



Committee of the Whole Revised Agenda

Monday, February 27, 2023, 7:00 p.m.

Council Chambers

Whitby Town Hall

This meeting will be held in a hybrid in-person and virtual format. In accordance with Section 7 of Procedure By-law # 7462-18, Members of Council may choose to attend in-person or participate virtually. In-person attendance by the public is permitted, however those wishing to speak during the meeting are asked to complete a Delegation Request Form

Should you wish to provide comments regarding a matter being considered below, please submit written correspondence and/or a Delegation Request Form.

- **To submit written correspondence**, please email the Office of the Town Clerk at clerk@whitby.ca by noon on the day of the meeting. Written correspondence must include your full name, address, and the item on the agenda that your correspondence is related to.
- **To speak during the Committee meeting**, please submit a Delegation Request Form online to the Office of the Town Clerk by 10 a.m. on the day of the meeting. Should you be unable to access a computer, please call 905.430.4315 to speak with a Staff Member in the Office of the Town Clerk.

The meeting will be available for live viewing through the Town's **live stream feed** at whitby.ca/CouncilCalendar while the meeting is in progress. Please visit our website for more information or contact clerk@whitby.ca.

A Revised Agenda may be published on a later date. Late items added or a change to an item will appear with an asterisk beside them.

-
1. **Call To Order: The Mayor**
 2. **Call of the Roll: The Clerk**
 3. **Declarations of Conflict of Interest**
 4. **Consent Agenda**
 5. **Planning and Development**
 - 5.1 Presentations
 - 5.2 Delegations

- *5.2.1 Davina Jones, Resident (In-Person Attendance)
Re: 2022-625 - Correspondence received by C. Harris, Town Clerk from D. Jones and W. Abel, residents, dated November 15, 2022 regarding Port Whitby Traffic Petition

Refer to Item 5.3.1, Correspondence # 2022-625

- *5.2.2 Wenda Abel, Resident (In-Person Attendance)
Re: 2022-625 - Correspondence received by C. Harris, Town Clerk from D. Jones and W. Abel, residents, dated November 15, 2022 regarding Port Whitby Traffic Petition

Refer to Item 5.3.1, Correspondence # 2022-625

- *5.2.3 Max Lysyk, Resident (In-Person Attendance)
Re: PDP 61-22, Planning and Development (Planning Services) Department Report
Final Recommended Official Plan Amendment, Downtown Whitby
Community Secondary Plan, File Number: DEV-21-20 (OPA-2020-W/03)

Refer to Item 5.4.1, PDP 61-22

5.3 Correspondence

- 5.3.1 2022-625 - Correspondence received by C. Harris, Town Clerk from D. Jones and W. Abel, residents, dated November 15, 2022 regarding Port Whitby Traffic Petition
Recommendation:
That Correspondence 2022-625 received by C. Harris, Town Clerk from D. Jones and W. Abel, residents, dated November 16, 2022 regarding a Port Whitby traffic petition be received for information.

5.4 Staff Reports

- *5.4.1 PDP 61-22, Planning and Development (Planning Services) Department Report
Re: Final Recommended Official Plan Amendment, Downtown Whitby Community Secondary Plan, File Number: DEV-21-20 (OPA-2020-W/03)

Note: Report PDP 61-22 is carried over from the November 28, 2022 Committee of the Whole agenda as the Report was referred to Staff to prepare a memorandum on the costs and opportunity of undertaking additional consultation with the community on the Downtown Whitby Community Secondary Plan and to undertake an education and training session with Council.

See also attached Memorandum from L. Tesolin, Principal Planner and Supervisor, Policy and Heritage dated February 23, 2023 regarding Downtown Whitby Secondary Plan Update – Additional Comment Submission

Recommendation:

1. That Council adopt Amendment 126 to the Whitby Official Plan, regarding the updated Downtown Whitby Community Secondary Plan, as outlined in Report PDP 61-22;
2. That the Clerk forward the necessary documentation for the Official Plan Amendment to the appropriate approval authority, within fifteen days of adoption of Amendment 126 to the Whitby Official Plan; and,
3. That the Clerk send a Notice of Council's adoption of Amendment 126 to those persons and agencies who have requested further notification regarding the Downtown Whitby Secondary Plan Update.

- 5.4.2 PDP 07-23, Planning and Development (Planning Services) Department Report
Re: Zoning By-law Amendment Application to Remove the Holding (H) Symbol, NF Hopkins Ltd., 901 Hopkins Street, File Number: DEV-29-22 (Z-20-22)

Recommendation:

1. That Council approve an Amendment to Zoning By-law # 2585 (File No. Z-20-22) for the removal of the Holding (H) Symbol, as outlined in Planning Report PDP 07-23; and,
2. That a by-law to amend Zoning By-law # 2585 be brought forward for consideration by Council.

5.4.3 PDP 08-23, Planning and Development (Planning Services)
Department and Office of the Chief Administrative Officer Joint Report
Re: Affordable Housing Initiative – Hickory Street South and Dunlop Street
East

Recommendation:

1. That Council direct staff to list the municipally owned property located at the northeast corner of Hickory Street and Dunlop Street East and a portion of the municipally owned property located on the south side of Dunlop Street East, as identified on Attachment #1 to Report No. PDP 08-23, on the Region of Durham's surplus land website for the potential creation of affordable housing; and,
2. That staff report back to Council on the interest received for affordable housing opportunities on the subject properties.

5.5 New and Unfinished Business - Planning and Development

5.5.1 Municipal Housing Pledge

Recommendation:

Moved by Councillor Lee

Whereas on October 25, 2022 the Minister of Municipal Affairs and Housing issued a letter to the Town of Whitby recognizing the Province's commitment to build 1.5 million homes by 2031 and assigning a Municipal Housing Target of 18,000 new homes in Whitby to assist with achieving this target.

And whereas, the Minister also requested the Town to demonstrate its commitment to accelerating housing supply by developing a Municipal Housing Pledge and take the necessary steps to facilitate the construction of 18,000 new homes in Whitby by 2031, and delivering that pledge to the Minister by March 22, 2023.

And whereas, the Town has a considerable inventory of housing units approved or in the approval process (i.e. 18,118 units), including 4,123 low density, 4,925 medium density and 9,070 high density units.

And whereas, the Town has additional greenfield land inventory within the West Whitby and Brooklin Community Secondary Plan areas to accommodate draft plan of subdivision applications, and considerable infill/intensification opportunities, which will further increase the potential housing yield.

And whereas, the Town has experienced a considerable increase in the number of building permits for residential units in the recent past, including 2,360 permits in 2021 and 1,777 permits in 2022, with an expectation to continue such volume of permits into the future.

Now therefore, the Town of Whitby Council pledges its commitment to facilitate the development of 18,000 new homes by 2031 through the following initiatives/activities:

- Implement and/or update Official Plan Policies, including the following:
 - Continue to implement recent Official Plan policy adjustments to increase the proportionate share of medium and high density residential units in strategic areas of the Town, such as designated Centers, Corridors and the Whitby GO Station and Port Whitby areas;
 - Initiate an update to the Town of Whitby Official Plan to comply with recent changes to the Growth Plan for the Greater Golden Horseshoe and pending new Official Plan for the Region of

Durham;

- Initiate an update to strengthen the policy basis for medium and high density residential units within the Whitby GO Major Transit Station Area (MTSA).
- Complete the on-going Comprehensive Review and Update of the Town's Zoning By-laws, including the following:
 - Including permissive policies to support accessory units in ground related housing forms;
 - Including contemporary regulations to accommodate a wide range of housing types as-of-right.
- Develop a Housing Acceleration Strategy and Implementation Plan, including such matters as the following:
 - Confirmation and/or expansion of strategic development areas designated in the Whitby Official Plan;
 - Recognition of updated/contemporary zoning regulations through the Comprehensive Zoning By-law Review and Update;
 - Development of municipal fiscal resources to support the cost of new housing and related infrastructure;
 - Co-ordinate with the Region of Durham to develop a servicing plan to accommodate new growth in Whitby;
 - Identification of public lands with development or redevelopment potential.
- Capitalize on funding sources, such as the Streamline Development Fund to further advance on-line portal development for Planning Act and Ontario Building Code Act related applications, recognizing the on-line application resources have been established and will continue to be expanded upon.
- Continue to collaborate with the Region of Durham to ensure major servicing infrastructure (water, sewer, roads) is available when needed.

Notwithstanding the Town of Whitby's Municipal Housing Pledge herein, it is recognized that there are many influences outside the control of the Town, which should not reflect upon the Town's performance to achieve the Municipal Housing Target of 18,000 homes by 2031, including but not limited to the following:

- Interest rates;
- Inflation;
- Supply chain issues;
- Availability of labour force/skilled trades in housing construction;
- Housing market;
- Developer's desire to proceed with construction;
- Provision of Regional infrastructure;
- Planning approvals shifting to the Provincial level from the Region of Durham;
- Additional, unforeseen legislative changes to planning and building approvals processes;
- Shortage of talent pool for Planning, Engineering and Building professionals required to review and process development applications.

The Council of the Town of Whitby makes this pledge recognizing that there is a shared responsibility with the development community to deliver on the creation of desirable communities where residents can live, work and play, not just live. Also recognizing that they Town's responsibility to support new and existing residents will remain long after the new housing is constructed.

The Council of the Town of Whitby requests further dialogue with the Province regarding definitions related to Bill 23 and regulations thereto, and looks forward to further discussions with the Minister of Municipal Affairs and Housing in April 2023 regarding the impacts of Bill 23, and related Development Charge shortfalls, what legislative provisions will be directed at the development community to pass along, dollar for dollar, any savings achieved through Bill 23, and legislative amendments to incent developers to "use it or lose it" with respect to approved development applications or permits.

That the Clerk be directed to circulate a copy of this resolution to the Minister of Municipal Affairs and Housing and all Durham Region MPPs.

6. General Government

- 6.1 Presentations
- 6.2 Delegations
- 6.3 Correspondence
- 6.4 Staff Reports

- 6.4.1 CAO 04-23, Office of the Chief Administrative Officer Report
Re: Memorandum of Understanding between the Town of Whitby and the Canadian Musicians Co-operative

Recommendation:

1. That Report CAO 04-23 be received for information;
2. That the Town enter into a three-year Memorandum of Understanding with the Ontario Musicians Co-operative Inc. (operating as the Canadian Musicians Co-operative) effective January 1, 2023 to January 1, 2026;
3. That the CAO and Commissioner Financial Services/Treasurer be authorized to execute the Memorandum of Understanding, and be delegated the authority to make amendments thereto subject to such amendments being mutually agreed upon by the Canadian Musicians Co-operative and the Town; and,
4. That Council provide an exemption to the Public Nuisance By-law \$ 6714-13 for the duration of the Memorandum of Understanding with respect to the ability of Canadian Musicians Co-operative Performers to be able to receive a voluntary gratuity as part of the program.

- 6.4.2 CAO 05-23, Office of the Chief Administrative Officer Report
Re: Roebuck Street Placemaking Project

Recommendation:

That Council approve the semi-permanent closure of Roebuck Street in Downtown Brooklin (June to mid-September) to support placemaking opportunities and create an outdoor community gathering space.

- 6.4.3 CAO 06-23, Office of the Chief Administrative Officer and Financial Services Department Joint Report
Re: Community Development Funds - 2022 Annual Report

Recommendation:

1. That Report CAO 06-23 regarding the 2022 Annual Report for the Mayor's Community Development Fund and the Performing Arts Community Development Fund be received for information; and,
2. That Council approve the updated Mayor's Community Development Fund and Performing Arts Community Development Fund Policy as shown in Attachment 4.

- *6.4.4 CAO 03-23, Office of the Chief Administrative Officer
Re: Public Art Policy Framework

Recommendation:

1. That Report CAO 03-23 be received for information;
2. That Council endorse the Public Art Policy Framework as presented in Report CAO 03-23; and,
3. That Staff be directed to prepare a final Public Art Policy to be presented to Council in Q4 2023.

6.5 New and Unfinished Business - General Government

*6.5.1 Durham Meadoway – Green Energy Projects

Recommendation:

Moved By Councillor Lundquist

1. That Whitby Town Council urge the Region of Durham to broaden the scope of the Durham Meadoway Visioning Study to include the possibility of green energy projects on the Gatineau Hydro Corridor through Durham in addition to the proposed multi-use path for active transportation; and,
2. That the Clerk be directed to forward a copy of this motion to the Region of Durham and Whitby Sustainability Advisory Committee.

*6.5.2 Protecting Whitby's Urban Forest Canopy

Recommendation:

Moved By Councillor Lundquist

That staff report back on the opportunity to protect trees of significance on private lands in order to preserve Whitby's urban forest canopy.

7. Adjournment

Recommendation:

That the meeting adjourn.

From: [Davina Jones](#)
To: [Internet, Clerk; clerks@durham.ca; trollauer@drps.ca](#)
Cc: [Weda Abel](#); [REDACTED]
Subject: Port Whitby Community Traffic Petition
Date: November 16, 2022 3:35:47 PM
Attachments: [Port Whitby Traffic Petition Nov16-22.pptx](#)

[EXTERNAL EMAIL]

Town of Whitby and Durham Region Clerks: Please would you distribute the attached petition to all members of Durham and Whitby Councils and staff as appropriate, thank you.

Interim Chief Todd Rollauer (DRPS): Please would you distribute as appropriate, thank you.

NOTE: The document is also filed in Google and can be accessed via this link:

[REDACTED]

Please let us know if there are any concerns. We look forward to a response.

Regards,

Wenda Abel

Davina Jones

PORT WHITBY COMMUNITY

TRAFFIC PETITION

November 16, 2022

TABLE OF CONTENTS

Slide 3: Introduction

Slide 4: Authors

Slide 5: Map: Recreational traffic to/from waterfront

Slide 6: Map: Industrial traffic/large trucks

Slide 7: Map: Speeding/passing/dangerous driving

Slide 8: Map: Cut through traffic

Slide 9: Map: Additional Impending new developments

Slide 10: Map: Other concerns

Slide 11: Additional Information

Slide 12: Petition Signatures

Slide 13: Thank you

PORT WHITBY COMMUNITY TRAFFIC PETITION TO WHITBY COUNCIL, DURHAM REGION COUNCIL AND DURHAM REGIONAL POLICE SERVICES TO ENACT ENFORCEMENT AND TRAFFIC CONTROL MEASURES IN PORT WHITBY and the WHITBY WATERFRONT AREAS TO STOP SPEEDING, AGGRESSIVE DRIVING AND EGREGIOUSLY EXCESSIVE NOISE FROM ILLEGAL MODIFIED MUFFLERS ON CARS AND MOTORCYCLES

We, the undersigned urgently call on **Whitby Council, Durham Region Council and Durham Regional Police Services** to preserve the peace, uphold the right to the enjoyment of our property and protect the health and well being of the Residents of the Port Whitby area. The issues noted above have increased exponentially over the last 6 years and will continue to do so as the population density grows. In an effort to assist the Durham Regional Police and Whitby Council in understanding the problem, several actions have been taken in order to raise awareness of Councils and Police Services, most recently documentation of noise and speeding offenses. To date, no constructive action has been undertaken and the issues persist on Victoria St. and the adjacent waterfront and residential streets of our neighborhood.

We call on you to take immediate, robust and necessary measures to STOP these dangerous and illegal activities through the following actions.

- Meet with a delegation of Port Whitby Residents to as soon as possible to hear our observations and experiences and their impacts in order to collaborate with Residents to develop appropriate solutions to address and eliminate/curb these activities.
- Prepare and share with Residents a PLAN for immediate enforcement against the illegal activities AND undertake the earliest possible implementation of specific TRAFFIC ROUTING and TRAFFIC CALMING MEASURES on the streets of Port Whitby bounded by 401 south to Water St., Gordon St. east to South Blair St. and including Brock St., Victoria St., Watson, Charles, Dufferin and Front Sts.
- Provide the RESOURCES, TOOLS and MANDATE to Council Staffs and Durham Regional Police Services necessary to successfully implement the PLAN.
- Call on and work with all other Durham Region Municipalities to immediately plan and implement a joint REGION-WIDE ACTION against speeding, aggressive driving and the illegal use of modified mufflers on vehicles on Durham Region streets and highways.
- Call on the Provincial Government to ENACT LAWS and PROVIDE A FULL COMPLEMENT of TOOLS and RESOURCES to Durham Region Municipalities and the Durham Regional Police Services to support enforcement of speeding and aggressive driving laws and STOP the use of ILLEGAL MODIFIED MUFFLERS on vehicles on public streets and highways – including the ability to impose FINES and PENALTIES consonant with the egregious nature of the impacts of these illegal activities.

PORT WHITBY COMMUNITY TRAFFIC PETITION

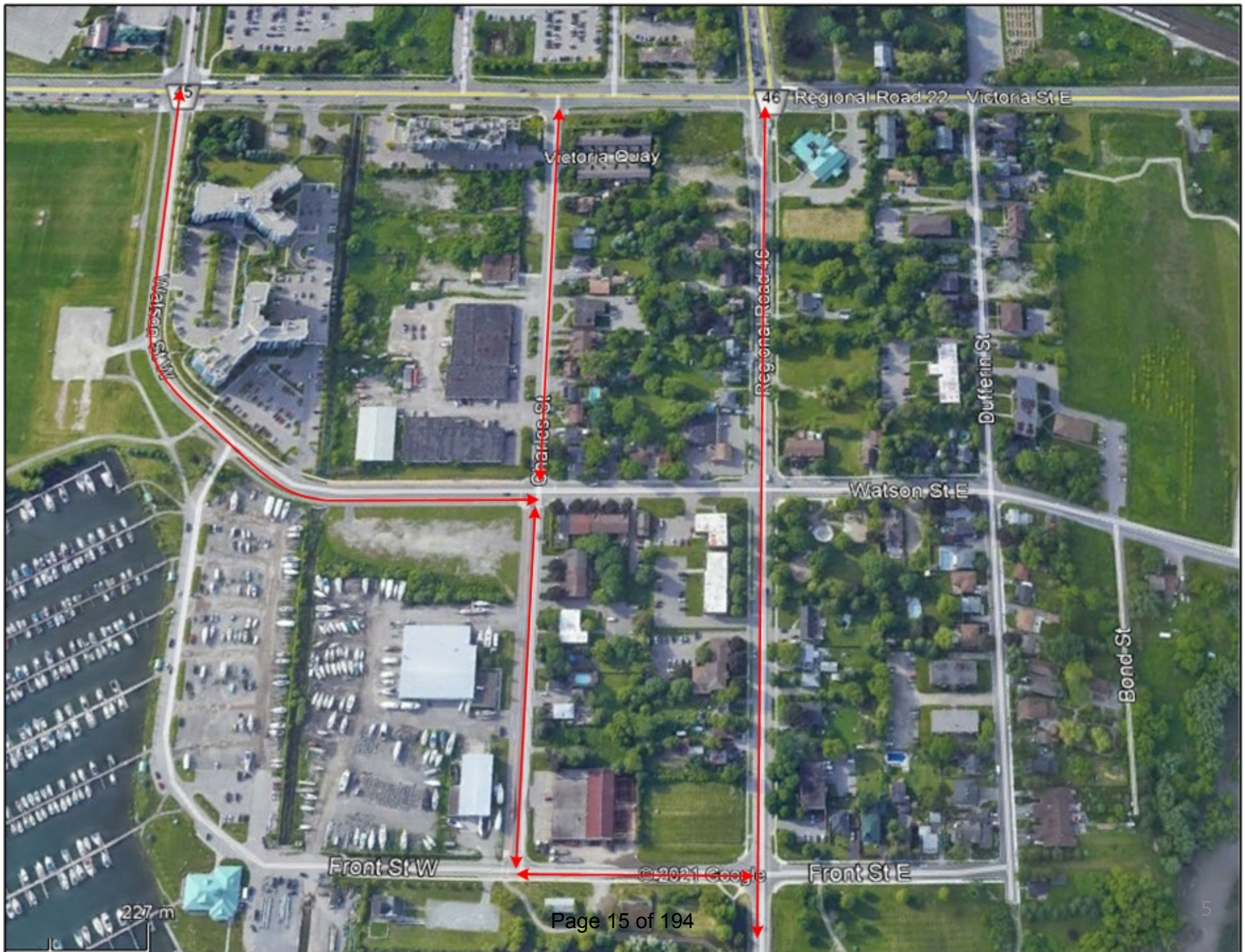
AUTHORS

Wenda Abel
105-340 Watson Street
Whitby, ON L1N 9G2
EMAIL: [REDACTED]

Davina Jones
5-1705 Charles Street
Whitby, ON L1N 1C3
Email: [REDACTED]

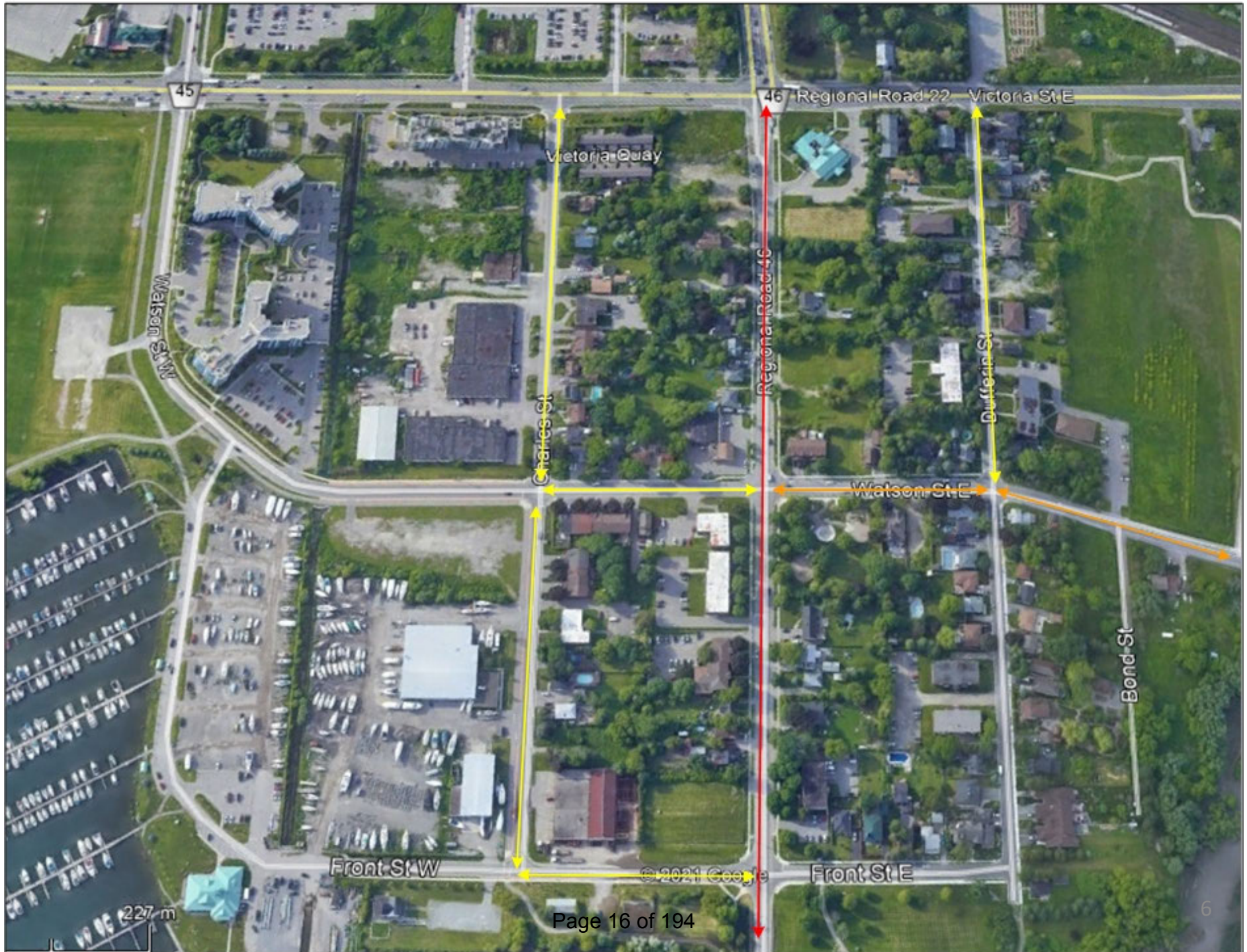
**PORT WHITBY TRAFFIC
RECREATIONAL TRAFFIC TO/FROM WATERFRONT**

Excessive ————— Moderate ————— Somewhat —————



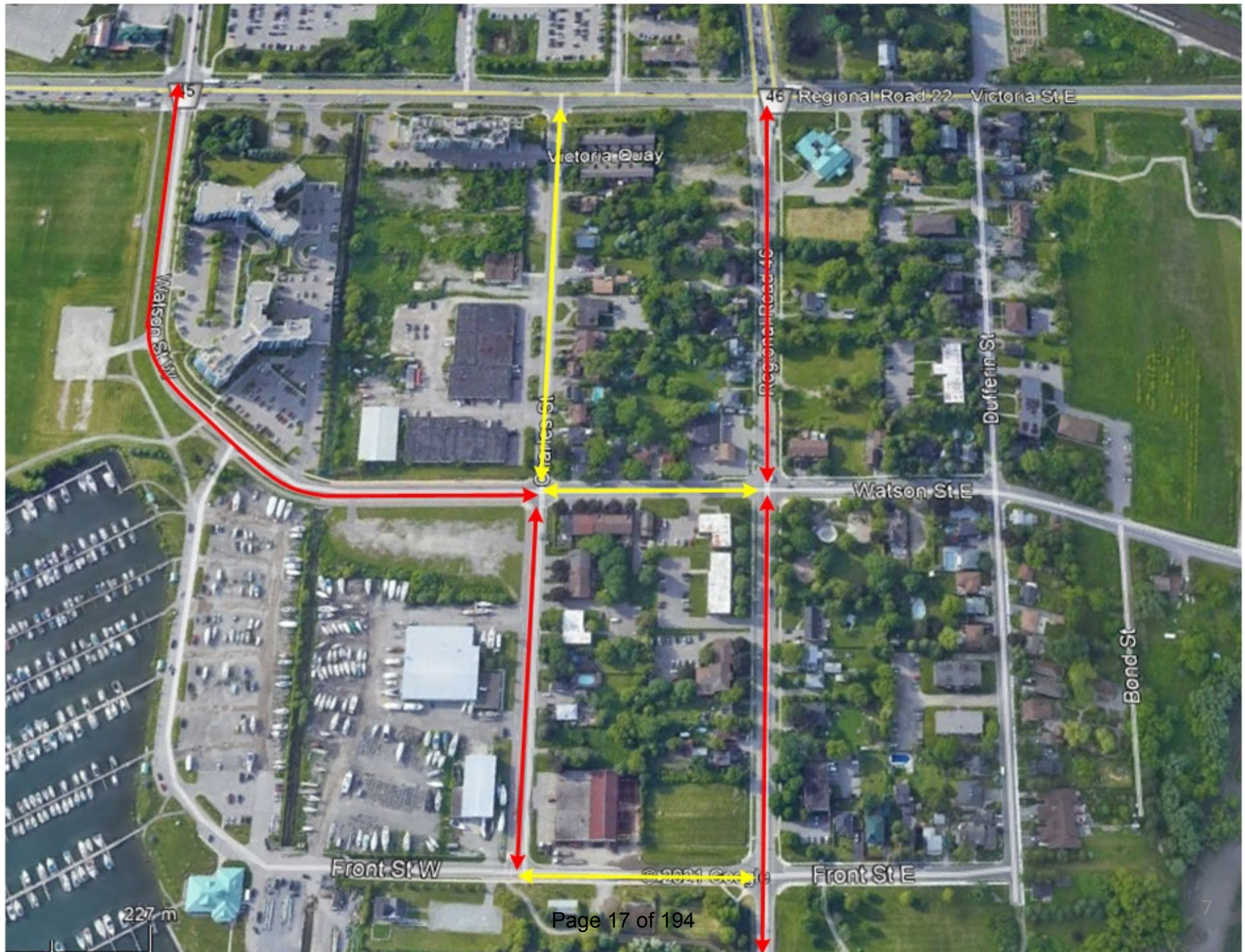
**PORT WHITBY TRAFFIC
INDUSTRIAL TRAFFIC/LARGE TRUCKS**

Excessive — Moderate — Somewhat —



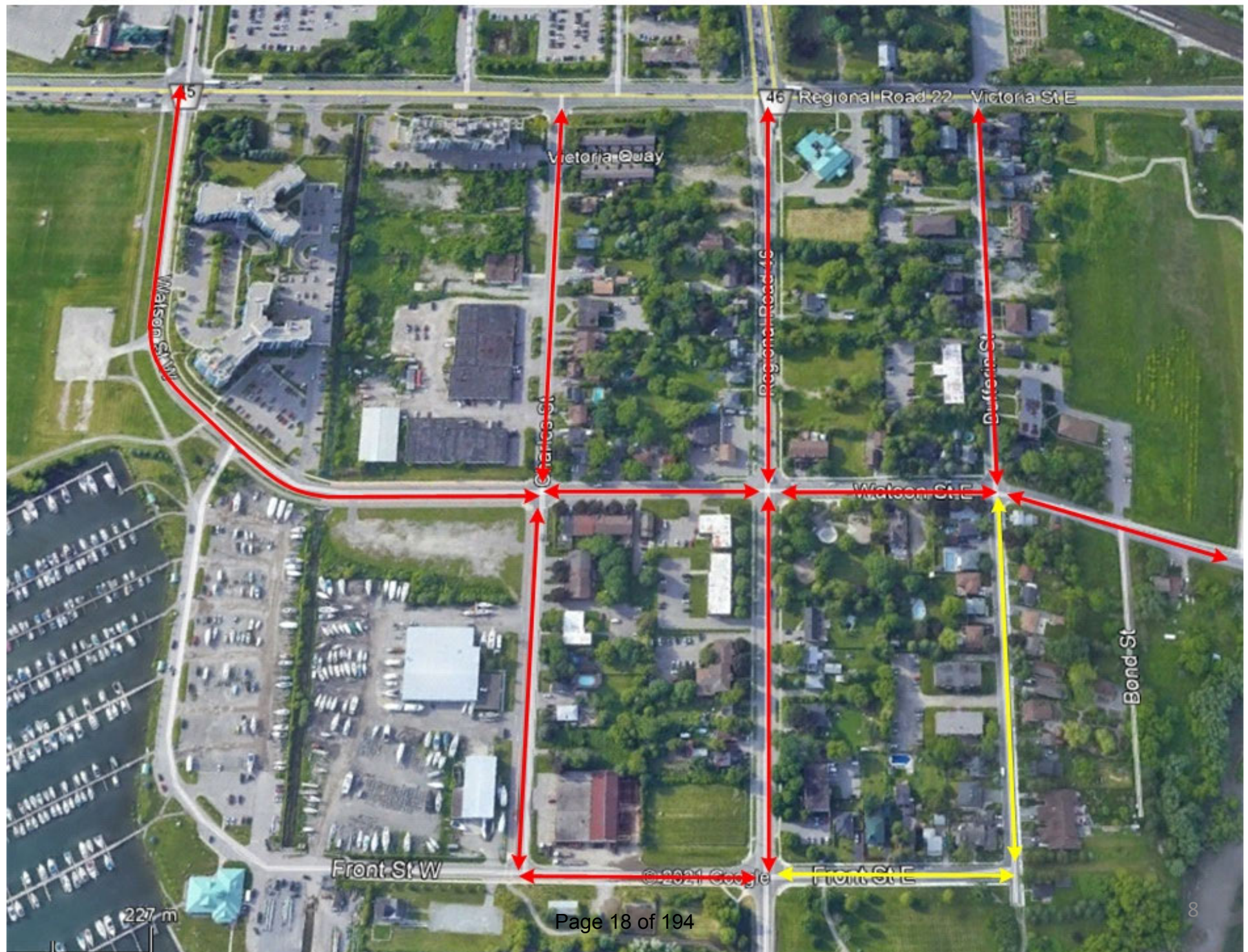
**PORT WHITBY TRAFFIC
SPEEDING/PASSING/DA**

Excessive — Moderate — Somewhat —



PORT WHITBY TRAFFIC

CUT THROUGH TRAFFIC OCCURES WHEN PROBLEMS ON HENRY/BROCK/401 OR VICTORIA



PORT WHITBY TRAFFIC - OTHER CONCERNS

Overall routing problems for wayfinding to/from waterfront and industrial – also need signage and correction as to where google and other maps are sending them.

Community Fines Increased signage on all ingresses along with lower speeds on streets, road markings to reduce street widths would help.



Sport participants ignoring no parking. Cause dangerous passing and blocking of ingress from Victoria

Blind driveway

Blind corner (speed/passing)

Pedestrian Crossing + bus stops

No sidewalks at all

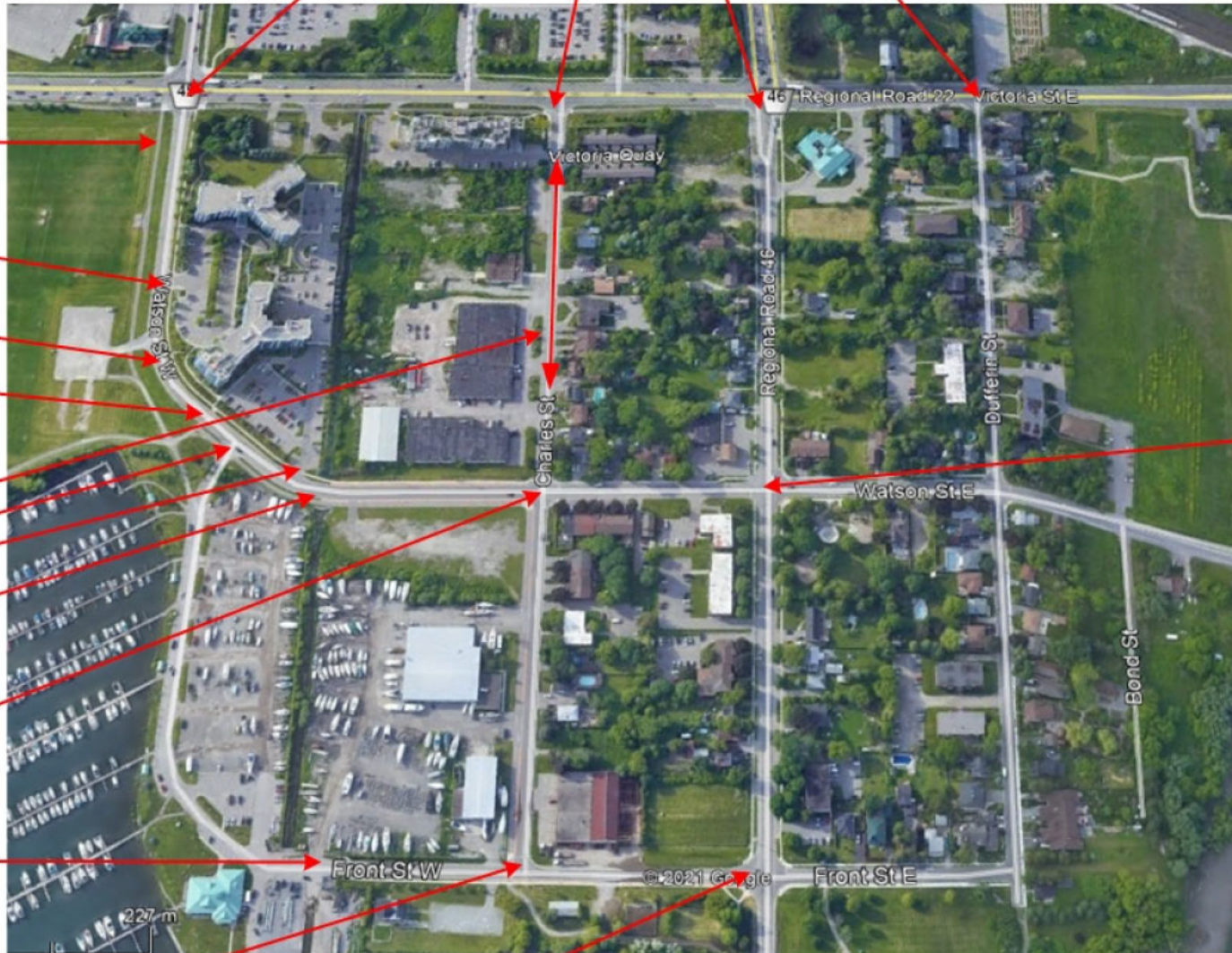
marina driveway

Blind driveway

Blind corner (speed/passing)

4-way stop largely ignored

Marina entrance, Fire route, Movement of boats



Stop sign largely ignored by trail crossing.

Stop sign largely ignored dangerous for pedestrians crossing between parks

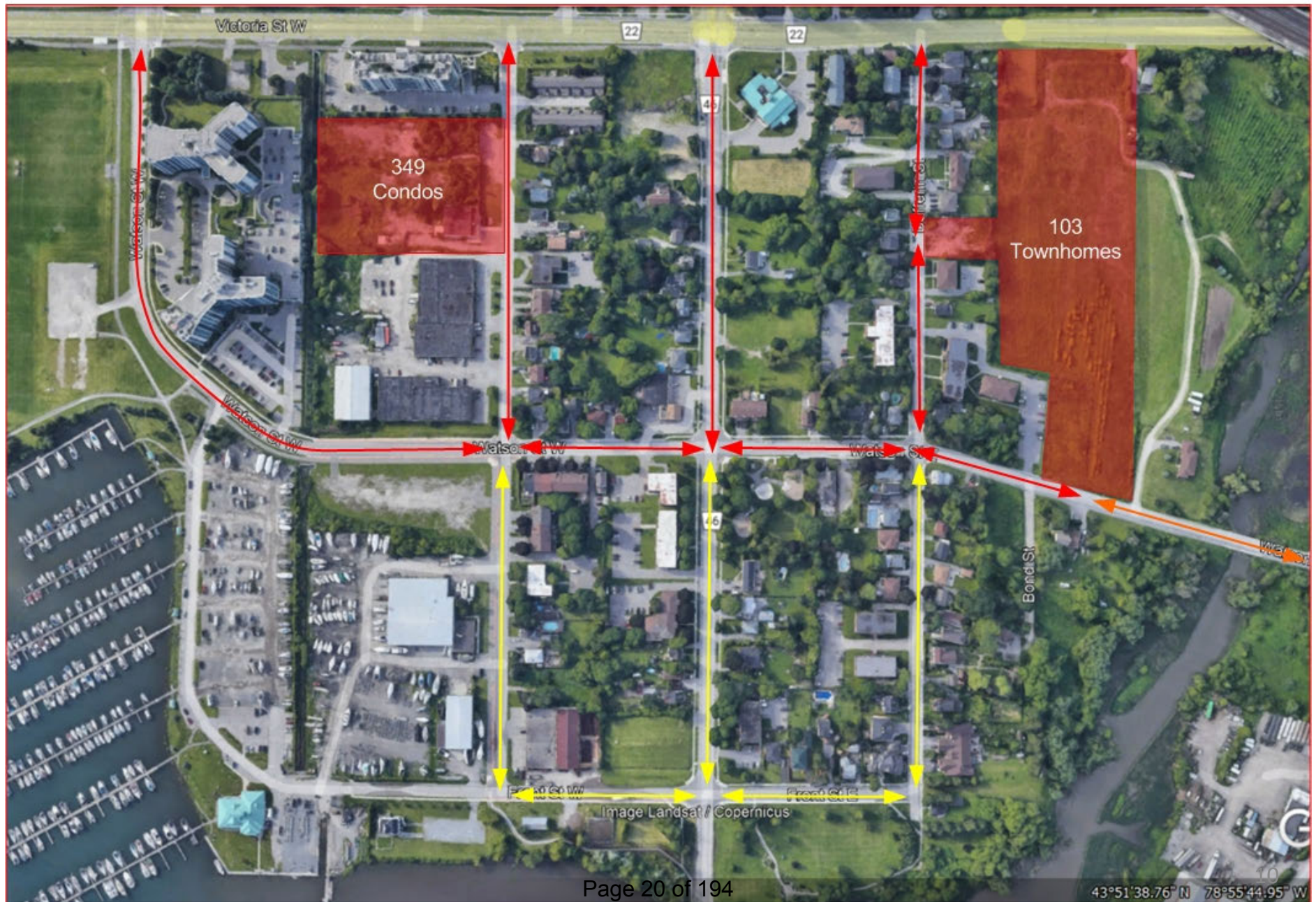
Extremely dangerous pedestrian area/ bridge. Inconsistent speed signs (and too fast) on the blind bends on Water Street. Excessive speeding around the blind bends. Parked cars on narrow streets.

Line-ups of vehicles to and from waterfront revving engines, noisy truck gears, while waiting at 4-way stop.

South Blair

PORT WHITBY TRAFFIC
ADDITIONAL IMPENDING NEW DEVELOPMENTS

Excessive — Moderate — Somewhat —



PORT WHITBY COMMUNITY TRAFFIC PETITION – SIGNATURES

(187 signatures pages numbered 2-16)

(In slide view, click on icon below to open zip file)



Port Whitby Traffic Petition Signatures pgs 2-16.zip

THANK YOU!

