

Present: Mayor Mitchell
Councillor Drumm
Councillor Leahy
Councillor Lee
Councillor Mulcahy
Councillor Newman
Councillor Roy
Councillor Shahid
Councillor Yamada

Also Present: M. Gaskell, Chief Administrative Officer
S. Beale, Commissioner of Public Works
W. Mar, Commissioner of Legal and Enforcement Services/Town Solicitor
K. Nix, Commissioner of Corporate Services/Treasurer
J. Romano, Commissioner of Community Services
R. Saunders, Commissioner of Planning and Development
D. Speed, Fire Chief
H. Ellis, Executive Advisor to the Mayor
S. Klein, Director of Strategic Initiatives
C. Harris, Town Clerk
L. MacDougall, Council and Committee Coordinator (Recording Secretary)

Regrets: None noted

Call to Order

Call of the Roll: The Clerk

Declarations of Pecuniary Interest

Mayor Mitchell declared a pecuniary interest under the Municipal Conflict of Interest Act regarding Item 4.6, Public Works Department Report, PW 04-20, Mid-Block Arterial Road - Study Update, as Mayor

Mitchell and his family have an interest in 5455 Ashburn Road which has been identified in the report as an area for detailed design services. Mayor Mitchell did not take part in the discussion and voting on this matter.

General Government

Coronavirus (COVID-19) Update

Councillor Newman raised the matter of the Coronavirus (COVID-19) and advised that symptoms range from the common cold to severe acute respiratory dysfunction. Councillor Newman advised that Canada currently has 27 cases of the Coronavirus with 18 cases reported in Ontario and two of those cases within Durham Region. The World Health Organization has advised that the virus can be contained by either stopping the spread of the disease or identifying a vaccine which could take 6 to 18 months. Councillor Newman further advised that in 2018 Durham Region created a Durham Region Influenza Plan which outlines the actions to be carried by the Durham Region Health Department as the lead in managing the response to a pandemic in Durham in coordination with the Durham Region Emergency Office. Councillor Newman asked the Chief Administrative Officer about action(s) taken, or action(s) that would be taken in the event of a serious Coronavirus outbreak in Whitby, and whether it was his intention to report to Council on a regular basis.

M. Gaskell, Chief Administrative Officer, advised that the situation was being monitored through both Durham Public Health and Public Health Ontario. He stated that the Town's Pandemic Plan was drafted in 2008 and has been reviewed and built into the Town's business continuity plans. Mr. Gaskell further advised that the concern organizationally when dealing with a pandemic would be maintaining services to the public due to increased staff absenteeism. He noted that a Senior Leadership Team meeting would take place on March 3, 2020 to review the Pandemic Plan. Mr. Gaskell outlined steps taken to assist in mitigating illness at all Town facilities and to protect the public as well as personal individual prevention methods.

Councillor Roy advised of the importance of sharing accurate information related to the Coronavirus which can be found at durham.ca. She further advised that the Ontario Ministry of Health and Lakeridge Health websites were updated daily.

Councillor Leahy assumed the Chair.

1. Presentations

- 1.1** Blair Murdoch, President and Christopher Bentler, Executive Vice President, Van Horne Outdoor
Re: Canadian Pacific Railway Bridge Enhancement and Modernization Program

Blair Murdoch, President and Christopher Bentler, Executive Vice President, Van Horne Outdoor, appeared before the Committee and provided a PowerPoint presentation on the Canadian Pacific Railway Bridge Enhancement and Modernization Program. Highlights of the presentation included:

- the proposed locations in Whitby to modernize the Canadian Pacific Railway Bridges with static digital displays and Town of Whitby branding including Brock Street south of Manning Road, Dundas Street west of Hopkins Street, and Thickson Road north of Consumers Drive;
- sample mock-ups of the proposed locations;
- the benefits and features of removing and replacing the existing billboard structures in Whitby;
- the Town's consideration of a similar approval and agreement process as followed by the City of Mississauga;
- details about the signs such as safety, daytime and night time brightness, ownership and ongoing maintenance of the signs, and whether there would be a cost to the Town; and,
- details about the City of Mississauga's approval process, the locations of Canadian Pacific Railway overpass signs, and timelines for completion of the project.

