>	12,353,859
Expense	9,522,132	8,609,190	(912,942)	<b>4</b>	8,260,882
	3,467,957	3,666,634	(198,677)		4,092,977
Transfer to Gasworks capital fund	(12,988,530)	(12,988,530)	-		(10,798,742)
<b>Net Profit before Dividend</b>	14,309,110	13,642,152	666,958		14,849,618
Dividend Transfer to City	(15,536,202)	(15,536,202)	-		(15,231,571)
<b>Net Revenue (Expense)</b>	<b>(1,227,092)</b>	<b>(1,894,050)</b>	<b>666,958</b>		<b>(381,953)</b>

**STABILIZATION RESERVE FUND**

Opening Balance	4,037,715	4,037,715	-	4,373,566
Net Revenue (Expense) year end only	(1,227,092)	(1,894,050)	666,958	(381,953)
Interest Revenue (Expense) year end only	84,521	34,527	49,994	46,102
Closing Balance	2,895,144	2,178,192	716,952	4,037,715

**VARIANCE EXPLANATION:****\* Numbers in brackets are unfavourable variances**

1 - Gas Delivery sales revenues are higher than budget due to increased gas consumption because of the cold winter (January-March, December).

2 - Gas Delivery expenses are higher than budget due to increased maintenance costs.

3 - Other program revenues are higher than budget due to increase in rental revenues and recoveries from warranty items.

4 - Other program expenses are higher than budget due to increased depreciation costs.



<u>SUPPLY OPERATIONS</u>	2022			Note	2021
	ACTUAL	BUDGET	VARIANCE *		ACTUAL
<b>Gas supply</b>					
Revenue	40,320,864	33,792,932	6,527,932	5	28,546,577
Expense	37,956,435	35,534,597	(2,421,838)	6	29,232,320
<b>Net Revenue (Expense)</b>	<b>2,364,429</b>	<b>(1,741,665)</b>	<b>4,106,094</b>		<b>(685,743)</b>
Gross Profit Percentage	6%	-5%			-2%
<b><u>SUPPLY STABILIZATION RESERVE FUND</u></b>					
Opening Balance	3,598,855	3,598,855	-		4,239,902
Net Revenue (Expense) year end only	2,364,429	(1,741,665)	4,106,094		(685,743)
Interest Revenue (Expense) year end only	75,336	34,313	41,023		44,696
Closing Balance	6,038,620	1,891,503	4,147,117		3,598,855

**VARIANCE EXPLANATION:**

*\* Numbers in brackets are unfavourable variances*

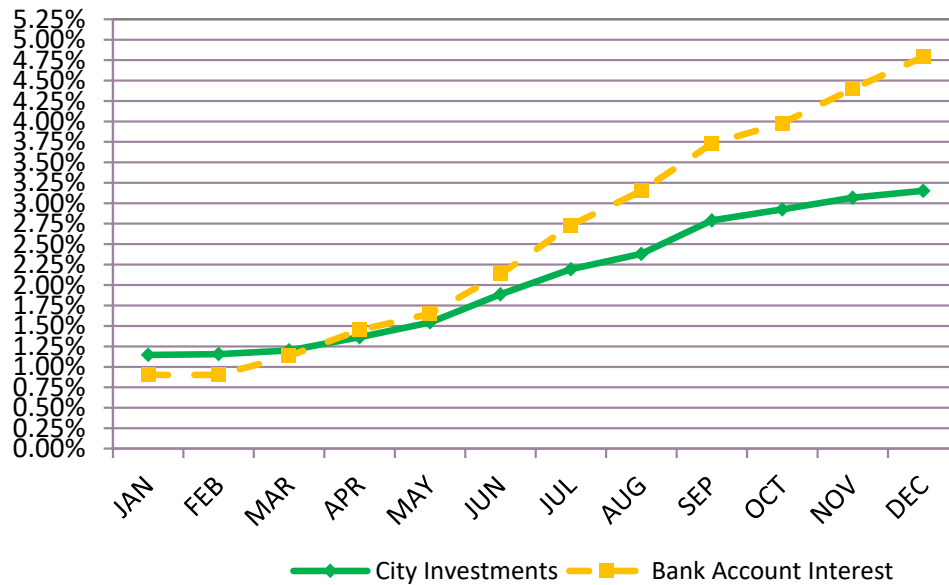
5 - Gas Supply sales revenues are higher than budget due to increased gas consumption because of the cold winter (January-March, December).

