



Committee of the Whole Minutes

December 5, 2022, 7:00 p.m.
Council Chambers
Whitby Town Hall

Present: Mayor Roy
Councillor Bozinovski
Councillor Cardwell
Councillor Leahy
Councillor Lee
Councillor Lundquist
Councillor Mulcahy
Councillor Shahid
Councillor Yamada

Also Present: M. Gaskell, Chief Administrative Officer
S. Klein, Director of Strategic Initiatives
J. Romano, Commissioner of Community Services
F. Santaguida, Commissioner of Legal and Enforcement
Services/Town Solicitor
F. Wong, Commissioner of Financial Services/Treasurer
R. Saunders, Commissioner of Planning and Development
D. Speed, Head of Operations & Fire Chief
C. Harris, Town Clerk
K. Narraway, Manager of Legislative Services/Deputy Clerk
L. MacDougall, Council and Committee Coordinator (Recording
Secretary)

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1. Call To Order: The Mayor
 2. Call of the Roll: The Clerk
 3. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Consent Agenda
5. Planning and Development

Councillor Lee assumed the Chair.

5.1 Presentations

- 5.1.1 Peter Phillips, Chair, Active Transportation and Safe Roads Advisory Committee, and Tara Painchaud, Senior Manager, Transportation Services (In-Person Attendance)

Re: Memorandum from T. Painchaud, Senior Manager, Transportation and Safe Roads Advisory Committee's (ATSRAC) Annual Report

Refer to Item 5.3.1

Peter Phillips, Chair, Active Transportation and Safe Roads Advisory Committee, and Tara Painchaud, Senior Manager, Transportation Services, provided a verbal presentation on ATSRAC's annual report. Ms. Painchaud noted that the memorandum outlined various accomplishments of the ATSRAC over the 2018 to 2022 term.

Peter Phillips provided a detailed overview of the Committee's anticipated initiatives commencing in 2023.

A question and answer period ensued between Members of Committee, Mr. Phillips, and Staff regarding:

- methods of educating the public specifically related to the inclusion of bicycle lanes and the reduction in vehicle lanes from two lanes to one lane on Dryden Boulevard;
- concerns about traffic in the vicinity of schools and ways of engaging and educating children;
- the status of and timeline for the installation of the pedestrian crossings at both Manning Road and Rossland Road;
- whether monitoring and/or data collection has taken place on the utilization of bicycle lanes; and,

- opportunities for Members of Council and/or Communications & Creative Services to assist with public engagement and education.

5.2 Delegations

There were no delegations.

5.3 Correspondence

5.3.1 Memorandum from T. Painchaud, Senior Manager, Transportation Services, dated November 21, 2022 regarding Active Transportation and Safe Roads Advisory Committee's (ATSRAC) Annual Report

Recommendation:

Moved by Councillor Lee

That the Active Transportation and Safe Roads Advisory Committee's Annual Report be received for information.

Carried

5.4 Staff Reports

5.4.1 PDP 66-22, Planning and Development (Planning Services) Department, Financial Services Department, and Legal and Enforcement Services Department Joint Report

Re: Ontario Bill 109, More Homes for Everyone Act, 2022

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

- the possibility of emergency Council meetings taking place to ensure that deadlines for a decision or approval of planning applications were met;
- whether the approval of an application subject to conditions versus approval without conditions would meet the requirements of Bill 109;
- whether there was any flexibility regarding the timelines for the decision or approval of development applications;

- the flexibility of the timelines for comments from external agencies, how a timely review and receipt of comments from external agencies would be managed, and the anticipated risks related to a lack of response from external agencies within the timeline provided by Staff;
- the possibility of submitting the development applications submissions to external agencies for comments following the stage-one pre-consultation should the submission be close to completion;
- whether a two-stage pre-consultation approach was previously permitted or whether it was permitted under the new legislation, and whether other municipalities in the Region of Durham were undertaking a two-stage pre-consultation process;
- whether the pre-consultation fee would increase, and confirmation that the amount charged for the stage-one pre-consultation would be the same amount as the fee for the stage-two pre-consultation;
- the confidence of Staff to retain and not refund development application fees utilizing the two-stage pre-consultation process;
- whether development application fees could be adjusted to compensate for anticipated losses in revenue should refunds be issued to developers;
- confirmation of and the timeline for a report to Council on the Development Fee Review Study and whether the implementation of the two-stage pre-consultation process would occur in conjunction with the implementation of the proposed fee structure;
- whether the existing Staff complement would be able manage the two-stage pre-consultation process within the timelines prescribed in Bill 109; and,
- whether the Town has a concierge program for residential development applications.

