

Present: Mayor Mitchell
Councillor Alexander
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
P. LeBel, Commissioner of Community and Marketing Services
W. Mar, Commissioner of Legal and By-law Services/Town Solicitor
K. Nix, Commissioner of Corporate Services/Treasurer
R. Saunders, Commissioner of Planning and Development
C. Siopis, Manager of Corporate Communications
D. Speed, Fire Chief
C. Harris, Town Clerk
C. Bantock, Legislative Coordinator (Recording Secretary)

Regrets: None noted

Call to Order

Call of the Roll: The Clerk

1. Declarations of Pecuniary Interest

1.1 Councillor Mulcahy declared a pecuniary interest under the Municipal Conflict of Interest Act regarding Item 2, 2019 Operating and Capital Budget, specifically the decision item regarding the Town Page, as she owns a newspaper in the Town of Whitby.

1.2 Mayor Mitchell declared a pecuniary interest under the Municipal

Conflict of Interest Act regarding Item 6.5, Corporate Services Department Report, CS 14-19, regarding Application for Cancellation, Reduction, Adjustment and/or Refund of Taxes, as two properties he owns are impacted.

2. Public Meeting - 2019 Operating and Capital Budget

Being the Chair of Finance/Budget, Councillor Leahy assumed the Chair for the portion of the meeting pertaining to Item 2.

2.1 Presentation - 2019 Budget Overview

M. Gaskell, Chief Administrative Officer and K. Nix, Commissioner of Corporate Services/Treasurer

Having previously declared a conflict of interest, Councillor Mulcahy did not take part in the discussion pertaining to the budget decision item related to the Town Page.

The time being 7:01 p.m., the public meeting began.

Councillor Leahy provided an overview of the purpose and guidelines for the public meeting to members of the audience.

Matthew Gaskell, Chief Administrative Officer and Ken Nix, Commissioner of Corporate Services/Treasurer, appeared before the Committee and provided a PowerPoint presentation about the Town's 2019 budget. Highlights of the presentation included:

- statistics from the results of the 2018 Community Survey;
- an overview of key projects and initiatives included in the 2019 budget;
- resources available to meet objectives of the 2019 budget;
- infrastructure required to maintain services provided by the Town;
- the municipal property tax structure and revenue opportunities;
- financial pressures affecting the Town;
- a comparison of property taxes among neighboring municipalities;
- 2019 capital investments and the Town's asset management program;
- the 10 year capital growth related forecast;
- 2019 budgetary impacts across various Ontario municipalities;
- the long range financial forecast for the Town;
- financial sustainability and future considerations for 2019 and beyond; and,
- next steps for approval of the 2019 budget.

The Chair opened the floor for comments from the public.

Don Lovisa, President, Durham College, appeared before the Committee and provided a PowerPoint presentation about the Durham College Whitby Campus. Highlights of the presentation included:

- Plans to expand the Durham College Whitby Campus;
- a history of student enrollment and campus employment numbers;
- the cost and impact of the proposed expansion in the Region of Durham and local economy;
- Durham College requesting a one million dollar investment from the Town to assist in the expansion; and,
- construction scheduled to begin in Autumn 2019 with build completion in one year.

A question and answer period ensued between Members of Committee and Mr. Lovisa regarding:

- the benefit to local trades companies through growing student numbers;
- recent demand in trades programs and a lack of classroom spaces available for applicants;
- anticipated completion of the expansion by September 2020 to allow for acceptance of approximately 300 to 400 new students;
- the need to increase faculty numbers as a result of increased students;
- recognizing and addressing vehicle parking concerns with the proposed expansion; and,
- the contribution ask of one million dollars from the Town and other funding options available for the expansion.

James Priest, 3780 Anderson Street, appeared before the Committee and stated he was concerned about the support to seniors within the budget and affordability of a property tax increase. Mr. Priest also stated concerns regarding the purchase of Town vehicles and adjustments made to the Windrow Snow Program for seniors.

Chair Leahy advised of the \$300 property tax reduction that is available to low income seniors.

There were no further submissions from the public.

A question and answer period ensued between Members of Committee and Staff regarding the 2019 budget, including:

- Staff reporting to Council with a memo for financial options to support the Durham College expansion;
- the amount of property taxes being designated towards growth;
- services for West Whitby growth being integrated within the

- property tax base;
- concerns about the capacity of Town Staff to manage future service demands;
- the impact of new assessment due to growth, versus property reassessment;
- Staff reporting to Council with a memo to advise on the status and timelines of the mid-block arterial road project;
- the mid-block arterial road project being important as a primary access point to the Brooklin Sports Complex project;
- the need to defer an arena complex for the Brooklin Sports Complex until the surrounding community is established;
- inclusion of a snapshot of proposed efficiencies within the budget;
- the need to balance an increase to taxes or a decrease in services when deliberating the budget;
- creating opportunity for staff to look at other means of communicating with the public beyond the Town Page and community newspapers;
- funds for the Willow Park accessible ball diamond being raised through the Durham Region Challenger Baseball League;
- Staff reporting to Council with a memo to explore an increase of the seniors tax reduction to \$400; and,
- the policy for the financial management of new assessment growth.