6 - Gas Supply expenses are higher than budget due to increased volumes of gas consumed, offset by favourable hedging strategies.

# Investment Report as of December 31, 2022

Schedule 9 Page 1

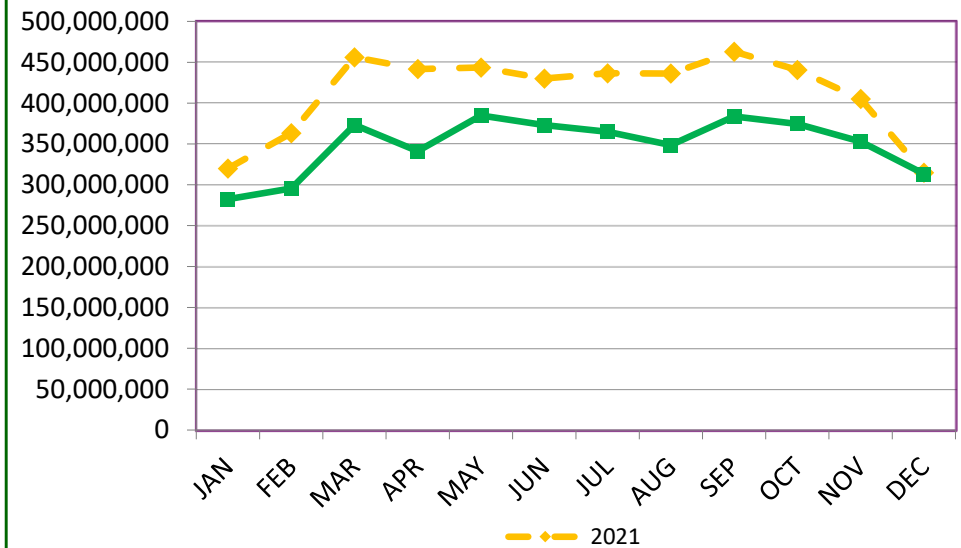
## Comparison of Short Term Yields January to December 2022



This graph compares the yields for:

- 1) City investments
- 2) Interest rate for City bank account with CIBC

## Average Short-Term Investment Balance\*



\* includes average balance in the overnight bank account

# Investment Report as of December 31, 2022

Schedule 9 Page 2

## Investment Balances

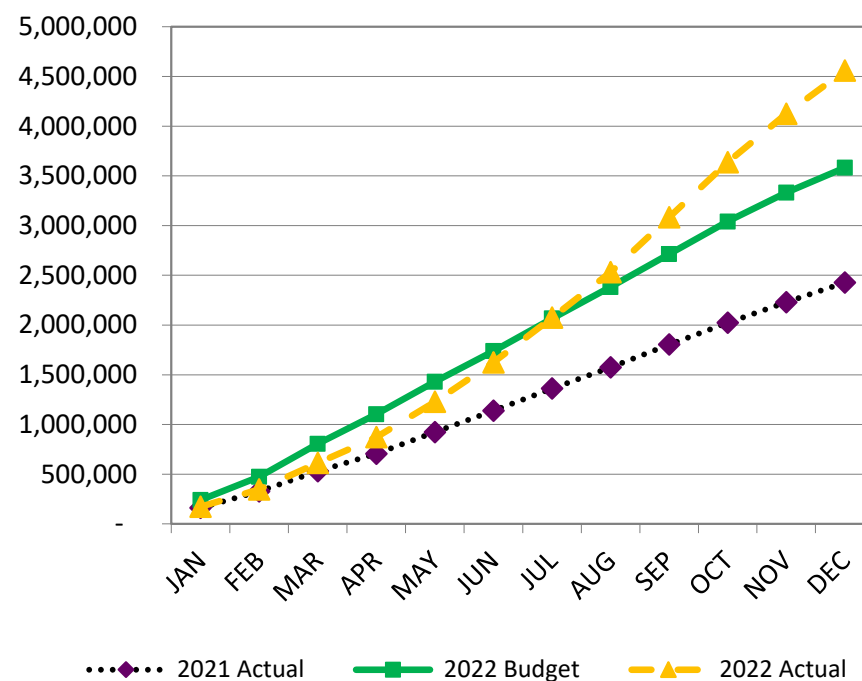
### Cash & Short Term Investments

As at September 30, 2022	INVESTMENT	PORTFOLIO	AVERAGE
TYPE	BALANCE	SHARE	YIELD
Government of Canada	0	0.0%	0.00%
Provinces	0	0.0%	0.00%
Municipal/Other	0	0.0%	0.00%
Schedule I Banks	297,143,511	87.4%	2.37%
Schedule II & III Banks	0	0.0%	0.00%
Credit Unions & Trust Co's	43,000,000	12.6%	1.87%
	340,143,511	100%	2.31%

