

**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 Yamada (participating electronically)

**Also Present:** M. Gaskell, Chief Administrative Officer  
S. Klein, Director of Strategic Initiatives  
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, Head of Operations & Fire Chief  
F. Wong, Commissioner of Financial Services/Treasurer  
H. Ellis, Executive Advisor to the Mayor  
C. Harris, Town Clerk  
K. Narraway, Manager of Legislative Services/Deputy Clerk (Recording Secretary)

**Regrets:** Councillor Shahid (Leave of Absence)

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Call to Order

Call of the Roll: The Clerk

Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

## **Planning and Development**

**Councillor Yamada assumed the Chair.**

1. Presentations

1.1 There were no presentations.

2. Delegations

2.1 Matthew Helfand representing Toronto-Guild Investments Ltd.  
Re: Planning and Development Department Report, PL 38-21  
Requests for exemption from Interim Control By-law # 7699-20 and #  
7700-20

**Refer to Item 4.1, PL 38-21**

Matthew Helfand, representing Toronto-Guild Investments Ltd., stated that he is a lawyer for Aird & Berlis LLP and counsel to the owners of the land at 143 Garrard Road. He requested that an exemption to the Interim Control By-law for the property be approved. Mr. Helfand provided an overview of the application indicating that the development has been approved by the Ontario Land Tribunal. He indicated that providing an exemption would not affect the Town's ongoing intensification study and that the development represented good land-use planning and is compatible with the surrounding community. Mr. Helfand noted that the development had previously received two positive recommendations from Town Staff and advised that concerns regarding traffic and access to the site had been resolved. He concluded by noting that the development would provide new housing options in the community without impacting the surrounding road network.

It was the consensus of the Committee to hear Item 4.1, PL 38-21, at this time.

2.2 Sean McGaffey representing Greenlife Retirement Residences Inc.  
Re: Planning and Development Department Report, PL 50-21  
Green Life Retirement, 106, 118 & 126 Mary St. E., Zoning By-law  
Amendment Application, File Number: DEV-03-21 (Z-03-21)

**Refer to Item 4.7, PL 50-21**

Sean McGaffey, representing Greenlife Retirement Residences Inc., provided a PowerPoint presentation regarding Green Life Retirement, 106, 118 & 126 Mary Street East. Highlights of the presentation included:

- an overview of the location of the site and the surrounding community;
- details about existing development on the site and preservation of a mature tree on the site;
- renderings of the proposed development;
- information about how vehicles will access the proposed development;
- details about the proposed 118 studio and one-bedroom units, noting that the units do not have cooking facilities;
- relocation of the sidewalk along Mary Street and increasing the sidewalk setback from the road to allow for tree planting on the boulevard; and,
- the Zoning By-law amendments required in order to lift a holding provision on the property, reduce building setbacks, and allow for the construction of units without cooking facilities.

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

- whether or not the applicant had communicated with neighbouring residents and business owners about the proposed development;
- installing signage surrounding the retirement residence indicating seniors live in the area; and,
- parking associated with the development including the number of accessible parking spaces.

It was the consensus of the Committee to hear Item 4.7, PL 50-21, at this time.

3. Correspondence

**3.1** There was no correspondence.

4. Staff Reports

**4.1** Planning and Development Department Report, PL 38-21  
Re: Requests for exemption from Interim Control By-law # 7699-20 and # 7700-20

Discussion ensued between Members of Committee regarding deferring consideration of the exemption request for 143 Garrard Road to the Regular Council meeting on October 4, 2021 to potentially allow for the involvement of the East Ward Councillor, noting that the proposed development is in the East Ward, pending the outcome of the Federal Election.

Recommendation:

Moved By Councillor Newman

1. That Council approve the requests for exemptions from Town of Whitby Interim Control By-laws #7699-20 and #7700-20 for 10 Habitant Crescent, 188 Elizabeth Crescent N., 87 Scott Street, 39 Elizabeth Crescent S., and Otter Creek Co-op; and,
2. That consideration of the request for an exemption from Town of Whitby Interim Control By-law #7699-20 for 143 Garrard Road be deferred to the October 4, 2021 Council meeting.

**Carried**

It was the consensus of the Committee to hear Item 2.2, Delegation by Sean McGaffey representing Greenlife Retirement Residences Inc., at this time.

- 4.2** Planning and Development Department Report, PL 45-21  
Re: Sign By-law Variance to Permanent Sign By-law for 520 Winchester Road East (Tim Hortons), File Number: SB-03-21

A brief question and answer period ensued between Members of Committee and Staff regarding when the cedar trees noted in the Staff Report would be planted to shield the proposed sign from view of passing motorists and pedestrians.

Recommendation:

Moved By Councillor Drumm

That Council approve the request for a variance to the Town of Whitby Permanent Sign By-law #7379-18 for Tim Hortons, located at 520 Winchester Road East, as the proposed digital menu board sign is smaller than the existing non-digital sign and as the signs will be screened from view to those external to the site through the planting of three cedar trees.