A question and answer period ensued between Members of Council, Mr. Murdoch and Mr. Bentler regarding:

- whether there were complaints about the digital media on the Canadian Pacific Railway Bridges in Mississauga, and whether residents were supportive of the program;
- the proposed duration of the proposal and commitment by the Town;
- opportunities for a trial period, or the placement of media signage on only one bridge;
- the status of the digital media signage on Canadian Pacific Railway Bridges at the end of the 20-year contract, and options that may be available at that time;
- the responsibility for restoration of the bridges in cases of vandalism, and how the bridges would be monitored;
- an explanation of the 73 percent reduction in the carbon footprint from replacement of outdated billboards;
- whether there were towns and cities other than Mississauga that currently have the digital media signage;
- whether there has been increased public engagement created by the billboard signage in Pickering;
- the impact the signage would have on traffic safety, specifically at the rail bridge located on Thickson Road;

- the possibility a Pilot Project in Whitby; and,
- the utilization and management of screen time for community groups.

It was the consensus of the Committee to hear Item 3.1, Correspondence # 2020-24 from C. Bentler, Executive Vice President, Van Horne Outdoor, at this time.

1.2 Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area
Re: Downtown Whitby Business Improvement Area Annual General Report

Karey Anne Large, Executive Director and James Hobbs, Treasurer, Downtown Whitby Business Improvement Area, appeared before the Committee and provided a PowerPoint presentation on the Downtown Whitby Business Improvement Area Annual General Report. Highlights of the presentation included:

- details associated with 2019 events and initiatives, and 2020 events and initiatives;
- advocating for businesses in Downtown Whitby;
- community involvement and grand openings
- the use and impact of social media; and,
- 2019 finances and the 2020 proposed budget.

A question and answer period ensued between Members of Committee, Ms. Large and Mr. Hobbs regarding:

- the rationale for the difference between the 2019 and 2020 payroll taxes and deductions;
- the current amount of funds in the BIA Reserves;
- an explanation of the beautification efforts;
- whether the in kind contribution of \$5000.00 with consideration for another \$5,000.00 later in the year would be acceptable, and how the additional in kind amount of \$5,000.00 would be used;
- whether events generate income or whether they would be income neutral;
- whether the in kind contribution of \$10,000.00 would only be applied to permit fees, and how any balance of funds would be used should they not all be used for permits;
- whether any concerns were raised by businesses with respect to the increase in the Downtown Whitby Business Improvement Area tax levy; and,
- clarification on the timing for the in kind contribution in 2019 and when the funds were used.

It was the consensus of the Committee to hear Item 3.2, Correspondence 2020-77 from Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area, at this time.

1.3 Sheila McGrory, Manager, Economic Development
Re: Office of the Chief Administrative Officer Report, CAO 04-20
2019 Economic Development Annual Report

Sheila McGrory, Manager, Economic Development, appeared before the Committee and provided a PowerPoint presentation on the 2019 Economic Development Annual Report. Highlights of the presentation included:

- the mission and goal of Whitby Economic Development;
- key economic development activities;
- 2019 key accomplishments, and 2020 economic development priorities; and
- key economic trends and indicators influencing the work of economic development staff.