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
August 28, 2014	Don Mitchell, Joe Drumm, Liz Roy,	Davina	Henry Street closure and large amount of commuter traffic, impact and lack of communication or preparation within the community
August 28, 2014	Davina	Don Mitchell	Thanks Davina. I will forward it to the Commissioner of Works. I have already talked to him about the need for a clear and communicated management plan and constant monitoring and adjustment. That GO garage should never have gone there and was not supported by the Town or the Region. It's location has driven the need for the major work and Henry and that has caused all these problems - as we all knew it would. You just can't move all those commuters through an already congested Victoria. It is just so frustrating because all of this was identified when we first heard of their plans to put the garage there.
September 29, 2014	DRPS	Davina	Hi Folks, I am writing on behalf of the residents of Port Whitby. We could really use some enforcement before someone gets killed. Our neighbourhood has always had trouble with the go station traffic bleeding through here in rush hour. But with the construction on Henry Street, this has become unbearable. They speed/pass on the blind bend on Watson, squealing tires, road rage. Speeding down Charles and turning around. They accelerate through stop signs without stopping (especially the 4-way stop at Watson and Charles).
September 29, 2014	Don Mitchell, Liz Roy, Shirley Scott,	Davina	fyi...traffic is a sore spot down here...something I want to dig into further with the next council. But right now it needs enforcement
September 29, 2014	Don Mitchell, Liz Roy, Shirley Scott, Joe Drumm, Lorne Coe	Davina	Traffic is a hot topic right now - huge for us in the south, and also a PITA concern for many Whitby transit users. Please feel free to join our Port FB group page (link below) if you are not already joined. Post any updates about this community concern and any other community inputs that come along. Whitby waterfront is a growing community of a variety of smaller community areas which interconnect (note to regionally and mayoral candidate, this is in addition to my correspondence to DRPS and resident's concerns on our Port FB page)...folks from Whitby Shores have also posted a concern about something re traffic that I think y'all could help with. It looks to be something that can be addressed if they knew whom to get in touch with - I can help them with that, but better from y'all right now :)). Chance to get out there with community issues that are current and hot...
September 30, 2014	Davina	DRPS	I have read you email and have forwarded a copy to the Road Watch Department and to our Traffic Management Unit.
October 4, 2014	DRPS	Davina	could we please get an update regarding this request

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
May 6, 2016	Suzanne Beale, Tara	Davina	<p>A few years is a long time and we have lived with these increasing problems for a long time. If nothing else, we need to slow down the traffic on Watson (blind bend, even the little island hasn't slowed them down) and we need to slow down south Charles. We think that South Charles is caused by the fact that people do not recognize it as a residential street because of the boat yard. We really need to slow people down - surely this can be done without waiting for plans, assessments, etc., etc. We also need a method to discourage the rush hour cut through that is very disruptive to our community (speeding, not obeying stop signs, they even pass us on Watson!!).</p> <p>With all of the public events going on down here now and the increasing population, the waterfront is becoming extremely popular, traffic has increased dramatically and will continue to do so.</p> <p>Perhaps the Town can come up with an interim solution while waiting for the plans that will occur over the next few years.</p>
May 10, 2016	Suzanne Beale, Robe	Davina	<p>Closure of South Blair, confusing detours, impact on community...Now that South Blair is almost complete, do we have a plan to re-route the industrial traffic out of the residential community? Also Suzanne, the traffic down here is getting pretty heavy during the weekends now. We also have the problem of cut through from the GO Station during afternoon rush hour and the industrial traffic (industrial may be addressed when South Blair is complete). We really need to slow down the traffic that is cutting through this community, the speeds are often ridiculous. We all want to promote this area as pedestrian friendly - they have done a good job in both Ajax and Pickering with controlling traffic in their waterfront communities. People speed down Brock Street, Charles Street and Watson by the condos (even Water Street in spite of the bend). I fail to understand why they speed in less than a kilometer on Charles from Watson to Front (and of course many don't stop at the stop signs). Perhaps they have the impression that Charles is industrial because of the boat yard - they don't seem to respect the residential. Would it be possible to start to manage this (slower speeds, signage, traffic signal Brock/Watson are some ideas). I'm not sure what happens on Dufferin north of Watson, but there are often complaints on facebook about that area also (so I guess the entire residential Port Whitby community is of concern).</p>
May 13, 2017	Davina	Robert Pasiak	<p>we are currently targeting May 27 for the opening of South Blair Street. A few pieces of the puzzle still have to fall into place.</p> <p>I will be sending out a notification to the community and businesses via Canada Post, the same way I did when we started the detour. I should have a better idea as to when that will happen next week – most likely early the week of the opening. It would be great if you could help spread the good news by posting that notice on your Facebook page.</p> <p>We will also reprogram the LED signs that are located along the detour to advise of the opening and run some materials on the municipal website as well.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 13, 2017	Council, Suzanne Bea	Davina	<p>I don't know how many years we have been asking for assistance with traffic in Port Whitby. I can go through files and pull out a lot of stuff but I think our effort is best spent moving forward.</p> <p>We need your help once and for all to solve the traffic problems down here. If you go to Ajax waterfront and look at the measures that have been put in place there to protect the waterfront residents, that would be a good place to start.</p> <p>The more the waterfront has been promoted, the more traffic we get. South Blair has been completed for some time and yet the community is full of transports. The speed and lack of obedience is downright dangerous and could be controlled if you would just get it done.</p> <p>Please can you help our community, the level of frustration is high? Following is the email I sent to DRPS just now to see if we can get some immediate help with the Henry Street problem. But the root problem is that the traffic issues down here are not getting solved before other closures cause additional problems. The Brock closures was also havoc but that havoc occurred in evenings and weekends as opposed to week days - NOBODY I talked to knew of South Blair and the fact they could access the waterfront that way.</p> <p>The community doesn't care if it is a Regional Road or a Town Road it should be up to the two levels of government to come together and work this out.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 13, 2017	Davina	DRPS, copy all members of council	<p>Re Henry Street: We would appreciate if we could get some assistance with traffic in rush hour in our Port Whitby community, until we get this under control again. Yesterday they closed Henry Street and the same things immediately started happening that happened the last time Henry Street was closed.</p> <p>Commuter traffic tries to by-pass the traffic light line-up at Brock Street. They head into Port Whitby which really has nowhere to go other than the lake and they cause havoc.</p> <p>They clog Watson Street, they actually pass on the wrong side of the road on Watson Street between Victoria all the way to Brock. They run all stop signs. Watson Street contains heavy pedestrian traffic along the waterfront trail and has 2 blind driveways where a great deal of seniors enter and exit the condos and also cross the road to walk.</p> <p>Then they get backed up on Watson Street so they go south on Charles. They are frustrated and angry and screech around the corner through the stop sign and then rev their engine and seem to go up to 100K in the short run from Watson to Front Street along Charles, and we see the same kind of speed from vehicles coming north on Charles. This can be seen on my camera footage from yesterday (speed is an ongoing problem in this entire community without Henry being closed). There is nowhere to go when they get to the bottom so they then race up Brock Street and if Watson west was not under construction they would race along there and often up Dufferin. Note that Watson west will be open shortly so this will begin.</p> <p>They drive down Dufferin and find they have nowhere to go and end up u-turning and clogging that residential street. They drive down Brock and do hundreds of u-turns just past the firehall, including into many local driveways.</p> <p>I have seen cars stop in the middle of the road to check their phones to find a route, holding up traffic further. The u-turns are happening throughout the community.</p> <p>We cannot get out of our community. It can take up to half an hour to get out. If there is an emergency in the community or the marina we will be in trouble.</p>
June 13, 2017	Suzanne Beale	Michael Emm	<p>Good afternoon Suzanne,</p> <p>Could I please ask for your direction in regards to the issue brought forward by Davina to move forward. Please feel free to contact me any time to discuss.</p>
June 13, 2017	Davina	Don Mitchell	<p>Thanks for your email. I know it is a very poor situation down there. I have spoken with the Region about traffic management including easing the lane restriction on Victoria to the west and increasing the signal times to allow residents to get north over Brock Street. The Region hopes to have lower Brock opened within a few days. I have also asked Inspector Morrisette of the DRPS to provide whatever support is available.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 15, 2017	Don Mitchell	Davina	<p>if they can't open the road tomorrow the Region needs to fix the signage. We have multiple confusing detours going on at once. One big map at the closure would help (see attached) and if they changed the LED sign at Victoria to say "use South Blair" with an arrow pointing east, that would also help. All it says now is "Brock Street closed at Front due to flooding". I was down at Rowe house for a short time today and two people stopped and asked me how to get to Heydenshore. On the weekend it was hundreds of people - every weekend that it has been closed, it has been the same. I know because I have had to keep checking the house. I have started posting my map all over facebook to try and educate people about South Blair.</p>
September 6, 2017	Suzanne Beales, Don	Davina	<p>we have had no updates on traffic problems in Port Whitby and at this point our community is extremely frustrated.</p> <p>I personally have not seen traffic measured down here for many years and then only on Brock Street. I know I am not the only one who is has been drawing this matter to the Town's attention for those MANY years. Meetings, emails, newspaper articles, lots of frustration increasingly presented on facebook...but nothing changes, nothing is ever dealt with. Even though the Town of Whitby promotes calming and pedestrian friendly communities AND the waterfront as a destination. We continually read about other areas in Whitby where the traffic is addressed, even communities that never asked for assistance (i.e., Garden Street). Does the Town realize how large this problem has grown in the last 15 years of pushing water uphill with no assistance?</p> <p>Compare Whitby to other waterfront communities and the measures that have been taken. Those communities aren't even as close to 401/commuter hubs. What can be done to deter traffic from traversing through here when they really get nowhere, that's one of the problems?</p> <p>Just a quick google and I found my own newspaper articles about this matter from 2003 (yes, 2003!!!), 2008 and 2010 on up to now where it is presently at an insane point.</p> <p>The town promotes traffic calming but the only thing I have seen done about it, in many years in Port Whitby, is the little island on the blind bend on Watson which was added during the sewer twinning. News flash, that isn't calming anything. As a side note, Watson Street should be designated no parking because they are too lazy to even walk to the parking lots that have been created for them in Victoria Fields. I have photos of all of this as do other residents and they have been posted on our community facebook page and still nothing gets done.</p> <p>Since the first Henry Street closure in 2015, commuter cut through traffic has increased in Port Whitby to the point where people cannot even get out of their driveways in rush hour due to complete gridlock. Even outside of rush hour, the steady stream the rest of the time, with unbelievable speeds and no regard for stop signs or residents is outrageous, there is no in-between anymore (particularly Watson, Charles and Brock but also Front and Dufferin). With the blocked traffic on Brock and the u-turns and road rage the fire truck can't even get out of the station! If any decent person leaves the fire driveway open the next car comes south and u-turns right there blocking it</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
September 10, 2017	Suzanne Beale, Don	Davina	<p>I didn't want to bother everyone in the summer because I know it's hard enough to get through that heavy vacation period. It is good to know that measures are being taken.</p> <p>I know that road closures have a huge impact but unfortunately that impact will not entirely go away now that folks have learned the route (and it could be that google also sends them through this route, I'm not sure). We understand that some of the closures have caused problems which will hopefully be alleviated somewhat when construction is complete (see attached pic of Watson). We know that Brock Street Bridge also needs to be re-done so this is going to go on for some time yet. Hopefully adding calming measures within the residential community will solve a lot of issues associated with increased waterfront, residential and industrial traffic and also commuter cut-through traffic. I have watched the cars cut through here when Victoria is moving quite well, so I do think this has become a chosen route for quite a few commuters. Hopefully future improvements along the corridor will help, but properly defining the residential area down here is long overdue also.</p> <p>There is plenty of parking in the soccer fields. The problem is that people are lazy. In the attached photo the lots are almost empty and yet the cars are parked on Watson because it is directly beside where they were practising. It only takes one car to start it and the rest follow. Discussing the issue with the sports folks will surely help.</p> <p>Signage to move the trucks and industrial traffic is also long overdue and will be a welcome addition as long as it is very prominent. Similar to soccer, it will take some education of the businesses as well.</p> <p>I would love to discuss this further. A more educated community as to what measures are being undertaken will also help to alleviate frustration.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
September 8, 2017	Davina	Suzanne Beale	<p>Thank you very much for your comments and please note that providing safe and appropriate mobility operations in the Port is of extreme importance to the Town. Over the last five years or so, the Town has invested millions of dollars for improving roadway, pedestrian, cycling conditions and parking mgmt. in the Port but I certainly appreciate your concerns with increasing traffic volumes over the years in the area. Growth and traffic management in the Port is a matter I can assure you we take very seriously and is being planned and incorporated into the Town's ongoing and future plans.</p> <p>I do not disagree with you that the last 6 months has proven to be very difficult and challenging with the Henry St closure and bridge replacement by the Province, construction on Victoria Street, and the closure of Brock/Water St this spring and summer due to flooding concerns. These construction/closures have impacted the Port from a traffic volume perspective including Watson St. and Charles St Albeit the issues have mainly being during peak hour times. Fortunately they will not be long term impacts.</p> <p>The opening of the ramps at Lakeridge Road to Hwy 401 has assisted matters and once the Victoria St widening to 4 lanes is completed next year along with the Town's new/improved cycling route between Ajax and Oshawa, it should provide tremendous relief to the Victoria/Brock St corridor. Change requirements are also being identified to the bridge on Brock Street over the harbour to improve drainage flows and pedestrian/cycling access which will help in the longer term. .</p> <p>In regards to traffic volumes, please note that we will be doing traffic counts including truck counts in the Port area including Watson, Charles, South Blair and Water St this Fall. We will also be placing Truck Route Signs on South Blair.</p> <p>We have also been in contact with the sports groups regarding illegal parking on Watson st.. While we do not want to pave over paradise in the park , I appreciate the issue of illegal on-street parking and lots being at capacity and I can assure you we are further reviewing this matter from a parks mgmt. perspective.</p> <p>There are other actions we are planning to undertake to manage traffic operations in the Port in the future and I would be pleased to discuss these matters in more detail should you wish.</p>
September 12, 2017	Davina	Suzanne Beale	<p>really appreciate the information and feedback. Myself and sraff are also meeting and discussing with the region and province over the next few months various road projects in and near the Port and I will look at some time for us to discuss this with you further.</p>
March 5, 2018	Suzanne Beales, Mich	Davina	<p>Could you kindly ensure that during discussions relating to the MTO/Brock Street bridge replacement that our traffic concerns are also listed and addressed. We need to discourage the cut-through traffic in the residential community that we have experienced during the last couple of major construction projects. We know what will happen if it isn't addressed and that is avoidable if handled properly.</p>
March 5, 2018	Davina	Suzanne Beale	<p>Will do</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 6, 2018	Suzanne Beale, Don	Davina	today I was out the front gardening and watching a lot of traffic whizzing along the Charles and Watson freeways and as usual ignoring stop signs. More than 15 years have gone by since I have asked the Town to solve this issue (and followed up yearly). I have also asked that the truck traffic be routed to South Blair but they continue to cut through the residential community. During those years, pedestrian and vehicle traffic has exploded down here and will continue to do so. Many other areas of the Town have been addressed but not Port Whitby, in spite of the growth. At this time, I would appreciate receiving a timeline as to when traffic calming will take place on Watson and Charles and truck traffic is re-routed to South Blair.
June 8, 2018	Suzanne Beale, Don	Davina	Was crazy again this weekend (the weather was great, the waterfront completely packed). It seems to just keep escalating now. Would appreciate an update
June 18, 2018	Davina	Suzanne Beale	<p>We will be looking this year at the area speed limits, particularly those along Watson and Gordon adjacent to Victoria Park. We will be bringing this forward to the next Council. We are also in the process of discussing ownership of Brock St with the Region which will enable us to look at further improvements/modifications at the Watson/Brock St intersection and review truck movement opportunities as well. We are also planning to install sidewalks on Charles as the development proceeds on the street.</p> <p>There are a number of transit supportive initiatives that are also being reviewed and assessed for this area which should assist as further development proceeds.</p> <p>We will also ask the DRPS to perform enforcement during peak daytime travel periods to catch those that are travelling too fast or not properly stopping at stops signs</p>
June 19, 2018	Suzanne Beale, Don	Davina	<p>this would be a good beginning, the community will be happy to hear about some progress. However, it does nothing to address the problems on south Charles. I was on the condo rooftop with a bunch of people during rush hour on Friday and we were trying to figure out why people go so fast on a short stretch of road. We note that there are absolutely no signs at all. The road is fairly wide and nicely paved. There are no road markings or traffic calming measures. The marina buildings look industrial. There are absolutely no deterrents - it should be designated as a community safety zone, have signs to show children at play, speed limit of 40km, bump outs to reduce the perceived width (Ajax has achieved a lot of that with paint!!) I had the same discussion over the weekend with neighbours on the ground. We have no sidewalks on the east side and we are all very diligent about watching the children play on the driveways because it is so unsafe (there have been some scary moments). The traffic has exploded due to increase in growth and the fact that Charles has now become a fairly main route to/from the waterfront/industrial/GO since other road closures took place. This happens throughout the day during the week but particularly in rush hours and all the time on the weekends - especially in the summer.</p> <p>When can we expect to actually realize improvements and why isn't Charles Street south included?</p> <p>Thank you again for the update, it is very much appreciated...it's been a long road (pun intended)</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 26, 2018	Suzanne Beale, Don	Davina	<p>watching the Charles Freeway again today...do we have an update for Charles? Interestingly Town of Whitby vehicles and Durham Region vehicles all speed up and down Charles (including a building inspector today).</p> <p>Cannot the Town at least put back the signage that we did we had prior to the sewer twinning project? Four years ago signs and trees were removed and NOTHING has been replaced, on top of widening/paving the road, which seems to encourage a lot more bad behaviour! Also, the street needs some lines painted on it and limits reduced down to at least 40km (30km as in Toronto would be better here). This should also be designated a community safety zone.</p>
September 19, 2019	Clerk, JoAnne Drum	Davina	<p>I note that another development within our community is about to be approved on September 23rd (File Numbers SW-2018-03, Z-17-18). We have been asking for help with traffic concerns for years in our residential community, I have stacks of correspondence and yet nothing is ever done. Our traffic issues have exploded due to:</p> <ul style="list-style-type: none"> - population growth in South Whitby - visitor growth (especially with the advent of so many major events here now) - cut through traffic whenever there are problems on Highway 401 or Victoria Street - cut through traffic to the waterfront - GO Station cut through traffic - cut through traffic to the industrial area, including large trucks - excessive speeding through residential (even passing on residential streets and including running stop signs) <p>Other communities are now managing their waterfront residential traffic issues efficiently, we are not. When will you finally help the residents of Port Whitby with this ever growing problem?</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
September 24, 2019	Davina	JoAnne Drumm	<p>I just wanted to follow up with you on last night's meeting. The Council chambers were packed - standing room only, so I'm not sure if you were in attendance. I did speak to the proposed development - against it! I reminded my fellow Councillors and Mayor Mitchell to look at our gem Port Whitby as a special place. Just like our 2 downtowns.</p> <p>I did not support the application. And although the Mayor, Councillors Roy and Leahy had great empathy for the points I made, it still went through. I was the only one to vote against it.</p> <p>I reminded the Council of the 2 Brookfield Homes developments and the proposed development at the corner of Victoria and Brock Street South. Stating that I do not support those either. (Actually they were inherited - which as you know does happen)</p> <p>We have to ask ourselves how many more applications will be received for the Port? Ask ourselves about the already congested traffic, speeding, pedestrian safety, road widening and all the problems developments can sometimes bring.</p> <p>In my opinion adding more housing to the Port which is already sanctioned will increase these issues dramatically. Not to mention the effect on our green space. I believe THIS Council should know what other applications we have for this area before we make any more decisions. The area between Watson to Dufferin will wind up having the most density in Whitby.</p> <p>Port Whitby is a gem and part of revitalization also includes creating and enhancing our waterfront. We have an opportunity here moving forward to use common sense and make wise choices.</p> <p>So there you have it Davina.</p> <p>On another note the proposed development at the corner of Brock Street and Consumers was denied unanimously. There will still be a battle ahead should the developers decide to take it to LPAT. But wouldn't it be great if the developers take the initiative [and have the heart] to really work with the community?</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
May 18, 2020	Clerk, Don Mitchell, J Davina		<p>we just went through another weekend of extreme traffic. We have been asking the Town to help calm the traffic in the Port Whitby residential community for many years now, especially Watson Street and Charles Street. The traffic issues have exploded due to intensification/population increases and awareness created by hosting many waterfront events and activities (which attracts people from outside of Whitby). The community traffic problems are exacerbated when there are problems on Victoria Street, Highway 401, Henry Street, Brock Street and Thicksen Road, plus the increasing volume of GO train riders who arrive and depart in cars.</p> <p>I have no idea why Watson and Charles are the chosen routes to the waterfront. It could be due to maps and GPS that send the traffic along the waterfront trail route, while South Blair is generally empty outside of business hours (and even then, it's not very busy).</p> <p>During the pandemic, there have been literally thousands of vehicles through here. I was out front gardening on Saturday and in a period of 3 hours there were hundreds of cars. In addition to excessive volume, there are concerns with disobeying the few signs we do have, speeding, stunt driving...sports cars, motorcycles, dirt bikes – basically showing off, revving engines through the neighbourhood at all hours. Saturday was unbelievable because some pandemic restrictions were lifted and it would appear that some folks think the pandemic is over.</p> <p>Along with the traffic, there were masses of pedestrians and cyclists on the trail and spilling onto the streets to try and distance. Many of the drivers didn't seem to care at all about the pedestrians who were on the road. We also observed large groups of people/youths not practising social distancing and obviously not from the same household. I saw some people set up lawn chairs on the Rowe land and fishing on the bridge and behind the Sea Cadets building. I did not see any enforcement, but other residents indicated that they saw 2 officers in enforcement vehicles parked at Heydenshore. I have already advised that enforcement needs to happen throughout the area (at least around Windsor Bay).</p> <p>We have evolved into the walkable community that The Town wanted, quite rapidly. However, The Town has failed to put measures in place to ensure safety while accommodating the huge influx of traffic – we don't even have speed signs.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
May 18, 2019	Council	Davina	<p>we just went through another weekend of extreme traffic. We have been asking the Town to help calm the traffic in the Port Whitby residential community for many years now, especially Watson Street and Charles Street. The traffic issues have exploded due to intensification/population increases and awareness created by hosting many waterfront events and activities (which attracts people from outside of Whitby). The community traffic problems are exacerbated when there are problems on Victoria Street, Highway 401, Henry Street, Brock Street and Thicksen Road, plus the increasing volume of GO train riders who arrive and depart in cars.</p> <p>I have no idea why Watson and Charles are the chosen routes to the waterfront. It could be due to maps and GPS that send the traffic along the waterfront trail route, while South Blair is generally empty outside of business hours (and even then, it's not very busy).</p> <p>During the pandemic, there have been literally thousands of vehicles through here. I was out front gardening on Saturday and in a period of 3 hours there were hundreds of cars. In addition to excessive volume, there are concerns with disobeying the few signs we do have, speeding, stunt driving...sports cars, motorcycles, dirt bikes – basically showing off, revving engines through the neighbourhood at all hours. Saturday was unbelievable because some pandemic restrictions were lifted and it would appear that some folks think the pandemic is over.</p> <p>Along with the traffic, there were masses of pedestrians and cyclists on the trail and spilling onto the streets to try and distance. Many of the drivers didn't seem to care at all about the pedestrians who were on the road. We also observed large groups of people/youths not practising social distancing and obviously not from the same household. I saw some people set up lawn chairs on the Rowe land and fishing on the bridge and behind the Sea Cadets building. I did not see any enforcement, but other residents indicated that they saw 2 officers in enforcement vehicles parked at Heydenshore. I have already advised that enforcement needs to happen throughout the area (at least around Windsor Bay).</p> <p>We have evolved into the walkable community that The Town wanted, quite rapidly. However, The Town has failed to put measures in place to ensure safety while accommodating the huge influx of traffic – we don't even have speed signs.</p>
May 18, 2019	Don Mitchell	Davina	<p>I have copied Commissioner Beale whose team will be leading the traffic calming pilots. The main new device will be speed humps which you see in Toronto quite a bit. Apart from a couple on Whitburn, we have not really tried speed humps. And the ones on Whitburn are different from the rolling kind you see in the city (and which I prefer). At a slow speed, they are comfortable. At a high speed, they certainly are not.</p>
May 19, 2020	Davina	JoAnne Drumm	<p>Like the Mayor, I have also forwarded the concerns expressed in your email to Commissioner Beale. In my opinion perhaps speed bumps would be a good suggestion for consideration.</p>
May 19, 2020	JoAnne Drumm	Davina	<p>I hope there will be action. I have stacks of emails between Suzanne and myself, but nothing came of it and I'm not going to go back and waste lots of time and effort to harp on that. Now we have a BIG problem and we need to spend the effort to move this forward</p>
May 19, 2020	Davina	Don Mitchell	<p>Lynde Shores and Heber Down open tomorrow. More places for people to go for a walk.</p>
May 21, 2020	Don Mitchell, Clerk, J	Davina	<p>it's been a racetrack all week, busier in the evenings. Will we have some sort of temporary measure in place on Watson and Charles before the weekend?</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
May 29, 2020	Don Mitchell, Clerk, JoAnne Drumm, Suzanne		that would be a great idea...looking at the forecast, this will only get crazier this week - people are still limited as to where they can go so they come here in ever increasing numbers. Many from outside of Whitby. When I go to Ajax hospital, I go down Salem and along Clements and they use seasonal speed bumps (but those are rather cumbersome - does allow for emergency vehicles). But I really think that we have to play catch up right away. It was a big problem even before the pandemic.
May 20, 2020	Don Mitchell	Davina	Can only hope, but I doubt it. The waterfront traffic has increased year over year when everywhere is open. This is waterfront weather and a good amount of the folks coming for the last few years aren't local. I'm pretty sure that the non local traffic has increased further during the Pandemic
May 21, 2020	Don Mitchell, Clerk, J	Davina	Hi Don, it's been a racetrack all week, busier in the evenings. Will we have some sort of temporary measure in place on Watson and Charles before the weekend?
May 22, 2020	Davina	Suzanne Beale	<p>We will be undertaking speed and volume counts in the next couple of weeks throughout Port Whitby, including along Charles Street and Watson Street to see exactly the level of speeds and volumes that is occurring. We can certainly share these results with yourself once they are compiled. I recognize that the situation with Covid has greatly impacted the community which has increased pedestrian activity and with the recent changes in provincial regulations has seen more activity in our parks than has occurred in recent months. While we are not able to do temporary measures for this weekend, we are currently reviewing options to increase space for many places in the Town which have higher summer pedestrian activity and needs and will action as soon as we possibly can.</p> <p>The Town is also embarking on an autonomous pilot project in the Port area, and the route will include Watson Street. The timing for this was suppose to be the summer but has now been delayed to the fall because of the pandemic. With this trial, the vehicle will be travelling quite slowly, so will be a natural traffic calming effect, and we are also looking at other measures in the area to install along the route and adjacent streets to complement the trail - such as reduced posted speeds and traffic calming measures such as humps on side streets. Note we are not able to install humps on the test pilot route as the vehicle requires a clear road surface.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
May 22, 2020	Suzanne Beale, Don	Davina	<p>This is good news, thanks Suzanne. The traffic down here has been increasing year over year. It really went crazy after we started hosting events in Victoria Fields and on the Brookfield land. Also, other communities had prohibited certain behaviors that Whitby was still allowing. During COVID19, GTHA has been actively enforcing (they have lots of officers) and that may also be contributing to the increase here right now, along with Whitby's own population increases. I understand that there is a lot going on and if we can get some temporary measures at some point to fill the gap, that would be awesome.</p> <p>I would also like to see Charles Street south of Watson treated the same as Watson. It is that route that seems to be the worst. I think it is because it follows the waterfront trail. We sometimes even park cars at the bottom of the driveways for children to play on the driveways. I know that speeding is going on all over town, but I think we are losing sight of the fact that Port Whitby is and always was a residential area "connected" to the desirable waterfront destination. It just wasn't very busy years ago. so it used to be manageable.</p> <p>Although the community discusses their frustration on our facebook page, I am not broadcasting our correspondence on this, as it may generate more emails and I know that I fill up your mailboxes enough! We'll wait to broadcast just the good news when we can.</p>
June 4, 2020	Suzanne Beale	Davina	<p>I noticed that the counters have been removed. I guess they stay for just a week? Did you manage to get stats? It's already crazy again today as it's quite hot...we had some rainy days inbetween, I think it was still busy tho. The hot days tell the real tale</p>
June 6, 2020	Suzanne Beale, JoAnn	Davina	<p>The traffic is crazy and it started early today. I cannot imagine how bad it will be this weekend. We need something to slow the endless streams of speeding vehicles. It's too bad it rained the week while we had the counters but I think it was still busy and fast enough to get a picture. We barely come out to our front yards because it is so bad on lower Charles (which confines us further as we used to enjoy sitting out front and chatting).</p>
July 6, 2020	Suzanne Beale	Davina	<p>I'm sure you heard that some drunk took out a hydro pole in the wee hours of Sunday morning at the bend on Watson, big bang and then my bedroom lit up with a big flash...hydro out for hours while pole being replaced...likely coming from partying at the lake. It takes speed to knock a pole down like that. I can hear the revving at night when I am in bed and I can see and hear them all day long. Do we have any status as to the calming of Watson and Charles?</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
July 15, 2020	Council	Davina	Hi Councilors, will we have relief on our streets in Port Whitby before this weekend? This is so unfair honestly. The traffic right now and most days, evenings, even nights is ridiculous and dangerous. You have had years to address this. Months to address it since lockdown (and you started off so well!). We pay high taxes but can't even go near the waterfront or even around our community, especially on the hotter days, because the Town has elected to give that to non paying day trippers with very poor controls. Other locations have instituted permits for residents and day charges for visitors...even provincial parks aren't free. They have also either closed ther waterfronts to protect/prioritize residents or drastically reduced parking, with heavy enforcement and fines to reduce crowds. We are getting their cast offs, crowds here just keep increasing, all the way to Front Street! Until a month ago, I went at least as far as Front Street...now it just makes me even more frustrated, so I don't bother. I have not been past Front Street or toward Gordon Street since March. At least let us enjoy our properties for the summer that is left. There is really no excuse for ignoring Port Whitby's residents. Can someone provide me with information regarding a tax rebate and what situations could be considered for that. I feel trapped on my property and I cannot even enjoy being out front...so partial property. Yet I am in one of the highest taxed municipalities and I have paid Whitby over \$90K in after tax dollars for yet another tax. It's not fair!
July 18, 2020	Council, Suzanne Bea	Davina	As I sit in my backyard and listen to the traffic racing up and down Charles, Watson, even Brock, it made me think about the Town's recent promotion of the waterfront on Facebook. So I took another look. Even on there, not a single word about "please be mindful of the residential community and slow down". Nothing, nada. Obviously nothing was achieved in the past week. Will we have calming measures in place next week?
July 18, 2020	Davina	Steve Yamada (Deputy)	I'll reach out to staff this week.
July 21, 2020	Davina, JoAnne Drum	Suzanne Beale	I'm working on getting the traffic and speed numbers summarized and field observations and should have something to share with you very shortly.
July 22, 2020	Suzanne Beale, JoAnn	Davina	I don't know why people are driving this way, it has been a horrible summer here. Hopefully you can implement a plan that will stop this craziness.

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
July 24, 2020	Davina, Don Mitchell	Suzanne Beale	<p>We have the results from our 7 day traffic data survey and the following is noted for Charles Street between Watson Street and Front Street</p> <ul style="list-style-type: none"> - Avg daily volume 503 vehicles - Avg weekday volume 480 vehicles (northbound 198, southbound 282) - Avg weekend volume 559 vehicles (northbound 205, southbound 354) - Avg weekday speed 39 km/h - Avg weekend speed 36 km/h <p>The most interesting point that we observed was the significant difference in southbound traffic to northbound traffic.</p> <ul style="list-style-type: none"> - During the weekday the southbound traffic was 42% greater than northbound - During the weekend the southbound traffic was 73% greater than the northbound <p>I note the below as supplemental info for comparison purposes,</p> <ul style="list-style-type: none"> - Avg daily volume on Watson Street between Victoria and Charles is 1388 vehicles, - Avg daily volume on Water Street west of Durham Water Treatment plant 1835 vehicles - Avg daily volume on South Blair Street south of Watson 3410 vehicles <p>Based on our observations and supported by the data, there appears to be a few things going on:</p> <ul style="list-style-type: none"> - an issue with Wayfinding to the Waterfront - e.g. motorists see the sign for the Port Whitby Marina and naturally assume it is the way to the waterfront and then when they realize it is not, they proceed east and it is assumed they then believe going south on Charles will get them to the waterfront. The opposite does not occur as frequently as when people leave the waterfront, they are correcting their route and more so using Brock Street <p>some not realizing the marina remains closed to the public</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
July 27, 2020	Suzanne Beales, Don	Davina	<p>thank you very much for initiating the traffic data study and providing this information. I do have some concerns:</p> <p>As mentioned in my email of June 7, 2020, I am concerned about the period that the study was undertaken, because that was the worse weather week we have had. I have reviewed the weather from that period and until now and provided the information in an attachment for your convenience.</p> <p>Also, further skewing the numbers is that there was very little industrial traffic during that time period as well as over-flow traffic from Henry Street, Victoria Street, Brock Street, 401 and the GO Station as the businesses and schools were closed.</p> <p>It was interesting to read about the traffic patterns. I have been mentioning the lack of signage for the waterfront for years and particularly from 2017-2019 when we had the extreme high water levels. It is not just a lack of directional signage, it is also a lack of any speed signs. We have seen consistent traffic flows directly toward the waterfront. Some get lost on Front Street and have to turn around, but the majority were going to the waterfront, not the marina (it was closed). However, I can understand people assuming that the marina is the way to the waterfront.</p> <p>Regarding the speeds noted, I appreciate that this is what was gathered during the time the study was undertaken. However, it is not representative as to what we have been experiencing, especially during peak summer periods and rush hour periods. Again it is likely skewed because we were locked down and the weather was wet and colder.</p> <p>On behalf of our community, we do appreciate that you have taken the time to review this matter. However, I still believe that we need traffic calming within the RESIDENTIAL community is a must! Other waterfronts have this in place. When you create and promote an attraction beside a residential community it's going to cause more and more problems unless addressed. We should also be looking at the higher speeds vs average speeds because again, this is a RESIDENTIAL community adjacent to a growing attraction.</p> <p>I believe we need speed signs and calming in the residential community. I hope you will take this into consideration and address it quickly as it has been very frustrating for us. Stats captured during a single week are one thing, but</p>
July 27, 2020	Davina, Suzanne Bea	JoAnne Drumm	<p>Thanks Davina. Much appreciated.</p> <p>Sincere thanks to you Suzanne.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
July 28, 2020	JoAnne Drumm, Don	Davina	<p>I appreciate your response. However, this is just not acceptable. More urgent attention to this matter has to happen and quickly. I have watched the traffic go from a trickle to an ever increasing nightmare for residents ever since the Town began promoting events down here. In addition, population has increased dramatically and the location of our community opens us up to the bleed through from traffic on major arteries and the GO station, especially during accidents and construction on those roads.</p> <p>The next problem looming is the autonomous bus pilot. Without calming that is going to create another very dangerous situation. It is inevitable that a slow moving vehicle, blocking the path of anxious drivers, causing them to scatter further and dangerously pass on the wrong sides of the streets will be a nightmare. Especially when we haven't controlled the speeding and frustration that drivers are already demonstrating.</p> <p>It was inevitable and desirable to achieve an active public waterfront and this is happening in spades now. Yet the lack of infrastructure, enforcement and maintenance has failed. I have been pushing water uphill for years and Whitby still doesn't comprehend what is happening to this RESIDENTIAL community.</p> <p>Our residential community is the oldest community in Whitby and except for the increase in public events and use of public waterfront, our needs (not wants, needs) are not being addressed. We pay the ever increasing taxes, many visitors and drivers do not and yet they have free reign and we have the fallout. It's not fair, or sustainable.</p> <p>I was reviewing the role of council and I note Whitby's own pledge:</p> <p>"To represent the public and to consider the well-being and interests of the municipality"</p> <p>I do not wish to be confrontational, I always try to work together, but this is not acceptable. We need your help and support, we need this solved.</p> <p>I shouldn't have to go to the next level and produce petitions and engage media, but I will if this situation does not get solved. I have enough correspondence going back years to fill a binder and I will get action.</p>
July 28, 2020	Davina	JoAnne Drumm	<p>In paragraph 3 you make references to lack of infrastructure, failed enforcement and maintenance. Please provide your specific details on these three major concerns which I will discuss with staff as we continue to move forward.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
July 29, 2020	JoAnne Drumm, Don	Davina	<p>I am sad that my frustration is now showing, I keep trying to work together on issues and not throw anyone under a bus. However, I find the constant placating and inaction, while the problems keep growing, is becoming extremely frustrating. I express my observations and concerns because I am passionate about Port Whitby and ensuring that it is developed responsibly, not only for the enjoyment of existing residents, for climate, nature and future generations as well. I am aging, I will not even be here, I could simply not bother and move on, but I try to finish what I start.</p> <p>The lack of infrastructure refers to the growth of development and population levels and the impact of that on existing communities (I focus on Port Whitby). This is compounded by dramatic increases in visitors to the waterfront from within and outside of the municipality. Traffic is insane at times (more and more often) and I have tried over and over to get this addressed. I have attempted to explain that Port Whitby is in a unique situation with several conditions affecting us. This includes impacts from (as mentioned previously):</p> <ul style="list-style-type: none"> - the location of our community surrounded by the waterfront to the south, the Marina and Victoria Field to the west, Industrial to the east and Victoria Street to the north - ongoing residential development within the area - increased population levels within and outside of the municipality - bleed through from the GO Station - bleed through caused by traffic issues on Henry Street, Victoria Street, Brock Street and Highway 401 - traffic to and from the industrial area - traffic to and from the waterfront - promotion of events at the waterfront
July 31, 2020	Council, Suzanne Bea	Davina	<p>I have decided to include all members of council in this correspondence. As we begin another long weekend with no support or action, we are all becoming more anxious. Residents of south Whitby know exactly how this weekend will turn out...this is so unfair!</p> <p>Please solve our traffic issues and restrict the beaches to residents of the municipality before the last long weekend. Your excuse for the beaches is "people are cooped up". What you have done, contrary to your council pledge, is cause your own residents, especially South Whitby, to be even more cooped up. You have continually ignored our pleas.</p> <p>Shame on you!</p>
July 31, 2020	Davina	Steve Yamada (Deputy)	I've asked for DRPS to send some patrols this weekend.

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
August 2, 2020	Davina	Maleeha Shahid	<p>Hoping your long weekend is moving well. I have received all your emails and I totally agree with your concerns. You will always have my support for community safety and well-being. As you know this needs to be spear headed by your ward councillor and regional councillors having said that you will always find my support to push town of Whitby and staff to get thing moving and put community safety their utmost priority.</p> <p>Thank you for always keeping me in the loop.</p>
August 4, 2020	Maleeha Shahid	Davina	<p>I hate it that my frustration is showing. But I do feel very let down by the Town Of Whitby. The impact of COVID on this community has been large and the traffic problem has been increasingand frustrating for years. I don't think that Staff is stepping up to this. Without even documenting it, just common sense should tell them that creating a busy growing attraction is going to affect the community that is attached to it.</p> <p>On the selfish side, I lost half of 2018 due to a broken ankle in July of that year. I lost 2019 due to the long time it took to recover from my ankle and just as that was at a point where I could go out and walk, I broke my back in April 2019 (osteoporosis finally diagnosed last November). I am still working through back issues and my therapy calls for walking, which is important for my ankle as well. I managed to do some walking in March when the weather was ok. But as covidots took over our neighbourhood, that became less and less to the point where I don't even go out the front of my house except to maintain my property and go out in the car. I mostly stay in my house and backyard, because I get so angry when I keep seeing all of this. This of course causes depression to rear it's ugly head. The fact that I have been unable to get support from the Town just compounds all of this. I feel completely let down and I know I'm not the only one. I understand that COVID presented some sudden challenges for the Town and decisions had to be made on the fly, but the traffic problems could have been solved years back. The beach/park problems just kept escalating and yet they stay open, with poor enforcement and are crowded with people from outside of the municipality.</p> <p>One resident who tried to appeal to the Town was told "people are cooped up". I wonder who the people are that the town was concerned about being cooped up.</p>
September 9, 2020	Don Mitchell	Davina	<p>Thank you very much for the voice mail update. I would still like to meet with you and staff briefly, in order to understand staff's rationale and in turn explain the impact that this is having.</p> <p>The problem has been steadily increasing for years, without the additional impact of COVID. I would like to work together to understand and also find a possible solution.</p> <p>Looking forward to having that chat.</p>
September 16, 2020	Don Mitchell	Davina	do we have an update as to when this meeting can take place?
September 23, 2020	Davina	Don Mitchell	Give me some times when you think the traffic would be at its worst and I will get that in my calendar.

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
September 23, 2020	Don Mitchell	Davina	<p>thank you for responding so quickly. I cannot give you the times, it is intermittent depending upon weather conditions, rush hour conditions, lunch hours and surrounding traffic conditions over 24/7. It's almost October. This is the problem: the counts were taken for one week only in May on a rainy, cooler week when we were in COVID Stage 1. If the counts were taken for about a month in June-July-August when the weather was hot and more of the surrounding road traffic was occurring, those counts would have been through the roof. They would, however, still not reflect a non-COVID environment due to less transit, closed schools and businesses. When there were hundreds, thousands of people at the waterfront, they got there by mostly cutting through our residential streets. I have also watched steady streams come down Henry Street to Watson, to Charles, to Front as well and that tells me that the municipal residents also prefer that route.</p> <p>With a huge amount of additional people using the trail and streets (for distancing) it is even more dangerous.</p> <p>This didn't just start this year, it began at about the same time as Ribfest started, which generated more visitors to the area. Once people learn a route, they generally keep following it, so the suggestion that this will clear up after COVID is likely not going to happen (and again, it started long before that). Eventually surrounding road traffic will again increase to full capacity.</p> <p>I happened to notice that speed bumps are being installed on Robert Attersley Drive east of Brock Street today. It was approved in April because of complaints from residents! That street hasn't even existed for as long as we have been asking for assistance and doesn't have the compounding problems which we have been expressing for years and yet they got action. Plus they got additional stop controls on Promenade Drive! I would also be interested in understanding the rationale for that area, so that I can relate it to our area.</p> <p>I requested the meeting to try and work together. I need to understand the Town's rationale in not managing this problem, maybe there's a good reason, I just don't know what it is. I feel like the Town thinks I'm just making this up, when it is a real problem that mimics what has happened in all waterfront communities as they become destinations. The only assistance we have ever had, other than the one week in May counts this year, was when Tony Prevedel walked the streets with us (a very long time ago) and added the 4-way stop at Watson and Charles.</p>
October 25, 2020	Don Mitchell	Davina	<p>I'm assuming that, having received no reply for a month, that there will be no meeting. That's ok, I just need to understand what rationale the Town used to come to this decision. In your voice mail, you mentioned that Suzanne Beale and JoAnne Drumm have spent considerable time here and do not see a problem.</p> <p>Could I please get a copy of their logs as to what days and times they were on Charles/Watson to gather this information? I don't need the counts that were commissioned by staff at the end of Stage1 in May, as I already have those. The logs will help me to correlate the data. Any further information that the town can provide me to understand their position will also be very helpful.</p> <p>A response by eob on Friday October 30th will be greatly appreciated.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
October 25, 2020	Davina, JoAnne Drumm	Don Mitchell	<p>I have shared your request with them. I would not think Joanne would have a log Doubt that Suzanne does. It was more that they visited multiple times when it worked for them.</p> <p>I have asked when the current trial on speed bumps ends and we get a staff report. Then we will have some sense of effectiveness and cost so we can decide how widely to deploy them.</p>
December 4, 2020	Don Mitchell, Suzann	Davina	<p>in an effort to help The Town Of Whitby with traffic analysis I did some digging around. I figured there must be some GEO type products available to do that in this day and age. I found a company called Streetlight Data and I contacted them for additional information. I said that I am a resident interested in helping my municipality to streamline their transportation planning.</p> <p>Their representative Kaleb contacted me and sent me a link to his webinar (see below). It is about 30 minutes long (It appears to be longer, but it only runs for 30 minutes). With this offering, you will be able to generate reports regarding many stats related to transportation planning. You can even go back historically. You can pull the correct historical and ongoing data which will confirm what I have been saying about Port Whitby. More importantly, you will have the tools to perform the overall function more accurately.</p> <p>Interestingly, the City Of Toronto subscribes to this service, so you may have heard of it. Please review the webinar. You can use my information to access it as follows:</p> <p>NAME: Davina Jones</p> <p>EMAIL:</p> <p>I'm sure they would pull a historical report on Port Whitby (spring/summer/fall months) without cost to demonstrate what their product can do.</p> <p>Whether you have already analyzed the product or are reviewing their webinar, I look forward to hearing your thoughts on this type of product. I surely don't want to go through another summer like we did last year. It won't improve much after COVID ends, because the word is out now. This is not a bad thing, but you do need to ensure that the impact on the adjacent residential community is mitigated.</p>
March 14, 2021	Don Mitchell	Davina	<p>Hi Don, I hope you and your family are keeping well. I have been reviewing the correspondence regarding traffic (at least back to 2014). It's already busy again now and every day that the sun comes out. One thing we need to agree on is that Port Whitby has become THE busiest area, for the most hours in a day, in Whitby. We don't need traffic analysis to prove that, all we need to do is look at the volume of people at the waterfront. Ongoing traffic increases have been exacerbated by COVID and I do believe that our community is bearing the worst brunt of COVID secondary impacts in Whitby. As we move forward and folks are vaccinated, the volume of people visiting the waterfront will not change much as it has become a destination. If we do need accurate traffic data, I have recommended that the Town speak to Streetlight Data. That being said, will we have measures in place to help us this spring?</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
March 16, 2020	Davina	Don Mitchell	<p>Thanks Davina.</p> <p>Our “speed hump” trial is nearing its end and a report on results will be coming. Council has also directed staff to implement permanent asphalt speed humps - based on the Toronto designs - in our new neighbourhoods. They will report back on appropriate locations and other traffic calming devices used in Toronto.</p> <p>This should substantially increase our toolkit and better our understanding of what is most effective. We can then use that to better address concerns on existing streets like yours.</p>
May 3, 2021	Davina	Clerk, Don Mitchell	<p>Hi Folks, will we be getting a solution to our traffic problems soon? You would not know that we are in lockdown in Port Whitby! There are streams of traffic all the time (and the usual lack of respect for this residential area). After years of increasing traffic, Port Whitby is now THE busiest area in the entire Town and we need to re-direct and calm down the traffic that is traversing the residential community. This situation existed prior to COVID, but now it is truly astonishing. Traffic streams down Henry/Watson, Charles and Brock Street from early in the morning until well in the evening (and of course back in the opposite direction). It is often difficult turning left on Victoria due to the amount of traffic coming into the community. The industrial bleed through has also not been solved. It will be an absolute nightmare if you go forward with the Autonomous Bus trial without solving the existing problem, as drivers will scatter further within the community trying to avoid waiting behind the extremely slow moving bus.</p> <p>I am attaching my tracking of related correspondence which goes back to 2014. I am also including an excerpt below from the Town Of Whitby transportation Master Plan which dates back ELEVEN years. Council is aware of the residents concerns, which are often discussed on our community Facebook page. Could I please get an update as to when we can get some relief. Thank you.</p> <p>Davina Jones</p> <p>5-1705 Charles Street, Port Whitby, 905-665-8311</p> <p>=====</p> <p>Excerpt From Town Of Whitby transportation Master Plan:</p> <p>Sub-Area 1 – Lakeshore Whitby</p> <p>Existing Characteristics and Constraints</p> <p>1. There are significant recreational, cultural, tourist, and travel features and destinations within the area and trips to /from the various amenities are frequent and comprise of all modes and user groups. Some of the major</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 6, 2022	Davina	Peter Angelo	<p>I am writing regarding the ongoing traffic problems in Port Whitby. It is absolutely crazy now. I call us Mini Wasaga as it seems everyone wants to be down here breaking rules, showing off, speeding, ignoring the few signs we do have. It is very dangerous, especially on Watson Street west and Charles Street south.</p> <p>Just one example is a Durham Region white pick-up truck just blew the 4-way stop sign and went down Charles doing at least 70-80km. My neighbours have seen many Town of Whitby and Durham Region vehicles speeding up and down Charles. Then of course are the streams of continual traffic.</p> <p>Traffic is busy all of the time, day and night, especially bad on nice weather days when everyone heads to the waterfront. We get every kind of show offs with noisy mufflers revving engines, squealing tires, going at fairly high speed. Also dirt bikes and motorcycles. None of us can enjoy our front yards and the noise is ongoing, not obeying any rules.</p> <p>Our community desperately needs traffic calming. We need the speeds reduced, posted and enforced. We need the signage that warns of higher fines in the community.</p> <p>This is not a new concern, I have been raising the alarm about traffic back to 2014 (attached is a summary of correspondence). Traffic increased once the events started and exploded during COVID. I gave up trying to get help with this and recently started discussions with Councillor Rhonda Mulcahy (I know you have had discussions with Rhonda...thank you). For convenience, I have attached the powerpoint document that Rhonda has already passed on to you.</p> <p>Another problem we have is with the parking on Watson during soccer/cricket in Victoria Field. The cars are parked on the west side from Victoria all the way down, blocking the ingress and egress of traffic from/to Watson from/to Victoria. These are the community comments on our Facebook page yesterday, I'm sure that many more comments will be added to this thread:</p> <p>Loretta Gilbert</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
June 30, 2022	Clerk	Davina	<p>(Correspondence of June 6, 2022 not responded to, not even acknowledged): Hi Folks, I am writing on behalf of residents in Port Whitby. We are the community directly adjacent to the waterfront. We desperately need traffic calming. We have been asking The Town Of Whitby for help with this since at least 2014 (correspondence log attached). We are including the region in this correspondence because Brock Street is a regional road.</p> <p>Charles Street and Watson Street are particularly bad. All types of vehicles use this route to get to and from the waterfront (trucks, cars [some with extremely noisy mufflers], motorcycles [also some with extremely noisy mufflers], noisy dirt bikes, etc. Most of the time signage is not obeyed and speeding is crazy. We believe that south Charles is particularly vulnerable due to the perception of being wide, because of the adjacent waterfront trail. The Region removed any trees we did have along the waterfront trail in 2014 and both levels of government have failed to replace them - this gives the illusion of a wide space. Also the marina is on the west side and that looks a bit industrial. Folks living on the east side are no longer able to enjoy the front of their properties due to noise and extreme speeds (yes, in that short of a distance!).</p> <p>The traffic is day and night, 7 days a week, sometimes even steady streams of cars heading to and from the waterfront. It is much more difficult turning west onto Victoria from Henry now as so much traffic streams down Henry Street toward the waterfront along with traffic that comes from the west and turns south onto Watson. This problem is compounded by the addition of traffic from the industrial area and also whenever there is an accident on Victoria, Henry, Brock or the 401. It will become even worse very soon as new developments within the community are populated.</p> <p>Attached is a powerpoint that details the problem areas. Please can we have some traffic calming in our community as soon as possible. We also suggest that you correct the routing that is presented to the public via GPS maps.</p> <p>Your help is greatly appreciated.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
	Davina	Tara Painchaud	<p>Good afternoon Davina Jones,</p> <p>As you may be aware, the Town recently installed speed humps were on eight streets. This was a new initiative for the Town. The roads with speed humps are identified below:</p> <ul style="list-style-type: none"> • Robert Attersley Drive (between Baldwin Street and Garden Street); • Montgomery Avenue (between Vipond Road and Columbus Road); • Whitburn Street; • Willowbrook Drive; • Bradley Drive (between Martinet Street and Pringle Drive); • Reynolds Street; • William Davidson Street; and • Darren Avenue. <p>The speed humps will now be evaluated to determine their effectiveness at reducing vehicle travel speeds, as well as any impacts they may have on the surrounding road network. The sinusoidal design, which is used in Toronto, allows for motorists to travel at a slower speed along the corridor and does not require a vehicle to come to an almost stop to comfortably navigate the speed hump. Feedback received to date has been mixed.</p>
July 7, 2022	Tara Painchaud	Davina	<p>(no response to previous correspondence): Hi Tara, thank you very much for your prompt and informative response. Mayor Mitchell mentioned the speed humps back in 2020 when we were first overcome with "COVID crowds". He mentioned there was a pilot project back then that you were waiting for results of. It is my understanding that that pilot was successful and more streets would be added. I note that it did roll out to additional streets.</p> <p>Do we have a timeline for when Port Whitby will begin to receive traffic calming?</p>
Very quick	Wenda	Rollauer DRPS	timely verbal response via phone

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
July 26, 2022	Rollauer DRPS	Wenda Abel (Port W)	<p>Chief Rollauer,</p> <p>As I write this email at 4:46 a.m. Tuesday, July 26, 2022, I am once again disturbed and distracted by the roar of a motorcycle with a modified muffler through the double-paned thermal windows of my condo facing Victoria St. at Watson St. here in Port Whitby.</p> <p>This is not an occasional experience. It is not just daily, or hourly, but indeed, even minute to minute, that I am distracted, startled or even momentarily 'deafened by their excessive noise. Wherever I am in my Port Whitby waterfront neighborhood, what ever I am doing at virtually any time of day, I am assaulted by the extreme noise of 'performance' cars and motorcycles with modified mufflers or no mufflers at all.</p> <p>To demonstrate the extent of this disturbance, from Sunday, July 17th – 3:50 p.m. until Saturday, July 23rd - 2:30 p.m., I documented each incidence of excessive noise from vehicles with modified or no mufflers I could hear when I was in my home at 360 Watson St. W. in the Port Whitby neighborhood.</p> <p>There were 123 incidences of excessive noise from modified vehicle mufflers. A rate of approx. 20 per day. 62 from cars. 51 from motorcycles. (Muffler and engine noise from transports and large trucks is not included in these numbers.)</p> <p>In each incidence I rated the level of disturbance I experienced from the excessive noise – Startled – a sudden reaction that elicited a physical 'flight or fight' response caused by adrenalin flooding my system, Deafening – the noise is so excessive I am unable to hear other sounds close-by, hear or be heard by others speaking with me. And Distracted – my attention is drawn from my work or activities to the sounds.</p> <p>31 times in 6 days I experienced being Startled. An average of 5 time per day my system was flooded with adrenalin as if I were under stress.</p> <p>5 times in 6 days I experienced being 'Deafened'. Almost once a day, the excessive noise 'hurt' my ears, caused me to be unable to hear or be heard and left my ears 'ringing' for minutes afterward.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
August 8, 2022	DRPS: Todd Rollauer Rob Ryan Paul Bruce		<p>Gentlemen,</p> <p>Where are your officers?</p> <p>Since Thursday, July 28th , when I was given to understand by Inspector Ryan that there would begin a week of police presence and 'action' to address 'aggressive' driving and the excessive noise from illegal modified mufflers in the Port Whitby Waterfront area, the pattern, number and intensity of incidences - particularly along Victoria St between Lynde Shores and beyond Dufferin St. - continues virtually unabated.</p> <p>While there have been somewhat fewer incidences of egregious levels of noise in the morning hours, comparing my documentation this week with the previous 2 weeks, there is little change in the number of either vehicles with these devices in the Whitby Shores/ Port Whitby vicinity...or the peace-shattering noise.</p> <p>As I alerted Constable Bruce in two emails early in the past week(there has been no acknowledgement or response), the greatest number and most extreme of the incidences take place in the afternoon, with the most between 4:30 and 7:00 p.m. This week, during those hours it was bedlam! Cars, custom painted red, blue, yellow, green and purple with spoilers or raised chassis, sped through the intersections at Gordon, Watson and Brock (or accelerated quickly from the lights) in a barrage of roars and grumbles, sometimes 2, 3, 4 at a time, followed by a lull then several more of the same in rapid succession usually between 5 - 8:30 p.m. It was like a custom car rally. Last night between 6:00 -8:30 pm. the speeding and roar and piercing whine from modified mufflers continued practically non-stop.</p>

CORRESPONDENCE WITH TOWN OF WHITBY REGARDING PORT WHITBY TRAFFIC (NOT A COMPLETE LIST)			
DATE	TO	FROM	SUMMARY
August 9, 2022		Wenda Abel (Port W)	<p>Good morning Wenda,</p> <p>The officers from Regional Traffic Services were on scene to address the issues as previously discussed. There were 19 charges laid during this period. The officers working in the Regional Traffic Unit have since been redeployed elsewhere in the Region. I trust you can appreciate that excessive muffler noise and aggressive driving know no borders and that the officers need to also enforce elsewhere in the Region.</p> <p>That being said, an ongoing effort from the local Division (Central West), will provide attention to the problem you have identified in a pro-active manner. Cst. Bruce has put this into motion.</p>

From: WENDA ABEL
To: trollauer@drps.ca <trollauer@drps.ca>
Sent: Tuesday, July 26, 2022 at 04:45:28 p.m. EDT
Subject: Excessive Noise From Illegal Modified Mufflers in Port Whitby

To: Chief of Police Todd Rollauer, Durham Region Police Services

605 Rossland Rd. E. Whitby, ON L1N0B7

Chief Rollauer,

As I write this email at 4:46 a.m. Tuesday, July 26, 2022, I am once again disturbed and distracted by the roar of a motorcycle with a modified muffler through the double-paned thermal windows of my condo facing Victoria St. at Watson St. here in Port Whitby.

