

COURT OF APPEAL FOR ONTARIO

BETWEEN:

THE ATTORNEY GENERAL OF ONTARIO

Appellant
(Intervener)

-AND-

THE REGIONAL MUNICIPALITY OF WATERLOO

Appellant
(Applicant)

-AND-

**JOSEPHINA DUGAS, TERRA-LYNN WEBER,
AVERY AMENT, AARON PRICE, JEREMY
LINTON, JEREMY NICHOL, JAMES HAMMOND,
JAKOB STUBBS, JAMES DAVIS, JASON PAUL,
NOAH HELSBY, JOSEPH BRADLEY, JOSEPH
SADLER, JULIE YOUNG, KYLE YORK, MEGAN
LOPES, STEPHANIE MCMILLAN, JEFFREY
COUTO, JORDAN CAMM, TERRANCE COLE,
XANDER HARKER, CHARLES KOCHER, ALINE
JEFFERY, MICHAEL JEFFERY , and PERSONS
UNKNOWN AND TO BE ASCERTAINED**

Respondents
(Respondents/Cross-Applicants)

**EXHIBIT BOOK OF THE
APPELLANTS (Vol. 14 of 15)**

August 7, 2026

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Court File No. CV-25-00000750-0000

ONTARIO
SUPERIOR COURT OF JUSTICE

BETWEEN:

THE REGIONAL MUNICIPALITY OF WATERLOO

Applicant

and

PERSONS UNKNOWN AND TO BE ASCERTAINED

Respondents

APPLICATION UNDER Rule 14.05 of the *Rules of Civil Procedure*

This is the Cross-Examination of **Peter Sweeney** on his affidavit dated February 27, 2026, taken via Zoom videoconference on consent of the parties on March 6, 2026.

APPEARANCES:

ANDREW LOKAN, Mr. Counsel for the Applicant
GRETA HOAKEN, Ms.

ASHLEY SCHUITEMA, Ms. Counsel for the Respondent
JOANNA MULLEN, Ms.

MERCEDES PEREZ, Ms. Amicus Curiae

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1 MARCH 6, 2026

2
3 PETER SWEENEY, AFFIRMED

4 CROSS-EXAMINATION BY MS. SCHUITEMA:

5 1. Q. So, Peter, we're going to be looking at
6 your affidavit, your fifth affidavit, which was
7 affirmed February 27, 2026.

8 A. Yeah.

9 2. Q. Yes? Okay. And do you have a copy in
10 front of you?

11 A. Right here.

12 3. Q. Okay. And do you have anything else in
13 front of you?

14 A. No.

15 4. Q. No, and is there anyone in the room ---

16 A. (Indiscernible) we're fine.

17 5. Q. And is there anyone in the room with
18 you?

19 A. No.

20 6. Q. Okay, great. I am not going to go over
21 the basics because we know you're a pro at this by
22 this point, so I'll just get into the questions.
23 Okay?

24 A. Yeah.

25 7. Q. I am going to look at Paragraph 10 of

1 your affidavit which has a chart of the emergency
2 shelter ---

3 A. Yeah.

4 8. Q. --- system. And I am going to go
5 through each one and ask you some questions about each
6 specific shelter. So starting with the No. 1, which
7 is the Cambridge Shelter Corp. Can ---

8 A. Correct.

9 9. Q. Can you confirm that that operates
10 24/7?

11 A. It does.

12 10. Q. Okay. And it serves men only?

13 A. Correct.

14 11. Q. And they have to be 18 years of age or
15 older?

16 A. Yes.

17 12. Q. Okay.

18 A. That's my understanding.

19 13. Q. Okay. The YWCA Cambridge which is
20 underneath it, operates 24/7?

21 A. Correct.

22 14. Q. And it serves women and gender-diverse
23 people only?

24 A. Correct.

25 15. Q. They have to be 25 years of age or

1 older?

2 A. I believe that's also the case, too.
3 Yes, my understanding.

4 16. Q. Okay. For anything that you're not
5 certain, can we ask for an undertaking? So I just
6 want to be clear, like if you're certain, you can give
7 it to me. And if not, we'll have to get an
8 undertaking.

9 A. Yeah, fair enough. Fair enough.

10 17. Q. Okay.

11 MR. LOKAN: Perhaps, Ashley, we can simply
12 undertake to advise if any corrections are
13 needed to this portion of the transcript?

14 MS. SCHUIITEMA: Sure. That's easy, thanks.

15 THE WITNESS: Okay.

16 **UNDERTAKING**

17
18 BY MS. SCHUIITEMA:

19 18. Q. House of Friendship operates 24/7?

20 A. Yes.

21 19. Q. It serves only men?

22 A. Correct.

23 20. Q. You have to be 25 years of age or
24 older?

25 A. Samet thing.

1 21. Q. Same, okay. One Roof does not operate
2 24/7?

3 A. Yes, it's 24/7. Okay, I am going to
4 have to look at that one, too, Ashley. I'm -- you're
5 catching me off-guard. I don't know why it wouldn't
6 but ---

7 22. Q. Okay. And my understanding of it, it
8 does not operate 24/7. So maybe we can undertake to
9 confirm that?

10 A. Okay, yeah.

11 **UNDERTAKING**

12 23. Q. And it serves all genders?

13 A. Yes.

14 24. Q. Yes. And it's only for youth that are
15 between the ages of 16 and 25?

16 A. Correct.

17 25. Q. Okay. So SHIP with Edith Mac ---

18 A. Yes.

19 26. Q. --- this also does not operate 24/7?

20 A. It -- yes, this is an overnight. So ...

21 27. Q. Okay. All right. And it's for men
22 only?

23 A. Correct.

24 28. Q. And 18 years of age or older?

25 A. My understanding, yes.

1 29. Q. Okay, for SHIP, 84 Frederick, they also
2 do not operate 24/7.

3 A. Correct.

4 30. Q. Okay, that's for women and gender-
5 diverse people only?

6 A. Yes.

7 31. Q. And 25 years of age or older?

8 A. Okay.

9 32. Q. Okay. Erbs Road, does operate 24/7.

10 A. Yes.

11 33. Q. It's available for all genders?

12 A. Yes.

13 34. Q. Okay, but you can't access Erbs Road
14 through First Connect? Do you agree that they have a
15 different intake system?

16 A. Yes, it goes through the Unsheltered
17 Workers and the Working Centre, so, yes, I believe
18 it's not something you can call First Connect and end
19 up there. That's my understanding as well.

20 35. Q. Okay. Thank you. So Safe Haven
21 operates 24 -- it does operate 24/7?

22 A. Yes.

23 36. Q. And it serves all genders?

24 A. My understanding, yes.

25 37. Q. But it's only available for youth

1 between the ages of 12 and 17?

2 A. I'd need to confirm that, Ashley.

3 38. Q. Okay, we'll take that as an
4 undertaking, thank you.

5 **UNDERTAKING**

6 Okay, and we're at the last one, No. 9 which
7 is Bridge Care, it does operate 24/7? Yes?

8 A. Yes.

9 39. Q. Yes, thank you. Thanks. And it serves
10 all genders?

11 A. Yes.

12 40. Q. You have to be 18-plus?

13 A. My understanding, yes.

14 41. Q. Okay. And this is for people who have
15 medical needs that can't be supported in a traditional
16 emergency shelter?

17 A. Primarily, correct, yes.

18 42. Q. Primarily. Okay, perfect. All right
19 THE WITNESS: Ashley, can you remind me,
20 what was the one that I wasn't sure about
21 24/7 versus not?

22 MS. SCHUIITEMA: One Roof.

23 THE WITNESS: Okay.

24 MS. SCHUIITEMA: Yeah.

25 THE WITNESS: Great.

1 MS. SCHUIITEMA: Thanks.

2
3 BY MS. SCHUIITEMA:

4 43. Q. Okay, so at Paragraph 11 of your
5 affidavit, you attached an Exhibit F. So I want to
6 take you to that.

7 A. Yeah.

8 44. Q. Let me know when you're there.

9 A. Sorry, I thought you were going to put
10 it on the screen. I can get it.

11 45. Q. Oh.

12 A. No, no, I can ---

13 46. Q. We'll put it on the screen.

14 A. No, no, that's okay.

15 47. Q. Okay.

16 A. That would actually be easier, if you
17 don't mind.

18 48. Q. We'll put it on the screen because
19 everyone is on the ---

20 A. Yeah, okay.

21 49. Q. Looking at the same ---

22 A. Yeah, go ahead.

23
24 --- SCREENSHARE
25

1 50. Q. Thanks. So are you familiar with this
2 chart?

3 A. I am.

4 51. Q. Okay. And the column on the right-hand
5 side provides a five-day occupancy average. Is that
6 correct.

7 A. That is.

8 52. Q. Okay, and you would agree that if
9 you're looking at these numbers, it looks like there
10 is some space in the emergency shelter system. Like
11 some occupancy space?

12 A. For that period, yes.

13 53. Q. For the period, okay. So can we got to
14 -- so I've made numbers down the side for myself. But
15 I want to look at Row 11 which is called, it says
16 here, "ES-CSC Bridge Care." Do you see that there?

17 A. Yeah.

18 54. Q. Okay, and that stands for Cambridge
19 Shelter Corporation Bridge Care Program?

20 A. Correct.

21 55. Q. Okay. And I think this was mentioned
22 in your other paragraph. I'll take you back there but
23 it looks like there's capacity -- it shows capacity
24 there for 20. Is that correct?

25 A. That's correct.

P. Sweeney - (Cr-Ex) - 10 -

1 56. Q. Okay. If you go along, it looks like
2 they are showing there's a five-day average; the
3 occupancy is 45 percent. And are you aware that this
4 shelter like moved physical locations in December of
5 2016 -- or, sorry, December 16th?

6 A. I am.

7 57. Q. Okay. And would you agree that this
8 program actually stopped accepting new clients in
9 September of 2025?

10 A. I'd have to look into that. I knew
11 that in the transitional period, there was a -- an
12 intake pause to ensure that we -- while we were --
13 while they were looking for a new location. So that
14 may be the date. I don't -- I don't have it handy. I
15 can get that for you.

16 58. Q. Okay, we'll take an undertaking for you
17 to confirm the date.

18 A. Okay.

19 **UNDERTAKING**

20 59. Q. But you agree that you knew that there
21 was a pause on intakes?

22 A. There was a -- my understanding is
23 there was a pause on intakes while they were -- Bridge
24 Shelter Corp. was confirming a new location.

25 60. Q. Okay. Are you aware that their new

1 space required renovations?

2 A. I am.

3 61. Q. Okay. And you are aware that they
4 haven't like fully opened as of yet?

5 A. Yeah. I am aware -- I am aware vaguely
6 as you say that, that they haven't ramped-up fully yet
7 in their new space.

8 62. Q. So would you agree that they're still
9 not taking on any new clients?

10 A. That I don't know, Ashley. I would
11 have to confirm.

12 63. Q. Okay, so again, an undertaking for you
13 to confirm.

14 A. Okay.

15 **UNDERTAKING**

16 64. Q. But would you agree then that the
17 listing of -- so you were aware that there was a
18 pause. So listing the occupancy as 45 percent, might
19 not be actually accurate. Like they're not taking on
20 new people, they don't really have the capacity to
21 host the full 20?

22 A. Yeah, so the capacity number that we
23 post there is the -- sort of the regular-funded
24 capacity. So they -- we have funding for them in our
25 budget for 20 beds. So that's where that number comes

1 from.

2 65. Q. Okay. So I am going to ask you a
3 couple of questions about a different part of this in
4 just ---

5 A. Sure.

6 66. Q. --- a second. I want to ask you some
7 similar questions about 84 Frederick which is just
8 like two down from Bridge Care there on that chart.
9 So it says, "TH-SHIP 84 Frederick," and that stands
10 for Transitional Housing?

11 A. That's correct.

12 67. Q. Okay. And, sorry, to flip back and
13 forth, Kelsey, but do you mind going back to page --
14 Paragraph 10 of Peter's affidavit?

15 I just want to confirm here. So you say
16 that number when you are referring to the number of
17 total emergency shelter system -- in the system,
18 doesn't include:

19 "... Motels, A Better Tent City or the
20 120 transitional housing beds operated
21 by SHIP ..."

22 So when you refer to 120 housing beds
23 there, you're talking about these 40 that exist at 84
24 Frederick, is that correct, that's in that number?

25 A. The 40 there at 84 Frederick, Ashley,

1 and the 80 at UA.

2 68. Q. Okay. Sorry, Kelsey, do you mind going
3 back to the Exhibit F? Thanks.

4 MR. LOKAN: Ashley, you may already have
5 this and maybe it's my confusion. But
6 there's a 22 listed for 84 Frederick. I am
7 just wondering if it's the same thing as the
8 40 that transitional you just asked about?

9 MS. SCHUIITEMA: So my ---
10

11 BY MS. SCHUIITEMA:

12 69. Q. So, Peter, my understanding is, is that
13 those are two separate categories. There's 22 for
14 their emergency shelter that you're listing as
15 capacity and you're listing 40 as transitional housing
16 capacity. Those are two separate things, is that
17 correct?

18 A. In the same -- in the same building,
19 correct.

20 70. Q. And the 40 number that you have here
21 would have been included in that 120 ---

22 A. Yeah.

23 71. Q. --- that you mentioned in your
24 Paragraph 10?

25 A. Correct.

1 72. Q. Okay, and so if we're looking back here
2 when we're looking at the transitional housing, TH
3 category, that's showing -- if you go over to the
4 occupancy, it's showing 50 percent occupancy. Do you
5 agree?

6 A. I agree.

7 73. Q. Okay. Are you aware that this program
8 had to stop intake for their transitional program?

9 A. In what regard? Stop intake?

10 74. Q. Yes, stop.

11 A. At what time, what period of time are
12 you referring to?

13 75. Q. So my understanding is that they paused
14 intake because they were having problems in their
15 building. So have you heard of anything about
16 building deficiencies or plumbing issues?

17 A. I have not.

18 76. Q. Okay, so maybe can we undertake for you
19 to find out when they paused the intake for their
20 transitional program?

21 A. Can you tell me when you've heard that
22 that happened? Of if that's something that I need to
23 look at? I'm just -- I'm generally curious.

24 77. Q. My understanding is it happened as soon
25 as it -- it rolled out. So maybe you can confirm ---

1 A. Right.

2 78. Q. --- that for us?

3 A. Okay.

4 79. Q. Yeah. And maybe you don't know this,
5 so this would may be another undertaking? But do you
6 -- would you agree that they're waiting for occupancy
7 permits?

8 A. No, I am not aware of that.

9 80. Q. Okay, so can you undertake to look into
10 that and get back to us ---

11 A. Yes.

12 81. Q. --- if and when they paused their
13 intake program.

14 A. Yeah.

15 82. Q. And if they're waiting for occupancy
16 permits to get up to the occupancy of 40.

17

18 **UNDERTAKING**

19 A. Okay.

20 83. Q. So, I mean, let's just say the
21 information I have is correct, and they're not
22 actually able to bring on more than 20, if that's the
23 case, would you agree that the occupancy that's listed
24 here as 50 percent is not accurate?

25 A. Again, I'll just point out that the

1 intention of this chart is the consistency on funded
2 capacity. So funded capacity within our budget is 40
3 for that program.

4 84. Q. Okay.

5 A. So if there -- if there is a different
6 practical capacity for whatever reason, then, yes, I
7 guess that -- those numbers -- the percentage-wise
8 would -- would require some adjustment.

9 85. Q. Okay, and it doesn't explain in your
10 affidavit that these numbers are based on funding and
11 not immediate -- not actual occupancy.

12 A. Okay.

13 86. Q. You agree?

14 A. It does not specifically say that in
15 the affidavit, I agree.

16 87. Q. Okay. If you turn to page -- so this
17 is still Exhibit F but it's the third page of that.
18 And it's -- the top heading says "Key Insights."

19 Are you there?

20 A. Yeah.

21 88. Q. Okay. And if you go down like, one,
22 two, three subheadings under -- there's a subheading
23 called, "Available Capacity." Do you see that?

24 A. I do.

25 89. Q. Okay, so underneath that heading it

1 says:

2 "... A number of shelters continue to
3 operate under full capacity, offering
4 space for referrals ..."

5 And then it lists Bridge Care and it
6 lists a temporary housing SHIP, 84 Frederick. So you
7 would agree that the context that we just discussed in
8 terms of the pausing of intakes, none of that's like
9 listed here?

10 A. Yes, I agree.

11 90. Q. Okay. And would you agree that if
12 someone didn't have that context and they were just
13 looking at this, they would think that there is
14 capacity or occupancy space in the system?

15 A. I would -- yeah, I would agree that
16 that's possible that somebody could hold that view,
17 yes. Given the way it's presented.

18 91. Q. Okay, and again, there's none of that
19 context or explanations included in your affidavit?

20 A. Outside of the -- what we have here in
21 -- in the appendix, I would say that this is all
22 that's in the affidavit.

23 92. Q. Okay. So for youth shelters, similarly
24 here, it's showing that there's -- it's operating
25 under full capacity. But you would agree that for

1 Safe Haven, for example, that's, let's say, that's
2 only operating at 50 percent, an adult at the
3 encampment can't access that space.

4 A. That would be correct.

5 93. Q. Okay, and similarly for One Roof, which
6 is listed here being one that has available capacity.
7 Again, someone over the age of 26 can't access that
8 space?

9 A. That's correct.

10 94. Q. Okay. Okay, let's look at the warming
11 centres, too. So this is the second page of Exhibit
12 F.

13 A. Hang on, that's -- yeah, go ahead,
14 okay. I don't ---

15 95. Q. Okay.

16 A. Maybe you didn't print that. Anyway,
17 okay, yeah, go ahead.

18 96. Q. So the subheading says, "Seasonal
19 Winter Programs."

20 A. Yes.

21 97. Q. Can you explain the purpose of these
22 programs, the season winter program? What's the
23 purpose?

24 A. So the purpose of these seasonal winter
25 programs are to provide a number of spaces for

1 overnight, a respite from cold weather from December
2 the 1st until March 31st.

3 The first two, one in Cambridge, one in
4 Kitchener, are part of our existing 2026 -- 2025 and
5 2026 operating budget. And they're intended for drop-
6 in spaces overnight during the winter during those
7 times.

8 98. Q. And who accesses those winter warming
9 spaces?

10 A. Well, they're open for folks to come in
11 from out of the cold. And, you know, the assumption
12 that I generally make is the majority of those
13 individuals are coming in because they have nowhere
14 else to go that specific evening.

15 99. Q. Okay. So, I mean, looking at these
16 numbers, looking at the five-day average, I -- you
17 would agree that Porch Light based in Cambridge, and
18 Thresholds, they're operating over capacity.

19 A. Over the funded capacity, yes.

20 100. Q. Okay. And Porch Light's available for
21 men only?

22 A. Yes.

23 101. Q. And it closes at 7:00 a.m.?

24 A. I'd have to check that. It's usually
25 -- it's between 7:00 and 8:00. That's my

1 understanding.

2 102. Q. Okay, so maybe we'll undertake ---

3 A. Yeah.

4 103. Q. --- to get confirmation on that.

5 A. Confirmation of hours we can do that.

6 104. Q. And Thresholds is available for all
7 genders?

8 A. Correct.

9 105. Q. And it also closes at 7:00 a.m.?

10 A. Same thing, I'll confirm whether it's
11 between 7:00 and 8:00.

12 **UNDERTAKING**

13 106. Q. Okay. And both of these programs are
14 funded until the end of March and set to close at that
15 time?

16 A. Correct.

17 107. Q. Okay. The third row down, "Warming
18 Space, the Working Centre SJK" is that the St. John's
19 Kitchen?

20 A. Correct. Okay, and that's right across
21 from the encampment?

22 A. Correct.

23 108. Q. Okay, would you agree that it opened in
24 January 26th of 2026?

25 A. That sounds correct.

1 109. Q. Okay. If you're not sure you can --
2 you could undertake to find that out.

3 A. That sounds correct, Ashley, I don't
4 have the exact date here in front of me but ...

5 110. Q. Okay. And these numbers here for this
6 five-day average, look like they're operating slightly
7 under capacity. But would you agree that there's been
8 nights where this service has operated over-capacity
9 since January?

10 A. So my understanding of the -- the
11 numbers here, they're self-report -- so this is an
12 independent program started and funded solely by the
13 Working Centre. And my understanding is these numbers
14 come from self-reporting from the Working Centre.

15 So I don't have -- without having looked at
16 all of the numbers, I -- I don't know. I can see the
17 fifth day is over-capacity but I don't -- without
18 seeing the whole -- the whole reporting schedule, I
19 don't have an answer for that.

20 111. Q. Okay, so can you undertake to look at
21 the numbers and answer whether or not they have gone
22 over-capacity since -- in this period.

23 A. Certainly.

24 MR. LOKAN: Are we talking just Working
25 Centre?

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1 MS. SCHUIITEMA: Well, yes.

2 MR. LOKAN: Okay.

3 **UNDERTAKING**

4 BY MS. SCHUIITEMA:

5 112. Q. And this, the Working Centre warming
6 space is also set to close on March 31st?

7 A. Again, that's -- that is not within my
8 operational purview. They are -- they are running
9 that independent from the regional budget.

10 113. Q. But they are receiving some money from
11 the region from this program, correct?

12 A. They -- we have offered to the Working
13 Centre that they can access some funding for materials
14 and supplies. Much like Porch Light and Thresholds
15 and other shelter providers, so blankets, food, things
16 like that.

17 But they are not receiving operating funding
18 for this program this year.

19 114. Q. Are they receiving any funding for
20 wages?

21 A. No.

22 115. Q. Okay.

23 A. They can submit -- we've told them they
24 can submit as if they were operating within the system
25 for those surge -- surge supplies as required up to a

P. Sweeney - (Cr-Ex) - 23 -

1 certain limit per month. That's the extent of the
2 financials, what we were able to offer them.

3 116. Q. And is there an end date to when they
4 can submit those receipts?

5 A. That would be also to the end of March
6 as it would be for the other organizations as well.

7 117. Q. Okay. And you would agree that these
8 warming centres, all three of them, folks don't have a
9 bed?

10 A. Correct.

11 118. Q. Okay. So, Peter, even with these
12 additional warming spots, I am sure you would agree
13 with this. The number of homelessness in the region
14 still vastly exceeds the numbers of available shelter
15 spots?

16 A. The last number I have -- that we
17 reported publicly, I would have to do the undertaking.
18 So we pulled it out of HIFIS and there were more
19 people that were reporting unsheltered outside of the
20 housing system. I just don't know what that number is
21 right now. I'd have to get that on a specific date.

22 119. Q. Okay. I mean, I have -- so maybe we
23 can maybe this -- I don't know if this is the same
24 number that you're talking about. But we have the
25 minutes from the Special Council meeting.

1 A. Yeah.

2 120. Q. So ---

3 A. That's what I'm thinking of.

4 121. Q. Okay, so maybe, Kelsey, can we put up
5 the -- those minutes, thanks.

6 So are you -- are you familiar with these
7 minutes?

8 --- SCREENSHARE

9 A. I don't always read the minutes,
10 Ashley.

11 122. Q. Okay. But ---

12 A. But I'm familiar with my part in them,
13 yes.

14 123. Q. Okay, so you attended the meeting?

15 A. Yes.

16 124. Q. Okay. I'd like to make this as Exhibit
17 1, I think that's the system we're using, Andrew?

18 MR. LOKAN: Yes, that's fine.

19 MS. SCHUIITEMA: Okay.

20

21 EXHIBIT NO. 1: Minutes, Special Council Meeting

22

23 BY MS. SCHUIITEMA:

24 125. Q. And if you scroll down at Page 2 of the
25 minutes -- oh, can you scroll back up a little bit,

"... Peter Sweeney, Commissioner of Community Services, clarified that all individuals requiring emergency shelters will be treated equally throughout the Region. He further clarified that tenting protocols differ widely across the province and there are 24 known encampments in the Region. He noted that there are approximately 3,000 individuals experiencing homelessness in the Region ..."

A. I do not. I believe that number is incorrect. It was three-hundred-and-something. I would appreciate looking to my legal for clarity on that. I did not read these minutes. It was not 3,000, I know that.

MS. SCHUIITEMA: Sure.

POLLARD VERBATIM
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1 BY MS. SCHUITEMA:

2 126. Q. So, Peter, I'm confused about the
3 number from the Point in Time count and where you're
4 getting this, like, smaller number.

5 A. Yeah. So there was a Point in Time
6 count back in November of 2024, as you know. It is
7 exactly that, a Point in Time count.

8 I reported a number to Council on this day
9 that was pulled from the HIFIS which enumerates the
10 number of people within that we have in HIFIS that are
11 not currently, as of that day that we pulled the data,
12 registered in a shelter or any other part of the
13 Housing Stability System.

14 And showing to be -- to be currently
15 experiencing homelessness. That's the number. It was
16 in the three-hundreds. It's not 3,000. I --
17 obviously, thank you for pointing this out. I need to
18 go and ask the clerks to correct that.

19 And again, I am happy to do the undertaking,
20 I just don't want to give you a number that's not
21 accurate in this context.

22 127. Q. Okay, so I guess my question then is,
23 is you'd agree that it's possible that the number in
24 HIFIS also is inaccurate?

25 A. Well, it's accurate for the data that

1 is put into it which is the responsibility of the
2 Region and all of our funded partners.

3 128. Q. Sure, but the point of the Point in
4 Time count is to do targeted outreach to capture
5 people who may be aren't necessarily captured in
6 HIFIS. Would you agree with that?

7 A. That is the stated intent of the Point
8 in Time Count. And I guess I will just also add that
9 that was in -- that was a year and a half ago.

10 129. Q. And do you have any -- any reason to
11 suspect that the process undertaken was not done
12 correctly?

13 A. During the Point in Time count?

14 130. Q. Yes.

15 A. No.

16 131. Q. Okay. You don't have any reason to
17 doubt the Point in Time count numbers?

18 A. I have no reason to doubt the Point in
19 Time count numbers from November of 2024.

20 132. Q. And you agree that the Point in Time
21 count captures things that may not be reflected in
22 HIFIS?

23 A. I believe that -- my understanding is
24 that's -- with the outreach involved, that that's
25 possible, yes.

1 133. Q. Okay. Okay, and it looks like you'd
2 agree also that there's been an increase in the number
3 of encampments across the Region?

4 A. I never said that.

5 134. Q. Oh, sorry. I am going off the fact
6 that it says there's 24 known encampments in the
7 Region.