A question and answer period ensued between Members of Council and Ms. McGrory regarding:

- an explanation of the Business Concierge Program, and whether the program would be considered one-stop shopping for businesses;
- details pertaining to the familiarization tours;
- whether the new Economic Development Strategy in 2020 would increase the marketability of employment land in Whitby and employment lands east of Toronto whether the lands were serviced or not serviced;
- whether a review would take place of the Economic Development Annual Reports and economic development strategies for Whitby in relation to other municipalities in Durham Region for the Economic Development Strategy;
- whether Staff would reach out to academic institutions including Durham College and Ontario Tech for consultation over and above the stakeholder consultation due to the limited budget for the Economic Development Strategy;
- concerns about hiring a consultant related to advertising opportunities;
- whether Staff view Toronto Global as a worthwhile organization for the Town to be a part of;
- the attraction of the film industry into Whitby, and providing the available types of sites for filming in Whitby to the Region of Durham; and,

- the release of videos celebrating the success stories of four local companies on YouTube and Twitter.

The consensus of the Committee was to hear, Item 4.1, CAO 04-20, at this time.

1.4 Jade Schofield, Project Manager, Sustainability and Climate Change
Office of the Chief Administrator Report, CAO 05-20
Re: 2019 Sustainability Annual Report

Jade Schofield, Project Manager, Sustainability and Climate Change, appeared before the Committee and provided a PowerPoint presentation. Highlights of the presentation included:

- the definition and key principles of a sustainable community;
- strategies to deal with climate change and sustainability;
- 2019 key community and corporate accomplishments, and 2020 community and corporate initiatives; and,
- statistics on corporate buildings energy consumption, greenhouse gas emissions and 2018 resident curbside diversion rates.

A question and answer period ensued between Members of Council and Ms. Schofield regarding:

- the status of the report on single use plastics, and the timeline for a report back to Council;
- an explanation about the acceptance of Whitby as a Tree City of the World;
- the status of the beehive on the roof of the Town Hall during the winter;
- whether the Federal Government would provide funding to support the electric vehicle charging stations in Whitby;
- initiatives related to the Lake Ontario watershed and shoreline erosion;
- priorities in 2020 related to sustainability programs from a financial perspective, and whether funds would be spread across the programs highlighted within the report;
- whether staff anticipate contributions from TD Friends of the Environment would continue into 2020 and beyond;
- whether the Federal Government would be providing funding for climate change mitigation; and,
- the rationale for the ten percent increase of greenhouse gas emissions in 2017-2018.

It was the consensus of the Committee to hear Item 4.2, CAO 05-20, at this time.

2. Delegations

2.1 There were no delegations.

3. Correspondence

3.1 Correspondence # 2020-24 from C. Bentler, Executive Vice President, Van Horne Outdoor, dated January 18, 2020 regarding the Canadian Pacific Railway Bridge Enhancement and Modernization Program.

Discussion ensued between Members of Council and staff regarding:

- staff reporting back on all options for bridge beautification, and informing Council of concerns related to digital signage;
- the management of signage in Whitby;
- the current review of by-laws to reduce signage where not required, the reduction and removal of sign clutter, the reduction of election signage, and banned digital signage in Downtown Whitby;
- the removal of billboards on Brock Street;
- public engagement through digital signage;
- the opportunity for community group advertising and engagement of residents in the community;
- the timeline for the staff report;
- addressing digital signage on structures and identifying Canadian Pacific Railway and Canadian National Railway Bridges;
- canvassing other municipalities in the Greater Toronto Area in connection with signage on railway bridges for both Canadian Pacific and Canadian National Railways;
- reviewing a range of options in order to make every bridge in Whitby attractive;
- concerns including the proposal violating the Permanent Sign By-law, railway bridges located in residential areas, and safety and traffic issues;
- whether the Canadian Pacific Railway locations identified in the presentation were the only Canadian Pacific Railway locations with overpasses within the Town; and
- the consideration of signage on Canadian Pacific Railway Bridges only.

Recommendation:

Moved By Councillor Shahid

That the correspondence received from Van Horne Outdoor regarding

the Canadian Pacific Railways Bridge Enhancement and Modernization Program be referred to staff to report to Council in Q2, identifying relevant consideration related to the proposed program.