This is not an occasional experience. It is not just daily, or hourly, but indeed, even minute to minute, that I am **distracted**, **startled** or even momentarily '**deafened**' by their excessive noise. Wherever I am in my Port Whitby waterfront neighborhood, what ever I am doing at virtually any time of day, I am assaulted by the extreme noise of 'performance' cars and motorcycles with modified mufflers or no mufflers at all.

To demonstrate the extent of this disturbance, from **Sunday, July 17th – 3:50 p.m. until Saturday, July 23rd - 2:30 p.m.**, I documented each incidence of excessive noise from vehicles with modified or no mufflers I could hear *when I was in my home* at 360 Watson St. W. in the Port Whitby neighborhood.

There were **123 incidences of excessive noise from modified vehicle mufflers**. A rate of approx. **20 per day**. 62 from cars. 51 from motorcycles. (Muffler and engine noise from transports and large trucks is not included in these numbers.)

In each incidence I rated the level of disturbance I experienced from the excessive noise – **Startled** – a sudden reaction that elicited a physical 'flight or fight' response caused by adrenalin flooding my system, **Deafening** – the noise is so excessive I am unable to hear other sounds close-by, hear or be heard by others speaking with me. And **Distracted** – my attention is drawn from my work or activities to the sounds.

31 times in 6 days I experienced being Startled. An average of 5 time per day my system was flooded with adrenalin as if I were under stress.

5 times in 6 days I experienced being 'Deafened'. Almost once a day, the excessive noise 'hurt' my ears, caused me to be unable to hear or be heard and left my ears 'ringing' for minutes afterward.

The other 87 times I experienced being Distracted. That's 11 times a day my attention was diverted from my work or activities or my family and friends by the noise of modified mufflers.

More often than not, these incidences of excessive noise were exacerbated by speeding.

This disturbance, this distraction, this physical assault is perpetrated on my my person while I am in my home, out walking in my neighborhood, while I work, while I sleep, all day, every day. And, of course, it is being perpetrated on my Port Whitby neighbors and visitors, too.

Port Whitby has become a place where, every day and almost every hour, a single owner of vehicle with illegal modified muffler (or no muffler) can shatter a peaceful walk on the Waterfront Trail or a family picnic in Heydenshore Park, where they can invade our peace and destroy our enjoyment of our personal and public property and **jeopardize our health and well-being** in order to 'express' themselves and indulge their 'enthusiasm'.

[Health effects of environmental noise pollution - Curious \(science.org.au\)](#)

[The Effects of Noise on Health | Harvard Medicine magazine](#)

And there is no response from our Durham police service.

I have emailed DRPS requesting monitoring and enforcement through the non-criminal reporting form on the force's website. No reply.

I have called the Whitby detachment number for reporting non- criminal complaints. It rang and rang, No answer. Not even an answering service to leave a message.

Port Whitby has become a place where a single owner of a vehicle with an illegal modified muffler can disturb our peace, productivity and enjoyment and negatively impact the physical health, well-being, longevity and cognitive functioning of our residents and visitors with impunity. **Port Whitby (indeed Whitby) has become the place where they can evade the law.**

This lawlessness is not confined to Whitby. Municipalities throughout Ontario are grappling with the bombardment of excessive vehicle noise.

['No Nuisance Noise Ontario' seeks local council support to quiet exhaust systems - North Bay News \(baytoday.ca\)](#)

['No Nuisance Noise Ontario' seeks local council support to quiet exhaust systems - North Bay News \(baytoday.ca\)](#)

['No Nuisance Noise Ontario' seeks local council support to quiet exhaust systems - North Bay News \(baytoday.ca\)](#)

['Something needs to be done' about noise-making mufflers in Durham | The Star](#)

This constant illegal assault on our lives, our sensibilities and our health is egregious and unacceptable.

Therefore, I call on you, Chief Rollauer and Durham Region Police Service to respond.

I request a personal reply to this email in indication of your attention and intention to address this very serious and growing phenomenon.

Further, I request consistent police presence over time in Port Whitby – particularly along Victoria St. from Lake Ridge to Thickson Rd., Brock St. south of the 401 and along Watson St. to South Blair St. to monitor the incidences of excessive vehicle muffler noise.

And, I request a campaign of **full enforcement of the law**. [Bill 229, Highway Traffic Amendment Act \(Muffler Noise\), 2007 - Legislative Assembly of Ontario \(ola.org\)](#)

(FYI, I am amenable to send in another email for your examination, copies of my documentation of incidences of illegal muffler noise recorded and referred to here, as well as comments from Facebook posts I made on our Port Whitby Residents page in a moment of desperation and hope of support.)

Please be advised that I have forwarded this email to the members of the Whitby Town Council and the Durham Region Council through their clerks for their information, attention and intervention around this issue.

I thank you for your time and attention.

I anticipate your prompt response to my call for attention and action, and ultimately, a relief from the on the growing diminishment of my relative equanimity and the assault on my health by the sound of roaring mufflers, and the hope of return to only to the ubiquitous hum of traffic and what little peace and quiet I may attain at the busy corner of Victoria Ave. and Watson St. W.

Your respectfully,

Wenda Abel
#105-360 Watson St. W. Whitby, ON L1N 9G2

Summary of Interactions with Durham Regional Police Services re: Excessive Noise from Illegal Modified Mufflers in Port Whitby.

July 26, 2022 - Email to Todd Rollauer, Chief of Police DRPS re: issue, documentation of illegal muffler activity, call for enforcement.

July 26, 2022 – copy of email to Chief of Police forwarded through Clerks of Durham Region and Whitby Councils requesting intervention.

NOTE: No Whitby or Durham Region Councilor or other official reached out at any time during the interactions with police to discuss the issue with myself.

July 27th, 2022 – email from Chief Rollauer advising that responsibility for investigation and action referred to Inspector Ron Bryan.

July 27th, 2022 – phone call from Inspector Rob Bryan outlining the intended actions re: excessive illegal muffler noise in Port Whitby. Indicated that Constable Patrick Bruce would be leading outlined enforcement activity beginning July 28th.

July 28th, 2022 – Saw one cruiser parked in 360 Watson lot approx. 9 a.m. – gone by 10 p.m. Queries to neighbors indicated that no other DRPS cruisers seem in vicinity that day.

July 28th, 2022 – Email to Inspector Bryan, highlighting that the most incidence of vehicles emitting excessive noise from illegal mufflers and related incidences of speeding take place in the afternoon /evening hours.

July 29th 2022 – response from Inspector Bryan indicating officers would be around the next day and later in the week if needed depending on the results and directing further communication be to Constable Bruce.

NOTE: No DRPS officer or official called or reached out to ask questions or gather further information about the nature and scope of the problem in spite of having knowledge of my extensive observation and documentation of the incidences of speeding and excessive noise from illegal mufflers as outlined to Chief Rollauer in the initial email and in subsequent emails to Inspector Bryan and Constable Bruce.

July 29th, 2022 – Two cruisers seen leaving the vicinity at approx. noon. Further queries to neighbors indicate no other cruisers seen in the vicinity.

July 29th, 2022 – Email to Constable Bruce to make the connection and highlight that the major incidence of noise takes place in the afternoon/evening hours.

NOTE: No previous communication was received from Constable Bruce. There was no response to this email.

August 2, 2022 – Email to Constable Bruce pointing out an increase in illegal activities in spite of purported police presence and highlight again the most incidences in the p.m.

NOTE: No response from Constable Bruce.

Aug. 8th, 2022 – Email to Chief Rollauer, Inspector Bryan and Constable Bruce re: lack of results of purported monitoring and enforcement activity in Port Whitby requesting a report on police actions and outcomes.

August 9th, 2022 – Response from Inspector Bryan indicating that they laid 19 charges in the 10 days of activity (it was not indicated whether these were all in the Port Whitby area) and informing that officers have been redeployed elsewhere due to the widespread nature of the problem and that Constable Bruce will continue to take proactive action as warranted.

August 10-September 2022 – **No further correspondence with police.** No observed police presence or action in Port Whitby, no appreciable change in number of incidences of speeding, danger driving and excessive noise from illegal modified mufflers.

Town of Whitby Staff Report

whitby.civicweb.net



Report Title: **Final Recommended Official Plan Amendment –
Downtown Whitby Community Secondary Plan – File
No. DEV-21-20 (OPA-2020-W/03):**

Report to: **Committee of the Whole**

Date of meeting: February 27, 2023

Report Number: **PDP 61-22**

Department(s) Responsible:

Planning and Development Department
(Planning Services)

Submitted by:

R. Saunders, Commissioner of Planning
and Development

**Acknowledged by M. Gaskell, Chief
Administrative Officer**

For additional information, contact:

Lori Tesolin, MCIP, RPP
Principal Planner, Policy and Heritage
Planning, x. 2858

1. Recommendation:

1. That Council adopt Amendment 126 to the Whitby Official Plan, regarding the updated Downtown Whitby Community Secondary Plan, as outlined in Report PDP 61-22;
2. That the Clerk forward the necessary documentation for the Official Plan Amendment to the appropriate approval authority, within fifteen days of adoption of Amendment 126 to the Whitby Official Plan; and
3. That the Clerk send a Notice of Council's adoption of Amendment 126 to those persons and agencies who have requested further notification regarding the Downtown Whitby Secondary Plan Update.

2. Highlights:

The purpose of the Town-initiated Official Plan Amendment, is to replace Section 11.3 - Downtown Whitby Secondary Plan, and introduce updated policies and land use designations, to guide future growth and development in the Downtown Whitby Community Secondary Plan Area.

The update is required to bring the Secondary Plan into conformity with previous Provincial and Regional policy changes, as well as the 2018 update of the Whitby Official Plan. Downtown Whitby is one of a number of Major Central Areas, and Intensification Areas, identified in the Whitby Official Plan. These areas are intended to support long-term population and employment growth, in a manner that is appropriate for each unique area.

The Downtown Whitby Secondary Plan Update has been led by SGL Planning and Design and their consulting team. The final recommended Secondary Plan has been guided by the development of a Vision and Objectives for Downtown Whitby, and informed by a comprehensive technical [Background Analysis Report](#), an analysis of [Land Use Concept Options](#), and a [Preferred Concept Plan](#).

The Secondary Plan update process has involved extensive consultation and engagement activities with a Core Staff Team across Town departments and a Technical Advisory Committee. Three (3) Community Open Houses occurring over Dec 2020 – March 2022 garnered public and stakeholder feedback from over 200 participants. Engagement also included staff discussions with property and business owners located in the Secondary Plan area.

On May 30, 2022, Council held a Statutory Public Meeting regarding Draft Proposed Official Plan Amendment 126 for the updated Downtown Whitby Community Secondary Plan, and authorized staff to report back to Council at such time as input from the public, commenting agencies and departments had been received and assessed.

Based on public, stakeholder, and agency feedback to date, the Consultant team has made final revisions to the Recommended Official Plan Amendment 126, to present the final recommended Downtown Whitby Community Secondary Plan for Council consideration.

3. Background:

Whitby's population is growing and is forecasted to reach approximately 193,000 by 2031.

The original Downtown Whitby Secondary Plan was adopted in 1989. An update is required to ensure conformity with Provincial and Regional land use policy changes over the last three decades. The update also aligns with the 2018 update of the Whitby Official Plan, which identified Downtown Whitby as one of a number of Major Central Areas across the municipality, planned to absorb future population and employment growth (Refer to Attachment #1)

Downtown Whitby is also identified as an Intensification Area on Schedule B of the Official Plan, and is intersected by Dundas St and Brock St, two Intensification Corridors (refer to Attachment #2). Intensification Areas and Corridors provide development and redevelopment opportunities for higher density uses to support higher order transit, while encouraging the development of unique urban, human-scale, and accessible spaces.

The updated Downtown Whitby Community Secondary Plan provides policies and an implementation framework, including the following:

- guiding future population and job growth, land use, and development in an appropriate manner for Downtown Whitby;
- maintaining and enhancing the area's unique cultural heritage, economic strengths, and sense of place;
- supporting a range of housing options and a mix of uses;
- improving access to transit and active transportation options;
- enhancing public open space, walkability, and the natural environment; and,
- promoting a healthy, vibrant and sustainable downtown core that provides a high quality of life for residents, businesses, and visitors to the area.

The subject land to which the Downtown Whitby Community Secondary Plan applies is generally bound by the Canadian Pacific Rail line to the north, Garden Street to the east, Highway 401 to the south and Cochrane Street to the west and is illustrated in Attachment #3. This area includes the Downtown Whitby Major Central Area and Intensification Area and Corridors, as well as adjacent neighbourhoods, to ensure growth is managed in a comprehensive manner.

The Downtown Whitby Secondary Plan was initiated in May 2020 by Town-retained consultants, SGL Planning and Design and their consultant team. The Secondary Plan update has involved the following four (4) project phases:

	Key Deliverables	Public and Stakeholder Engagement	Further Information*
Phase 1 (Completed 2021)	Background Review and Analysis Report	Phase 1 Virtual Community Open House: December 03, 2020 to January 07, 2021. Purpose: Project introduction and visioning exercise; understand challenges, ideas and opportunities for Downtown Whitby (107 Participants)	Report PL 09-21

Phase 2 (Completed 2021)	Two Land Use Concept Options	Phase 2 Virtual Community Open House: June 3 – 23, 2021. Purpose: Gain feedback on conceptual land use and building height options (92 Participants)	Report PL 24-21
Phase 3 (Completed 2022)	Preferred Concept Plan	Phase 3 Virtual Community Open House: Feb 10 – March 04, 2022 Purpose: Gain feedback on the preferred plan, and proposed policies, to inform the draft Secondary Plan update. (22 Participants; 12 Formal Comment submissions)	Report PDP 08-22
Phase 4 (Current Phase)	Public Meeting Draft Proposed Official Plan Amendment Final Recommended Official Plan Amendment	Statutory Public Meeting under the Planning Act (held May 30, 2022) & Formal agency circulation for comment on the Draft Proposed OPA Final Recommended OPA presented for Council Consideration and Adoption	Report PDP 34-22 Report PDP 61-22

*Copies of previous reports are available upon request.

A Comment-Response Matrix is provided in Attachment #4, summarizing comments from the Statutory Public Meeting, written Public Comment Submissions and comments from external agencies. While longer comment submissions have been paraphrased in the attached Matrix, all comments have been taken into consideration.

In addition, Phase 1 through 3 engagement summaries for each Virtual Community Open House, and all project materials, are available on the project page at: connectwhitby.ca/downtownsecondaryplan. Over 3,000 residents and stakeholders have visited the project page to date.

Engagement also included staff meetings with property owners and prospective development proponents located in the Secondary Plan area, to answer questions about the Secondary Plan process, proposed changes, and future implementation.

Refer to Sections 6 and 7 of this report for further information on project communications and consultation.

4. Discussion:

The Comment-Response Matrix provided in Attachment #4, summarizes comments from the Statutory Public Meeting held May 30, 2022, written Public Comment Submissions and comments from external commenting agencies, on the previous draft proposed Official Plan Amendment for the Downtown Whitby Community Secondary Plan. Comments focused on the following themes, which have informed the final recommended amendment:

- How changes in land use relate to existing zoning (e.g. Residential only vs Mixed Used) - In some cases, land use designations have been changed to align with existing zoning, in other cases, zoning would be updated to align with land use designations through the Comprehensive Zoning By-law Review.
- Maximum height and density permissions – Appropriate heights and related density policies have been analyzed and developed based on consultation feedback. The highest permitted height is 8-storeys. Higher buildings are permitted in other areas across Whitby, which can better support increased intensification (e.g. Whitby GO Major Transit Station Area, Brock and Taunton Major Central Area).
- Transition in height and density to lower density areas – 45 degree angular plane polices have been incorporated to ensure an appropriate transition to neighbouring areas of lesser height and density.
- Future increased traffic and safety issues – policies have been reviewed and revised to plan for traffic management. Additional traffic impact studies would be undertaken for any significant road changes. Future connections are identified to improve not only vehicular, but also pedestrian and other active transportation movement.
- Metrolinx Bus-Rapid Transit line and general comments related to transit-oriented development – the final recommended Secondary Plan policies speak to supporting planned transit through development and redevelopment.
- Improving access to parks and open spaces – several parks and urban squares are identified on the final recommended Land Use Schedule H. Privately owned, publicly accessible parks are also encouraged.
- Conservation of heritage properties/heritage character of the area – the final recommended land use categories, building heights, and polices support the continued preservation of Cultural Heritage Resources and the enhancement of the overall heritage character of the Downtown Whitby area, while allowing for intensification where appropriate to enliven the Downtown area and manage future population and employment growth.

4.1 Recommended Amendment

The following provides an overview of the proposed amendment (refer to Attachment #3)

A Vision and Objectives were developed based on feedback from consultation during each project phase to guide the Downtown Whitby Community Secondary Plan update.

Vision:

- Downtown Whitby is a vibrant, sustainable, innovative, inclusive and walkable urban destination, where our heritage is conserved and celebrated and where residents, employees and visitors are inspired to shop, live, work, play and connect.

Objectives:

- Conserve and Enhance Cultural Heritage Resources;
- Provide the Right Built Form in the Right Place;
- Improve the Public Realm;
- Encourage Sustainability;
- Support Innovation and Technology;
- Design for Accessibility;
- Enhance Road Networks and Connectivity;
- Encourage Active Transportation;
- Improve Parking;
- Establish a Transit Oriented Downtown; and,
- Enhance the Vitality and Viability of the Downtown.

The Vision and Objectives provide the foundation for the final recommended Secondary Plan policies, as well as Land Use and Building Height Schedules.

Land Use and Height Schedules:

The final recommended Schedule H – Land Use and Schedule I – Building Heights (Refer to Attachment #1), are summarized as follows:

- A Heritage Mixed Use designation reflects the unique, historic built form character of the Four Corners area in Downtown Whitby;
- Expands the Mixed Use core, and concentrates intensification along Dundas Street and Brock Street, which are designated by the Town Official Plan as Intensification Corridors. Mixed use intensification would generally be in the form of low to mid-rise buildings. At the edges of the Secondary Plan area, taller buildings, up to 8-storeys may be permitted, including along Consumers Drive to support the nearby Whitby GO Station.

- Increases local road and/or active transportation connections to continue the historic grid pattern of Downtown Whitby, improve traffic flow, and increase overall connectivity.

The final recommended policies for the Downtown Whitby Community Secondary Plan are also provided in Attachment #1 to this report. The following provides a summary of key policy directions.

Residential Land Use Designations:

- **Low Density Mature Neighbourhoods:** Limited infill is permitted in mature residential neighbourhoods, provided it is compatible with the physical character of the surrounding neighbourhood building types, height, scale, massing, and setbacks. Permitted heights would not exceed 2-storeys, except for where the Zoning by-law may consider areas where a third storey above the roofline would be permitted.
- **Low Density Residential:** These lands are concentrated within the Beech Street Area and permitted heights would not exceed 3-storeys.
- **Medium Density Residential:** Recognizes existing medium density developments, areas for newer development, primarily adjacent to the Mixed-Use Corridor area, as well as along Beech Street. Permitted heights would not exceed 4-storeys, or as identified on Schedule I.
- **High Density Residential:** Recognizes existing apartment developments within Downtown Whitby, and permits residential development up to 6-storeys, with some taller height permissions up to a maximum of 8-storeys in specific areas as identified on Schedule I. The minimum required height is 4-storeys.
- **Residential Density Thresholds:** A specific maximum density threshold is not provided. Instead, an appropriate density would be achieved through the built form requirements for transition, height, setbacks, and step backs from areas with lesser densities, mature neighbourhoods, and heritage properties.
- **Beech Street Area:** Lands on the north and south side of Beech Street are comprised of existing local industrial uses. When these uses leave, the lands would be planned for future low and medium density residential uses, to better fit with the existing character of the surrounding mature neighbourhood, and to provide more housing.

Mixed Use Designations:

- **Heritage Mixed Use:** Encompasses the Four Corners historic area and existing designated heritage properties, which would create a larger, mixed use heritage core, permitting a broad range of ground floor commercial and community uses, with residential uses above, to respect the “main street” historic low-rise character and pedestrian experience. Maximum building heights are up to 3-storeys, as identified on Schedule I, and the minimum building height is 2-storeys.
- **Downtown Mixed Use:** Generally located along Dundas Street, Brock Street South, and Colborne Street, surrounding the Heritage Mixed Use area, provides for a mix of residential and commercial uses, expanding upon the pedestrian experience within the core, but at more transit supportive heights and densities. The required minimum height would be 2-storeys, with retail and/or service commercial uses at grade, and residential or office uses on the floors above. Maximum heights are identified on Schedule I and typically do not exceed 6-storeys.
- **Corridor Mixed Use:** Provides an extension of the commercial, office and residential uses of the Downtown Whitby core. A mix of uses may be accommodated in different ways in order to allow for flexibility in development and evolution of the Corridors over time. Maximum heights are in the range of up to 6- to 8-storeys, as shown on Schedule I. The minimum required height would be 2-storeys.
- **Mixed Use Density Threshold:** A specific density threshold is not provided for each Mixed Use designation. Instead, an appropriate density would be achieved through the built form requirements for height, setbacks, step backs and transitions to areas with lesser densities, mature neighbourhoods, and heritage properties.

Angular Plane Policies to Support Transition:

- To ensure intensification in Downtown Whitby is compatible with surrounding mature neighborhoods, new development and redevelopment will need to provide a transition in heights and densities adjacent to lower density areas, and any heritage properties where relevant, which may be achieved through increased setbacks, intervening low-rise built-form and the use of a 45-degree angular plane from any property abutting a lower density designation. The Zoning By-law would establish more detailed 45 degree angular plane requirements.

Other Policy Directions:

- **Infill and Intensification:** Allows limited infill and intensification in mature neighbourhoods and low density residential areas to support increased housing options, while maintaining the overall character of these areas.
- **Transition:** Requires appropriate transition of built forms and densities adjacent to cultural heritage resources and lower density residential mature neighbourhoods;
- **Flex Streets:** Colborne Street, between Henry Street and Hickory Street, and Brock Street between Mary Street and Dunlop Street are recognized as “flex streets”. A flex street design will allow these streets to be temporarily closed to vehicles during festivals or other public events with the use of innovative design elements.
- **Design and Placemaking:** Policies for design and placemaking focus on enhancing the unique character of Downtown Whitby and enhancing the overall pedestrian experience.
- **Sustainability:** Green infrastructure and Low Impact Development techniques are encouraged within Downtown Whitby, as well as other innovative stormwater management techniques, where feasible. There are also policies related to protecting and enhancing the tree canopy.
- **Parking, Roads and Active Transportation:** Proposed policies for parking, roads, and Active Transportation have been informed by the Town of Whitby Parking Master Plan, Active Transportation Plan, and Transportation Master Plan.
- **Minor related amendments to the parent Official Plan** are also recommended to be consistent with, and enable the implementation of, the updated Secondary Plan.

Next Steps:

- Upon Council adoption, the Downtown Whitby Community Secondary Plan will be forwarded to the Region for approval, unless the approval process is changed by Provincial Bill 23. If passed, Bill 23 would remove land use planning approval powers from the Region of Durham. In such case, final approval of the Downtown Whitby Community Secondary Plan would rest with the Ministry of Municipal Affairs.
- The final approved Downtown Whitby Community Secondary Plan will:
- align with and inform the future Official Plan Amendment for Mature Neighbourhoods;

- inform the ongoing Comprehensive Zoning By-law Review that will support implementation of the updated Secondary Plan policies; and,
- support continued heritage review, as well as the establishment of additional Heritage Conservation Districts (HCDs), including the future Four Corners HCD and the Perry's Plan Neighbourhood HCD.
- The development of Urban Design Guidelines specific to Downtown Whitby are recommended to support implementation of the Downtown Whitby Community Secondary Plan.

5. Financial Considerations:

The budget for the Downtown Secondary Plan update is included in previous Council-approved budgets.

6. Communication and Public Engagement:

A comprehensive Engagement Plan provided the framework for engagement and communications activities during each project phase, as well as meetings with the Core Staff project team and Technical Advisory Committee (Refer to Section 7 of this report).

All Community Open Houses (Phase 1 – 3) were hosted virtually on the Connect Whitby platform, due to COVID-19 restrictions in place at the time. All project phases included notice of engagement opportunities mailed to property owners within the Study Area (over 3,000), sent to all parties on the Interested Parties list (approximately 150), published in Whitby this Week, and promoted through the Town's website and social media channels.

All engagement materials and summaries can be found on the Connect Whitby project page at: connectwhitby.ca/downtownsecondaryplan.

A Comment-Response Matrix is provided in Attachment #4, summarizing comments from the Statutory Public Meeting held May 30, 2022, written Public Comment Submissions and comments from external commenting agencies. While longer comment submissions have been paraphrased in the attached Matrix, all comments have been taken into consideration.

Town staff also engaged in proactive outreach to business owners in the Beech Street Area, regarding the proposed changes in land use from an Industrial designation, to future Residential designations. Business owners appreciated this proactive outreach, understood that existing businesses can remain, and discussed how the change in land use would be implemented over time.

7. Input from Departments/Sources:

A Core Staff team was established for this project and included staff from the Planning and Development Department (project lead), as well as from Strategic Initiatives, Transportation and Engineering, and Community Services.

The project Technical Advisory Committee (TAC) included members from the Core Staff team, as well as Whitby Fire, and staff from the Region of Durham (Planning and Public Works Departments) and the Central Lake Ontario Conservation Authority (CLOCA).

Council members, the Core Staff team and TAC members have been engaged during each project phase through regular meetings and communications.

8. Strategic Priorities:

Corporate Strategic Plan and Strategic Priorities:

The Secondary Plan update will provide a consistent, optimized and positive customer service experience by responding to changes in land use planning policy direction affecting Downtown Whitby.

The Secondary Plan update will also align with priorities for accessibility, as all public facing engagement materials will follow Accessibility requirements. Accessibility will also be considered in the update of Secondary Plan policies.

Principles of sustainability have been incorporated into the updated policies.

9. Attachments:

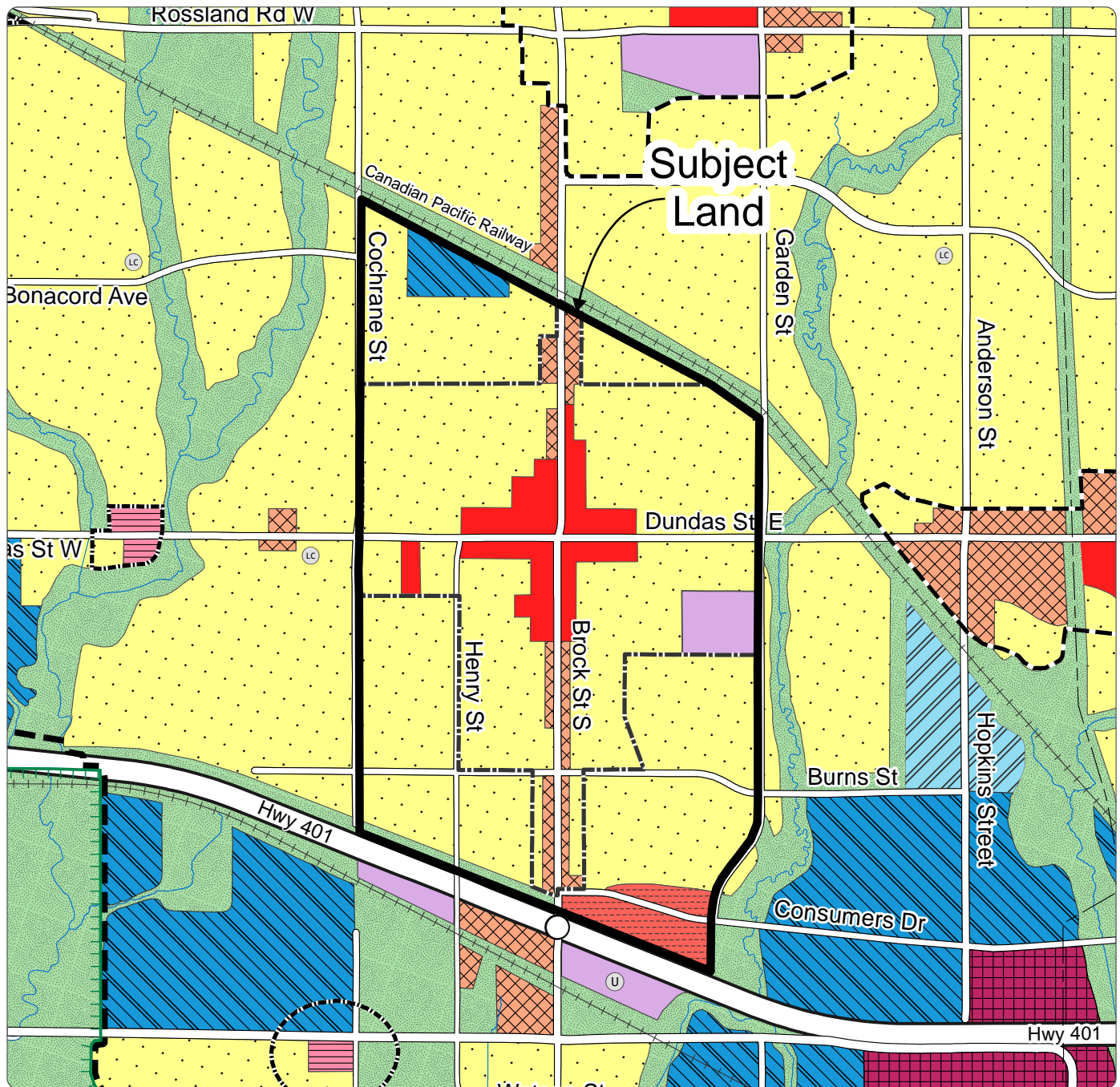
Attachment #1 Excerpt from Schedule 'A' Whitby Official Plan

Attachment #2 Excerpt from Schedule 'B' Whitby Official Plan

Attachment #3 Final Recommended Official Plan Amendment 126

Attachment #4 Comment-Response Matrix

Excerpt from the Town of Whitby Official Plan Schedule 'A'



Legend

- | | | | |
|----------------------|----------------------------|---|-----------------------------------|
| Residential | Major Commercial | Lands Subject to Durham Regional Official Plan Policy 14.13.7 | D3 (Deferred by Region of Durham) |
| Community Commercial | Special Purpose Commercial | Deferred by the Region of Durham | |
| Mixed Use | Prestige Industrial | Local Central Area | |
| General Industrial | Special Activity Node | Resource Extraction Area (See Section 4.12) | |
| Major Open Space | Institutional | Utility | |
| Agricultural | Estate Residential | 2031 Urban Area Boundary | |
| Hamlet | Special Policy Area | Community Central Area Boundary | |
| | | Future Urban Development Area Boundary | |
| | | Greenbelt Protected Countryside Boundary | |
| | | Hamlet Boundary | |
| | | Major Central Area Boundary | |
| | | Municipal Boundary | |
| | | Southern Boundary of Oak Ridges Moraine | |
| | | Urban Central Area Boundary | |

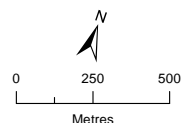
Notes: Refer to the applicable Secondary Plan for more detailed land use designations. Secondary Plan boundaries can be found on Schedule 'E', including the Oak Ridges Moraine Secondary Plan. Some legend items may not appear on the displayed figure extent.

Official Plan - Town of Whitby

Schedule

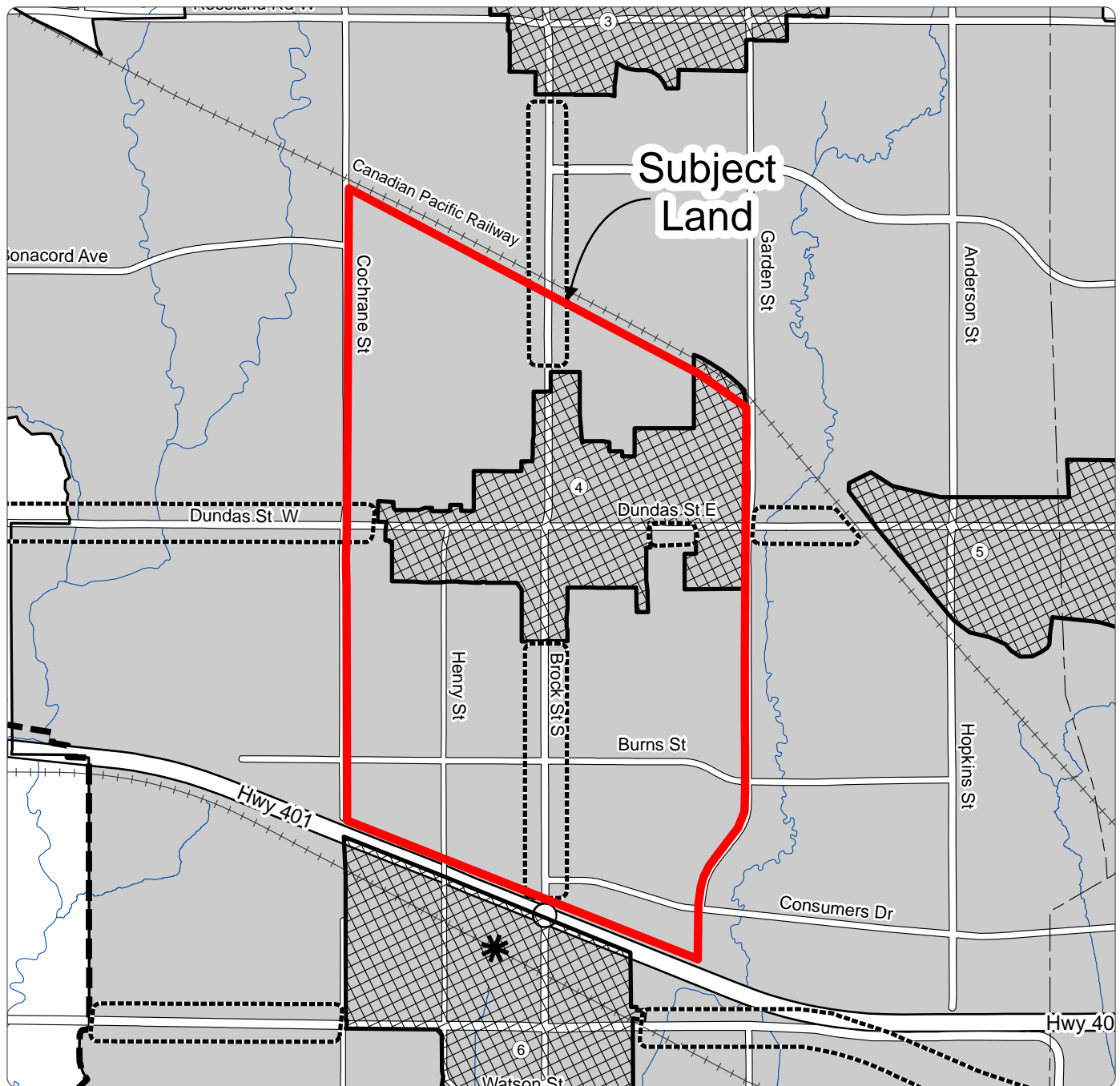
Excerpt from Schedule 'A' Land Use

A



This schedule forms part of the Official Plan of the Town of Whitby and must be read in conjunction with the written text. For all intents and purposes, the elements within this schedule are to be considered conceptual.

Excerpt from the Town of Whitby Official Plan Schedule 'B'

**Legend**

- * Major Transit Station
- 2031 Urban Area Boundary
- - - Municipal Boundary
- Built Boundary (2006)
- ▨ Intensification Area
- Intensification Corridor
- ▨ Lands Subject to Durham Regional Official Plan Policy 14.13.7

Intensification Areas:

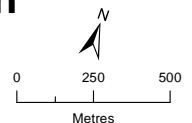
- ① Downtown Brooklin
- ② Brock / Taunton
- ③ Rossland / Garden
- ④ Downtown Whitby
- ⑤ Dundas East
- ⑥ Port Whitby

Note: Some legend items may not appear on the displayed figure extent.

Official Plan - Town of Whitby**Schedule**

Excerpt from Schedule 'B' Intensification

B



This schedule forms part of the Official Plan of the Town of Whitby and must be read in conjunction with the written text. For all intents and purposes, the elements within this schedule are to be considered conceptual.

Attachment # 3

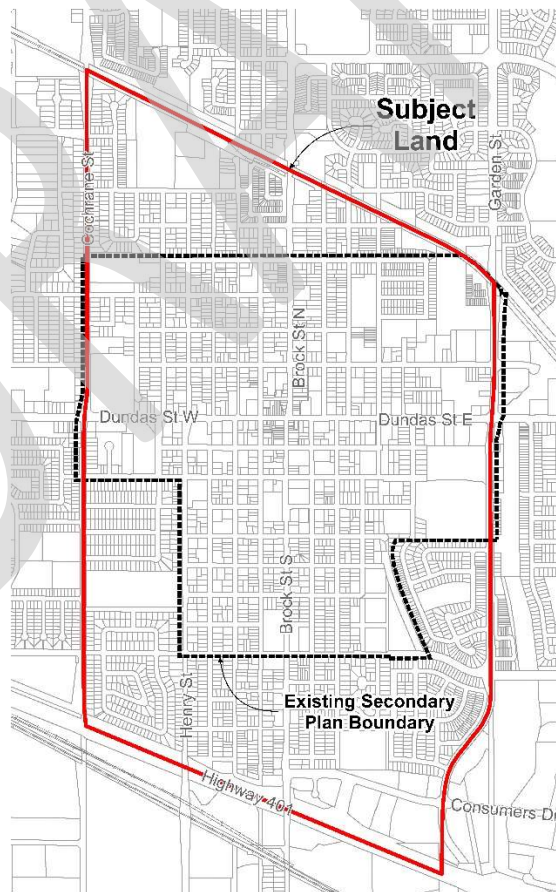
Final Recommended Amendment # 126 to the Town of Whitby Official Plan

Purpose:

The purpose of this Amendment to the Town of Whitby Official Plan is to: update the Downtown Whitby Secondary Plan; provide a vision and detailed objectives, development policies, and land use designations, in keeping with the intent of the Official Plan; and, amend the Official Plan accordingly, to incorporate changes that reflect the updated Downtown Whitby Community Secondary Plan, including amendments to Schedules “A”, “E”, “H” and “I”.

Location:

The subject lands to which the Final Recommended Official Plan Amendment applies are generally bound by the Canadian Pacific Rail line to the north, Garden Street to the east, Highway 401 to the south and Cochrane Street to the west.



Basis:

The Final Recommended Amendment is based on a Town-initiated Official Plan Amendment (File: OPA-2020-W/03) to update the Downtown Whitby Secondary Plan as required by Official Plan policy 4.3.3.3.2.

The Downtown Whitby Secondary Plan Update Study comprised several phases including: Background Review and Analysis; Evaluation of Land Use Concept Options; Preparation of a Preferred Land Use Concept; and, Draft and Final Recommended Secondary Plan. The study included an extensive public and agency consultation process.

The Final Recommended Amendment is consistent with the policies of the Provincial Policy Statement and conforms to A Place to Grow: Growth Plan for the Greater Golden Horseshoe and the overall goals and intent of the policies of the Regional Official Plan.

The Final Recommended Amendment meets the overall intent of the policies of the Whitby Official Plan, and will:

- guide future population and job growth, land use, and development in an appropriate manner for Downtown Whitby;
- maintain and enhance the area's unique cultural heritage, economic strengths, and sense of place;
- support a range of housing options and a mix of uses;
- improve access to transit and active transportation options;
- enhance public open space, walkability, and the natural environment; and
- promote a healthy, vibrant and sustainable downtown core, offering a high quality of life for local residents, businesses, and visitors to the area.

Actual Amendment:

The Town of Whitby Official Plan is hereby amended as follows:

- 1) By amending Schedule "A" – Land Use of the Town of Whitby Official Plan, by changing the land use designations accordingly to reflect the updated Downtown Whitby Secondary Plan, as shown on the attached Exhibit 'A';
- 2) By amending Schedule "E" – Secondary Plans and Community Improvement Areas of the Town of Whitby Official Plan, by adjusting the boundary of the Downtown Whitby Secondary Plan Area, as shown on the attached Exhibit 'B';

3) By deleting existing Schedule “H” – Downtown Secondary Plan Land Use in its entirety, and replacing it with a new Schedule “H” – Downtown Whitby Secondary Plan Land Use, as shown on the attached Exhibit ‘C’;

4) By deleting existing Schedule “I” – Downtown Secondary Plan Building Height in its entirety, and replacing it with a new Schedule “I” – Downtown Whitby Secondary Plan Building Height, as shown on the attached Exhibit ‘D’;

5) By deleting Section 4.3.3.3.2, and renumbering the subsequent subsections accordingly; and

6) By deleting existing Section 11.3 – Downtown Whitby Secondary Plan in its entirety, and replacing it with a new Section 11.3 – Downtown Whitby Community Secondary Plan, as contained on Exhibit ‘E’.

