



Committee of the Whole Revised Agenda

Monday, May 8, 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.

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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
 - 5.3 Correspondence

5.4 Staff Reports

5.4.1 PDE 01-23, Planning and Development (Engineering Services) Department Report

Re: Trans Canada Pipelines Facility Upgrades at Roadway Crossings in North Brooklin - Engineering and Construction

Recommendation:

1. That Council authorizes the Commissioner of Planning and Development to enter into an agreement with Trans Canada Pipelines (TCPL), substantially upon the terms and conditions set out in Attachment 1 of Report PDE 01-23, to include Engineering and Construction of pipeline upgrades associated with roadway crossings at Columbus Road and Cedarbrook Trail, as part of TCPL's larger project to upgrade pipelines through the Brooklin community; and,
2. That Council authorizes the Commissioner of Planning and Development to enter into a future agreement with TCPL to include Engineering and Construction of pipeline upgrades associated with roadway crossings at Ashburn Road and Brawley Road, as part of TCPL's larger project to upgrade pipelines through the Brooklin community, subject to cost estimates being within the approved budget for capital project #40236055.

5.4.2 PDE 06-23, Planning and Development (Engineering Services) Department Report

Re: Updates to Traffic By-law # 1862-85, No Parking

Recommendation:

1. That Council approve the proposed amendments to Traffic By-law # 1862-85, to incorporate changes to Schedule "A" and Schedule "B", as identified in Attachment # 4; and,
2. That a by-law to amend By-law # 1862-85 be brought forward for the consideration of Council.

5.4.3 PDE 07-23, Planning and Development (Engineering Services) Department Report

Re: Update to Traffic By-law # 1862-85, Dryden Boulevard Speed Limit

Recommendation:

1. That Council approve the proposed amendments to Traffic By-law # 1862-85, to incorporate the changes to Schedule "P" of the By-law, as identified in Attachment # 2;
2. That a by-law to amend By-law # 1862-85 be brought forward for the consideration of Council; and,
3. That Council direct the Clerk to provide a copy of Report PDE 07-23 to Durham Regional Police Service.

5.5 New and Unfinished Business - Planning and Development

5.5.1 New and Unfinished Business - Planning and Development

6. General Government

6.1 Presentations

- 6.1.1 Todd Brown, President and Principal Planner, Monteith Brown Planning Consultants (In-Person Attendance)
Re: Community Services Department Report, CMS 04-23
Parks and Recreation Master Plan - Background and Community Engagement Summary Report

Refer to Item 6.4.1, CMS 04-23

6.2 Delegations

6.3 Correspondence

6.4 Staff Reports

- 6.4.1 CMS 04-23, Community Services Department Report
Re: Parks and Recreation Master Plan - Background and Community Engagement Summary Report

Recommendation:

1. That Council receive the Parks and Recreation Master Plan - Background and Community Engagement Summary Report for information; and,
2. That Staff report back to Council with a draft Master Plan of Recommendations in the fall of 2023.

- 6.4.2 CMS 05-23, Community Services Department Report
Re: June is Recreation and Parks Month, Seniors Month and Pride Month

Recommendation:

That report CMS 05-23 be received for information.

- 6.4.3 CLK 04-23, Office of the Town Clerk Report
Re: Review of the 2022 Municipal Election

Recommendation:

That Report CLK 04-23 be received for information.

*6.4.4 FS 03-23, Community Services Department and Financial Services Department Joint Report

Re: T-9-2023 Supply and Delivery of Dump Trucks

Recommendation:

1. That the Town proceed with an award to the low bid as received from Premier Truck Group for the Supply and Delivery of Dump Trucks, in the amount of \$3,696,000 (plus applicable taxes) funded from the capital projects as outlined in Table 4 of Report FS 03-23;
2. That the revised cost estimate for the supply and delivery of eight dump trucks in the amount of \$3,767,049.60, (inclusive of the proposed award) as outlined in Table 4 of Report FS 03-23, be approved; and,
3. That the budget shortfall in the amount of \$1,281,969.60 be funded from the asset management reserve, in the amount of \$1,105,503.60, and Development Charges reserve funds, in the amount of \$176,466, as outlined in Table 5 of Report FS 03-23.

6.4.5 FS 15-23, Financial Services Department Report

Re: Update on Property Tax Assessment Appeals and Adjustments

Recommendation:

That Report FS 15-23 be received as information.