It was the consensus of Committee to take a five minute recess.

Committee recessed at 8:39 p.m. and reconvened at 8:46 p.m.

General Government

Councillor Yamada assumed the Chair.

3. Presentations - General Government

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

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

- details associated with 2018 events and initiatives;

- advocating for businesses in Downtown Whitby;
- the use and impact of social media;
- 2018 finances and the 2019 proposed budget; and,
- BIA acknowledgements.

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

- the two major events hosted by the BIA in 2018 that were fully funded by sponsorships;
- the businesses within the BIA feeling supported and starting to see a return on investment;
- the list of in-kind asks to collaborate with the Town provided for Council and Staff's consideration;
- four major events being planned for 2019; and,
- two Shop Late, Shop Local events planned for 2019.

It was the consensus of the Committee to hear Item 5.1, Correspondence # 2019-132, at this time.

3.2 G. Simmonds, Director of Operational Services, and P. Thistle, Superintendent, Solid Waste
Re: Public Works Department Report, PW 1-19
Review of Solid Waste Services

G. Simmonds, Director of Operational Services, and P. Thistle, Superintendent, Solid Waste, appeared before Committee and provided a PowerPoint presentation regarding a review of the Town's solid waste services. Highlights of the presentation included:

- that GHD Consulting has completed a comprehensive overview of the Town's solid waste collection services;
- the current level of existing in-house and contracted waste services;
- details of the current collection system; and,
- an overview of Whitby waste generated versus the waste diversion rate from 2007 to 2017.

Recommendation:

Moved By Councillor Leahy

That the rules of procedure be suspended to allow the presentation to exceed the ten minute limit.

Carried on a Two Thirds Vote

Mr. Simmonds and Mr. Thistle continued their presentation which included:

- details of the guiding principles and various categories associated with the consultant's review of industry best practices; and,
- recommendations from the consultants and next steps.

A question and answer period ensued between Members of Committee, Staff, G. Simmonds and P. Thistle regarding:

- the financial challenges associated with implementing an automated collection service;
- the degree of automation being the biggest impact on cost;
- impact associated with the adjustment to the number of bags disposed of on a bi-weekly basis;
- the consideration of public versus private collection;
- the possibility of implementing clear waste collection bags to encourage more waste diversion;
- the need to provide increased communications and education to the public about waste collection and diversion;
- clear bags being a privacy concern;
- using GIS data for route optimization; and,
- reporting to Committee with finalized costs about a hybrid delivery model once approved to move forward with an RFP.

4. Delegations - General Government

4.1 There were no delegations.

5. Correspondence - General Government

5.1 Correspondence # 2019-132 received by the Town Clerk from Karey Anne Large, Downtown Whitby Business Improvement Area dated January 2, 2019 regarding the Downtown Whitby Business Improvement Area's 2019 Proposed Budget, Disbursement Schedule and Request for In-Kind Contributions by the Town.

Recommendation:

Moved By Councillor Leahy

1. That the Downtown Whitby BIA request for in-kind contributions by the Town be referred to staff to report back on resource implications; and,
2. That the Clerk be directed to bring forward a by-law to approve

the levy for the 2019 Downtown Whitby Business Improvement Area budget.

Carried

- 5.2** Correspondence # 2019-105 received by the Town Clerk from Eric Davie, Canada Cone Inc. dated January 27, 2019 regarding a request for Ice Cream Bicycles in the Town of Whitby.

Recommendation:

Moved By Mayor Mitchell

1. That Correspondence # 2019-105 received by the Town Clerk from Eric Davie, Canada Cone Inc. dated January 27, 2019 regarding a request for Ice Cream Bicycles in the Town of Whitby be received for information; and,
2. That Staff be directed to bring forward a report to introduce amendments to the Refreshment Vehicle By-law in order to permit ice cream and frozen treat vehicles, including bicycles, in residential areas, subject to general conformity with refreshment vehicle licensing requirements.

Carried

It was the consensus of the Committee to hear Item 3.2, Presentation from G. Simmonds, Director of Operational Services, and P. Thistle, Superintendent, Solid Waste at this time.

6. Staff Reports - General Government

- 6.1** Public Works Department Report, PW 1-19
Re: Review of Solid Waste Services

Recommendation:

Moved By Councillor Alexander

1. That Council receives this report;
2. That staff report to Council following the outcome of a Request for Information (RFI) to determine contractor interest for short term and long term waste collection service for new West Whitby and Brooklin developments;
3. That subject to the outcome of the RFI, staff report back to

Council for any associated approvals necessary to issue a Request for Proposal for future contracted services and recommendations for the strategic implementation plan for Waste Collection Service; and,

4. That staff continue to proceed with refining the implementation of the recommendations of the Solid Waste Management Review November 2018 (updated January 3 for accessibility), subject to the necessary Council and budgetary approvals.

Carried

6.2 Public Works Department, Community and Marketing Services
Department and Planning and Development Department Joint Report,
PW 06-19

Re: Ontario Municipal Act – Tree Canopy Policies

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

- bringing together policy documents for guidelines and design reference; and,
- the importance of protecting trees and opportunities to request compensation when trees are removed during infill projects.