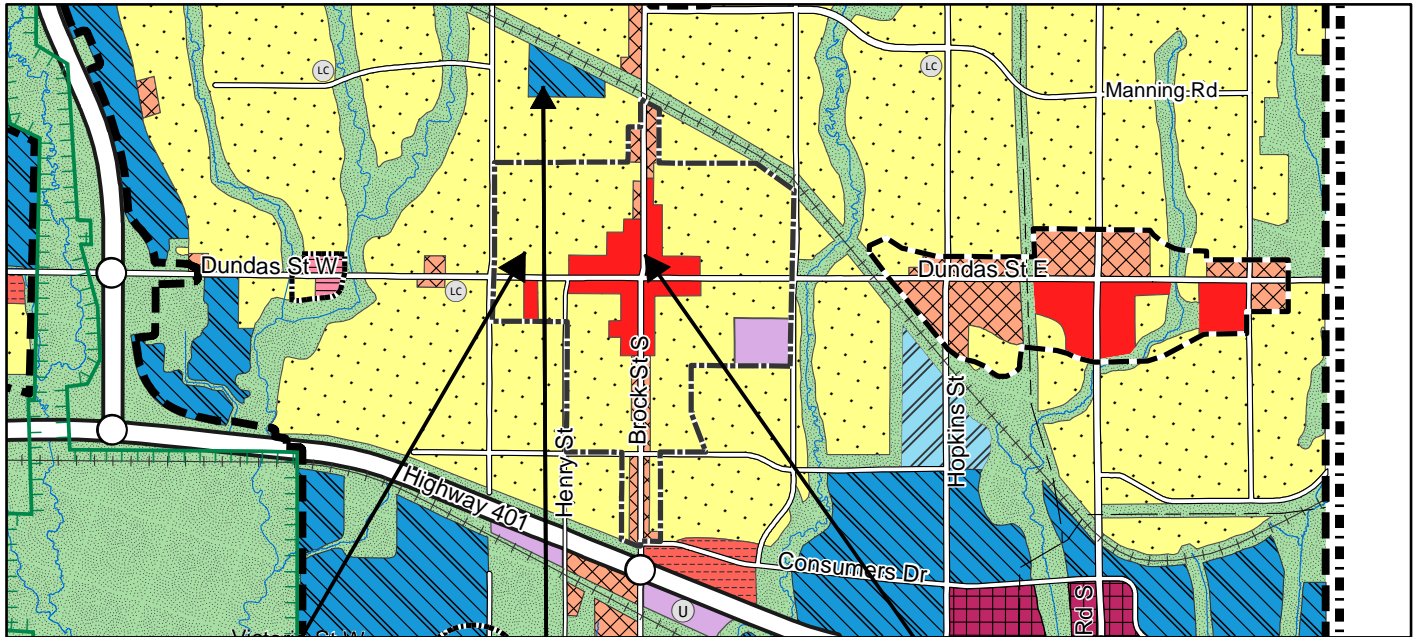
Implementation:

The provisions set forth in the Town of Whitby Official Plan, as amended, regarding the implementation of the Plan shall apply in regard to this amendment.

Interpretation:

The provisions set forth in the Town of Whitby Official Plan, as amended, regarding the interpretation of the Plan shall apply in regard to this amendment.

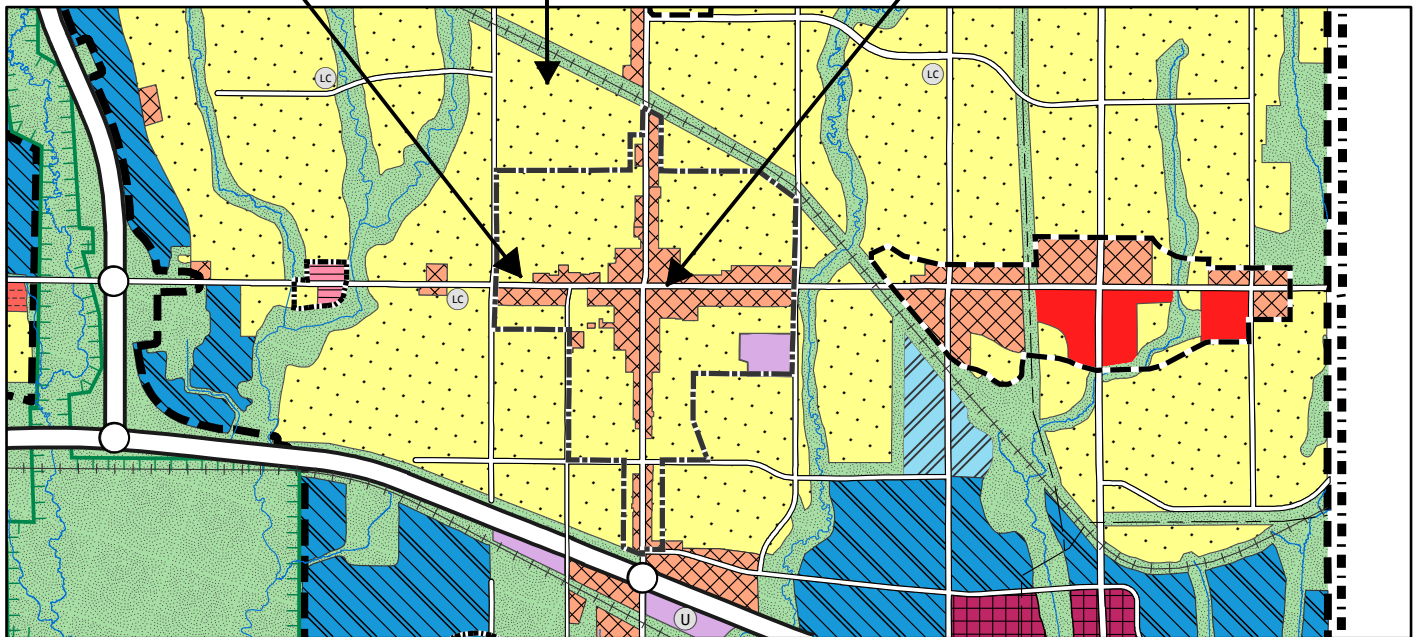
Exhibit 'A' to Final Recommended Official Plan Amendment #126 to the Town of Whitby Official Plan



Change from:
'Residential'
to 'Mixed Use'

Change from:
'Prestige Industrial'
to 'Residential'

Change from: 'Major Commercial'
to 'Mixed Use'



Legend

- | | | |
|----------------------------|---|-----------------------------------|
| Residential | Lands Subject to Durham Regional Official Plan Policy 14.13.7 | D3 (Deferred by Region of Durham) |
| Major Commercial | Deferred by the Region of Durham | |
| Community Commercial | Local Central Area | |
| Special Purpose Commercial | Resource Extraction Area (See Section 4.12) | |
| Mixed Use | Utility | |
| Prestige Industrial | 2031 Urban Area Boundary | |
| General Industrial | Community Central Area Boundary | |
| Special Activity Node | Future Urban Development Area Boundary | |
| Institutional | Greenbelt Protected Countryside Boundary | |
| Major Open Space | Hamlet Boundary | |
| Agricultural | Major Central Area Boundary | |
| Hamlet | Municipal Boundary | |
| Estate Residential | Southern Boundary of Oak Ridges Moraine | |
| Special Policy Area | Urban Central Area Boundary | |
| Refer to section 11.5.31.6 | | |

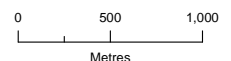
Notes: Refer to the applicable Secondary Plan for more detailed land use designations. Secondary Plan boundaries can be found on Schedule 'E', including the Oak Ridges Moraine Secondary Plan. Some legend items may not appear on the displayed figure extent.

Official Plan - Town of Whitby

Schedule

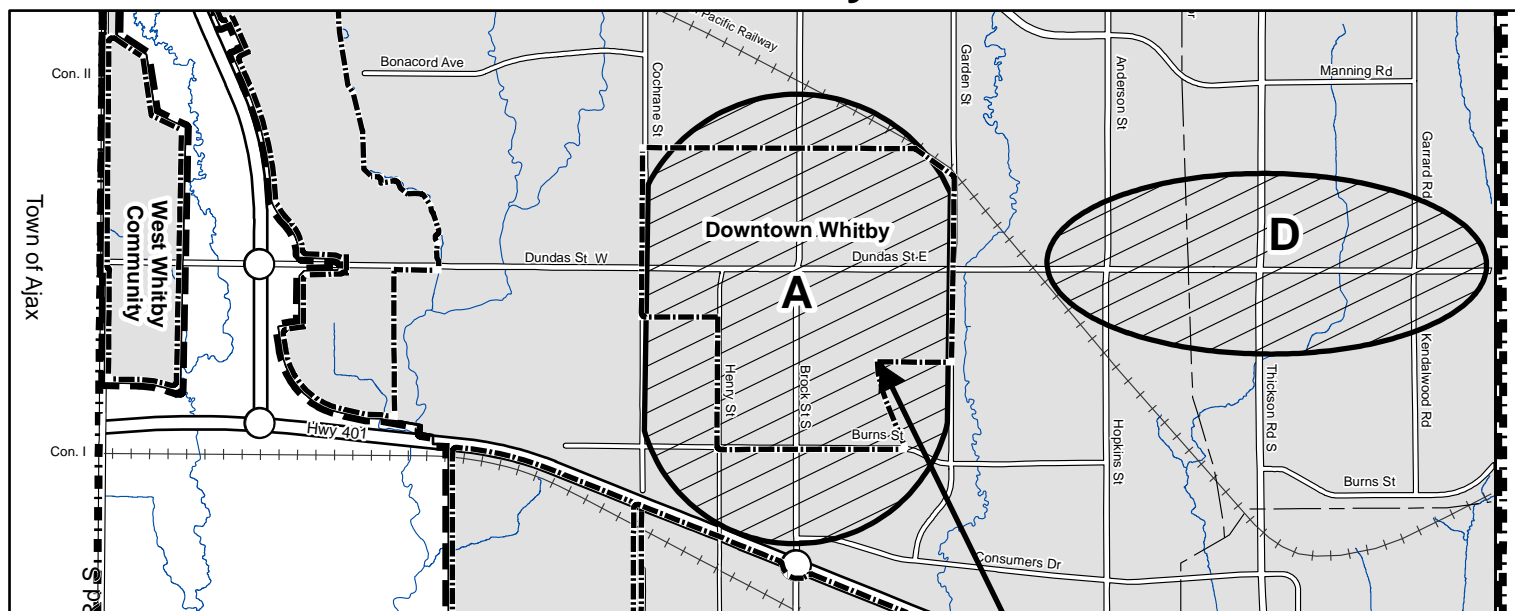
Excerpt from Schedule 'A' Land Use

A

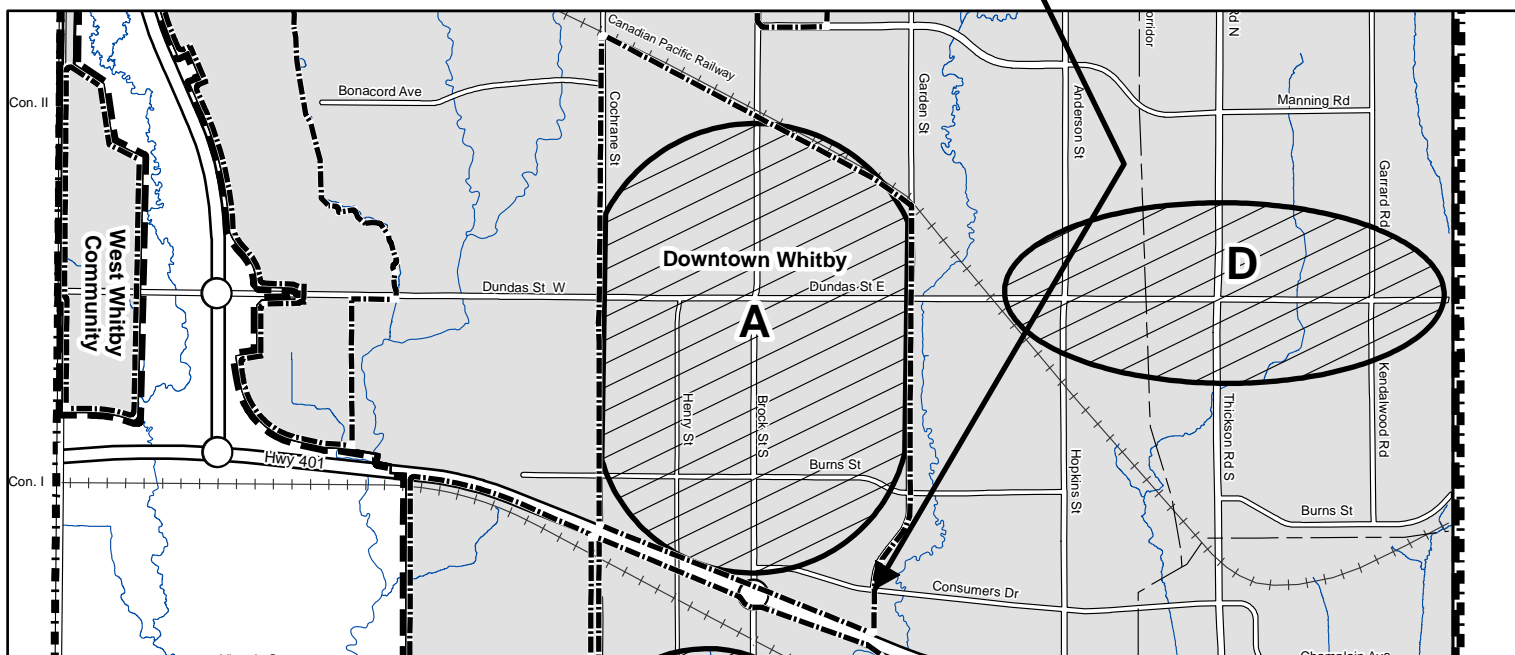


This schedule forms part of the Official Plan of the Town of Whitby and must be read in conjunction with the written text. For all intents and purposes, the elements within this schedule are to be considered conceptual.

Exhibit 'B' to Final Recommended Official Plan Amendment #126 to the Town of Whitby Official Plan



Adjust Downtown Whitby
Secondary Plan Boundary



Legend

- 2031 Urban Area Boundary
- Municipal Boundary
- Secondary Plan Boundary
- Community Improvement Areas: A, B, C, and D
- Community Improvement Area: E
- Lands Subject to Durham Regional Official Plan Policy 14.13.7

Note: Some legend items may not appear on the displayed figure extent.

Official Plan - Town of Whitby

Excerpt from Schedule 'E' Secondary Plans and Community Improvement Areas

Schedule

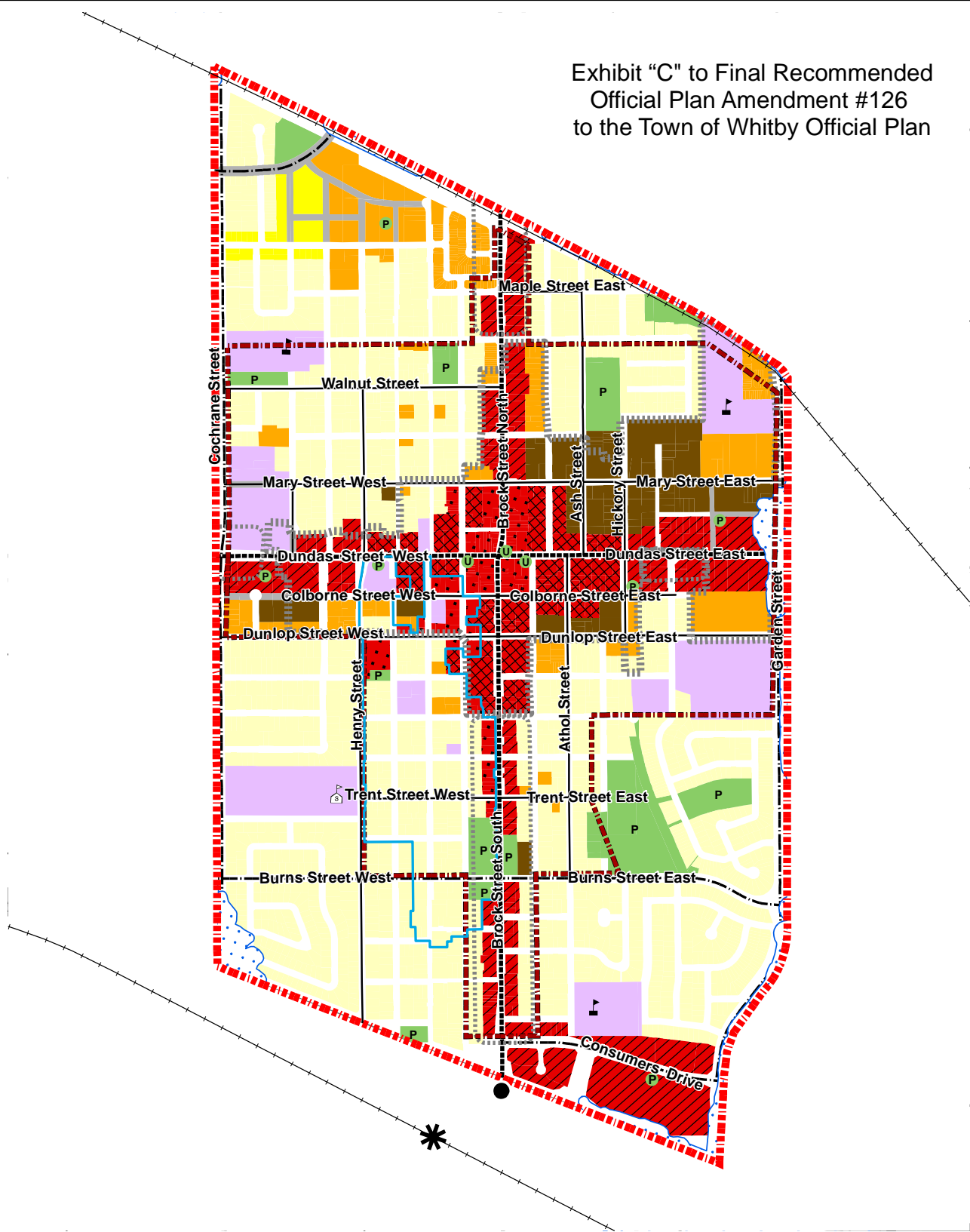
E



0 500 1,000
Metres

This schedule forms part of the Official Plan of the Town of Whitby and must be read in conjunction with the written text. For all intents and purposes, the elements within this schedule are to be considered conceptual.

Exhibit "C" to Final Recommended
Official Plan Amendment #126
to the Town of Whitby Official Plan



Legend

- | | | |
|--|----------------------------------|-----------------------|
| Secondary Plan Area Boundary | Low Density Mature Neighbourhood | Proposed Park |
| Major Central Area Boundary | Low Density Residential | Urban Square |
| Intensification Area | Medium Density Residential | Elementary Schools |
| Intensification Corridor | High Density Residential | Secondary Schools |
| Werden's Plan Neighbourhood Heritage Conservation District | Downtown Mixed Use Area | Type B Arterial |
| Natural Hazards | Corridor Mixed Use Area | Type C Arterial |
| | Heritage Mixed Use Area | Collector Road |
| | Institutional | Proposed Connection |
| | Existing Park & Open Space | Full Interchange |
| | | Major Transit Station |

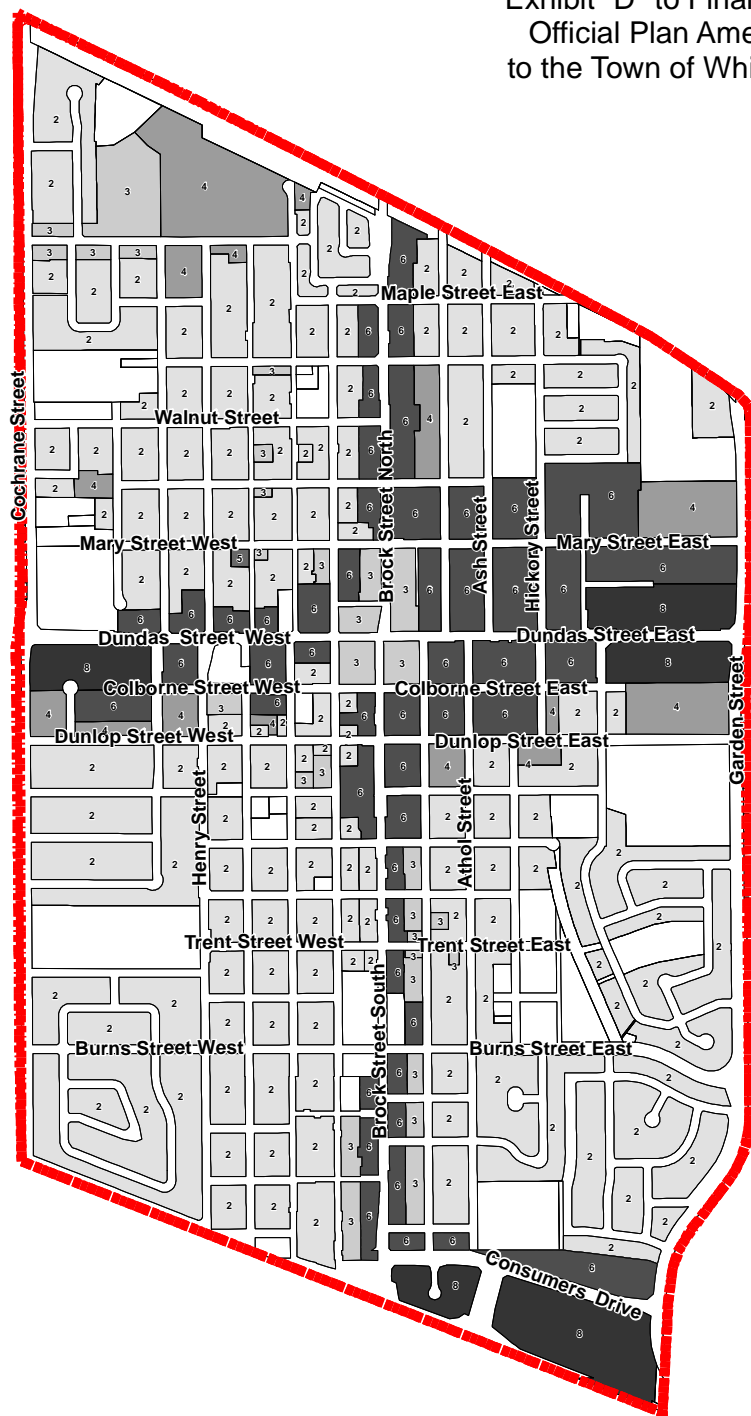
Downtown Whitby Secondary Plan Land Use

Official Plan
Town of Whitby



0 100 200 400 600
Metres

Exhibit "D" to Final Recommended
 Official Plan Amendment #126
 to the Town of Whitby Official Plan



Legend

 Secondary Plan Area Boundary


Maximum Building Height

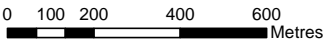
 2 Storeys	 5 Storeys
 3 Storeys	 6 Storeys
 4 Storeys	 8 Storeys



Downtown Whitby
 Secondary Plan
 Building Height

Official Plan
Town of Whitby

Schedule 



11.3 Downtown Whitby Community Secondary Plan

11.3.1 Vision and Objectives

11.3.1.1 Vision

- 11.3.1.1.1** Downtown Whitby is a vibrant, sustainable, innovative, inclusive and walkable urban destination, where our heritage is conserved and celebrated and where residents, employees and visitors are inspired to shop, live, work, play and connect.

11.3.1.2 Objectives

11.3.1.2.1 Conserve and Enhance Cultural Heritage Resources:

To enhance Downtown Whitby's historic character and respect cultural heritage resources through protection, adaptive re-use, sensitive integration with new developments, preservation of views and mature trees and appropriate built form transitions.

11.3.1.2.2 Provide the Right Built Form in the Right Place:

To provide for intensification that is supportive of transit, businesses and a variety of housing options.

To require appropriate transition to existing adjacent mature residential areas.

11.3.1.2.3 Improve the Public Realm:

To support public realm and streetscape improvements through features like expanded boulevards where possible, increased tree canopy, accessibility, additional street furniture and opportunities for flex streets and flex spaces.

11.3.1.2.4 Increase Access to Parks and Open Space:

To provide for additional parks and accessible private and public open spaces, which create opportunities for year-round community engagement and outdoor social interaction.

11.3.1.2.5 Encourage Sustainability:

To encourage innovative ideas that embrace principles of sustainability, resiliency and climate change adaptation and mitigation.

11.3.1.2.6 Support Innovation and Technology in Downtown

To support the Town's growing technology and innovation sectors and establish Downtown as an innovation district by encouraging technology companies, entrepreneurs, innovators, co-working spaces and post-secondary institutions to locate Downtown.

11.3.1.2.7 Design for Accessibility:

To ensure accessibility for people of all ages and abilities within Downtown Whitby by incorporating universal site and building design through development and redevelopment

11.3.1.2.8 Enhance Road Networks and Connectivity:

To maintain and enhance the existing roadway grid network configuration through provisions of "missing links" and discouraging the creation of cul-de-sacs or dead-end streets for new developments.

11.3.1.2.9 Encourage Active Transportation:

To improve active transportation facilities and connections through innovative transportation design, considering opportunities such as road diets, and flex streets, that focus on pedestrians and cyclists.

11.3.1.2.10 Improve Parking:

To ensure access and availability of parking, including bicycle and accessible parking, throughout Downtown Whitby.

11.3.1.2.11 Establish a Transit Oriented Downtown:

Recognize the opportunity to establish a transit-oriented Downtown to support existing and planned transit within and in the vicinity of Downtown Whitby.

11.3.1.2.12 Enhance Vitality and Viability of the Downtown:

To enhance Downtown Whitby as a focal point and destination for visitors, as well as a place that meets the needs of existing and future residents and employees through a mix of retail and service commercial businesses, a broader range of housing options and an animated public realm.

11.3.2 General Development and Redevelopment Policies

11.3.2.1 The area to which this Secondary Plan applies is indicated by the Secondary Plan boundary on Schedule "H". Any area shown on this Schedule, but lying

outside of this boundary, is governed by the general land use designations and policies of Part I of this Plan.

- 11.3.2.2** Schedule “H” provides detailed land use designations for the Secondary Plan Area. The more detailed policies of Section 11.3, together with the general policies of Part I of this Plan, apply to the land use designations of the Downtown Whitby Community Secondary Plan area as shown on Schedule “H” subject to Policy 10.2.1.5.
- 11.3.2.3** Schedule “I” provides maximum permitted heights in storeys for buildings, which are in addition to the policies related to each land use.
- 11.3.2.4** The policies of the Downtown Whitby Community Secondary Plan are intended to implement the requirements of the Part I policies of this Plan regarding Intensification Corridors, Intensification Areas and Major Central Areas, by providing for a range of residential, commercial, employment and community uses at higher densities.
- 11.3.2.5** The unique character of Downtown Whitby, which is defined by heritage buildings, a vibrant retail main street, low to mid-rise built form and surrounded by low density mature neighbourhoods, should be maintained and enhanced.
- 11.3.2.6** Development and redevelopment within the Secondary Plan area should follow the objectives set out in Section 11.3.1 and be:
- a) Compact in form;
 - b) Pedestrian-oriented;
 - c) Supportive of active transportation options;
 - d) Accessible by, and supportive of, public transit;
 - e) Supportive of an active and vibrant mixed use core;
 - f) Compatible between different built forms through a transition of heights and densities, particularly abutting mature neighbourhoods;
 - g) Compatible with the heritage character of the downtown;
 - h) Efficient in the use of land, resources and municipal services; and
 - i) Supportive of healthy living for persons of all ages and abilities.
- 11.3.2.7** Development and redevelopment shall consider the design and built form policies of Section 6.2 of this Plan and relevant Town established urban design guidelines.
- 11.3.2.8** In accordance with Policy 4.3.3.3.3 of this Plan, new drive-through service facilities and automotive uses, including automobile sales, gas bars, car washes and service stations shall not be permitted within the Downtown

Whitby Community Secondary Plan area. Such existing uses will be encouraged to relocate. Existing gas bars, car washes and automobile service stations may be recognized as permitted uses in the implementing Zoning By-law.

11.3.2.9 Residential development shall be encouraged within Downtown Whitby to help support the economic vitality of the area and provide a broader range of housing options.

11.3.2.10 Senior Citizen and Special Needs housing shall be encouraged to locate in Mixed Use, Medium Density Residential and High Density Residential designations within the Secondary Plan Area.

11.3.2.11 Affordable housing will be encouraged in Downtown Whitby in accordance with the policies of Section 7.7 of this Plan.

11.3.3 Sustainability

11.3.3.1 The Municipality shall require new development and redevelopment to address the sustainability matters set out in Section 3.2 of this Plan and sustainable design measures set out in Section 6.2.3.22 of this Plan. On this basis, proponents of new development may be required to prepare a Sustainability Plan to demonstrate how the proposed development would advance sustainability objectives.

11.3.3.2 Green infrastructure and Low Impact Development techniques, such as permeable paving, infiltration trenches, rain gardens and other stormwater management techniques, shall be considered wherever possible in the design of new development and through retrofit opportunities to adapt existing buildings for sustainable design.

11.3.3.3 The Municipality shall use a wide selection of native trees, shrubs and wildflowers along street boulevards and in parks and encourage the planting of native trees, shrubs and wildflowers within the private realm through the development process.

11.3.3.4 All collector and local roads shall be planned to include a vibrant and healthy tree canopy that will provide shade and enhance and establish a vibrant urban environment, and comfortable pedestrian experience, where feasible. In order to maximum the amount of tree planting, the co-location of utilities is encouraged.

11.3.4 Placemaking

11.3.4.1 The unique grid street layout and short block pattern within Downtown Whitby should be maintained and enhanced wherever possible to facilitate walkability and support greater connectivity within the Downtown. Schedule "H" identifies

several new connections that will expand upon the historic grid street layout in accordance with Section 11.3.9 of this Plan.

- 11.3.4.2** Streetscape features that enhance the pedestrian experience and encourage walkability shall be implemented in Downtown Whitby where feasible, including distinctive street furniture, unique paving features, public art, signage/wayfinding and seating areas.
- 11.3.4.3** Within the Downtown core, opportunities to enlarge and enhance the pedestrian realm shall be considered including bulb-outs at intersections, reduced traffic lane widths and conversion of on-street parking to patios for restaurants and cafes.
- 11.3.4.4** Distinctive placemaking features should be implemented at entry points into Downtown Whitby. These features will contribute to the image and identity of Downtown Whitby and include such features as special landscape treatments, plantings, signage and banners.
- 11.3.4.5** Landowners with properties abutting rear lanes are encouraged to include storefronts facing the rear lane, public building entrances, patio spaces, seating areas, plantings, public art and lighting, to improve the overall pedestrian experience and safety of laneways.
- 11.3.4.6** The implementation of public art at key intersections, areas of high pedestrian activity and within parks and urban squares, is encouraged to foster a unique sense of place in Downtown Whitby.
- 11.3.4.7** Urban squares and parks within Downtown Whitby, developed in accordance with Section 11.3.7.11 of this Plan and shown on Schedule H, provide opportunities to contribute to placemaking. The Town shall consider opportunities to program these spaces to animate public spaces and enhance placemaking.
- 11.3.4.8** New privately owned, publicly accessible open spaces are encouraged to increase the provision of public space within Downtown Whitby.

11.3.5 Cultural Heritage Resources

- 11.3.5.1** Development and redevelopment shall be in accordance with the cultural heritage and archeological resource policies of Section 6.1 of this Plan.
- 11.3.5.2** The adaptive re-use of cultural heritage resources is encouraged.
- 11.3.5.3** Any proposed demolition of a cultural heritage resource must demonstrate that all alternative options have been considered and demolition is the only viable option.

11.3.5.4 Development and redevelopment adjacent to or incorporating cultural heritage resources shall be respectful of the resource, having regard for scale, massing, setbacks, building materials and design features, following established Heritage Conservation District Plans where applicable. Development and redevelopment may require a heritage permit, Cultural Heritage Impact Assessment and/or other relevant documentation required through the development process.

11.3.5.5 The Werden's Plan Neighbourhood Heritage Conservation District is located within Downtown Whitby and is subject to the policies of Section 11.3.6.2 of this Plan, as well as the Heritage Conservation District Plan. The Town may establish additional Heritage Conservation Districts within the Downtown Whitby Community Secondary Plan area under Part V of the Ontario Heritage Act, including the adoption of Heritage Conservation District Plans.

11.3.6 Community Structure

11.3.6.1 Downtown Whitby Major Central Area

11.3.6.1.1 The boundary of the Downtown Whitby Major Central Area is delineated on Schedule "A" and also on Schedule "H". Occupying the core of the Downtown Secondary Plan, this area shall be planned to serve as a vibrant mixed use centre, providing an array of institutional, commercial, retail, services, residential, recreational, cultural, entertainment and office uses.

11.3.6.1.2 A portion of the Downtown Whitby Major Central Area is also identified as an Intensification Area on Schedule "B" and Schedule "H". These lands shall be developed in accordance with Section 4.3.3.3.3 of this Plan.

11.3.6.1.3 Schedule "B" and Schedule "H" also identify Brock Street and Dundas Street as Intensification Corridors. These Intensification Corridors shall be developed in accordance with Section 4.2.7 of this Plan.

11.3.6.1.4 Development and redevelopment within the Downtown Whitby Major Central Area shall maintain and conserve the historic commercial character and the low-rise built form within the Heritage Mixed Use designation, as delineated on Schedule "H". Denser forms of development are permitted and encouraged elsewhere within the Secondary Plan area.

11.3.6.1.5 Along Brock Street and Dundas Street, the unique main-street business environment shall be maintained, and the pedestrian experience enhanced through placemaking initiatives and public realm improvements. These areas should continue to function as destinations for shopping, dining and entertainment, as well as office and service uses, with encouragement for mixed use infill development that is comprised of ground level commercial units with residential units located above.

- 11.3.6.1.6** Offices, co-working spaces and flex offices, innovative industries, post-secondary institutions and health and social service agency facilities shall be encouraged to locate in Downtown Whitby.
- 11.3.6.1.7** The majority of residential intensification will be accommodated within the Downtown Whitby Major Central Area and the Intensification Area and Corridors within the Downtown. Limited infill and intensification will be permitted within the existing Low Density Mature Neighbourhoods.
- 11.3.6.1.8** Compatible residential intensification through the redevelopment of existing buildings and the infilling of vacant and underutilized properties shall be encouraged in the Downtown Major Central Area and along the Intensification Area and Corridors in order to achieve the intent of the designation and intensification targets set out within this Plan.
- 11.3.6.1.9** The permitted height and density of residential and mixed use intensification shall consider the local context and character of surrounding uses and built form, including surrounding mature neighbourhoods and cultural heritage resources, and should provide for appropriate built form transition to mature neighbourhoods and a built form character that fits in with the established character.

11.3.6.2 Werden's Plan Neighbourhood Heritage Conservation District

- 11.3.6.2.1** The boundary of the Werden's Plan Neighbourhood Heritage Conservation District (Werden's Plan HCD) is shown on Schedule "H". Significant built heritage resources within the Werden's Plan HCD shall be conserved.
- 11.3.6.2.2** The goal of the Werden's Plan HCD Plan is to preserve the neighbourhood's small-town historic character and manage physical change to the neighbourhood over the long term.
- 11.3.6.2.3** The primary land use designations in the Werden's Plan HCD are Low Density Mature Neighbourhoods and Heritage Mixed Use. The intent of these designations is to respect and maintain the historic low density character of the area.
- 11.3.6.2.4** Notwithstanding Policy 11.3.6.2.3, the Werden's Plan HCD Plan recognizes the opportunities for conversion of existing buildings to commercial uses and apartments in specific areas. These areas are designated Heritage Mixed Use.
- 11.3.6.2.5** Changes to buildings, the public realm or private open space shall be in accordance with the goals, objectives, policies and guidelines of the Werden's Plan HCD Plan, which includes direction for new development, redevelopment, infill and alterations.

- 11.3.6.2.6** Development and redevelopment within or adjacent to the Werden's Plan HCD, may require a heritage permit, a Cultural Heritage Impact Assessment, and/or any other relevant documentation required through the development process. Development and redevelopment shall have regard for scale, massing, setbacks, building materials and design features in accordance with the requirements of the Werden's Plan HCD Plan.
- 11.3.6.2.7** The Werden's Plan HCD Plan identifies five historic landmarks: the St. Mark's United Church, the former R.A. Sennett School, the former Ontario County Registry Office, the Centennial Building and the St. Arsenije Sremac Serbian Orthodox Church. Views of these historical landmarks should be maintained, wherever possible.

11.3.7 Land Use Designations

11.3.7.1 Low Density Mature Neighbourhoods

- 11.3.7.1.1** Lands designated as Low Density Mature Neighbourhoods on Schedule "H" shall be developed in accordance with the policies of Section 4.4.3.4 except as modified by the following additional policies.
- 11.3.7.1.2** The Low Density Mature Neighbourhoods designation recognizes existing residential development.
- 11.3.7.1.3** Limited residential infill and intensification will be permitted in Low Density Mature Neighbourhoods in accordance with Sections 4.4.3.4 , and 10.1.13.1, provided it fits in with, is context sensitive to and is compatible with the existing physical character of the neighbourhood.
- 11.3.7.1.4** The maximum permitted height shall not exceed 2-storeys as shown on Schedule "I". The Zoning By-law may consider areas where a third storey above the roofline of a dwelling is permitted.
- 11.3.7.1.5** New development and redevelopment within Low Density Mature Neighbourhoods shall be compatible with and fit in with the existing physical character of the neighbourhood.
- 11.3.7.1.6** New development and redevelopment within the Low Density Mature Neighbourhoods designation shall follow the Residential Design policies of Section 11.3.7.5.

11.3.7.2 Low Density Residential

- 11.3.7.2.1** Lands designated as Low Density Residential on Schedule "H" shall be developed in accordance with Section 4.4.3.4 of this Plan, except as modified by the following additional policies.

- 11.3.7.2.2** The designation recognizes newer low density residential developments and future low density residential development on designated lands.
- 11.3.7.2.3** The lands on the north and south side of Beech Street are designated Low Density Residential on Schedule “H”. When the existing industrial uses leave over time, the lands shall be developed for residential uses. Mitigation measures may need to be incorporated in new development while existing industries remain.
- 11.3.7.2.4** The maximum building permitted height shall be 3-storeys as shown on Schedule “I”.
- 11.3.7.2.5** New development and redevelopment within the Low Density Residential designation shall follow the Residential Design policies of Section 11.3.7.5.

11.3.7.3 Medium Density Residential

- 11.3.7.3.1** Lands designated as Medium Density Residential on Schedule “H” shall be developed in accordance with Section 4.4.3.5 of this Plan, except as modified by the following additional policies.
- 11.3.7.3.2** The Medium Density Residential designation recognizes existing designated medium density developments as well as some areas for newer developments adjacent to the Mixed Use Corridors and along Beech Street.
- 11.3.7.3.3** The lands on the north and south side of Beech Street are designated Medium Density Residential on Schedule “H”. When the existing industrial uses leave over time, the lands shall be developed for residential uses. Mitigation measures may need to be incorporated in new development while existing industries remain.
- 11.3.7.3.4** The maximum building permitted height shall be 4-storeys or as shown on Schedule “I”.
- 11.3.7.3.5** No maximum density is established for this designation as density will be a product of the built form requirements for height, setbacks and step backs.
- 11.3.7.3.6** New development and redevelopment within the Medium Density Residential designation shall follow the Residential Design policies of Section 11.3.7.5.

11.3.7.4 High Density Residential

- 11.3.7.4.1** Lands designated as High Density Residential on Schedule “H” shall be developed in accordance with Section 4.4.3.6 of this Plan, except as modified by the following additional policies.
- 11.3.7.4.2** The High Density Residential designation recognizes existing apartment development, and also permits both residential development and redevelopment up to 6-storeys, and taller residential development and redevelopment up to 8-storeys in specific areas of the Secondary Plan Area.
- 11.3.7.4.3** The minimum height of buildings shall be 4-storeys. The maximum permitted building height is identified on Schedule “I”, or as further restricted by Policy 11.3.7.4.5.
- 11.3.7.4.4** No maximum density is established for this designation as density will be a product of the built form requirements for transition, height, setbacks and step backs.
- 11.3.7.4.5** New development and redevelopment shall provide a transition in heights and densities adjacent to the Low Density Mature Neighbourhoods and any heritage properties, which may be achieved through increased setbacks, intervening low-rise built-form and the use of a 45-degree angular plane from any property abutting a low density designation.
- 11.3.7.4.6** New development and redevelopment within the High Density Residential designation shall follow the Residential Design policies of Section 11.3.7.5.

11.3.7.5 Residential Design

- 11.3.7.5.1** Lands designated as Low Density Mature Neighbourhoods, Low Density Residential, Medium Density Residential, and High Density Residential shall be developed in accordance with the design policies of Section 6.2 of this Plan, Town established urban design guidelines and the additional policies of this Section.
- 11.3.7.5.2** To fit in with the physical character, new development or redevelopment in Low Density Mature Neighbourhoods shall reflect the predominant building type, height, scale, massing, and setbacks of the block and surrounding residential neighbourhood.
- 11.3.7.5.3** Development or redevelopment within the Werden’s Plan HCD shall respect the prevailing front yard setback in the siting of new dwellings and additions should be to the rear of existing dwellings away from public view.

- 11.3.7.5.4** Front yard parking should be minimized in the Werden's Plan HCD. The creation of new parking bays, and new driveways, shall be permitted in side yards or rear yards, in accordance with policies of the HCD Plan.
- 11.3.7.5.5** Lot severances will be discouraged in the Werden's Plan HCD.
- 11.3.7.5.6** New buildings and additions to existing buildings in the High Density Residential designation shall provide for a building step back above the third storey for the portion of the building facing a public street or public park, in order to create a low-rise scale abutting the public realm.
- 11.3.7.5.7** New buildings and additions to buildings in the Medium Density Residential or High Density Residential designations should be massed to establish a continuous streetscape and promote pedestrian scale, with consistent minimum and maximum setbacks.
- 11.3.7.5.8** Principal entrances should face the sidewalk wherever possible and provide direct access onto the public sidewalk.
- 11.3.7.5.9** Site planning should emphasize the importance of landscaped areas, including the provision of shade structures, building entrances and active built spaces at the street line.
- 11.3.7.5.10** For lands designated High Density Residential, projections of canopies, roof overhangs, window bays and other architectural elements are encouraged in order to create diverse and active streetscapes.
- 11.3.7.5.11** For lands designated Medium Density Residential and High Density Residential, off-street parking areas shall be located underground, at the surface at the rear of buildings, or within above ground parking structures so as to not impact the character of the area or impact pedestrian streetscapes. Common parking areas shall be appropriately screened by landscaping or built form features, or other techniques as may be required through site plan approval. The location of entrances and exists to off-street parking facilities should consider safety and visual impact and be located so as to minimize the interference with street traffic and pedestrian circulation and should not be close to major intersections.
- 11.3.7.5.12** Where side yard parking is exposed to the street on lands designated Medium Density Residential and High Density Residential, it shall be screened by low walls and landscaping to provide a sense of enclosure along the street.
- 11.3.7.6 Heritage Mixed Use**
 - 11.3.7.6.1** Lands designated as Heritage Mixed Use on Schedule "H" shall be developed in accordance with the policies of Section 4.6 of this Plan, except as modified by this Section.

- 11.3.7.6.2** This designation is intended to permit a broad range of commercial, office, service, and community, institutional and residential uses in a mixed use environment, while respecting and maintaining the historic low-rise character of the area designated on Schedule “H”.
- 11.3.7.6.3** The minimum height of buildings shall be 2-storeys. The maximum permitted building height is identified on Schedule “I”.
- 11.3.7.6.4** No maximum density is established for this designation, as density will be a product of the built form requirements for height, setbacks and step backs as applicable.
- 11.3.7.6.5** Development and redevelopment shall reinforce the “main street” historic character of Brock Street and Dundas Street by locating buildings and storefronts close to the public sidewalk, wherever possible.
- 11.3.7.6.6** Compatible infill development that respects and complements the existing historic built form is encouraged.
- 11.3.7.6.7** New residential units shall not be permitted on the main floor of buildings.
- 11.3.7.6.8** New development and redevelopment within the Heritage Mixed Use designation shall follow the Mixed Use Design policies of Section 11.3.7.9.

11.3.7.7 Downtown Mixed Use

- 11.3.7.7.1** Lands designated as Downtown Mixed Use on Schedule “H” shall be developed in accordance with the policies of Section 4.6 of this Plan, except as modified by this Section.
- 11.3.7.7.2** The intent of the Downtown Mixed Use designation is to provide a mix of residential and commercial uses in a pedestrian-oriented manner at a density that supports frequent transit service, creating an expanded, vibrant pedestrian experience within Downtown Whitby. Notwithstanding Policy 4.6.3.3, department stores, major retail uses and supermarkets may also be permitted within the Downtown Mixed Use designation, subject to appropriate provisions in the Zoning By-law.
- 11.3.7.7.3** New buildings shall accommodate retail, office and/or service commercial uses at grade, with residential or additional non-residential uses directed to the floors above. Indoor amenity areas, loading and vehicular access may not be permitted along Dundas Street, Brock Street and Colborne Street. Rather, these uses should be directed to frontages that face other streets or laneways, where possible.

- 11.3.7.7.4** Notwithstanding Section 11.3.7.6.7, where the Downtown Mixed Use designation abuts a residential designation, consideration will be given to permitting the portion of the mixed use development abutting the residential designation to contain residential uses at grade.
- 11.3.7.7.5** The minimum height of buildings shall be 2-storeys. The maximum permitted building height is identified on Schedule "I", or as further restricted by 11.3.7.7.7.
- 11.3.7.7.6** No maximum density is established for this designation as density will be a product of the built form requirements for height, setbacks and step backs.
- 11.3.7.7.7** New development and redevelopment shall provide a transition in heights and densities adjacent to Low Density Mature Neighbourhoods, and any heritage properties, which may be achieved through increased setbacks, intervening low-rise built form and the use of a 45-degree angular plane from any property abutting a low density designation.
- 11.3.7.7.8** New development and redevelopment within the Downtown Mixed Use designation shall follow the Mixed Use Design policies of Section 11.3.7.9.

