

Plan Requests

Request	COMM.2020.029 Energy Manager	Prepared By	Sunda Siva
Department	Community Services	Phone Number	519-886-2310
Division	Facility Design & Management Services	Email	sunda.siva@waterloo.ca
Section	Facilities	Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

The City of Waterloo manages a large number of facilities, which incur significant energy costs. In 2018, the City's usage of these facilities incurred 18.6M kWh of electricity costing \$2.8M, as well as 1.6M m3 of gas costing \$0.4M. This represented a significant reduction to energy consumption and significant cost savings from 2016 to 2018, as the City invested over \$4M in energy-saving initiatives in 2016. In order to sustain the above savings and to reduce GHG by 80% by year 2050 (as per the Council approved Green Building Policy), employing a dedicated set of resources is inevitable.

Strategic Plan Link Sustainability & the environment

Describe the risks related to this request if denied or deferred (likelihood and impact):

If this request is denied it will result in a likely delay in addressing Climate Emergency initiative.

What are the desired outcomes of this request being approved?

The desired outcome of this request is to have the energy manager who will investigate, evaluate, recommend, and assist with the implementation of cost-effective energy-efficient solutions, GHG reduction programs, and provide options that will be in line with the

Recommendations:

That Council approves a \$110,000 increase of ongoing funding in 2020 for an Energy Manager within the Facilities Design and Management division in the Community Services department.

Request							
	Total	2020 . Ongoing	2020 One Time	2021 . Ongoing	2021 One Time	2022 . Ongoing	2022 One Time
Expenditures							
Salary-Full Time	86,702	86,702					
Benefits	23,298	23,298					
	110,000	110,000					
Net	110,000	110,000					

Plan Requests

Request	TRAN.2020.022 Affordable Housing (Annual Contribution)		
Department	Corporate Transactions	Prepared By	Joel Cotter
Division	Other Corp Transactions	Phone Number	519-747-8543
Section	Other Corporate Transactions	Email	joel.cotter@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

In accordance with the Strategic Plan's objective to increase the amount of affordable housing in Waterloo, and in accordance with Official Plan policies that encourage the provision of affordable housing, the annual affordable housing contribution will create a sustained funding source to enable the City to support new affordable housing projects and advance the City's affordable housing objectives.

Strategic Plan Link Equity, inclusion & a sense of belonging

Describe the risks related to this request if denied or deferred (likelihood and impact):

Less affordable housing will be built in Waterloo. Any affordable housing that is constructed will have higher rents due to increased project costs without municipal financial incentives.

What are the desired outcomes of this request being approved?

Sustained funding source to support and facilitate more affordable housing in the community.

Recommendations:

That Council approves a \$100,000 increase of ongoing funding in 2021 for Affordable Housing as an annual contribution to Council's Community Priority and Contingency Reserve (CCPC) within the Corporate Transactions department.

Request							
	Total	2020 . Ongoing	2020 One Time	2021 . Ongoing	2021 One Time	2022 . Ongoing	2022 One Time
Expenditures							
Trf to CCPC*Affordable Housing	100,000			100,000			
	100,000			100,000			
Net	100,000			100,000			

Plan Requests

Request	COMM.2020.030 LHIN Programs Gap Funding		
Department	Community Services	Prepared By	Darcy Drummond
Division	Community Programming & Outreach	Phone Number	519-579-1020
Section	Senior Services	Email	Darcy.Drummond@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

The City of Waterloo Home Support Services (HSS) and Senior Day Program (SDP) programs (in partnership with WWLHIN) continue to experience ongoing operating pressures, despite renewed and continuing efforts to maximize the effectiveness of current funding. The provincial funding has remained relatively unchanged for over a decade, and will continue to be so until at least March 31st, 2022. There is an existing pressure of approximately \$15K, and net expenses continue to unavoidably increase by approximately \$20K each year. These pressures represent the costs necessary to maintain the current level of service.

Strategic Plan Link Equity, inclusion & a sense of belonging

Describe the risks related to this request if denied or deferred (likelihood and impact):

If Council forgoes or defers the funding necessary to maintain the current level of service, then these areas will incur program deficits, or the programs will need to reduce services and/or staff.

What are the desired outcomes of this request being approved?

The City of Waterloo HSS and SDP will be able to maintain the current level of service.

Recommendations:

That Council approves a \$35,859 increase of ongoing funding in 2020, \$18,758 increase of ongoing funding in 2021, and \$19,679 increase of ongoing funding in 2022 for LHIN Programs Gap Funding within the Community Programming & Outreach Services division in the Community Services department.