8 A. Yes.

9 135. Q. Okay, is that an increase?

10 A. That was how many we had at the time
11 that I asked my staff to pull that information on that
12 day. I don't have information to tell you whether
13 that's -- you'd have to ask me about a specific period
14 of time which I don't have access to.

15 136. Q. Okay, when was the last time you
16 reported to council on these numbers?

17 A. I don't recall.

18 137. Q. Have you reported in the last -- is
19 that something you would have reported on in the last
20 year?

21 A. The number of encampments?

22 138. Q. Yeah.

23 A. I don't recall.

24 139. Q. Okay. So if I said to you that the
25 number of encampments across the Region are

1 increasing, what would you say?

2 A. I would say I would want to check the
3 data that I have available and look at the period of
4 time that you're interested in.

5 140. Q. Okay, so why don't we do -- why don't
6 we ask for you to check the data and tell us if it's
7 gone up since December 1st of 2024?

8 A. Okay.

9 MR. LOKAN: So can we -- just to stop this
10 from getting too burdensome, can we make it
11 as reported to council? Because then we
12 only need to look at the minutes of the
13 council meetings?

14 MS. SCHUIITEMA: No, I'd like to know if the
15 numbers have gone up.

16
17 BY MS. SCHUIITEMA:

18 141. Q. I am sure that like you're tracking
19 this information, Peter, you have tabled council --
20 not council, sorry. You have committees and reports
21 from folks and you track these numbers.

22 A. In the effort to be helpful and despite
23 my legal counsel, this isn't a number that we report
24 on through -- on a regular basis through to council.
25 So to get the information that you're looking for

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1 would require my staff to go and look at whatever data
2 we have available internally.

3 MR. LOKAN: I mean, can we keep it to sort
4 of one reading for three months or
5 something. Or would that work for you,
6 Ashley?

7 MS. SCHUIITEMA: Like every three months, is
8 that what you mean?

9 MR. LOKAN: Yes. Just see if we can find a
10 figure for each quarter from the quarter
11 that had December -- the Point in Time Count
12 through to a quarter (indiscernible).

13 MS. SCHUIITEMA: Sure. So each quarter from
14 December 2024?

15 MR. LOKAN: Yeah.

16 MS. SCHUIITEMA: Yeah, that's fine, thanks.

17
18 **UNDERTAKING**

19 BY MS. SCHUIITEMA:

20 142. Q. Okay, Peter, would you that there is
21 people in the region every day that have to survive
22 outdoors?

23 A. In our current context, yes, Ashley, I
24 believe that's true.

25 143. Q. Okay. I'm going to go back to your

1 affidavit now.

2 A. Okay.

3 144. Q. We're going to look at starting at
4 Paragraph 8.

5 A. Sorry, I'm not bored. Yeah.

6 145. Q. We've got it up on the screen, too.
7 I'm just going to ask you some general questions.

8 A. Okay.

9 146. Q. So you stated that fires are an ongoing
10 issue at the encampment, correct?

11 A. Yeah, but I don't think that's No. 8.

12 147. Q. Oh, I'm sorry. Yeah, you're right.

13 A. That's fine (indiscernible). So No. 3.

14 148. Q. No. 3. Okay, right.

15 A. Go ahead.

16 149. Q. So you agree that they are an ongoing
17 issue?

18 A. I do.

19 150. Q. Okay. And the Region's aware that
20 residents use fire primarily to stay warm in the
21 winter. Is that correct?

22 A. That's correct.

23 151. Q. Okay. And, you know, I'm sure you'd
24 agree that temperatures in the winter are routinely
25 below freezing?

1 A. I do.

2 152. Q. Okay. And that people that are living
3 in tents need a way to stay warm overnight?

4 A. I do.

5 153. Q. Okay. In your previous cross-
6 examination, we had an undertaking related to what was
7 provided in the winter warming packages.

8 A. Okay.

9 154. Q. That are distributed by the regional
10 partners. (Indiscernible) didn't receive that
11 undertaking that you were going to look into what was
12 provided as part of the 2025 winter warming packages.

13 A. So ---

14 155. Q. I guess we'll just reiterate that
15 undertaking ---

16 A. Okay.

17 156. Q. --- for 2026.

18 A. If I can just provide clarity, however.
19 We provide the funding to the agencies.

20 157. Q. Yeah.

21 A. They purchase whatever they purchase.

22 158. Q. Okay, and so if I -- like would you
23 agree that candles may be part of that package?

24 A. No, I wouldn't agree with -- that
25 candles are -- or anything are part of that package.

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1 What I think the undertaking was -- and Andrew, I will
2 ask you to correct me if I am wrong -- was what
3 parameters, if anything, did we put on the funding.
4 That was ---

5 159. Q. That wasn't the undertaking that I
6 understood. I thought the undertaking was that you
7 were going to provide a list of what was provided as
8 part of the winter warming packages ---

9 A. We don't ---

10 160. Q. --- at that time.

11 A. We don't provide them. We provide the
12 funding; the agencies then provide -- they actually go
13 and purchase whatever it is they feel they can. And I
14 was -- my understanding is the undertaking was, was
15 there any -- were there any guidelines on what was and
16 was not eligible. I thought that was the undertaking.

17 161. Q. Oh, okay. I don't know if I agree with
18 that but I guess, did they report back to you on what
19 they've purchased?

20 A. I don't know, but I can find out.

21 162. Q. Okay. So we'll ask -- what I want to
22 know is what's been provided as part of the winter
23 warming packages by your funded partners in 2026.

24 A. Okay.

25 MR. LOKAN: How many funded partners are

THE WITNESS: Five or six, Andrew, maybe not even that many.

MS. SCHUITEMA: No, I guess, sure. But I mean, I guess, I'd want to know has there been a change on those constraints?

MS. SCHUITEMA: Okay, if there are constraints, I'd also like to know if they've been -- if they're new constraints or if they've been changed from the previous years.

MS. SCHUIITEMA: Sure.

BY MS. SCHUITEMA:

163. Q. Would you be surprised if candles were

1 included as part of that package?

2 A. I don't set the parameters of what
3 those should be so I don't really have comment --
4 commentary or opinion on any of the things that are
5 provided.

6 The idea is that the agencies that are
7 closest to the people who are looking for support are
8 empowered to provide them whatever they can to help
9 under the circumstances.

10 164. Q. Okay, and so if those agencies that
11 were empowered chose to provide candles, is that
12 something that would surprise you?

13 A. I don't know if I have an answer to
14 that. I don't -- you're asking me for a feeling. I'm
15 just trying to say that we have this program that's
16 intended and based on feedback from the providers and
17 the operators to say give us some flexibility, the
18 resources to do it and let us -- leave it to us to
19 provide people what they need.

20 I trust our operators to make -- and our
21 outreach staff whether they belong in the region or
22 funded operators to make the best judgments they make
23 in those moments. And I don't -- it's not for me to
24 kind of to judge those decisions that good people are
25 making in hard situations.

1 165. Q. Okay, and as far as you know there is
2 no parameters saying "no candles?"

3 A. Not that I am aware of, no.

4 166. Q. Okay. And you would agree that fires
5 -- or is there an issue that the Region has been aware
6 of like since this encampment started?

7 A. Correct.

8 167. Q. Okay. I am going to suggest that the
9 Region hasn't provided any training to encampment
10 residents on safer ways to heat their tents. You
11 agree?

12 A. So through our various outreach
13 channels, both through our regional staff and our
14 partners at Kitchener Fire, I obviously can't legally
15 speak on behalf of Kitchener Fire.

16 But I have been informed on multiple
17 occasions that both our regional staff and members of
18 Kitchener Fire have endeavoured to have safe fire
19 handling, safe fire conversations with residents over
20 the past four years, on what is and isn't safe.

21 168. Q. Okay, could you tell me like what those
22 conversations with regional -- like how frequently
23 would the regional staff be having those
24 conversations?

25 A. So certainly our staff and I know again

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1 through conversations with Kitchener Fire when they
2 are on-site, if they see anything that is risky, they
3 point it out. And so it happens as necessary.

4 169. Q. Okay, but that's not the Region. I am
5 asking about the regional staff, not the fire -- not
6 the Kitchener Fire. I want to know about the regional
7 staff.

8 A. Yeah. So I would say I have full
9 confidence that any of our regional staff who are on-
10 site and engaging with residents or anybody who is
11 there, that is engaging or about to engage or has
12 engaged in behaviour that is risky from a fire
13 perspective, will have -- use that opportunity to have
14 a conversation to point out what is not safe.

15 170. Q. So have the unsheltered workers been
16 trained in unsafe fire behaviours?

17 A. I don't know, I'd have to ask that
18 specifically.

19 171. Q. So we'll take -- we'll ask for an
20 undertaking to find out if the unsheltered workers
21 have been trained unsafe fire behaviours at the
22 encampment.

23 A. Okay.

24 **UNDERTAKING**

25 172. Q. The Region hasn't organized any like

1 formal fire safety education sessions for the
2 residents, have they?

3 A. Not that I am aware of.

4 173. Q. Okay. And the Region hasn't
5 distributed any written fire safety guidelines to
6 encampment residents?

7 MR. LOKAN: (Indiscernible).

8 MS. SCHUIITEMA: Pardon me?

9 MR. LOKAN: (Indiscernible).

10 THE WITNESS: I don't know.

11 MR. LOKAN: I am sorry, I shouldn't have
12 interrupted.

13 MS. SCHUIITEMA: The region ---

14 THE WITNESS: I'd have to find out, Ashley.

15 MS. SCHUIITEMA: Okay, so let's -- we'll do
16 an undertaking for that as well.

17 THE WITNESS: Okay.

18 MS. SCHUIITEMA: That's if the region has
19 distributed any written fire safety guidance
20 to encampment residents.

21 MR. LOKAN: Okay.

22 **UNDERTAKING**

23 BY MS. SCHUIITEMA:

24 174. Q. The Region hasn't provided access to
25 any electrical hook-ups for residents at the

1 encampment?

2 A. That is correct.

3 175. Q. Okay.

4 A. It's my understanding.

5 176. Q. Okay, the region hasn't provided the
6 residents with any like electric heaters?

7 A. No.

8 177. Q. Yes, okay. The region hasn't provided
9 residents with any diesel heaters?

10 A. No.

11 178. Q. Any electric blankets?

12 A. The region has not directly, no.

13 179. Q. Okay, the region hasn't distributed any
14 hot water bottles or any other like safer warming
15 devices?

16 A. I don't know the answer to that. The
17 unsheltered workers may or may have not, I don't know.

18 180. Q. Okay, so we'll take an undertaking for
19 that, to determine whether the region has distributed
20 any hot water bottles or similar safe warming devices.

21 A. Okay.

22 **UNDERTAKING**

23 BY MS. SCHUIITEMA:

24 181. Q. The region hasn't distributed any fire
25 extinguishers to encampment residents?

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1 A. I don't know.

2 182. Q. Okay. We'll get an undertaking for
3 that one as well.

4 **UNDERTAKING**

5 183. Q. Similarly the Region hasn't installed
6 any communal fire extinguishers anywhere on the
7 encampment?

8 A. I don't know, I'd have to check.

9 184. Q. Okay. I'd like an undertaking for that
10 as well, please.

11 A. That's fine.

12 **UNDERTAKING**

13 185. Q. The Region has met with local fire
14 departments. So you talked about Kitchener Fire.

15 A. Correct.

16 186. Q. And you've had discussions with
17 Kitchener Fire Department about these issues?

18 A. Correct.

19 187. Q. Okay. Are you aware of a meeting that
20 took place, a specific meeting on January 31st of 2024
21 with regional staff and various fire departments?

22 A. Various fire departments?

23 188. Q. My understanding is that Kitchener,
24 Cambridge and Waterloo were all at that meeting.

25 A. No, I don't know -- I am not aware of

1 191. Q. Okay. But despite, you know, the
2 willingness of Kitchener Fire, the Region hasn't
3 implemented the various types of mitigation measures
4 that we just discussed?

5 A. The list you just went through?

6 192. Q. Mm-hmm.

7 A. With the exception of the ones I have
8 taken undertaking?

9 193. Q. Yeah.

10 A. Yes, I affirm what I just said earlier.

11 194. Q. So you're agreeing that they have ---

12 A. (Indiscernible).

13 195. Q. Agreeing with the list.

14 A. I am agreeing to the list that's on the
15 transcript of this where I have confirmed yes or no.
16 Otherwise the undertaking will help me answer that
17 question for you.

18 196. Q. Okay. And so the undertaking shows,
19 you know, no hot water bottles ---

20 MR. LOKAN: I think the undertaking was to
21 check, Ashley.

22 MS. SCHUIITEMA: Right. But only -- but
23 Peter said no to a number of them. The only
24 -- the undertaking was around hot water
25 bottles or other safe warming devices.

1 BY MS. SCHUIITEMA:

2 197. Q. So if the answer to that is, "no," then
3 you would agree that the region hasn't done the
4 mitigation efforts that were required?

5 MR. LOKAN: So wait a minute. That would
6 require. Okay, let's unpack and do it step-
7 by-step. First one was, I think you got a
8 "no" to there being any electrical service.
9 So I think it would follow from that that
10 there are no electric blankets unless we're
11 talking battery-powered electric blankets.
12 And I'm not sure that I've ever seen those.
13 Undertaking to check ---

14 MS. SCHUIITEMA: And he said, "no" to
15 electric blankets. He said, "no" to
16 electric heaters, diesel heaters.

17 MR. LOKAN: Okay, so hot water bottles and
18 wait a minute. The question that you just
19 asked was you would agree that there were
20 none of these required mitigation measure
21 ---

22 MS. SCHUIITEMA: Sorry, discussed, discussed.

23 MR. LOKAN: The ones that you just discussed
24 with Mr. Sweeney, you mean?

25 MS. SCHUIITEMA: No, the ones that were

1 discussed by Kitchener Fire during the
2 meeting with the region.

3 MR. LOKAN: But we don't know they were
4 discussed.

5 MS. SCHUIITEMA: Okay.

6
7 BY MS. SCHUIITEMA:

8 198. Q. So you undertake to find out what
9 happened at that meeting and what was discussed.
10 You've agreed that a number of mitigation efforts
11 haven't been provided, as far you know, and there's
12 other ones you're looking into. Is that fair?

13 A. I agree that you asked me if there were
14 a number of things that had been provided and where I
15 was certain that they were not, I've answered that.
16 And where I am not, I said I will go and find out.

17 199. Q. Okay. Would you agree that the region
18 doesn't have a formal fire risk mitigation plan for
19 the encampment?

20 A. I am not aware of a document by that
21 title.

22 200. Q. If that existed, would you be aware of
23 it, based on your role?

24 A. Yeah, probably.

25 201. Q. And the region hasn't developed any

P. Sweeney - (Cr-Ex) - 45 -

1 written fire safety protocols specific for the
2 encampment?

3 A. Not that I am aware of.

4 202. Q. And again, given your role, if those
5 existed, you would be aware?

6 A. It's likely.

7 203. Q. Yeah. All right. Paragraph 14 of your
8 affidavit, I am going to ask you some questions about
9 the dedicated senior space.

10 A. Sure.

11 204. Q. Okay, so you're disagreeing with Sara
12 Escobar and you're stating that there's 46 dedicated
13 senior sites in the region. Are you referring to
14 long-term care homes?

15 A. No.

16 205. Q. Okay, can you explain what you mean by
17 "dedicated senior sites?"

18 A. So housing for -- oh, sorry. I thought
19 that was me. Housing that is provided to and specific
20 for seniors across Waterloo Region. This is not long-
21 term care beds.

22 206. Q. Okay, and how many of those units are
23 what the Region deems to be affordable units?

24 A. I would have to take an undertaking on
25 that.

1 207. Q. Okay, so we'd like an undertaking on
2 that, please.

3 A. Okay.

4 208. Q. And I'd also want to know what the
5 average cost of a one-bedroom unit is in those 46
6 dedicated sites.

7 A. Okay.

8 **UNDERTAKING**

9 209. Q. Okay. Paragraph 16, I am looking at
10 the second half of the paragraph that's on Page 5. So
11 you say, "Individuals and fixed site supporting" -- I
12 think you're supposed to say "supportive housing"
13 there:

14 "... Receive ongoing support for as long
15 as they're living in the unit and
16 engage with the staff team of the
17 building they're in ..."

18 You would agree that that support
19 they're receiving, that's not from the unsheltered
20 workers, that's from the staff that are part of the
21 supportive housing?

22 A. Yes, correct. The provision of support
23 from either regional staff or staff within the funded
24 system that -- that I am responsible for.

25 210. Q. Okay. But, for example, if someone was

P. Sweeney - (Cr-Ex) - 47 -

1 staying at like the SHIP transitional housing,
2 University Ave space, that while they're living there,
3 they're getting support from the SHIP's staff team?

4 A. Yeah, in that particular case. It's
5 not to say that we wouldn't have other providers on a
6 case-by-case basis also go to UA in that example, to
7 provide support. The point is, is that the support is
8 there through either regional staff or partner staff
9 that are funded.

10 211. Q. Okay. If someone loses their
11 placement, someone is evicted from University Ave, for
12 example ---

13 A. Yeah.

14 212. Q. --- you would agree there's no --
15 there's no guarantee that they're going to be
16 reconnected with their unsheltered worker?

17 A. No, there's no guarantee depending on
18 the circumstances in that individual case where that
19 person ends up going, staying in the community,
20 engaging with unsheltered workers.

21 213. Q. Is there any like program or policy
22 that exists where unsheltered workers are to be
23 notified of evictions from region-funded partners?

24 A. I don't know if we have a notification
25 policy. I will happily look into that.

1 214. Q. If a policy like that existed, you
2 would know, do you agree?

3 A. You give me a lot of credit, Ashley, to
4 know all the polices that exist. The idea is that the
5 unsheltered workers, it would be expected that if
6 folks for whatever reason come out of region-funded
7 buildings and end up unsheltered again, that they
8 would fall somewhere into the casework, caseload of
9 our unsheltered workers to the degree that that's
10 possible.

11 215. Q. All right. And you'd agree that --
12 like it makes it easier to find those folks if they're
13 at somewhere like 100 Vic for your unsheltered
14 workers?

15 A. No, I would say my unsheltered workers
16 have not told me that having 100 Vic makes their job
17 any easier.

18 216. Q. That wasn't my question, though.

19 A. (Indiscernible).

20 217. Q. Their job wouldn't be easy with 100
21 Vic, no, of course, 100 Vic makes their job much more
22 complicated. But my question is if someone is being
23 evicted from University Ave, you don't have any sort
24 of policy that requires a connection back with
25 unsheltered workers.

1 Wouldn't you agree that if people have
2 dedicated encampment sites to go to, that would make
3 it easier for the unsheltered workers to find them and
4 be reconnected for service?

5 MR. LOKAN: I think this was ---

6 THE WITNESS: There's a lot -- there's a lot
7 there.

8 MR. LOKAN: Sorry, can I just interrupt for
9 a moment.

10 THE WITNESS: Of course.

11 MR. LOKAN: This was dealt with in a
12 previous affidavit and I believe cross-
13 examined on previously.

14 MS. SCHUIITEMA: Okay. I'll move on. I
15 didn't -- I don't know if I am going to get
16 the answer I want anyways. So we'll move
17 on. Kelsey, if you don't mind putting back
18 up the minutes and I think we made this
19 Exhibit 1.

20
21 --- SCREENSHARE

22
23 BY MS. SCHUIITEMA:

24 218. Q. You would agree that at this meeting,
25 Council discussed safe tenting protocols. Is that

correct?

A. They did.

219. Q. Okay. And there was a motion that was brought by one of the councillors to have staff report back by March 2026 on a safe tenting protocol?

A. Yeah.

220. Q. Okay. And the ultimate outcome of that was that it was a tied motion and it was defeated, is that right?

A. That's correct.

221. Q. Okay. I think those are my questions but I want just a few minutes to like consult with my colleagues. So if you can just give me a couple of minutes.

A. Of course.

222. Q. Okay, thanks. Maybe can we just come back at 2:00?

A. Do you want me to log off, is that easier for you?

223. Q. Well, you don't -- no, no, you don't have to log off but we'll just maybe mute it and come back at 2:00, is that okay with everyone?

A. Of course.

224. Q. Okay, thanks.

1 --- BRIEF RECESS

2
3 MS. PEREZ: Hi, Andrew and Peter. I just
4 wanted to let you know that -- my
5 understanding is that Ashley is going to
6 actually need a bit more time. So until
7 2:15, if that's okay?

8 THE WITNESS: Sure.

9 MS. PEREZ: Okay, thanks so much. So maybe
10 if we could all come back at 2:15.

11 MR. LOKAN: Sounds good, thanks.

12 MS. PEREZ: Okay, great, thanks so much.

13
14 --- BRIEF RECESS

15
16 BY MS. SCHUIITEMA:

17 225. Q. So, Peter, did you speak to anyone
18 during our break?

19 A. I did not.

20 226. Q. Okay. Great. So I want to just
21 confirm one of the undertakings. The one I was asking
22 about the meeting with Regional Council, I want to
23 clarify what I'm looking for in that undertaking.

24 So I want to know -- sorry, the Social
25 Development Centre, Fire Department -- so did that

1 meeting take place? Did the Region attend? Sorry,
2 just one second. What was the discussion around
3 suggested mitigation efforts. Were there minutes of
4 this meeting and if there were, we'd like to get a
5 copy. Okay, Andrew?

6 MR. LOKAN: I'm just -- what discussion, if
7 any, around mitigation ...

8 MS. SCHUIITEMA: Were there minutes?

9 MR. LOKAN: And for -- produce minutes, if
10 any.

11 MS. SCHUIITEMA: Yes, thank you.

12 And then the other undertaking which I
13 don't know if I was clear on is I asked
14 whether the region had a formal fire risk
15 mitigation plan. So I'd like an undertaking
16 to confirm whether that exists or not.

17 MR. LOKAN: Formal fire risk mitigation
18 program.

19 MS. SCHUIITEMA: Plan.

20 MR. LOKAN: (Indiscernible)?

21 MS. SCHUIITEMA: For the, sorry, for the
22 encampment.

23 MR. LOKAN: And if so, copy, is that what
24 you said?

25 MS. SCHUIITEMA: Yes, please.

1 MR. LOKAN: Yeah.

2 **UNDERTAKING**

3 MS. SCHUIITEMA: So I am wondering about,
4 just asking an undertaking to get a
5 transcript of that Special Council meeting.
6 I think that's something that could be
7 helpful for us, both -- everybody to have a
8 copy of that for clarity.

9 MR. LOKAN: Are we talking about the January
10 9th?

11 MS. SCHUIITEMA: Yes.

12 MR. LOKAN: Special Council? Do they do
13 transcripts?

14 MS. SCHUIITEMA: I think it's something we'd
15 have to order.

16 THE WITNESS: They -- so there's minutes
17 which you've pointed out one spot wrong.
18 And they do -- they record them on YouTube.
19 I don't know if there's a transcript

20 automatically made. So, Andrew, we can
21 check with you and clerks. I don't know.

22 MR. LOKAN: Well, we don't need to create
23 documents that don't exist. So we don't
24 need to go and get a transcript if there's
25 not a transcript already in existence.

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1 MS. SCHUIITEMA: So I am just suggesting that
2 maybe we should, if there is a discrepancy
3 on what's in the minutes.

4 MR. LOKAN: So what I think we can do is
5 give an undertaking to review the minutes
6 and if we're aware of any other errors or
7 discrepancies, to bring them to your
8 attention.

9 MS. SCHUIITEMA: Okay, so if I am going to
10 read -- I am going to read to Peter what we
11 have as notes from that meeting. And maybe
12 this will help. Maybe we don't need it if
13 you agree with this statement.

14
15 BY MS. SCHUIITEMA:

16 227. Q. So what we have is this, is a statement
17 from you around this number:

18 "... As of this week, in our HIFIS
19 system, our by-name system, here we
20 have direct contact with individuals,
21 have a sense of where they are within
22 our Housing Stability system. We have
23 approximately 366 individuals
24 experiencing unsheltered homelessness
25 who are actively being supported by our

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1 Housing Stability system within

2 Waterloo Region ..."

3 Does that sound like the number that you
4 recall saying?

5 A. Yes.

6 228. Q. Okay, so this is talking about
7 unsheltered homeless that are being actively supported
8 by the Region?

9 A. Correct.

10 229. Q. Okay. And so, I want to ask some
11 questions about HIFIS. So, I guess, would you agree
12 that there's clients -- there's folks that might
13 decline to give consent to HIFIS.

14 A. That's possible, yes.

15 230. Q. Okay. And there's folks who may not
16 have had recent, like, interactions with staff who may
17 not be included in HIFIS?

18 A. I am not following, sorry. Can you say
19 that again?

20 231. Q. Yeah. There's people who may have not
21 had an interaction with somebody in the last x-number
22 of days who may not be included in HIFIS?

23 A. That's also possible.

24 232. Q. Okay. So can we get an undertaking to
25 determine what that period of time is? Like how long

1 do you have to be out of touch before you're no longer
2 included in HIFIS?

3 A. I just want to -- yeah, we can -- yes
4 ---

5 MR. LOKAN: Yes, I think I might have ---

6 THE WITNESS: (Indiscernible).

7 MR. LOKAN: --- to have a clarification
8 there. Just, Ashley, because the question
9 and answer was, is it possible that there
10 are people who have not been in contact for
11 some period of time, and then are no longer
12 recorded. And the answer was "Yes, that's
13 possible."

14 MS. SCHUIITEMA: Okay, so my question is like
15 what's the period of inactivity that you
16 would - you would be no longer included?

17 MR. LOKAN: Yeah, I mean, that assumes for a
18 possible - the answer "possible," that it's
19 a certainty and that there's some consistent
20 practice or consistent answer. I - it ---

21 MS. SCHUIITEMA: Well, I suspect there
22 probably is.

23
24 BY MS. SCHUIITEMA:

25 233. Q. Is there - Peter, is there a policy

1 around this or a protocol or program?

2 A. Again, I want to just be like really
3 clear what it is that you're looking for.

4 234. Q. I want to know like how long you have
5 to be inactive with a worker before you'd be not
6 counted in HIFIS?

7 A. That to me sounds like a very clear
8 undertaking.

9 MR. LOKAN: Okay. If we know we can get the
10 answer to that, and it's clear, then that's
11 fine. We'll give that undertaking.

