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COUNCIL MEETING AGENDA – REVISED

Monday, December 8, 2025
Public Meeting: 2:00 PM

Councillor Freeman in the Chair

1. **TERRITORIAL ACKNOWLEDGEMENT**
2. **MOMENT OF REFLECTION**
3. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
4. **CONSENT MOTION**

That consent motion items (a) through (d) be approved.

- a) **Title:** **2026 Annual Debt and Financial Obligation Limit Calculation**
Report No.: CORP2025-041
Prepared By: Julie Koppeser

Recommendation:

1. That Council receives report CORP2025-041 for information.

- b) **Title:** **Cemetery Services 2026 Fees and Charges**
Report No.: COM2025-030
Prepared By: Derek Brick and Susan Boldt

Recommendation:

1. That Council approve report COM2025-030.

Please note that all items noted in this agenda are listed in full in the corresponding packet on the City of Waterloo's website.

2. That Council approve the Cemetery Services Fees and Charges By-law updates, attached as Appendix A to COM2025-030, effective as of the dates noted, and that the Fees and Charges By-law is updated accordingly.

**c) Title: Rental Housing and Business Licensing
2026 Fees and Charges Update**

Report No.: COM2025-034

Prepared By: Grant Curlew and Hanan Shafique

Recommendation:

1. That Council approve report COM2025-034.
2. That Council approve a 4.5% Rental Housing rate increase for 2026 as set out in Table #2 of report COM2025-034, effective January 1, 2026.
3. That Council approve the Rental Housing Program Fees and Charges By-Law updates, attached as Appendix A to COM2025-034, effective as of the dates noted, and that Fees and Charges By-Law is updated accordingly.
4. That Council approve a 5% Business Licensing Program Fees and Charges rate increase for 2026 as set out in Table #4 of report COM2025-034, effective January 1st, 2026.
5. That Council approve the Business Licensing Program Fees and Charges By-Law updates, attached as Appendix C to COM2025-034, effective as of the dates noted, and that the Fees and Charges By-Law is updated accordingly.

d) Title: 2026 Building Standards Fees and Charges

Report No.: IPPW2025-066

Prepared By: Beth Maxwell and Angela Schneider

Recommendation:

1. That IPPW2025-066 be approved.
2. That Council approve a 12% increase to all Building Standards fees and charges effective January 1, 2026.

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3. That Council approve the Building Standards Fees and Charges by-law updates, attached as Appendix A to IPPW2025-066, effective of the dates noted, and that the Fees and Charges by-law is updated accordingly.

5. ITEMS REMOVED FROM THE CONSENT MOTION

6. STAFF REPORTS

a) Title: Beaver Creek Road and Conservation Drive Reconstruction Pumping Station Funding Release
Report No.: IPPW2025-042
Prepared By: Francis Reyes and Brad Witzel

Recommendation:

1. That Council approve IPPW2025-042.
2. That Council approve the non-routine partial capital funding release for the Laurel Creek Sanitary Pumping Station funded \$6,800,000 from the Housing-Enabling Water Systems Fund (HEWSF) Intake II, \$2,900,000 from the Building Faster Fund (BFF) and \$1,300,000 from Development Charges - Debenture as per the 2024-2026 Approved Capital Budget (Ref. #590), for a total of \$11,000,000.
3. That Council direct staff to proceed with tendering the Laurel Creek Sanitary Pumping Station subject to securing requisite agreements and conveyance of lands from developers.
4. That Council direct staff to investigate the applicability of future grant opportunities in support of the Conservation Drive Sanitary Pumping Station and submit an application if appropriate.
5. That on January 1, 2028, Council approve in principle the release of \$11,400,000 in Development Charges – Debenture funding as included in the draft 2025 Development Charge background study and direct staff to proceed with issuing the Conservation Drive Sanitary Pumping Station tender at that time subject to the development clauses in the Escrow Agreement being satisfied.

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6. That Council authorize the Commissioner of Integrated Planning & Public Works to execute an Escrow Agreement to secure land and easement conveyances from owner(s) as required for the pump stations and any other related agreements or documents, subject to such agreement(s) being to the satisfaction of the City's Director of Engineering Services, Director of Financial Planning and Asset Management and the City Solicitor.

b) Title: Parkview Crematorium Lease Agreement
Report No.: COM2025-033
Prepared By: Robin Milne, Derek Brick, Brad Witzel

Introductory Remarks: Robin Milne

Recommendation:

1. That Council approve report COM2025-033.
2. That Council direct staff to discontinue the municipal operation of the Parkview Crematorium effective January 1st, 2026 and effective immediately stop accepting prepaid cremation services.
3. That Council approve A-045 Surplus Property Policy for Crematorium Operations Equipment attached to staff report COM2025-033.
4. That Council direct staff to enter into a 10-year building lease agreement and retort equipment sale agreement with Southwest Crematoriums Ltd. for the exclusive use of the Parkview Crematorium.
5. That the Mayor and City Clerk be authorized to sign the lease agreement and related retort equipment sale agreement with Southwest Crematoriums Ltd., along with any related documents and associated extensions, in a form to be approved by the City Solicitor.