Request							
	Total	2020 . Ongoing	2020 . One Time	2021 . Ongoing	2021 . One Time	2022 . Ongoing	2022 . One Time
Expenditures							
Wages/Salary-Miscellaneous	74,296	35,859		18,758		19,679	
	74,296	35,859		18,758		19,679	
Net	74,296	35,859		18,758		19,679	

City of Waterloo

Plan Requests

Request	COMM.2020.031 Environmental Initiative (Eliminate Sale of Bottled Water)	Prepared By	Steve Heldman
Department	Community Services	Phone Number	519-884-5363
Division	Recreation Services	Email	Steve.Heldman@waterloo.ca
Section	RIM Park	Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

The City of Waterloo offers the sale of bottled water in vending and concession services in City-owned and operated facilities. Recognizing the environmental benefits associated with the removal of the single-use bottled water product, staff is presenting the option to eliminate the sale of bottled water to Council for consideration. This discontinuation may create some customer inconvenience. To assist, should Council approve this option, a limited inventory of water containers will be made available for purchase in key City concessions. The discontinuation would result in a net loss to revenue.

Strategic Plan Link Sustainability & the environment

Describe the risks related to this request if denied or deferred (likelihood and impact):

If Council does not approve this request, then the City of Waterloo will continue to sell bottled water.

What are the desired outcomes of this request being approved?

The City of Waterloo will discontinue selling bottled water, resulting in reduced plastic waste.

Recommendations:

That Council approves a \$25,000 decrease of ongoing revenue in 2020 for Eliminating the Sale of Bottled Water within the Recreation Services division in the Community Services department.

Request							
	Total	2020 . Ongoing	2020 One Time	2021 . Ongoing	2021 One Time	2022 . Ongoing	2022 One Time
Revenue							
Concessions*Concession	25,000	25,000					
	25,000	25,000					
Net	25,000	25,000					

Plan Requests

Request	COMM.2020.032 Increase Foundational Operating Grant Funding		
Department	Community Services	Prepared By	Beth Rajnovich
Division	Community Programming & Outreach	Phone Number	519-747-8770
Section	Community & Neighborhood Services	Email	Beth.Rajnovich@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

The Foundational Operating Grant program provides financial support to Affiliated Organizations that have demonstrated long-term commitment and value to the community. The areas are as follows: sports/recreation, arts/culture, festivals/events, and neighbourhoods. Currently, a total of \$418,068 in such funding is allocated to more than 80 organizations annually. Program funding has not increased since 2012 to address inflationary increases or needs of new affiliates as our community grows. Council may choose to advance this funding to better support community organizations through this program.

Strategic Plan Link Healthy community & resilient neighbourhoods

Describe the risks related to this request if denied or deferred (likelihood and impact):

If Council denies or defers this request, then the City of Waterloo may be unable to effectively support affiliated organizations and initiatives to continue to sustainably provide programming to the community, and to enable support for new affiliate organizations that align with the goals of this affiliate program.

What are the desired outcomes of this request being approved?

The City of Waterloo will be able to better support community organizations through this affiliate program.

Recommendations:

That Council approves a \$15,000 increase of ongoing funding in 2020, \$15,000 increase of ongoing funding in 2021, and \$15,000 increase of ongoing funding in 2022 for Foundational Operating Grant Funding within the Community Programming & Outreach Services division in the Community Services department.

		Request						
		Total	2020 . Ongoing	2020 . One Time	2021 . Ongoing	2021 . One Time	2022 . Ongoing	2022 . One Time
Expenditures								
	Foundational Sports	45,000	15,000		15,000		15,000	
		45,000	15,000		15,000		15,000	
	Net	45,000	15,000		15,000		15,000	

Plan Requests

Request	CORP.2020.012 Living Wage Implementation		
Department	Corporate Services	Prepared By	Dean Vieira
Division	Human Resources	Phone Number	519-747-8779
Section	Human Resources	Email	dean.vieira@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

This request is to increase the wages of the city to be in line with Living Wage by 2022. A living wage is the hourly wage a worker needs to earn to cover their basic expenses and participate in their community. It is based on the needs of a two-parent family with young children, but would also support a family throughout the life cycle in Waterloo Region. This budget request will increase wages in 2021 and fully implement the living wage by 2022.

Strategic Plan Link Equity, inclusion & a sense of belonging

Describe the risks related to this request if denied or deferred (likelihood and impact):

If this request is denied or deferred, it will result in the employee group affected to be paid at rates based on the provincial minimum wage as the wage floor.

What are the desired outcomes of this request being approved?

The desired outcome is to address poverty within the city and to be a leader in living wage within Waterloo

Recommendations:

The Council approves a \$110,764 increase in 2021 and a \$110,841 increase in ongoing funding for living wage within the City of Waterloo.