12 MS. SCHUIITEMA: Okay.

13 **UNDERTAKING**

14
15 BY MS. SCHUIITEMA:

16 235. Q. Would you agree that HIFIS doesn't
17 count folks that are staying in hospital?

18 A. I don't know the answer to that.

19 236. Q. Okay. So I think we need an
20 undertaking for that.

21 **UNDERTAKING**

22 237. Q. Would you agree that HIFIS doesn't
23 count folks that are incarcerated?

24 A. Again, I can't confirm that. I would
25 have to undertake that.

UNDERTAKING

1
2 238. Q. Okay. What about people that are
3 sleeping in their vehicles, would they be counted in
4 HIFIS?

5 A. They could be.

6 239. Q. It's possible that there's people
7 sleeping in their vehicles that are not counted in
8 HIFIS?

9 A. It's possible.

10 240. Q. What about people that are couch-
11 surfing, is it possible that they're not counted in
12 HIFIS?

13 A. It's possible.

14 241. Q. What about people that are in an
15 abusive relationship, is it possible they're not
16 counted in HIFIS and they're staying with an abusive
17 partner?

18 A. It's also possible.

19 242. Q. Okay, what about people who are like
20 transient, that just move around a lot, is it possible
21 they're not counted?

22 A. It's possible.

23 243. Q. Okay. The winter warming centre
24 through the Working Centre at St. John's, you said
25 they're an independent program. Is it possible that

1 those folks are not counted in HIFIS?

2 A. It's possible. Sorry, I would like to
3 clarify that. It's possible but there are people who
4 attend St. John's, the Working Centre's warming centre
5 that are not in HIFIS.

6 244. Q. So this number that you mentioned ---

7 A. Three-hundred sixty-six?

8 245. Q. Mm-hmm.

9 A. Yeah.

10 246. Q. Are these people in emergency shelter?

11 A. These are people who are being actively
12 supported and at that time, my understanding is that
13 they are not in an emergency shelter.

14 247. Q. So the people that are in emergency
15 shelter and transitional shelter are not counted in
16 this number that you're counting?

17 A. Correct.

18 248. Q. Okay. Okay, so and just to clarify,
19 when you say 366, is that number being pulled from
20 HIFIS?

21 A. Correct.

22 249. Q. Okay. So you would agree that there's
23 -- it's possible that there's people who are
24 experiencing unsheltered homelessness in the region
25 that aren't captured in that number?

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1 A. I agree.

2 250. Q. Okay. So I don't know if Amicus wants
3 to ask you any questions.

4
5 CROSS-EXAMINATION BY MS. PEREZ:

6 251. Q. I am just wondering, I mean, generally
7 about what seems to be a discrepancy between all of
8 sudden, you know, you seemed to suggest earlier that
9 now there is only 366 unsheltered homeless people in
10 the Region. And that number seems quite different
11 from the numbers that we've talked about in the past.

12 So, I guess, I mean, there must be a reason
13 why Point in Time counts are done even when a region
14 has numbers from a database like HIFIS. Is there not?

15 Like is there -- like what's the utility,
16 what's the rationale? Why do we even bother doing
17 Point in Time counts?

18 A. We're federally-mandated to run a
19 comprehensive Point in Time count in every community
20 across the country, every two years. And it is
21 exactly that and the work that we -- so it's
22 informative at that time, obviously. And we report on
23 it, transparently.

24 And when I am reporting to council, I try to
25 use datasets that are as close to real time as

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1 possible. And HIFIS provides us that. The Point in
2 Time count does not.

3 252. Q. All right, but HIFIS -- I guess just --
4 I mean, there were questions you were asked by Ashley
5 where you've undertaken to essentially look into who
6 is included in HIFIS and who might not be.

7 But it appears anyway -- just correct me if
8 I am wrong -- that HIFIS numbers really capture those
9 people that are in some way connected to supports that
10 are offered by the region within a certain period of
11 time. Is that fair?

12 A. HIFIS is our most real time database to
13 give us -- to enumerate the number of people and their
14 situations that are currently interacting with our
15 (indiscernible) for which we are responsible to
16 administer across Waterloo Region.

17 253. Q. Right, so interaction is the key -- is
18 the key kind of criteria for being captured in that
19 HIFIS system, is that fair?

20 A. Well, it requires consent, so, yes.

21 254. Q. Right. Okay.

22 A. As the Point in Time count also
23 requires consent to be counted.

24 255. Q. Okay. And so problems with hidden
25 homelessness would probably not be captured by HIFIS,

1 would that be fair?

2 MR. LOKAN: Can you -- I'm sorry, that's a
3 very open-ended question. What kind of
4 problems? Problems within homelessness?

5 MS. PEREZ: Well, hidden homelessness, I
6 mean, it -- I didn't define it because it
7 does seem to come up in a lot of the
8 documents. I mean, we can -- is that a term
9 that is not understood by Peter?

10 MR. LOKAN: Which term, hidden homelessness?

11 MS. PEREZ: Yeah.

12 MR. LOKAN: Or problems with homelessness?

13 MS. PEREZ: No, I said hidden homelessness.

14 MR. LOKAN: Okay.

15 THE WITNESS: So I know what hidden
16 homelessness is.

17 MS. PEREZ: Okay. I thought you did.

18 THE WITNESS: I think the question was
19 around being specific about what problems
20 you were referring to.

21
22 BY MS. PEREZ:

23 256. Q. Right, and so the problem -- the use of
24 the word "problems" was probably confusing. I am just
25 -- hidden homelessness would not be captured by HIFIS.

1 Like there's a good chance that it's not?

2 A. Again, HIFIS is a database that
3 enumerates the number of people as much -- including
4 by name that are currently interacting with our
5 Housing Stability system in one way, shape or form.

6 257. Q. Okay.

7 A. If the individual has not provided
8 consent to be part of that system, then they would
9 know show up in HIFIS.

10 258. Q. I don't think I have any other
11 questions, thanks.

12 A. Thanks, Mercedes.

13 MR. LOKAN: I've got at little bit on re-
14 exam.

15
16 RE-EXAMINATION BY MR. LOKAN:

17 259. Q. Peter, you were asked some questions
18 about the closing date of winter warming centres. You
19 said they're open December 1 to March 31 which are
20 warming centres.

21 When did the winter warming centres close in
22 2025?

23 A. We extended them by one month.

24 260. Q. So is that something that can happen
25 from year to year?

1 A. With direction from council or
2 additional funding that would require -- that would
3 require both of those things.

4 261. Q. And what goes into the decision whether
5 to extend?

6 A. That last year was a -- the first time
7 that I recall them being extended. So right now, at
8 this point, we have budget and approval from council
9 to run them until March 31st and so that is the plan.

10 262. Q. Okay. Was weather a factor last year?

11 A. I believe weather was a factor.

12 263. Q. Okay.

13 A. I'd have to go back and check my notes,
14 Andrew.

15 264. Q. I have no further questions.

16 A. Okay.

17 MS. SCHUITEMA: Thanks, Peter.

18 MR. LOKAN: We're done.

19
20
21
22 --- ADJOURNED
23
24
25

THIS IS TO CERTIFY that the foregoing
is a true and accurate transcription of
my recordings and notes, to the best of
my skill and ability.

BarPollard

Barbara A. Pollard
Certified Court Reporter

Photostatic copies of this transcript are not
certified and have not been paid for unless they bear
the original signature of Barbara A. Pollard, C.C.R.,
and accordingly are in direct violation of Ontario
Regulation 587/91, Courts of Justice Act, January 1,
1990.

EXHIBIT “1”

Regional Municipality of Waterloo
Special Council
Minutes



January 9, 2026, 9:00 a.m.
 Council Chambers

Members Present: K. Redman, D. Craig, J. Erb, S. Foxton, J. Gowing, M. Harris, C. Huinink, C. James, J. Liggett, D. McCabe, J. Nowak, M. Rodrigues, N. Salonen, S. Shantz, B. Vrbancovic, P. Wolf

Should you require an alternative format or a copy of the official minutes please contact the Regional Clerk at Tel.: 519-575-4400, TTY: 519-575-4605, or regionalclerk@regionofwaterloo.ca

1. Call to Order

Regional Chair K. Redman called the meeting to order at 9:00 a.m.

She stated that the purpose of this meeting is to consider a By-law to Amend By-Law 25-021, A By-law Respecting the Use of 100 Victoria Street North, Kitchener and to consider a motion to appoint a SWIFT representative.

2. Land Acknowledgement

Regional Chair K. Redman provided a land acknowledgement.

3. Declarations of Pecuniary Interest under the “Municipal Conflict of Interest Act”

None declared.

4. Reports

4.1 PDL-LEG-26-001, 100 Victoria Street North, Kitchener – Amendment to the 100 Victoria Street Code of Use By-law (By-law 25-021)

Fiona McCrea, Regional Solicitor, provided an overview of the proposed by-law that would amend the 100 Victoria Street Code of Use By-law (By-

law 25-021). She highlighted that the intent of the proposed by-law amendment is to confirm that the Region seeks to obtain vacant possession of the 100 Victoria Street North site in a fair manner that will include alternative housing and that will not penalize occupants in a monetary form. She specified that staff are recommending three amendments: defer the possession date to April 1, 2026, remove the offense penalty provision of the by-law, and to codify the transition plan including a mandatory written offer to persons who occupied the property as of April 16, 2025.

In response to the Council, Peter Sweeney, Commissioner of Community Services, clarified that all individuals requiring emergency shelters will be treated equally throughout the Region. He further clarified that tenting protocols differ widely across the province and there are 24 known encampments in the Region. He noted that there are approximately 3000 individuals experiencing homelessness in the Region.

Council discussed and debated the passing of the by-law with consideration for public input, specifically with the request for a safe tenting by-law on Regional land.

Responding to Council, F. McCrea explained that staff have referenced previous legal precedents in preparing their arguments for the current court case. P. Sweeney further explained that his understanding of the Region of Peel tenting protocol was established through a collaboration with their area municipalities with cost sharing and agreement with all municipalities.

Council acknowledged the good work of staff and of community partners as well as the need for continued empathy for community needs.

In response to Council, P. Sweeney confirmed that community services staff have continued outreach as there continues to be a crisis of unsheltered homelessness and he confirmed that emergency shelter options and access to housing support services will continue to be offered regardless of delays with ongoing judicial proceedings. He further confirmed that staff are striving to offer various shelter alternatives to all the occupants of the 100 Victoria St. N encampment site. He noted that the occupant count at the site is approximately five or six individuals sheltering nightly and another five or six that commonly stay, but not on a consistent basis. P. Sweeney further confirmed that the total number of beds is 512 and there are an additional 60 beds in the Kitchener and Cambridge warming centers. Ryan Pettipiere, Director of Housing

Services, confirmed that staff are currently working towards an encampment protocol as a 2026 priority in the Plan to End Chronic Homelessness.

Responding to Council concerns related to public feedback on how the notice that was provided, F. McCrea confirmed that the notice was posted with a plastic sleeve and adhered to all legal requirements.

Council suggested that there be additional steps to demonstrate how notice was provided such as photographic evidence.

F. McCrea explained that the court order will impact next steps and that the approach can be adjusted within the parameters set out by the courts. She further explained that the original by-law would be presented to the court as it stands if the amendment is not passed.

Council discussed a safe tenting protocol including both the benefits and negatives of implementation and requested that staff provide information on feasibility of creating a protocol and comparable municipal and jurisdictional protocols. Council further discussed the feasibility for staff to complete the work related to protocol.

M. Harris left the meeting at 9:54 am.

M. Harris joined the meeting at 10:03 am.

Moved by P. Wolf

Seconded by C. James

That the Regional Municipality of Waterloo waive notice of motion as per section 70 of By-law 22-051, A By-law to Provide Rules for Governing the Proceedings of Council and its Committees, and to repeal By-Law 00-031, as amended.

In Favor (11): D. Craig, J. Erb, S. Foxton, J. Gowing, C. Huinink, C. James, J. Nowak, M. Rodrigues, S. Shantz, B. Vrbancovic, and P. Wolf

Opposed (4): K. Redman, J. Liggett, D. McCabe, and N. Salonen

Carried (11 to 4)

Moved by P. Wolf

Seconded by C. James

That the Regional Municipality of Waterloo direct staff to report back on a safe tenting protocol by March 2026.

In Favor (8): S. Foxton, J. Gowing, C. Huinink, C. James, J. Nowak, M. Rodrigues, S. Shantz, and P. Wolf

Opposed (8): K. Redman, D. Craig, J. Erb, M. Harris, J. Liggett, D. McCabe, N. Salonen, and B. Vrbanovic

Defeated (8 to 8)

Moved by J. Erb

Seconded by J. Nowak

That the Regional Municipality of Waterloo pass a by-law in the form attached as Appendix 'A' to this Report, being a by-law to amend the 100 Victoria Street Code of Use By-law (By-Law 25-021), pursuant to Report PDL-LEG-26-001, dated January 9, 2026.

In Favor (11): K. Redman, J. Erb, S. Foxton, C. Huinink, C. James, J. Liggett, D. McCabe, J. Nowak, N. Salonen, S. Shantz, and B. Vrbanovic

Opposed (4): D. Craig, J. Gowing, M. Rodrigues, and P. Wolf

Carried (11 to 4)

5. 2026 SWIFT Board Member Representation

C. Huinink left the meeting at 10:22 am.

Moved by J. Gowing

Seconded by J. Nowak

That the Regional Municipality of Waterloo reappoint Councillor Sue Foxton for the Southwestern Integrated Fibre Technology (SWIFT) Board of Directors.

In Favor (15): K. Redman, D. Craig, J. Erb, S. Foxton, J. Gowing, M. Harris, C. James, J. Liggett, D. McCabe, J. Nowak, M. Rodrigues, N. Salonen, S. Shantz, B. Vrbanovic, and P. Wolf

Carried (15 to 0)

6. Correspondence

6.1 Donald Johnston, Kitchener

Received for information.

7. Enactment Of By-laws – First, Second & Third Readings

Moved by J. Liggett
Seconded by S. Foxton

That the following by-laws be approved.

In Favor (14): K. Redman, D. Craig, J. Erb, S. Foxton, M. Harris, C. James, J. Liggett, D. McCabe, J. Nowak, M. Rodrigues, N. Salonen, S. Shantz, B. Vrbanovic, and P. Wolf

Opposed (1): J. Gowing

Carried (14 to 1)

7.1 By-law 26-001

Moved by J. Liggett
Seconded by S. Foxton

That a By-law to Amend By-Law 25-021, A By-law Respecting the Use of 100 Victoria Street North, Kitchener (as Owned by The Regional Municipality of Waterloo) to facilitate the Kitchener Central Transit Hub and other Transit Development, be read a first, second and third time, finally passed and numbered 26-001, be signed by the Regional Chair and Regional Clerk and sealed with the Regional Seal.

Carried

7.2 By-law 26-002

Moved by J. Liggett
Seconded by S. Foxton

That a By-law to Confirm the Proceedings of the Council of the Regional Municipality of Waterloo at this Meeting Held on January 9, 2026, be read a first, second and third time, finally passed and numbered 26-002, be signed by the Regional Chair and Regional Clerk and sealed with the Regional Seal.

Carried

8. Adjourn

Moved by M. Harris
Seconded by M. Rodrigues

That the meeting adjourn at 10:23 a.m.

In Favor (15): K. Redman, D. Craig, J. Erb, S. Foxton, J. Gowing, M. Harris, C. James, J. Liggett, D. McCabe, J. Nowak, M. Rodrigues, N. Salonen, S. Shantz, B. Vrbanovic, and P. Wolf

Carried (15 to 0)

Regional Clerk

Regional Chair

Cross Examination of Peter Sweeney – July 11, 2025		
Question	UT/UA	Answer
Q1 How long a person is typically on the list to access supportive housing before they are able to access one of those units?	UT	The Region of Waterloo utilizes a coordinated access to housing system (Prioritized Access to Housing Support or “PATHS”) to help people experiencing homelessness find housing and support services. The PATHS system prioritizes those with the greatest needs and longest history of homelessness. Wait times for housing placements through the PATHS system also depend on an individual’s documents being ready to secure housing, their engagement with services, and their geographic location. As a result, there is not one standard wait time. For all those currently active in the PATHS system, the average wait time is 13.5 months to access supportive housing. However, the wait time is typically far lower for an individual with an acute and immediate need.
Q2 What is the frequency of a unit becoming vacant Erb’s Road Shelter, and what is the length of time it takes to fill that vacancy (in average terms)?	UT	Erb’s Road Shelter works to fill vacancies as quickly as possible for the populations it supports. The monthly occupancy average over the last year was 95%. Vacancies are typically filled within a week, based on individual factors and circumstances such as coordinating offers, intake to shelter and physical unit readiness.
Q3 To make best efforts to identify the wait time for access the four transitional housing sites referenced in Mr. Sweeney’s original affidavit? (Being: University Avenue, Marillac Place, Starling Life Launch, and Porchlight)	UT	Wait times are not collected.
Q4 What was the date by which the Region expected the Project to start as of the date of	UT	At the time of the Persons Unknown hearing, the Region did not yet have a firm date for use of the Property. The

the hearing in the prior Region of Waterloo v Persons Unknown court case?		estimate at the time was that the Project would commence construction in spring 2023.
Q5 Why was Mr. Sweeney unable to share information contained in Exhibit I to the affidavit of Mr. Spooner (i.e., the date that Metrolinx would need the Property) between the date of that letter, being December 18, 2024, and April 16, 2025?	UT	When the Region received notice on December 18, 2024, that Metrolinx would require the Property by March 2026, the Region began working on its plan for managing this transition. In doing so, the Region had to balance the need to provide sufficient notice to those present at the Property and the wider community, with its obligations to make sure that the Region was not making an announcement without proper supports for residents of the Encampment in place. The Region must also follow the procedures and requirements established by the Regional Council, given the need for Council's input and eventual approval of next steps for the Property. All of this needed to happen before an announcement could be made. In developing reports for Council, Mr. Sweeney was bound by a duty of confidentiality, so he was not able to disclose draft versions of the Plan while it was being developed.
Q6 Advise as to whether there are reporting requirements demonstrating that provincial funding given to the Region is conditional on the closing of encampments or the movement of people out of encampments? Reference document: being Peter's letter to the provincial government (transcript does not reflect this as a marked exhibit)	UT	There are no such conditions.

Q7 Provide the methodology on how the Region arrived at its estimate of 40 people on the Property as of April 16, 2025 / determined that the funds allocated would be sufficient.	UA	The Region of Waterloo's Unsheltered Support Worker team regularly attends the encampment at 100 Victoria St. North to provide services to the residents. The number was arrived at based on confidential data collected by Unsheltered Support Workers in the normal course of their work. The Site Support Budget for April-November 2025 is \$814,333. This figure was reached by factoring in remediation costs for December 2025 and assuming that the 40 identified residents would use each of the three housing options – supportive housing units, rent supplements, and motels – equally and by taking the cost of each option across those months and multiplying it by 1/3 of the population of 40. The additional resources identified are therefore based on the cost of remediation and an equal distribution of known costs for supportive housing, motels with supports, and rent supplements for an additional 40 individuals across the Region's housing stability system. To be clear, this budgeting formula does not place a substantive quota such that only one third of individuals can access each of these supports. There are no formal caps on each option.
Q8 Confirm how many USWs were employed by the Region in 2023?	UT	Two Unsheltered Support Workers were employed by the Region of Waterloo in 2023.
Q9 Confirm when the number of USWs employed by the Region expanded beyond 2?	UT	April 2024.
Q10 Check and report on the USW's schedules in general terms – what days and hours of work does the team cover?	UT	The USW team works staggered shifts from 7:30am – 4:30pm, Monday to Friday.

Q11 What is the number of deaths in the emergency shelter system, transitional housing system, and motels funded by the Region in the last calendar year?	UA	In the 2024 (January-December) calendar year, there were 11 reported deaths in the emergency shelter system, transitional housing system and motels program funded by the Region of Waterloo. For reference, the Region's data indicates that there were 2,030 individuals who used these systems and programs from January to December 2024. As the 2024 Point in Time Count indicates, there were 820 individuals accessing emergency shelters, Region-funded motels and transitional housing on one particular night in October 2024.
Q12 Share reports made within the Region's incident management system occurring in the last year documenting violence occurring in the emergency shelter system, transitional housing system, and motels funded by the Region?	UA	The Region's incident management system documents incidents involving Regional staff and therefore only applies to the motels program, as shelters and other transitional housing sites are not operated directly by the Region's staff, even if they are Region-funded. There was one report of violence in the motels program involving regional staff in the last calendar year. Agencies within the Housing Stability System in Waterloo Region use Homeless Individuals and Families Information System (HIFIS) for data collection and case management, including reports of violence. In the last calendar year, there were 81 reported incidents categorized as physical assault in the emergency shelter system, transitional housing system, and motels program. For reference, the Region's data indicates that there were 2,030 individuals who used these systems and programs from January to December 2024. As the 2024 Point in Time Count indicates, there were 820 individuals accessing emergency shelters, Region-funded motels

		and transitional housing on one particular night in October 2024. Due to the continuous presence of onsite staff in the emergency shelter system and transitional housing system, who are under a duty to report violence, there may be differences in the rate at which incidents are reported and the rapidity of responses to them.
--	--	--

2 nd Cross Examination of Peter Sweeney – December 11 & 12, 2025		
Question	UT/UA	Answer
1. Supply HIFIS November and December numbers of individuals living unsheltered in the Region	UT	November 2025 - 462 December 2025 - 470
2. Provide an updated list of the items in the winter warming packages provided by the Region to individuals in 2025.	UT	The Region does not directly purchase items in the winter warming packages nor does it mandate what service providers must purchase. Items purchased by service providers for winter warming support/supplies include: • Supplies for physical warmth and winter wellbeing (e.g. tents, boots, clothing, hot beverages/soups, hand warmers, electrolytes); • Supplies for winter safety (e.g. fire extinguishers, wound care); • Gift cards to locations open in the evening/weekends to augment overnight warming spaces (e.g. coffee shops, movie theatres etc.); • Gas cards; • Bus tickets and taxi funds to aid folks in accessing warm spaces, emergency shelters (etc.); • Some of the funding may also be used for storage or transportation costs to ensure winter supplies can be safely stored and distributed. • Indigenous medicines, teas, and other spiritually significant items (led by Indigenous rural partners) • Rural Indigenous led winter warming tipi, ceremonial fire or other specific strategy/support

3. Provide the data on the number of turn-aways from the emergency shelter system for April until the end of November 2025	UT	<table><tr><th colspan="5">First Connect Turnaway Data for 2025</th></tr><tr><th>Reasons for turnaways</th><th>Jan - March</th><th>Apr-June</th><th>July-Sept</th><th>Oct-Dec</th></tr><tr><td>Restricted from 1 ES, no other ES available</td><td>11</td><td>16</td><td>32</td><td>77</td></tr><tr><td>Restricted from 2+ ES, no other ES available</td><td></td><td>8</td><td>24</td><td>47</td></tr><tr><td>No pet friendly ES</td><td></td><td>3</td><td>3</td><td>2</td></tr><tr><td>No accessible ES beds</td><td></td><td>9</td><td>0</td><td>0</td></tr><tr><td>No ES beds available in shelter system</td><td>44</td><td>14</td><td>30</td><td>45</td></tr><tr><td>No men's beds available</td><td>31</td><td></td><td>18</td><td>39</td></tr><tr><td>No women's beds available</td><td>35</td><td></td><td>12</td><td>6</td></tr><tr><td>Total</td><td>121</td><td>50</td><td>89</td><td>171</td></tr></table>	First Connect Turnaway Data for 2025					Reasons for turnaways	Jan - March	Apr-June	July-Sept	Oct-Dec	Restricted from 1 ES, no other ES available	11	16	32	77	Restricted from 2+ ES, no other ES available		8	24	47	No pet friendly ES		3	3	2	No accessible ES beds		9	0	0	No ES beds available in shelter system	44	14	30	45	No men's beds available	31		18	39	No women's beds available	35		12	6	Total	121	50	89	171
First Connect Turnaway Data for 2025																																																				
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No ES beds available in shelter system	44	14	30	45																																																
No men's beds available	31		18	39																																																
No women's beds available	35		12	6																																																
Total	121	50	89	171																																																
4. Confirm whether system-wide bans occur (in respect of shelters and motels)	UT	There is no such thing as a system-wide ban. Emergency Shelters, Transitional Housing programs, and motels restrict individuals from their sites in response to safety concerns or individuals not following site specific rules and policies. Individual sites can only issue a restriction for their organization/location.																																																		
5. Provide the number of households on the housing waitlist	UT	As of November 6, 2026: 11,421																																																		
6. Provide the current number of emergency beds at Coalition of Muslim Women facility	UT	The capacity is 28 individuals.																																																		
7. Provide a copy of the direction given to USWs regarding women being placed at motels	UT	A copy of the direction is attached at the following link (please download as this expires April 1, 2026): https://www.imanageshare-ca.com/pd/7rKMWsw1dLf																																																		
8. Identify shelter options available to people with pets (other than Erb's Road)	UT	Erbs Road Shelter, A Better Tent City, and motels (based on the service provider) are locations where pets are permitted																																																		
9. Find out and advise whether family members, substitute decisionmakers, and/or working with the public	UT	Staff working in the housing stability system, including outreach workers, can and do obtain consent from individuals to speak with others (family members, guardians, etc.) about their housing and care plans To do this,																																																		

guardian are on the table when outreach workers are working with individuals with mental health issues where capacity is a concern		staff require explicit consent from a community member, (which might include a power of attorney or substitute decision maker).
10. Confirm that no self-identified women or gender-diverse individuals have been placed at the Weber Inn since September 18, 2025	UT	Confirmed.