11.3.7.8 Corridor Mixed Use

- 11.3.7.8.1** Lands designated as Corridor Mixed Use on Schedule "H" shall be developed in accordance with the policies of Section 4.6 of this Plan, except as modified by this Section.
- 11.3.7.8.2** The intent of the Corridor Mixed Use designation is to accommodate a mix of uses along the Dundas Street and Brock Street Intensification Corridors, providing an extension of the commercial, office and residential uses of the Downtown core. Notwithstanding Policy 4.6.3.3, department stores, major retail uses and supermarkets may also be permitted within the Corridor Mixed Use designation, subject to appropriate provisions in the Zoning By-law.
- 11.3.7.8.3** A mix of uses within the Corridor Mixed Use designation shall be accommodated on individual sites, either within the same building or as separate buildings on the lot. This mix of uses provides flexibility for the evolution of the Corridor Mixed Use area, allowing stand-alone residential, commercial and office uses, as well as mixed-use buildings. Consideration should be given as to how these land use elements will be phased through the development process. A phasing plan may be required to ensure a mix of uses is created in the initial stages of development.
- 11.3.7.8.4** In addition to the requirements of Section 4.6.3.9 of this Plan, where an existing single detached dwelling is converted to a sole commercial use, the conversion must also enhance the pedestrian streetscape, provide on-

site parking within the interior of the lot or rear yard, and where a building of historic significance is involved, ensure the heritage attributes of the building are conserved.

- 11.3.7.8.5** The minimum height of buildings shall be 2-storeys. The maximum permitted building height is identified on Schedule “I”, or as further restricted by Policy 11.3.7.8.7.
- 11.3.7.8.6** No maximum density is established for this designation as density will be a product of the built form requirements for height, setbacks, step backs and angular plane.
- 11.3.7.8.7** New development and redevelopment shall provide a transition in heights and densities adjacent to the Low Density Mature Neighbourhoods, and any heritage properties, which may be achieved through increased setbacks, intervening low-rise built-form and the use of a 45-degree angular plane from any property abutting a low density designation.
- 11.3.7.8.8** New development and redevelopment shall enhance the pedestrian comfort along Brock Street and Dundas Street by locating new buildings close to the street, activating the street frontage and enhancing the public realm in front of buildings.
- 11.3.7.8.9** Prior to approval of any mixed use redevelopment for lands south of Consumers Drive, a Comprehensive Block Plan may be required in accordance with Section 6.2.4.2 of this Plan.
- 11.3.7.8.10** New development and redevelopment within the Corridor Mixed Use designation shall follow the Mixed Use Design policies of Section 11.3.7.9.

11.3.7.9 Mixed Use Design

- 11.3.7.9.1** Lands designated as Heritage Mixed Use, Downtown Mixed Use and Corridor Mixed Use shall be developed in accordance with the design policies of Section 6.2 of this Plan, relevant Town established urban design guidelines and the additional policies of this Section.
- 11.3.7.9.2** Mixed use buildings shall be oriented to the street and massed to establish a continuous streetscape, wherever possible, that promotes a pedestrian scale, with consistent minimum and maximum setbacks.
- 11.3.7.9.3** A variety of architectural styles are encouraged in new buildings that compliment the historic built form character of the Heritage Mixed Use designation.
- 11.3.7.9.4** Mixed use buildings should provide active at-grade uses that animate the streetscape along both the frontage and flankage adjacent to public streets.

- 11.3.7.9.5** Within the Heritage Mixed Use and Downtown Mixed Use designations, retail buildings and the ground floor of mixed use buildings should be designed to:
- a) Maintain the existing character of small shops within the Heritage Mixed Use designation, which includes a fine grain of entrances, and/or windows along the street edge;
 - b) Contain clear glazing on windows and doors along front facades to ensure active store frontages;
 - c) Separate, where possible, residential entrances and lobbies along Brock Street and Dundas Street and direct them to side streets or rear entrances; and
 - d) Provide for ground floor heights that reflect the heights of other commercial and mixed use buildings on the block.
- 11.3.7.9.6** Principal entrances shall face the sidewalk, wherever possible, and provide direct access onto the public sidewalk. The primary windows and signage shall also face the street.
- 11.3.7.9.7** Development and redevelopment facing a residential designated area should provide a residential character, wherever possible.
- 11.3.7.9.8** Projections of canopies, roof overhangs, window bays and other architectural elements are encouraged in accordance with relevant Town established urban design guidelines.
- 11.3.7.9.9** The design of new development, infill and intensification adjacent to cultural heritage resources shall incorporate principles of heritage conservation and shall be sensitive to the existing resources in accordance with Section 11.3.6 of this Plan and where applicable the Werden's HCD.
- 11.3.7.9.10** Off-street parking areas shall be located underground, in above ground structures, at the rear of buildings or interior to the block, so as to not impact the character of the area or impact pedestrian streetscapes.
- 11.3.7.9.11** Above ground parking structures shall contain active commercial and community uses on the ground floor of a building's frontage and flankage, except facing a Residential designated area. Above ground parking structures in the Heritage Mixed Use designation shall be designed to reflect and fit in with the surrounding heritage character.

- 11.3.7.9.12** Where side yard parking is exposed to the street, it shall be screened by low walls, landscaping, and/or other techniques, to provide a sense of enclosure along the street. Implementation of these techniques may be required through site plan approval.
- 11.3.7.9.13** Parking, driveways, lanes or aisles shall not be permitted between the public sidewalk and the façade of buildings.
- 11.3.7.9.14** The location of entrances and exits to off-street parking facilities should be located so as to minimize the interference with street traffic and pedestrian circulation and should not be close to major intersections.
- 11.3.7.9.15** The development of mid-block entrances to pedestrian mews and pathways is encouraged.

11.3.7.10 Institutional

- 11.3.7.10.1** Lands designated as Institutional on Schedule “H” shall be developed in accordance with the relevant policies of Section 4.8 of this Plan, except as modified by the following additional policies.
- 11.3.7.10.2** The maximum building height in the Institutional designation will be governed by Schedule “I” and the applicable Zoning By-law with consideration given to the height of existing buildings on each site.

Notwithstanding Section 11.3.7.1, a private office may be permitted, as an exception, on the property located at 400 Centre Street South, identified as Assessment Roll #18-09-030-014-06900, subject to the inclusion of appropriate provisions in the Zoning By-law.

11.3.7.11 Open Space

- 11.3.7.11.1** Lands designated as Open Space on Schedule “H” shall be developed in accordance with Section 4.9 of this Plan, except as modified by the following additional policies.
- 11.3.7.11.2** New Parks and Urban Squares are shown symbolically on Schedule “H” and shall be further delineated at the time of development review and approval.
- 11.3.7.11.3** New park spaces should accommodate smaller scale uses and activities that can be used by people of all ages and abilities.
- 11.3.7.11.4** The Town will explore opportunities to incorporate interactive placemaking elements, in accordance with the policies of Section 11.3.4, in existing parks such as public art, games, tables, seating, skating rinks, water features, food vendors, outdoor markets, outdoor theatres and distinctive play structures.

- 11.3.7.11.5** Publicly accessible Urban Squares shall be provided, wherever possible, within the Heritage Mixed Use designation and Downtown Mixed Use designations through the redevelopment of existing spaces to:
- a) Promote the identity of the Downtown;
 - b) Allow for a variety of uses, such as spaces for gathering, hosting events, and markets;
 - c) Address the need for more park space in the Downtown; and
 - d) Provide vegetation and diversity in tree and shrub planting.
- 11.3.7.11.6** Urban Squares should be designed with edges that are defined by buildings or other structures where not bound by roads.
- 11.3.7.11.7** Urban Squares should be easily accessible and visible to the public, containing hard landscaping and natural elements, and provide passive recreation uses, programmed activities and a display of public art. Adjacent commercial uses should provide access to and from the Urban Square, wherever possible.
- 11.3.7.11.8** Public-private partnerships between landowners, as part of new development or redevelopment, are encouraged to establish privately owned publicly accessible open spaces.
- 11.3.7.11.9** Residential land uses within the Beech Street area shall include a new central park within this new neighbourhood. The location of the new park on Schedule “H” is conceptual.

11.3.8 Natural Hazards

- 11.3.8.1.1** Lands designated as Natural Hazards on Schedule “H” represent floodplain and erosion hazards as determined by the Central Lake Ontario Conservation Authority. These lands shall be developed in accordance with Section 5.3.10 of this Plan and the approval of the Conservation Authority.
- 11.3.8.1.2** Where detailed study in support of a development application confirms that the boundary of a Natural Hazards designation may be refined, development and site alteration may be permitted without amendment to this Plan provided the Conservation Authority concurs with the study findings. When the Natural Hazards designation is removed or reduced, the urban land use designation abutting the area removed or reduced shall apply.

11.3.9 Other Policy Directions

11.3.9.1 Parking

- 11.3.9.1.1** The development and redevelopment of parking lots within Downtown Whitby will be based on Town Parking Master Plans that are specific to Downtown Whitby.
- 11.3.9.1.2** The Town shall consider means to reduce parking needs, which may include carpool incentives, cycling infrastructure, transit improvements, micro-transit support service and car share services.
- 11.3.9.1.3** Parking is encouraged to be shared between businesses for developments and uses that do not have competing parking needs to reduce overall parking requirements.
- 11.3.9.1.4** The Town may consider cash-in-lieu of non-residential parking where it can be demonstrated that the full parking requirement cannot be provided on-site or in an alternate location. In such cases, the Municipality and the Developer shall enter into an agreement providing for such payment. Within the Heritage Mixed Use designation, cash-in-lieu of parking may be encouraged for in order to retain the heritage character.
- 11.3.9.1.5** The Town shall work with property owners to encourage more efficient use of existing private parking areas for commercial uses and optimize the opportunity for new infill development and cohesive commercial main street development.

11.3.9.2 Roads, Transit and Active Transportation

- 11.3.9.2.1** The Secondary Plan Area shall be developed in accordance with Section 8.1 of this Plan, except as modified by the following additional policies.
- 11.3.9.2.2** Schedule “H” illustrates the road pattern for the Secondary Plan Area.
- 11.3.9.2.3** Road extensions, as shown on Schedule “H” shall be implemented in a coordinated manner, maintaining the historic grid street layout that is integral to the structure of Downtown Whitby, walkability and vehicular circulation. Local road extensions may be public, private or primary pedestrian connections as determined by the Town.
- 11.3.9.2.4** Development and redevelopment, including any road improvements or reconstruction projects, shall provide, wherever possible, enhanced pedestrian, cycling and other active transportation connections to existing and planned Regional and Provincial transit routes and stations.

- 11.3.9.2.5** Road improvements or reconstruction projects shall consider future transit infrastructure improvements such as bus shelters, bulb-outs and transit signal priorities.
- 11.3.9.2.6** Transportation Demand Management Plans may be required for new development and redevelopments to assist in reducing single occupant vehicle trips.
- 11.3.9.2.7** Arterial road rights-of-way shall consider the needs, safety and comfort of pedestrians, cyclists and automotive users. Priority shall be given to ensuring that public transit facilities and amenities, such as stops, large shelters, seating, posted route schedules and information and dedicated lanes are part of the overall design of the road network over the long term.
- 11.3.9.2.8** New and reconstructed arterial roads shall be built with sidewalks on both sides and cycling provided through on-road facilities and/or off-road multi-use paths.
- 11.3.9.2.9** The location of multi-use paths and the active transportation network will be based on the Town Active Transportation Master Plans in effect. The Town will consider opportunities to join existing disconnected trails and expand multi-use paths, as well as improve wayfinding signage for on and off-road facilities.
- 11.3.9.2.10** Within existing Residential areas, the provision of sidewalks on at least one side of the street should be considered for neighbourhoods that do not provide sidewalks in order to improve accessibility and support a safe and connected pedestrian environment.
- 11.3.9.2.11** Active transportation connections across arterial roads shall be planned at appropriate walking/cycling intervals to reduce barriers between neighbourhoods, improve safety and increase accessibility for all ages and abilities.
- 11.3.9.2.12** Flex streets are portions of a public-right-of-way designed to function either wholly or partially, as desired, for pedestrian activities, and/or public events through the use of design elements including, but not limited to, bollards, flexible on-street parking configurations, pavement materials, enhanced streetscapes and/or modified curbs. Portions of Colborne Street and Brock Street within the Heritage Mixed Use and Downtown Mixed Use designations may be designed as a flex street.
- 11.3.9.2.13** The Town may consider reducing Brock Street to two lanes between Burns Street and Maple Street in order to expand the pedestrian realm providing opportunities for wider sidewalks, benches, enhanced transit stops, sidewalk cafes and street trees for shading. The reduction of lanes will require a study of traffic impacts on the broader transit network and surrounding road network.

11.3.9.3 Servicing

- 11.3.9.3.1** The Secondary Plan Area shall be developed in accordance with the municipal servicing policies of Section 8.2.3 and the site servicing policies of Section 6.2.3.16.

11.3.10 Implementation and Interpretation

- 11.3.10.1.1** The implementation and interpretation of this Secondary Plan shall be in accordance with Section 10 of this Plan.
- 11.3.10.1.2** Mitigation measures may need to be incorporated in new development in the Beech Street area, while existing industries remain.

Attachment #4: Comment - Response Matrix

PDP 61-22

External Agency Comments

Date Received	From	Comment	Response
September 9, 2022	Region of Durham Planning	<p>Regional Official Plan Conformity</p> <p>At the meeting held on August 31, 2022 regarding the proposed amendment, it was noted by Regional staff that the Town of Whitby is required to identify the Regional Centre for Downtown Whitby.</p> <p>Moving forward, it is our understanding that Town staff will engage their planning consultant to examine various land use scenarios and identify the appropriate boundary for the Regional Centre prior to adopting the proposed amendment.</p>	<p>The consultant has prepared population and employment forecasts for Downtown Whitby for review by Town and Regional Planning Staff. Town Planning staff are working with Regional Planning staff on an updated draft Regional Centre Boundary for Downtown Whitby. Regional staff have also indicated that the boundary can be refined by the staff, once the full draft Envision Durham Regional Official Plan Amendment is released for consultation.</p>
		<p>Transportation</p> <p>The amendment has also been reviewed from a transportation planning perspective and we offer the Town the following transportation related comments:</p>	<p>Noted.</p>
		<p>Report PDP 34-22, Section 4.4 – The Durham-Scarborough BRT TPAP has been approved. Consider adding a policy to Section 11.3.9.2 of the Secondary Plan to recognize the approved design concept and promote early implementation.</p>	<p>The BRT is being undertaken by Metrolinx, however the Secondary Plan policies speak to supporting planned transit through development and redevelopment.</p>
		<p>Schedule H – Dundas Street is designated as a Rapid Transit Spine and Brock Street is designated as part of the High Frequency Transit Network in the Regional Official Plan. Consider showing this on the map to highlight the key transit routes through the Secondary Plan.</p>	<p>Transit Spines are identified on Schedule D of the Town Official Plan, and would be updated as required, after the Region receives final approval for the Envision Durham Regional Official Plan Amendment.</p>
		<p>Consider revising policy to highlight the need for safety to be explicitly considered in selecting locations and traffic control devices for active transportation crossings of arterial roads.</p>	<p>Wording added to Policy 11.3.9.2.11 to “improve safety”.</p>
		<p>Policy should note the need to maintain Brock Street’s function as part of the designated High Frequency Transit Network when considering reducing the road to two lanes. Opportunities for enhanced transit stop amenities should be included in the list of potential benefits. The policy should also require a study of the transit and traffic impacts of the proposed lane reduction, including its impacts on the surrounding road network.</p>	<p>Policy 11.3.9.2.13 has been updated to require a study of traffic impacts on the broader transit network and surrounding road network.</p>

Date Received	From	Comment	Response
September 19, 2022	Bell Canada	We have reviewed the copy of the Draft Official Plan, and have no specific comments or concerns at this time. We do note however, that the Durham-Scarborough Bus Rapid Transit (BRT) route proposed by Metrolinx along Dundas Street is currently in the planning and design stages and would request that Bell be circulated on that project as details become available.	Noted. The BRT is a project of Metrolinx, who will circulate all materials. The Town is monitoring the project and providing input to Metrolinx.
June 15, 2022	Durham District School Board	Staff has reviewed the Report #PDP 34-22 re: the above draft proposed OPA amendment and under the mandate of the Durham District School Board, has no comments at this time.	Noted.
May 31, 2022	Enbridge	Enbridge Gas Inc. does not object to the proposed application however, we reserve the right to amend our development conditions.	Noted.
July 6, 2022	Metrolinx	Establish a Transit Oriented Downtown Consider adding language that emphasizes the importance of increased densities to support existing and future transit, including Durham Region Transit, GO Bus, GO Rail, and the future Durham- Scarborough BRT.	Objective revised to the following: “Establish a Transit Oriented Downtown: Recognize the opportunity to establish a transit-oriented Downtown Whitby to support existing and planned transit within and in the vicinity of the Downtown.”
		Other Policy Directions Metrolinx recommends including additional policy directions that specifically mention transit in addition to parking, roads, and active transportation. This could include language that mentions the consideration of future transit infrastructure improvements such as bulb-outs, queue jump lanes, transit signal priority, bus shelters, consolidated transit stop poles, etc.	New policy 11.3.9.2.4 has been added as follows: “Development and redevelopment, including any road improvements or reconstruction projects, shall consider future transit infrastructure improvements such as bus shelters, bulb-outs and transit signal priorities.
		Proposed Amendment Taller, mixed use buildings near the Whitby GO station are supported from a ridership growth point of view. Integrated planning will be required to connect these areas north of Hwy 401 with the GO station MTSA, capitalizing on planned mixed uses, frequent transit services and active transportation facilities along Brock Street and planned active transportation facilities on Henry Street to access the Whitby GO station.	Noted.
		Development and redevelopment should be both accessible by and supportive of public transit, in line with provincial plans and policies like the Provincial Policy Statement. Recommended to edit as follows: “d) Accessible by, and supportive of, public transit;”	Edit made as suggested to Policy 11.3.2.6 d)

Date Received	From	Comment	Response
		In addition to “developments and redevelopments,” it is recommended that municipally led road improvements/reconstruction projects also consider providing enhanced pedestrian, cycling, and other active transportation connections. Suggestion to edit as follows: “Development and redevelopment, including any road improvements and road reconstruction projects, shall provide, where possible, enhanced pedestrian, cycling and other active transportation connections to existing and planned Regional and Provincial transit routes and stations.”	Edit made as suggested to Policy 11.3.9.2.4
		Outside the scope of this Secondary Plan, but a portion of the Metrolinx South Parking is shown as Major Open Space, just north of the Town’s leased parcel. A mixed use designation in this area would support the Major Transit Station Areas and Transit Oriented Community goals.	Outside scope of Secondary Plan. Town Staff will continue to discuss this matter with Metrolinx.
July 6, 2022	Ministry of Transportation	The Ministry has a minor comment: In Exhibit C of the draft plan amendment, the Hwy 401 ROW is not correctly shown. Please ensure that the Ministry’s ROW is accurately depicted.	The Major Central Area and Intensification Corridor boundaries have been modified to exclude the Highway 401 ROW on the final recommended Schedules H and I. These boundaries would be further updated on Schedules A and B of the Town Official Plan during future consolidations of the Official Plan.
October 31, 2022	Central Lake Ontario Conservation Authority	The Central Lake Conservation Authority has been a member of the Technical Advisory Team for the Downtown Whitby Secondary Plan update. Key comments from each project phase have been incorporated into the final recommended policies and Schedules regarding natural hazards, stormwater management, and other related items. CLOCA did not have any further comments on the draft recommended Official Plan Amendment.	Noted.
September 21, 2022	Hydro One	Hydro One does not respond to Official Plan Amendment.	Noted.
September 13, 2022	Infrastructure Ontario	As the Downtown Whitby Secondary Plan does not have any lands that are managed by Infrastructure Ontario, we do not have any comments at this time.	Noted.
October 17, 2022	Durham Regional Police	Any construction in the outlined area – the area of concern for the plan - will pose no immediate obstruction issue for the Region’s NextGen radio system and associated microwave links, aside from the small area near the 401 in the lower SE Corner. In addition to the microwave path obstruction noted above, internal in-building radio coverage for First Responders may be an issue in the future if larger buildings are constructed in the outlined area. Larger and newly constructed buildings will have to be tested for in-building coverage once the buildings are completed.	Noted.

Public Submissions

Date Received	Format	From	Comment	Response
February 16, 2022	Email	Peter Heinrich, Resident Subject Property: 401 Colborne Street West	<ul style="list-style-type: none"> Noted concerns regarding whether flexibility of current zoning would continue. Indicated reductions in development permissions would impact attractiveness to potential buyers. Noted increased densities and traffic, as well as Metrolinx BRT, would make a single detached less attractive. 	<ul style="list-style-type: none"> The subject property is currently zoned R6-DT Zone which permits a range of dwelling types including townhouses, stacked dwellings and apartments. The current R6-DT-8 Exception limits the maximum building height to 3-storeys. The draft proposed updated Secondary Plan designated the property Low Density Mature Neighbourhood, consistent with the intent of the Werden's Plan Neighbourhood Heritage Conservation District (HCD), to sustain the neighbourhood's low-density residential character. The final recommended Secondary Plan designates the subject lands and the north half of the block Medium Density with a maximum height permission of 3-storeys, to fit in with the low rise residential character of the HCD, and reflect current zoning.
March 2, 2022	Email	Max Lysyk, Owner Representative Subject Property: 700 Dunlop Street West	<ul style="list-style-type: none"> Identified concerns regarding the proposed extension of Colborne Street West through the property and ultimately connecting it to Annes Street. Questioned whether the 1992 Site Plan Agreement to construct a 37 unit addition to the existing building would be impacted. Questioned whether there would be three different density categories and maximum building heights and whether multiple buildings on one lot would be permitted. 	<ul style="list-style-type: none"> The Colborne Street West extension is a long-term objective that will provide improved access through the existing blocks if, or when, the property is redeveloped. Under the existing Site Plan Agreement, the owner could build according to the site plan with minor revisions and updated drawings or could build additional height and density as permitted under the updated Secondary Plan.
May 30, 2022	Public Meeting Delegation	Max Lysyk, Owner Representative Subject Property: 700 Dunlop Street West	<ul style="list-style-type: none"> Indicated support for the Downtown Whitby Secondary Plan recommendations. Requested that their inputs/recommendations are included within the final version. 	<ul style="list-style-type: none"> The final recommended Secondary Plan has a Mixed Use designation, High Density and Medium Density designation across the broader area to provide for an appropriate transition. The increase in height permission is intended to incentivise redevelopment of the property in the future.
March 2, 2022 May 27, 2022	Comment Letters	Candice Hood, Corbett Land Strategies on behalf of Cacoeli Asset Management Inc. and Terra Bona Developments Subject Properties: 132 and 146 Brock Street North	<ul style="list-style-type: none"> Indicated concerns with the apparent down designation of these lands as it impacts proposed development potential and land valuations. Indicated that the proposed, 11-storey mixed-used development will include commercial/retail uses on the ground floor and residential uses on the upper floors. Two of the existing heritage buildings will be maintained and incorporated within the building design. Noted that the applicant is also proposing to provide affordable housing unit opportunities. Also noted the following: <ul style="list-style-type: none"> Aging infrastructure is costly for business owners to upkeep especially if the original heritage 	<ul style="list-style-type: none"> The subject properties are designated Commercial under the original Secondary Plan, with development along Brock Street permitted up to 3-storeys and 6-storeys towards the back of the properties. The final recommended Secondary Plan designates the properties Heritage Mixed Use to support a key objective developed from extensive public and stakeholder feedback, which is to conserve and enhance Cultural Heritage Resources in Downtown Whitby. The subject properties are located within the future planned Four Corners HCD. Community feedback demonstrates support for intensification in appropriate locations, while maintaining the unique heritage character of Downtown Whitby. The maximum building height permitted elsewhere in the Secondary Plan area is up to 8-storeys, away from the historic core. Further increased height permissions exist in other areas in Whitby, where increased intensification can be better supported.

Date Received	Format	From	Comment	Response
			<p>infrastructure features are still intact and must be maintained/ preserved.</p> <ul style="list-style-type: none"> There are a lot of infill development opportunities for higher density development. A Rapid Transit Route is scheduled along Dundas St. The proposed development and surrounding areas will provide immediate access to Dundas St. Reduced height in an Intensification Area seems counterintuitive to providing housing. Agrees development higher than 3 storeys should respectfully be designed as an elevated, tiered style building to maintain the existing functional streetscape. Typically, building heights are increased within downtown areas to improve the business district and provide a gradual decrease in height to the existing lower density outer areas. <p>(Note: Applications for Official Plan and Zoning By-law Amendment were submitted in April 2022 for an 11-storey Mixed Use development. The Statutory Public Meeting was held on September 12, 2022 (refer to Report PDP 45-22 Staff Report for DEV-15-22))</p>	<ul style="list-style-type: none"> The subject properties are zoned C3-DT-1 and H-C3-DT. The C3-DT Zone permits a maximum height of 6-storeys; however, the C3-DT-1 Exception allows for a maximum height of 3-storeys along Brock Street. To align with the existing zoning, the final recommended Secondary Plan will permit a maximum height of 3-storeys along Brock Street, with up to 6-storeys permitted towards the rear of properties (similar to the permitted heights on the east side of Brock Street across from the subject lands). If affordable housing is being proposed, the applicant should provide further detailed information.
March 3, 2022	Comment Letter	<p>Steve H. Edwards, GHD Group on behalf of Vandenboom Properties (Owners)</p> <p>Subject Properties: 301, 315, 317 Colborne Street East; 304, 320 Dunlop Street East; 207, 217 Athol Street</p>	<ul style="list-style-type: none"> Indicated that Vandenboom Properties intends to redevelop this site for three, midrise mixed-use buildings. Provided the following comments: <ul style="list-style-type: none"> Land Use: Wish to maintain the opportunity to provide a mixed-use, high density development. The proposed land use in the Study is Medium Density Residential. Density: Requests that the 200 units per net hectare be provided for within the mixed-use designation. This density should also be applied to the south portion of the site which is proposed to become medium density. Height: The proponents concept includes ten storeys on the north half of the block and six storeys on the south half and notes that six storeys are currently permitted (for apartment dwellings) on the south half. As for the north half the 	<ul style="list-style-type: none"> The subject properties are currently zoned H-R6-DT under Zoning By-law 2585, which permits up to 4-storeys for townhouses and stacked dwellings and up to 6-storeys for apartment buildings. The final recommended Secondary Plan designates a portion of the subject lands along Colborne as Downtown Mixed Use. In order to not reduce the existing permissions of the zoning, it is recommended that the designation for the south part of the block be High Density Residential, with a maximum height up to 6-storeys. This proposed change should similarly apply to the block to the west between Green and Athol Streets. The policies of the Secondary Plan require a transition in height and density for development adjacent to Low Density designations. This may be achieved through increased setbacks, intervening low-rise or the use of a 45-degree angular plane. These transition requirements would be applied for building heights adjacent to the southern end of the block.

Date Received	Format	From	Comment	Response
			<p>proposed height exceeds the existing permission and the height suggested by the study consultant. The ten-storey height would not be appropriate on the south half of the property due to the abutting lands to the south being proposed as Low-Density Mature Neighbourhoods.</p> <ul style="list-style-type: none"> Existing Zoning: Notes the subject block is zoned "H-R6- DT". Based on this zoning, high density building forms such as apartments are permitted as of right, as is the height currently specified by the secondary plan of 6 storeys for apartments. Implementation of the preferred concept through zoning would reduce development rights for height on the south side. 	
<p>March 4, 2022</p> <p>May 30 and 31, 2022</p> <p>June 7, 2022</p> <p>September 28 and 29, 2022</p> <p>October 13, 2022</p>	E-mails; phone call	<p>John Koukidis, Owner</p> <p>Subject Properties: 701 Brock Street and 700 Green Street</p>	<ul style="list-style-type: none"> Notes that there is already a 5-storey, high density building existing on the nearby property. Questioned why only a 4-storey building would be appropriate on this corner. Noted that owner has prepared various concept plans for redevelopment including a 4-storey building. Indicated concern that the draft proposed Secondary Plan recommendations do not suit the neighborhood, nor the Province's mandates to intensify. Indicated concern regarding the requirement for a 45 degree angular plane from Brock Street to Green Street, and would limit development potential. Noted that underground parking is not realistic for 3 and 4 storey buildings. Indicated concern regarding requiring consolidation of parcels prior to redevelopment. 	<ul style="list-style-type: none"> The original Secondary Plan designates the subject properties as Mixed Use along Brock Street South and Low Density Residential along Green Street, with a maximum building height of 3-storeys. The existing designations are reflected in the updated Secondary Plan, which designates the lands along Brock Street as Corridor Mixed Use and the lands along Green Street as Low Density Mature Neighbourhood. As the original Secondary Plan permits up to 3-storeys along the west side of Green Street which would act as a transition to the mature residential neighbourhood, the maximum building height along the west side of Green Street will be 3-storeys for the final recommended Secondary Plan. The lands along Brock Street South are subject to transitional policies, which may be achieved through the use of a 45-degree angular plane from the abutting a Low Density Mature Neighbourhood to a maximum of 6-storeys. Additionally, the Zoning By-law would also establish details to measure the 45 degree angular plane. The new zoning provision could provide some flexibility in height where a proposed building abuts a 3-storey permission. The revised policies allow for intensification along Brock Street while ensuring the adjacent low density neighbourhoods are not negatively impacted. Underground parking could potentially extend under both properties despite being in separate designations. <p>Note: Town Staff have had, and continue to have, discussions with the owner regarding the various proposed development concepts, and regarding questions, comments, development options, and the updates to the Secondary Plan.</p>

Date Received	Format	From	Comment	Response
April 13, 2022	Email	Steve Popoff, Owner Subject Properties: 231/233 Brock Street South and 227 Brock Street	<ul style="list-style-type: none"> Indicated there should not be a 45 degree angular plane height limitation for the entire block from Colborne to Dunlop and from Brock to Green Street for, among others, the following reasons: <ul style="list-style-type: none"> The Brookfield/Station 3 development has no similar restriction and it impacts the other properties (only 4) which form likely about 30% of the rest of the block – Brookfield’s development dominates the block by far and imposing a restriction on the rest of the block would be unfair and nonsensical; The restriction is really meant to protect mixed/ground floor residential such as what exists further East (at Athol/Green Streets) – owner’s block is essentially all commercial and eventual development into a mixed-use condominium development such as Brookfield’s makes the most sense; and Removing the 45 degree angular plane requirement would be in line with Whitby’s preference to have people move into, and live in, the downtown. 	<ul style="list-style-type: none"> The block north of Dunlop Street East, south of Colborne Street East, east of Brock Street and West of Green Street will be designated as Downtown Mixed Use, with building heights up to 6-storeys permitted. The properties are bordered by the Downtown Mixed Use Area designation, as well as High Density to the east and Medium Density Residential designations to the southeast. Policies for the Downtown Mixed Use designation require a transition in heights and densities adjacent to Low Density Mature Neighbourhoods and heritage properties, which may be achieved using a number of techniques such as increased setbacks, intervening low-rise built form or a 45-degree angular plane.
May 27, 2022	Comment Letter	Christopher J. Tanzola Partner, Overland LLP on behalf of Whitby Brock Estates Inc. Subject Properties: 423-435 Brock Street North	<ul style="list-style-type: none"> Notes that the existing permissions for the site limit height to a maximum of 4 storeys. Notes that the site was the subject of a recently-concluded Ontario Land Tribunal (OLT) hearing that considered Official Plan and Zoning By-law Amendment Applications. The Applications proposed development of a 6 storey residential building containing 113 dwelling units and 8,826 m2 of gross floor area. [Whitby Brock Estates] Supports the overall thrust of the Draft Secondary Plan as it encourages reinvestment, redevelopment, and intensification within Downtown Whitby and in particular along the Brock Street North corridor where the site is located. Indicated that it would be appropriate to designate the site with a Corridor Mixed-Use designation and a height permission of at least 6-storeys. This would promote intensification in an area where facilities and infrastructure exist and where it can be accommodated 	<ul style="list-style-type: none"> The Secondary Plan and Schedules have been updated to designate the property Corridor Mixed Use with a height permission of 6-storeys. This request for alternative wording of the policy is not required as the OLT decision has been released, and the final recommended Secondary Plan has been revised to show Corridor Mixed Use with a height permission of 6-storeys. Agreement with the approach regarding angular plane is noted. Policies regarding transition have all been updated by adding “which may be achieved by...increased setbacks, intervening low-rise built form and the use of a 45-degree angular plane...” This provides flexibility in how transition may be achieved. These policies have also been revised to remove requirements for transition for properties adjacent to those designated Medium Density Residential. The Zoning By-law would establish more specific 45-degree angular plane requirements, rather than detailed in the Official Plan policies.

Date Received	Format	From	Comment	Response
			<p>and where appropriate transition can be provided to existing and planned residential uses in the surrounding area.</p> <ul style="list-style-type: none"> Notwithstanding our qualified support for the current approach in the Draft Secondary Plan, we request that draft Policy 11.3.10.3 be reworded as follows: 11.3.10.3 The lands identified with an asterisk (“*”) on Schedule “H” are the subject of site-specific development applications that have been appealed to the Ontario Land Tribunal (File Nos. OP-2019-W/05 & Z-19-19; OLT Case No. PL200651). These lands shall be subject to the land use designation and policies in effect on the day before the adoption of the Downtown Whitby Secondary Plan until the final determination of the site-specific appeals, at which time this plan shall be updated in a manner consistent with the outcome of the site-specific appeals. Noted a change between the Phase 3 and 4 Draft Proposed Policies with respect to certain references to the transition between areas of relatively higher density and areas of relatively lower density. The change concerns the use of angular planes among other built form control. In proponent’s experience, angular planes are commonly applied at different heights depending on the context of surrounding development and the reason for imposing the built form controls. It would not be appropriate to insist, at the level of Official Plan policy, on using angular planes in every circumstance. Given that an Official Plan should not be interpreted or applied like a zoning by-law, in our view this policy should be worded to provide for contextual flexibility. 	
February 17, 2022	Email	Barb White	<ul style="list-style-type: none"> Identified concerns regarding traffic impacts, and in particular, Maple to Mary Streets and how it will affect the traffic in our residential neighbourhoods. Identified concern that the Road Diet is going to encourage drivers to divert through the [residential] neighbourhoods, and in the case of southbound on Brock from Maple to Mary, more will drive through the neighbourhood northwest of 4 corners. Reducing to 1 lane a few blocks earlier will divert more traffic into the 	<ul style="list-style-type: none"> Concerns noted. Brock Street transitions from 4 lanes to 2 lanes between Dunlop Street and Mary Street. The intent of the Road Diet is to extend that to between Burns and Maple Street to provide opportunities for wider sidewalks, on-street parking, benches, sidewalk cafés and street trees. The reduction of these streets into two lanes would signal drivers that lower speeds are required through the Downtown. The final recommended Secondary Plan states that “the Town may consider” this. Further analysis will be required, including through the development approval process, to ensure there are no impacts to traffic capacity or infiltration into established neighbourhoods.

Date Received	Format	From	Comment	Response
			<p>residential streets west of Brock (e.g. Maple, Chestnut, Walnut, Byron, Centre, Kent & Euclid).</p> <ul style="list-style-type: none"> Requested that a traffic study be undertaken with projected impact. 	
January 17, and March 2, 2022	Comment Letters	Margaret Clayton, Resident	<ul style="list-style-type: none"> Noted concerns regarding changes to the building heights and densities for new and/or infill development in the area of the Dundas/Garden Streets intersection, and especially the Dundas/Garden/Mary/Pine Streets area. The current building heights and densities for this area of the Downtown more than allow for intensification. Much of the current built form along the north and south sides of Mary Street East currently consists of a middle type of built form, and the current building heights of 3 to 4 storeys along Mary Street East and the east and west sides of Pine Street, are compatible with this type of development. Therefore, it would be reasonable to maintain the existing building heights to encourage this style of infill development. It would create housing opportunities for people who cannot afford to buy or rent in low- density single-family areas, but don't wish to live in a high-rise building. The Dundas/Garden Streets and Consumers Drive and Brock Street South, identified in the Report as "being at capacity during the afternoon peak hour(s)", and yet this is the area slated for the greatest increase in density. Concern with highest densities and building heights concentrated in the Dundas and Mary Streets East area of the Downtown with high traffic congestion. Identified concern with no new park space envisioned for the Dundas/Garden Streets area where intensification is to be the greatest. 	<ul style="list-style-type: none"> The original Secondary Plan currently permits 6 storey development on the north side of Dundas including north and south of Mary Street East. The proposed Secondary Plan would increase the heights immediately adjacent to Dundas Street from 6-to-8 storeys in the block west of Garden Street and provide for additional 6-storey development south of Mary Street. These are only moderate increases in heights in this area. The other areas of the Downtown where additional heights are proposed are along Dundas Street east of Cochrane/Annes Streets and along Consumers Drive. These increased heights are appropriate in these locations in recognition of the increased transit along Dundas Street and near the GO Station. There are a number of proposed Medium Density Residential areas, which permit and maintain building heights between 3-and-4 storeys. This includes redevelopment of the Beech Street Area, which provides a good opportunity for the introduction of a new community area that accommodates missing middle housing. Schedule H of the final recommended Secondary Plan includes several existing and proposed parks and urban squares.
March 1, 2022	Email	Doug Anderson	<ul style="list-style-type: none"> Concerns that 6-storey buildings along Dundas would have a severe impact on the closely adjacent homes in the blocks from Centre to Euclid which are appropriately limited to 2 storeys. Concerns that future Perry's Plan Heritage District should be much larger. Cites Werden's Heritage Conservation District (HCD) Plan "11.3.7.5.5 Lot severances will be discouraged in the 	<p>Dundas Street has been identified as an Intensification Corridor in the Whitby Official Plan and is a Regional Corridor in the Region Official Plan. As such a 6-storey height adjacent to Dundas Street is appropriate with appropriate transition in height to the existing mature residential area.</p> <p>The final permitted heights in the Perry's Plan area, and transition policies in the final recommended Secondary Plan, would support heritage conservation.</p>

Date Received	Format	From	Comment	Response
			Werden's Plan HCD" should be applied to an expanded Perry's Plan and to all mature residential areas.	The Perry's Plan Heritage Conservation District (HCD) Plan has not yet been developed and approved by Council, but comments will be considered.
March 3, 2022	Email	Erika Andrusiak	<ul style="list-style-type: none"> • Cites Subsection 3.3.5 which states there should be a reduction of lanes on Brock St. from 4 to 2 lanes, to increase pedestrian walkways. • Indicates concerns regarding this reduction in lanes as it would impact the downtown: <ul style="list-style-type: none"> ○ Would push traffic off the "slower" main route onto the side streets. ○ Businesses will lose this exposure by pushing traffic. ○ The side streets are already not walkable due to the speed of traffic, for those looking to bypass Brock Street. ○ My family has had several incidents on Green St. <p>Indicated it is their opinion that the road diet will decrease business exposure in the downtown area; decrease the ability for businesses with current driveways to maintain clients/customers; and, create an even more unsafe environment on the residential side streets.</p>	See response above regarding proposed lane reduction on Brock St.

Memorandum to Council

Planning and Development Department

Long Range Policy Planning and Strategic Design



To: Mayor and Members of Council

CC: Roger Saunders, Commissioner, Planning and Development

**Acknowledged by M. Gaskell,
Chief Administrative Officer**

From: Lori Tesolin, Principal Planner and Supervisor, Policy and Heritage

Date: February 23, 2023

File #: OPA-2020-W/03

**Subject: Downtown Whitby Secondary Plan
Update – Additional Comment
Submission**

The Final Recommended Official Plan Amendment (OPA) to update the Downtown Whitby Secondary Plan - [Report PDP-61-22](#), was brought forward for consideration by the Committee of the Whole on November 28, 2022. At that time, it was referred to staff for more information. An Education Session on the Secondary Plan was held at the Special Council Meeting on January 23, 2023.

The Final Recommended Secondary Plan will be brought back for consideration by the Committee of the Whole on February 27, 2023. There have been no changes to the OPA to update the Secondary Plan since last presented at the November 28 meeting.

The purpose of this memo is to inform Committee of the Whole members of an additional Comment Submission received by staff on February 16, 2023, provided in Attachment #1 to this memo.

The attached letter requests that the maximum building height permission for 401 Dunlop Street East be increased to 6-storeys, from the final recommended 4-storeys.

- The existing Secondary Plan permits up to 3-storeys at this location.
- The Final Recommended Secondary Plan would permit up to 4-storeys.

Staff advise that the final recommended building height of up to 4-storeys is suitable at this location, as it provides an appropriate transition from the maximum 6-storey building height permission to the north, and the 2-storey height in the surrounding mature neighbourhood.

Att #1: Additional Comment Submission - 401 Dunlop Street East

Attachment #1
Comment Submission: 401 Dunlop Street East

Town of Whitby
Planning Department

575 Rossland Road East
Whitby, Ontario
L1N 2M8

To whom it may concern,

As per the notices received regarding the Downtown Whitby Secondary Plan, I want to inquire about putting a 6 story building on the lot located at 401 Dunlop Street, East.

I do understand that as the current plan is at 3 stories and the new plan is going up to 4 stories, I believe it would benefit the neighbourhood to request a 6 story apartment or condo building, with all respect to the mature neighbourhood.

File: DEV-21-20 (OPA-2020-W/03)

I look forward to hearing back from you.

Sincerely,

Alfred Garvey

Town of Whitby Staff Report

whitby.ca/CouncilCalendar



Report Title: **Zoning By-law Amendment Application to Remove the Holding (H) Symbol, NF Hopkins Ltd., 901 Hopkins Street, File No. DEV-29-22 (Z-20-22)**

Report to: **Committee of the Whole**

Date of meeting: February 27, 2023

Report Number: **PDP 07-23**

Department(s) Responsible:

Planning and Development Department
(Planning Services)

Submitted by:

R. Saunders, Commissioner of Planning
and Development

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

L. Taylor, Planner II, x. 2902

1. Recommendation:

1. That Council approve an Amendment to Zoning By-law # 2585 (File No. Z-20-22) for the removal of the Holding (H) Symbol, as outlined in Planning Report PDP 07-23; and,
2. That a by-law to amend Zoning By-law # 2585 be brought forward for consideration by Council.

2. Highlights:

- A Zoning By-law Amendment Application has been submitted by GHD on behalf of NF Hopkins Ltd. for the land municipally known as 901 Hopkins Street.
- The proposal is to remove the Holding (H) Symbol in order to permit the development of a 27,244 square metre (293,252 square foot) industrial warehouse and associated parking lot.

- The existing wetland area is to be conveyed to the Town through the Site Plan Application.

3. Background:

3.1. Site and Area Description

The subject land includes land east of Hopkins Street, north of the future Burns Street extension, municipally known as 901 Hopkins Street (refer to Attachment #1). The subject land is approximately 8.16 hectares (20.17 acres) in size.

Surrounding land uses include industrial uses to the west and north, the CP Railway to the northeast and east, and vacant industrial land to the south (refer to Attachment #2).

3.2. Applications and Proposed Development

A Zoning By-law Amendment Application (Z-20-22) has been submitted to remove the Holding (H) Symbol in order to permit the development of a 27,244 square metre (293,252 square foot) industrial warehouse and associated parking lot (refer to Attachment #3).

A Site Plan Application has been submitted and will proceed through the Commissioner of Planning and Development once all agency comments have been received and addressed.

3.3. Documents Submitted in Support

A number of documents were submitted in support of the application, including the following:

- A Site Plan prepared by JRI Architects, dated August 2022 (refer to Attachment #3);
- Building Elevations prepared by JRI Architects, dated August 2022 (refer to Attachment #4);
- A Functional Servicing and Stormwater Management Report prepared by Husson, dated July 2022, which outlines the design of the stormwater management to meet the Town, Ministry of Environment, Climate and Parks (MECP) Guidelines and the Corbett Creek Master Drainage Plan (MDP);
- A Geotechnical Investigation prepared by GHD, dated December 2, 2021, which provides a summary of subsurface soil and groundwater conditions and provides recommendations for the design and construction of foundations, pavement and site servicing as well as excavation and backfilling;

- A Phase I Environmental Site Assessment (ESA) prepared by Pinchin, dated August 4, 2021, which concludes that there are no identified potential subsurface impacts, therefore subsurface investigation work (a Phase II ESA) is not recommended;
- A Planning Brief prepared by GHD, dated September 8, 2022, which concludes that the proposed development conforms to the policies of the Whitby Official Plan;
- A Sustainability Report and Whitby Green Standards Checklist prepared by GHD, dated July 29, 2022, which summarizes how the proposed development meets and exceeds the mandatory Tier 1 sustainability practices; and,
- A Transportation Study prepared by R.J. Burnside & Associates Limited, dated July 2022, which summarizes roadway improvements including a southbound left-turn lane, site circulation, parking and loading, and transportation demand management.

The above documents have been distributed to relevant internal departments and external agencies for review and comment.

4. Discussion:

4.1. Region of Durham Official Plan

The subject land is designated as “Employment Areas” on Schedule ‘A’ Map ‘A4” of the Regional Official Plan (ROP). Employment Areas are intended for manufacturing, assembly and processing of goods, service industries, research and development facilities, warehousing, offices and business parks, hotels, storage of goods and materials, freight transfer and transportation facilities.

4.2. Whitby Official Plan

The west portion of the subject land is designated General Industrial on Schedule ‘A’ – Land Use and the east portion is designated Major Open Space (refer to Attachment #5).

Lands designated General Industrial permit “the manufacturing, processing, assembly, servicing, storing of goods and raw materials, warehousing, and uses for similar and related purposes such as utility yards and functions, and transportation terminals. Truck, equipment and machinery service shops, building and contracting yards, commercial self-storage facilities, and landscape industry uses are permitted on lands designated as General Industrial.” (4.7.3.1.1)

Lands designated “Major Open Space” permit “active and/or passive recreational and conservation uses, forest, wildlife and fisheries management, community gardens, and private recreation uses that have minimal negative impacts on the

environment.” (4.9.3.5) The proponent will be required to convey the Major Open Space land to the Town of Whitby as a condition of the Site Plan Application.