**Carried**

- 4.3** Planning and Development Department Report, PL 46-21  
Re: Sign By-law Variance to Permanent Sign By-law for 700 Victoria Street West (Tim Hortons), File Number: SB-04-21

Recommendation:

Moved By Councillor Roy

That Council approve the request for a variance to the Town of Whitby Permanent Sign By-law #7379-18 for Tim Hortons, located at 700 Victoria Street West as the proposed digital menu board sign is smaller than the existing non-digital sign and is located internal to the site and visible only to vehicles in the drive through.

**Carried**

- 4.4** Planning and Development Department Report, PL 47-21  
Re: Draft Plan of Condominium Application – Heathwood Homes (Country Lane) Limited (Block 62, Plan 40M-2689), File Number: CW-2021-02

Recommendation:

Moved By Councillor Newman

1. That Council approve the application for a Draft Plan of Condominium (CW-2021-02) subject to the comments included in Planning Report PL 47-21 and the conditions of draft plan approval included in Attachment #4;
2. That the Mayor and Clerk be authorized to execute the Condominium Agreement for the subject land; and,
3. That the Clerk advise the Commissioner of Planning and Economic Development, at the Region of Durham, of Council's decision.

**Carried**

- 4.5** Planning and Development Department Report, PL 48-21  
Re: Draft Plan of Condominium Application, Minthollow Estates Inc., Southeast Corner of Promenade Drive and Garden Street, File Number: CW-2021-03

Recommendation:

Moved By Councillor Mulcahy

1. That Council approve the Draft Plan of Condominium (File No. CW-2021-03) subject to the comments included in Planning Report PL 48-21 and the Conditions of Approval, included in Attachment #4;
2. That the Mayor and Clerk be authorized to execute the Condominium Agreement and any other necessary documents; and,
3. That the Clerk advise the Commissioner of Planning and Economic Development at the Region of Durham, of Council's decision.

**Carried**

- 4.6** Planning and Development Department Report, PL 49-21  
Re: Official Plan Amendment Application, Baldwin Street South, Winash Developments Limited, File Number: DEV-11-21 (OPA-2021-W/05)

Recommendation:

Moved By Councillor Lee

1. That Council approve Official Plan Amendment Number 122 to Whitby Official Plan (OPA-2021-W/02), as shown on Attachment #6, and that a By- law to adopt Official Plan Amendment Number 122 be brought forward for consideration by Council;
2. That the Clerk forward a Notice to those parties and agencies who requested to be notified of Council's decision; and,
3. That the Clerk forward a copy of the Planning Report PL 49-21, two (2) copies of the adopted Amendment, and a copy of the by-law to adopt Amendment Number 122 to the Whitby Official Plan, to the Region of Durham's Commissioner of Planning and Economic Development.

**Carried**

- 4.7** Planning and Development Department Report, PL 50-21  
Re: Green Life Retirement, 106, 118 & 126 Mary St. E., Zoning By-law Amendment Application, File Number: DEV-03-21 (Z-03-21)

Recommendation:

Moved By Councillor Roy

That Council approve an amendment to Zoning By-law 2585 (File: Z-03-21), and that a By-law to amend Zoning By-law 2585 be brought forward for consideration by Council.

**Carried**

It was the consensus of the Committee to hear Item 4.2, PL 45-21, at this time.

- 4.8** Planning and Development Department Report, 51-21  
Re: Draft Plan of Subdivision and Zoning By-law Amendment Applications, 625 Columbus Road West, File Numbers: DEV-10-20 (SW-2020-03, Z-08-20)

Recommendation:

Moved By Councillor Newman

1. That Council approve the proposed Draft Plan of Subdivision (File SW-2020-03), subject to the comments included in Planning Report PL 51- 21 and the Conditions of Draft Approval included in Attachment #11;
2. That the draft plan be amended to accommodate a larger High Density Residential Block (Block 134) in accordance with the Brooklin Community Secondary Plan;
3. That Staff be authorized to prepare a Subdivision Agreement;
4. That Council remove 625 Columbus Road West from the Municipal Heritage Register in accordance with the recommendations from the Heritage Whitby Advisory Committee (HWAC);
5. That the Region of Durham Commissioner of Planning and Development be advised of Council's decision;
6. That Williams and Stewart Associates be appointed as the Control Architect for the Draft Plan of Subdivision;
7. That the Clerk forward a Notice to those parties and agencies that requested to be notified of Council's decision;
8. That Council approve an amendment to Zoning By-law 1784 (File No. Z-08-20), as outlined in Planning Report PL 51-21; and,
9. That a By-law to amend Zoning By-law # 1784 be brought forward for consideration by Council.

**Carried**

5. New and Unfinished Business - Planning and Development

**5.1 New and Unfinished Business - Planning and Development**

Councillor Newman requested an update regarding Item MD-2359, the Parking Master Plan, and when this item would come before Council for consideration.