3 rd Cross Examination of Peter Sweeney – March 6, 2026		
Question	UT/UA	Answer
1. Undertake to advise if any corrections are needed to Mr. Sweeney's examination transcript	UT	Subject to his answers to undertakings provided below, Mr. Sweeney has no corrections to make.
2. Undertake to confirm Oneroof does not operate 24/7	UT	OneROOF supportive housing operates 24/7 OneROOF street outreach staff operate during the day Monday through Friday OneROOF emergency shelter is open overnight 7 days a week OneROOF operates a day-time drop-in program for youth who are accessing the emergency shelter, so that they can access supports during the day while not staying in shelter.
3. Undertake to confirm Safe Haven is only for youth ages 12-17	UT	Confirmed.
4. Undertake to confirm the date ESC Bridge Care Program stopped accepting new clients	UT	The Cambridge Shelter Corporation's Bridgecare program stopped intakes in September of 2025 to facilitate the move out of a site/building that needed to close. New intakes remained closed/stopped until March 2026, to allow for the program to complete hiring its full staffing complement and acquire all program supplies needed to support new intakes.
5. Undertake to confirm ESC Bridge Care Program is still not accepting new clients	UT	As per above, Bridge Care is now receiving referrals and new intakes.
6. Undertake to confirm if and when 84 Frederick transitional housing paused their intake program and if they're waiting for occupancy	UT	The 84 Frederick Transitional Housing program began intakes in January 2026, at a reduced capacity due to necessary repairs to the building being undertaken at that time. This program remains at partial capacity due to an upcoming scheduled elevator repair in April 2026. However, SHIP continues to interview and connect with prospective clients so that once 84

permits to get up to occupancy of 40		Frederick is able to resume intakes and operate at full capacity, this can occur efficiently.																					
7. Undertake to confirm what time Porchlight closes each morning / Undertake to confirm what time Thresholds closes each morning	UT	Porchlight and Thresholds overnight warming centres end their overnight services at 8am.																					
8. Undertake to look at the numbers and answer if The Working Centre has gone over capacity since January 2026	UT	Yes, the Working Centre's overnight warming centre at St John's Kitchen has operated over capacity at times since January 2026.																					
9. Verify the actual number of reported homelessness in the Region as correction undertaking re Council minutes and report back		The correct number is 366. Mr. Sweeney has also asked that this correction be made to the Council minutes.																					
10. Provide number of known encampments across the region on a quarterly basis from Dec. 2024 forward"	UT	The following data reflects encampments on municipal, private, and provincial lands known to Regional staff: <table><tr><th></th><th>Dec. 2024</th><th>Q1 2025</th><th>Q2 2025</th><th>Q3 2025</th><th>Q4 2025</th><th>Jan-Feb 2026</th></tr><tr><td>Approximately how many separate encampment sites exist in your Service Manager area on the reporting date</td><td>22</td><td>25</td><td>25</td><td>26</td><td>26</td><td>23</td></tr><tr><td>Approximately how many people are staying in total in all the encampments</td><td>119</td><td>86</td><td>101</td><td>115</td><td>78</td><td>57</td></tr></table>		Dec. 2024	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Jan-Feb 2026	Approximately how many separate encampment sites exist in your Service Manager area on the reporting date	22	25	25	26	26	23	Approximately how many people are staying in total in all the encampments	119	86	101	115	78	57
	Dec. 2024	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Jan-Feb 2026																	
Approximately how many separate encampment sites exist in your Service Manager area on the reporting date	22	25	25	26	26	23																	
Approximately how many people are staying in total in all the encampments	119	86	101	115	78	57																	
11. Undertaking to confirm what was provided by the	UT	See answer to #2 from Peter Sweeney's answers to undertakings arising from this second cross examination. To Mr. Sweeney's knowledge, there																					

Region's funded partners as part of the winter warming packages in 2025 and 2026 and whether the Region puts constraints on what can be included. If there are constraints, are there any new constraints or has been changed between 2025-2026		has not been a material change in what was provided between 2025 and 2026.
12. Undertake to find out if USWs are trained on unsafe fire behaviours	UT	No such specific official fire safety training has been provided for USWs. However, Kitchener Fire has been a resource for residents of 100 Vic regarding fire safety.
13. Undertake to find out if written fire safety guidelines have been distributed to encampment residents	UT	Written guidelines have not been provided.
14. Undertake to determine if the Region has distributed hot water bottles or safer warming devices to encampment residents	UT	The Region has not distributed water bottles but has distributed hand warmers.
15. Undertake to determine if the Region has distributed fire extinguishers to encampment residents	UT	The Region has not done so.
16. Undertake to determine where there are communal fire extinguishers to encampment residents	UT	Communal extinguishers are not available to encampment residents at 100 Vic.

17. Undertake to find out if a meeting between SDC, FDept, and Regional Council took place on January 31, 2024, did the Region attend, what was the discussion around suggested mitigation efforts and were there minutes, if so, provide a copy	UT	Mr. Sweeney is not aware of this meeting. He has made inquiries of Housing Staff (Ryan Pettipiere), Corporate Security Staff (Chris McEvoy), and Facilities Staff (Aaron Moss), none of whom is aware of this meeting.
18. Undertake to determine how many of the dedicated senior sites are affordable units and provide the average cost of 1 bedroom unit in dedicated 46 seniors sites	UT	All dedicated seniors' units with access through the affordable housing waitlist are considered affordable; 1567 are rent-geared-to-income and 789 are low end of market rent (LEM). In dedicated senior units, 66% of the units are rent geared-to-income (RGI). The remaining 34% are below average market rent, also accessed through the Co-ordinated Access System. The Average rent of the units in senior dedicated sites across these programs is: \$809, with a range of \$492 - \$1319. Because so many of these units are RGI, the average rent will fluctuate based on residents' income.
19. Does a formal fire risk mitigation plan exist for the Encampment and, if so, provide a copy		No such written plan exists.
20. Undertake to determine how long you have to be inactive with a worker before an individual would not be counted in HIFIS	UT	If a HIFIS profile/account is not updated/interacted with within 90 days it goes "inactive". The profile/account remains in HIFIS but will not be counted in reports enumerating experiences of homelessness. An inactivity policy with these stipulations is required by the Provincial government as part of Homelessness Prevention Program funding agreements.
21. Undertake to determine whether HIFIS counts folks in hospital	UT	Individuals experiencing homelessness in hospitals will be counted in HIFIS so long as they have an active HIFIS profile/account.

22.Undertake to determine whether HIFIS counts folks incarcerated	UT	Individuals experiencing homelessness in correctional institutions will be counted in HIFIS so long as they have an active HIFIS profile/account.
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Cross Examination of Dr. Sharon Koivu – December 11, 2025		
Question	UT/UA	Answer
Undertake to have Dr. Koivu say if she agrees or disagrees with the information in the paragraphs at p 2 (factors that drive encampments), from Exhibit 7 to the Cross Examination Document: https://nhchc.org/wp-content/uploads/2022/12/NHCHC-encampment-sweeps-issue-brief-12-22.pdf	UT	Dr. Koivu is not an expert in the factors driving encampments. Dr. Koivu was primarily referencing the following paragraph on p. 1 of the article when she cited it in her affidavit: “Encampments can be unsafe, violent, and unhealthy places, and public health officials are rightly concerned about the impact of these congregate settings on vulnerable people. In fact, public health concerns are often used to justify sweeps, especially due to lack of access to running water and bathrooms.” From her clinical experience, Dr. Koivu confirms that some of what is referenced at the referenced heading of the article may contribute to individuals moving to an encampment. However, Dr. Koivu’s clinical experience suggests that once people go to an encampment, they often find many of the same problems listed as pertaining to shelters such as “threats of violence, theft, increased substance use and sexual harassment” and that the decision to go to an encampment puts them at greater risk of various harms as compared to a shelter.
Undertake to also look at pp 3-6 of Exhibit 7 about encampment sweeps and say whether Dr. Koivu agrees with some or all of the types of harms identified Document: https://nhchc.org/wp-content/uploads/2022/12/NHCHC-encampment-sweeps-issue-brief-12-22.pdf	UT	As Dr. Koivu answered on the record, encampment sweeps (defined by the academic literature on the subject as typically involving a lack of or minimal notice, individuals’ property is destroyed, and there are not alternate arrangements made for encampment residents) can cause harms those living in encampments.

		While it is true that the harms listed at pages 3-6 of the reference document might occur from this sort of encampment sweep, these can be mitigated by providing for alternative arrangements for encampment residents, giving adequate notice, and storing belongings of residents. In any event, some of the harms of encampment sweeps noted here are also present in encampment living. For example, as Dr. Koivu explained on cross examination and in her affidavit, there is widespread drug use in encampments without supervision from medical professionals in case of overdose.
With reference to para 18 of Dr. Koivu's affidavit, which says that "encampments are not a safe alternative to housing or to a shelter...", identify where in the cited article Dr. Koivu is relying on for this proposition (Exhibit 8 – Farha and Schwan: Farha, L., & Schwan, K. (2020). <i>A National Protocol for Homeless Encampments in Canada: A Human Rights Approach</i>. The Shift. https://www.make-the-shift.org/wp-content/uploads/2020/04/A-National-Protocol-for-Homeless-Encampments-in-Canada.pdf)	UT	There are various references within this article to encampments' health and safety challenges upon which Dr. Koivu relies, including the following: "People living in encampments face profound challenges with respect to their health, security, and wellbeing, and encampment conditions typically fall far below international human rights standards" (p. 2) "Encampment conditions typically fall far below international human rights standards on a variety of fronts, often lacking even the most basic services like toilets" (pp. 7-8)
Undertake to also be provided with the other article relied on for statement at para 18 of affidavit (found at footnote 16, "Permanent Supportive Housing for Homeless People")	UT	A copy of this article is attached at the following link: https://www.imanageshare-ca.com/pd/6RdLMbuJMdV (please download as this expires April 1, 2026)

Kertesz SG, Baggett TP, O'Connell JJ, Buck DS, Kushel MB. Permanent Supportive Housing for Homeless People - Reframing the Debate. <i>N Engl J Med.</i> 2016 Dec 1;375(22):2115-2117. doi: 10.1056/NEJMp1608326. PMID: 27959753		
Undertake to see if Dr. Koivu can identify anything in the source relied on at footnote 18 on rodent infections, or if relied on wrong paper Source: Liu CY, Chai SJ, Watt JP. Communicable disease among people experiencing homelessness in California. <i>Epidemiol Infect.</i> 2020 Mar 30;148: e85. doi: 10.1017/S0950268820000722. PMID: 32223777; PMCID: PMC7189346. (communicable diseases, Hepatitis A)	UT	This was an error in the citation number. Instead, the citations should be to Footnotes 55,56,57,59 and 60.
Undertake to see if anything in article cited at footnote 27 on rodent infections, or if relied on wrong paper Source: Roncarati JS, Baggett TP, O'Connell JJ, Hwang SW, Cook EF, Krieger N, Sorensen G. Mortality Among Unsheltered Homeless Adults in Boston, Massachusetts, 2000-2009. <i>JAMA Intern Med.</i> 2018 Sep 1;178(9):1242-1248. doi: 10.1001/jamainternmed.2018.2924. PMID: 30073282; PMCID: PMC6142967	UT	See above.
Undertake to also see if footnotes 56 and 57, two articles neither of which specifically talk about	UT	Dr. Koivu cited these articles to demonstrate that there are public reports of rats/rat infestations in

infections from rodent droppings, are appropriate for the citation https://www.thepeterboroughexaminer.com/news/peterborough-region/peterborough-homeless-encampment-had-been-overrun-by-rats/article_034aa81c-45bb-5c83-b163-3e369271baf9.html https://www.cbc.ca/news/canada/toronto/etobicoke-rat-infestation-1.7241369		encampments in Ontario. Where there are rats, there are rat droppings, creating the possibility of infection. Dr. Koivu was relying on her own medical and clinical expertise for the conclusion that the presence of rodent feces can lead to illness and infection.
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Cross Examination of Aaron Moss – February 13, 2026		
Question	UT/UA	Answer
1. Confirm it was the Region that contacted Sanguen regarding the security threat at the Encampment	UT	An employee of the Region contacted Sanguen in December 2025 to make the organization aware of reports of weapons at the Encampment. The Region took this step to ensure that its partner organization was aware of the potential for increased risk of violence, so that the partner organization could determine what steps to take in response.
2. Ask Ryan Pettipiere/Peter Sweeney to provide any information they have on the whereabouts of the 40 Existing Residents who have left the Encampment and the twenty something individuals the Region has assisted in finding alternate arrangement	UT	• 0 Existing Residents are currently residing on the site • 29 Existing Residents were supported offsite to alternate accommodations. ○ 6 of these individuals have been supported to permanent housing ○ 23 of these individuals have been supported offsite to alternate accommodations (with the majority of these 23 placed in motels) • 11 core individuals have left the site (whereabouts unknown, incarceration) • Between April 2025 and March 2026, 22 non-core individuals have been supported offsite to alternate accommodations ○ 3 of these individuals have been supported into permanent housing <i>Data note: Alternate accommodations include emergency shelter, transitional housing, shelter overflow in motels, supportive housing</i>

**ONTARIO
SUPERIOR COURT OF JUSTICE**

B E T W E E N:

THE REGIONAL MUNICIPALITY OF WATERLOO

Applicant

and

PERSONS UNKNOWN AND TO BE ASCERTAINED

Respondents

**Undertakings, Under Advisements and Refusals
from the Cross- Examination of Doug Spooner on
his Affidavit dated June 6, 2025 held on March 6, 2026**

Undertakings given by Doug Spooner:

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
U1	8/4	Undertaking	To advise if there are Minutes from project meetings between the Region and Metrolinx relating to the KCTH since December 1, 2024	Meeting minutes exist for these project meetings.
U2	11/13	Undertaking	To provide the emails identified at Q29 and Q32 with the project sponsor regarding the tender process and possession date of 100 Victoria.	Please see the emails attached to this undertakings chart as Appendix “A” . The redactions made are to remove privileged information.
U3	40/2	Undertaking	To advise whether the grade separation agreement	The Region has signed the agreement, and it has been sent by

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
			being referenced in Staff Report EES-FFM-25-02 has been signed or what the status is of the agreement.	the Region to Metrolinx for Metrolinx's signature.

Under Advisements given by Doug Spooner:

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
UA1	8/15	Under Advisement	If there are Minutes from project meetings between the Region and Metrolinx relating to the KCTH since December 1, 2024, to produce those minutes.	Meeting minutes exist for these project meetings. The Region is waiting for confirmation from Metrolinx as to whether these meeting minutes can be produced.
UA2	9/17	Under Advisement	To provide copies of emails between Doug Spooner and the project sponsor at Metrolinx that discuss timing of the KCTH project from December 1, 2024 to present.	Please see the emails attached to this undertakings chart as Appendix "B" . The redactions made are to remove privileged or commercially sensitive information.
UA3	16/2	Under Advisement	To provide copies of the quarterly status reports that are referenced in the Transfer Payment Agreement (at page 105 of the Spooner Affidavit, in the exhibits) from December 2024 to present.	The Region is waiting for confirmation from the Ministry of Transportation as to whether these quarterly status reports can be produced.
UA4	16/18	Under Advisement	To provide copies of the annual progress report that are referenced at C2-2 in the Transfer Payment Agreement (at page 105 of the Spooner Affidavit, in the exhibits).	The Region is waiting for confirmation from the Ministry of Transportation as to whether these annual progress reports can be produced. The Region notes that this request was not circumscribed by dates. If it receives approval from the MTO to do so, the Region

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
				will produce documents that exist from December 2024 to the present.
UA5	24/1	Under Advisement	To provide the percentage of the design that has been provided to the Region by Metrolinx, and confirm what percentage the design is at.	The Region understands that Metrolinx issued their tender on Wednesday, March 25, 2026, and this timing is in compliance with Metrolinx's overall timelines. This represents 100% design (the step is called "Issued for Tender").
UA6	31/12	Under Advisement	To advise whether the approval from the Indigenous consultation has been received for the project.	This question is vague. The Respondents have not specified the level or category of "Indigenous consultation" that they are inquiring about, nor the basis for alleging what "approval" is required. Nevertheless, the Region can advise that the federal requirements of the Investing in Canada Infrastructure Program in this regard have been fully met. The requirements of the provincial Transfer Payment Agreement in this regard are in progress.
UA7	34/1	Under Advisement	To make inquiries about whether Metrolinx requires the City of Kitchener site plan approval and what the status of the approval is.	To the best of the Region's knowledge, this is not required by Metrolinx.
UA8	40/8	Under Advisement	To advise what lease agreements are being contemplated in Staff Report EES-FFM-25-02 and what the status is of those lease agreements are.	Lease agreements for various parcels around the site to enable the Works are in process. The Region does not anticipate any of the lease agreements constituting an impediment to the Project.
UA9	49/21	Under Advisement	To make inquiries at Metrolinx to find out how long they anticipate the tendering process to take for this project.	Metrolinx has advised that the tender will be at market for approximately 8 weeks.
UA10	51/5	Under Advisement	To provide an estimate of when the Ministry of Environment approvals are expected to be in place.	This question is vague. To the best of the Region's knowledge, there is only one permit required, and no timelines have been provided by the Ministry of the Environment. The Region does not anticipate any of the requisite approvals constituting an

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
				impediment to the Project.

THE REGIONAL MUNICIPALITY OF WATERLOO
Applicant

-and-

Court File No. CV-25-00000750-0000
PERSONS UNKNOWN AND TO BE ASCERTAINED
Respondents

**ONTARIO
SUPERIOR COURT OF JUSTICE**

PROCEEDING COMMENCED AT
WATERLOO REGION

**UNDERTAKINGS, UNDER ADVISEMENTS AND
REFUSALS FROM THE CROSS- EXAMINATION OF DOUG
SPOONER ON HIS AFFIDAVIT DATED JUNE 6, 2025
HELD ON MARCH 6, 2026**

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Lawyers for the Applicant, The Regional Municipality of
Waterloo

Appendix A

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Sent: January 12, 2026 8:49 AM
To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Kanivanan Chinniah <Kanivanan.Chinniah@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>
Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>
Subject: RE:

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?
 DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good morning Doug,
 Sorry for the slight delay in getting you the requested date and based on our current project schedule Metrolinx would require taking temporary possession of the 100 Victoria St. property on **Monday October 26, 2026**, and would remain on site for approx. 2 years.

Note that this date might be subject to further change in case of any unforeseen issues or challenges with the pending Mx approvals and the tender process.

Please let me know if you require any additional information.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Integrated Delivery Division

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner <DSpooner@regionofwaterloo.ca>

Sent: Monday, January 5, 2026 10:57 AM

To: Kanivanan Chinniah <Kanivanan.Chinniah@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>;

Klaus Zeise <Klaus.Zeise@metrolinx.com>

Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>

Subject:

EXTERNAL SENDER: Do not click any links or open any attachments unless you trust the sender and know the content is safe.
 EXPÉDITEUR EXTERNE: Ne cliquez sur aucun lien et n'ouvrez aucune pièce jointe à moins qu'ils ne proviennent d'un expéditeur fiable, ou que vous ayez l'assurance que le contenu provient d'une source sûre.

Hey Team,

Quick one this morning.

You will recall a previous letter (from then CEO PV) that we had arrived at an April 1st, 2026 occupancy date.

I believe we have likely adjusted that date as we have gotten into further design and tendering prep. I'm wondering if Mx could provide an updated date for occupancy? (Again, the Region will assume the site prior, remediate and secure the site).

I've got Mathieu CC'd if you would like to escalate internally, we are ready to provide more info as needed.

Let us know, and thanks as always,

Doug

Doug Spooner

Acting Commissioner, Transportation Services

Transportation Services

Region of Waterloo – Grand River Transit



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From: Doug Spooner
Sent: February 27, 2026 1:45 PM
To: Mathieu Goetzke ; Fiona McCrea ; Connie MacDonald ; Peter Sweeney
Subject: FW: KCTH received Mx Board approval for tender release
Hey Team,
Good news from Mx, tender will go out in the next 2-3 weeks. Board has approved.
Thanks,
Doug

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Sent: February 27, 2026 1:34 PM
To: Christa De Wys <CDeWys@regionofwaterloo.ca>; Doug Spooner <DSpooner@regionofwaterloo.ca>
Subject: KCTH received Mx Board approval for tender release

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Hi Christa & Doug,
I just wanted to let you know that the KCTH project received Mx Board approval yesterday to proceed with tender release to market and obtained the requested funding increase needed for the delivery of the Metrolinx scope based on the latest cost estimate. The release of the tender is scheduled for the first week of March but might have to be pushed back by 1 or 2 weeks given some pending revisions to the tender package, partially due to the need to incorporate wording related to the Buy Ontario legislation that was recently passed. We will confirm once the tender is in market.
Thanks, and please let us know if you have any question.
Have a nice weekend,
Klaus

Klaus Zeise

Senior Manager, Station Sponsor
Integrated Delivery Division
Metrolinx

111 Richmond St. W | Toronto | Ontario | M5H 3K6

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Appendix B

6053

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Subject: Today's CBC Story about KVTH
Sent: 2024-12-03 4:58:59 PM

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Hi Doug and Christa,
I hope you are doing well.

We came across the CBC that was published today regarding the KVTH project and it includes some details such as a construction start in 2025 and that Metrolinx will need access to the property at 100 Victoria St. (even though that is based on a quote from 2023). I don't believe anybody at Metrolinx was aware of this story and I wanted to ask if you or your teams were aware?

<https://www.cbc.ca/amp/1.7398848>

The Cost Sharing MOU that is being drafted includes a Schedule dedicated to Public Communications and envisions this type of info to be shared and / or reviewed by both parties before being released. I realize that the MOU has not been completed or signed yet, but could we start implementing some of these procedures and protocols to ensure future communication of this nature, especially when including construction timelines and other sensitive details, can be shared and reviewed by both parties before being released to the public?

I am more than happy to arrange a call with our Comms and Stakeholder Engagement team to create and implement this common approach.

Thanks, and please let me know if you have any questions.

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6055

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6056

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Subject: RE: Today's CBC Story about KVTH
Sent: 2024-12-04 9:17:38 AM

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Good Morning Doug,

Thanks for the insight and how this story originated, and it makes sense that the media would have picked up the story from the Region Council meeting.

I agree that it would be a good idea to re-connect JT and Jonathan (Community Engagement) and Stacey Kenny (Capital Comms) to work on a more coordinated path forward. Let me reach out to them and get their agreement and we can then set up that call.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner

Sent: Tuesday, December 3, 2024 5:34 PM

To: Klaus Zeise ; Christa De Wys

Subject: RE: Today's CBC Story about KVTH

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Hey Klaus,

We actually provided an update to Regional Council today on the KCTH project – seeking approval of a few elements ([see agenda here](#)).

The 2025 “breaking ground” date is actually our demolition date, so we were pretty purposeful in not speaking to Metrolinx's project timelines.

Appreciate that we should be a bit more forthcoming, and I'll take that one on as my role. I think we should look to re-connect TJ (our comms lead) and Jonathan – so that they can keep track of the various public facing activities that will take place.

Let me know what you think,

Doug

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>

Sent: December 3, 2024 4:59 PM

To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>

Subject: Today's CBC Story about KVTH

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Hi Doug and Christa,

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I am more than happy to arrange a call with our Comms and Stakeholder Engagement team to create and implement this common approach.

Thanks, and please let me know if you have any questions.

Klaus Zeise

Senior Manager, Station Sponsor

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6059

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Subject: RE: Today's CBC Story about KVTH
Sent: 2024-12-09 4:19:57 PM

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Hi Doug,

I hope you had a good weekend.

Can you please provide the contact info for TJ so we can set up a call / meeting to reconnect and review how we can better align communications moving forward. Besides TJ, are there any other individuals or teams from the Region that we should invite as well?

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner

Sent: Tuesday, December 3, 2024 5:34 PM

To: Klaus Zeise ; Christa De Wys

Subject: RE: Today's CBC Story about KVTH

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Appreciate that we should be a bit more forthcoming, and I’ll take that one on as my role. I think we should look to re-connect TJ (our comms lead) and Jonathan – so that they can keep track of the various public facing activities that will take place.

Let me know what you think,

Doug

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>

Sent: December 3, 2024 4:59 PM

To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>

Subject: Today's CBC Story about KVTH

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I am more than happy to arrange a call with our Comms and Stakeholder Engagement team to create and implement this common approach.

Thanks, and please let me know if you have any questions.

Klaus Zeise

Senior Manager, Station Sponsor

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6062

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Subject: Touching base on 2 items
Sent: 2024-12-18 9:59:05 AM

Follow Up Flag: Follow up
Flag Status: Flagged

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Good Morning Doug,

I hope you are Doug well and you are getting ready for the Christmas Holidays and are able to take some time off!

I just wanted to briefly touch base with you regarding the 100 Vic property and I am sure you are aware of the conversations happening at the top and that Mx. will most likely take possession after all.

The other item I wanted to follow up on is the operation of the secure bike room at the new station. I know we had a conversation about this back in October or November and I believe you were going to get back to us if the Region would end up operating it or not. From our end, there is now a shift to hold-off on adding secured bike rooms to the stations due to cost pressures and some operating challenges.

Just as an FYI, I am in the office until Friday and then I will be away for two weeks.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

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6064

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6065

From: [Klaus Zeise](#)
To: [Christa De Wys](#); [Doug Spooner](#);
Subject: MOU status
Sent: 2025-04-15 12:54:51 PM

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Hi Christa and Doug,

I understand that the Mx – Region MOU document came up in yesterday's conversation between our CEO and Mathieu, and a desire by the Region to have the MOU completed
We had set mid-June as our internal target date to have the document completed and executed

Even if not all the pending items are fully resolved by that date, we can always amend the document at a later stage.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

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6068

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Soule, Jillian \(MTO\)](#);
Subject: RE: UPDATE - KCTH @ City of Kitchener Heritage Committee
Sent: 2025-05-05 4:53:18 PM

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Thanks Doug.

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner

Sent: May 5, 2025 1:04 PM

To: Soule, Jillian (MTO) ; Klaus Zeise

Subject: UPDATE - KCTH @ City of Kitchener Heritage Committee

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--

Jillian & Klaus,

As discussed, I will now provide you each with updates as we proceed with the KCTH project, for anything "public facing".

Our usual channels will still happen (Project, Comms, Stakeholder, etc.).

Tomorrow, May 6, the team will be at the City of Kitchener Heritage Committee. We need to get a heritage permit to be able to get a permit to demolish the additions since the original 1913 Rumpel Felt building is heritage designated.

Materials attached.

Happy for any questions, and thanks as always,

Doug

Doug Spooner

Acting Commissioner, Transportation Services

Transportation Services

Region of Waterloo – Grand River Transit



Region of Waterloo



6070

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6071

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Cc: [Soule, Jillian \(MTQ\)](#)
Subject: RE: UPDATE - KCTH @ City of Kitchener Heritage Committee
Sent: 2025-05-08 5:01:25 PM

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Thanks Doug and no questions from our end either.

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

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Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Soule, Jillian (MTO)

Sent: May 8, 2025 4:17 PM

To: Doug Spooner ; Klaus Zeise

Cc: Keenan.MacDonald ; Collins, Jason (MTO)

Subject: RE: UPDATE - KCTH @ City of Kitchener Heritage Committee

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Thanks for sharing Doug, no questions from MTO.