### Long Term Investments

Provinces	11,523,042	21.1%	2.18%
Municipal/Other	3,555,876	6.5%	3.22%
Schedule I Banks	27,960,797	51.3%	2.04%
Schedule II & III Banks	7,013,887	12.9%	2.18%
Credit Unions & Trust Co's	4,500,000	8%	2.00%
	54,553,602	100%	2.16%

## Operating Fund Accumulated Interest



Average Interest Rate 2022 = 2.58%

Average Interest Rate 2021 = 1.32%

**REPORT TO:** Committee of the Whole

**DATE OF MEETING:** March 20, 2023

**SUBMITTED BY:** Jonathan Lautenbach, CFO and City Treasurer, (519) 741-2200 extension 7334

**PREPARED BY:** Lisa Dueck, Supervisor of Accounting, (519) 741-2200 extension 7659

**WARD(S) INVOLVED:** All Ward(s)

**DATE OF REPORT:** March 8, 2022

**REPORT NO.:** FIN-2023-129

**SUBJECT:** 2022 Statement of Remuneration and Expenses

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## RECOMMENDATION

For Information

## REPORT HIGHLIGHTS:

- The purpose of this report is to provide an annual itemized Statement of Remuneration and Expenses for each member of Council as required by the Municipal Act.

## BACKGROUND:

Section 284(1) of the Municipal Act, 2001 provides that the Treasurer of a Municipality shall, in each year on or before March 31, provide to the Council of the Municipality an itemized statement on remuneration and expenses paid in the previous year to:

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

## REPORT:

The detailed Statement of Remuneration and Expenses for the year 2022 is attached to this report. The by-law under which the remuneration or expenses were authorized to be paid is 2021-110

**STRATEGIC PLAN ALIGNMENT:**

This report supports the delivery of core services.

**FINANCIAL IMPLICATIONS:**

N/A

**COMMUNITY ENGAGEMENT:**

INFORM - The 2022 Statement of Remuneration and Expenses report has been posted to the City's website with the agenda in advance of the council / committee meeting and will be posted on the City of Kitchener's Internet site.

**PREVIOUS REPORTS/AUTHORITIES:**

- Municipal Act, 2001
- By-Law No. 2021-110

**APPROVED BY:** Jonathan Lautenbach, CFO and City Treasurer, Financial Services

**ATTACHMENTS:**

Attachment A – 2022 Statement of Remuneration and Expenses

**The Corporation of the City of Kitchener  
Statement of Remuneration and Expenses  
For the year ended December 31, 2022**

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<b>Index</b>	<b>Title</b>	<b>Page</b>
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Schedule 2	Conferences and Seminars	4
Schedule 3	Meeting Expenses	5
Schedule 4	Home Office and Technology Expenses	6
Schedule 5	Members of Council - Directors of Enova Power Corp. and Enova Energy Corp.	7
Schedule 6	Honorariums of Council Appointees Committee of Adjustment Committee of Property Standards	8

**The Corporation of the City of Kitchener**  
**Summary Statement of Council Remuneration and Expenses**  
**For the year ended December 31, 2022**

