

**Present:** Mayor Mitchell (participating electronically)  
Councillor Drumm (participating electronically)  
Councillor Leahy (participating electronically)  
Councillor Lee (participating electronically)  
Councillor Mulcahy (participating electronically)  
Councillor Newman (participating electronically)  
Councillor Roy (participating electronically)  
Councillor Shahid (participating electronically)  
Councillor Yamada (participating electronically)

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

**Regrets:** None noted

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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 9.1, Office of the Chief Administrative Officer Report, CAO 13-21, Preliminary Review for a District Energy System in North Whitby as Mayor Mitchell and his family

have an interest in 5455 Ashburn Road which has been identified to be included in the district energy project. Mayor Mitchell did not take part in the discussion and voting on this matter.

## **Planning and Development**

### **Councillor Yamada assumed the Chair.**

#### **1. Presentations**

- 1.1** Catherine Jay, Partner, and Paul Lowes, Partner, SGL Planning and Design Inc.  
Re: Planning and Development Department Report, PL 24-21  
Downtown Whitby Secondary Plan Update: Phase 2 - Land Use Concept Options

#### **Refer to Item 4.1, PL 24-21**

Catherine Jay, Partner, and Paul Lowes, Partner, SGL Planning and Design Inc., provided a PowerPoint presentation regarding the Downtown Whitby Secondary Plan - Phase 2 - Land Use Concept Options. Highlights of the presentation included:

- an overview of the Downtown Whitby Secondary Plan;
- the rationale for updating the study;
- details about the four phases of the study process;
- the vision and guiding principles for the Downtown Whitby Secondary Plan;
- how the concepts were developed;
- detailed information about Concept 1 - Realizing the Official Plan, Concept 2 - Moderating the Official Plan, and the place making elements for the concepts;
- detailed information regarding land uses including residential low-rise, low to mid-rise, and mid-rise;
- detailed information about mixed land uses for downtown, corridors and heritage, and for the Beech Street area;
- details about the findings from the background review, the analysis report, Phases 1 and 2 of public engagement, the preparation of the two land use concepts, and the preparation of the land use concepts report; and,
- the next steps in the process.

A detailed question and answer period ensued between Members of Committee, Ms. Jay, and Mr. Lowes regarding:

- the rationale for using the Downtown Whitby Action Plan to draft the vision for the Downtown Whitby Secondary Plan, and whether the Culture Plan was considered in developing the vision;
- how the draft vision connects the Phase 1 findings, the ten principles, and the two proposed concepts for land uses in Downtown Whitby;
- how the draft vision reflects a balance and priority for the public realm improvements and the preservation of heritage buildings over new development;
- the ability to develop a current vision which would define the historic character of Downtown Whitby with respect to the land use concepts;
- whether the intent was to propose a simple, succinct long-term vision statement;
- the key differences between Concepts 1 and 2, and opportunities to include elements from both Concepts 1 and 2;
- whether there was a risk identified associated with having reduced height/intensification along Brock Street and within the downtown core and obtaining interest for development in those areas;
- details about what has taken place in other municipalities with Community Improvement Plans and incentives;
- the limit on Brock Street South for tall-rise buildings;
- whether including higher building heights along the Bus Rapid Transit route on Dundas Street and close to Highway 401 would indicate that there would be more density than the requirement within the Town's Official Plan, and whether there would be opportunities to remove density in other areas;
- the possibility of higher density on the parcel of land between Consumers Road and Highway 401;
- examples of roads that could be used for road diets;
- the timeline for the proposed road extensions;
- details on the concept for the Beech Street area including the linear park;
- locations for new parks or urban squares;
- whether neighbourhoods abutting Downtown Whitby would be included in the consultation process for Phase 2; and,
- the potential for more common/open space in Downtown Whitby.

It was the consensus of the Committee to hear 4.1, PL 24-21, at this time.

## 2. Delegations

### 2.1 Dominique Claros representing Shared Network Canada

Re: Planning and Development Department Report, PL 22-21  
Site Plan Application, Shared Tower Canada Inc., 4075 Lake Ridge  
Road North, File Number: DEV-05-21 (SP-03-21)

**Refer to Item 4.2, PL 22-21**

Dominique Claros, representing Shared Network Canada, provided a PowerPoint presentation regarding the Site Plan Application, Shared Tower Canada Inc., 4075 Lake Ridge North. Highlights of the presentation included:

- the selection of the most effective and least impactful location for the proposed tower;
- enhancing current wireless service and allowing for all national carriers and local wireless internet service providers to improve coverage and services to the local community;
- the response to the need for wireless voice, data, and emergency 911 coverage in the Town of Whitby;
- details about the Site Plan, the telecommunications tower and the compound;
- before and after photographs of the view of the proposed tower from Halls Road facing north, from Lyndebrook Road facing south, and from Lake Ridge Road North facing northeast;
- details about the public consultation process and the feedback received; and,
- the request for the Town of Whitby to approve the Site Plan Application.