From: Doug Spooner <DSpooner@regionofwaterloo.ca>

Sent: Monday, May 5, 2025 1:04 PM

To: Soule, Jillian (MTO) <Jillian.Soule@ontario.ca>; Klaus Zeise <Klaus.Zeise@metrolinx.com>

Subject: UPDATE - KCTH @ City of Kitchener Heritage Committee

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Jillian & Klaus,

As discussed, I will now provide you each with updates as we proceed with the KCTH project, for anything "public facing".

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Doug

Doug Spooner

Acting Commissioner, Transportation Services

Transportation Services

Region of Waterloo – Grand River Transit



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6074

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Cc: [John Im](#); [Nadine Navarro](#);
Subject: KCTH - Regions' request to transfer scope to Metrolinx design / tender
Sent: 2025-05-09 2:34:23 PM

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Hi Doug and Christa,

Please find below Metrolinx's feedback on the Region's request from March 20, 2025, regarding the transfer of two Regional scope components to Metrolinx's design and tender (3rd Tunnel Completion & Hydro Line Burying).

A key challenge of this exercise is that Metrolinx's design is at 100% and any changes at this stage can have a direct impact on the project's critical path and impact upcoming milestones. An additional challenge is that construction costs are difficult to calculate prior to design, limiting our ability to provide exact details and amounts.

Design Costs & Timelines:

To include the 3rd Tunnel Features and the Hydro Burying into Metrolinx's design and tender, the following costs would apply:

- Including the 3rd Tunnel Features: approx.
- Including the Enova Conduit within the corridor: approx.
- Duration of completing design changes: approx. 12 – 14 weeks (based on 1 review cycle)
- Since Mx needs to incorporate the revised Stormwater layout to its design and which is expected to take between 10 – 14 weeks, the above items could be incorporated simultaneously to minimize any additional project schedule impact and costs
- The 3rd Tunnel Features might require more than 1 review cycle and could therefore exceed the indicated 12 – 14-week timeframe to reach 100%, resulting in additional costs that would need to be recovered from the Region
- Note that the above costs and timelines are estimates only and final price / duration will be determined once the design work has been completed and that will be the cost that Metrolinx needs to recover from the Region

Construction Costs

At this point we are unable to provide any specific construction costs for the required features, since they need to be incorporated into the overall design to generate a realistic cost estimate.

Based on conversations with the Mx Project Delivery Team, there are indications that the Hydro burying work might be completed at a lower cost than what the Region indicated it would cost them (approx. _____), but there is no guarantee that will be the case. The actual cost will only be known once the design has been completed and that amount is what MX will need to recover from the Region.

Pricing the 3rd Tunnel Features is more complex and Mx is unable to provide an estimate at this point. Given this uncertainty, there is an option for Metrolinx to add a provisional item in the tender for the 3rd Tunnel work to obtain pricing at a later stage and when all the details are available, thereby eliminating any impact on the current project schedule. This would be similar to a Change Order or Design Change and all associated costs incurred by Metrolinx would need to be recovered from the Region, but it allows the Region additional time before deciding if Mx should proceed with this work. This is the preferred approach by Metrolinx if the Region decides to proceed with this scope transfer.

Deadlines & Agreements

Metrolinx expects to initiate the Stormwater changes to the drawings on Friday May 16th and therefore Metrolinx would need the Region's response asap if any of the above features and scope are to be included in the Mx re-design so the work can take place concurrently.

If the Region wishes to proceed with any of these design changes, Metrolinx and the Region would have to enter into an initial high level Design Agreement that defines the scope and price estimate of the design work that Metrolinx would undertake on behalf of the Region, as well as a commitment by the Region to cover all future associated construction costs and other related expenses that Mx. might incur on behalf of the Region. This agreement would have to be fully executed by May 16th (based on feedback from our Third Party & Agreements team this is tight but doable from our end). A more comprehensive Construction Agreement would follow once all the costs and details are known to complement the initial Design Agreement.

As with any construction project, there might be unknown and / or unexpected costs and risks related to the design and construction of the Region's scope that is being transferred to Metrolinx for delivery, and Metrolinx would need to recover all these costs from the Region.

If the Region wishes to proceed with any of the above items please let Metrolinx know as soon as possible to allow enough time to draft and execute the Design Agreement. If this agreement can not be executed prior by May 16th, Metrolinx reserves the right not to proceed with any of the Region's requests.

Secured Bike Room

We would appreciate if the Region can confirm by Wednesday May 14th if the secured bike room that is currently part of the Metrolinx Works and constructed for to the Region is still required. In case it can be removed from the scope / design, Metrolinx would do so as part of the re-design exercise that is scheduled to begin May 16th.

We understand that there are numerous conditions, risks and cost uncertainties associated with this proposal. Given the stage the project is in (100% design) and the schedule and cost pressures the project is facing, this is the best that Metrolinx can offer at this point.

Please let me know if you have any questions.

Thanks,

Klaus Zeise

Senior Manager, Station Sponsor
GO Stations & Network Initiatives
Metrolinx
97 Front Street W. | Toronto | Ontario | M5J 1E6

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6077

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Cc: [John Im](#); [Nadine Navarro](#);
Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender
Sent: 2025-05-14 5:25:44 PM

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Hi Doug & Christa,

I wanted to follow-up on my note from Friday and confirm if there is any interest in proceeding with any of these items below and if it will be possible to get the status of the secured bike room by EOD tomorrow. I realize we did not allow much time for this but if you wish to have a conversation before the end of the week please let me know.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Klaus Zeise

Sent: May 9, 2025 2:34 PM

To: Doug Spooner ; Christa De Wys

Cc: John Im ; Nadine Navarro

Subject: KCTH - Regions' request to transfer scope to Metrolinx design / tender

Hi Doug and Christa,

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Regional scope components to Metrolinx's design and tender (3rd Tunnel Completion & Hydro Line Burying).

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Please let me know if you have any questions.

Thanks,

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6080

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6081

From: [Klaus Zeise](#)
To: [Christa De Wys](#); [Doug Spooner](#);
Cc: [John Im](#); [Nadine Navarro](#); [Shen-Hao Chang](#);
Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender
Sent: 2025-05-20 9:38:02 AM

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Good Morning Christa,

Thank you for the feedback and please go ahead and send some dates to continue this discussion. Note that I will be away on vacation starting the afternoon of Thursday May 29th and returning to the office on Friday June 13th.
Regarding the secured bike room, thanks for confirming and we will keep it as part of the current design as is.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Christa De Wys

Sent: May 16, 2025 8:51 PM

To: Klaus Zeise ; Doug Spooner

Cc: John Im ; Nadine Navarro ; Shen-Hao Chang

Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender

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Hello Klaus,

See below a summary of responses on the items noted below. As a follow-up, we'd like to arrange another meeting to review comments. I'll send you some availability that hopefully works for you.

1. 3rd Tunnel: From the drawings already provided it is apparent that much of the design work has already been completed. To gauge what future investment would look like, I think the recommended approach to include this as a provisional item in the tender for the 3rd Tunnel to obtain pricing so we may make the decision on the construction at a later date with full pricing details is a good approach.
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3. Secure Bike Room: The Region is still requiring the secure bike room. This is going to be the preferred location for bike storage for the site. Please continue to incorporate this in your design.

Additional Item to Discuss:

The location of the PPUDO, accessible parking and service vehicle parking is proving to be a challenge to locate near the hub, we'd like to discuss opportunities on the north side of the corridor.

Thank you and have a wonderful weekend!

Christa

Christa De Wys, P.Eng., M.Eng.

Senior Project Manager | Region of Waterloo

Ph: 226-752-9282

Email: CDeWys@regionofwaterloo.ca Website: <http://www.regionofwaterloo.ca>



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From: Christa De Wys

Sent: May 15, 2025 9:10 AM

To: 'Klaus Zeise' <Klaus.Zeise@metrolinx.com>; Doug Spooner <DSpooner@regionofwaterloo.ca>

Cc: John Im <John.Im@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>

Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender

Sorry I didn't get back to you sooner Klaus, Doug and I are reviewing in detail Friday and will provide a response then.

Thank you,

Christa

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>

Sent: May 14, 2025 5:26 PM

To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>

Cc: John Im <John.Im@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>

Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender

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Hi Doug & Christa,

I wanted to follow-up on my note from Friday and confirm if there is any interest in proceeding with any of these items below and if it will be possible to get the status of the secured bike room by EOD tomorrow. I realize we did not allow much time for this but if you wish to have a conversation before the end of the week please let me know.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Klaus Zeise

Sent: May 9, 2025 2:34 PM

To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>

Cc: John Im <John.Im@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>

Subject: KCTH - Regions' request to transfer scope to Metrolinx design / tender

Hi Doug and Christa,

Please find below Metrolinx's feedback on the Region's request from March 20, 2025, regarding the transfer of two

Regional scope components to Metrolinx's design and tender (3rd Tunnel Completion & Hydro Line Burying).

A key challenge of this exercise is that Metrolinx's design is at 100% and any changes at this stage can have a direct impact on the project's critical path and impact upcoming milestones. An additional challenge is that construction costs are difficult to calculate prior to design, limiting our ability to provide exact details and amounts.

Design Costs & Timelines:

To include the 3rd Tunnel Features and the Hydro Burying into Metrolinx's design and tender, the following costs would apply:

- Including the 3rd Tunnel Features: approx
- Including the Enova Conduit within the corridor: approx.
- Duration of completing design changes: approx. 12 – 14 weeks (based on 1 review cycle)
- Since Mx needs to incorporate the revised Stormwater layout to its design and which is expected to take between 10 – 14 weeks, the above items could be incorporated simultaneously to minimize any additional project schedule impact and costs
- The 3rd Tunnel Features might require more than 1 review cycle and could therefore exceed the indicated 12 – 14-week timeframe to reach 100%, resulting in additional costs that would need to be recovered from the Region
- Note that the above costs and timelines are estimates only and final price / duration will be determined once the design work has been completed and that will be the cost that Metrolinx needs to recover from the Region

Construction Costs

At this point we are unable to provide any specific construction costs for the required features, since they need to be incorporated into the overall design to generate a realistic cost estimate.

Based on conversations with the Mx Project Delivery Team, there are indications that the Hydro burying work might be completed at a lower cost than what the Region indicated it would cost them (approx. , but there is no guarantee that will be the case. The actual cost will only be known once the design has been completed and that amount is what MX will need to recover from the Region.

Pricing the 3rd Tunnel Features is more complex and Mx is unable to provide an estimate at this point. Given this uncertainty, there is an option for Metrolinx to add a provisional item in the tender for the 3rd Tunnel work to obtain pricing at a later stage and when all the details are available, thereby eliminating any impact on the current project schedule. This would be similar to a Change Order or Design Change and all associated costs incurred by Metrolinx would need to be recovered from the Region, but it allows the Region additional time before deciding if Mx should proceed with this work. This is the preferred approach by Metrolinx if the Region decides to proceed with this scope transfer.

Deadlines & Agreements

Metrolinx expects to initiate the Stormwater changes to the drawings on Friday May 16th and therefore Metrolinx would need the Region's response asap if any of the above features and scope are to be included in the Mx re-design so the work can take place concurrently.

If the Region wishes to proceed with any of these design changes, Metrolinx and the Region would have to enter into an initial high level Design Agreement that defines the scope and price estimate of the design work that Metrolinx would undertake on behalf of the Region, as well as a commitment by the Region to cover all future associated construction costs and other related expenses that Mx. might incur on behalf of the Region. This agreement would have to be fully executed by May 16th (based on feedback from our Third Party & Agreements team this is tight but doable from our end). A more comprehensive Construction Agreement would follow once all the costs and details are known to complement the initial Design Agreement.

As with any construction project, there might be unknown and / or unexpected costs and risks related to the design and construction of the Region's scope that is being transferred to Metrolinx for delivery, and Metrolinx would need to recover all these costs from the Region.

If the Region wishes to proceed with any of the above items please let Metrolinx know as soon as possible to allow enough time to draft and execute the Design Agreement. If this agreement can not be executed prior by May 16th, Metrolinx reserves the right not to proceed with any of the Region's requests.

Secured Bike Room

We would appreciate if the Region can confirm by Wednesday May 14th if the secured bike room that is currently part of the Metrolinx Works and constructed for to the Region is still required. In case it can be removed from the scope / design,

Metrolinx would do so as part of the re-design exercise that is scheduled to begin May 16th.

We understand that there are numerous conditions, risks and cost uncertainties associated with this proposal. Given the stage the project is in (100% design) and the schedule and cost pressures the project is facing, this is the best that Metrolinx can offer at this point.

Please let me know if you have any questions.

Thanks,

Klaus Zeise

Senior Manager, Station Sponsor

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From: [Klaus Zeise](#)
To: [Christa De Wys](#); [Doug Spooner](#);
Cc: [John Im](#); [Nadine Navarro](#); [Shen-Hao Chang](#);
Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender
Sent: 2025-05-22 11:53:13 AM

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Hi Christa,

Wednesday May 28th at 3:30 would work best. On Friday I am already booked and I will be away on June 2.

Thanks,
Klaus

From: Christa De Wys

Sent: May 22, 2025 11:10 AM

To: Klaus Zeise ; Doug Spooner

Cc: John Im ; Nadine Navarro ; Shen-Hao Chang

Subject: RE: KCTH - Regions' request to transfer scope to Metrolinx design / tender

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Hello Klaus,

Below are a few timeslots that work for us. Please let us know what works for you so we can further this conversation.

Friday May 23 2-2:30 pm

Wednesday, May 28th - 3:30 to 4:30 pm

Monday, June 2 – 2:30 to 3 pm

Thank you,

Christa

Christa De Wys, P.Eng., M.Eng.

Senior Project Manager | Region of Waterloo

Ph: 226-752-9282

Email: CDeWys@regionofwaterloo.ca Website: <http://www.regionofwaterloo.ca>



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From: Klaus Zeise <Klaus.Zeise@metrolinx.com>

Sent: May 20, 2025 9:38 AM

To: Christa De Wys <CDeWys@regionofwaterloo.ca>; Doug Spooner <DSpooner@regionofwaterloo.ca>

Cc: John Im <John.Im@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>; Shen-Hao Chang <SChang@regionofwaterloo.ca>

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Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

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Sent: May 16, 2025 8:51 PM

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Christa

Christa De Wys, P.Eng., M.Eng.

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Ph: 226-752-9282

Email: CDeWys@regionofwaterloo.ca Website: <http://www.regionofwaterloo.ca>



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Sent: May 15, 2025 9:10 AM

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Sent: May 14, 2025 5:26 PM

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Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

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Sent: May 9, 2025 2:34 PM

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Cc: John Im <John.Im@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>

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Deadlines & Agreements

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Please let me know if you have any questions.

Thanks,

Klaus Zeise

Senior Manager, Station Sponsor

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From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Cc: [John Im](#)
Subject: Delay in Mx execution of MOU
Sent: 2025-06-26 2:34:08 PM

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DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Hi Doug and Christa,

I hope you are doing well.

I wanted to let you know that the execution of the MOU from the Metrolinx side will take longer than anticipated given some of the unresolved budget pressures the project is facing. I believe Metrolinx had committed to have the document signed by the end of June, but this will have to be pushed back by approx. 4 weeks and is now targeted for the end of July. Please let us know

If you wish to discuss this in more detail please let me know and I can be available for a more detailed conversation.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

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From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Subject: Encampment
Sent: 2025-08-11 10:44:50 AM

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Hi Doug and Christa,

I hope you had a good weekend.

We came across the following story about the encampment; I am sure you are fully aware of this, and I just wanted to ask if this might impact any of the proposed the timelines and / or the Region's strategy.

[Legal group seeks court injunction over plan to clear encampment](#)

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

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From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Christa De Wys](#);
Subject: RE: Encampment
Sent: 2025-08-11 11:15:10 AM

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Thanks Doug.

From: Doug Spooner
Sent: August 11, 2025 11:06 AM
To: Klaus Zeise ; Christa De Wys
Subject: Re: Encampment

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Hey Klaus,

As of right now no.

This is part of the plan to have the site cleared by Dec 1st for our use, and then April 1st for Mx use.

I'll update if anything changes, but still on track at this point.

Doug

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Sent: Monday, August 11, 2025 10:44:50 AM
To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>
Subject: Encampment

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Thanks,

Klaus

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From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Cc: [Christa De Wys](#); [Nadine Navarro](#); [John Im](#);
Subject: Metrolinx signing of KCTH MOU
Sent: 2025-08-14 9:00:49 AM

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Good Morning Doug,

Further to our conversation yesterday afternoon, we have encountered a delay with the signing of the MOU for the KCTH project. Given that Metrolinx has a new CEO who is not very familiar with the KCTH project and the 100 Vic property history, we have been asked to set up a briefing with him prior to the submission of the Approval Memo which is required to approve the execution of the document. We are expecting this briefing to be set up in the next few weeks, but it means we will miss the targeted August 19th approval date.

I will confirm as soon as the briefing has taken place and the new target approval / execution date of the MOU.

Please let me know if you have any questions.

Thanks,

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6102

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6103

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Nadine Navarro](#);
Cc: [Mathieu Goetzke](#)
Subject: RE: KCTH MOU
Sent: 2025-08-20 9:17:13 AM

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Hi Doug,
Thanks for letting us know.
Nadine's briefing with our CEO is scheduled for tomorrow Thursday and Christa had also mentioned in the Design Coordination meeting on Tuesday that and Nadine is aware.
I will let Nadine provide any further details or comments but having this MOU executed is planned to be part of tomorrow's briefing.
Thanks,
Klaus

From: Doug Spooner
Sent: August 20, 2025 9:09 AM
To: Nadine Navarro ; Klaus Zeise
Cc: Mathieu Goetzke
Subject: KCTH MOU

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--

Hey Team,
Hope all is well.

Can the region help with

briefings?

I'm out of the office today, but back tomorrow if you have time for a quick call.
Thanks!
Doug

6105

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6106

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Mathieu Goetzke](#);
Cc: [Nadine Navarro](#)
Subject: RE: KCTH MOU
Sent: 2025-08-21 5:09:45 PM

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Hi Doug and Mathieu,

Just a brief update on Nadine's behalf.

The briefing with our CEO went well and was productive, and Michael requested a few more details about the project and 100 Vic property that we are in the process of providing. No showstoppers were identified, and we are confirming with the CEO's Office the timing when we can expect to have the Approval Memo signed by him (this document has been drafted). Once that Memo has been signed by Michael the MOU will be ready for Mx signature.

We will keep you in the know once we have a confirmed timeline.

Please let me know if you have any questions.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Nadine Navarro

Sent: August 20, 2025 12:24 PM

To: Klaus Zeise ; Doug Spooner

Cc: Mathieu Goetzke

Subject: RE: KCTH MOU

Hi all – hope everyone is doing well.

I'll provide an update following tomorrow's meeting with the CEO. Thanks,

Nadine

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>

Sent: Wednesday, August 20, 2025 9:17 AM

To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Nadine Navarro <Nadine.Navarro@metrolinx.com>

Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>

Subject: RE: KCTH MOU

Hi Doug,

Thanks for letting us know.

Nadine's briefing with our CEO is scheduled for tomorrow Thursday and Christa had also mentioned in the Design

Coordination meeting on Tuesday

and Nadine is aware.

I will let Nadine provide any further details or comments but

having this MOU executed is planned

to be part of tomorrow's briefing.

Thanks,

Klaus

From: Doug Spooner <DSpooner@regionofwaterloo.ca>

Sent: August 20, 2025 9:09 AM

To: Nadine Navarro <Nadine.Navarro@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>

Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>

Subject: KCTH MOU

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Hey Team,

Hope all is well.

Can the region help with

briefings?

I'm out of the office today, but back tomorrow if you have time for a quick call.

Thanks!

Doug

6108

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6109

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Cc: [Christa De Wys](#)
Subject: encampment ruling
Sent: 2025-08-22 9:02:26 AM

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DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good Morning Doug,

I saw the CBC news story this morning about the encampment decision / ruling. How does this Impact the Region's plans and timelines or was this expected?

As per yesterday's updated we are continuing to work to get the MOU signed

I have time today (or next week) if you wish to have a quick chat.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

GO Stations & Network Initiatives

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6111

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6112

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Cc: [Christa De Wys](#)
Subject: RE: encampment ruling
Sent: 2025-08-25 1:35:13 PM

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Hi Doug,
 Thanks for the feedback.
 I have some time Thursday morning and afternoon so let me know what time works for you.
 Thx.
 Klaus

From: Doug Spooner
Sent: August 25, 2025 9:09 AM
To: Klaus Zeise
Cc: Christa De Wys
Subject: RE: encampment ruling

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Hey Klaus,

The decision yesterday (note, the following is my read, not from our legal team) impacts the encampment from now up until the next court case (November). This was about the "interim bylaw", and not the full one.
 Has not changed our schedule, as we still have the November date we are pressing for.
 Happy to chat later this week once I get a bit more info, maybe Thursday?
 Thanks,
 Doug

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Sent: August 22, 2025 9:02 AM
To: Doug Spooner <DSpooner@regionofwaterloo.ca>
Cc: Christa De Wys <CDeWys@regionofwaterloo.ca>
Subject: encampment ruling

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Good Morning Doug,
 I saw the CBC news story this morning about the encampment decision / ruling. How does this Impact the Region's plans and timelines or was this expected?
 As per yesterday's updated we are continuing to work to get the MOU signed
 I have time today (or next week) if you wish to have a quick chat.

Thanks,
 Klaus

Klaus Zeise

Senior Manager, Station Sponsor
 GO Stations & Network Initiatives
 Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

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6115

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Subject: FW: KCTH MOU-Fully Executed 2025-09-17
Attachments: [KCTH MOU FINAL \(Fully Executed by Waterloo and Metrolinx 091725\).pdf](#)
Sent: 2025-10-01 11:50:09 AM

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DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Hi Doug,

I hope you are doing well.

I trust that Christa forwarded the executed document to you, but here it is (again) for your records. Sorry for not forwarding it sooner but I was away for 10 days and today is my first day back in the office.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Customer & Transit Operations

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Maja Zugic

Sent: Friday, September 19, 2025 1:41 PM

To: Christa De Wys

Cc: Jacob Mitchell ; Patrick Petzall ; Klaus Zeise ; Mike Commerford ; Ilir Angjeli ; Andy Gazzola ; Lidia Tudor ; Luciana Mihalciuc ; Richard Brookes ; Joel Dempster ; Nadine Navarro

Subject: KCTH MOU-Fully Executed 2025-09-17

Importance: High

Hi Christa,

Happy to share the news that the KCTH MOU has been fully executed (attached). Kindly confirm receipt of this email.

Thank you and everyone on this team who helped us get to here along the way.

Have a great weekend!

Best Regards,

Maja Zugic

C: 416 271 3731

From: Christa De Wys <CDeWys@regionofwaterloo.ca>

Sent: May 12, 2025 2:17 PM

To: Maja Zugic <Maja.Zugic@metrolinx.com>

Cc: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Mike Commerford <Mike.Commerford@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Joel Dempster <Joel.Dempster@metrolinx.com>

Subject: RE: KCTH MOU FINAL- to Region for Execution 2025-05-06

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Hello Maja,

Please see attached signed MOU by Region representative. We will await for the final executed document on your end.

Thank you,

Christa

Christa De Wys, P.Eng., M.Eng.

Senior Project Manager | Region of Waterloo

Ph: [226-752-9282](tel:226-752-9282)

Email: CDeWys@regionofwaterloo.ca Website: <http://www.regionofwaterloo.ca>



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From: Maja Zugic <Maja.Zugic@metrolinx.com>

Sent: May 6, 2025 4:54 PM

To: Christa De Wys <CDeWys@regionofwaterloo.ca>

Cc: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Mike Commerford <Mike.Commerford@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Joel Dempster <Joel.Dempster@metrolinx.com>

Subject: KCTH MOU FINAL- to Region for Execution 2025-05-06

Importance: High

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Hi Christa,

As mentioned below, sharing with you the FINAL clean version of the MOU in .pdf form for execution by the Region. MS Word file attached as well.

Please advise at your earliest if you have any questions on the attached, otherwise we look forward to receive the version signed by the Region. In the meantime, will continue working in parallel on Mx side of the sign-off process and required internal approvals.

Thanks,

Maja Zugic

Senior Advisor, Third Party & Agreements

Metrolinx, 10 Bay Street, 15th FL, Toronto, ON, M5J 2S3

C: 416 271 3731

From: Maja Zugic

Sent: May 6, 2025 4:00 PM

To: 'Christa De Wys' <CDeWys@regionofwaterloo.ca>; Mike Commerford <Mike.Commerford@metrolinx.com>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>

Cc: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; 'Jerry Biersteker' <JBiersteker@regionofwaterloo.ca>; 'Andy Gazzola' <AGazzola@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; 'Richard Brookes' <RBrookes@regionofwaterloo.ca>; Joel Dempster <Joel.Dempster@metrolinx.com>

Subject: RE: KCTH MOU Draft (V10) (to Region)

Hi Christa, All,

Will be sending a clean .doc and pdf copies by eod today for Region's execution.

Thanks,

Maja Zugic

C: 416 271 3731

From: Maja Zugic

Sent: May 6, 2025 12:01 PM

To: Christa De Wys <CDeWys@regionofwaterloo.ca>; Patrick Petzall <Patrick.Petzall@metrolinx.com>

Cc: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Mike Commerford <Mike.Commerford@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>; Joel Dempster <Joel.Dempster@metrolinx.com>

Subject: RE: KCTH MOU Draft (V10) (to Region)

Hi Christa,

Thanks,

Maja Zugic

C: 416 271 3731

From: Christa De Wys <CDeWys@regionofwaterloo.ca>

Sent: May 6, 2025 11:34 AM

To: Maja Zugic <Maja.Zugic@metrolinx.com>

Cc: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Mike Commerford <Mike.Commerford@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>; Joel Dempster <Joel.Dempster@metrolinx.com>

Subject: RE: KCTH MOU Draft (V10) (to Region)

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Hello Maja,

Please see attached version with notes addressed. Below is the last remaining item for your acceptance.

If you could send me back an executable version today that would be great!

Thank you,

Christa

Christa De Wys, P.Eng., M.Eng.