<b>Members of Council</b>	<b>Remuneration</b> Sch 1	<b>Conferences &amp; Seminars</b> Sch 2	<b>Meeting Expenses</b> Sch 3	<b>Home Office &amp; Tech</b> Sch 4	<b>Community Events</b>	<b>Automobile Expenses</b>	<b>Subtotal</b>	<b>Enova</b> Sch 5	<b>Total</b>
Mayor Berry Vrbanovic	\$ 129,242	\$ 3,319	\$ 7,096	\$ 2,500	\$ 1,351	\$ 2,976	\$ 146,484	\$ 12,862	\$ 159,346
Councillor Scott Davey	68,344			3,235	54		71,633	4,603	76,236
Councillor Dave Schnider	70,234			2,305	54		72,593	4,757	77,350
Councillor John Gazzola *	55,290	2,231		1,815	553	1,662	61,551		61,551
Councillor Jason Deneault **	7,733			2,680			10,413		10,413
Councillor Christine Michaud	67,044	384		4,193	216		71,837		71,837
Councillor Kelly Galloway-Sealock *	62,442			1,649			64,091	7,468	71,559
Councillor Ayo Owodunni **	7,733			3,748			11,481		11,481
Councillor Paul Singh	70,168	4,136		1,583	144		76,031	4,757	80,788
Councillor Bil Ioannidis	65,201			3,077	54		68,332	8,850	77,182
Councillor Margaret Johnston	67,726			1,207	291		69,224		69,224
Councillor Debbie Chapman	70,168	2,607		1,517	110		74,402		74,402
Councillor Sarah Marsh *	62,330	3,612		1,218	216		67,376		67,376
Councillor Aislinn Clancy **	7,733			2,018	198		9,949		9,949
<b>Total</b>	<b>\$ 811,388</b>	<b>\$ 16,289</b>	<b>\$ 7,096</b>	<b>\$ 32,745</b>	<b>\$ 3,241</b>	<b>\$ 4,638</b>	<b>\$ 875,397</b>	<b>\$ 43,297</b>	<b>\$ 918,694</b>

\* Departing Councillor (term ending Nov 15, 2022)

\*\* Newly Elected Councillor (term beginning Nov 16, 2022)

**The Corporation of the City of Kitchener  
Statement of Remuneration  
For the year ended December 31, 2022**

<b>Members of Council</b>	<b>Taxable Remuneration</b>	<b>Employment Benefits</b>	<b>Total</b>
Mayor Berry Vrbanovic	\$ 108,993	\$ 20,249	\$ 129,242
Councillor Scott Davey	56,074	12,270	68,344
Councillor Dave Schnider	56,074	14,160	70,234
Councillor John Gazzola	49,791	5,499	55,290
Councillor Jason Deneault	6,283	1,450	7,733
Councillor Christine Michaud	56,074	10,970	67,044
Councillor Kelly Galloway-Sealock	49,791	12,651	62,442
Councillor Ayo Owodunni	6,283	1,450	7,733
Councillor Paul Singh	56,074	14,094	70,168
Councillor Bil Ioannidis	56,074	9,127	65,201
Councillor Margaret Johnston	56,074	11,652	67,726
Councillor Debbie Chapman	56,074	14,094	70,168
Councillor Sarah Marsh	49,791	12,539	62,330
Councillor Aislinn Clancy	6,283	1,450	7,733
<b>Total Remuneration</b>	<b>\$ 669,733</b>	<b>\$ 141,655</b>	<b>\$ 811,388</b>

**Note:**

Employment benefits consist of costs such as Canada Pension Plan (CPP), Employer Health Tax (EHT), Group Life Insurance benefits, Health and Dental benefits, OMERS and RRSP contributions.



**The Corporation of the City of Kitchener  
Conferences and Seminars  
For the year ended December 31, 2022**

<b>Mayor Berry Vrbanovic</b>	
Federation of Canadian Municipalities, 2022 Annual Conference	1,678
Regina, SK, June 3-5, 2022	
Association of Municipalities of Ontario, AGM & Annual Conference	1,641
Ottawa, ON, August 15-17, 2022	
	<u>\$ 3,319</u>
<b>Councillor John Gazzola</b>	
Association of Municipalities of Ontario, AGM and Annual Conference	2,231
Ottawa, ON, August 14-17, 2022	
	<u>\$ 2,231</u>
<b>Councillor Christine Michaud</b>	
Rebrick Communications	204
Social Media Webinar, March 22, 2022	
Town and Gown Association of Ontario, The Road Ahead 2022 Conference	180
Virtual training course, June 9-10, 2022	
	<u>\$ 384</u>
<b>Councillor Paul Singh</b>	
SVN Rock Advisors Inc., Affordable Housing & New Apartment Development Conference	1,318
Virtual training course, June 16-17, 2022	
Association of Municipalities of Ontario, AGM and Annual Conference	2,818
Ottawa, ON, August 14-17, 2022	
	<u>\$ 4,136</u>
<b>Councillor Debbie Chapman</b>	
Federation of Canadian Municipalities, 2022 Annual Conference	2,607
Regina, SK, June 2-5, 2022	
	<u>\$ 2,607</u>
<b>Councillor Sarah Marsh</b>	
WMC - Leadership Assessment & Development	3,612
August - September 2022	
	<u>\$ 3,612</u>
Total Conferences and Seminars	<u><u>\$ 16,289</u></u>