Recommendation:

Moved by Councillor Mulcahy

1. That Council endorse the proposed 2-Stage Pre-consultation process regarding mandatory pre-consultation for development applications, and associated Pre-consultation fee increase, as outlined in Report PDP 66-22;
2. That staff be directed to bring forward an amendment to the Fees and Charges By-law (By-law # 7220-17) to include a revised Pre-Consultation Fee, as outlined in Report PDP 66-22; and,
3. That staff report back to Council following completion of the Development Application Approval Process and Fee Review study regarding any further proposed process and fee changes required to adequately address the impacts of Bill 109.

Carried

5.5 New and Unfinished Business

5.5.1 New and Unfinished Business - Planning and Development

There was no new and unfinished business.

6. General Government

Councillor Yamada assumed the Chair.

6.1 Presentations

There were no presentations.

6.2 Delegations

There were no delegations.

6.3 Correspondence

6.4 Staff Reports

6.4.1 FS 65-22, Legal and Enforcement Services Department, Planning and Development (Engineering Services) Department, and Financial Services Department Joint Report

Re: Parking Services Modernization

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

- the ability to integrate the modern technology with future programs for fulsome parking management;
- the ability to reduce coin-based parking meters and have a central location to pay for parking or smart parking meters and whether a central location would be a more efficient way to ensure the receipt of payments for parking; and,
- the expansion of the e-ticketing system to private property.

Recommendation:

Moved by Councillor Lee

1. That the Town proceed with an award for the modernization of Parking Services to the highest ranking proposal as submitted by Groupe Techna Inc. for a total contract amount of \$308,330.28, including HST, over five years funded from the capital projects outlined in Table 1 for year one (1) costs and from the Parking division operating budget accounts outlined in Report FS 65-22 for on-going maintenance costs in years two (2) to five (5);
2. That a budget pressure, in the amount of \$16,587, for incremental on-going maintenance costs related to this award for year two (2) be included in the 2024 Operating Budget to be funded from parking revenues; and,
3. That the Mayor and Clerk be authorized to execute the contract documents.

Carried

6.4.2 FS 61-22, Financial Services Department Report

Re: 2023 Interim Property Tax Billing

Recommendation:

Moved by Councillor Yamada

That a by-law be brought forward to allow for the Interim Tax Billing for the 2023 taxation year as outlined in this report FS 61-22.

Carried

6.4.3 FS 62-22, Financial Services Department Report

Re: Temporary Borrowing By-law

Recommendation:

Moved by Councillor Yamada

That a by-law be brought forward to authorize external temporary borrowing of up to \$59,638,000 from January 1, 2023 to September 30, 2023, and up to \$29,819,000 between October 1, 2023 and December 31, 2023, if required for cash flow purposes.

Carried

6.4.4 FS 63-22, Financial Services Department Report

Re: 2022 Capital Budget & Reserve and Reserve Fund Projection as of November 14, 2022

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

- the impact of Bill 23 on development charges and parkland dedication revenue and the longevity of the reserve funds until other sources of revenue were determined;
- clarification on the annual budget amount for reserve funding, and the balance of the Development Charges Reserve Fund;
- whether there would be a loss of 90 percent of the development charges funding resulting from Bill 23;
- whether capital projects included in the previously approved Capital Budget from prior years were planned for completion in the short term or whether funds would continue to be allocated for those projects for completion in the future;
- clarification on the cost for the Des Newman / CP Rail Grade Separation and whether the project would be funded from reserves;

- confirmation that some reserves were being drawn on faster than the contributions to those reserves, and the ability to reallocate funds from other reserves to those reserves in years where the funds drawn were higher than the contributions; and,
- the direction by the Province to use reserves to fund the shortfalls related to Bill 23 and the impact on the reserve funds allocated to other projects such as the future maintenance of infrastructure.

Recommendation:

Moved by Councillor Leahy

That Report FS 63-22 be received as information.

Carried

6.4.5 FOS 03-22, Fire and Emergency Services (Operational Services) Department Report

Re: Debrief Report - Winter Snowstorm 2022 Follow-up

Paul Thistle, Director, Operational Services, provided a presentation about enhancements to the Town's website specifically related to snow clearing. Highlights of the presentation included:

- videos outlining the types of roads and snow plowing priorities, and the responsibilities of the property owner;
- reporting a winter issue through an online submission form available 24 hours a day, 7 days a week; and,
- the find my street map which provides an overview of the entire Town and information about road types, service providers, and contact details.