Senior Project Manager | Region of Waterloo

Ph: 226-752-9282

Email: CDeWys@regionofwaterloo.ca Website: <http://www.regionofwaterloo.ca>



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From: Maja Zugic <Maja.Zugic@metrolinx.com>

Sent: May 5, 2025 7:08 PM

To: Christa De Wys <CDeWys@regionofwaterloo.ca>

Cc: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Mike Commerford <Mike.Commerford@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>; Joel Dempster <Joel.Dempster@metrolinx.com>

Subject: KCTH MOU Draft (V10) (to Region)

Importance: High

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Hi Christa,

Please see attached **MOU draft, version V10** for your review. It's been cleaned up of previously resolved comments. Most of the remaining few new comments and tracked changes are minor, as you'll agree when you see them.

I would only highlight two items for extra attention:

looking forward to your timely response. I am available tomorrow anytime

(except 1-2pm), so please schedule a call if you'd like us to cover any questions you may have.

Best Regards,

Maja Zugic

C: 416 271 3731

From: Christa De Wys <CDeWys@regionofwaterloo.ca>

Sent: March 10, 2025 3:18 PM

To: Maja Zugic <Maja.Zugic@metrolinx.com>; Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Mike Commerford <Mike.Commerford@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>

Subject: RE: KCTH: Region-Mx Agreements Bi-weekly (March 5)

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Hello Maja,

Please see attached updated draft of MOU.

Thank you,

Christa

Christa De Wys, P.Eng., M.Eng.

Senior Project Manager | Region of Waterloo

Ph: 226-752-9282

Email: CDeWys@regionofwaterloo.ca Website: <http://www.regionofwaterloo.ca>



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From: Maja Zugic <Maja.Zugic@metrolinx.com>

Sent: March 4, 2025 5:21 PM

To: Jacob Mitchell <Jacob.Mitchell@metrolinx.com>; Jerry Biersteker <JBiersteker@regionofwaterloo.ca>; Lidia Tudor <Lidia.Tudor@metrolinx.com>; Luciana Mihalciuc <Luciana.Mihalciuc@metrolinx.com>; Christa De Wys <CDeWys@regionofwaterloo.ca>; Richard Brookes <RBrookes@regionofwaterloo.ca>; Patrick Petzall <Patrick.Petzall@metrolinx.com>; Andy Gazzola <AGazzola@regionofwaterloo.ca>; Mike Commerford <Mike.Commerford@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>; Ilir Angjeli <Ilir.Angjeli@metrolinx.com>

Subject: KCTH: Region-Mx Agreements Bi-weekly (March 5)

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Hi All,

Please see below items for our call tomorrow and let me know if you'd like to add anything else to the agenda.

Agreements Status:**1. Duke St GSA –****2. MOU-****3. Project Schedule:****Discussion topics:****1. Project updates**

- a. Storm water discussion update (i.e. the storm water element move from where it is now (west from Duke St) to be at the Duke St underpass):
 - Update on the review with Aecom of SW alternatives. Two options considered. The change might impact GSA as a line item, and also MOU. Aecom feasibility study due by end of Feb to present options.
- b.

2. Drawings

100% dwgs new ETA is Matr 14, 2025. Other new milestones will be updated shortly.

Thanks,

Maja Zugic

C: 416 271 3731

-----Original Appointment-----

From: Maja Zugic

Sent: December 19, 2024 10:39 AM

To: Maja Zugic; Jacob Mitchell; Jerry Biersteker; Christa De Wys; Richard Brookes; Patrick Petzall;

AGazzola@regionofwaterloo.ca; Mike Commerford; Klaus Zeise; Ilir Angjeli

Cc: Lidia Tudor; Luciana Mihalciuc

Subject: KCTH: Region-Mx Agreements Bi-weekly

When: March 5, 2025 2:05 PM-2:30 PM (UTC-05:00) Eastern Time (US & Canada).

Where: Microsoft Teams Meeting

Hi All,

Continuing with our bi-weekly Region/Mx MOU and GSA touch-base calls in 2025.

Best Regards,

Maja Zugic

C: 416 271 3731

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6121

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Subject: RE: UPDATE - KCTH/100 Vic Progress
Sent: 2025-10-23 3:24:56 PM

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Thanks Doug.
I hope you are doing well.
Klaus

From: Doug Spooner
Sent: Thursday, October 23, 2025 10:15 AM
To: Nadine Navarro ; Kanivanan Chinniah ; Klaus Zeise
Cc: Mathieu Goetzke
Subject: UPDATE - KCTH/100 Vic Progress

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Hey Mx Team,

Thanks as always,
Doug

Doug Spooner
Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



News release

Superior Court Hearing adjourned to February 2026 to pursue mediation

The hearing of the Region's application on the Site-Specific By-law for 100 Victoria Street North, originally scheduled for November 19 to 21, 2025, has been adjourned to February 2026. During this adjournment, the parties have agreed to engage in mediation regarding the Region's Site-Specific By-law.

Mediation will allow for engagement, clarification, and we hope expedited resolution of issues. The mediation process is not expected to delay the Kitchener Central Transit Hub project.

The Region's goal is to support people currently living at the 100 Victoria site to find alternate housing options. Over the last several months, Region staff have visited the site daily to work closely with residents on their Individual Housing Plans (IHPs). As of October 17, 2025, four of the original residents continue to reside at the site, as well as an additional 32 new residents.

6123

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6124

From: [Klaus Zeise](#)
To: [Christa De Wys](#)
Cc: [Doug Spooner](#); [George Marijan](#); [Christine MacNeil](#); [Ilir Angjeli](#);
Subject: Revision to Metrolinx's proposed process to include Region's 3rd tunnel scope in tender and contract.
Sent: 2025-12-10 11:27:03 AM

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?

DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Hi Christa,

Further to our brief conversation yesterday, please find below the adjustments to the process we had suggested in the RFI how Metrolinx can include the Region's 3rd Tunnel scope into our tender and construction contract. We will be unable to complete the detailed design of that Region's scope and have it ready by the planned tender release date, and instead Mx will include it as a provisional item in the tender with a conceptual design that provides a high-level idea of the scope so an initial price can be included in the vendor proposals. Once Mx has that price it will be shared with the Region, and if the Region wishes Mx to proceed, we will instruct our consultant to complete the detailed design of that scope to generate a more accurate price. This final price will then be shared with the Region and if directed to proceed, Metrolinx will build these items.

The Region has the option to instruct Mx not to proceed with this work once the initial proponent's price is known and when the final price is known and opt to deliver these components themselves. Metrolinx would need to recover the detailed design costs from the Region if this work was performed by us.

Note that Metrolinx will require a Cost Recovery Agreement or similar document with the Region prior to doing the detailed design and / or construction work, if Metrolinx is to perform that work. We expect the contract award to take place in early July 2026 allowing us 6 months to finalize the wording of this agreement / document and then plug in the final numbers once they are known so it can be executed without delaying the contract award. Please let me know if this process works for you and we will be updating the RFI reply accordingly to reflect these changes.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Customer & Transit Operations

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6126

This e-mail is intended only for the person or entity to which it is addressed. If you received this in error, please contact the sender and delete all copies of the e-mail together with any attachments.

6127

From: [Klaus Zeise](#)
To: [Christa De Wys](#)
Cc: [Doug Spooner](#); [George Marijan](#); [Christine MacNeil](#); [Ilir Angjeli](#);
Subject: Revision to Metrolinx's proposed process to include Region's 3rd tunnel scope in tender and contract.
Sent: 2025-12-10 11:27:03 AM

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The Region has the option to instruct Mx not to proceed with this work once the initial proponent's price is known and when the final price is known and opt to deliver these components themselves. Metrolinx would need to recover the detailed design costs from the Region if this work was performed by us.

Note that Metrolinx will require a Cost Recovery Agreement or similar document with the Region prior to doing the detailed design and / or construction work, if Metrolinx is to perform that work. We expect the contract award to take place in early July 2026 allowing us 6 months to finalize the wording of this agreement / document and then plug in the final numbers once they are known so it can be executed without delaying the contract award. Please let me know if this process works for you and we will be updated the RFI reply accordingly to reflect these changes.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Customer & Transit Operations

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6129

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6130

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Subject: RE: CONFIDENTIAL - Kitchener Central Transit Hub - 100 Victoria Update
Sent: 2025-12-18 5:17:31 PM

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Thanks Doug for sharing.
I hope you are doing well and can take some time off for the holidays.
Klaus

From: Doug Spooner
Sent: Thursday, December 18, 2025 4:11 PM
To: Nadine Navarro ; Klaus Zeise ; Kanivanan Chinniah
Cc: Christa De Wys ; TJ Flynn
Subject: CONFIDENTIAL - Kitchener Central Transit Hub - 100 Victoria Update

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--

Afternoon Mx Partners,

The public meeting will be held on Wednesday, January 7, 2026, at 6 p.m. in the Council Chamber at 150 Frederick Street, Kitchener and electronically. A report and the proposed By-law amendments will be provided as part of the public meeting agenda package on December 31, 2025. Regional Council will then consider the proposed amendments at a special meeting of Council on Friday January 9, 2026 at 9 a.m.

A news release will be issued this afternoon with information about the public meeting.

If you have any questions, please let me know. We will continue to provide update through our regular project meetings, just a heads up as this one is public.

Thanks as always,

Doug

Doug Spooner
Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



6132

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6133

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Kanivanan Chinniah](#); [Nadine Navarro](#);
Cc: [Mathieu Goetzke](#); [Christa De Wys](#);
Subject: RE:
Sent: 2026-01-05 11:18:53 AM

CAUTION! EXTERNAL SENDER

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Good morning Doug,

There have indeed been some KCTH project schedule adjustments on our end related to final design and budget approval requirements that impact our tender release and construction start, and I have asked the PDT to provide the most updated schedule so we can determine the date when Mx will need to take possession of the 100 Vic property for construction staging / laydown. I expect to receive this information shortly and I will share it with you and your team as soon as available.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Customer & Transit Operations

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner

Sent: Monday, January 5, 2026 10:57 AM

To: Kanivanan Chinniah ; Nadine Navarro ; Klaus Zeise

Cc: Mathieu Goetzke ; Christa De Wys

Subject:

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Hey Team,

Quick one this morning.

As you know,

related to the 100 Vic site (which we need for layby to build our the

KCTH project – off-corridor works to start).

You will recall a previous letter (from then CEO PV) that we had arrived at an April 1st, 2026 occupancy date.

I believe we have likely adjusted that

date as we have gotten into further design and tendering prep. I'm wondering if Mx could provide an updated date for occupancy? (Again, the Region will assume the site prior, remediate and secure the site).

I've got Mathieu CC'd if you would like to escalate internally, we are ready to provide more info as needed.

Let us know, and thanks as always,

Doug

Doug Spooner

Acting Commissioner, Transportation Services

Transportation Services

Region of Waterloo – Grand River Transit



Region of Waterloo



GRAND RIVER TRANSIT

6135

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6136

From: [Klaus Zeise](#)
To: [Doug Spooner](#)
Subject: Encampment by-law
Sent: 2026-01-09 1:37:43 PM

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Hi Doug,

I saw in the news that the by-law passed, and the Safe Tent bylaw was defeated. I believe we are one step closer (?).

I will get back to you with confirmed date before EOD by when Mx would need that property.

Thx

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Integrated Delivery Division

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

6138

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6139

From: [Klaus Zeise](#)
To: [Doug Spooner](#); [Kanivanan Chinniah](#); [Nadine Navarro](#);
Cc: [Mathieu Goetzke](#); [Christa De Wys](#);
Subject: RE:
Sent: 2026-01-12 8:49:26 AM

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DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good morning Doug,

Sorry for the slight delay in getting you the requested date and based on our current project schedule Metrolinx would require taking temporary possession of the 100 Victoria St. property on **Monday October 26, 2026**, and would remain on site for approx. 2 years.

Note that this date might be subject to further change in case of any unforeseen issues or challenges with the pending Mx approvals and the tender process.

Please let me know if you require any additional information.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Integrated Delivery Division

Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner

Sent: Monday, January 5, 2026 10:57 AM

To: Kanivanan Chinniah ; Nadine Navarro ; Klaus Zeise

Cc: Mathieu Goetzke ; Christa De Wys

Subject:

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Hey Team,

Quick one this morning.

As you know,

related to the 100 Vic site (which we need for layby to build our the

KCTH project – off-corridor works to start).

You will recall a previous letter (from then CEO PV) that we had arrived at an April 1st, 2026 occupancy date.

I believe we have likely adjusted that

date as we have gotten into further design and tendering prep. I'm wondering if Mx could provide an updated date for occupancy? (Again, the Region will assume the site prior, remediate and secure the site).

I've got Mathieu CC'd if you would like to escalate internally, we are ready to provide more info as needed.

Let us know, and thanks as always,

Doug

Doug Spooner

Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



6141

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6142

From: [Klaus Zeise](#)
To: [Christa De Wys](#); [Doug Spooner](#);
Subject: KCTH received Mx Board approval for tender release
Sent: 2026-02-27 1:33:47 PM

Follow Up Flag: Follow up
Flag Status: Flagged

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Hi Christa & Doug,

I just wanted to let you know that the KCTH project received Mx Board approval yesterday to proceed with tender release to market and obtained the requested funding increase needed for the delivery of the Metrolinx scope based on the latest cost estimate. The release of the tender is scheduled for the first week of March but might have to be pushed back by 1 or 2 weeks given some pending revisions to the tender package, partially due to the need to incorporate wording related to the Buy Ontario legislation that was recently passed.

We will confirm once the tender is in market.

Thanks, and please let us know if you have any question.

Have a nice weekend,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Integrated Delivery Division

Metrolinx

111 Richmond St. W | Toronto | Ontario | M5H 3K6

6144

This e-mail is intended only for the person or entity to which it is addressed. If you received this in error, please contact the sender and delete all copies of the e-mail together with any attachments.

6145

From: [Klaus Zeise](#)
To: [Christa De Wys](#); [Doug Spooner](#);
Cc: [John Im](#); [Christine MacNeil](#); [Ilijir Angjeli](#); [Jason Tran](#);
Subject: Finalizing wording of Licence Agreement for 100 Vic &
Sent: 2026-03-10 1:11:35 PM

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Hi Christa and Doug,

It seems there is still some disagreement between the Region and Metrolinx regarding the final wording for the 100 Vic License Agreement and the specific terms and conditions for that property.

Let me know your thoughts and how to best address this, and we would be ready to participate in another call with all the stakeholders to solve this issue.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Integrated Delivery Division

Metrolinx

111 Richmond St. W | Toronto | Ontario | M5H 3K6

6147

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From: [Doug Spooner](#)
To: ['Klaus Zeise'; Christa De Wys;](#)
Subject: RE: KCTH received Mx Board approval for tender release
Sent: 2026-02-27 1:44:09 PM

Nice work Klaus! Congrats to you and the team.
Doug

From: Klaus Zeise
Sent: February 27, 2026 1:34 PM
To: Christa De Wys ; Doug Spooner
Subject: KCTH received Mx Board approval for tender release

CAUTION! EXTERNAL SENDER

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Hi Christa & Doug,

I just wanted to let you know that the KCTH project received Mx Board approval yesterday to proceed with tender release to market and obtained the requested funding increase needed for the delivery of the Metrolinx scope based on the latest cost estimate. The release of the tender is scheduled for the first week of March but might have to be pushed back by 1 or 2 weeks given some pending revisions to the tender package, partially due to the need to incorporate wording related to the Buy Ontario legislation that was recently passed.

We will confirm once the tender is in market.

Thanks, and please let us know if you have any question.

Have a nice weekend,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor

Integrated Delivery Division

Metrolinx

111 Richmond St. W | Toronto | Ontario | M5H 3K6

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From: [Doug Spooner](#)
To: ['Klaus Zeise'](#)
Subject: RE: Encampment by-law
Sent: 2026-01-09 1:39:30 PM

Just sent it over, hopefully a helpful step today!
Doug

From: Klaus Zeise
Sent: January 9, 2026 1:38 PM
To: Doug Spooner
Subject: Encampment by-law

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Hi Doug,
I saw in the news that the by-law passed, and the Safe Tent bylaw was defeated. I believe we are one step closer (?).
I will get back to you with confirmed date before EOD by when Mx would need that property.

Thx
Klaus

Klaus Zeise

Senior Manager, Station Sponsor
Integrated Delivery Devision
Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

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From: [Doug Spooner](#)
To: ['Klaus Zeise'](#); [Kanivanan Chinniah](#); [Nadine Navarro](#);
Cc: [Mathieu Goetzke](#); [Christa De Wys](#);
Subject: RE:
Sent: 2026-01-12 8:55:57 AM

Thanks Klaus,
 Appreciate the update. Excited to continue working together on the hub!
 Doug

From: Klaus Zeise
Sent: January 12, 2026 8:49 AM
To: Doug Spooner ; Kanivanan Chinniah ; Nadine Navarro
Cc: Mathieu Goetzke ; Christa De Wys
Subject: RE:

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Good morning Doug,
 Sorry for the slight delay in getting you the requested date and based on our current project schedule Metrolinx would require taking temporary possession of the 100 Victoria St. property on **Monday October 26, 2026**, and would remain on site for approx. 2 years.
 Note that this date might be subject to further change in case of any unforeseen issues or challenges with the pending Mx approvals and the tender process.
 Please let me know if you require any additional information.

Thanks,
 Klaus

Klaus Zeise

Senior Manager, Station Sponsor
 Integrated Delivery Division
 Metrolinx
 97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Doug Spooner <DSpooner@regionofwaterloo.ca>
Sent: Monday, January 5, 2026 10:57 AM
To: Kanivanan Chinniah <Kanivanan.Chinniah@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>
Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>; Christa De Wys <CDeWys@regionofwaterloo.ca>
Subject:

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Hey Team,
 Quick one this morning.

As you know, related to the 100 Vic site (which we need for layby to build our the KCTH project – off-corridor works to start).

You will recall a previous letter (from then CEO PV) that we had arrived at an April 1st, 2026 occupancy date I believe we have likely adjusted that date as we have gotten into further design and tendering prep. I'm wondering if Mx could provide an updated date for occupancy? (Again, the Region will assume the site prior, remediate and secure the site).
 I've got Mathieu CC'd if you would like to escalate internally, we are ready to provide more info as needed.

Let us know, and thanks as always,
 Doug

Doug Spooner
 Acting Commissioner, Transportation Services
 Transportation Services
 Region of Waterloo – Grand River Transit



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From: [Doug Spooner](#)
To: ['Klaus Zeise'; 'Kanivanan Chinniah'; 'Nadine Navarro';](#)
Cc: [Pat Morabito; Mathieu Goetzke;](#)
Subject: UPDATE - KCTH/100 Vic By-Law
Sent: 2026-01-09 1:39:08 PM

Hey Team,
Quick update on the progress on 100 Vic below. We've update the bylaw, and continue to pursue the site for project use.
Thanks!
Doug

Region approves amendments to Code of Use By-law for 100 Victoria Street

January 9, 2026

This morning at a Special Council meeting, Region of Waterloo Council approved amendments to the [Code of Use By-law for 100 Victoria Street North in Kitchener](#).

The revised by-law:

- defers the possession date to April 1, 2026, to recognize the added time needed to resolve the proceedings before the Superior Court of Justice;
- removes the offence provision for the By-law recognizing that it is the Region's objective to obtain vacant possession and not to penalize the marginalised persons on the property; and
- codifies a transition process to provide greater assurance that the Region will work to provide alternative accommodation.

Preparations continue for the court dates in February 2026, which were adjourned from November to facilitate mediation.

The Region's property at 100 Victoria Street North is required to advance the Kitchener Central Transit Hub (KCTH), which has been in the planning stages since 2013. The transit hub will redefine how people connect with, commute to, and experience Waterloo Region.

The Region's goal remains to support people currently living at the 100 Victoria site to find alternate housing options.

Region staff and partners continue to support individuals at the 100 Victoria Street site. This includes working with them on their Individual Housing Plans, connecting them to services and coordinating the cleaning and maintenance of the site.

As of January 8, 2026, one of the original individuals (individuals who were residing at the site as of April 16, 2025)

continues to reside at the site, and 25 have been supported by the Region to alternative accommodations.

Doug Spooner

Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



From: [Doug Spooner](#)
To: ['Klaus Zeise'; Mathieu Goetzke](#);
Cc: [Nadine Navarro](#); [Christa De Wys](#);
Subject: RE: KCTH MOU
Sent: 2025-09-09 3:37:03 PM

Great update Klaus – appreciate you, and your teams, commitment to keeping us moving and well informed.
Doug

From: Klaus Zeise
Sent: September 9, 2025 2:08 PM
To: Mathieu Goetzke ; Doug Spooner
Cc: Nadine Navarro ; Christa De Wys
Subject: RE: KCTH MOU

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Hi Mathieu & Doug,

Just a brief update and confirming that we received our CEO's approval this morning to proceed with the execution of the MOU for the KCTH project and the document is now with our Legal team for final Mx signature. As soon as we have the fully executed agreement we will forward it to you.

Thanks, and please let me know if you have any questions.

Klaus

Klaus Zeise

Senior Manager, Station Sponsor
GO Stations & Network Initiatives
Metrolinx

97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>
Sent: August 29, 2025 9:19 AM
To: Nadine Navarro <Nadine.Navarro@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>
Cc: Doug Spooner <DSpooner@regionofwaterloo.ca>
Subject: RE: KCTH MOU

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Thanks a lot Nadine,

If we get it in the next two weeks

Mathieu

From: Nadine Navarro <Nadine.Navarro@metrolinx.com>
Sent: August 29, 2025 8:29 AM
To: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>; Klaus Zeise <Klaus.Zeise@metrolinx.com>
Cc: Doug Spooner <DSpooner@regionofwaterloo.ca>
Subject: RE: KCTH MOU

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Hi Mathieu/ Doug – we have now answered all the CEO's questions and are ready to sign the MOU; we're working with his office on execution – certainly within the next two weeks, aiming for next week. We will update you with definitive timing or ideally the signed MOU.

Thanks,
Nadine

From: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>
Sent: Thursday, August 28, 2025 4:25 PM
To: Klaus Zeise <Klaus.Zeise@metrolinx.com>; Nadine Navarro <Nadine.Navarro@metrolinx.com>
Cc: Doug Spooner <DSpooner@regionofwaterloo.ca>
Subject: Re: KCTH MOU

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Hello Klaus and Nadine

Any news since last week on the timeline of the signature of the MoU?

Thanks,
Mathieu

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Sent: Thursday, August 21, 2025 5:09 PM
To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>
Cc: Nadine Navarro <Nadine.Navarro@metrolinx.com>
Subject: RE: KCTH MOU

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 DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Hi Doug and Mathieu,
 Just a brief update on Nadine's behalf.
 The briefing with our CEO went well and was productive, and Michael requested a few more details about the project and 100 Vic property that we are in the process of providing. No showstoppers were identified, and we are confirming with the CEO's Office the timing when we can expect to have the Approval Memo signed by him (this document has been drafted). Once that Memo has been signed by Michael the MOU will be ready for Mx signature.
 We will keep you in the know once we have a confirmed timeline.
 Please let me know if you have any questions.

Thanks,

Klaus

Klaus Zeise

Senior Manager, Station Sponsor
 GO Stations & Network Initiatives
 Metrolinx
 97 Front Street W. | Toronto | Ontario | M5J 1E6

From: Nadine Navarro <Nadine.Navarro@metrolinx.com>
Sent: August 20, 2025 12:24 PM
To: Klaus Zeise <Klaus.Zeise@metrolinx.com>; Doug Spooner <DSpooner@regionofwaterloo.ca>
Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>
Subject: RE: KCTH MOU

Hi all – hope everyone is doing well.

I'll provide an update following tomorrow's meeting with the CEO. Thanks,
 Nadine

From: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Sent: Wednesday, August 20, 2025 9:17 AM
To: Doug Spooner <DSpooner@regionofwaterloo.ca>; Nadine Navarro <Nadine.Navarro@metrolinx.com>
Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>
Subject: RE: KCTH MOU

Hi Doug,

Thanks for letting us know.

Nadine's briefing with our CEO is scheduled for tomorrow Thursday and Christa had also mentioned in the Design Coordination meeting on Tuesday that and Nadine is aware.

I will let Nadine provide any further details or comments having this MOU executed is planned to be part of tomorrow's briefing.

Thanks,

Klaus

From: Doug Spooner <DSpooner@regionofwaterloo.ca>
Sent: August 20, 2025 9:09 AM
To: Nadine Navarro <Nadine.Navarro@metrolinx.com>; Klaus Zeise <Klaus.Zeise@metrolinx.com>
Cc: Mathieu Goetzke <MGoetzke@regionofwaterloo.ca>
Subject: KCTH MOU

EXTERNAL SENDER: Do not click any links or open any attachments unless you trust the sender and know the content is safe.
 EXPÉDITEUR EXTERNE: Ne cliquez sur aucun lien et n'ouvrez aucune pièce jointe à moins qu'ils ne proviennent d'un expéditeur fiable, ou que vous ayez l'assurance que le contenu provient d'une source sûre.

Hey Team,

Hope all is well.

briefings?

Can the region help with

I'm out of the office today, but back tomorrow if you have time for a quick call.

Thanks!

Doug

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This e-mail is intended only for the person or entity to which it is addressed. If you received this in error, please contact the sender and delete all copies of the e-mail together with any attachments.

From: [Doug Spooner](#)
To: ['Klaus Zeise'](#)
Subject: RE: Quick One - KCTH MOU Signing?
Sent: 2025-08-06 11:17:54 AM

No questions, thanks as always

From: Klaus Zeise
Sent: July 31, 2025 4:52 PM
To: Doug Spooner
Subject: RE: Quick One - KCTH MOU Signing?

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?
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Hi Doug,

I had updated Christa a couple of weeks ago and we are targeting the CEO signing session on August 19th to have him approve the agreement and then have it executed. Unfortunately, this has taken longer than anticipated due to the budget pressure this project is facing on our end, and it needed an additional Senior Exec endorsement before we were able to proceed, and which took several weeks to prepare and obtain. That endorsement is now in place and the CEO Memo is with our CCO's office for final revise and submission.

I will emphasize with all stakeholders and reviewers the urgency in getting this done asap.

I hope this helps and please let me know if you have any further questions.

Thx.

Klaus

From: Doug Spooner <DSpooner@regionofwaterloo.ca>
Sent: July 31, 2025 4:46 PM
To: Klaus Zeise <Klaus.Zeise@metrolinx.com>
Subject: Quick One - KCTH MOU Signing?

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--

Klaus,

Any timeline on the signing?

Let me know!