Carried later in the meeting (see following motions)

Recommendation:

Moved By Mayor Mitchell

That the motion be amended to read as follows:

That the correspondence received from Van Horne Outdoor regarding the Canadian Pacific Railways Bridge Enhancement and Modernization Program be referred to Staff to report to Council prior to the 2020 Summer Recess to identify relevant considerations related to the proposed program, along with an environmental scan of how other municipalities in the Greater Toronto Area are addressing the program, and other opportunities to improve the appearance of rail bridges in the Town.

Carried later in the meeting (see following motion)

Recommendation:

Moved By Councillor Yamada

That the amendment moved by Mayor Mitchell be further amended to read as follows:

1. That the correspondence received from Van Horne Outdoor regarding the Canadian Pacific Railways Bridge Enhancement and Modernization Program be referred to Staff to report to Council prior to the 2020 Summer Recess to identify relevant considerations related to the proposed program;
2. That Staff report to Council prior to the 2020 Summer Recess to identify relevant considerations related to a CN bridge program; and,
3. That Staff undertake an environmental scan of how other municipalities in the Greater Toronto Area are addressing the rail bridge modernization, and other opportunities to improve the appearance of rail bridges in the Town.

Motion Lost

The amendment moved by Mayor Mitchell was then carried.

The main motion, as amended, was then carried as follows:

Recommendation:

Moved By Councillor Shahid

That the correspondence received from Van Horne Outdoor regarding the Canadian Pacific Railways Bridge Enhancement and Modernization Program be referred to Staff to report to Council prior to the 2020 Summer Recess to identify relevant considerations related to the proposed program, along with an environmental scan of how other municipalities in the Greater Toronto Area are addressing the program, and other opportunities to improve the appearance of rail bridges in the Town.

Carried

It was the consensus of the Committee to hear Item 1.2, Presentation by Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area, at this time.

- 3.2** Correspondence # 2020-77 from Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area, dated January 2, 2020 regarding the Downtown Whitby Business Improvement Area's Annual Report, the 2020 Proposed Budget, and Disbursement Schedule.

A question and answer period ensued between Members of Council and Staff regarding:

- clarification on Item 3 that a decision would not be made on the additional in kind request of \$5000, and that staff would report back on a policy related to grants and in kind requests; and,
- the timeline for a report back to Council.

Recommendation:

Moved By Councillor Newman

1. That the Downtown Whitby Business Improvement Area (BIA) budget in the amount of \$295,500.00 be approved;
2. That the Commissioner of Corporate Services/Treasurer be directed bring forward a BIA tax levy by-law of \$180,500.00;

3. That the Commissioner of Corporate Services/Treasurer be directed to report back on the development of a policy to deal with grant and in-kind requests, including predetermined criteria and scoring, in order to ensure grants are based on needs and targeted outcomes; and,
4. That the Commissioner of Corporate Services/Treasurer be directed develop a revised payment schedule to the BIA after Council has approved a BIA budget for 2020.

Carried later in the meeting (see following motion)

Recommendation:

Moved By Councillor Newman

That the main motion be amended to add a new Item 4 as follows, and that the remaining item be renumbered accordingly:

4. That Council reconsider the BIA's request for an additional in-kind contribution of \$5000, for a total in-kind contribution from the Town of \$10,000 in 2020, at such time as the Commissioner of Corporate Services/Treasurer reports on a policy to deal with grant and in-kind requests in June 2020.

Motion Lost

The main motion was then carried.

It was the consensus of the Committee to hear Item 1.3, Presentation by S. McGrory, Manager, Economic Development, at this time.

4. Staff Reports

**4.1 Office of the Chief Administrative Officer Report, CAO 04-20
Re: 2019 Economic Development Annual Report**

Recommendation:

Moved By Councillor Newman

1. That Report CAO 04-20 be received as information; and,
2. That the Clerk forward a copy of Staff Report CAO 04-20 to the Region of Durham's Planning and Economic Development Department, the Whitby Chamber of Commerce and the Downtown Whitby Business Improvement Area.

