

Present: Mayor Mitchell
Councillor Coe
Councillor Drumm
Councillor Gleed
Councillor Leahy (arrived at 6:34 p.m.)
Councillor Roy
Councillor Yamada

Also Present: R. Petrie, Chief Administrative Officer
S. Edwards, Manager of Parks, Marina and Long Range Planning
K. Nix, Commissioner of Corporate Services/Treasurer
B. Rice, Acting Commissioner of Public Works
D. Wilcox, Town Clerk
S. Dave, Legislative Coordinator

Regrets: Councillor Emm

1. Declarations of Pecuniary Interest

1.1 There were no declarations of pecuniary interest.

Resolution # 262-15

Moved By Councillor Coe
Seconded By Councillor Drumm

That Council resolve itself into Committee of the Whole.

Carried

2. Correspondence

2.1 There was no correspondence.

3. Delegations/Presentations

3.1 There were no delegations or presentations.

4. Items for Consideration by Council in Committee of the Whole

4.1 Community and Marketing Services Department, Planning and Development Department, Corporate Services Department, and Office of the Chief Administrative Officer Joint Report, CAO 02-15
Re: Draft Terms of Reference – Request for Expressions of Interest for Lands in Downtown Whitby **[REVISED]**

R. Petrie, Chief Administrative Officer, provided a brief overview of the draft Terms of Reference (TORs). He advised that the TORs had been drafted with the assistance of legal counsel to ensure that they were fair and equitable. He further provided timelines for the Request for Proposal process, advising that once the TORs were finalized, the Expression of Interest (EOI) would be issued in June. He indicated that staff would analyze the submissions received by early August and provide final recommendations on the shortlist of proposals for Council consideration by September, with the final preferred proposal to be presented no later than November 16, 2015.

Detailed discussion ensued with respect to the following:

- the importance of this initiative as a visionary project, and a catalyst to community building in the area;
- not placing too many parameters or limitations on the EOI requirements and solicit creative proposals;
- reviewing all proposals that were submitted as opposed to just a shortlist, with the understanding that staff would provide reasoning and feedback on their recommended proposals;
- outlining the financial agreement that is part of this project, including, the potential sale or long term lease of the land;
- identifying a project manager (most likely internal staff), that had subject matter expertise and will be a point of contact for the project;
- soliciting proposals that were complementary, and not necessarily broken out into phases, and ensuring that the option to include more parcels of land than the ones outlined in the EOI could be included;
- not being restrictive on the use of the parcels of land based on the Official Plan or zoning as this was a key development project for the downtown;
- tying economic development strategies with the development of this area;
- creating a web-page for the project, similar to those created for the

Waterfront Plan or the Port Whitby plan, so that the public and developers could access key documents related to this project;

- the importance of all shortlisted proposals to make presentations to Council;
- the ability to offer incentives as part of the EOI. R. Petrie, Chief Administrative Officer, advised that the Town did not currently have an incentive program in place for this type of project;
- potential financial assistance to this project by partnering with the Region;
- removing the caveat to provide parking as part of this project, as that was a municipal responsibility and there were many underutilized parking areas within the downtown that could be used instead; and
- project timelines.

Due to time constraints, it was the consensus of Council to reconvene following the Operations Committee meeting.

Moved By Councillor Coe

That Council take a short recess and reconvene in Committee of the Whole following the Operations Committee Meeting.

Carried

The meeting reconvened at 8:20 p.m.

Moved By Councillor Coe

1. That Council approve the draft Terms of Reference for the Request for Expressions of Interest (EOI) pertaining to the redevelopment of the Old Fire Hall Site and the Green/Colborne/Athol Block in Downtown Whitby;
2. That Staff be authorized to issue the EOI to interested parties and the building and development industry, and to advertise the EOI through the Town's purchasing channels; and,
3. That Staff report back to Council with recommendations in September, 2015 regarding qualified proponents and proposals and next steps in the process.