Doug

PS. Great to run into you last week, time for a check in?

Doug Spooner

Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



Region of Waterloo



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From: [Doug Spooner](#)
To: ['Klaus Zeise'](#)
Subject: Quick One - KCTH MOU Signing?
Sent: 2025-07-31 4:45:39 PM

Klaus,
Any timeline on the signing?

Let me know!

Doug

PS. Great to run into you last week, time for a check in?

Doug Spooner

Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



From: [Doug Spooner](#)
To: [Klaus Zeise](#)
Cc: [Christa De Wys](#); [Tanya Murray](#);
Subject: Meet Soon?
Sent: 2025-03-07 4:53:47 PM

Hey Klaus,

Hope all is well.

Christa and I were chatting this week and figured we are probably ready for a check-in.

A few items to cover off;

- The Bridge
- Bike Parking and Operations
- PPUDO Location
- Accessible Parking Location
- Overall Scope Discussion (high level)

I'm off next week, but if you're open to it we could get it set up for the weeks following (Tanya – CC'd – can support).

Let us know, and thanks!

Doug

Doug Spooner

Acting Commissioner, Transportation Services
Transportation Services
Region of Waterloo – Grand River Transit



**ONTARIO
SUPERIOR COURT OF JUSTICE**

B E T W E E N:

THE REGIONAL MUNICIPALITY OF WATERLOO

Applicant

and

PERSONS UNKNOWN AND TO BE ASCERTAINED

Respondents

**Undertakings, Under Advisements and Refusals
from the Cross- Examination of Doug Spooner on
his Affidavit dated June 6, 2025 held on March 6, 2026**

Undertakings given by Doug Spooner:

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
U1	8/4	Undertaking	To advise if there are Minutes from project meetings between the Region and Metrolinx relating to the KCTH since December 1, 2024	Meeting minutes exist for these project meetings.
U2	11/13	Undertaking	To provide the emails identified at Q29 and Q32 with the project sponsor regarding the tender process and possession date of 100 Victoria.	Please see the emails attached to this undertakings chart as Appendix “A”. The redactions made are to remove privileged information.
U3	40/2	Undertaking	To advise whether the grade separation agreement	The Region has signed the agreement, and it has been sent by

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
			being referenced in Staff Report EES-FFM-25-02 has been signed or what the status is of the agreement.	the Region to Metrolinx for Metrolinx's signature.

Under Advisements given by Doug Spooner:

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
UA1	8/15	Under Advisement	If there are Minutes from project meetings between the Region and Metrolinx relating to the KCTH since December 1, 2024, to produce those minutes.	Meeting minutes exist for these project meetings. The Region is waiting for confirmation from Metrolinx as to whether these meeting minutes can be produced. <u>Updated March 31, 2026: Please see the documents attached as Appendix "E", which are the reports that exist from December 2024 to the present. These meeting minutes contain significant technical, design and commercially sensitive information. As such, redactions have been made remove commercially sensitive information that cannot be made public.</u>
UA2	9/17	Under Advisement	To provide copies of emails between Doug Spooner and the project sponsor at Metrolinx that discuss timing of the KCTH project from December 1, 2024 to present.	Please see the emails attached to this undertakings chart as Appendix "B". The redactions made are to remove privileged or commercially sensitive information.
UA3	16/2	Under Advisement	To provide copies of the quarterly status reports that are referenced in the Transfer Payment Agreement (at page 105 of the Spooner Affidavit, in the exhibits) from	The Region is waiting for confirmation from the Ministry of Transportation as to whether these quarterly status reports can be produced.

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
			December 2024 to present.	<u>Updated March 31, 2026: Please see the documents attached as Appendix “C”, which are the reports that exist from December 2024 to the present. The redactions made are to remove commercially sensitive and/or privileged information that cannot be made public.</u>
UA4	16/18	Under Advisement	To provide copies of the annual progress report that are referenced at C2-2 in the Transfer Payment Agreement (at page 105 of the Spooner Affidavit, in the exhibits).	The Region is waiting for confirmation from the Ministry of Transportation as to whether these annual progress reports can be produced. The Region notes that this request was not circumscribed by dates. If it receives approval from the MTO to do so, the Region will produce documents that exist from December 2024 to the present. <u>Updated March 31, 2026: Please see the document attached as Appendix “D”, which is the report that exists from December 2024 to the present. The redactions made are to remove commercially sensitive and/or privileged information that cannot be made public.</u>
UA5	24/1	Under Advisement	To provide the percentage of the design that has been provided to the Region by Metrolinx, and confirm what percentage the design is at.	The Region understands that Metrolinx issued their tender on Wednesday, March 25, 2026, and this timing is in compliance with Metrolinx’s overall timelines. This represents 100% design (the step is called “Issued for Tender”). <u>Updated March 31, 2026 in response to a follow up question from Respondents’ counsel: The Region has made inquiries with Metrolinx, who advised that the tender was posted on the Merx platform on March 25, 2026. However, the tender is an invitation-</u>

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer
				<u>only tender. As such, only proponents who were previously invited to bid on the tender and pre-qualified in respect of it have access to the posting. The Region is not in possession of the tender documents.</u>
UA6	31/12	Under Advisement	To advise whether the approval from the Indigenous consultation has been received for the project.	This question is vague. The Respondents have not specified the level or category of “Indigenous consultation” that they are inquiring about, nor the basis for alleging what “approval” is required. Nevertheless, the Region can advise that the federal requirements of the Investing in Canada Infrastructure Program in this regard have been fully met. The requirements of the provincial Transfer Payment Agreement in this regard are in progress.
UA7	34/1	Under Advisement	To make inquiries about whether Metrolinx requires the City of Kitchener site plan approval and what the status of the approval is.	To the best of the Region’s knowledge, this is not required by Metrolinx.
UA8	40/8	Under Advisement	To advise what lease agreements are being contemplated in Staff Report EES-FFM-25-02 and what the status is of those lease agreements are.	Lease agreements for various parcels around the site to enable the Works are in process. The Region does not anticipate any of the lease agreements constituting an impediment to the Project.
UA9	49/21	Under Advisement	To make inquiries at Metrolinx to find out how long they anticipate the tendering process to take for this project.	Metrolinx has advised that the tender will be at market for approximately 8 weeks.
UA10	51/5	Under Advisement	To provide an estimate of when the Ministry of Environment approvals are expected to be in place.	This question is vague. To the best of the Region’s knowledge, there is only one permit required, and no timelines have been provided by the Ministry of the Environment. The Region does not anticipate any of the requisite approvals constituting an impediment to the Project.

No.	Pg No./ Ln No.	Type	Question/Undertaking	Answer

THE REGIONAL MUNICIPALITY OF WATERLOO
Applicant

-and-

Court File No. CV-25-00000750-0000
PERSONS UNKNOWN AND TO BE ASCERTAINED
Respondents

**ONTARIO
SUPERIOR COURT OF JUSTICE**

PROCEEDING COMMENCED AT
WATERLOO REGION

**UNDERTAKINGS, UNDER ADVISEMENTS AND
REFUSALS FROM THE CROSS- EXAMINATION OF DOUG
SPOONER ON HIS AFFIDAVIT DATED JUNE 6, 2025
HELD ON MARCH 6, 2026**

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Toronto ON M5V 3H1
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Lawyers for the Applicant, The Regional Municipality of
Waterloo

Appendix C

Kitchener Central Transit Hub (KCTH) – Phase 1 Project**Quarterly Project Status Report**

[Q4 January 2025 to March 2025]

1. Executive Summary**a. Project Overview**

The Kitchener Central Transit Hub (KCTH) site is planned to be a landmark development and train station connecting the Region to the Toronto-Waterloo Region Innovation Corridor. It will be a focal point for higher order transit service in Waterloo Region, connecting passengers seamlessly through the co-location of ION LRT, GO Transit (rail and bus service), VIA rail service, intercity bus and GRT. The Transit Hub is also expected to generate ION ridership as an anchor development along the Central Transit Corridor (CTC) with transit station functions integrated with a privately developed mixed-use destination.

b. Project Scope (per TPA Amending Agreement #1)

For the purposes of the Agreement, the Phase 1 Project includes the following:

- 1) The extension of the storm sewer from the rail corridor to Victoria St N.;
- 2) Modifications to the Rumpel Felt building to mitigate restrictions on bus movement;
- 3) Replacement/realignment of access road behind Rumpel Felt building as an extension of bus loops; and
- 4) The construction of:
 - a) an IT Equipment Room required for appropriate coverage of communications tools and surveillance cameras throughout the site,
 - b) bus loop with bays to service Metrolinx, GRT and busses,
 - c) passenger Pick-up and Drop-off (PUDO) facilities,
 - d) on-site and off-site parking spaces,
 - e) accessible pedestrian connections,
 - f) a multi-use trail bridge over King Street; and
- 5) Fit-up of bus shelters and bike storage.

2. Construction Update/Progress Update

Note: this section should include only work completed during the reporting period for Phase 1 of the KCTH Project.

a. Status of project implementation

Project is in the design phase. Phase 1 elements are designed to the 95% level with some reduction in scope for site elements that overlap with Phase 2 (i.e. bus loop, PPUDO, site services). No construction has taken place to date.

b. Construction photos

Project is in the design phase. No construction has taken place to date.

c. Procurement Update

Prequalification of the Construction Manager has been completed and final applicants include

d. Property acquisition

Not applicable

e. Environmental considerations

Continued management of the site, 50 Victoria St. North is maintained according to the Certificate of Property Use registered with the Ministry of Environment.

3. Risk Management and Mitigation

a. Areas of concern

Current KCTH Project Risks		
Risk	Risk Level (High/Medium/Low)	Mitigation Strategy
Encampment located at 100 Victoria St. North	Medium	Region is seeking a solution with their legal counsel to clear this site.
Managing timelines between Metrolinx and Region contractors	Medium	Region is utilizing the expertise of a construction manager to find ways of completing work in the most efficient manner. Coordination efforts with Metrolinx will be ongoing to mitigate conflicts.
Inflation and tariff impacts on material costs.	Medium	

Constructability between the interface shared by Metrolinx and the Region infrastructure	Low	
Stormwater management design coordination with Metrolinx	Low	
Phase 2 design and construction incorporated into the final deliverable may impact Substantial Completion	Low	

4. Schedule Management

a. Project Status

Forecasted Construction Start Date:	July 2025	Forecasted Construction End Date:	March 2030
Actual Construction Start Date:	TBD	Actual Construction End Date:	TBD
Estimated Percentage Project Completion:	15%		

b. Forecasted schedule for Phase 1

Month/Year	Works Scheduled and Milestones Anticipated	Responsible Party (ROW or Metrolinx)
April 2025	Region procures a new design team to deliver Phase 1 and Phase 2 work in one construction package	ROW
May 2025	Region procures Construction Manager for Phase 1 and 2 works	ROW
July 2025	Region demolishes Rumpel Felt non-heritage components. Metrolinx tenders construction package	ROW Metrolinx

August to September 2025	Site Plan Approval application	ROW
October 2025	Region Early Works (Utility modifications)	ROW
November 2025	Metrolinx commences early works construction (third party utilities). Metrolinx awards construction contract.	Metrolinx
February 2026	Metrolinx commences construction.	Metrolinx
March 2026	Building Permit application	ROW
November 2026	Region construction commences	ROW
July 2029	Substantial Completion (to be agreed upon with Metrolinx)	ROW/Metrolinx
March 2030	Final Completion	ROW/Metrolinx

5. Communications

a. Overview

The KCTH Community Relations team is made up of Regional staff and a Metrolinx Communications team. This team is responsible for developing and implementing the communications strategy.

b. Summary of communication

The KCTH Community Relations team met with the Breithaupt neighbourhood group to hear their primary concerns and provide contacts when future question arise.

On December 3rd, 2024, the project team issued an update report to council. The council presentation and report are available on the Region's website.

During the reporting period the project team did not meet with the media. Once Federal Communication of the approved funding agreement for Phase 2 is announced, the Region will look to coordinate additional communications on collaboration with Metrolinx on the project deliverables.

c. Upcoming TPA Deliverables

The Region is continuing to listen to public inquiries on the project via the Engage Page and public forums. Acknowledging that there has been minimal engagement recently with the

Aboriginal Community, the Region did communicate with the appropriate communities in 2013 once the EA was completed. Metrolinx has also since provided further details of the project in 2021. The Region would be pleased to provide awareness of the status of the project to these groups once the Federal funding communication has been fulfilled.

The Region of Waterloo's project manager will be presenting to the Active Transportation Advisory Committee (ATAC) May 20, 2025. The Region of Waterloo hopes to reiterate the focus of the hub and encourage continued excitement amongst public entities on the delivery of KCTH.

6. Financial Administration

b. Financial Forecast

Table 1: Project Cost Forecast

Table 2: Claims Forecast

c. Total Project Cost



Kitchener Central Transit Hub (KCTH) – Phase 1 Project**Quarterly Project Status Report**

[Q1 April 2025 to June 2025]

1. Executive Summary**a. Project Overview**

The Kitchener Central Transit Hub (KCTH) site is planned to be a landmark development and train station connecting the Region to the Toronto-Waterloo Region Innovation Corridor. It will be a focal point for higher order transit service in Waterloo Region, connecting passengers seamlessly through the co-location of ION LRT, GO Transit (rail and bus service), VIA rail service, intercity bus and GRT. The Transit Hub is also expected to generate ION ridership as an anchor development along the Central Transit Corridor (CTC) with transit station functions integrated with a privately developed mixed-use destination.

b. Project Scope (per TPA Amending Agreement #1)

For the purposes of the Agreement, the Phase 1 Project includes the following:

- 1) The extension of the storm sewer from the rail corridor to Victoria St N.;
- 2) Modifications to the Rumpel Felt building to mitigate restrictions on bus movement;
- 3) Replacement/realignment of access road behind Rumpel Felt building as an extension of bus loops; and
- 4) The construction of:
 - a) an IT Equipment Room required for appropriate coverage of communications tools and surveillance cameras throughout the site,
 - b) bus loop with bays to service Metrolinx, GRT and busses,
 - c) passenger Pick-up and Drop-off (PUDO) facilities,
 - d) on-site and off-site parking spaces,
 - e) accessible pedestrian connections,
 - f) a multi-use trail bridge over King Street; and
- 5) Fit-up of bus shelters and bike storage.

2. Construction Update/Progress Update

Note: this section should include only work completed during the reporting period for Phase 1 of the KCTH Project.

a. Status of project implementation

Project is in the design phase. Phase 1 elements are designed to the 95% level with some reduction in scope for site elements that overlap with Phase 2 (i.e. bus loop, PPUDO, site

Document Number: 5070019

services). No construction has taken place to date. The Rumpel Felt demolition contractor will be procured by end of October at which time we will look for initiation of this project immediately.

b. Construction photos

Project is in the design phase. No construction has taken place to date.

c. Procurement Update

Prequalification of the Construction Manager has been completed and final applicants include

The Construction Manager for

Preconstruction Services is underway and intended to be awarded by October 7th, 2025.

d. Property acquisition

Not applicable

e. Environmental considerations

Continued management of the site, 50 Victoria St. North is maintained according to the Certificate of Property Use registered with the Ministry of Environment.

3. Risk Management and Mitigation

a. Areas of concern

Current KCTH Project Risks		
Risk	Risk Level (High/Medium/Low)	Mitigation Strategy
Encampment located at 100 Victoria St. North	Medium	Region is seeking a solution with their legal counsel to clear this site.
Managing timelines between Metrolinx and Region contractors	Medium	Region is utilizing the expertise of a construction manager to find ways of completing work in the most efficient manner. Coordination efforts with Metrolinx will be ongoing to mitigate conflicts.
Inflation and tariff impacts on material costs.	Medium	

Constructability between the interface shared by Metrolinx and the Region infrastructure	Low	
Stormwater management design coordination with Metrolinx	Low	
Phase 2 design and construction incorporated into the final deliverable may impact Substantial Completion	Low	

4. Schedule Management

a. Project Status

Forecasted Construction Start Date:	October 2025	Forecasted Construction End Date:	August 2030
Actual Construction Start Date:	TBD	Actual Construction End Date:	TBD
Estimated Percentage Project Completion:		15%	

b. Forecasted schedule for Phase 1

Month/Year	Works Scheduled and Milestones Anticipated	Responsible Party (ROW or Metrolinx)
September 2025	30% Schematic Design	ROW
October 2025	Region procures Construction Manager for Phase 1 and 2 works	ROW

October 2025	Region demolishes Rumpel Felt non-heritage components.	ROW
September to December 2025	Site Plan Approval application	ROW
January 2026	Region Early Works (Utility modifications)	ROW
November 2025	Metrolinx commences early works construction (third party utilities).	Metrolinx
June 2026	Metrolinx commences construction.	Metrolinx
April 2026	Building Permit application	ROW
February 2028	Region construction commences	ROW
August 2030	Substantial Completion (to be agreed upon with Metrolinx)	ROW/Metrolinx
November 2030	Final Completion	ROW/Metrolinx

5. Communications

a. Overview

The KCTH Community Relations team is made up of Regional staff and a Metrolinx Communications team. This team is responsible for developing and implementing the communications strategy.

b. Summary of communication

As part of the Rumpel Demolition Partial Demolition, the Region provided a brief update to City of Kitchener Heritage Committee May 6, 2025. This presentation followed with unanimous approval for the demolition project to proceed in support of the redevelopment of this area.

The Region has engaged the Mississaugas of the Credit First Nation consultation manager and assistant to provide feedback on the development plans for KCTH. In August, the Mississaugas of the Credit First Nation received communication from the Region's Project Lead notifying them of the Region's intent to progress the KCTH project. The Region will remain open to concerns and comments from the indigenous community.

The Region provided an update to the Active Transportation Advisory Committee members on May 20th ,2025. Committee members were given an opportunity to provide feedback on Document Number: 5070019

cycling infrastructure of which they noted their request for secure bike storage. The Region's design team has incorporated this element into the project and will continue to provide feedback to the Committee at appropriate intervals.

The Region presented to the Public Art Advisory Committee July 21, 2025, providing them with an update on the facility and pedestrian plaza with hopes of identifying the preferred location for public art. The Region's Public Art and Cultural Specialists will be advancing a call for artists in 2026 with the feedback from the committee members.

During the reporting period the project team did not meet with the media. Once Federal Communication of the approved funding agreement for Phase 2 is announced, the Region will look to coordinate additional communications on collaboration with Metrolinx on the project deliverables.

c. Upcoming TPA Deliverables

The Region is continuing to listen to public inquiries on the project via the Engage Page and public forums. Acknowledging that there has been minimal engagement recently with the Aboriginal Community, the Region did communicate with the appropriate communities in 2013 once the EA was completed. Metrolinx has also since provided further details of the project in 2021. The Region has engaged the Mississaugas of the Credit First Nation consultation manager and assistant to provide feedback on the development plans for KCTH. In August 2025, the Mississaugas of the Credit First Nation received communication from the Region's Project Lead notifying them of the Region's intent to progress the KCTH project. The Region will remain open to concerns and comments from the indigenous community.

On October 7th, 2025, the project team is anticipating providing an update report to council.

6. Financial Administration

b. Financial Forecast

Table 1: Project Cost Forecast

Table 2: Claims Forecast

c. Total Project Cost



Kitchener Central Transit Hub (KCTH) – Phase 1 Project

Quarterly Project Status Report

[Q2 July 2025 to September 2025]

1. Executive Summary

a. Project Overview

The Kitchener Central Transit Hub (KCTH) site is planned to be a landmark development and train station connecting the Region to the Toronto-Waterloo Region Innovation Corridor. It will be a focal point for higher order transit service in Waterloo Region, connecting passengers seamlessly through the co-location of ION LRT, GO Transit (rail and bus service), VIA rail service, intercity bus and GRT. The Transit Hub is also expected to generate ION ridership as an anchor development along the Central Transit Corridor (CTC) with transit station functions integrated with a privately developed mixed-use destination.

b. Project Scope (per TPA Amending Agreement #1)

For the purposes of the Agreement, the Phase 1 Project includes the following:

- 1) The extension of the storm sewer from the rail corridor to Victoria St N.;
- 2) Modifications to the Rumpel Felt building to mitigate restrictions on bus movement;
- 3) Replacement/realignment of access road behind Rumpel Felt building as an extension of bus loops; and
- 4) The construction of:
 - a) an IT Equipment Room required for appropriate coverage of communications tools and surveillance cameras throughout the site,
 - b) bus loop with bays to service Metrolinx, GRT and busses,
 - c) passenger Pick-up and Drop-off (PUDO) facilities,
 - d) on-site and off-site parking spaces,
 - e) accessible pedestrian connections,
 - f) a multi-use trail bridge over King Street; and
- 5) Fit-up of bus shelters and bike storage.

2. Construction Update/Progress Update

Note: this section should include only work completed during the reporting period for Phase 1 of the KCTH Project.

a. Status of project implementation

Project is in the design phase. Phase 1 elements are designed to the 95% level with some reduction in scope for site elements that overlap with Phase 2 (i.e. bus loop, PPUDO, site

Document Number: 5119744

services). No construction has taken place to date. The Rumpel Felt demolition contractor will be procured by end of December 2025 at which time we will look for kickoff of this project immediately.

b. Construction photos

Project is in the design phase. No construction has taken place to date.

c. Procurement Update

Region is undergoing appropriate approvals to award the Preconstruction Services contract to

Region has procured to provide a Class C cost estimate for the full project deliverables (Phase 1 and 2 elements).

d. Property acquisition

Not applicable

e. Environmental considerations

Management of the site, 50 Victoria St. North, is maintained according to the Certificate of Property Use registered with the Ministry of Environment.

Demolition of the Rumpel Felt chimney requires a SARA permit from MECP due to the recent sightings of chimney swifts in the structure. The Region has requested the permit and intends to demolish the chimney this winter while the birds have migrated out of the Region.

3. Risk Management and Mitigation

a. Areas of concern

Current KCTH Project Risks		
Risk	Risk Level (High/Medium/Low)	Mitigation Strategy
Encampment located at 100 Victoria St. North	Medium	Region is seeking a solution with their legal counsel to clear this site.
Managing timelines between Metrolinx and Region contractors	Medium	Region is utilizing the expertise of a construction manager to find ways of completing work in the most efficient manner. Coordination efforts with Metrolinx will be ongoing to mitigate conflicts.

Inflation and tariff impacts on material costs.	Medium	
Constructability between the interface shared by Metrolinx and the Region infrastructure	Low	
Stormwater management design coordination with City of Kitchener	Low	
SARA permit requirements	Low	
Phase 2 design and construction incorporated into the final deliverable may impact Substantial Completion	Low	

4. Schedule Management

a. Project Status

Forecasted Construction Start Date:	February 2025	Forecasted Construction End Date:	August 2030
Actual Construction Start Date:	TBD	Actual Construction End Date:	TBD
Estimated Percentage Project Completion:	15%		

b. Forecasted schedule for Phase 1

Month/Year	Works Scheduled and Milestones Anticipated	Responsible Party (ROW or Metrolinx)
September 2025	30% Schematic Design	ROW
November 2025	Region procures Construction Manager for Phase 1 and 2 works	ROW
	Metrolinx commences early works construction (third party utilities).	Metrolinx
December – March 2025	Region Site Plan Approval application	ROW
February 2026	Region demolishes Rumpel Felt non-heritage components.	ROW
March – September 2026	Region Building Permit application	ROW
April 2026	Building Permit application	ROW
May 2026	Region Early Works (ENOVA modifications)	ROW
June 2026	Metrolinx awards contract.	Metrolinx
February 2028	Region construction commences	ROW
August 2030	Substantial Completion (to be agreed upon with Metrolinx)	ROW/Metrolinx
November 2030	Final Completion	ROW/Metrolinx

5. Communications

a. Overview

The KCTH Community Relations team is made up of Regional staff and a Metrolinx Communications team. This team is responsible for developing and implementing the communications strategy.

b. Summary of communication

As part of the Public Art component of the development, the Region provided a brief update to the Public Art Advisory Committee July 21, 2025.

The Region has engaged the Mississaugas of the Credit First Nation consultation manager and assistant to provide feedback on the development plans for KCTH. In August, the Mississaugas of the Credit First Nation received communication from the Region's Project Lead notifying

them of the Region's intent to progress the KCTH project. The Region followed up on the inquiry in October and received feedback that MCFN DOCA would like to receive the Archaeological and Environment Reports related to the project. The Region subsequently provided this information to the consultation coordinator and will wait for any further inquiries. The Region will also present an overview of the project to Six Nations of the Grand River Consultation meeting in November 2025. The Region continues to remain open to concerns and comments from the indigenous community.

The Region provided an update report to council on October 7th, 2025.

During the reporting period the project team did not meet with the media. Once Federal Communication of the approved funding agreement for Phase 2 is announced, the Region will look to coordinate additional communications collaborating with Metrolinx on the project deliverables.

c. Upcoming TPA Deliverables

The Region is continuing to listen to public inquiries on the project via the Engage Page and public forums. Once Federal Communication of the approved funding agreement for Phase 2 is announced, the Region will look to coordinate additional communications collaborating with Metrolinx on the project deliverables.

The Communication Plan for 2025 which encompasses both Phase 1 and 2 scope has been submitted to MTO.

6. Financial Administration

b. Financial Forecast

Table 1: Project Cost Forecast

Table 2: Claims Forecast

c. Total Project Cost

Kitchener Central Transit Hub (KCTH) – Phase 1 Project**Quarterly Project Status Report**

[Q3 October 2025 to December 2025]

1. Executive Summary**a. Project Overview**

The Kitchener Central Transit Hub (KCTH) site is planned to be a landmark development and train station connecting the Region to the Toronto-Waterloo Region Innovation Corridor. It will be a focal point for higher order transit service in Waterloo Region, connecting passengers seamlessly through the co-location of ION LRT, GO Transit (rail and bus service), VIA rail service, intercity bus and GRT. The Transit Hub is also expected to generate ION ridership as an anchor development along the Central Transit Corridor (CTC) with transit station functions integrated with a privately developed mixed-use destination.

b. Project Scope (per TPA Amending Agreement #1)

For the purposes of the Agreement, the Phase 1 Project includes the following:

- 1) The extension of the storm sewer from the rail corridor to Victoria St N.;
- 2) Modifications to the Rumpel Felt building to mitigate restrictions on bus movement;
- 3) Replacement/realignment of access road behind Rumpel Felt building as an extension of bus loops; and
- 4) The construction of:
 - a) an IT Equipment Room required for appropriate coverage of communications tools and surveillance cameras throughout the site,
 - b) bus loop with bays to service Metrolinx, GRT and busses,
 - c) passenger Pick-up and Drop-off (PUDO) facilities,
 - d) on-site and off-site parking spaces,
 - e) accessible pedestrian connections,
 - f) a multi-use trail bridge over King Street; and
- 5) Fit-up of bus shelters and bike storage.