**The Corporation of the City of Kitchener  
Meeting Expenses  
For the year ended December 31, 2022**

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<b>Mayor Berry Vrbanovic</b>	
Ontario Big City Mayors	547
Ottawa, ON, August 14, 2022	
Big City Mayors' Caucus Meeting	
Regina, SK, June 2, 2022	560
Ottawa, ON, December 5, 2022	521
Federation of Canadian Municipalities, Board of Directors Meeting	
Sherwood Park, AB, September 13-14, 2022	2,318
Ottawa, ON, December 6-8, 2022	1,565
UN Habitat Housing Forum	1,396
Ottawa, ON, December 13, 2022	
Miscellaneous Meeting Expenses	189
Total Meeting Expenses	<hr/> \$ 7,096 <hr/>

**The Corporation of the City of Kitchener  
Home Office and Technology Expenses  
For the year ended December 31, 2022**

<b>Members of Council</b>	<b>Operating</b>	<b>Capital</b>	<b>Total</b>
Mayor Berry Vrbanovic	\$ 2,500	\$ 0	\$ 2,500
Councillor Scott Davey	1,709	1,526	3,235
Councillor Dave Schnider	1,171	1,134	2,305
Councillor John Gazzola	1,815	0	1,815
Councillor Jason Deneault	206	2,474	2,680
Councillor Christine Michaud	1,454	2,739	4,193
Councillor Kelly Galloway-Sealock	1,649	0	1,649
Councillor Ayo Owodunni	182	3,566	3,748
Councillor Paul Singh	1,583	0	1,583
Councillor Bil Ioannidis	1,965	1,112	3,077
Councillor Margaret Johnston	779	428	1,207
Councillor Debbie Chapman	1,517	0	1,517
Councillor Sarah Marsh	1,218	0	1,218
Councillor Aislinn Clancy	155	1,863	2,018
Total Home Office and Technology Expenses	<u>\$ 17,903</u>	<u>\$ 14,842</u>	<u>\$ 32,745</u>

**Note:**

Capital technology expenses may include purchases of furniture, computers, laptops, scanners, printers, etc.

Operating expenses may include office supplies, monthly cell phone charges, home phone, home internet, etc.

A detailed breakdown of Home Office and Technology expenditures can be found at:

<https://www.kitchener.ca/en/taxes-utilities-and-finance/remuneration-and-expenses.aspx>

**The Corporation of the City of Kitchener**  
**Members of Council - Directors of Enova Power Corp.**  
**and Enova Energy Corp.**  
**For the year ended December 31, 2022**

<b>Members of Council</b>	<b>Remuneration</b>	<b>Meeting Expenses</b>	<b>Total</b>
<b>Directors of Enova Power Corp (Formerly Kitchener-Wilmot Hydro Inc.)</b>			
Mayor Berry Vrbanovic	\$ 4,891	\$ 1,540	\$ 6,431
	<u>\$ 4,891</u>	<u>\$ 1,540</u>	<u>\$ 6,431</u>
<b>Directors of Enova Energy Corp. (Formerly Kitchener Power Corp.)</b>			
Mayor Berry Vrbanovic	\$ 4,891	\$ 1,540	\$ 6,431
Bil Ioannidis (June-Dec)	5,755	3,095	8,850
Kelly Galloway-Sealock (June-Nov 2022)	4,933	2,535	7,468
Dave Schnider (Jan-May)	4,027	730	4,757
Paul Singh (Jan-May, Sept-Dec)	4,027	730	4,757
Scott Davey (Sept-Dec)	3,288	1,315	4,603
	<u>\$ 26,921</u>	<u>\$ 9,945</u>	<u>\$ 36,866</u>

**The Corporation of the City of Kitchener  
Honorariums of Council Appointees  
For the year ended December 31, 2022**

<b>Council Appointees</b>	<b>Honorariums</b>
<b>Committee of Adjustment</b>	
Scott Hannah	\$ 1,200
Robert McColl	1,150
Denny Cybalski	1,125
Michael Kidd	1,000
Jennifer Meader	700
Douglas Pateman	125
Srikanth Desikachar	100
David Gundrum	100
	<u>\$ 5,500</u>
<b>Committee of Property Standards</b>	
Sharlene Mohlman	\$ 450
Brian Santos	300
Muhammad Asad	225
Michael Pulley	225
Kimmy Adams-Wiersma	225
Sean McKelvie	75
Cyrus Medina	75
	<u>\$ 1,575</u>