Carried

It was the consensus of the Committee to hear Item 1.4, Presentation by Jade Schofield, Project Manager, Sustainability and Climate Change, at this time.

4.2 Office of the Chief Administrative Officer Report, CAO 05-20
Re: 2019 Sustainability Annual Report

Recommendation:

Moved By Councillor Yamada

1. That Report CAO 05-20 be received as information;
2. That the Clerk forward a copy of Staff Report CAO 05-20 to the Region of Durham's Sustainability Division; and,
3. That the New and Unfinished Business List for General Government be updated by removing Item MD-4968, as the Annual Report provides an update to Item MD-4968.

Carried

Recommendation:

Moved By Councillor Yamada

That the Committee take a short recess.

Carried

The Committee recessed at 9:36 p.m. and reconvened at 9:44 p.m.

4.3 Office of the Chief Administrative Officer and Office of the Town Clerk
Joint Report, CAO 06-20
Re: Use of the Town Logo and Crest by Members of Council

This item was withdrawn.

4.4 Office of the Town Clerk Report, CLK 01-20
Re: Standardization of Record Storage Services

A brief question and answer period ensued between Members of

Council and Staff about whether the cost for the 15-year contract would be paid up front, or on an annual basis.

Recommendation:

Moved By Councillor Mulcahy

1. That staff be authorized to negotiate directly with Iron Mountain to enter into a contract for records storage services; and,
2. That the Commissioner of Corporate Services/Treasurer be authorized to award a 15 year contract to Iron Mountain through the Provincial Vendor of Record agreement for services to be provided from 2020 to July 2034.

Carried

4.5 Public Works Department Report, PW 3-20
Re: Brock Street North Environmental Assessment Study

A brief question and answer period ensued between Member of Council and Staff regarding the possibility of expanding the parameter of the notification area for the Public Information Centre to Centre Street North.

Recommendation:

Moved By Councillor Lee

That Report PW 3-20 regarding the Brock Street North Environmental Assessment Study be received for information.

Carried

4.6 Public Works Department Report, PW 04-20
Re: Mid-Block Arterial Road - Study Update

Having previously declared a pecuniary interest, Mayor Mitchell did not take part in the discussion or vote on this matter.

Recommendation:

Moved By Councillor Lee

1. That Public Works Report PW 4-20 Mid-Block Arterial Roadway –

- Study Update be received for Information;
2. That Community Open House No. 2 for the Mid-Block Arterial Roadway be held in April 2020;
 3. That Winash Developments Limited, in partnership with the Public Works Department begin working on a Detailed Design Request for Proposal for Phase I of the Mid-Block Arterial Roadway between Ashburn Road to the east side of Baldwin Street, and that Detailed Design commence in the summer of 2020;
 4. That the Town of Whitby enter into a subdivision agreement with Winash Developments Limited to undertake the Detailed Design for Phase I of the Mid-Block Arterial; and,
 5. That the Public Works Department continue to provide Council with updates at key milestones throughout the Project.

Carried

4.7 Office of the Chief Administrative Officer and Public Works Department
Joint Report, PW 8-20

Re: Autonomous Vehicle Pilot Project Status Update

Jamie Austin, Deputy General Manager of Business Services, Durham Region Transit, appeared before the Committee to answer questions regarding:

- the rationale for the shuttle route change from the original route;
- whether expansion of the project would occur north of Highway 401, or to the Whitby Shores area;
- the possibility of testing to the north between Whitby Station and Downtown Whitby as part of the pilot period;
- whether users would pay a fare for the service, or whether it would be a free service during the pilot period; and,
- whether the Town would be responsible for safety issues related to users, pedestrians, and cyclists, or whether safety would be a shared responsibility among the project partners.