2. Construction Update/Progress Update

Note: this section should include only work completed during the reporting period for Phase 1 of the KCTH Project.

a. Status of project implementation

Project is in the design phase. Phase 1 elements are designed to the 95% level with some reduction in scope for site elements that overlap with Phase 2 (i.e. bus loop, PPUDO, site

Document Number: 5242241

services). No construction has taken place to date. The Rumpel Felt demolition has been postponed until a new chimney can be constructed. Work is underway to determine an appropriate location for the chimney.

b. Construction photos

Project is in the design phase. No construction has taken place to date.

c. Procurement Update

onboarded to fulfill the Preconstruction Services for KCTH.

d. Property acquisition

Not applicable

e. Environmental considerations

Management of the site, 50 Victoria St. North, is maintained according to the Certificate of Property Use registered with the Ministry of Environment.

Demolition of the Rumpel Felt chimney requires a SARA permit from MECP due to the recent sightings of chimney swifts in the structure. The Region must construct a replica chimney prior to a permit being issued by MECP.

3. Risk Management and Mitigation

a. Areas of concern

Current KCTH Project Risks		
Risk	Risk Level (High/Medium/Low)	Mitigation Strategy
Encampment located at 100 Victoria St. North	Medium	Region is seeking a solution with their legal counsel to clear this site.
Managing timelines between Metrolinx and Region contractors	Medium	Region is utilizing the expertise of a construction manager to find ways of completing work in the most efficient manner. Coordination efforts with Metrolinx will be ongoing to mitigate conflicts.
Inflation and tariff impacts on material costs.	Low	

Constructability between the interface shared by Metrolinx and the Region infrastructure	Low	
Stormwater management design coordination with City of Kitchener	Low	
SARA permit requirements	Low	
Phase 2 design and construction incorporated into the final deliverable may impact Substantial Completion	Low	

4. Schedule Management

a. Project Status

Forecasted Construction Start Date:	November 2026	Forecasted Construction End Date:	August 2030
Actual Construction Start Date:	TBD	Actual Construction End Date:	TBD
Estimated Percentage Project Completion:	15%		

b. Forecasted schedule for Phase 1

Month/Year	Works Scheduled and Milestones Anticipated	Responsible Party (ROW or Metrolinx)
October 2025	Metrolinx commences early works construction (third party utilities).	Metrolinx
February 2026	Metrolinx tender in Market	Metrolinx

April 2026	Region Site Plan Approval application and Design reach 60% completion	ROW
September 2026	Region Building Permit application	ROW
May 2026	Region Early Works (ENOVA modifications)	ROW
October 2026	Metrolinx awards contract.	Metrolinx
February 2028	Region construction commences	ROW
August 2030	Substantial Completion (to be agreed upon with Metrolinx)	ROW/Metrolinx
December 2030	Final Completion	ROW/Metrolinx

5. Communications

a. Overview

The KCTH Community Relations team is made up of Regional staff and a Metrolinx Communications team. This team is responsible for developing and implementing the communications strategy.

b. Summary of communication

The Region also presented an overview of the project to Six Nations of the Grand River Consultation meeting in November 2025. The Region continues to remain open to concerns and comments from the indigenous community.

The Region provided an update report to council on October 7th, 2025.

During the reporting period the funding partners including the Federal Transportation Minister, MP Tim Louis and MPP Mike Harris made public in an announcement December 17th, 2025 that the project will receive federal and provincial funding to support the development. The Region will now look to coordinate additional communications collaborating with Metrolinx on the project deliverables.

c. Upcoming TPA Deliverables

The Region is continuing to listen to public inquiries on the project via the Engage Page and public forums.

An updated Communication Plan for 2026 will be due in March which encompasses both Phase 1 and 2 scope.

6. Financial Administration

b. Financial Forecast

Table 1: Project Cost Forecast

Table 2: Claims Forecast

c. Total Project Cost

Appendix D



King Victoria Transit Hub

2024-2025 Annual Report

June 30, 2025

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1. Executive Summary

Since the Provincial funding announcement in June 2016, there has been significant progress on the Kitchener Central Transit Hub (KCTH) project. The Region and its Procurement Advisor (Infrastructure Ontario) assembled an advisor team, which included a Planning and Design advisor, Legal advisor, Fairness monitor, financial advisor, Real Estate advisor, and a cost consultant.

On March 27, 2019, Council approved a phased development approach where the Region will build the transit infrastructure immediately through a conventional procurement as the first phase in the overall project development. The transit infrastructure would be designed and constructed to meet current and future needs while ensuring the maximum flexibility for integration with future private development on the property. Future phases would involve partnerships with private developers to complete the overall project vision for a transit oriented mixed-use development. The process will be guided by a master plan that places emphasis on interconnectivity of spaces and design excellence.

From June 2019 to January 2020, the Region and its advisors developed a range of Master Plan & Conceptual Design options. This process resulted in two proposed design options that were released for stakeholder and public consultation from January to February 2020. Out of these consultations a clear preference was given to situating the building along the rail corridor creating an open public space fronting the King and Victoria Intersection. Regional Council endorsed the preferred design to be progressed further into Design Development. The project team completed 30% Design Development and used this package of drawings for another round of input from the Joint Design Review Panel and the public through virtual meetings held in November and December of 2020. Concurrently, the project team undertook a costing exercise to validate the estimates from early 2020. This information was used to inform scope and budget decisions in January and February of 2021.

Using these estimates the project team and steering committee established a scope of work for the transit hub project at a value of _____ and on February 17th, 2021, Council endorsed the recommended project scope and budget. The amount provided for by the previous agreement with the MTO was _____ : _____ for the Region's scope and _____ for Metrolinx scope, and as a result this report required the project team to secure funding for the budget shortfall before proceeding with the next stage of design and construction drawings. The report also gave direction to the project team to approach the MTO and seek an extension of the current TPA deadlines, as the project will no longer meet the schedule as listed in the TPA.

Despite the Region's funding shortfall, Metrolinx committed to moving forward with the work within the rail corridor including planning to move service from the existing VIA station to the KCTH site once construction was completed. It was critical that the Region's site design move forward in parallel with Metrolinx to ensure site circulation and the intersecting scope items are properly planned and coordinated. On June 30, 2021, Council approved the project team to enter into an agreement with the consulting team to complete limited detailed design services for the site works necessary to align with the Metrolinx rail corridor design. Further, the project team also shifted to a phased delivery approach for this project. The immediate phase would see the funding in this existing TPA used to build the site work required to support a functioning Metrolinx station. The project timeline would be closely tied to the schedule of the off-corridor work being completed by Metrolinx. Once funding is secured, Phase 2 would see the transit hub building and adjacent public plaza constructed. Both phases contain the necessary infrastructure to support a fully operational transit station.

Over the course of July 2022 to June 2023 the design team continued work on Phase 1 elements including the Region's off-corridor scope and the scope intersecting with the Metrolinx on-corridor scope of work. In February 2023, the project team submitted an application and supporting business case to the Investing in Canada Infrastructure Program. The business case incorporated the entire Kitchener Central Transit Hub project and supported the request for funding for Phase 2 of the Kitchener Central Transit Hub project.

In early 2023, Metrolinx halted progress on their design in order to complete a value management exercise to reduce their construction costs. Over the course of this, the Region furthered the progress of the phase 1 design to 90% for both the Region's on-corridor scope and the intersecting scope items along the rail corridor. The Region received approval of their application for funding to the Investing in Canada Infrastructure Program for Phase 2 scope in December 2024. Given the Region has funding commitment for the project to deliver all of the scope elements, they have ended the contract with the design team from Phase 1 and captured the entire project scope under a new competitively procured design team. WZMH Architects will be leading the design and construction support for Kitchener Central that will no longer be a phased approach. Phase 1 elements including the pedestrian bridge, pedestrian ramp, bus loop, pickup and drop off and parking will be integrated into the project. Currently the team is in the functional programming stage with anticipation of this being completed by July 30, 2025.

2. Construction update

During the reporting period the project team ended the design teams contract for Phase 1, procuring a new team to integrate Phase 1 scope elements into the full deliverable for the site. The project design is at functional programming stage with elements like the pedestrian bridge being scrutinized by a third party reviewer to ensure the Region is getting fair value for the long term investment.

The Region of Waterloo continues to meet bi-weekly with Metrolinx to focus on the design of the intersecting scope items including design of the retaining wall, platform, stormwater management and underpass connections.

Through Q4 the project team focused on developing the Memorandum of Understanding (MOU), Grade Separation Agreement and Land Lease agreements between the Region of Waterloo and Metrolinx. The MOU is in the process of being executed by Metrolinx while the other agreements are still in draft form.

The Region intends to onboard a Construction Manager for preconstruction services at the end of July 2025. Once a Construction Manager is onboarded, the Region will have a better understanding of construction phasing, timelines and cost.

Representatives from the Region and MTO met as needed to review the project and progress the MOU and ICIP application throughout the reporting period.

3. Environmental

During the Reporting Period, the Region and its environmental consultant continued the semi-annual cap inspections on the site. There are currently no concerns with the site condition.

The Region has progressed conversation with the MECP regarding Vapour Intrusion Mitigation Controls for the area to be utilized in Phase 2 for the construction of the hub facility. MECP has agreed that once the third tunnel is completed, testing in this area will identify if continuous monitoring is necessary.

4. Risk Management and Mitigation

The Region remains strongly committed to the Transit Hub project and the project goals for an integrated mixed-use transit-oriented development.

The project team will obtain project estimates through the design period to capture inflation and other market influences on the project budget. The following estimates are targeted at different phases in the design,

Schematic Design, July 15, 2025 – Class C

Detailed Design 60% - January 30, 2026 – Class B

Detailed Design 90% - May 1, 2026 – Class A

The Region has highlighted that we are facing some financial challenges in delivering the Phase 1 project with the funding support from the province. Several avenues will be investigated further to understand the most appropriate approach to address this issue, however, with the consolidation of the two phases, the Region expects efficiencies that will assist to align the budgets. Should budget continue to be a concern, the Region will look for additional funding sources, re-evaluating project scope and level of allure in the design and possible absorption of scope into future phases while modifying building design. The Region is committed to delivering the transit hub and will work with the Ministry of Transportation to manage this challenge.

Metrolinx and the Region are delivering designs in parallel with the goal of aligning project schedules and construction completion dates for the respective on and off corridor design packages. Schedule delays to either scope package will have an impact on the delivery and timing for the overall project. The Region is utilizing the expertise of a Construction Manager to find ways of completing the work in the most efficient manner. Coordination efforts with Metrolinx and their contractor will be ongoing once construction commences.

100 Victoria Street is an area that is to be developed as part of the Phase 1 project. Due to an encampment on the site, there is concern that removal of occupants may delay construction. The Region has a concentrated effort to relocate these occupants and is committed to ensuring the site can be utilized once construction is ready to commence.

5. Schedule

Since the incorporation of Phase 2 works into the overall project deliverable, the Region has redeveloped the project's timelines that also align with Metrolinx's current schedule.

The table below summarizes the activity to date and the updated schedule:

Timing	Activity	Input & Approval
April 2025 (complete)	Region procures design team to deliver complete project deliverables (Phase 1&2)	Region of Waterloo CAO approval
May 2025 (complete)	Rumpel Felt Demolition Plan Approval	City of Kitchener Heritage Committee and Council Approval
July 2025	Region Procures Construction Manager (Phase 1 + 2) Region Procures Demolition Contractor for Rumpel Felt (Phase 1)	Region of Waterloo CAO approval Region of Waterloo CAO approval
August 2025	Rumpel Felt Demolition Third party utility work Region completes Pre-consultation with City of Kitchener for Site Plan Approval (Phase 1+2)	Region of Waterloo CAO approval Region of Waterloo Corridor Management City of Kitchener
October 2025	Site Plan and Building Permit	City of Kitchener
March 2026	Metrolinx awards contract Region design at IFC level	Metrolinx authority
August 2027	Region construction to commence	Region representatives
April 2030	Final Completion (Phase 1&2)	Region representatives

6. Communications

The KCTH Community Relations team is made up of Regional staff and Metrolinx's Communication team. This team is responsible for developing and implementing the communications strategy.

During the 2025 reporting period the project team will submit the annual communication plan to the MTO for review. The communication plan will include both Phase 1 and Phase 2 elements given the projects overlap.

In December 2024, the project team provided an update on EngageWR. Once the project information is announced, the Region will look to update the project page to incorporate both phase 1 and 2 deliverables.

During the course of the reporting period, the Region Project Manager presented to the City of Kitchener Heritage Committee as well as the Active Transportation Advisory Committee. Both committees were highly in favour of the project being completed with only minor concerns related to secure bike storage. The project team will engage the Public Art Advisory Committee as well as Grand River Accessibility Advisory Committee in the coming months.

During the reporting period the project team did not meet with the media.

7. Finance and Agreement Administration

8. Appendix

Not applicable within the reporting period.

DRAFT

Appendix E

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	Jan 07, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #166					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
	Christa De Wys	(CW)	Region of Waterloo	(ROW)	CDewys@regionofwaterloo.ca	
	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
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	Jackie Franklin	(JF)	AECOM	(ACL)	jackie.franklin@aecom.com	
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	Ali Pandidan	(AP)	AECOM	(ACL)	Ali.pandidan@aecom.com	
	Richard Bardolet	(AM)	AECOM	(ACL)		

MEETING MINUTES

					Richard.Bardalez@aecom.com	
Distribution:	Attendees and Project Team					
Minutes Prepared By:	Abdulah Al-Jalaad					

Please advise the author of the meeting minutes of any omissions or errors for correction and redistribution. Otherwise, it is assumed that the contents below are an accurate account of the meeting.

MEETING MINUTES

6.0 Region Progress			
	ROW to provide public consultation dates with MX. MX will share the dates internally and let ROW know regarding this item. ROW provided the dates to MX public consultation team member. ROW to confirm the data to be presented to stakeholders. Beginning of June (Week of June 4, 2024) the public consultation session would take place for Victoria Street Road modification. 2024-04-30-ROW is waiting for final confirmations to provide the slide deck.		

MEETING MINUTES

Item	Discussion/Actions	Responsibility	Status/Deadline
	ROW commissioner had a conversation to make the consultation about the changes that will be made by the project. Next year when the contract is awarded to the GC another public consultation meeting to be held. There is no requirement for MX/ACL to attend the meetings in this regard before tender.		Concluded

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	Jan 21, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #168					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
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	Jackie Franklin	(JF)	AECOM	(ACL)	jackie.franklin@aecom.com	
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	Ali Pandidan	(AP)	AECOM	(ACL)	Ali.pandidan@aecom.com	
	Richard Bardolet	(AM)	AECOM	(ACL)		

MEETING MINUTES

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Distribution:	Attendees and Project Team					
Minutes Prepared By:	Ali Al Mashta					

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MEETING MINUTES

Item	Discussion/Actions	Responsibility	Status/Deadline
	meeting to be held. There is no requirement for MX/ACL to attend the meetings in this regard before tender.		

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	Feb 18, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #172					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
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	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
	Robert Eland	(RE)	A49	(A49)	robert.eland@architecture49.com	
	Jackie Franklin	(JF)	AECOM	(ACL)	jackie.franklin@aecom.com	
	Kimberly Lane	(KL)	Region of Waterloo	(ROW)	klane@regionofwaterloo.ca	
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	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
Distribution:						

MEETING MINUTES

	Attendees and Project Team
Minutes Prepared By:	Ali Al Mashta

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MEETING MINUTES

Item	Discussion/Actions	Responsibility	Status/Deadline
	meeting to be held. There is no requirement for MX/ACL to attend the meetings in this regard before tender.		

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	March 4, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #174					
Attendees:	Ilir Angjeli Luciana Mihalciuc	(IA) (LM)	Metrolinx Metrolinx	(MX) (MX)	Ilir.Angjeli@metrolinx.com Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
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	Jeffery Leong Poi Robert Eland Jackie Franklin	(JP) (RE) (JF)	WZMH A49 AECOM	(WZMH) (A49) (ACL)	JLeong-Poi@wzmh.com robert.eland@architecture49.com jackie.franklin@aecom.com	
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	Jerry Biersteker	(JB)	Region of Waterloo	(ROW)	jbiersteker@regionofwaterloo.ca	
	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
Distribution:						

MEETING MINUTES

	Attendees and Project Team
Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

Item	Discussion/Actions	Responsibility	Status/Deadline
	meeting to be held. There is no requirement for MX/ACL to attend the meetings in this regard before tender.		

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	March 18, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #176					
Attendees:	Ilir Angjeli Luciana Mihalciuc	(IA) (LM)	Metrolinx Metrolinx	(MX) (MX)	Ilir.Angjeli@metrolinx.com Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
	Christa De Wys	(CW)	Region of Waterloo	(ROW)	CDewys@regionofwaterloo.ca	
	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong-Poi Robert Eland Jackie Franklin	(JP) (RE) (JF)	WZMH A49 AECOM	(WZMH) (A49) (ACL)	JLeong-Poi@wzmh.com robert.eland@architecture49.com jackie.franklin@aecom.com	
	Kimberly Lane	(KL)	Region of Waterloo	(ROW)	klane@regionofwaterloo.ca	
	Jerry Biersteker	(JB)	Region of Waterloo	(ROW)	jbiersteker@regionofwaterloo.ca	
	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
Distribution:						

MEETING MINUTES

	Attendees and Project Team
Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

6.0 Region Progress			
	ROW to provide public consultation dates with MX. MX will share the dates internally and let ROW know regarding this item. ROW provided the dates to MX public consultation team member. ROW to confirm the data to be presented to stakeholders. Beginning of June (Week of June 4, 2024) the public consultation session would take place for Victoria Street Road modification. 2024-04-30-ROW is waiting for final confirmations to provide the slide deck. ROW commissioner had a conversation to make the consultation about the changes that will be made by the project. Next year when the contract is awarded to the GC another public consultation		Concluded

MEETING MINUTES

Item	Discussion/Actions	Responsibility	Status/Deadline
	meeting to be held. There is no requirement for MX/ACL to attend the meetings in this regard before tender.		

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	April 1, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #178					
Attendees:	Ilir Angjeli Luciana Mihalciuc	(IA) (LM)	Metrolinx Metrolinx	(MX) (MX)	Ilir.Angjeli@metrolinx.com Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
	Christa De Wys	(CW)	Region of Waterloo	(ROW)	CDewys@regionofwaterloo.ca	
	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi Robert Eland Jackie Franklin	(JP) (RE) (JF)	WZMH A49 AECOM	(WZMH) (A49) (ACL)	JLeong-Poi@wzmh.com robert.eland@architecture49.com jackie.franklin@aecom.com	
	Kimberly Lane	(KL)	Region of Waterloo	(ROW)	klane@regionofwaterloo.ca	
	Jerry Biersteker	(JB)	Region of Waterloo	(ROW)	jbiersteker@regionofwaterloo.ca	
	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
Distribution:						

MEETING MINUTES

	Attendees and Project Team
Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

6.0 Region Progress			
	ROW to provide public consultation dates with MX. MX will share the dates internally and let ROW know regarding this item. ROW provided the dates to MX public consultation team member. ROW to confirm the data to be presented to stakeholders. Beginning of June (Week of June 4, 2024) the public consultation session would take placed for Victoria Street Road modification. 2024-04-30-ROW is waiting for final confirmations to provide the slide deck. ROW commissioner had a conversation to make the consultation about the changes that will be made by the project. Next year when the contract is awarded to the GC another public consultation		Concluded

MEETING MINUTES

Item	Discussion/Actions	Responsibility	Status/Deadline
	meeting to be held. There is no requirement for MX/ACL to attend the meetings in this regard before tender.		

MEETING MINUTES

Project Name:	Engineering Services for King-Victoria Transit Hub (KVTH) Project					
Date:	April 15, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #180					
Attendees:	Ilir Angjeli Luciana Mihalciuc	(IA) (LM)	Metrolinx Metrolinx	(MX) (MX)	Ilir.Angjeli@metrolinx.com Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
	Christa De Wys	(CW)	Region of Waterloo	(ROW)	CDewys@regionofwaterloo.ca	
	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi Robert Eland Jackie Franklin	(JP) (RE) (JF)	WZMH A49 AECOM	(WZMH) (A49) (ACL)	JLeong-Poi@wzmh.com robert.eland@architecture49.com jackie.franklin@aecom.com	
	Kimberly Lane	(KL)	Region of Waterloo	(ROW)	klane@regionofwaterloo.ca	
	Jerry Biersteker	(JB)	Region of Waterloo	(ROW)	jbiersteker@regionofwaterloo.ca	
	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
Distribution:						

MEETING MINUTES

	Attendees and Project Team
Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

6.0 Region Progress			
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MEETING MINUTES

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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	April 29, 2024					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #182					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
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	Christa De Wys	(CW)	Region of Waterloo	(ROW)	CDewys@regionofwaterloo.ca	
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	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
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	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
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	Stephanie Rossi	(SR)	Region of Waterloo	(ROW)		

MEETING MINUTES

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Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they will provide a signed copy from their end in couple of weeks.		
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	May 13, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #186					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
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	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
	Robert Eland	(RE)	A49	(A49)	robert.eland@architecture49.com	
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	Stephanie Rossi	(SR)	Region of Waterloo	(ROW)		

MEETING MINUTES

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Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they would provide a signed copy from their end in couple of weeks. ROW executed the document and sent it to MX for execution	MX	
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	May 27, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #186					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
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	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
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	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
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	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
	Stephanie Rossi	(SR)	Region of Waterloo	(ROW)		

MEETING MINUTES

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they would provide a signed copy from their end in couple of weeks. ROW executed the document and sent it to MX for execution	MX	
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	June 10, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #188					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
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	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
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	Abdulah Al Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
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MEETING MINUTES

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they would provide a signed copy from their end in couple of weeks. ROW executed the document and sent it to MX for execution. MX updated the team that this MOU is in the final stage.	MX	
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	June 24, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #190					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
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	Christa De Wys	(CW)	Region of Waterloo	(ROW)	CDewys@regionofwaterloo.ca	
	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
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	Jackie Franklin	(JF)	AECOM	(ACL)	jackie.franklin@aecom.com	
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	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
	Stephanie Rossi	(SR)	Region of Waterloo	(ROW)	srossi@regionofwaterloo.ca	

MEETING MINUTES

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they would provide a signed copy from their end in couple of weeks. ROW executed the document and sent it to MX for execution. MX updated the team that this MOU is in the final stage.	MX	
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	July 22, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #194					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
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	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
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MEETING MINUTES

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they would provide a signed copy from their end in couple of weeks. ROW executed the document and sent it to MX for execution. MX updated the team that this MOU is in the final stage.	MX	
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	August 5, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #196					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
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	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al-Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
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MEETING MINUTES

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MEETING MINUTES

6.0 Region Progress	ROW advised that MOU in the process of being signed final execution will be by early June 2025. ROW advised that they would provide a signed copy from their end in couple of weeks. ROW executed the document and sent it to MX for execution. MX updated the team that this MOU is in the final stage.	MX	
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MEETING MINUTES

Project Name:	Engineering Services for Kitchener-Central Transit Hub (KCTH) Project					
Date:	August 22, 2025					
Time	10:00AM to 11:00AM					
Location:	Conference Call - Microsoft Teams					
Project No:	AECOM Project #60646659 Metrolinx Project #105705					
Contract No:	RQQ-2019-NAFD-403					
Regarding:	KVTH Region of Waterloo Design Meeting #198					
Attendees:	Ilir Angjeli	(IA)	Metrolinx	(MX)	Ilir.Angjeli@metrolinx.com	
	Luciana Mihalciuc	(LM)	Metrolinx	(MX)	Luciana.Mihalciuc@metrolinx.com	
	Lidia Tudor	(LT)	Metrolinx	(MX)	Lidia.Tudor@metrolinx.com	
	Birju Bhavsar	(BB)	Metrolinx	(MX)	Birju.Bhavsar@metrolinx.com	
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	Ellen McGaghey	(EM)	Region of Waterloo	(ROW)	EMcGaghey@regionofwaterloo.ca	
	Kevin Duong	(KD)	AECOM	(ACL)	Kevin.Duong@aecom.com	
	Ali Al Mashta	(AM)	AECOM	(ACL)	Ali.almashta@aecom.com	
	Abdulah Al Jalaad	(AN)	AECOM	(ACL)	abdulah.aljalaad@aecom.com	
	Jeffery Leong Poi	(JP)	WZMH	(WZMH)	JLeong-Poi@wzmh.com	
	Robert Eland	(RE)	A49	(A49)	robert.eland@architecture49.com	
	Jackie Franklin	(JF)	AECOM	(ACL)	jackie.franklin@aecom.com	
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	Jerry Biersteker	(JB)	Region of Waterloo	(ROW)	jbiersteker@regionofwaterloo.ca	
	Randy Provencal	(RP)	AECOM	(ACL)	Randy.provencal@aecom.com	
	Stephanie Rossi	(SR)	Region of Waterloo	(ROW)	srossi@regionofwaterloo.ca	

MEETING MINUTES

Distribution:	
	Attendees and Project Team
Minutes Prepared By:	Abdulah Al-Jalaad

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MEETING MINUTES

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**THE ATTORNEY GENERAL OF ONTARIO AND
THE REGIONAL MUNICIPALITY OF
WATERLOO**

Appellants

PERSONS UNKNOWN AND TO BE ASCERTAINED

Respondents

	COURT OF APPEAL FOR ONTARIO Proceedings commenced at Toronto
	EXHIBIT BOOK (VOL. 14 OF 15)
	THE ATTORNEY GENERAL OF ONTARIO Civil Law Division / Constitutional Law Branch 720 Bay Street, 4th Floor Toronto, ON M7A 2S9 S. Zachary Green (LSUC # 48066K) Tel.: 416 992.2327 Email: zachary.green@ontario.ca Andrea Bolieiro (LSO # 60034I) Tel: 437 551.6263 Email: andrea.bolieiro@ontario.ca Sara Badawi (LSO # 87480W) Tel: 647 825.2156 Email: sara.badawi@ontario.ca Of Counsel for the Appellant, The Attorney General of Ontario