c) Title: 2025 Asset Management Report Cards and Update
Report No.: CORP2025-030
Prepared By: Cassandra Pacey

Recommendation:

1. That Council approve CORP2025-030.

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d) Title: 2023-2026 Strategic Plan – 2025 Progress Report

Report No.: CAO2025-028

Prepared By: Michelle Lee

Presentation: Michelle Lee

Recommendation:

1. That Council receives CAO2025-028 for information.

e) Title: Reserves and Reserve Funds Annual Update

Report No.: CORP2025-026

Prepared By: Julie Koppeser

Recommendation:

1. That Council approve report CORP2025-026.
2. That Council approve the new Provincial Government Grants Reserve Fund policy attached as Appendix B.
3. That Council approve the new Reconciliation Action Partnership Reserve Fund policy attached as Appendix C.
4. That Council approve the revised FC-018 Capital Overhead policy attached as Appendix D.
5. That Council approve the revised Climate Action Reserve Fund Policy attached as Appendix E.
6. That Council direct staff to include, if needed, a recommended funding solution to address the projected declining balance of the Planning Litigation Reserve Fund, ensuring the Council Approved Funding Level is maintained, as a part of the 2025 Year End Surplus/Deficit Allocation report and/or through the 2027 and 2028-2030 budget processes.
7. That Council approve that FC-006 Reserves and Reserve Funds Policy, attached as Appendix F, be updated for the changes required through recommendations 1 through 6, inclusive.

f) Title: City Utilities – 2026 Rates

Report No.: IPPW2025-063

Prepared By: Dean Vieira and Leigh McDermott

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Presentation: Dean Vieira and Leigh McDermott

Recommendation:

1. That IPPW2025-063 be approved.
2. That Council approve the 2026 water rate at \$2.69/m³, comprised of the City portion of the rate at \$1.3514/m³ and the Regional portion of the rate at \$1.3386/m³ as set out in Table 1 of report IPPW2025-063, and that the Fees and Charges By-Law be updated to reflect the water rate effective January 1, 2026.
3. That Council approve the 2026 sanitary rate at \$3.11/m³, comprised of the City portion of the rate at \$1.4528/m³ and the Regional portion of the rate at \$1.6572/m³ as set out in Table 1 of report IPPW2025-063, and that the Fees and Charges By-Law be updated to reflect the sanitary rate effective January 1, 2026.
4. That Council approve the 2026 stormwater rates as set out in Table 1 of report IPPW2025-063 and outlined below and that the Fees and Charges By-Law be updated to reflect the stormwater rates effective January 1, 2026:
 - Residential; small \$13.68/month, medium \$20.49/month, and large \$27.98/month
 - Multi-Residential; small \$39.27/month, medium \$166.16/month, and large \$885.36/month
 - Institutional; small \$63.65/month, medium \$172.02/month, and large \$352.22/month
 - Commercial/Industrial; small \$52.66/month, medium \$245.94/month, large \$792.57/month, and largest \$2,007.51/month
5. That Council approve the 2027-2035 water, sanitary, and stormwater rate forecast in principle as set out in Table 1 of report IPPW2025-063.
6. That Council approve that the Fees and Charges By-Law be updated for the rates and effective dates as shown in Appendix B of report IPPW2025-063.
7. That Council approve an ongoing operating budget increase to the Leaf Collection Program budget of \$125,000.

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8. That Council approve the creation of a project funded \$650,000 from the Water Capital Reserve (WATCAP) and \$650,000 from Sanitary Capital Reserve (SEWCAP) for a total of \$1,300,000 to purchase water meters in bulk.
9. That Council approve a total of up to \$2,801,000 of Stormwater debenture financing for 2026, for a term not to exceed 10 years, for Transportation Services Division project 666: City Wide City Road Share of Regional Major Reconstruction Projects.
10. That Council approve a total of up to \$799,000 of Stormwater debenture financing for 2026, for a term not to exceed 10 years, for City Utilities Division project 546-RS-051: Bridge and Culvert Replacement.

g) Title: 2026 Budget Confirmation
Report No.: CORP2025-042
Prepared By: Brad Witzel and Michael Pugliese

Presentation: Brad Witzel and Michael Pugliese

Recommendation:

1. That Council approve report CORP2025-042.
2. That Council approve the 2026 operating budget Net Zero amendments as listed in Table 4 of report CORP2025-042, specifically:
 - a. That Council approve adding the \$2,501,000 expense increase for existing operating obligations and organizational review committed FTEs to the 2026 operating budget.
 - b. That Council approve adding the \$350,000 revenue increase for investment / interest Income to the 2026 operating budget.
 - c. That Council approve adding the \$500,000 revenue increase for penalties and interest revenue to the 2026 operating budget.
 - d. That Council approve adding the \$175,000 revenue increase for planning and legal user fee revenue to the 2026 operating budget, partially offsetting the organizational review committed FTE additions.
 - e. That Council approve adding the \$450,000 revenue increase for Recreation Services revenue to the 2026 operating budget.
 - f. That Council approve adding the \$300,000 revenue increase for traffic violations to the 2026 operating budget.