		Request						
		Total	2020 . Ongoing	2020 . One Time	2021 . Ongoing	2021 . One Time	2022 . Ongoing	2022 . One Time
Expenditures								
	Wages-Part Time	221,605			110,764		110,841	
		221,605			110,764		110,841	
	Net	221,605			110,764		110,841	

Plan Requests

Request	TRAN.2020.020 Additional Assessment Growth		
Department	Corporate Transactions	Prepared By	Paul Hettinga
Division	Other Corp Transactions	Phone Number	519-747-8765
Section	Other Corporate Transactions	Email	paul.hettinga@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

The 2020-2022 proposed budget included an assessment growth estimate of \$1,797,108 for 2020. When the final tax roll was run in Dec. 2019, there was additional assessment of \$281,561, however, staff also anticipated a large adjustment from MPAC relating to 2019 and as such the final assessment growth amount available as part of the 2020-2022 menu list was \$167,047 (approved as M10 on February 10, 2020). As per policy FC-013, 10% of this amount goes to the Capital Reserve Fund (CRF) and 30% goes to the Capital Infrastructure Reinvestment Reserve Fund (CIRRF), which is captured separately on TRAN.2020.021.

Strategic Plan Link Supporting the Strategic Plan

Describe the risks related to this request if denied or deferred (likelihood and impact):

That the property tax rate would be too high.

What are the desired outcomes of this request being approved?

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

Recommendations:

That Council approves a \$167,047 increase of ongoing revenue in 2020 for additional assessment growth within the Corporate Transactions department.

		Request						
		Total	2020 . Ongoing	2020 . One Time	2021 . Ongoing	2021 . One Time	2022 . Ongoing	2022 . One Time
Revenue								
	Miscellaneous Revenue	(167,047)	(167,047)					
		(167,047)	(167,047)					
	Net	(167,047)	(167,047)					

Plan Requests

Request	TRAN.2020.021 Contrib. to CRF and CIRRF from Additional Assessment		
Department	Corporate Transactions	Prepared By	Angela Schneider
Division	Other Corp Transactions	Phone Number	519-747-8508
Section	Other Corporate Transactions	Email	angela.schneider@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

This budget request is to transfer 10% of the 2019 additional assessment growth (\$167,047 see TRAN.2020.020) in the amount of \$16,705 to the Capital Reserve Fund (CRF) and 30% in the amount of \$50,114 to the Capital Infrastructure Reinvestment Reserve Fund (CIRRF).

Strategic Plan Link Infrastructure renewal

Describe the risks related to this request if denied or deferred (likelihood and impact):

Policy FC-013 Use of Budgeted Assessment Growth Revenue would not be adhered to.

What are the desired outcomes of this request being approved?

That 40% of revenue from assessment growth be allocated to capital and infrastructure renewal; the other 60% is allocated to operating.

Recommendations:

That Council approves a \$16,705 increase of ongoing contributions in 2020 to the Capital Reserve Fund and a \$50,114 increase of ongoing contributions in 2020 to the Capital Infrastructure Reinvestment Reserve Fund from 2019 additional assessment growth.

Request							
	Total	2020 . Ongoing	2020 . One Time	2021 . Ongoing	2021 . One Time	2022 . Ongoing	2022 . One Time
Expenditures							
Transfer to CRF	16,705	16,705					
Transfer to CIRRF	50,114	50,114					
	66,819	66,819					
Net	66,819	66,819					

Plan Requests

Request	TRAN.2020.019 Penalties and Interest Revenue		
Department	Corporate Transactions	Prepared By	Paul Hettinga
Division	Other Corp Transactions	Phone Number	519-747-8765
Section	Other Corporate Transactions	Email	paul.hettinga@waterloo.ca
		Date	February 10, 2020
Version	Council Approved	Budget Year	2020

Description of Request:

This request is to increase the revenue budget for Penalties and Interest income by \$150,000 in each of the years 2020 and 2021. Based on analysis of the five year trend, this adjustment is sustainable. Tax arrears has remained fairly consistent over the last five years, ranging from 2.79% - 5.33% of current levy.

Strategic Plan Link Supporting the Strategic Plan

Describe the risks related to this request if denied or deferred (likelihood and impact):

This is an increase to the revenue target which is balancing the proposed tax increase. If this request is denied or deferred, then the tax increase will be higher.

What are the desired outcomes of this request being approved?

The desired outcome is to align the operating budget with actuals to allow for a more accurate projection of an operating surplus/deficit. The operating budget is monitored on a monthly basis and reported quarterly.

Recommendations:

That Council approves a \$150,000 increase of ongoing revenue in 2020 and 2021 for penalties and interest income within the Corporate Transactions department.

		Request						
		Total	2020 . Ongoing	2020 . One Time	2021 . Ongoing	2021 . One Time	2022 . Ongoing	2022 . One Time
Revenue								
	Penalties & Interest	(300,000)	(150,000)		(150,000)			
		(300,000)	(150,000)		(150,000)			
	Net	(300,000)	(150,000)		(150,000)			