4.3. Zoning By-law

The subject land is zoned Holding – Restricted Industrial – Exception 1 Zone (H-M2-1) under By-law # 2585, which permits a variety of industrial uses, subject to removing the ‘H’ Holding Provision (refer to Attachment #6).

A Zoning By-law Amendment is required to lift the ‘H’ Holding Provision which was applied through site-specific By-law # 7362-18 until such time as the land had been floodproofed and that soil conditions have been stabilized to the satisfaction of the Central Lake Ontario Conservation Authority (CLOCA). The proposed development has been circulated to CLOCA and they have confirmed their conditions have been met.

Minor Variances will be required to address the proposed increase in building height and reduction in parking, along with any other non-compliance to By-law # 2585 through the detailed review of the final Site Plan Application.

4.4. Conclusion

The subject land is designated for General Industrial and Major Open Space uses. General Industrial areas are intended to support a variety of industrial uses. The portion of the subject land that is designated Major Open Space contains a wetland and is to be conveyed to the Town of Whitby.

The proposed development will serve to increase the range of employment opportunities available within the community.

The proposed building design and articulation will be dealt with through the Site Plan approval process and will be designed to be appropriate within the existing and planned built form context.

Development of the subject land for an industrial building is appropriate as it is situated within the built-up area, along an arterial road with access to transit facilities.

All of the commenting departments and external agencies have indicated support for, or no objection to, the proposed development subject to their comments and conditions, as outlined in Section 7.

Based on the detailed review of the applications and consideration of public and agency comments and requirements (refer to Section 6), it is concluded that the proposed development is in conformity with the Region and Town Official Plans. Therefore, it is recommended that Council approve the proposed Zoning By-law Amendment to lift the ‘H’ Holding Provision.

5. Financial Considerations:

Not applicable.

6. Communication and Public Engagement:

A statutory public meeting is not required for the removal of an 'H' Holding Provision, as per the *Planning Act*.

7. Input from Departments/Sources:

The following agencies have reviewed the application and have no objection:

- Town of Whitby Engineering Services;
- Town of Whitby Financial Services – Development Charges;
- Town of Whitby Financial Services – Taxes;
- Town of Whitby Fire and Emergency Services;
- Town of Whitby Strategic Initiatives;
- Canadian Pacific (CP) Railway;
- Elexicon Energy;
- Enbridge Gas Inc.;
- Hydro One Networks Inc.; and,
- Rogers Communications.

External Agencies

Central Lake Ontario Conservation Authority (CLOCA)

Comments provided by CLOCA state that the previously established development area was 0.3 metres above the regulatory floodplain elevation and as such would meet the criteria of dry floodproofing. Given this, the Zoning By-law Amendment Holding condition related to floodproofing the development area of the site has been fulfilled.

Refer to Attachment #7 for additional detailed comments.

8. Strategic Priorities:

The development review process has provided opportunity for public and agency input. The recommendations contained in this report align with the objectives of the Organization Priority of the Corporate Strategic Plan.

This report is in a fully accessible format, which addresses the Town's strategic priority of accessibility. The application has been circulated to the Accessibility Advisory Committee for review and comment to ensure all accessibility requirements are met.

The proposal is to include additional uses within the existing building using existing infrastructure, which implements the Town's strategic priority of sustainability.

9. Attachments:

Attachment #1: Location Sketch

Attachment #2: Aerial Context Map

Attachment #3: Proponent's Proposed Site Plan

Attachment #4: Proponent's Proposed Building Elevations

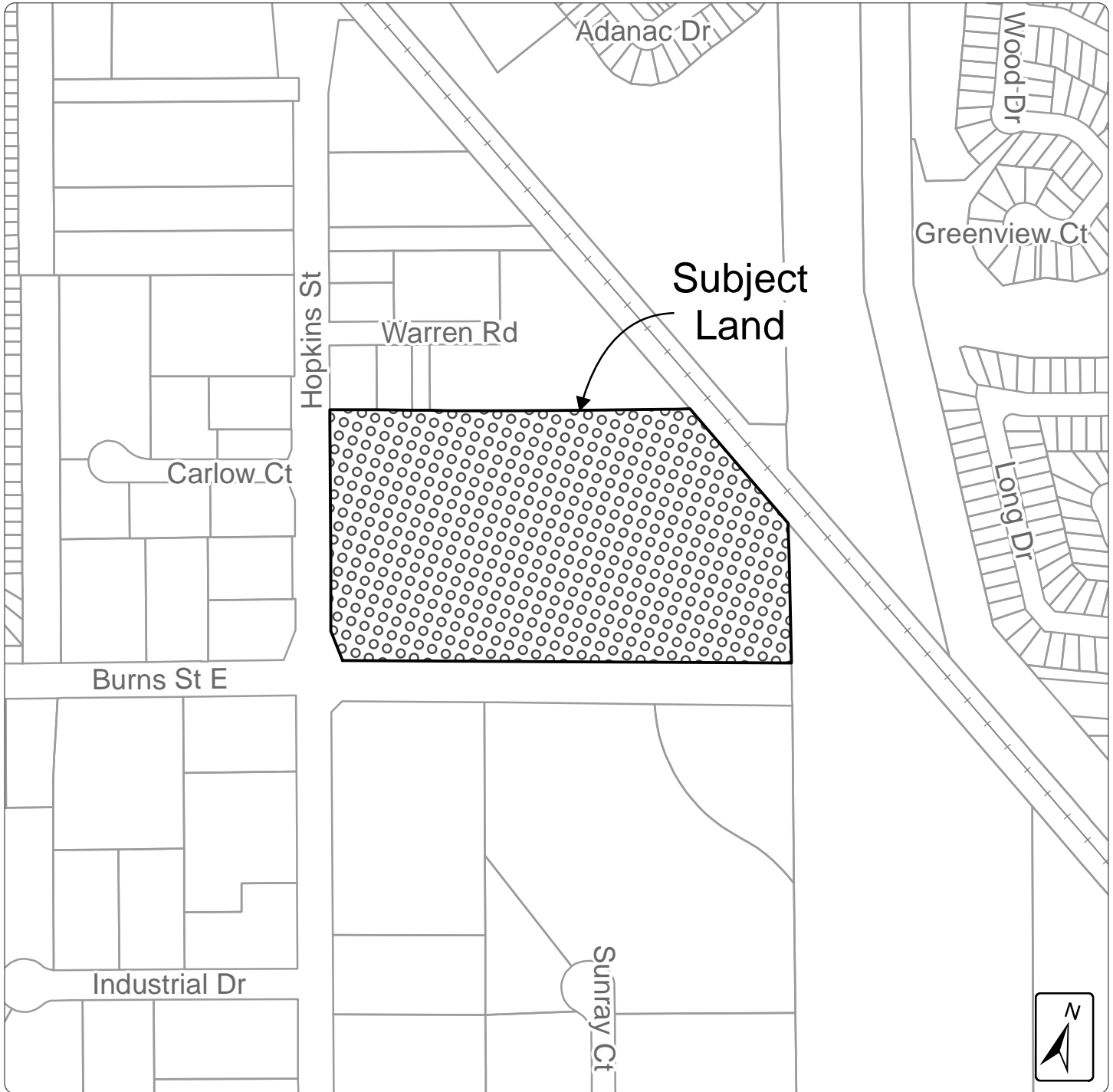
Attachment #5: Excerpt from the Town of Whitby Official Plan Schedule 'A'

Attachment #6: Excerpt from Zoning By-law # 2585

Attachment #7: Agency and Stakeholder Detailed Comments

Attachment #1 Location Sketch

PDP 07-23



Town of Whitby Planning and Development Department

Proponent:
NF Hopkins Ltd.

File Number:
DEV-29-22 (Z-20-22)

Date:
February 2023

External Data Sources:
2021 Orthophotography provided by © First Base Solutions Inc.; Parcel Fabric: © Teranet Enterprises Inc. and its suppliers. All rights reserved. Not a Plan of Survey.

The Town of Whitby assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Whitby does not make any representations or warranty, express or implied, concerning the accuracy, quality, likely results or reliability of the use of the information contained in this document.

Digital cartography by The Corporation of the Town of Whitby, Planning Department. Copyright 2022 Town of Whitby. All rights reserved. May not be reproduced without permission.

Attachment #2 Aerial Context Map

PDP 07-23



Town of Whitby Planning and Development Department

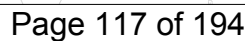
Proponent:
NF Hopkins Ltd.

File Number: Date:
DEV-29-22 (Z-20-22) February 2023

External Data Sources:
2021 Orthophotography provided by © First Base Solutions Inc.; Parcel Fabric: © Teranet Enterprises Inc. and its suppliers. All rights reserved. Not a Plan of Survey.

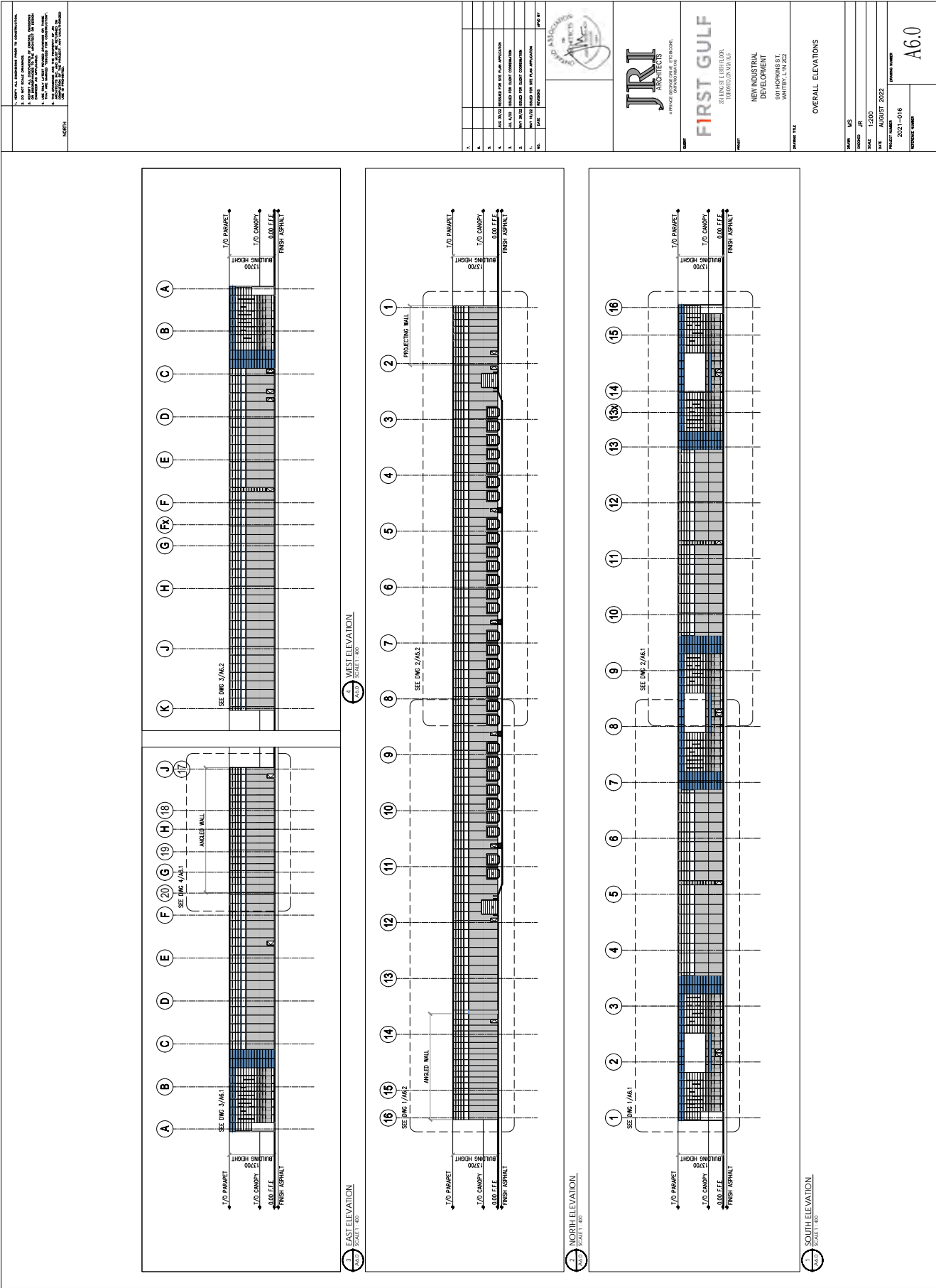
The Town of Whitby assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Whitby does not make any representations or warranty, express or implied, concerning the accuracy, quality, likely results or reliability of the use of the information contained in this document.

Digital cartography by The Corporation of the Town of Whitby, Planning Department. Copyright 2022 Town of Whitby. All rights reserved. May not be reproduced without permission.

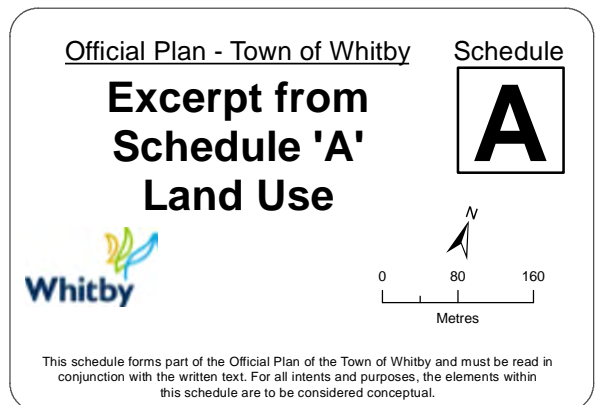
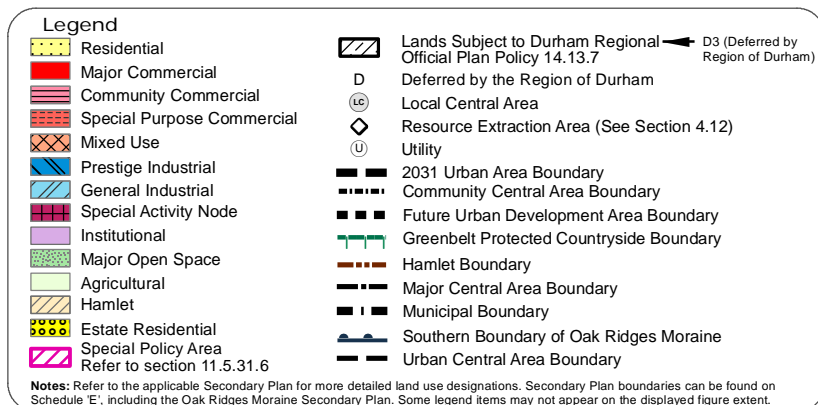
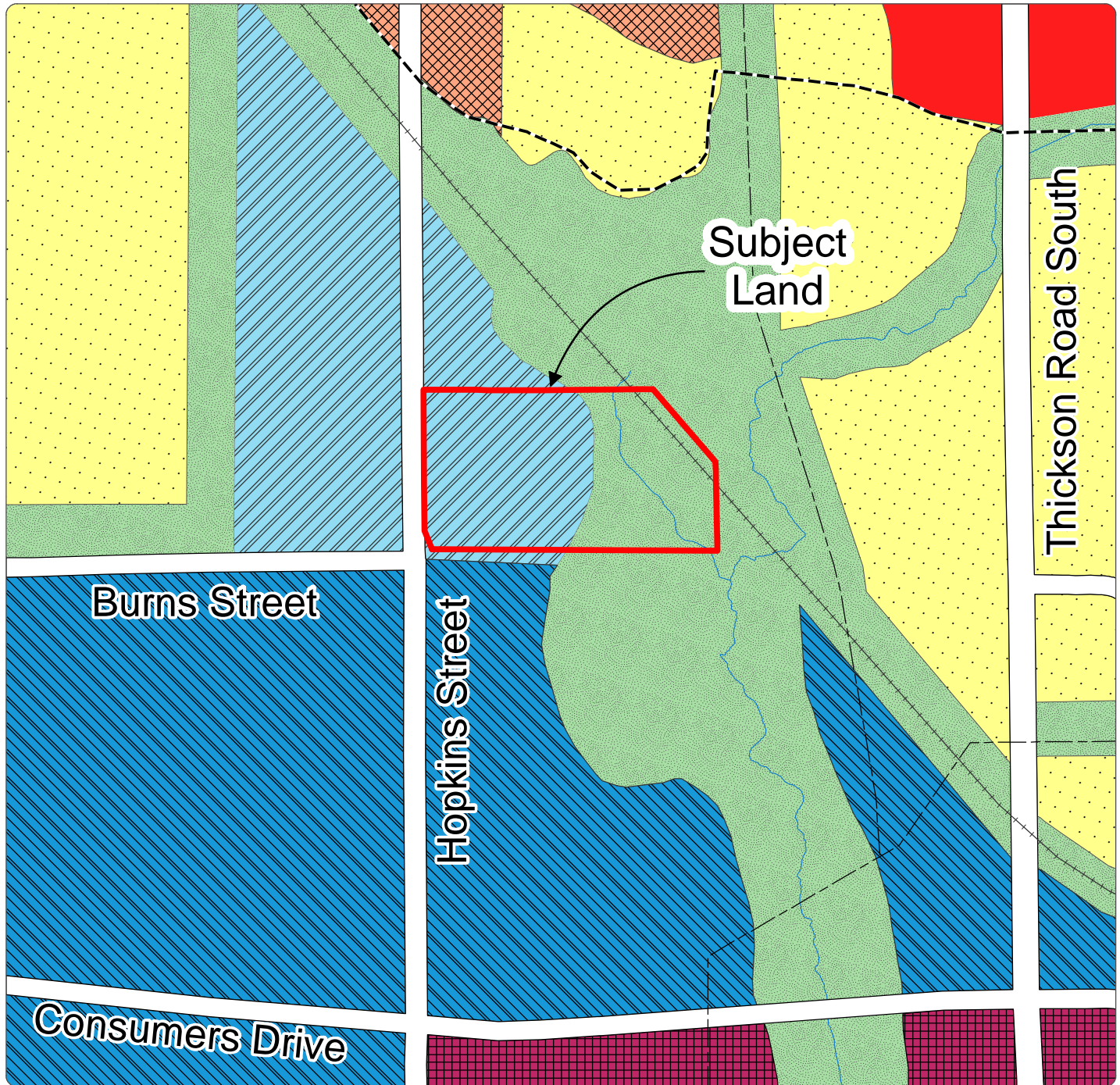


Attachment #4
Proponent's Proposed Building Elevations

PDP 07-23

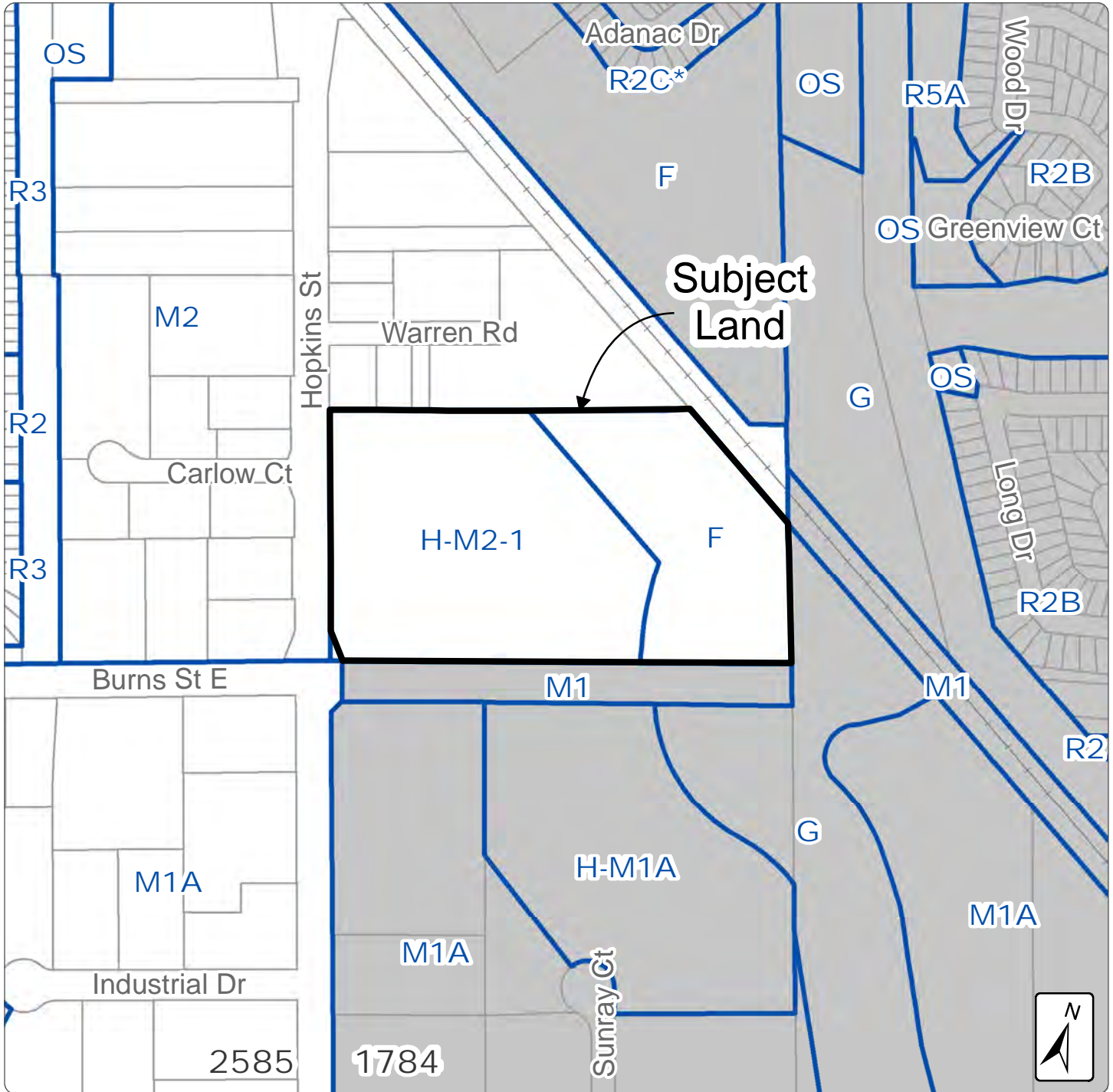


Excerpt from the Town of Whitby Official Plan Schedule 'A'



Attachment #6
Excerpt from Zoning By-Law 2585

PDP 07-23



Town of Whitby Planning and Development Department

Proponent:
NF Hopkins Ltd.

File Number:
DEV-29-22 (Z-20-22)

Date:
February 2023

External Data Sources:
2021 Orthophotography provided by © First Base Solutions Inc.; Parcel Fabric: © Teranet Enterprises Inc. and its suppliers. All rights reserved. Not a Plan of Survey.

The Town of Whitby assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Whitby does not make any representations or warranty, express or implied, concerning the accuracy, quality, likely results or reliability of the use of the information contained in this document.

Digital cartography by The Corporation of the Town of Whitby, Planning Department. Copyright 2022 Town of Whitby. All rights reserved. May not be reproduced without permission.

Agency and Stakeholder Detailed Comments

File DEV-29-22 (Z-20-22)

Internal Departments

Engineering Services

Engineering Services does not object to the proposed Zoning By-law Amendment to remove the “H” Symbol.

External Agencies

Central Lake Ontario Conservation Authority (CLOCA)

The surveyor that completed the as-built survey used the CGVD28:78 datum and as such conversion of the elevations to the CGVD2013 datum required an adjustment of lowering the elevations 38.8 cm.

Upon application of this adjustment to the as-built survey provided, it appears that at the time of the as-built survey, the previously established development area was 0.3 metres above the regulatory floodplain elevation and as such would meet the criteria of dry floodproofing. Given this, the Zoning By-law Amendment Holding condition related to floodproofing the development area of the site has been fulfilled.

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: **Affordable Housing Initiative – Hickory Street South and Dunlop Street East**

Report to: **Committee of the Whole**

Date of meeting: February 27, 2023

Report Number: **PDP 08-23**

Department(s) Responsible:

Planning and Development Department
(Planning Services)
Office of the Chief Administrative Officer

Submitted by:

John Taylor, Senior Manager Zoning & Regulation

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

John Taylor, Senior Manager Zoning & Regulation x.2908

1. Recommendation:

1. That Council direct staff to list the municipally owned property located at the northeast corner of Hickory Street and Dunlop Street East and a portion of the municipally owned property located on the south side of Dunlop Street East, as identified on Attachment #1 to Report No. PDP 08-23, on the Region of Durham's surplus land website for the potential creation of affordable housing; and,
2. That staff report back to Council on the interest received for affordable housing opportunities on the subject properties.

2. Highlights:

- The Town of Whitby Official Plan (OP) includes policies that support the provision of affordable housing within the municipality. Policy 7.7.2 of the OP states that "the Municipality shall encourage, in cooperation with other levels of government, the development of affordable ownership and rental housing, including the development of not-for-profit housing by cooperative, municipal, and private non-profit housing corporations".

- Through the Town-Owned Land Strategy, two municipally owned properties within downtown Whitby have been identified as potential candidate sites for the development of affordable housing.
- The Region of Durham (Region) has a surplus land website that directs potential non-profit developers to engage with local municipalities and the Region to provide affordable housing opportunities. The non-profit developers are directed to contact the local municipality and the Region to determine if an acceptable agreement between the parties can be negotiated. The municipality is under no obligation to accept any of the proposals received.

3. Background:

At Home in Durham is the Durham Region's Housing Plan. The plan lays out the Region's vision for housing and homelessness in Durham. It is an extension of the commitment to affordable housing set out in the Durham Region Strategic Plan and the Regional Official Plan. The Durham Region Strategic Plan recommended the establishment of an Affordable and Seniors' Housing Task Force to recommend actions to address affordable rental and seniors' housing across Durham Region. The Task Force was made up of various Council representatives from across the Region. In October of 2017, the Task Force recommended a number of actions to assist in increasing the supply of affordable housing across the Region. One of the recommendations was to develop a surplus land inventory in the Region that would promote the construction, effective management, and maintenance of affordable housing in Durham Region.

In addition, and in support of the Region's goals to address housing affordability, Policy 7.7.2 of the Town of Whitby Official Plan states that "the Municipality shall encourage, in cooperation with other levels of government, the development of affordable ownership and rental housing, including the development of not-for-profit housing by cooperative, municipal, and private non-profit housing corporations".

4. Discussion:

Two vacant, Town owned properties within downtown Whitby have been identified as potential affordable housing sites through the Town Owned Land Strategy. The parcels are located at the northeast intersection of Hickory Street South and Dunlop Street East and a portion of the lands on the south side of Dunlop Street East as identified on Attachments #1 and #2. Each property has been reviewed by the Town in the past for possible residential and/or affordable housing uses, including the necessary steps to make the sites development ready. The following is a brief overview of the two parcels.

1. Northeast corner of Hickory Street South and Dunlop Street East

In March of 2000, a recommendation was approved by Council to seek a minor variance application on the subject property to facilitate the future development of the site for a townhouse development. Town staff determined that the site could accommodate between 14 to 17 townhouse units depending on whether a street townhouse or condominium townhouse development was proposed. The intent at the time was to advance the site to a shovel ready stage and then sell the property to the highest bidder to promote residential development in the downtown, while at the same time raising funds for the Town.

A number of variances were approved on the site in 2000 to facilitate a future townhouse development on the property. Although the variances were approved, there was little interest in the site until 2016.

In 2016, Council approved the release of the subject lands for development. As part of that direction, a condition was included to investigate the site for contamination before bringing it to market. Subsequently, a consultant was retained to undertake a Phase 1 environmental assessment of the subject property. The Phase 1 environmental study recommended that a Phase 2 study be undertaken based on the history of the site. The property had a previous CNR rail spur associated with it. A Phase 2 environmental report was not undertaken at that point in time considering the anticipated cost of the study and potential clean up costs.

In 2022, interest in the site for affordable housing was resurrected and a Phase 2 environmental report was commissioned for the property. The recently completed Phase 2 environmental study determined that the site was clean and appropriate for residential uses.

The subject property is designated Medium Density Residential in the existing and proposed Downtown Secondary Plan and is zoned H-R4-DT (Holding – Residential Type 4 – Downtown Zone) in By-law #2585. The R4-DT zone permits several housing forms including but not limited to block townhouses, street townhouses, fourplex dwellings and apartment dwellings up to a maximum of 3 storeys. The H-Holding symbol will be required to be removed in advance of any development on the site. The holding symbol is in place as water and sanitary services are currently not available on Hickory Street between Dunlop Street East and Colborne Street East. An engineering solution will be required to be investigated as part of the due diligence process in developing the property.

2. South side of Dunlop Street East

In 2016, Habitat for Humanity – Durham approached the Town expressing interest in initiating an affordable home ownership program in Whitby. A portion of the Town owned lands on Dunlop Street East in downtown Whitby was subsequently recommended to be considered for an infill affordable housing project.

The site is part of a larger holding owned by the Town of Whitby. The Ash Creek diversion runs north/south along the eastern portion of the property and is not proposed to be included in the proposed site.

The lands under consideration are designated Medium Density Residential in the existing and proposed Downtown Secondary Plan and are zoned H-R4-DT (Holding – Residential Type 4 – Downtown Zone) in By-law #2585. Street townhouses are permitted by the zoning by-law and the property could accommodate up to four (4) street townhouse units. Lifting of the H-Holding provision would be required in advance of developing the site.

The Town was working with Habitat for Humanity and their consultants to develop the site for four residential townhouse dwelling units as recent as 2020. A draft 40R Plan was prepared by Habitat's consultant but was not registered pending approval of the required planning applications. Habitat for Humanity Durham was active on this proposal until the Durham Chapter amalgamated with the Toronto Chapter in or around 2020. The Toronto Chapter contacted the Town about these lands in 2020 but has had no further contact since.

Region of Durham Surplus Land Web Site

The Region of Durham's surplus land web site is designed to identify potential affordable housing sites in the Region and to direct potential providers of affordable housing to the local municipality to enquire on identified sites. The Town is under no obligation to accept any proposals that are received on the properties. Financial considerations required planning processes and appropriateness of the submissions will be determined through the review of the site specific proposals and a subsequent report to Council on the nature of the interest.

To help to facilitate interest in affordable housing in the Town and greater Regional area, it is recommended that staff be directed to list the municipally owned property located at the northeast corner of Hickory Street and Dunlop Street East and a portion of the municipally owned property located on the south side of Dunlop Street East, as identified on Attachment #1, on the Region of Durham's surplus land website for the potential creation of affordable housing.

5. Financial Considerations:

Matters of financial consideration would be brought back to Council for their consideration following more detailed discussions and prior to advancing the project(s) for approval.

6. Communication and Public Engagement:

Public consultation would be provided at the time that the Town declares the lands surplus and as part of any land severance, zoning, or minor variance application.

7. Input from Departments/Sources:

Input from other departments and agencies would be received through the development process and through the formal two stage pre-consultation process.

8. Strategic Priorities:

This recommendation supports the Downtown Whitby Action Plan which provides objectives and action items to support downtown initiatives.

9. Attachments:

Attachment 1 – Location Sketch

Attachment 2 – Aerial Context Map

Attachment #2 Aerial Context Map

PDP 08-23



Town of Whitby Planning and Development Department

Proponent:
Town of Whitby

File Number:
N/A

Date:
February 2023

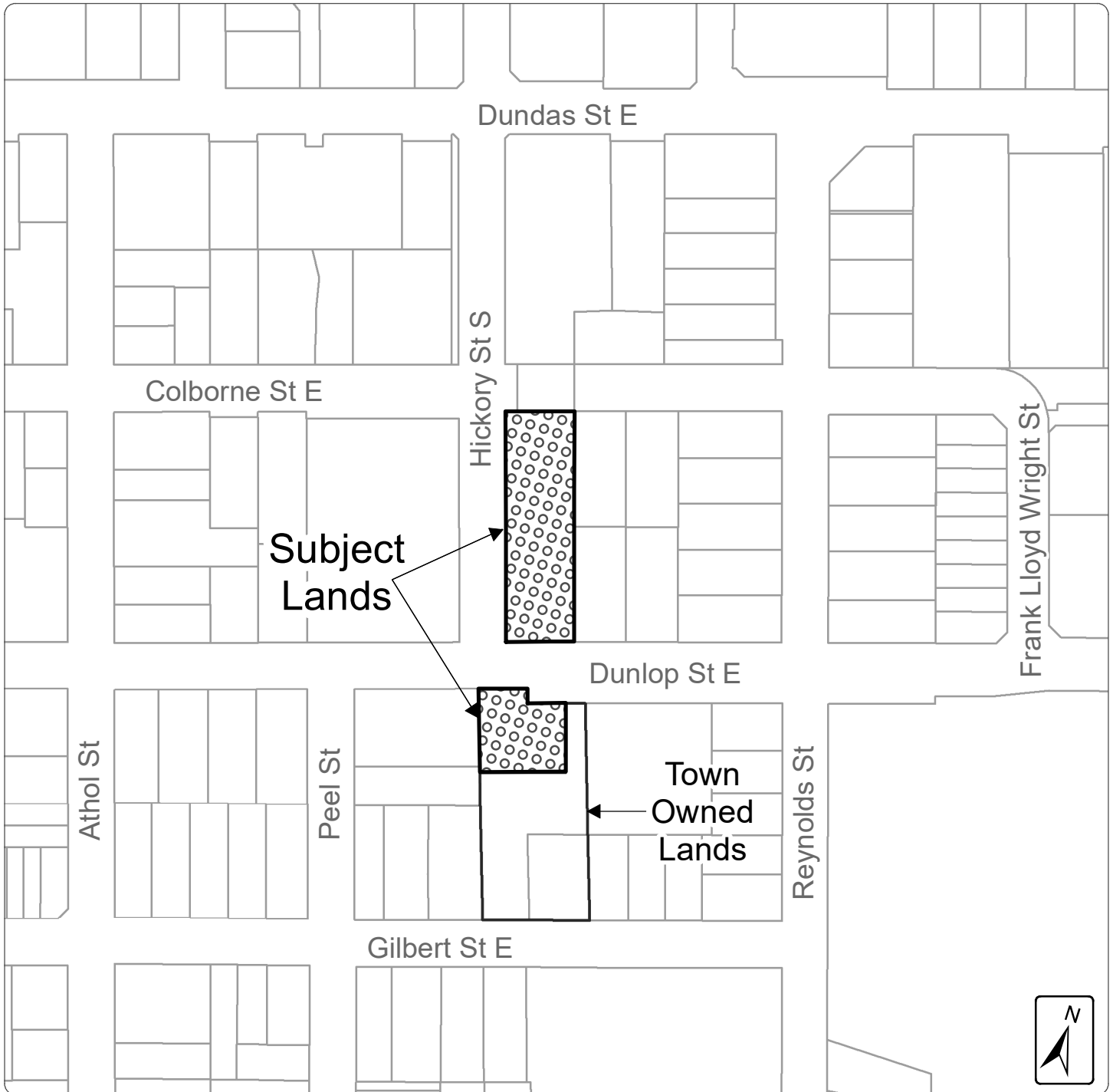
External Data Sources:
2022 Orthophotography provided by © First Base Solutions Inc.; Parcel Fabric: © Teranet Enterprises Inc. and its suppliers. All rights reserved. Not a Plan of Survey.

The Town of Whitby assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Whitby does not make any representations or warranty, express or implied, concerning the accuracy, quality, likely results or reliability of the use of the information contained in this document.

Digital cartography by The Corporation of the Town of Whitby, Planning Department. Copyright 2023 Town of Whitby. All rights reserved. May not be reproduced without permission.

Attachment #1 Location Sketch

PDP 08-23



Town of Whitby Planning and Development Department

Proponent:
Town of Whitby

File Number:
N/A

Date:
February 2023

External Data Sources:
2022 Orthophotography provided by © First Base Solutions Inc.; Parcel Fabric: © Teranet Enterprises Inc. and its suppliers. All rights reserved. Not a Plan of Survey.

The Town of Whitby assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Whitby does not make any representations or warranty, express or implied, concerning the accuracy, quality, likely results or reliability of the use of the information contained in this document.

Digital cartography by The Corporation of the Town of Whitby, Planning Department. Copyright 2023 Town of Whitby. All rights reserved. May not be reproduced without permission.

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
P&D-0001	Region of Durham Community Improvement Plan - Affordable Housing	That the motion regarding the Region of Durham Community Improvement Plan - Affordable Housing be tabled.	27 Jan 2020	12 Jun 2023	04 Dec 2023	Dependent upon completion of the Region's project.
P&D-0002	Elaine Baxter-Trahair, Chief Administrative Officer, Stella Danos-Papaconstantinou, Commissioner, Social Services, Alan Robins, Director, Housing Services, Jenni Demanuele, Director, Business Services, Gary Muller, Director of Planning, John Henry, Regional Chair, Region of Durham, and Warren Price, Urban Strategies Re: Redevelopment Opportunity - 590 and 650 Rossland Road	That Staff report back on the site redevelopment opportunity for 590 and 650 Rossland Road East throughout the redevelopment process while ensuring ongoing consultation with the community.	25 Jan 2021	12 Jun 2023	04 Dec 2023	Staff will report back upon receipt of additional information from the Region.
P&D-0003	Public Works (Engineering) Department Report, PW 34-21 Re: Highway 7/12 Alternate Route Environmental Assessment Status Update	4. That Staff and the EA Study Team be directed to review the Thickson Road option based on the planned future 4/5 lane Regional design terminating at the intersection of Highway 7/12 south of Brawley Road against the weighting of the preferred option, and following consultation with the Region of Durham, MTO, and MECP and a review of defensibility, report to Council with respect to next steps and the financial impact of pursuing the Mid-Block and Thickson Road as an alternative for the Highway 7/12 route as part of the enhanced consultation.	01 Nov 2021	12 Jun 2023		The project timeline was impacted by communication and consultation constraints related to the 2022 Provincial and Municipal Elections. The project was extended to investigate the significance of technical considerations and to consult further with agencies on policy issues.

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
P&D-0004	Automated Speed Cameras on Town Roads	That staff report to Council on the feasibility and cost of adopting an Automated Speed Enforcement program on Town Roads in School Safety Zones and Community Safety Zones.	29 Nov 2021	06 Mar 2023	04 Dec 2023	Automated Speed Cameras will be considered through the Traffic Calming Policy.
P&D-0005	Planning and Development (Engineering Services) Department Report, PDE 02-22 Re: Boulevard Permit Parking Program	That Report PDE 02-22 be referred to Staff to review concerns raised by the Committee.	28 Feb 2022	13 Mar 2023	12 Jun 2023	Staff resources have delayed consideration of this item.
P&D-0006	Planning and Development (Planning Services) Department Report, PDP 12-22 Re: Signage Review	3. That Staff report back on ways to manage digital signage consistent with the Council approved wayfinding and signage strategy.	07 Mar 2022	18 Sep 2023		A report will be forthcoming following a report from Community Services regarding an Accessible Wayfinding Policy
P&D-0007	Thistledown Crescent Emergency Access Review	That Staff be directed to report on the following issues: c. Following the opening of Thistledown Crescent to Taunton Road, the implementation of a monitoring program with 24/7 traffic counter device to obtain traffic data on speed, volumes, and other metrics and report back to Council within one year of the road opening regarding the traffic impacts of the development and whether any additional traffic calming measures are required.	07 Mar 2022	03 Mar 2024		The due date will be determined once the road is opened.

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
P&D-0008	Temporary Pop-Up Parking or Restricted Parking Signage	That Staff be directed to report to Council on the feasibility, cost, and related by-law amendments to implement temporary (pop up) permitted parking signage or temporary (pop up) restricted parking signage, as needed with extraordinary weather events, special events, and/or special circumstances.	07 Mar 2022	05 Dec 2023		
P&D-0011	PDP 61-22, Planning and Development Department Report Re: Final Recommended Official Plan Amendment, Downtown Whitby Community Secondary Plan, File Number: DEV-21-20 (OPA- 2020 W/03)	1. That Report PDP 61-22 be referred to Staff to prepare a memorandum on the costs and opportunity of undertaking additional consultation with the community on the Downtown Whitby Community Secondary Plan; and, 2. That a recommendation regarding the Official Plan Amendment for the Downtown Whitby Community Secondary Plan be brought back to Committee following an education and training session with Council.	28-Nov-22	03 Apr 2023		
P&D-0012	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	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.	12-Dec-22	04 Dec 2023		Report back following completion of DAAP in 2023

Town of Whitby Staff Report

whitby.ca/CouncilCalendar



Report Title: **Memorandum of Understanding between the Town of Whitby and the Canadian Musicians Co-operative**

Report to: **Committee of the Whole**

Date of meeting: February 27, 2023

Report Number: **CAO 04-23**

Department(s) Responsible:

Office of the Chief Administrative Officer

Submitted by:

Sarah Klein, Director, Strategic Initiatives

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Christy Chrus, Manager, Creative Communities

1. Recommendation:

1. That Report CAO 04-23 be received for information;
2. That the Town enter into a three-year Memorandum of Understanding with the Ontario Musicians Co-operative Inc. (operating as the Canadian Musicians Co-operative) effective January 1, 2023 to January 1, 2026;
3. That the CAO and Commissioner Financial Services/Treasurer be authorized to execute the Memorandum of Understanding, and be delegated the authority to make amendments thereto subject to such amendments being mutually agreed upon by the Canadian Musicians Co-operative and the Town; and
4. That Council provide an exemption to the Public Nuisance By-law \$ 6714-13 for the duration of the Memorandum of Understanding with respect to the ability of Canadian Musicians Co-operative Performers to be able to receive a voluntary gratuity as part of the program.

2. Highlights:

- The purpose of this report is to provide an update to Council on the second season of the Community Performance Program with the Canadian Musicians

Co-operative and to recommend entering into a three-year Memorandum of Understanding (MOU) to support local youth and young adults that are emerging musicians in the community through this program.

- Canadian Musicians Co-operative is a not-for-profit arts service organization dedicated to assisting emerging independent artists between 15 to 30 years of age to build sustainable careers intersecting the music industry in the 21st Century.
- Town staff have been collaborating with the Canadian Musicians Co-operative the past two summers (2021 and 2022) to create meaningful opportunities for young musicians and cultural opportunities in the Whitby community.
- A key direction from the Culture Plan (Direction 1, Goal 4, Action E) is to “Integrate live music programming within venues, facilities, and capital projects in support of a growing music scene.” This partnership between the Town and the Canadian Musicians Co-operative supports this initiative and further develops the creative economy in Whitby.
- Town staff request Council consider an exemption from the Public Nuisance By-law No. 6714-13 to permit voluntary gratuities during a performance by Canadian Musicians Co-operative, as part of the program.

3. Background:

In March 2021, Council adopted Whitby’s first-ever [Culture Plan](#) to support a collaborative, inclusive, and creative process to develop Whitby’s cultural sector. This 10-year plan includes five strategic Directions, 20 Goals, and 75 Actions for the provision of arts and culture programs, services, and facilities in the municipality. The Plan looks at building capacity in the culture sector and acting as an economic driver to retain and attract talent and grow capital investment.

Since 2021, the Town has been collaborating with the [Canadian Musicians Co-operative](#), a not-for-profit arts service organization dedicated to assisting new, emerging, and independent youth and young adult artists to build sustainable careers intersecting the music industry in the 21st Century.

Canadian Musicians Co-operative is a volunteer-led and accessible organization, funded in part by grants, sponsorships, and membership fees. They originally started in Simcoe County and, in 2021, expanded their organization to Durham Region, with Whitby being their first key partner.

The Canadian Musicians Co-operative program not only supports the creation of local music and performances but also provides behind-the-scenes training for artists, such as communication and networking skills, building artists’ websites and skills using social media, business planning, bookkeeping and taxes, technical skills such as cables, mixing a live performance, coaching, and health and safety. Canadian Musicians Co-operative develops the full music ecosystem so musicians can build a variety of skills to be deployed in a professional capacity.

4. Discussion:

2021 & 2022 Seasons Recap

The Town has worked with the Canadian Musicians Co-operative for the past two summers to provide musicians an outdoor venue for performances at three dedicated zones within the municipality. The zones included:

- Downtown Whitby (Celebration Square, Rotary Park, Dundas/Byron Parkette)
- Downtown Brooklin (Grass Park, Brooklin Community Centre and Library)
- Port Whitby (Whitby Pier, Heydenshore Park)

For both seasons (2021 and 2022), the Town entered into a one-year Memorandum of Understanding (MOU), which outlined the roles and responsibilities of both parties.

The MOU defined a performer as an individual or group who is a member of the Canadian Musicians Co-operative and provides entertainment in the public realm for a voluntary gratuity from audience members. The performer's entertainment could include playing an instrument, singing or other forms of creative musical performance, as agreed to by the Town of Whitby.

Both seasons provided performers with set days/times in the week for scheduled performances, including Friday evenings, Saturday and Sunday afternoons/evenings, with the program running from May 1 to Thanksgiving Monday.

Although staff had identified different possible locations for the musicians to perform, the clear favourite was the waterfront location as it was a prime spot attracting many visitors/audiences.

Between the two seasons, 16 performers participated, with 30 different performances logged. The Canadian Musicians Co-operative indicated that their experience with pilot projects in new communities is that it generally takes a couple of years to build the program and the musician database. They were very pleased with the opportunity to extend their program to Whitby and are optimistic about its growth in the community.

The overall feedback from the musicians was very positive. Comments included that it was a rewarding experience, that it was great to see the public enjoying live music, and that the waterfront was an ideal setting and popular destination. The public feedback indicated that people were appreciative of the live music, they engaged with local musicians by requesting songs, and cyclists would stop to listen to music with kids dancing in the background.

Update to a Three-Year Memorandum of Understanding (MOU)

With the general success of the program in the first two seasons, staff are recommending that the Town enter into a three-year Memorandum of Understanding (MOU) with the Canadian Musicians Co-operative to support this

program going forward – see Attachment #1. Staff are also recommending that any future amendments to the MOU that are mutually agreed upon by both the Town and the Canadian Musicians Co-operative be delegated to the CAO and Commissioner Financial Services/Treasurer to execute.

The Town and Canadian Musicians Co-operative met and discussed opportunities to further enhance the program by helping promote the auditions for the program through the Town's social media channels, sending information to the Town's Youth Groups, creating theme nights based on performance zone (i.e. beach themes for the waterfront or family-friendly themes for Grass Park/Roebuck Street), and looking at extending performance times to Tuesdays (to offset Music in the Park evenings on Wednesdays and Thursdays) and give musicians a weekday/weeknight (other than a weekend) to perform.

