

Brooklin Downtown Development Steering Committee Minutes
January 27, 2022 – 8:00 AM
Virtual Meeting

Present: Lynda Armstrong, Heritage Whitby Advisory Committee Representative
Steve Kee, Chair
Susan Madden
Alex MacCulloch
Kyle Paterson
Cameron Richardson (logged on at 8:14 a.m.)
Andrew Scuse, Whitby Chamber of Commerce Representative
Adam Walker

Also Present: Dhaval Pandya, Program Manager, Transportation Services
Daniel Van Kampen, Economic Development Officer
Christy Chrus, Staff Liaison, Manager, Creative Communities
Heather Ellis, Council and Committee Coordinator (Recording Secretary)

Regrets: Paul Haynes
Denise Laframboise
James O'Hearn

Call to Order

1. Appointment of Chair and Vice Chair

- 1.1** The Committee was advised that the appointment for Chair and Vice Chair of the Brooklin Downtown Development Steering Committee for the January 1, 2022 to November 14, 2022 term would take place at this time.

Christy Chrus called for nominations for the position of Chair of the Brooklin Downtown Development Steering Committee.

Andrew Scuse nominated Steve Kee for the position of Chair of the Brooklin Downtown Development Steering Committee.

Steve Kee accepted the nomination.

There were no further nominations and the nominations were closed.

Christy Chrus requested that nominations for the position of Vice Chair of the Brooklin Downtown Development Steering Committee be postponed until the next meeting as many members were not present.

Recommendation:

Moved By Andrew Scuse

That Steve Kee be appointed Chair of the Brooklin Downtown Development Steering Committee for a term ending on November 14, 2022.

Carried

2. Disclosures of Interest

2.1 There were no disclosures of interest.

3. Approval of Previous Minutes

3.1 Minutes - September 23, 2021

Recommendation:

Moved By Kyle Paterson

That the Brooklin Downtown Development Steering Committee minutes of September 23, 2021 be approved.

Carried

4. Presentations

4.1 David Billham, Landscape Architect (Parks), Town of Whitby
Re: Grass Park Improvements

David Billham provided a presentation regarding the proposed Grass Park Improvements. Highlights of the presentation included:

- meeting accessibility standards along the pathways; and,
- general improvements such as creating sitting areas, replacing the drinking fountain, and repairing the gazebo.

A question and answer period ensued regarding:

- the timeline for construction;
- impacts to Roebuck Street and Cassels Road;
- whether there were commemorative opportunities such as the former commemorative brick initiative;
- whether the gardens in the northeast corner and along Baldwin Street would be impacted;
- whether the Brooklin-Whitby Garden Club was consulted;
- the proposed feature for the seating area;
- whether the historic shadow box would be relocated; and,
- whether Brooklin signage would be added to the park.

4.2 Paul Bumstead, Senior Project Engineer, Town of Whitby, and Steve Taylor, Project Manager, BT Engineering Inc.
Re: Highway 7/12 Alternate Route Update

Paul Bumstead provided a PowerPoint presentation regarding the Highway 7/12 Alternate Route update. Highlights of the presentation included:

- the purpose of an alternate route to alleviate congestion and improve the social environment of the downtown core;
- the Ministry of Transportation design standards and requirements;
- the stages of the Class Environmental Assessment process;
- the top three (3) preferred alternative routes based on comments received during the Community Open House #3;
- benefits of the Technically Preferred Alternative route such as its low impact on properties, operation and safety, and social environmental factors;
- feasibility of the Alternative F route (Thickson Road and the Mid-Block Arterial) versus the Technically Preferred Alternative;
- concerns regarding impacts to the Oak Ridges Moraine (ORM);
- a review of various versions of Alternative F; and,
- the next steps and current timeline including finalizing reviews from agencies, a fourth and fifth Community Open House and a Transportation Environmental Study report.

A questions and answer period ensued regarding:

- whether traffic studies assess the current levels of truck traffic on Highway 12;
- whether pedestrian safety, contacting downtown Brooklin business owners, and the impacts of removing traffic from the downtown core on downtown businesses was considered;
- how to access the traffic study; and,

- whether safety enhancements would be installed at the Highway 7 and Highway 12 intersection.

5. Delegations

5.1 There were no delegations.

6. General Business and Reports

6.1 Downtown Brooklin Banners

Christy Chrus advised that new banners would be installed in downtown Brooklin and Whitby. Ms. Chrus stated that she would share the banner design with the Committee once the final design was approved.

Cameron Richardson requested information regarding the old banners and whether they could be auctioned off as a fundraiser.

6.2 My Main Street Grant: Roebuck Street Placemaking

Christy Chrus provided an update regarding the My Main Street Grant which included:

- applying for Round Two of the My Main Street Grant;
- establishing a Roebuck Street Placemaking space in August and September 2022;
- using armour stones to close off Roebuck Street; and,
- elements of the placemaking design such as Muskoka chairs, picnic tables, extending the on street patio for the Bistro and Ice Cream store, children's activities, and adding planters.

6.3 Organization and Department Updates

Whitby Chamber of Commerce

Andrew Scuse provided a Whitby Chamber of Commerce update which included:

- the Black History Month: Rise Up event on February 2, 2022;
- the Regional Chairs Lunch on February 16, 2022;
- continuing the Java Jolts, 8:30 a.m. to 9:30 a.m. on February 3, 18, and March 2, 2022; and,
- the Connect Women event on March 3, 2022.

Heritage Whitby Advisory Committee

Lynda Armstrong provided a Heritage Whitby Advisory Committee update which included:

- 42 Pearl Street, an application to paint the exterior masonry;
- the request for demolition of 20 Cassels Road East was not approved; and,
- 625 Columbus Road West, an application for removal of a non-designated property from the Municipal Heritage Register.

Economic Development

Daniel Van Kampen provided an Economic Development update which included:

- implementing the Economic Development Strategy;
- Lakeridge Health would be recommending Whitby for a new hospital site; and,
- the Whitby Public Library was launching a placemaking area for Black History Month highlighting books from local authors.

Public Works Department

Dhaval Pandya provided a Public Works Department update which included implementing recommendations from the Brooklin North Major Roads Environmental Assessment.

7. Correspondence

7.1 There was no correspondence.

8. Council Update

8.1 There was no Council update.

9. Other Business

9.1 Joint Brooklin Downtown Development Steering Committee and
Downtown Whitby Development Steering Committee Meeting

Christy Chrus requested feedback from the Committee regarding whether the Committee would like to participate in the Central Counties Tourism Ambassador Program.

10. Next Meeting

10.1 Thursday, April 28, 2022 - 8:00 a.m.
Virtual Meeting

11. Adjournment

11.1 Motion to Adjourn

Recommendation:

Moved By Alex MacCulloch

That the meeting adjourn.

Carried

The meeting adjourned at 9:32 a.m.