Carried later in the meeting [See following motions]

Moved By Councillor Leahy

That Item 1 of the main motion be amended to reflect the following:

That the Terms of Reference, 4th paragraph, under the header "Vision for Old Fire Hall Site and Green/Colborne/Athol Block" be deleted and replaced with the following:

The subject properties currently contain municipal parking lots. The redevelopment project should address the parking needs of the proposed development and may consider opportunities for public parking.

Carried

Moved By Councillor Gleed

That Item 1 of the main motion be amended to reflect the following:
That the Terms of Reference, page 6, Phase #1, be amended to include the following:

That Council creates the shortlist of proponents with the assistance of technical feedback from staff.

Motion Lost

Moved By Councillor Coe

1. That Item 1 of the main motion be amended to include:
 - a) That all proposals be submitted to Council for review, including staff's recommended short-list, and that Council recommend and approve the short-list of proponents;
 - b) That the Council-approved short-list of proponents be required to make a presentation to Council;
 - c) That a Project Manager and/or designated Point Person from Economic Development with subject matter expertise be appointed;
 - d) That the Expression of Interest reflect that the Town will consider the sale and/or lease of the land as part of the proposal;
 - e) That the Expression of Interest reflect that the Town wishes to advance its vision and this project will be the start of the downtown revitalization and the words, "visionary, great and a catalyst to our downtown" be included;
 - f) That the Expression of Interest clearly reflect that any Official Plan/Zoning proposed changes will be seriously considered; and
 - g) That Staff provide information on the Town's website including background documentation to assist with proposal presentation.
2. Further, that the following be added as Item 3 of the main motion

and the recommendation renumbered accordingly:

That the revised draft Terms of Reference for the Request for Expressions of Interest be subject to final review and approval at the next regularly scheduled meeting of Council.

Carried

The main motion, as amended, was then carried.

5. Rise from Committee of the Whole

5.1 Rise from Committee of the Whole

Resolution # 263-15

Moved By Councillor Coe
Seconded by Councillor Leahy

That Council rise and ratify the recommendations from the Committee of the Whole.

Carried

5.2 Based on the discussion in Committee of the Whole and ratification, the resolution in its entirety is noted as follows:

1. That Council approve the draft Terms of Reference for the Request for Expressions of Interest (EOI) pertaining to the redevelopment of the Old Fire Hall Site and the Green/Colborne/Athol Block in Downtown Whitby, as amended to reflect the following:
 - a. That all proposals be submitted to Council for review, including staff's recommended short-list, and that Council recommend and approve the short-list of proponents;
 - b. That the Council-approved short-list of proponents be required to make a presentation to Council;
 - c. That a Project Manager and/or designated Point Person from Economic Development with subject matter expertise be appointed;
 - d. That the Expression of Interest reflect that the Town will consider the sale and/or lease of the land as part of the proposal;
 - e. That the Expression of Interest reflect that the Town wishes to advance its vision and this project will be the start of the

- downtown revitalization and the words, "visionary, great and a catalyst to our downtown" be included;
- f. That the Expression of Interest clearly reflect that any Official Plan/Zoning proposed changes will be seriously considered; and
 - g. That Staff provide information on the Town's website including background documentation to assist with proposal presentation.
- 2. That Staff be authorized to issue the EOI to interested parties and the building and development industry, and to advertise the EOI through the Town's purchasing channels;
 - 3. That the revised draft Terms of Reference for the Request for Expressions of Interest be subject to final review and approval at the next regularly scheduled meeting of Council; and,
 - 4. That Staff report back to Council with recommendations in September, 2015 regarding qualified proponents and proposals and next steps in the process.

6. Confirmatory By-law

6.1 Confirmatory By-law

Resolution # 263-15

Moved By Councillor Coe
Seconded By Councillor Roy

That leave be granted to introduce a by-law and to dispense with the reading of the by-law by the Clerk to confirm the proceedings of the Council of the Town of Whitby at its special meeting held on May 25, 2015.

Carried

7. Adjournment

7.1 Motion to Adjourn

Resolution # 264-15

Moved By Councillor Coe
Seconded By Councillor Leahy

That the meeting adjourn.

Carried

The meeting adjourned at 9:15 p.m.

Debi A. Wilcox, Town Clerk

Don Mitchell, Mayor