Staff will revisit the MOU annually to ensure the program is successful and in line with the goal of the Culture Plan.

2023 Season

This season will operate similar to the past two years with musicians able to play in one of three dedicated zones including Downtown Whitby, Downtown Brooklin, and the Waterfront. The following days/times are being proposed for this season:

- Tuesdays 12 p.m. to 8 p.m.
- Fridays 12 p.m. to 8 p.m.
- Saturdays 12 p.m. to 8 p.m.
- Sundays 12 p.m. to 6 p.m.

The Canadian Musicians Co-operative will manage the performers and program logistics while the Town provides the space and supports the program through promotion.

5. Financial Considerations:

For the 2022 season, the total cost of the program to support the Canadian Musicians Co-operative was \$1,338, funded from the Town's Culture Plan operating budget. The funds were used to print A-frame signage for each musician and for the purchase of t-shirts and name badges.

For 2023 – 2025 funding is estimated to be between \$2,000 to \$3,000 annually, depending on the number of musicians taking part. The annual costs will be funded from the Community Performance Program as part of the Culture Plan operating budget.

6. Communication and Public Engagement:

The Town will continue to support the Community Performance Program through social media posts, on the Arts and Culture microsite, and in the Town's calendar

of events. In addition, each performer wears a branded t-shirt and has an A-Frame sign at their performances to advise the public that this is a partnership project with the Town of Whitby.

7. Input from Departments/Sources:

Staff in Strategic Initiatives have consulted with Community Services and Whitby Public Library staff regarding the use of the designated zones for performances. Staff have also consulted with Legal Services regarding the Memorandum of Understanding and By-law Services to address any concerns related to enforcement during the weekend, should those services be required. Staff have also consulted with Risk Management regarding insurance requirements and the Communications and Creative Services team regarding promoting the program on the Town's channels.

8. Strategic Priorities:

This initiative addresses the Town's Strategic Priorities by continually improving how we do things by fostering innovation and focusing on making our processes better, and enhancing our efforts at informing and engaging staff and community.

The partnership with the Canadian Musicians Co-operative to create a Community Performance Program ensures accessibility is factored into both the location of public spaces (accessible locations and paths of travel being maintained) as well as the signage being developed as part of the program. Sustainable business practices such as promoting the program through social media channels and reusing signage where available are being administered.

9. Attachments:

Attachment 1 – Memorandum of Understanding between the Town of Whitby and the Canadian Musicians Co-operative

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding made this XXth day of XXX, 2023.

BETWEEN

THE CORPORATION OF THE TOWN OF WHITBY

(the “**Town**”)

- and -

ONTARIO MUSICIANS CO-OPERATIVE INC.

o/a CANADIAN MUSICIANS CO-OPERATIVE

(the “**OMCI**”)

WHEREAS the Town is a municipal corporation subject to the provisions of the Municipal Act, 2011, as amended;

AND WHEREAS OMCI is a not-for-profit arts service organization dedicated to assisting new generation and other independent artists build sustainable careers intersecting the music industry in the 21st Century;

AND WHEREAS the Town and OMCI entered into a Memorandum of Understanding dated June 20, 2021 (the “**Second MOU**”) as approved by way of Council Resolution #311-21 on November 29, 2021;

AND WHEREAS the Town and OMCI wish to continue to collaborate to create meaningful opportunities for musician and cultural opportunities in the Whitby community by entering into a new three-year Memorandum of Understanding (“**MOU**”) setting out the various roles and responsibilities for managing and maintaining a Community Performance Program within the Town of Whitby;

AND WHEREAS this MOU was approved by way of Council Resolution #3XX-23 on XXX XX, 2023;

NOW THEREFORE in consideration of the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree to the following terms and conditions:

1. PURPOSE

- 1.01 The purpose of this MOU is to establish the roles and responsibilities between the Town and OMCI with respect to a three-year Community Performance Program in designated Performance Zones within the Town of Whitby.

2. DEFINITIONS

- 2.01 “**OMCI**” means the Ontario Musicians Co-operative Inc. operating as Canadian Musicians Co-operative and includes its directors, employees, and members.
- 2.02 “**Performer**” means an individual or group who is a member of OMCI, who provides entertainment in the public realm or space for a voluntary gratuity from audience members. Such entertainment includes playing an instrument, singing, or other form of creative musical amplified performance as agreed to by the Town.
- 2.03 “**Performance Zones**” includes three dedicated zones - Port Whitby, Downtown Whitby, and Downtown Brooklin – and each zone includes dedicated areas that can be used by a Performer, as set out on Schedule “A” attached hereto.
- 2.04 “**Community Performance Program**” means the three-year program in partnership with OMCI to create opportunities to showcase OMCI’s Performer’s in dedicated Performance Zones throughout the Town of Whitby to support the directions and goals of the Town’s Culture Plan.
- 2.05 “**Town**” means The Corporation of the Town of Whitby and includes members of Council, directors, officers, employees, and agents.

3. TERM

- 3.01 This MOU shall be effective for three years commencing January 1, 2023 and shall expire on January 1, 2026 (the “Term”), unless terminated earlier in accordance with this MOU.

4. RESCISSION OF FIRST MOU

- 4.01 This MOU shall rescind and be in full replacement of the Second MOU entered into by the Town and OMCI.

5. THE TOWN'S ROLES AND RESPONSIBILITIES

- 5.01 The Town's liaison for the Term of the MOU will be the Culture and Tourism Coordinator. Any correspondence regarding the program, including issues or concerns are to be addressed to the Culture and Tourism Coordinator who will advise the Manager Creative Communities when necessary.
- 5.02 The Town has provided OMCI with the use of custom A-frames in Season 1 (2021) and will cover the costs to print A-frame sign inserts and individual performer labels (up to a maximum of \$1,500 each season). The Town has final approval rights of the A-frames sign designs and messaging. These signs will be used during a performance within the dedicated Performance Zones to promote the Community Performance Program.
- 5.03 The Town will contribute \$250 towards any online Professional Development workshop that they wish to co-sponsor and make available to all residents of the Town.
- 5.04 The Town will contribute funding (up to a maximum of \$1,000 each season) to OMCI to obtain t-shirts for Performers and administrative staff assisting with performances during the Term of the MOU. The t-shirt shall be worn during a performance, unless the Performer has made a request to wear their own brand, and as agreed to by the Town and OMCI.
- 5.05 The Town will assist with sourcing out a location for OMCI's training program for their Performers. If a space is provided that is owned by the Town of Whitby, this would be through an in-kind donation for use of that space.
- 5.06 The Town will contribute funding (up to a maximum of \$250 each season) to OMCI to obtain the ID badges for Performers and administrative staff to wear at performances in public during the Term of the MOU. The ID badge will be visible to the public and available for inspection by Town staff.
- 5.07 The Town will assist with connecting OMCI to other Town of Whitby local organizations and stakeholders to provide opportunities for performers to play at other events / activities within the community.

- 5.08 The Town will assist with marketing OMCI's local events and performances through the Town's website and social media channels or other communication means, space permitting.
- 5.09 The Town agrees to issue permits for the Performance Zones starting May 1 through to Thanksgiving Monday for live performances within blocks of time during the following days:
- a) Tuesdays 12 p.m. – 8 p.m.;
 - b) Fridays 12 p.m. to 8 p.m.;
 - c) Saturdays 12 p.m. to 8 p.m.; and,
 - d) Sundays 12 p.m. to 6 p.m.
- 5.10 Performances will be subject to any provincial, regional or local municipal restrictions. At the discretion of the Performer, the Town agrees to a 'slow close' whereby the Performer, acting reasonably, is able to slowly wind down their performance beyond the scheduled times noted above should the audience be engaged and enjoying the performance.

6. OMCI'S ROLES AND RESPONSIBILITIES

- 6.01 OMCI's liaison for the Term of the MOU will be the Regional Development Officer. Any correspondence regarding the program, including issues or concerns are to be addressed to the Regional Development Officer who will advise the Managing Director when necessary.
- 6.02 OMCI shall, in consultation with the Town, be responsible for the design of the A-frame signage which shall include listing the Performer's name, program partners (i.e. OMCI and Town of Whitby) and displaying the Performer's QR code or other means for tipping. OMCI shall be responsible for the administration, distribution and storage of the A-frame signage.
- 6.03 OMCI shall be responsible for designing, sourcing and distributing the t-shirts for performers and administrative staff assisting with performances.
- 6.04 OMCI will provide and distribute identification badges to each Performer.

- 6.05 OMCI shall ensure that Community Performance Program Performers only sell merchandise at each performance related to the Performer's brand (i.e. CDs) and agree to no other selling of merchandise unrelated to the Performer.
- 6.06 OMCI will market the Community Performance Program in partnership with the Town through OMCI's website and social media channels or other communication means.
- 6.07 OMCI shall ensure the Performers are set up only within the dedicated Performance Zones and ensure that accessible paths of travel are maintained at all times while performing.
- 6.08 OMCI acknowledges that the Performance Zones are under the exclusive control of the Town and OMCI shall have no claim against the Town as a result of any change to the hours of the operation, hours of availability of the Performance Zones, cancellations due to inclement weather, or for times where there is maintenance on all or parts of the Performance Zones.
- 6.09 OMCI acknowledges that Town events are family friendly and, as such, will ensure all listed Performers agree to refrain from using bad language or gestures during their performance. The list could be subject to change at last minute due to illness or other unplanned events.
- 6.10 OMCI and its Performers must comply with Federal, Provincial and Municipal By-laws, and will adhere to the Town's Public Code of Conduct. Smoking and/or the consumption of alcohol, cannabis, and illegal substances is prohibited in and around the Performance Zones at all times, including prior to, during and following any performance.
- 6.11 OMCI and its Performers shall comply with all applicable Provincial Orders, Provincial and Regional Public Health directives and guidelines, and any Town policies with respect to COVID-19 in effect at the time of any performance offered during the Term of this Agreement.
- 6.12 OMCI shall provide the Town will a final summary report after the close of each season to ensure the program remains successful and provides opportunities for improvements if necessary.

7. INSURANCE

- 7.01 OMCI shall provide and maintain during the term of this MOU Commercial General Liability insurance acceptable to the Town and subject to limits of not less than \$2,000,000.00 inclusive per occurrence for bodily injury, property damage, personal injury, contractual liability, owner's and contractor's protective coverage, contingent employer's liability, cross liability and severability of interest clause, products and completed operations and non-owned automobile liability.
- 7.02 Such insurance shall be in the name of OMCI and shall name The Corporation of the Town of Whitby as an additional insured thereunder. Such insurance shall contain an endorsement to provide the Town with thirty (30) days written notice of cancellation.
- 7.03 Evidence of insurance to be completed on the Town's Certificate of Insurance form, attached hereto as Schedule "B", prior to the execution of the MOU and during the term of the MOU, as requested. If requested by the Town, certified copies of the above referenced policy must be provided.

8. TERMINATION

- 8.01 The Town may terminate this MOU for any reason upon sixty (60) days prior written notice to OMCI. Either party may terminate the MOU where a party has breached the terms of the MOU and has failed to cure such breach within thirty (3) days notice of such breach.

9. REVIEW AND AMENDMENTS

- 9.01 There may be additional services or new issues that come forward for consideration between the Town and OMCI or the needs of the parties may change. In such circumstance, the party shall make written requests for amendments to the MOU to the Manager of Creative Communities and such request(s) will be reviewed and any amendments shall be agreed to in writing by both parties.

10. INDEMNIFICATION

- 10.01 Each party, together with its members of Council, directors, officers, employees and agents shall not be liable for any injury or damage including death, property, loss, or damage sustained by the other party, together with its members of Council, directors, officers, employees, agents, contractors, subcontractors, volunteers or any other third party that is in any way attributable to anything done or omitted to be done by the other party in the performance of this MOU.
- 10.02 Each party shall at all times defend, indemnify and save harmless the other party, together with its members of Council, directors, officers, appointees, employees and agents from and against any and all claims, demands, losses, damages, actions, costs or expenses (including but not limited to legal fees, disbursements and taxes on a solicitor-client basis), suits or other proceedings by whomsoever made, sustained, brought or prosecuted in any way attributable to the negligence or wilful misconduct of the other party, its members of Council, directors, officers, employees, agents, contractors, subcontractors, volunteers in connection with this MOU.
- 10.03 This indemnity shall survive the termination or expiration of this MOU.

11. NOTICE AND REPRESENTATIVES OF THE PARTIES

- 11.01 Any notice or communications given under this MOU shall be in writing and any such notice shall be served by mail, personal delivery, or e-mail at the following addresses:

In the case of notice to the Town:

Manager Creative Communities
575 Rossland Road East
Whitby ON L1N 2M8
culture@whitby.ca

In the case of notice to OMCI:

Ontario Musicians Co-operative Inc.
Managing Director
P.O. Box 22054 RPO Big Bay Point
Barrie ON L4N 0Z5
managingdirector@canadianmusicians.coop

or to such other address as either party may, from time to time, specify in writing to the other party pursuant to this section.

11.02 Receipt of such notice, whichever is applicable, shall be deemed on:

- a) the date of actual delivery of such hand delivered document;
- b) the business day following the date of email transmission; or,
- c) five (5) days following the date of mailing.

12. DISPUTE RESOLUTION

12.01 In the event of a dispute arising from the interpretation or operation of this MOU, it will be referred to the parties' representatives identified in section 11 to resolve the matter amicably.

13. GENERAL

13.01 The parties will cooperate and communicate openly with each other on any matter relating to the administration of this MOU and will meet as required.

13.02 This MOU constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the parties, and shall not be modified or amended except by written agreement between the parties.

13.03 The provisions of this MOU are severable, and if any one or more provision is determined to be illegal, indefinite, invalid or otherwise unenforceable, in whole or in part, the remaining provisions of this MOU and any partially unenforceable provisions to the extent enforceable shall continue in full force and effect and shall be binding and enforceable.

13.04 This MOU shall be governed by the laws and regulations of the Province of Ontario and the federal laws of Canada, as applicable.

14. AUTHORITY

14.01 Each party stipulates that it has full authority to enter into and perform this MOU, and the person signing this MOU on behalf of the named party is properly authorized to sign it, and each party further acknowledges that it has read this MOU, understands it and agrees to be bound by it.

15. COUNTERPARTS

15.01 This MOU may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. If the signature is delivered by fax transmission or by email delivery of a scanned data file (Adobe PDF or otherwise), such signature shall create a valid and binding obligation on the party executing the MOU with the same force and effect as if the fax or scanned data file (Adobe PDF or otherwise) were an original thereof.

IN WITNESS WHEREOF, the undersigned has hereunto set its hand and seal through its officers duly authorized in that regard.

Dated at _____ this _____ day of _____, 2023.

**ONTARIO MUSICIANS CO-OPERATIVE INC. o/a
CANADIAN MUSICIANS CO-OPERATIVE**

Valerie Hathaway-Warner, Managing Director

I have the authority to bind the corporation.

Dated at Whitby this _____ day of _____, 2023.

THE CORPORATION OF THE TOWN OF WHITBY

Matthew Gaskell, Chief Administrative Officer

Fuwing Wong, Commissioner of Financial
Services/Treasurer

We have the authority to bind the corporation.

Schedule A – Performance Zones

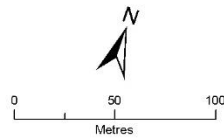


Port Whitby

Legend



Community Engaged Performance Zones



Date: October 2021
NAICS 3.0/UTM Zone 17N

Digital cartography by the Corporation of
the Town of Whitby, Planning Department
Copyright 2021, Town of Whitby.
All rights reserved.
May not be reproduced without permission.
075 Broadland Road East, Whitby,
Ontario, Canada L1N 2M5
Phone 905-430-4308 Fax 905-689-7312
www.whitby.ca



Editing Data Sources:
2020 Orthophotography provided by © First Base Solutions Inc.
Planar Editor: © Trimble Geopoint Inc. and its suppliers.
All rights reserved. Not a Plan of Survey.


The Town of Whitby assumes no responsibility for any errors, and is not
liable for any damages of any kind resulting from the use of, or reliance on,
the information contained in this document. The Town of Whitby does not
make any representations or warranties, express or implied, concerning the
accuracy, quality, timeliness or reliability of the use of the information
contained in this document.

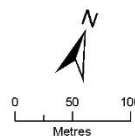
Schedule A – Performance Zones



Downtown Whitby

Legend

 Community Engaged Performance Zones



Date: October 2021
NAO33 LPTM Zone 17N

Digital cartography by The Corporation of the Town of Whitby, Planning Department.
Copyright 2021 Town of Whitby.
All rights reserved.
May not be reproduced without permission.

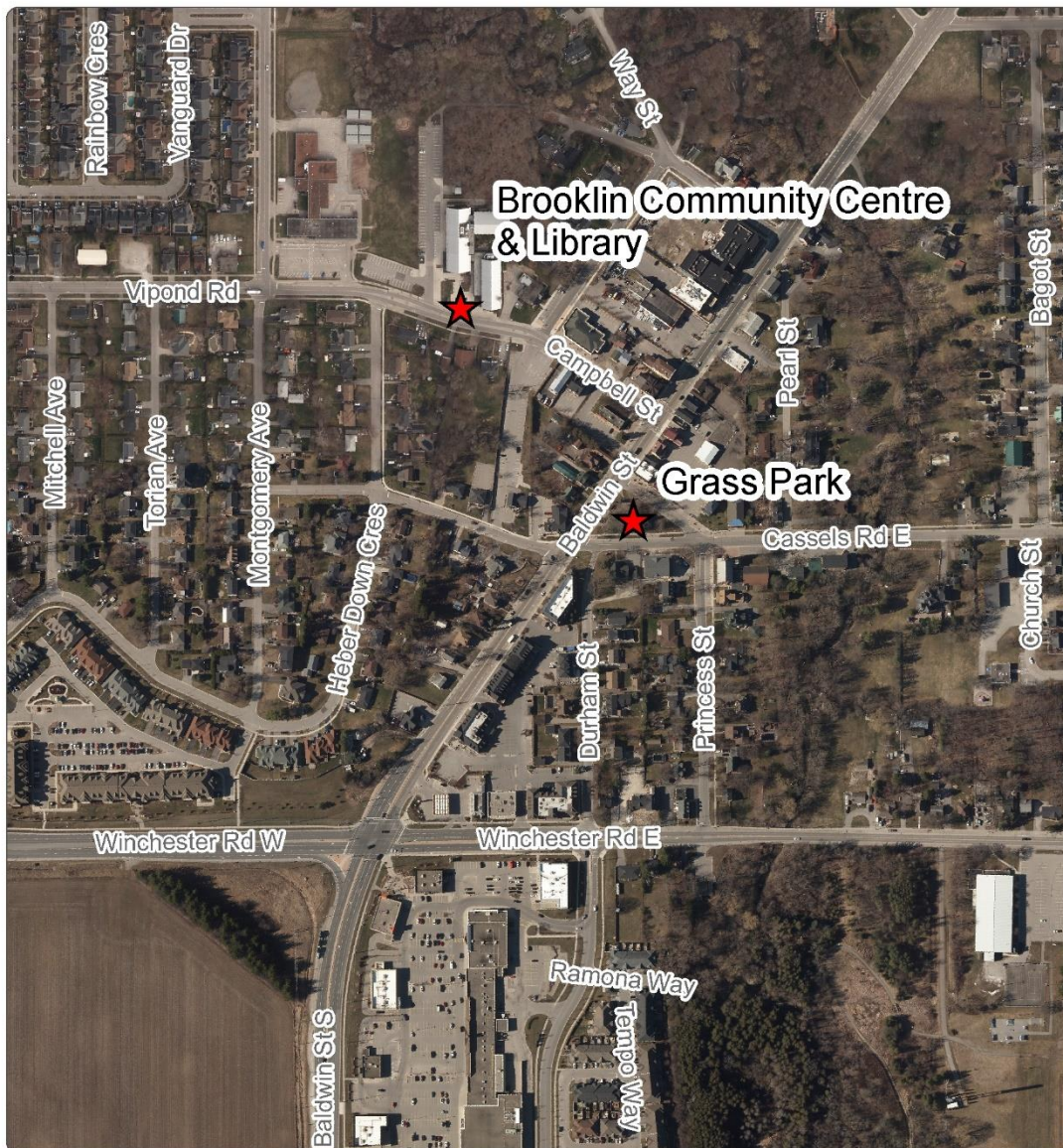
675 Broadland Road East, Whitby,
Ontario, Canada L1N 2M8
Phone: 905-436-4300 Fax: 905-688-7512
www.whitby.ca



Geographic Data: NAD83
2020 Orthophotography provided by © First Data Solutions Inc.
Parcel Fabric: © Natural Resources Canada and its suppliers.
All rights reserved. Not a Plan of Survey.


The Town of Whitby assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Whitby does not make any representations or warranty, express or implied, concerning the accuracy, quality, timeliness or reliability of the use of this information contained in this document.

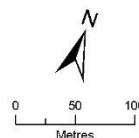
Schedule A – Performance Zones



Downtown Brooklin

Legend

 Community Engaged Performance Zones



Date: October 2021
NAC03 LPTM Zone 17N

Digital cartography by The Corporation of the Town of Wilfrid Laurier, Planning Department.
Copyright 2021, Town of Wilfrid Laurier.
May not be reproduced without permission.

675 Rossland Road East, Wilfrid Laurier,
Ontario, Canada L1M 2M5
Phone: 905-436-4300 Fax: 905-688-7512
www.wilfridlaurier.ca



Reference Data: NAC03 LPTM
2020 Orthophotography provided by © First Data Solutions Inc.
Parcel Fabric: © Natural Resources Canada and its suppliers.
All rights reserved. Not a Plan of Survey.

The Town of Wilfrid Laurier assumes no responsibility for any errors, and is not liable for any damages of any kind resulting from the use of, or reliance on, the information contained in this document. The Town of Wilfrid Laurier does not make any representations or warranties, express or implied, concerning the accuracy, quality, timeliness or reliability of the use of this information contained in this document.

SCHEDULE "B" - CERTIFICATE OF INSURANCE



Certificate of Insurance

**Proof of liability insurance will be accepted on this form only (no amendments)
This form must be completed and signed by your insurer or insurance broker
Insurance company must be licensed to operate in Canada**

This is to certify that the Named Insured, hereon is insured as described below

Named Insured	Address of the Named Insured
Operations of the insured for which this certificate is issued:	

Automobile Liability Insurance (minimum limit to be evidenced - \$2,000,000 unless otherwise required)

Insuring Company	Policy Numbers	Amount of Coverage	Effective Date DD/M/YR	Expiry Date DD/M/YR
	Primary			
	Excess			

The above policy(ies) must cover all vehicles owned in whole or in part and licensed in the name of the insured including all vehicles leased on a long term basis for which the insured is required by contract to provide bodily injury and property damage insurance.

Commercial General Liability Insurance (minimum limit to be evidenced - \$2,000,000 unless otherwise required)

Insuring Company	Policy Numbers	Amount of Coverage	Effective Date DD/M/YR	Expiry Date DD/M/YR
	CGL	Per Claim/Annual Aggregate		
		Deductible, if any		
	Excess Liability (if applicable)	Per Claim/Annual Aggregate		

Provisions of Amendments or Endorsements of Listed Policy(ies)

Professional Liability – Claims Made Basis – Yes ☐ No ☐

Insuring Company	Policy Numbers	Amount of Coverage	Effective Date DD/M/YR	Expiry Date DD/M/YR
	Professional Liability	Per Claim/Annual Aggregate		
	Excess Professional Liability (if applicable)	Per Claim/Annual Aggregate		

- Is the limit inclusive of indemnity and claims expenses – Yes ☐ No ☐

- If the policy is on a claims made basis have there been any claims notices given for this policy term Yes ☐ No ☐

Commercial General Liability Insurance is written on an occurrence basis and is extended to include Premises Liability, Products/Completed Operations, Cross Liability and Severability of Interests Clause, Personal Injury Liability, Contractual Liability, Property Damage, Non-Owned Automobile Liability, Owner's and Contractor's Protective Coverage, and Contingent Employers Liability.

With respect to the Commercial General Liability Insurance excluding non owned auto coverage, The Corporation of the Town of Whitby, is added as Additional Insured but only with respect to liability arising out of the operations of the Named Insured.

Other Additional Insureds as per contractual conditions are as follows: (Note if Applicable)

The policy(ies) identified above shall apply as primary insurance and not excess to any other insurance available to The Corporation of the Town of Whitby.

These policies shall not be cancelled or changed so as to reduce the coverage as outlined on this certificate without thirty (30) days, prior written notice by registered mail by the Insurer(s) to the Corporation of the Town of Whitby, Corporate Services Department, Purchasing Section, 575 Rossland Road East, Whitby, Ontario L1N 2M8.

I certify that the insurance is in effect as stated in this certificate and that I have authorization to issue this certificate for and on behalf of the insurer(s).

Date: DD/M/YR	Broker/Insurer's Name, Address, Telephone, Fax and E-Mail:	Signature and Stamp of Certifying Official:
		Print Name

Revision Date: October 10, 2019

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Roebuck Street Placemaking Project

Report to: Committee of the Whole

Date of meeting: February 27, 2023

Report Number: CAO 05-23

Department(s) Responsible:

Office of the Chief Administrative Officer

Submitted by:

Sarah Klein, Director, Strategic Initiatives

**Acknowledged by M. Gaskell, Chief
Administrative Officer**

For additional information, contact:

Christy Chrus, Manager, Creative
Communities

1. **Recommendation:**

1. **That Council approve the semi-permanent closure of Roebuck Street in Downtown Brooklin (June to mid-September) to support placemaking opportunities and create an outdoor community gathering space.**

2. **Highlights:**

- In 2022, the Town received a My Main Street – Community Activator Grant to support the closure of Roebuck Street for two months (August and September) as part of a placemaking pilot project to animate the streetscape through the addition of Muskoka Chairs, picnic tables, a road mural, and planters.
- 179 individuals provided feedback on the pilot project through a survey, and the results overwhelmingly indicate that the public liked the space (93%) and most visited a local business before or after visiting Roebuck Street (93%). The majority of respondents (89%) indicated that they would like to see the space open on a semi-permanent basis (i.e., either summer or full-year closure). Furthermore, 83% of respondents indicated that they did not experience a change in vehicular traffic as a result of the closure of Roebuck Street.
- Staff are recommending additional enhancements to support the space, such as a portable toilet, a new road mural, and the painting of the concrete barriers to animate the space.

- It is recommended that Roebuck Street be closed from June to mid-September to create a balanced approach between community and business needs and to support destination development and placemaking within Downtown Brooklin.

3. Background:

Placemaking inspires people to reimagine public spaces through community-based collaboration. The goal of placemaking is to look at a space, how it functions, and how it could be improved to make it better for the community's health, happiness, and quality of life. In 2022, Roebuck Street was chosen as a placemaking pilot project as it is a small street in the heart of Downtown Brooklin which, when closed, essentially acts as an extension of Grass Park. The closure creates a sense of identity in the community, allowing for cultural events and experiences to expand, such as Music in the Park.

In 2022, the Town of Whitby received grant funding through the My Main Street – Community Activator program funded by FedDev Ontario and administered by the Canadian Urban Institute for the Roebuck Street Placemaking Project. The Town closed Roebuck Street in Downtown Brooklin for two months (August and September) to animate the space by adding Muskoka chairs, picnic tables, planters, and a 'Brooklin' road mural, in which each letter was painted by a local artist.

The design, installation, and maintenance of the space was completed in-house by various departments within the Town of Whitby. Attachment 1 provides a photo collage of the project from start to finish, including the use of the space as part of Harvest Festival.

4. Discussion:

The Roebuck Street Placemaking Project included several stages to make the space come to life:

Road Mural

A Call for Artists was launched in April 2022, seeking local artists to create a road mural that says 'BROOKLIN' with each letter designed and painted by a different artist using the theme Brooklin – Past, Present, and Future. A jury panel was established by members of the various Advisory Committees from the Town of Whitby, along with a representative of the Whitby Station Gallery. Each submission was reviewed against set criteria, and selected artists were provided with a \$500 honorarium. The artists included individuals with various backgrounds, cultures, and abilities who collectively created a beautiful mural that became the highlight of the space.

Road Closure / Installation of Furniture

On July 25, 2022, the road was closed to traffic with the installation of concrete barriers. Staff installed picnic tables, Muskoka Chairs, and planters to liven up the space. Large Curbex signs were also installed at each end of the road to inform

the public about the project. Colourful umbrellas were added to the picnic tables, and with the help of staff from Tip Top Creamery, the umbrellas were taken out each morning and brought in each evening (for safety and security purposes).

My Main Street – Community Activator Funding

The Town of Whitby was fortunate to receive a grant totaling \$34,590 from FedDev Ontario to support the implementation of this project. The grant covered 100% of the costs, including:

- furniture (concrete barriers, planters and plant material, Muskoka Chairs, etc.);
- communication pieces (i.e., Curbex Signs, survey postcards);
- artists honorariums and materials (i.e., paint, paint brushes); and
- staff time to implement and install the project.

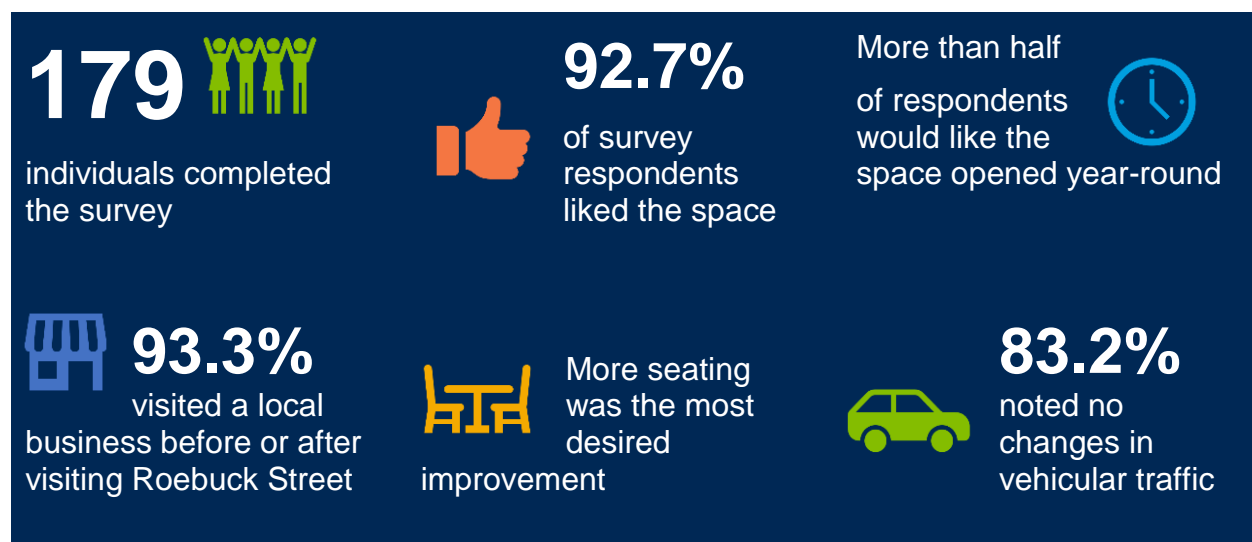
Activation of the Space

The space was used quite heavily during the summer months, and several activities supported the area, including the Grand Opening Celebration event (August 12), the Music in the Park series (on Thursday evenings in August), Sounds of Broadway Culture Pop-Up by DreamCo (August 30), and Harvest Festival (September 12).

Public Survey

A public survey was created through [Connect Whitby](#) to provide residents, users, and business owners with a chance to submit feedback on the project. A-frame signs that included a QR code linking to the online survey were available on site, and postcards were handed out at various community events asking for feedback.

Figure 1: Key Findings from the survey



Some of the key findings and themes that emerged from the public feedback include:

- Created a welcoming gathering space;
- Increased safety;
- Provided an extension of Grass Park;
- Provided additional seating opportunities;
- Prioritized pedestrians versus vehicles;
- Added vibrancy through road mural; and
- Encouraged visits to local businesses.

Some of the respondent comments included:

- “I love how inviting it is! We (as parents) immediately felt more relaxed having Roebuck Street shut down so our family could enjoy music and ice cream without the worry of cars! It is bright, colourful and feels like a great community meet up spot!”
- “The wide open spot encourages more gatherings, and it was a genius idea. The added bonus of the artistry and sidewalk chalk for the kids made for such a community feel to the area and the chairs and tables was a perfect addition. Excellent work Town of Whitby!”
- “Not only is the BROOKLIN artwork on the pavement amazing, that portion of street invites the visitor to this spot to sit back and relax while enjoying the environmentally friendly area.”

Business Feedback

Staff have connected with the business and property owners along Roebuck Street, both prior to the installation to ensure any concerns were addressed and after the project was completed to obtain feedback. Overall, the business and property owners were generally supportive of the project and the improvements it provided to the streetscape and overall atmosphere of Downtown Brooklin.

One particular business saw a 15% sales increase year-over-year, indicating that the road closure was a big contributing factor to the increase. It was noted that the space was used by all ages during the day/evenings, including local office/business employees who would hold meetings in the space.

Some concerns noted include the additional garbage, the use of washrooms by non-patrons, challenges with the delivery of goods and products, parking in unauthorized areas, and the need for better evening lighting. Staff are continuing to work with the business and property owners to address their concerns and provide up-front communication about the project scope.

2023 Project Scope

Based on the feedback received and the overall success of the project, staff are recommending a semi-permanent closure of Roebuck Street from June to mid-September to provide a balanced approach to address community and business needs.

Staff observed that the space was underutilized in September after children returned to school and the weather started to get cooler. Therefore, it is recommended that the closure of Roebuck Street conclude after Harvest Festival, which occurs generally around the second weekend in September.

There were several great recommendations provided by the community, business/property owners, and staff that are being considered for 2023, including the addition of:

- Painting of the concrete barriers by local artists;
- New road mural – new call for artists/design ideas;
- Signage to ‘Please Keep This Space Clean’ and additional no parking signs;
- Kids games and activations i.e., hopscotch, leapfrog;
- Portable toilet;
- Regular cleaning/power washing; and
- Possible extension of the Baldwin Bistro patio.

Other opportunities to enhance the space that would be subject to future capital budget approval include:

- Outdoor foosball table;
- Corn hole game;
- Bike racks; and
- String lights.

5. Financial Considerations:

The 2022 Roebuck Street Pilot Project (capital project # 55227402) was 100% funded through a My Main Street - Community Activator Grant in the amount of \$65,123. Due to lower than anticipated staff labour requirements, the total cost of the Roebuck Street pilot was \$34,590, which included furniture, artist honorariums and materials, communication pieces, and staff time for design and installation.

For 2023, the Creative Communities operating budget will support the proposed enhancements such as paint materials, the new road mural and signage to further enhance Roebuck Street.

6. Communication and Public Engagement:

The Roebuck Street Placemaking Project received overwhelming support from the community, with a total of 179 responses to the survey. Many positive comments were shared, and overall, people loved the space and the community atmosphere it provided in Downtown Brooklin. Staff will update the Connect Whitby project page with the survey results and build out a project launch for 2023.

7. Input from Departments/Sources:

Staff from Fire and Operations Services, Community Services, Planning and Development, Strategic Initiatives, and Financial Services were asked to provide input on the consideration of a semi-permanent closure for 2023. Their input has been included in this report.

8. Strategic Priorities:

The Roebuck Street Placemaking Project aligns with the Corporate Strategic Plan by designing service delivery around customer needs and measuring results in pursuit of ongoing improvements to the customer service experience. The project also empowers staff to use their creativity and collaboration to develop innovative and engaging opportunities to support the community. The project took into consideration accessible design principles by ensuring paths of travel met Town standards and offering an accessible picnic table seating option. The project supported the Town's sustainability goals by creating shade seating options, adding planters/softscaping to the site, and using QR codes to support online survey feedback.

9. Attachments:

Attachment 1 – Staff Report CAO 05-23 Photo Collage of Roebuck Street Placemaking Project

Attachment 1 – Staff Report CAO 05-23 -
Photo Collage of Roebuck Street Placemaking Project



Figure 1 – Installation of Planters and Muskoka Chairs



Figure 2 – Installation of concrete barriers for road closure

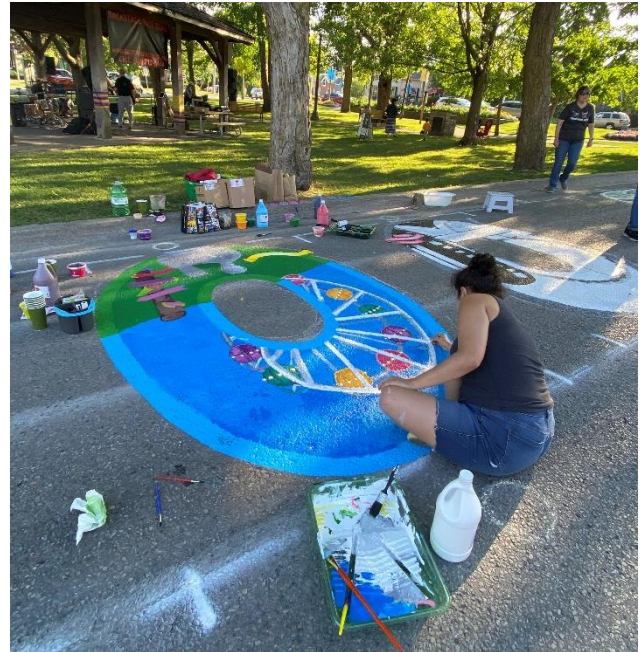


Figure 3 – Artists working on 'Brooklin' mural



Figure 4 – Grand Opening Celebration



Figure 5 – Harvest Festival, Roebuck Street

Town of Whitby Staff Report

whitby.ca/CouncilCalendar



Report Title: Community Development Funds – 2022 Annual Report

Report to: Committee of the Whole

Date of meeting: February 27, 2023

Report Number: CAO 06-23

Department(s) Responsible:

Office of the Chief Administrative Officer
Financial Services Department

Submitted by:

Sarah Klein, Director of Strategic
Initiatives

Fuwing Wong, Commissioner, Financial
Services & Treasurer

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Sarah Klein, x4338

Fuwing Wong, x4314

1. Recommendation:

1. That Report CAO 06-23 regarding the 2022 Annual Report for the Mayor's Community Development Fund and the Performing Arts Community Development Fund be received for information;
2. That Council approve the updated Mayor's Community Development Fund and Performing Arts Community Development Fund Policy as shown in Attachment 4.

2. Highlights:

- The Mayor's Community Development Fund (MCDF) is financed by the Mayor's Fundraiser and Golf Tournament to support Lead and Community Grant requests. The grants support programs for community groups and individuals within Whitby, to help them undertake initiatives that benefit the community.
- In 2022, the two events increased the MCDF by \$122,556, and the MCDF provided \$121,756 in monetary grants and silent auction awards by supporting:
 - five (5) Lead causes totaling \$52,700; and

- twenty-five (25) Community Grants for a total value of \$69,056
- In 2022, the Performing Arts Community Development Fund (PACDF) awarded four (4) grants for a total value of \$7,750.
- Recommended edits to the Mayor's Community Development Fund and Performing Arts Community Development Fund include the following:
 - Renaming of the Mayor's Golf Tournament to the Mayor and Council's Golf Tournament
 - Updating the eligibility criteria to remove the provision of grants to individuals and indicating that low priority is given to sports organizations and funding for operating expenses
 - Establishing annual funding for the Mayor's Medal scholarship recipients and Lakeridge Health Capital Campaign

3. Background:

The Mayor's Community Development Fund has been in place for many years. In June 2015, Council approved a Mayor's Community Development Fund Policy which established the Grants Review Committee. The Grants Review Committee consists of five members of the public appointed by Council, plus the Mayor, and is supported by a Staff Advisor. This Committee reviews applications and awards grants based on the criteria and available funds in the Mayor's Community Development Fund and the Performing Arts Community Development Fund.

The MCDF utilizes net revenue from the Mayor's Fundraiser and the Annual Golf Tournament. Up to 50% of the proceeds raised by the Mayor's Fundraiser and the Mayor's Annual Golf Tournament are awarded to Lead causes, and the balance is awarded in smaller grants up to \$5,000. Lead cause or charity applications are due March 31 and October 31 of each year, and applications for smaller Community grants are due at the end of each month.

In May 2017, Council established the Performing Arts Community Development Fund. The PACDF utilizes net proceeds from the 2008 to 2012 Mayor's Galas and supports Whitby-based community organizations for performing arts programs, events, initiatives, and projects for up to \$5,000. Funding of up to \$25,000 may be granted for exceptional projects and initiatives. Grant applications are due at the end of each month.

Grant recipients are required to submit a final report at the conclusion of their event/project to the Grants Review Committee. This ensures accountability of funds and allows the Committee to evaluate the success of the projects.

In 2018, Council approved an automatic allocation from the Mayor's Community Development Fund of \$3,000 annually to each Legion (Brooklin Branch 152 and Whitby Branch 112). These funds are for their Remembrance Day, President's Levy, and involvement in community events and are reflected in the Mayor's Community Development Fund and Performing Arts Community Development Fund Policy. In 2022, Council approved a \$1,000 allocation to each Legion to

support the replacement costs for banners for the Honour our Veterans Banner Program, which is a privately funded program.

4. Discussion:

A number of updates have been recommended to F 070 – Mayor's Community Development Fund and Performing Arts Community Development Fund Policy. These include administrative changes and a recommendation to include two recurring grants: Mayor's Medal scholarship recipients and Lakeridge Health Capital Campaign. The administrative changes are related to the renaming of the Mayor's Golf Tournament to the Mayor and Council's Golf Tournament, indicating that funding to operating expenses and sports groups/organizations are given low priority, as well as removing the reference to the funding of individuals.

Mayor's Medal Scholarship Recipients

A Town of Whitby Mayor's Medal has been awarded to one graduating student from each Whitby High school since 1967. The recipient is selected by the school and is awarded to the Grade 12 graduate who has demonstrated outstanding leadership, academics, and citizenship qualities. To date, the recipients have received a medal and certificate. It is recommended that a monetary scholarship be provided to the Mayor's Medal recipients from the Mayor's Community Development Fund. The amount would be agreed upon by the Grants Review Committee annually, and for 2023, an amount of \$500 per Mayor's Medal recipient has been recommended. There are currently nine schools in Whitby that provide the Mayor's Medal resulting in an annual commitment of \$4,500, based on the current recommendation of \$500 per recipient. Future publicly funded Whitby secondary schools would also be provided the opportunity to select a Mayor's Medal recipient and receive the associated funding.

Lakeridge Health Capital Campaign

The Grants Review Committee is recommending establishing a Lead Grant annually to Lakeridge Health for their Capital Campaign. The amount would be determined annually by the Grants Review Committee, and for 2023, an amount of \$25,000 has been recommended as one of the Lead Grant recipients for the Mayor's Fundraiser.

MCDF Lead Cause Grants (\$52,700)

In 2022, thirteen (13) Lead Cause applications were received, and five (5) Lead Cause grants were awarded for a total value of \$52,700.

The Mayor's Fundraiser took place on June 25, 2022 at Trafalgar Castle, and a net revenue of \$85,152.88 was secured for the Mayor's Community Development

Fund. The following organizations were selected as the Lead Cause Grant recipients related to the Mayor's Fundraiser:

- Boys and Girls Club – \$7,700 to support their Youth Leadership Programming
- Victim Services of Durham Region - \$15,000 to support their anti-human trafficking educational pilot program

The Mayor's Golf Tournament held on August 10, 2022 at Royal Ashburn Golf Club raised \$37,402.89 for the Mayor's Community Development Fund. The following organizations were selected as the Lead Cause Grant recipients related to the Mayor's Fundraiser:

- Community Care Durham – \$10,000 to support their Community Food Box program
- Durham Deaf Services – \$10,000 to support their laptops to support their American Sign Language literacy program
- Durham Rape Crisis Centre – \$10,000 to support their 24-7 crisis line program

MCDF Community Grants (\$69,056)

As depicted in Attachment 1, the Committee reviewed thirty-eight (38) community grant applications in 2022. Community grant applicants have the option of requesting a grant or a silent auction item. The silent auction items include an option of a gift basket from a local retailer or a recreation gift certificate. The following twenty-five (25) grants were approved with a cumulative value of \$69,056:

- Sixteen (16) of these were monetary grants totaling \$67,206.35; and
 - Nine (9) were silent auction packages with a value of \$1,850. Of the silent auction items, \$600 were purchased in 2021 and awarded in 2022.
1. Alzheimer's Society of Durham (\$3,500)
 2. Autism Home Base – 2022 Program (\$3,000)
 3. Autism Home Base – 2023 Program (\$3,000)
 4. Big Brothers Big Sisters of South-West Durham (\$5,000)
 5. Durham Catholic Children's Foundation (Silent Auction Package)
 6. Durham Children's Aid Foundation (\$5,000)
 7. Driftwood Theatre Group (Silent Auction Package)
 8. Girls Inc. of Durham (\$5,000)
 9. Girls Inc. of Durham (Silent Auction Package)
 10. Hearth Place Cancer Support Center (Silent Auction Package)
 11. Ignite Durham Learning Foundation (Silent Auction Package)
 12. Lake Ridge Community Support Services (Silent Auction Package)
 13. PARA Marine Search and Rescue (\$3,836.35)
 14. Parkwood National Historic Site (Silent Auction Package)
 15. Royal Canadian Legion - Brooklin Branch (\$4,000)

16. Royal Canadian Legion - Whitby Branch (\$4,000)
17. Scientists in School (\$4,000)
18. St. Vincent Pallotti Kitchen - Durham Outlook for the Needy (\$5,000)
19. Sunrise Youth Group (\$5,000)
20. The Salvation Army - Whitby March 2022 (\$5,000)
21. The Salvation Army – Whitby November 2022 (\$5,000)
22. Whitby Lawn Bowling Club (\$5,000)
23. WindReach Farm Foundation (Silent Auction Package)
24. Whitby Sports Hall of Fame (\$1,870)
25. Whitby Sports Hall of Fame (Silent Auction Package)

PACDF Grants (\$7,750)

The Committee reviewed six (6) and approved four (4) PACDF grant applications in 2022 totaling \$7,750:

1. Beech Street Community Theatre (\$1,750)
2. County Town Singers (\$2,500)
3. Durham Showcase Festival (\$1,000)
4. The Community Concert Band of Whitby (\$2,500)

5. Financial Considerations:

Mayor's Community Development Fund:

Following the two events in 2022 and with recommendations from the Grants Review Committee, the balance of the Mayor's Community Development Fund at the end of 2022 (to be carried over to 2023) is \$94,146.72 as shown in Attachment 2 to this report.