Recommendation:

Moved By Councillor Mulcahy

1. That Report PW 8-20 regarding the Autonomous Vehicle Pilot Project be received as information;
2. That staff continue to work with SmartCone, Durham Region Transit (DRT) and the other project partners on the education and communications plan associated with the Pilot Project;

3. That staff undertake the necessary minor road maintenance, pavement markings, signage and monitoring activities to support the Pilot Project;
4. That staff are authorized and directed to negotiate the terms of an agreement with SmartCone and DRT/Durham Region in order to address the details, goals, and responsibilities of the Pilot Project as outlined in Report PW 8-20, and that the Mayor and Town Clerk be authorized to execute such agreement and other documents necessary to give effect to same;
5. That staff provide a further status update to Council in April 2020 (prior to the implementation of the project) to address temporary parking restrictions and stop control requirements and applicable By-Law amendment; and,
6. That a copy of Report PW 8-20 be provided to SmartCone, DRT and the other project partners. That a copy of Report PW 8-20 be provided to SmartCone, DRT and the other project partners.

Carried

4.8 Community Services Department, Fire and Emergency Services Department and Corporate Services Department Joint Report, CS 09-20
Re: T-133-2019 Fire Hall 2 Renovations and Expansion Project

A brief discussion ensued between Members of Council and Staff regarding the construction of the Fire Hall in 1965, the expansion in 1990, and the planning and design of the proposed renovations.

Recommendation:

Moved By Councillor Newman

1. That the Town of Whitby accept the low bid as submitted by J.J. McGuire General Contractors Inc. in the amount of \$1,033,400.00 (plus applicable taxes) for all labour, materials, equipment and supervision necessary to complete the Fire Hall 2 Renovations and Expansion Project as required by the Town of Whitby;
2. That the total Project cost of \$1,332,041.84 be approved;
3. That the Treasurer be authorized to draw on reserve/reserve funds as required to address the budget overage; and,
4. That the Mayor and Clerk be authorized to execute the contract documents.

Carried

5. Closed Session

The Committee did not move into Closed Session to hear Confidential Report PW 7-20 and the recommendation was moved and carried in Open Session.

- 5.1** Confidential Public Works Department, Office of the Chief Administrative Officer, and Corporate Services Department Joint Report, PW 7-20
Re: Short Term Lease of Lands - Southeast Corner of Dundas Street West and Byron Street South

Recommendation:

Moved By Councillor Shahid

That the confidential recommendations contained within Public Works Department Report, PW 7-20, be adopted.

Carried

6. Rising and Reporting

- 6.1** There were no matters considered in closed session; therefore, the Committee did not rise and report.

7. New and Unfinished Business - General Government

7.1 Climate Change

Councillor Mulcahy introduced a motion regarding climate change.

Discussion ensued between Members of Council regarding:

- the motion being about climate change action and not the Ontario Environment Plan; and,
- the need to work with all levels of government to ensure climate change is addressed.

Recommendation:

Moved By Councillor Mulcahy

Whereas the Town of Whitby Council has declared a climate change emergency; and,

Whereas the province of Ontario is experiencing the impacts of climate change due to increases in the severity of wildfires, floods, and tornadoes, to name a few.

Now therefore be it resolved:

1. That the Town of Whitby requests that the Province of Ontario to strike a select committee on climate change with representation from all parties to immediately develop comprehensive provincial strategies to reduce emissions and an action plan to address climate change-related threats to Ontario's environment, society and economy; and,
2. This motion be sent to Minister Yurek, The Leader of the Opposition Andrea Horwath, Interim Liberal Leader John Fraser, Green Party Leader Mike Schreiner, and all other Durham Region MPPs.

Carried

7.2 Garbage Receptacles at Calais Park

Councillor Newman introduced a motion regarding garbage receptacles at Calais Park.

Recommendation:

Moved By Councillor Newman

That the garbage receptacles removed from the entrance of Calais Park be reinstated.

Carried

Adjournment

Motion to Adjourn

Recommendation:

Moved By Councillor Drumm

That the Committee adjourn.

Carried

The Committee adjourned at 10:06 p.m.