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

- details about the live information on snow clearing activities;
- the possibility of moving the snow clearing page to the Town's home page during snowstorm events, and the ability

to provide a link to the snow clearing web page through e-mail and/or through social media platforms;

- the timeline for a response to complaints submitted through the Town's online form;
- ensuring walkability on sidewalks in the areas of seniors housing and schools during snow events, and opportunities to prepare children and seniors for significant snow events;
- managing the removal of snow left in driveways by snowplows;
- confirmation that there would be better mapping of completed snow plowing operations on roads;
- whether monitoring and responding to communications via telephone and e-mail was a new service or whether there was an enhancement of the existing service;
- whether the additional asphalt paving at the training facility was complete and ready for training;
- whether there was more staff trained, available, and equipped to operate snow removal/clearing equipment;
- the ability and/or incentives to utilize contractors during significant snow events;
- whether reserve funds were utilized during the snow event in January 2022; and,
- the rationale for purchasing the new backhoe attachment, and whether the Seniors Windrow Program would be expanded.

Recommendation:

Moved by Councillor Lee

That Report FOS 03-22, Debrief Report – Winter Snowstorm 2022 Follow-up from Operational Services, be received as information.

Carried

6.4.6 CAO 27-22, Office of the Chief Administrative Officer and Planning and Development (Planning Services) Department Joint Report

Re: Concierge Program Process

Discussion ensued between Members of Committee regarding:

- referring the report back to Staff, and not considering the second permanent Economic Development Officer as part of the 2023 budget process;
- concerns about the impact of Bill 109 and Bill 23 on the workload of Planning and Development Department Staff; and,
- the responsibility and expectation that Planning and Development Staff would work together with Economic Development Staff to process development project applications.

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

- the ability to continue with a robust program to assist businesses to locate in Whitby should the Staff report be referred to Staff;
- the ability to provide a high level of service for large scale project applications should the implementation of the Concierge Program be delayed;
- clarification on the process for reconsideration of the matter should the Staff report be referred to Staff;
- whether the Town promotes development opportunities through social media;
- strategies to integrate the Concierge Program and the Whitby Tourism Strategy;
- the number of applications for large scale projects received annually;
- whether opportunities for larger scale projects would be lost by not having a formalized concierge program;

- whether there were any municipalities within the Region of Durham that have a formalized program in place, and whether there would be an advantage for Whitby to have a formalized Concierge Program in place;
- delaying the approval of the Staff recommendation and the impact it would have on the Economic Development Strategy;
- opportunities to partner with the Region of Durham to promote economic development in Whitby should the permanent position be approved in 2024;
- the differences in the process for the Mazda and Amazon proposals versus the Concierge Program process outlined in the Staff report;
- the implications of Bill 23 on the Planning and Development Department Staff complement related to additional responsibilities; and,
- whether the Concierge Program would recover costs over time through revenue collected from larger scale developments in Whitby.

Recommendation:

Moved by Councillor Lee

1. That Report CAO 27-22 be received for information;
2. That Council endorse the Concierge Program Process as presented in Report CAO 27-22; and,
3. That Staff implement the Concierge Program outlined in Report CAO 27-22 in 2023 subject to Council approval of a second permanent Economic Development Officer position in the 2023 budget.

Carried

6.4.7 CLK 06-22, Office of the Town Clerk Report

Re: Central Lake Ontario Conservation Authority (CLOCA)
Appointments

Recommendation:

Moved by Councillor Yamada

1. That the Office of the Town Clerk Report, CLK 06-22 be received; and,
2. That the Mayor be appointed for the full Term of Council and Regional Councillors be appointed on a rotating basis to the Central Lake Ontario Conservation Authority (CLOCA) Board of Directors as follows:

Term	CLOCA Appointments
January 1, 2023 to December 31, 2023	Mayor Roy Councillor Leahy Councillor Yamada Councillor Mulcahy
January 1, 2024 to December 31, 2024	Mayor Roy Councillor Mulcahy Councillor Leahy Councillor Shahid
January 1, 2025 to December 31, 2025	Mayor Roy Councillor Mulcahy Councillor Shahid Councillor Yamada
January 1, 2026 – November 14, 2026	Mayor Roy Councillor Leahy Councillor Shahid Councillor Yamada

3. That a copy of this report and resolution be forwarded to the Regional Clerk for submission to Durham Regional Council for its consideration.

Carried

6.5 New and Unfinished Business - General Government

6.5.1 New and Unfinished Business - Item MD-5195

Councillor Mulcahy inquired about the status of MD-5195 regarding trail winter maintenance. She further inquired about whether the trail winter maintenance has been expanded for the upcoming winter season.

D. Speed, Head of Operations & Fire Chief, advised that the maintenance of the trail system was expanded about three years ago to include approximately 8 kilometres of trails. He further advised that maintaining the remaining 36 kilometres of trails would require additional staff resources and equipment. Mr. Speed noted that there were portions of trails that were not available to have winter maintenance due to infrastructure related impediments. He advised that a fulsome review was undertaken and that costs related to expanding the winter trail maintenance would be included in the 2023 budget process.

7. Adjournment

Motion to Adjourn

Recommendation:

Moved by Councillor Cardwell

That the meeting adjourn.

Carried

The meeting adjourned at 9:18 p.m.