The 2022 events raised a total of \$122,555.77 for the Mayor's Community Development Fund (\$85,152.88 from the Mayor's Fundraiser Event and \$37,402.89 from the Mayor's Golf Tournament). A summary of the revenues, expenditures and net proceeds for each event is provided in Attachment 3 to this report.

Recovery for Town Resources related to the 2022 Mayor's Golf Tournament (\$603.64 shown in Attachment 3) reflects recovery for Public Works staff who assisted with event delivery, set-up, and take-down. Other resources and staff participation related to these events are summarized below:

- Mayor's Fundraiser Event: approximately 82 staff hours were spent by staff for the event;
- Mayor's Golf Tournament: approximately 131 staff hours between the Strategic Initiatives, Communications and Creative Services, and Community Services departments, as well as staff in the Mayor's office.

The other resources and staff participation noted above are considered in-kind and not reflected in the financials for the events as provided for in Town policy.

Performing Arts Community Development Fund:

Following the recommendations from the Grants Review Committee, the balance of the Performing Arts Community Development Fund at the end of 2022 (to be carried over to 2023) is \$111,545.02, as shown in Attachment 2 to this report.

6. Communication and Public Engagement:

Opportunities for the Lead and Community Grants are advertised throughout the year utilizing the Town of Whitby website, The Whitby Perspective, and advertisements in local media and social media channels. Fund recipients are publicized on the Town of Whitby website, through social media, and media events, as applicable.

7. Input from Departments/Sources:

Departments are consulted as appropriate on relevant applications.

8. Strategic Priorities:

The Community Development Funds also align with the Corporate Strategic Plan as they support programs and initiatives that demonstrate care to the community. The funds are managed in a manner that supports a high-performing, innovative, effective, and efficient organization. The Community Development Funds support accessibility as there are a number of grants provided each year that promote a more inclusive and accessible community, and all of the forms are provided in an accessible format. Finally, principles of sustainability are embedded into the Community Development Funds as they promote a number of the pillars of sustainability, including supporting health & happiness, equity & local economy, and culture & community.

9. Attachments:

Attachment 1: CAO 06-23 - Staff Report - Community Development Funds 2022 Overview

Attachment 2: CAO 06-23 - Staff Report - Mayor's Community Development Fund and Performing Arts Community Development Fund Continuity Schedule

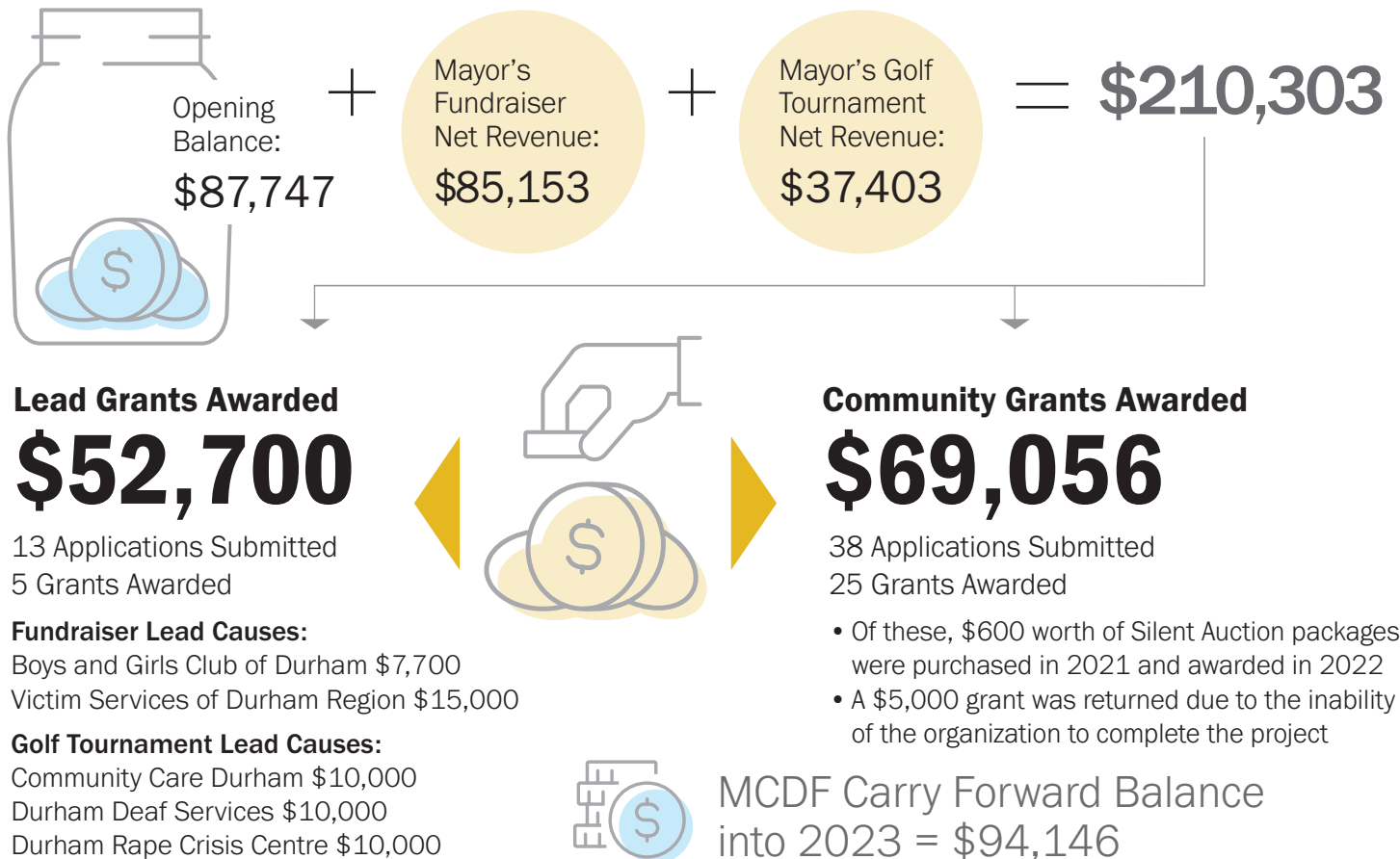
Attachment 3: CAO 06-23 - Staff Report - 2022 Financial Summary of the Mayor's Fundraiser Event and the Mayor's Golf Tournament

Attachment 4: CAO 06-23 - Staff Report - Policy F 070 - Mayor's Community Development Fund and Performing Arts Community Development Fund

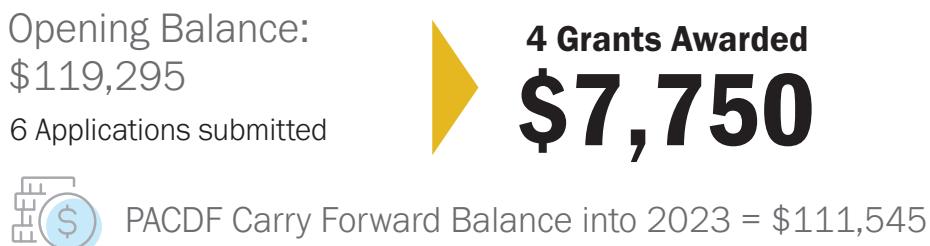
Community Development Funds

2022 Snapshot

Mayor's Community Development Fund (MCDF)



Performing Arts Community Development Fund (PACDF)



Grants Review Committee

Consists of the Mayor, five members of the public appointed by Council and a Town of Whitby Staff Advisor.

**TOWN OF WHITBY
2022 MAYOR'S COMMUNITY DEVELOPMENT FUND (MCDF)
CONTINUITY SCHEDULE**

January 1, 2022 Opening MCDF Balance (per previous report)	\$87,824.64
Adjustment related to 2021 (see Note 1)	-\$77.34
Adjusted Opening Balance	<u>\$87,747.30</u>
 Net Proceeds from 2022 Events (see Attachment 3 for details)	 \$122,555.77
 2022 Lead Cause Grants	 -\$52,700.00
2022 Community Grants	-\$67,206.35
2022 Silent Auction Packages provided to Community Grant Applicants (see Note 2)	-\$1,250.00
Return of 2019 Grant (see Note 3)	\$5,000.00
 December 31, 2022 - Ending MCDF Balance	 <u><u>\$94,146.72</u></u>

Note 1: An invoice from Brooklin Bulletin, in the amount of \$77.34 related to the 2021 Mayor's Golf Tournament was processed after the 2021 reporting.

Note 2: \$1,850 of Silent Auction packages were distributed in 2022. Of this, \$1,250 of Silent Auction packages were purchased in 2022. The balance of 2022 Silent Auction packages distributed were carried over from 2021.

Note 3: In 2022, Sunrise Youth Group returned a \$5,000 grant they received in 2019. Sunrise Youth Group could not use the grant for the original intended purpose. The organization also received \$5,000 funding in 2022.

**TOWN OF WHITBY
2022 PERFORMING ARTS COMMUNITY DEVELOPMENT FUND (PACDF)
CONTINUITY SCHEDULE**

January 1, 2022 Opening PACDF Balance	\$119,295.02
 2022 Grants Recommended by the Grants Review Committee	 -\$7,750.00
 December 31, 2022 - Ending PACDF Balance	 <u><u>\$111,545.02</u></u>

**TOWN OF WHITBY
2022 FINANCIAL SUMMARY OF THE
MAYOR'S FUNDRAISER EVENT AND THE MAYOR'S GOLF TOURNAMENT**

	<u>2022 Budget</u>	<u>2022 Actuals</u>
Mayor's Fundraiser Event		
Revenues		
Ticket Sales		\$279.03
Corporate Sponsorship		\$141,620.00
Total Revenues	\$100,000	\$141,899.03
Expenditures		
Facility Rental		\$33,173.83
Event Costs		\$22,280.33
Signage/Communications		\$1,291.99
Total Expenditures	\$50,000	\$56,746.15
Net Proceeds of the Mayor's Fundraiser Event	\$50,000	\$85,152.88
 Mayor's Golf Tournament		
Revenues	\$100,000	\$97,900.00
Expenditures		
Facility Rental		\$51,034.05
Event Costs		\$6,966.68
Signage/Communications		\$1,892.74
Recovery of Town Resources		\$603.64
Total Expenditures	\$40,000	\$60,497.11
Net Proceeds of the Mayor's Golf Tournament	\$60,000	\$37,402.89
Total Proceeds - Contribution to MCDF	\$110,000	\$122,555.77



Town of Whitby Policy

Policy Title:	Mayor's Community Development Fund and Performing Arts Community Development Fund
Policy Number:	F 070
Reference:	Council Resolution #336-15 and #69-16 and #37-22
Date Originated:	June 29, 2015
Date Revised:	January 31, 2022
Review Date:	As required
Approval:	Council
Point of Contact:	Director Strategic Initiatives

Policy Statement

The Mayor's Community Development Fund and Performing Arts Community Development Fund provide financial assistance for community groups within Whitby to help them undertake initiatives that will benefit the community.

Purpose

To ensure the proceeds from the Mayor's Community Development Fund and Performing Arts Community Development Fund are allocated in a fair and transparent manner to community based organizations.

Scope

This policy applies to organizations applying for community grants from the Mayor's Community Development Fund and Performing Arts Community Development Fund.

Index

1	Definitions	2
2	Responsibilities	3
3	Policy Requirements	3

1 Definitions

- 1.1 Annual Report** means an annual report submitted to Council identifying the use of the funds, the number of applicants, who receive funding in any one year and the benefit to the community from the grants. It will also identify any suggestions for changes in the process that Council should consider.
- 1.2 Criteria** is used to evaluate grant applications and make recommendations for grant eligibility based on how the project will benefit the community (scale, inclusivity, direct and indirect benefits), soundness of business plan (including resources, own funds and fundraising), the importance of the Town's contribution, and how the success of the project will be determined.
- 1.3 MCDF Lead Grants** are causes or organizations identified as the primary beneficiary of the Mayor and Council's Golf Tournament and Mayor's Fundraiser through grant funding of up to 50% of the funds raised to support a major community initiative (capital or program) benefiting the community.
- 1.4 MCDF Community Grants** are eligible grants of up to \$5,000 to support community groups for specific initiatives that promote inclusiveness and a broad community benefit through:
- Capital initiatives benefiting the community;
 - Community special events; and,
 - Funding for initiatives or programs.

An applicant may apply more than once for a grant.

- 1.5 PACDF Community Grants** are eligible grants of up to \$5,000 to support performing arts in Whitby. Grants can be provided to performing arts groups, organizations for programs, events, initiatives and projects, including capital projects. An applicant may apply more than once for a grant. On special circumstances a grant may be provided up to \$25,000.
- 1.6 Grants Review Committee** is an independent committee of Council, operating and appointed in accordance with its Council approved Terms of Reference, and delegated authority to review and award Grants in accordance with this policy.
- 1.7 Mayor's Community Development Fund** is a reserve established from the net proceeds raised from the Mayor and Council's Golf Tournament, Mayor's Fundraiser or other external revenue sources.

- 1.8 Performing Arts Community Development Fund** is a Town reserve consisting of the net proceeds from the 2008-2012 Mayor's Galas to support performing arts programs, events, initiatives, and projects in Whitby. Additional funds may be allocated towards the Performing Arts Community Development Fund at Council's direction.

2 Responsibilities

- 2.1** Council shall approve members of the Grants Review Committee and consider recommendations for changes to the grant process as submitted by the Grants Review Committee.
- 2.2** Strategic Initiatives Division to promote Grant opportunities in coordination with the Communications and Creative Services Division.
- 2.3** The Grants Review Committee will review applications and award grants based on the grant criteria and available funds in the Mayor's Community Development Fund and Performing Arts Community Development Fund. All decisions of the Grants Review Committee will be final. The Grants Review Committee shall submit an annual report to Council.

3 Policy Requirements

- 3.1 Mayor's Community Development Fund Grants**
- a) The Mayor's Community Development Fund utilizes funding from the net proceeds from the Mayor and Council's Golf Tournament and Mayor's Fundraiser.
 - b) The Mayor's Community Development Fund supports lead causes or charities plus provides funding for initiatives benefiting the Whitby community, capital projects, and community events.
 - c) The Mayor's Community Development Fund provides an ongoing annual grant of \$4,000 to the Brooklin Royal Canadian Legion Branch 152 and \$4,000 to the Whitby Royal Canadian Legion Branch 112 to support community events in the amount of \$3,000 including their New Year's Levies and Remembrance Day Ceremonies as approved through Council resolution #16-18 and \$1,000 for the replacement of banners through the Honour our Veterans Banner Program.
 - d) The Mayor's Community Development Fund provides annual funding to the Mayor's Medal scholarship recipients in an amount to be agreed upon by the Grants Review Committee.

- e) Lead Grants provide an opportunity for community agencies that require substantial funding for an initiative providing broad community benefit to Whitby and/or providing a benefit that may extend beyond the borders of Whitby.
- f) A minimum of two Lead Grants will be selected annually. One Lead Grant will be eligible for up to 50% of the funds raised by the Mayor and Council's Golf Tournament and the other Lead Grant will be eligible for up to 50% of the funds raised by the Mayor's Fundraiser. An annual Lead Grant will be provided to Lakeridge Health for their capital campaign with the amount to be determined annually by the Grants Review Committee. Additional Lead Grants may be selected at the discretion of the Grants Review Committee based on eligible funds available.
- g) Lead Grant Applications will be received twice a year and will be communicated through Town of Whitby channels.
- h) The Lead Grants will be communicated as part of the Mayor and Council's Golf Tournament and Mayor's Fundraiser so that the public and participants understand what organizations benefit from a significant portion of the funds raised during the events.
- i) The remaining funds will be used to provide Community Grants of up to \$5,000 to eligible applicants as determined by the Grants Review Committee.

3.2 Performing Arts Community Development Fund Grants

- a) The Mayor will be excluded from discussions related to PACDF Community Grants.
- b) The Performing Arts Community Development Fund utilizes net proceeds from the 2008 – 2012 Mayor's Galas.
- c) The Performing Arts Community Development Fund supports Whitby based community groups, organizations with a presence in Whitby and residents for performing arts programs, events, initiatives and projects.
- d) Funding up to \$5,000 will be available to eligible applicants as determined by the Grants Review Committee.
- e) Funding may be available for exceptional performing arts programs, events, projects or initiatives, including capital, up to \$25,000 to eligible applicants as determined by the Grants Review Committee.

- f) Once the available funds in the Performing Arts Community Development Fund are fully dispersed, grant applications will no longer be received.

3.3 Eligible Grant Recipients

- a) Whitby based community groups and not for profit organizations with a presence in Whitby.
- b) Organizations already receiving funding from the Town of Whitby for a specific purpose may be eligible for community grant funding for the same purpose, but given low priority.
- c) Groups receiving funding from the Town of Whitby can qualify to access Grants for other initiatives not already funded by the Town based on the relative merit of the initiative.
- d) Funding towards operating expenses of a community organization or charity are given low priority.
- e) Funding for sports groups or organizations are given low priority.

3.4 Applications

- a) The Mayor's Community Development Fund and Performing Arts Community Development Fund support innovative projects and initiatives that provide direct and indirect benefit to Whitby residents.
- b) Organizations seeking financial assistance must submit an application to the Town of Whitby as outlined in the Mayor's Community Development Fund and Performing Arts Community Development Fund Procedure.
- c) The Grant application process and evaluating criteria shall be followed in accordance with the Mayor's Community Development Fund and Performing Arts Community Development Fund Procedure.

3.5 Reporting and Transparency

- a) The annual report submitted by the Grants Review Committee shall include the number and nature of applicants, the distribution of funds, who received funding in any one year and the purpose of the grant.
- b) It will also identify any suggestions for changes in the process that Council should consider. Any changes would require Council approval.
- c) The annual report will be published on the Town's website each year.

- d) Unused amounts in the Mayor's Community Development Fund and the Performing Arts Community Development Fund at the end of each year will be carried over to the next year.

This Policy is hereby approved by Council Resolution #336-15 and 69-16 on this 8th day of February, 2016 and Council Resolution #37-22 on this 31st day of January, 2022.

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Public Art Policy Framework

Report to: Committee of the Whole

Date of meeting: February 27, 2023

Report Number: CAO 03-23

Department(s) Responsible:

Office of the Chief Administrative Officer

Submitted by:

Sarah Klein, Director, Strategic Initiatives

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Sophia Sousa, Coordinator, Culture & Tourism

Lara Scott, Program Manager, Events, Tourism, and Culture

1. Recommendation:

1. That Report CAO 03-23 be received for information;
2. That Council endorse the Public Art Policy Framework as presented in Report CAO 03-23; and,
3. That Staff be directed to prepare a final Public Art Policy to be presented to Council in Q4 2023.

2. Highlights:

- The development of a Public Art Policy was identified in the Town's Official Plan under Section 6 – Community Development and subsequently as an action item in the Town's Culture Plan under Direction Three: Connecting Places, Goal 4, Action B.
- The purpose of a Public Art Policy is to support new commissions, grow the Town's collection, and develop a standardized process for the lifecycle of public art projects for the Town of Whitby.
- The report provides an overview of the Public Art Policy Framework that was initiated in September 2022 and includes four phases;
 - Phase 1: Environmental Scan;

- Phase 2: Comparator Analysis;
 - Phase 3: Community Engagement; and
 - Phase 4: Development of the Public Art Policy.
- Phases 1 and 2 were completed in December 2022, and highlights of these findings are provided in this report.
- Community engagement will be a key component in the completion of the Public Art Policy and is anticipated to commence in Q1 2023. The community will be engaged via a Connect Whitby campaign, while key community stakeholders from arts and culture organizations and Town staff will be invited to participate on a Steering Committee. Individual interviews will take place with Mayor, Council, Town staff, and additional community stakeholders.

3. Background:

In March 2021, Council adopted the Town's First Culture Plan, Culture Connects Whitby, as noted in Report [CMS 03-21](#). Culture Connects Whitby provides strategic directions and actions to guide cultural activity until 2031. It outlines actions to promote and enhance Whitby's existing cultural assets, attract new cultural activities, demonstrate a commitment to local art and culture, spur economic development, and contribute to other Town goals. Public art is mentioned throughout the Culture Plan but primarily in Direction 3: Connecting Places and Direction 4: Connecting Stories. The Culture Plan echoes the Official Plan in calling for the development of a Public Art Policy under Direction 3, Goal 4, Action B, stating:

“Implement Official Plan Policy 6.2.3.19.5, ‘develop a Public Art Policy and guidelines, in consultation with the community, to guide the acquisition, funding, location, and integration of public art in public and private spaces in the community.’ Art policies and guidelines shall involve artists and the community in the decision-making process.”

Public art is defined in two existing Town of Whitby documents: The Public Art Donation and Loan Policy (2011) and the Culture Plan. According to the Town of Whitby's Public Art Donation and Loan Policy, public art is referred to “as visual works of decorative or functional purpose owned or managed by the Town of Whitby.” According to the Culture Plan, public art is defined as “any media that has been produced by an artist for publicly accessible space and is intended to engage the public. It can take the form of permanent, temporary or socially engaged art”. Public art consists of participatory art, permanent art, and temporary art.

Public art adds value to a community by reflecting on the uniqueness of a given place. At its core, public art is free and accessible, encouraging community members of different abilities, backgrounds, and identities to engage with art. Local pride, community identity, and a sense of belonging are strengthened

through shared experiences of public art. Public art transforms the built environment, inviting the community to connect with spaces in new and unexpected ways.

The purpose of a Public Art Policy would be to support new commissions and grow the Town's collection through projects that reflect Whitby's history and culture and contributes to the identity of place in creative and symbolic ways. Public art would elevate and enhance the quality of life for Whitby's residents while driving tourism and economic development. A Public Art Policy would support the development of a standardized process that outlines the lifecycle of public art projects for the Town of Whitby from the initial concept to selection, fabrication, maintenance, and deaccessioning (if needed).

The Town of Whitby has an existing Public Art Donation and Loan Policy however, the policy has not been updated since approval in 2011 and does not reflect the contemporary public art donation and loan needs of the Town of Whitby. Further, the 2011 policy is limited to existing artworks donated (permanent) or loaned (temporary) to the Town and does not address new commissions or projects. As a result, public art projects are undertaken on a case-by-case basis with no formal or standardized process for new commissions, maintenance, and inventory tracking.

4. Discussion:

In September 2022, the development of the Public Art Policy Framework was initiated. The framework includes four phases, two of which have already been completed and were shared with Council through the Council Information Index on February 10, 2023. Phases of the project are outlined below and detailed in Attachment 1.

Phase 1: Environmental Scan (Completed)

The Environmental Scan provided an overview of the current state of Whitby's Public Art Program, including links to relevant municipal documents, existing inventory of public art, works on loan, new commission and maintenance processes, staff resources, and municipal budget. Overall, the Environmental Scan showcased that the Town of Whitby does not have a formalized process for new public art projects, maintenance, or collection management and that the extent of Town-owned and loaned works across all municipal facilities is unknown. In addition, the Town does not have any capital or operating budget allocated towards public art, and the commission of artwork has been on a case-by-case basis.

Phase 2: Comparator Analysis (Completed)

From October 2022 to December 2022, the Creative Communities team interviewed 17 individuals who represented 14 municipalities in Canada (with emphasis on those located in Ontario) to complete a Comparator Analysis.

Communities that were interviewed include Ajax, Barrie, Burlington, Durham Region, Halton Hills, Hamilton, Kingston, Mississauga, Oshawa, Ottawa, Peterborough, Pickering, Toronto, and Winnipeg.

Consideration was given to municipalities located in Durham Region to understand the regional context and insights related to public art. A representative from Durham Region was interviewed as part of the Comparator Analysis as the Region is undergoing a similar process to establish a Public Art Program for region owned properties. On January 18, 2023, a Report was brought forward to Regional Committee of the Whole to endorse the establishment of a Regional Public Art Program to provide a framework for incorporating public art on Regional infrastructure. The Town will ensure that its Public Art Policy will align to the Regional Policy and that conversations and collaboration between the Town and Region regarding public art continue.

The interviews provided best practice insights and key findings related to how public art is defined in policies, project initiation, locations of public artworks, the formation of boards, working groups, and juries, public engagement in the development of public art policies and projects, funding sources, and overall learnings.

Based on the findings from the Environmental Scan and Comparator Analysis, the following are recurring themes for the Town of Whitby to consider during the development of the Public Art Policy:

1. Develop a standardized process for public art projects.
2. Track and maintain public art collection inventory.
3. Revisit the definition of public art, keep it broad, and omit timelines associated with public art lifecycle.
4. Create an internal working group for public art projects.
5. Engage the public as early as possible in public art projects.
6. Capital funding for new projects is ideal and a maintenance reserve should be established.
7. Establish a new or exempted procurement or purchasing process for public art projects.
8. Create a competitive local artist market by offering education and training.

Phase 3: Community Engagement (Anticipated for Q1- Q3 2023)

A variety of engagement tools will be used to gather community insights related to the Public Art Policy, including a survey via Connect Whitby, the establishment of a Steering Committee that will support the development of a Strengths, Weaknesses, Opportunities, and Threats (SWOT) assessment and feedback on the draft Public Art Policy, and individual interviews with community and Town stakeholders. Four main audiences will be engaged as part of this phase; key stakeholders from Whitby's arts community, Town staff, Mayor and Council, and the public. A Community Engagement and Stakeholder Findings Report will be prepared to summarize findings from feedback collected through Phase 3.

Phase 4: Development of Public Art Policy (Anticipated for Q3-Q4 2023)

The development of the Public Art Policy will take place in Q3-Q4 2023, considering findings and recommendations from all previously completed phases. The final policy will be presented to Council in Q4 2023 for approval.

Next Steps:

The next steps include generating a list of potential Steering Committee members, inviting proposed members to an introductory meeting, and developing questions and content for the Connect Whitby webpage, as well as interview questions for stakeholders and Mayor and Council.

5. Financial Considerations:

The Town does not have an on-going/annual source of funding for public art initiatives in the budget. In the past, public art was funded through sponsorship, private donations, grants, or on an ad-hoc basis.

In the 2023 budget, a decision item for annual Public Art funding was provided for Council consideration: \$375,000 was proposed over a 10-year period as part of the Creative Communities reserve fund. Due to other budget priorities, this decision item was not included in the approved 2023 Budget. Once the Public Art Policy is finalized and approved by Council, incremental property tax funding may be required to implement public art in future years.

6. Communication and Public Engagement:

Public feedback will be gathered via a Connect Whitby survey to understand how community members define public art and what they would like to see in terms of themes, locations, and mediums. Survey findings will help inform areas of improvement for Whitby's public art program and existing elements that should remain unchanged. Following the approval of the Public Art Policy Framework, a communications plan in collaboration with the Town's Communications and Creative Services Team will be developed and executed to support the rollout of the Connect Whitby campaign at an appropriate time. Key community stakeholders from arts and culture organizations and a few Town staff will be invited to participate on a Steering Committee, while individual interviews will take place with Mayor, Council, Town staff, and additional community stakeholders.

7. Input from Departments/Sources:

The draft Public Art Policy will be circulated to the project Steering Committee and internal Town departments to gather feedback which will be reflected in the final Public Art Policy to be presented to Council for approval in Q4 2023.

8. Strategic Priorities:

This report aligns with the Town's Strategic Priorities by fostering innovation and focusing on making processes better, optimizing decision-making capabilities, engaging staff and the community in the process, and designing service delivery around customer needs. The Public Art Policy will ensure accessibility is taken into consideration to ensure that it is inclusive to all people and abilities. This report aligns with the Corporate Sustainability Plan by supporting the guiding principle "We will improve quality of life by valuing people and places". Furthermore, through public art, Whitby will attract, create, and facilitate meaningful partnerships in the creative sector and support opportunities for economic development that foster a diverse local economy.

9. Attachments:

Attachment 1 – Staff Report CAO 03-23 - Public Art Policy Project Framework

PUBLIC ART POLICY

Project Framework



Sir William Stephenson, a Man Named Intrepid, Celebration Square, 2021

TABLE OF CONTENTS

BACKGROUND	2
WHAT IS PUBLIC ART?	3
THE PURPOSE OF A PUBLIC ART POLICY	3
PHASES OF THE PROJECT	3
Phase 1: Environmental Scan	3
Phase 2: Comparator Analysis	4
Phase 3: Community Engagement	6
Phase 4: Development of Public Art Policy	7
NEXT STEPS.....	7

BACKGROUND

In fall 2018, the Town of Whitby retained a consultant (PROCESS) to undertake the development of Whitby's first Culture Plan. In March 2021, Council approved the plan, Culture Connects Whitby, 2021-2031. Culture Connects Whitby contains five directions, 20 goals, and 75 actions items. The development of a Public Art Policy was identified as an action item in the Culture Plan, in alignment with the Town's Official Plan, under Direction Three: Connecting Places, Goal 4, Action B, stating:

"Implement Official Plan Policy 6.2.3.19.5, 'develop a Public Art Policy and guidelines, in consultation with the community, to guide the acquisition, funding, location, and integration of public art in public and private spaces in the community.' Art policies and guidelines shall involve artists and the community in the decision-making process."

From September 2022 to December 2022, the Town's Creative Communities team conducted an Environmental Scan and Background Research to understand the current state of Whitby's public art program and connections to relevant municipal strategies, and plans including the Official Plan, Culture Plan, and existing Public Art Loan and Donation Policy. The Environmental Scan Report outlines project background, a review of Whitby's existing public art inventory, alignment to key strategies, plans, and reports, and an overview of Town resources related to public art.

In conjunction with the internal Environmental Scan, a Comparators Analysis was completed from October 2022 to December 2022. Interviews with 17 individuals representing 14 municipal public art programs from across Canada were completed. The goal of the interviews was to provide insights into common practices related to the origin of public art projects, selection committees and boards, locations of public artworks, public engagement, budget, and overall learnings. The following communities participated in interviews:

- Ajax
- Barrie
- Burlington
- Durham Region
- Halton Hills
- Hamilton
- Kingston
- Mississauga
- Oshawa
- Ottawa
- Peterborough
- Pickering
- Toronto
- Winnipeg

WHAT IS PUBLIC ART?

According to the Culture Plan, Culture Connects Whitby (2021-2031), public art is defined as “any media that has been produced by an artist for publicly-accessible space and is intended to engage the public. It can take the form of permanent, temporary or socially-engaged art”. Public art consists of participatory art, permanent art, and temporary art. According to the Town of Whitby’s Public Art Donation and Loan Policy (2011), public art “is referred to as visual works of decorative or functional purpose owned or managed by the Town of Whitby.” Medium and forms of art mentioned in the policy include but are not limited to sculptures, murals, mosaics, photography, paintings, graphic arts, landscaping, and tableaux, vignettes, or creative displays that interpret sites or buildings of heritage significance.

THE PURPOSE OF A PUBLIC ART POLICY

Public art adds value to community by reflecting on the uniqueness of a given place. At its core, public art is free and accessible encouraging community members of different abilities, backgrounds, and identities to engage with art. Local pride, community identity, and a sense of belonging are strengthened through shared experiences of public art. Public art transforms the built environment inviting the community to connect with spaces in new and unexpected ways.

The purpose of a public art policy would be to support new commissions and grow the Town’s collection through projects that reflect Whitby’s history, culture, and contributes to identity of place in creative and symbolic ways. Public art would elevate and enhance the quality of life for Whitby’s residents while driving tourism and economic development. A Public Art Policy would support the development of a standardized process that outlines the lifecycle of public art projects for the Town of Whitby from the initial concept to selection, fabrication, maintenance, and deaccessioning (if needed).

The Town of Whitby has an existing Public Art Donation and Loan Policy however, the policy has not been updated since approval in 2011 and does not reflect contemporary public art donation and loan needs of the Town of Whitby. Further, the 2011 policy is limited to existing artworks that are donated (permanent) or loaned (temporary) to the Town and does not address new commissions or projects. As a result, public art projects are undertaken on a case-by-case basis with no formal or standardized process for new commissions, maintenance, and inventory tracking.

PHASES OF THE PROJECT

There are four proposed phases for the development of the Public Art Policy, two of which have already been completed.

Phase 1: Environmental Scan (Q3-Q4 2022 – Completed)

The Environmental Scan includes the current state of Whitby’s Public Art program analysing the links to key municipal documents with emphasis on those that referenced public art including:

- Official Plan, Office Consolidation, August 2021
- Culture Plan, Culture Connects Whitby, 2021-2031
- Public Art Loan and Donation Policy, 2011

In addition, the Environmental Scan involved review of the following:

- Whitby's Art Trail & Public Art Inventory
- Arts and Culture Microsite Redevelopment
- Artworks on Loan to the Town
- New Commissions and Maintenance of Current Collection
- Temporary Art Projects: Roebuck Street Placemaking Project
- Staff Resources
- Municipal Budget and Funding Sources

Overall, the Environmental Scan showcased that the Town of Whitby does not have a formalized process for new public art projects, maintenance, or collection management. Further, the extent of Town owned and loaned works across all municipal facilities is unknown. Regarding funding sources, there has been no allocated budget for public art initiatives. Currently, public art funding is a decision of Council for the 2023 capital budget with \$375,000 proposed over a 10-year period.

Phase 2: Comparator Analysis (Q3-Q4 2022 – Completed)

From October 2022 to December 2022, the Creative Communities team interviewed 17 individuals who represented 14 municipalities in Canada (with emphasis on those located in Ontario) to complete a Comparator Analysis. Communities that were interviewed include Ajax, Barrie, Burlington, Durham Region, Halton Hills, Hamilton, Kingston, Mississauga, Oshawa, Ottawa, Peterborough, Pickering, Toronto, and Winnipeg.

Consideration was given to municipalities located in Durham Region to understand the regional context and insights related to public art. A representative from Durham Region was interviewed as part of the Comparator Analysis as the Region is undergoing a similar process to establish a Public Art Program for region owned properties. On January 18, 2023, a Report was brought forward to Regional Committee of the Whole to endorse the establishment of a Regional Public Art Program to provide a framework for incorporating public art on Regional infrastructure. The Town will ensure that its Public Art Policy will align to the Regional Policy and that conversations and collaboration between the Town and Region regarding public art continue.

The interviews provided insights and key findings related to how public art is defined in policies, project initiation, locations of public artworks, the formation of boards, working groups, and juries, public engagement in the development of public art policies and projects, funding sources, and overall learnings.

Recurring Themes

Based on the findings from Environmental Scan and Comparator Analysis, the following are recurring themes for the Town of Whitby to consider during the development of the Public Art Policy:

1. **Develop a standardized process for public art projects.** The Public Art Policy will help the Town of Whitby plan for public art projects proactively instead of responding to projects on an ad-hoc basis by outlining roles and responsibilities, key definitions, selections, maintenance, and funding sources.
2. **Track and maintain public art collection inventory.** The Town of Whitby does not currently have a comprehensive inventory of all Town owned public artworks. Artworks that are present along Whitby's Arts Trail are accounted for however, there is an estimated two works at Town Hall that are owned by the Town however this has yet to be confirmed. The extent of Town owned works located in other facilities remains unknown.
3. **Revisit the definition of public art, keep it broad, and omit timelines.** The definition of public art within the policy should be broad to include a variety of mediums, expressions, and upcoming anticipated and unanticipated trends in public art. Timelines tied to permanent and temporary public art should be omitted as having works tied to specific timelines can result in expensive maintenance and prevent necessary deaccessioning of deteriorated works.
4. **Create an internal working group for public art projects.** Internal working groups with representatives from across municipal departments proved to be most successful for the initiation of public art projects. Members of working groups become advocates for public art and help bring forward opportunities and ideas for public art in projects across the municipality. This is particularly important as most public art projects are located on municipal properties and public art is often tied to capital projects. Departments represented on the working group are generally culture, parks, planning, engineering, transportation, and facilities. Consideration should also be given to an advisory board or committee formed of external stakeholders to help oversee the public art portfolio and potential initiatives.
5. **Engage the public as early as possible in public art projects.** In best practice examples, the public are engaged at the onset of a project through workshops or outreach to help inform the public art creative process. When initial engagement is not possible, the public should be invited to provide feedback (likely through Connect Whitby) on the shortlist of submissions and concepts. Public voting on submissions is highly discouraged as works should be evaluated on artistic excellence and not be swayed by popularity.
6. **Capital funding for new projects is ideal and a maintenance reserve should be established.** Most public art programs have dedicated public art funding supported through the municipality's capital budget for new public art projects. In addition, a reserve for maintenance through the annual operating budget and/or a dedicated amount (typically 5-10%) of new projects should be set aside from maintenance of the public art collection. A section on developer fees or privately

funding public art projects should also be a funding consideration for the Town of Whitby's policy.

7. **Establish a new or exempted procurement or purchasing process for public art projects.** The existing procurement process has barriers that limit which artists can respond to a call such as a requirement to show proof of WSIB or the ability to prioritize local artists. As a result, the existing procurement process needs to be reviewed in relation to public art to determine and remove possible barriers that might limit which applicants can respond to public art calls.
8. **Create a competitive local artist market by offering education and training.** Local artists need tools and resources to successfully respond to calls and be competitive at a national and international level. Artist training can include how to use certain digital technologies, budgeting, and selection of appropriate materials based on outdoor environmental considerations and maintenance. When artists are given tools and resources, generally they are very successful at responding to public art calls and their projects have positive responses from community members. The Town of Whitby can also consider creative calls specifically for local artists to amplify local voices and perspectives.

Phase 3: Community Engagement (Q1-Q3 2023 – Upcoming)

A variety of engagement tools will be used to gather community insights related to the Public Art Policy. Four main audiences will be engaged as part of this phase:

- Key stakeholders from Whitby's arts community
- Town Staff
- Mayor and Council
- Public

The first step in the phase is to establish a Steering Committee that will help inform and provide feedback throughout phases three and four of the Public Art Policy development process. The Steering Committee will be invited to three to four meetings, one of which will be the development of the SWOT (Strengths, Weakness, Opportunities, and Threats) assessment and another to provide feedback on the draft public art policy.

Staff are recommending that the following stakeholders be included to participate as a Steering Committee member:

- Executive Director of Station Gallery
- Curator of Station Gallery
- Two to three local artists
- Local business owner that supports the arts in Whitby
- Representative from a local arts and culture organization
- Representative from the Town of Whitby's Planning and Development Department with prior public art experience in Whitby
- Representative from the Town of Whitby's Facilities Department

Public feedback will be gathered via a Connect Whitby survey to understand how community members define public art and what they would like to see in terms of

themes, locations, and mediums. Survey findings will help inform areas of improvement for Whitby's public art program and existing elements that should remain unchanged.

Last, interviews with the Mayor, Council, and Town staff from departments such as Community Services (Facilities and Parks Planning), Planning and Development, Financial Services, Legislative Services, Operations and Legal Services will take place to gather detailed knowledge of processes, protocols, and implementation of day-to-day policies, plans, and strategies related to public art. Interviews with external stakeholders such as Station Gallery, the Downtown Whitby BIA, and other key organizations (Durham Tourism etc.) will take place simultaneously. A Community Engagement and Stakeholder Findings Report will be prepared to summarize findings from feedback collected through Phase 3.

Phase 4: Development of Public Art Policy (Q3-Q4 2023 – Upcoming)

The development of the Public Art Policy will take place in Q3-Q4 2023 taking into account findings and recommendations from all previously completed phases. The Creative Communities team will circulate a draft policy to the Steering Committee for feedback and make necessary revisions. Once revisions are completed, the final policy will be presented to Council in Q4 2023 for approval. Following the implementation of the Public Art Policy and initial projects, an evaluation from the Creative Communities team will take place in subsequent years to determine if a Public Art Masterplan for the Town of Whitby is recommended.

NEXT STEPS

Next steps in the development of Whitby's Public Art Policy are outlined below:

- Q1-Q2 2023:
 - Invite proposed members to join Steering Committee and hold initial introductory meeting
 - Develop questions and content for Connect Whitby page and stakeholder interviews with guidance from Communications and Creative Services
- Q2-Q3 2023:
 - Meet with Steering Committee to complete SWOT assessment
 - Build out and launch Connect Whitby Page
 - Develop interview protocols and start internal and external stakeholder interviews
- Q3-Q4 2023
 - Prepare Stakeholder Engagement Summary Report including findings from interviews and public survey
 - Develop Draft Public Art Policy
 - Meet with Steering Committee to gather feedback on Draft Public Art Policy
 - Report to Council with Final Public Art Policy

New and Unfinished Business – General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0001	Fishing in Town Parks	That Staff report back on legal fishing in Town parks, including Port Whitby, after consultation with the fishing community has occurred.	07 May 2018	11 Feb 2019	08 May 2023	
GG-0002	Community and Marketing Services Department Report, CMS 35-18 Re: Cullen Central Park Master Plan	2. That Council direct staff to commence the development of the Cullen Central Park Master Plan with the final Master Plan to be brought forward for Council approval in Q4 2019; and, 5. That Staff identify options to recognize former mayor Marcel Brunelle in Cullen Park.	25 Jun 2018	18 Nov 2019	20 Nov 2023	Community Services staff expect to engage a consultant for the Master Plan this spring to begin the Master Plan. The results will be brought forward for approval in Q4 of 2023.
GG 0004	Correspondence # 2020-77 from Karey Anne Large, Executive Director, Downtown Whitby Business Improvement Area, dated January 2, 2020 regarding the Downtown Whitby Business Improvement Area's Annual Report, the 2020 Proposed Budget, and Disbursement Schedule.	That the Commissioner of Corporate Services/Treasurer be directed to report back on the development of a policy to deal with grant and in-kind requests, including predetermined criteria and scoring, in order to ensure grants are based on needs and targeted outcomes.	9-Mar-20	21 Sep 2020	06 Mar 2023	

New and Unfinished Business – General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG 0005	Public Works (Operations) Department Report, PW 17-21 Re: Vimy Memorial Park	3. That staff report back to Council on the progress of the park agreement along with refined budget implications prior to assumption.	21 Jun 2021	13 Jun 2022	12 Jun 2023	
GG 0006	Financial Services Department Report, FS 37-21 Re: Town-Owned Land Strategy	That the properties at Part of Lot 25, 26, Conc. 4, Portion of PIN 26569 0285 (LT), Broadleaf and McKinney, as shown on Attachment #15 and Part Lot 25, Con. 2, now 40R-1655, Part 6, PIN 26532 0244 (LT), known municipally as 500 Garden Street, as shown on Attachment #3 be referred to staff to investigate zoning opportunities that would maximize the land value.	27 Sep 2021	05 Jun 2023		
GG 0007	Community Services Department Report, CMS 19-21 Re: Unnamed West Whitby Park – Park Name Survey Results	3. That staff be directed to review the Municipal Property and Facility Naming Policy (MS 250) and report back with any recommended revisions to update the policy.	29 Nov 2021	16 Jan 2023	23 Oct 2023	
GG 0008	Public Works (Operations) Department Report, PW 35-21 Re: Proposed New Waste Collection By-law	3. That Staff report to Council on townhouses, multi-residential and other properties that are not currently serviced for waste collection by the Town of Whitby and report on the feasibility and cost implications of including these properties in the Town's waste collection service to ensure that there are no gaps with respect to the implementation of upcoming extended producer responsibility legislation from the Province of Ontario.	29 Nov 2021	13 Jun 2022	05 Dec 2022	

New and Unfinished Business – General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0009	Participatory Budgeting	That the Town of Whitby staff report back on a participatory budget pilot project in 2022 to be implemented in the 2023 budget process.	29 Nov 2021	06 Jun 2022	13 Jun 2022	
GG-0010	Memorandum from C. Harris, Town Clerk, dated November 10, 2021 regarding Whitby Diversity and Inclusion Advisory Committee Request to Rename Dundas Street	2. That Town of Whitby staff be directed to prepare a report for Council for Q2 that will identify a process to begin community engagement including consultation with the advisory committees and stakeholders on the question of renaming Dundas Street through the Town of Whitby, and highlight the public and private sector cost implications.	31 Jan 2022			
GG-0012	Legal and Enforcement Services Department Report, LS 04-22 Re: Amendments to Property Standards By-law # 6874-14, Hedge Heights and Management of Vermin	That Report LS 04-22 with respect to hedge heights, be referred back to Staff for a report to Council in Q2 to review and propose changes to the Property Standards By-law including the definition relating to hedges and best practices with respect to hedge heights restrictions and best practices with respect to the removal of hedge heights according to arborists.	07 Mar 2022	13 Jun 2022	08 May 2023	

New and Unfinished Business – General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0013	Correspondence # 2022-133 received by C. Harris, Town Clerk, from John Semjan dated February 28, 2022 regarding Dry Saw Cutting Asphalt, Stone, and Concrete on Residential Home Improvement Projects	2. That Council shall direct staff to further investigate and research to determine best practices in neighbouring municipalities and report back to Council through a report on the merits and financial implications of a residential construction dust permit system.	11 Apr 2022	19 Sep 2022		
GG-0014	Legal and Enforcement Services Department Report, LS 05-22 Re: Noise By-law Review and Proposed Amendments	4. That Staff report back to Committee on the success/outcome of the pilot project by Q2 of 2023.	11 Apr 2022	19 Jun 2023		
GG-0015	Fire and Operational Services (Fire and Emergency Services) Department Report, FOS(FES) 02-22 Re: Report and Recommendations of Changes to the Bylaw to Regulate the Sales and Discharge of Fireworks	2. That Council direct staff to review By-law # 6339-10, in consideration of the Connect Whitby fireworks public survey results, and provide recommendations in the first quarter of 2023 for further revisions to the by-law.	16 May 2022	06 Mar 2023		
GG-0016	Community Services Department Report, CMS 08-22 Re: Update on the Construction Cost Estimate for the Whitby Sports Complex (WSC) Project	3. That Staff report back to Council for direction, following completion of the detailed design and construction documentation, including final construction cost estimates, prior to issuing construction tender documents.	20 Jun 2022	23 Jan 2023	27 Feb 2023	

New and Unfinished Business – General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0017	Office of the Chief Administrative Officer Report, CAO 18-22 Re: Climate Emergency Response Plan Phase 2: Mitigation-Interim Report	2. That Council direct staff to bring back a detailed implementation strategy in 2023 for Council consideration that demonstrates the actions that allow the community to achieve these targets.	26-Sep-22	30 Oct 23		