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- g. That Council acknowledge the M19 FTE Reduction Target of \$120,000 as part of the 2026 operating budget Net Zero amendments.
 - h. That Council approve the removal of one Planning position in the amount of \$148,500 from the 2026 operating budget as per budget target M19 and direct staff to re-consider the position as part of the 2027 and or 2028-2030 budget cycles.
 - i. That Council acknowledge the M35 Efficiency Target of \$100,000 as part of the 2026 operating budget Net Zero amendments.
 - j. That Council approve a \$148,000 expense reduction reducing the annual contribution to the Capital Reserve Fund, a \$170,000 expense reduction reducing the annual contribution to the Capital Infrastructure Reinvestment Reserve Fund and a \$225,000 expense reduction reducing the annual contribution to the Climate Action Reserve Fund in the 2026 operating budget.
 - k. That Council approve a \$35,500 expense reduction reducing the annual contribution to the Council's Community Priority and Contingency Reserve.
 - l. That Council approve a \$110,000 expense reduction reducing the annual contribution to the General Contingency Reserve.
 - m. That Council approve a \$109,000 expense reduction to G2 - Waterloo Public Library Funding Agreement to adjust for the annual inflationary factor.
3. That Council approve the addition of a 1.0 FTE in the Planning division for a Manager of Development Planning to support the transition of Regional planning responsibilities and increase service demand as recommended as part of the 2025 organizational review as detailed in section 1.6.1 of report CORP2025-042.
 4. That Council approve the addition of a 1.0 FTE in the Legal Services division for an Assistant City Solicitor to support the transition of Regional planning responsibilities and growing volume of development files and planning responsibilities as recommended as part of the 2025 organizational review as detailed in section 1.6.2 of report CORP2025-042.
 5. That Council acknowledge the 2025 Assessment Growth budget shortfall of \$823,000 due to the low development growth rate seen in 2025 as a result of various economic factors.
 6. That Council approve one-time funding in the amount of \$823,000 from the Tax Rate Stabilization Reserve to cover the Assessment Growth budget shortfall in accordance with policy FC-011.

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7. That Council re-affirm the 2026 operating budget with a property tax increase of 3.5% for base budget and operating impacts of capital and a tax increase of 2.9% for service level changes and infrastructure investment, for a combined tax increase of 6.4%, resulting in an adjusted 2026 tax levy of \$114,461,396.
8. That Council re-affirm the 2026 capital budget previously approved by Council on February 12, 2024, and as adjusted by Table 8 in report CORP2025-042.
9. That Council direct staff to implement the Climate-Wise Budget Assessment pilot into the 2027 one-year and 2028-2030 three-year budget processes.

7. PUBLIC MEETINGS

Formal Public Meeting

a) Title: Official Plan Amendment No. 63 and Zoning By-law Amendment Z-25-05, Uniweber Properties Inc., 200 Weber St N
Report No.: IPPW2025-067
Prepared By: John Vos
Ward No.: Ward 5 (Southeast)

Presentation: John Vos

Delegations:

1. Kristen Barisdale, GSP Group

Recommendation:

1. That Council approve staff report IPPW2025-067.
2. That Council endorse Official Plan Amendment 63 (OPA 63), Uniweber Properties Inc., 200 Weber Street North, in accordance with Section 7 of staff report IPPW2025-067.
3. That Council direct staff to submit the Special Policy Area Submission package to the Ministry of Municipal Affairs and Housing and the Ministry of Natural Resources in accordance with Section 7 of staff report IPPW2025-067.

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4. That Council endorse Zoning By-law Amendment Z-25-05, Uniweber Properties Inc., 200 Weber Street North in accordance with Section 7 of staff report IPPW2025-067.

8. CONSIDERATION OF NOTICE OF MOTION GIVEN AT PREVIOUS MEETING

None

9. NOTICE OF MOTION

None

10. COMMUNICATIONS AND CORRESPONDENCE

None

11. UNFINISHED BUSINESS

None

12. QUESTIONS

13. NEW BUSINESS

14. ENACTMENT OF BY-LAWS

Recommendation:

That the By-laws listed below be read a first, second and third time and finally passed, numbered sequentially commencing with By-law Number 2025-087 and that the Mayor and Clerk be authorized to sign them accordingly.

- a) By-law to Impose Fees and Charges on Persons (COM2025-023, Council September 22, 2025, COM2025-030, COM2025-034, IPPW2025-063, IPPW2025-066, Council December 8, 2025)
- b) By-law to confirm all actions and proceedings of Council, December 8, 2025

15. ADJOURNMENT

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