It was the consensus of the Committee to hear Item 4.2, PL 22-21, at this time.

3. Correspondence

3.1 There was no correspondence.

4. Staff Reports

4.1 Planning and Development Department Report, PL 24-21  
Downtown Whitby Secondary Plan Update: Phase 2 - Land Use  
Concept Options

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

- the level of consultation/participation and stakeholder and community feedback, and whether communication/consultation

with stakeholders and residents would be ongoing through Phase 3 of the project;

- whether public engagement with property owners regarding land uses/density would take place via Canada Post regular mail, and providing Members of Council with the costs associated with consultation via mail prior to the May 17, 2021 Council meeting;
- whether community members that abut the boundaries of the study would be included in the consultation process; and,
- opportunities to include a heritage component within the vision statement.

Recommendation:

Moved By Councillor Newman

1. That Report PL 24-21 be received for information; and,
2. That the Land Use Concept Options presented in Attachment #1 of Report PL 24-21 be used for obtaining public and agency input.

**Carried**

It was the consensus of the Committee to hear Item 2.1, Delegation by Dominique Claros representing Shared Network Canada, at this time.

- 4.2** Planning and Development Department Report, PL 22-21  
Re: Site Plan Application, Shared Tower Canada Inc., 4075 Lake Ridge Road North, File Number: DEV-05-21 (SP-03-21)

Recommendation:

Moved By Councillor Roy

1. That Council approve the Site Plan (File No. SP-03-21) for a telecommunication tower at 4075 Lake Ridge Road North, subject to the comments included in Planning Report PL 22-21; and,
2. That the proponent enter into a Letter of Undertaking with the Town and be responsible for the related fee.

**Carried**

- 4.3** Planning and Development Department Report, PL 23-21

Re: Technical Amendment to By-law # 4843-01 which Designated 1300 Giffard Street as being of Cultural Heritage Value or Interest under Part IV of the Ontario Heritage Act, R.S.O. 1990 c. O.18.

A brief question and answer period ensued between Members of Committee and Staff regarding the size of the property and providing the information about the Notice of Intention via email.

Recommendation:

Moved By Councillor Newman

1. That Council approve a proposed amendment to By-law # 4843-01, which designates 1300 Giffard Street (Inverlynn) under Part IV of the Ontario Heritage Act, R.S.O. 1990 c. O.18, as amended, to reflect the accurate legal description of the designated land;
2. That the Clerk provide written Notice of Intention to amend the designating By-law, to the property owner with an explanation of the proposed amendment as per Section 30.1(4) of the Ontario Heritage Act;
3. That, if the property owner objects to the proposed amendment in accordance with Section 30.1(6) of the Ontario Heritage Act, the Clerk be directed to refer the proposed designation to the Review Board;
4. That, if there is no objection to the proposed amendment, the Clerk be authorized to provide a copy of the amended By-law to the property owner and Ontario Heritage Trust, and register the By-law on title, as per Section 30.1(9) of the Ontario Heritage Act; and,
5. That, if there are no objections to the proposed amendment, then the draft By-law to amend By-law 4843-01, as shown on Attachment #4, be passed by Council.

**Carried**

5. New and Unfinished Business - Planning and Development

5.1 New and Unfinished Business - Planning and Development

There was no new and unfinished business.

**General Government**

**Councillor Roy assumed the Chair.**

6. Presentations

- 6.1** Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area, Alison Galvan and Lorena Purchase, Members of the Downtown Whitby Business Improvement Area Board of Management  
Re: Memorandum from F. Wong, Commissioner, Financial Services/Treasurer, dated April 27, 2021 regarding Downtown Whitby Business Improvement Area (BIA) 2021 Budget

**Refer to Item 8.1, Memorandum from F. Wong, Commissioner, Financial Services/Treasurer, dated April 27, 2021 regarding Downtown Whitby Business Improvement Area (BIA) 2021 Budget**

Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area, Alison Galvan and Lorena Purchase, Members of the Downtown Whitby Business Improvement Area Board of Management, provided a PowerPoint presentation regarding the Downtown Whitby Business Improvement Area (BIA) 2021 Budget. Highlights of the presentation included:

- detailed information about the BIA's 2020 and 2021 beautification efforts and initiatives;
- advocating for businesses in Downtown Whitby; and,
- the 2021 proposed budget.

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

- details about the services offered through the Digital Main Street Grant and Shop Durham programs;
- confirmation on the sources of funding for the Digital Main Street and Shop Durham programs and how these programs would be funded once the secured funding was depleted;
- confirmation that Shop Durham was for businesses within the Region of Durham and not just for Whitby, and the number of businesses Durham-wide and in Whitby participating in the Shop Durham program to promote and sell their products;
- whether the Downtown Whitby BIA would continue to manage the Shop Durham program for the duration of the current source of funding;
- whether the salary increases in the budget for 2021 were required in order to manage the Digital Main Street and Shop Durham programs; and,
- whether there were any metrics on the Feet on the Street, Dollars through the Doors program.