**General Government**

**Councillor Roy assumed the Chair.**

**6. Presentations**

**7. Delegations**

**7.1** There were no delegations.

**8. Correspondence**

**8.1** There was no correspondence.

**9. Staff Reports**

**9.1 Office of the Chief Administrative Officer Report, CAO 23-21  
Re: Downtown Whitby Action Plan September 2021 Update**

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

- the percentage of available Community Improvement Plan (CIP) funding that has been allocated to date and whether additional funding may be made available in the future;
- how the CIP would be evaluated to determine if additional funding is worthwhile;
- how the CIP can help to create a unique identity for Downtown Whitby and Downtown Brooklin, including vibrant, innovative, walkable, and livable spaces;
- the partnership between Town Staff and the Downtown Whitby Business Improvement Area to construct the new urban parkette at the corner of Dundas Street and Byron Street;
- details about the number of projects that have been completed in the Downtown Whitby Action Plan;
- the proposed design for the King Street community garden and community feedback that has been received to date;



- the status of the Station No. 3 development in Downtown Whitby with above-ground construction potentially beginning in late 2021 or 2022;
- Town Staff partnering with local artist Sarah Shaw to beautify benches in Kinsmen Park;
- demographic information about Downtown Whitby and whether there has been a change in the demographics in the Downtown versus the surrounding community over time;
- how the 2021 census will provide greater clarity about demographic information for Downtown Whitby;
- a reduction in vacancy rates in Downtown Whitby retail spaces after an initial increase at the onset of the COVID-19 pandemic;
- a projected increase in the number of building permits issued for 2022;
- increasing pedestrian traffic at certain intersections in Downtown Whitby;
- future plans to expand the existing heritage conservation districts;
- details about the Canadian Musician's Cooperative pilot program in 2021 and how the program may expand in future years; and,
- opportunities for Town Staff to work with property owners in Downtown Whitby to help improve the appearance of vacant storefronts and increase occupancy of vacant retail spaces.

Recommendation:

Moved By Mayor Mitchell

That Report CAO 23-21, Downtown Whitby Action Plan September 2021 Update, be received as information.

**Carried**

**9.2** Office of the Chief Administrative Officer Report, CAO 24-21  
Re: Town of Whitby Partnership with the Barrett Centre of Innovation in Sustainable Urban Agriculture

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

- details about the term of the proposed partnership agreement and the specific amount of land required by Durham College and the Barrett Centre of Innovation in Sustainable Urban Agriculture; and,

- opportunities to create a model for sustainable urban agriculture and the potential to partner with the Region of Durham's Social Services to help connect people in need of food with the Centre.

Recommendation:

Moved By Councillor Newman

1. That report CAO 24-21 be received for information;
2. That staff be authorized to investigate suitable municipal sites to partner on the development of a sustainable urban agricultural centre in partnership with the Barrett Centre; and,
3. That staff present a list of suitable properties at an upcoming closed session meeting.

**Carried**

**9.3** Public Works (Operations) Department and Technology & Innovation Services Joint Report, PW 27-21  
Re: Sole Source - Street Light and Fibre Optic Pole Transfers

Recommendation:

Moved By Councillor Mulcahy

1. That Council approve the sole source award, in the amount of \$103,342.50 to Elexicon's vendor of record, Westmore Poleline & Electric Inc., funded \$85,342.50 from capital project 30156801 Street Light Maintenance for the relocation of street lights to new poles and \$18,000 from capital project 10060401 Special Project – Fibre Optic;
2. The approval be granted for a contract for up to three (3) years subject to the Contractor's successful performance; and
3. That the Mayor and Clerk be authorized to execute the contract documents subject to the satisfaction of the Town Solicitor.

**Carried**

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

Councillor Roy vacated the Chair for this portion of the meeting.

Councillor Drumm assumed the Chair.

## **10.1 Temporary Cricket Field and Future Cricket Amenities**

Councillor Roy introduced a motion regarding a temporary Cricket field and future Cricket amenities in the Town.

Discussion ensued between Members of Committee regarding:

- limited information about cricket pitches in the Town's most recent Sports Facilities Strategy;
- changing community preferences and the increased interest in cricket; and,
- possible Federal funds available to the Whitby Cricket Club as their membership increases.

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

- the importance of dedicated cricket pitches to improve wicket areas;
- growth of the Whitby Cricket Club over the past few years; and,
- ensuring that the Whitby Cricket Club is provided with storage facilities as part of the development of future cricket amenities.

Recommendation:

Moved By Councillor Roy

Whereas the Town of Whitby is in a period of significant growth; and,

Whereas that growth is changing the community interest and desire for new recreational amenities and opportunities; and,

Whereas a number of community members continue to express interest in the opportunity to play cricket; and

Whereas the Town of Whitby does not currently have cricket facilities;

Now Therefore be it Resolved:

1. That Staff explore opportunities to create a temporary cricket field within existing Town owned facilities, and update Council by year end on next steps; and,
2. That the Parks and Recreation Master Plan, to begin in late 2021 and be completed in 2022, be informed in part by the use of the temporary cricket field in order to determine future needs for cricket fields in the Town; and,

3. That, in conjunction with the development of the Parks and Recreation Master Plan, Staff be directed to explore opportunities to add cricket amenities at the Whitby Sports Complex.

**Carried**

Councillor Roy assumed the Chair.

## **Adjournment**

Motion to Adjourn

Recommendation:

Moved By Councillor Drumm

That the meeting adjourn.

**Carried**

The meeting adjourned at 8:12 p.m.