Recommendation:

Moved By Councillor Lee

1. That for the purpose of complying with Section 270 (1) (7) of the Municipal Act, Council hereby acknowledges the policies as described in Section 4 of Report PW 06-19, and as outlined in detail in Attachments 1 to 17, as may be amended or replaced from time to time, as the Town's policies to protect and enhance the tree canopy and natural vegetation in the municipality; and,
2. That the Public Works Forestry Group provide semi annual updates to Council on the status of Forestry, and its related tree management programs, as well as any relevant educational opportunities.

Carried

6.3 Public Works Department Report, PW 08-19

Re: Des Newman Boulevard Grade Separation - Status Update

Recommendation:

Moved By Councillor Roy

1. That Report PW 08-19 be received for information;
2. That Council approve the advancement of up to \$1,129,609.48 (plus taxes) for earthworks related the Des Newman CP Rail Grade Separation Project from the 2020 budget;
3. That Council authorize the Des Newman CP Rail Grade Separation environmental compensation be undertaken by the West Whitby Landowner Group (WWLG) as part of the overall West Whitby compensation work currently being undertaken by the WWLG, and be paid at such time that costs are confirmed and the required environmental works are constructed;
4. That staff continue to provide regular status updates to Council on the grade separation project; and,
5. That the Commissioner of Public Works and the Treasurer be authorized to execute such additional documents that are necessary to give effect to the recommendations in Report PW 08-19 that were not otherwise previously delegated to staff.

Carried

6.4 Corporate Services Department Report, CS 11-10
Re: 2018 Investment Report

Recommendation:

Moved By Mayor Mitchell

That Report No. CS 11-19 of the Commissioner of Corporate Services/Treasurer be received for information.

Carried

6.5 Corporate Services Department Report, CS 14-19
Re: Application for Cancellation, Reduction, Adjustment and/or Refund of Taxes

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

A brief question and answer period ensued between Members of Committee and Town Staff regarding the deadline of March 31 each year to make application for reconsideration of an assessment.

Recommendation:

Moved By Councillor Roy

That applications for cancellation, reduction, adjustment and/or refund of taxes be approved as listed in this report, in the amount of \$3,428,008.59 for the taxation years 2010 to 2018 inclusive.

Carried

6.6 Corporate Services Department Report, CS 15-19
Re: Update on Outstanding Assessment Appeals

Recommendation:

Moved By Councillor Leahy

1. That Report CS 15-19 be received as information; and,
2. That Town Staff will continue to report annually on the outstanding assessment appeals.

Carried

6.7 Office of the Chief Administrative Officer Report, CAO 09-19
Re: 2018 Corporate Sick and Overtime Utilization

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

- absenteeism and mitigating individual situations through the attendance support program;
- the tracking of unpaid sick time resulting in the increase seen in sick time numbers over the past year;
- ensuring individuals in the attendance support program have proper support and how Human Resources Staff would determine reasonable lengths of absence; and,
- the difficulty in benchmarking against neighbouring municipalities due to incompatibility among HR attendance management systems.

Recommendation:

Moved By Councillor Alexander

That CAO Report 09-19 regarding 2018 Corporate Sick and Overtime Utilization be received as information.

Carried

6.8 Legal and By-law Services Department Report, LS 06-19
Re: Noise By-law Exemption Request – All Seniors Care

A brief question and answer period ensued between Members of Committee and Town Staff regarding the length of time required for the noise exemption.

Recommendation:

Moved By Councillor Newman

That Council deny the request from All Seniors Care and Pomerleau Inc. for an exemption from the Town of Whitby Noise By-law # 6917-14, as attached to Report LS 06-19.

Carried

7. New and Unfinished Business - General Government

7.1 Review of Social Media Policy CA 020

A brief question and answer period ensued between Members of Committee and Town Staff regarding the review of the Social Media Policy and exploring opportunities for social media training for Members of Council and the Senior Leadership Team.

Recommendation:

Moved By Councillor Shahid

1. That Staff be directed to review Social Media Policy CA 020 against best practices in the municipal and public sector and bring forward any amendments to the Policy arising from such a review;
2. That as part of the draft Corporate Media Relations Policy referral in accordance with New and Unfinished Business item MD 4208, that Staff be directed to bring forward the updated media relations policy at such time as the Social Media Policy review is

- completed; and,
3. That Staff be directed to explore opportunities for a social media and media relations education and training session with Council.

Carried

7.2 MD 3859 - Proposed Garden Street Parking Restrictions, Update Traffic By-law 1862-85

Councillor Leahy inquired about updates to MD 3859 and if the delivery of the alternative parking options could be completed earlier due to traffic safety concerns expressed from residents travelling along Garden Street.

8. Adjournment

8.1 Motion to Adjourn

Recommendation:

Moved By Councillor Leahy

That the meeting adjourn.

Carried

The meeting adjourned at 10:12 p.m.

9. Advisory Committee Minutes – For Information Only

9.1 There were no Advisory Committee minutes.