It was the consensus of the Committee to hear Item 8.1, Memorandum from F. Wong, Commissioner, Financial Services/Treasurer, dated April 27, 2021 regarding Downtown Whitby Business Improvement Area (BIA) 2021 Budget, at this time.

- 6.2** Jade Schofield, Project Manager, Sustainability and Climate Change, Aaron McCartie, Manager, Energy and Mechanical, Associated Engineering, and Jill Townsend, Process Designer, Associated Engineering  
Re: Office of the Chief Administrative Officer Report, CAO 13-21  
Preliminary Review for a District Energy System in North Whitby

**Refer to Item 9.1, CAO 13-21**

Jade Schofield, Project Manager, Sustainability and Climate Change, Aaron McCartie, Manager, Energy and Mechanical, Associated Engineering, and Jill Townsend, Process Designer, Associated Engineering, provided a PowerPoint presentation regarding the preliminary review for a District Energy System in North Whitby. Highlights of the presentation included:

- an introduction to a low carbon District Energy System;
- the goal of the Durham Community Energy Plan to reduce 80 percent of greenhouse gas emissions by 2050;
- the goal of the Study and details about the study area;
- the design elements affecting the North Whitby Sports Complex;
- details about the review and evaluation of three low energy technologies including geoexchange, solar thermal, and biomass compared to natural gas boiler combustion;
- the District Energy concept;
- greenhouse gas emissions reduction estimates;
- detailed information about the capital cost estimates and analysis assumptions;
- the estimated total project timeline; and,
- recommendations and next steps.

A question and answer period ensued between Members of Committee, Ms. Schofield, Mr. McCartie, and Ms. Townsend regarding:

- the rationale for the low rating of the geoexchange technology option for operational complexity within the multi-criteria analysis, and whether the proposed partnership with Elexicon would provide the expertise to deal with operational complexity;
- whether the project was contingent on obtaining private investment, and whether the Town could partner with developers



as new development takes place in the area should a private sector partnership not be established.

7. Delegations

**7.1** There were no delegations.

8. Correspondence

**8.1** Memorandum from F. Wong, Commissioner, Financial Services/Treasurer, dated April 27, 2021 regarding Downtown Whitby Business Improvement Area (BIA) 2021 Budget

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

- the rationale for the 2020 expenses for the Beer Fest event and Christmas Market which were cancelled due to COVID-19, and whether the actual expenses in 2019 would be affected by the carry over of those expenses into 2020; and,
- the rationale for the increase in salaries and payroll deductions between 2019, 2020, and the proposed 2021 budget.

Recommendation:

Moved By Councillor Leahy

1. That the 2021 budget for the Downtown Whitby Business Improvement Area (BIA), in the amount of \$414,310.00, be approved;
2. That the Commissioner of Financial Services/Treasurer be directed to bring forward a BIA tax levy by-law of \$180,000.00; and.
3. That the Commissioner of Financial Services/Treasurer be directed to develop a payment schedule with the BIA for the 2021 BIA tax levy.

**Carried**

It was the consensus of the Committee to hear Item 6.2, Presentation by Jade Schofield, Aaron McCartie, and Jill Townsend, at this time.

9. Staff Reports

**9.1** Office of the Chief Administrative Officer Report, CAO 13-21  
Re: Preliminary Review for a District Energy System in North Whitby

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

Recommendation:

Moved By Councillor Mulcahy

1. That Council direct staff to further explore the development of a low carbon geo-exchange District Energy system for a quadrant of land located at the south intersection of Highway 12 and Highway 407 as identified in Attachment 1;
2. That Council direct staff to explore a public-private ownership model of a District Energy system as the preferred ownership model; and,
3. That Council direct staff to engage Elexicon Energy as a partner to consider investment in the development of the District Energy system.

**Carried**

**9.2** Financial Services Department Report, FS 32-21  
Re: Building Permit Fees Annual Financial Report 2020

Recommendation:

Moved By Councillor Newman

That Report No. FS 32-21 of the Commissioner, Financial Services and Treasurer be received as information.

**Carried**

**10.** New and Unfinished Business - General Government

**10.1** Region of Durham Council Resolution re: Anti-Asian Hate

Councillor Yamada introduced a motion requesting that Council endorse the Region of Durham Council Resolution regarding Anti-Asian Hate.

Recommendation:

Moved By Councillor Yamada

That the Council of the Town of Whitby endorse the resolution adopted by the Council of the Region of Durham at its meeting held on April 28, 2021 regarding Anti-Asian Hate.

**Carried**

## **Adjournment**

Motion to Adjourn

Recommendation:

Moved By Councillor Mulcahy

That the meeting adjourn.

**Carried**

The meeting adjourned at 9:30 p.m.