*6.4.6 FS 20-23, Financial Services Department and Community Services Department Joint Report

Re: Proposed Five-Year License Agreement with Town Brewery for a Portion of 269 Water Street (the Town-Owned Pump House Property)

Recommendation:

1. That the Mayor and Clerk be authorized to execute a License Agreement between the Town of Whitby and Town Brewery Inc. (substantially upon the terms and conditions set out in Attachment 2 of Report FS 20-23 and the satisfaction of the Commissioners of Financial Services/Treasurer and Legal and Enforcement Services/Town Solicitor), for the purposes of a pilot program of up to five (5) years for a pop-up food and beverage operation in a 750 square metre area of the Town-owned property at 269 Water Street;
2. That Council hereby declares the pop-ups at 269 Water Street to be Events of Municipal Significance as required by the Alcohol and Gaming Commission of Ontario (AGCO) for the purpose of applying for a Special Occasion Permit; and,
3. That Council supports Town Brewery Inc. applying to the AGCO for an extension of its Liquor Sales Licence, or to obtain a separate licence, to cover the pop-up operation at 269 Water Street.

6.5 New and Unfinished Business - General Government

6.5.1 New and Unfinished Business - General Government

7. Adjournment

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Trans Canada Pipelines Facility Upgrades at Roadway Crossings in North Brooklin – Engineering and Construction

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: PDE 01-23

Department(s) Responsible:

Planning and Development Department
(Engineering Services)

Submitted by:

Roger Saunders, Commissioner,
Planning and Development, x4309

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

For additional information, contact:

Peter Angelo, Director, Engineering
Services, x4918

1. Recommendation:

1. That Council authorizes the Commissioner of Planning and Development to enter into an agreement with Trans Canada Pipelines (TCPL), substantially upon the terms and conditions set out in Attachment 1 of Report PDE 01-23, to include Engineering and Construction of pipeline upgrades associated with roadway crossings at Columbus Road and Cedarbrook Trail, as part of TCPL's larger project to upgrade pipelines through the Brooklin community; and,
2. That Council authorizes the Commissioner of Planning and Development to enter into a future agreement with TCPL to include Engineering and Construction of pipeline upgrades associated with roadway crossings at Ashburn Road and Brawley Road, as part of TCPL's larger project to upgrade pipelines through the Brooklin community, subject to cost estimates being within the approved budget for capital project #40236055.

2. Highlights:

- Trans Canada Pipelines (TCPL) is currently planning to undertake the final engineering and construction work for Pipeline upgrades in North Brooklin.
- As identified in staff report PDE-05-23, cost efficiencies to be achieved by including the existing Town road crossing locations in TCPL's current scope of work.
- TCPL has initiated Engineering and Construction work for two (2) locations: MLV 133 to 134 line 100-1 and MLV 133 to 134 line 100-2 pipelines (Cedarbrook Trail and Columbus Road crossings).
- The cost of the Engineering and Construction work for the two (2) crossing locations, including all mark ups, expenses, charges, overheads, royalties, taxes, duties, license or permit fees is estimated to be \$2,300,000.
- An Agreement has been prepared to define the relationship between the Town and TCPL in the delivery of the project and to guide the work required.

3. Background:

Engineering staff have been consulting with TCPL on pre-engineering, engineering and required construction works over the last 6 months regarding their planned upgrades to the two pipelines crossing northwest to southeast in north Brooklin. The upgrades are required to accommodate future population growth, but do not include crossings of existing roadways in the Town, as they are off sufficient design for current conditions. However, as identified in the Brooklin Roads EA, several crossing locations are subject to widening in the future (i.e., Ashburn Road, Brawley Road, Cedar Brook Trail, and Columbus Road). The widening / urbanization of these roadways at the crossing locations will require an upgrade of the existing pipelines.

TCPL has initiated engineering and construction activity for two crossings, Cedarbrook Trail and Columbus Road, with completion being end of May for Cedarbrook Trail and June for Columbus Road.

These projects are included in the scope under the 2023 capital project #40236055 Columbus Road – Trans Canada Pipelines, in the amount of \$6,000,000.

4. Discussion:**Approach to Project Execution:**

- Per the Brooklin North Major Roads Environmental Assessment, there are several crossings of the TCPL pipelines in north Brooklin that are to be widened in the future to support development.
- The existing pipelines are currently of appropriate standard for the existing design and load of the road.
- The widening of the roads will require upgrades to the pipeline at each crossing location.
- Engineering and Construction work to be initiated and completed for two (2) locations: MLV 133 to 134 line 100-1 and MLV 133 to 134 line 100-2 pipelines (Cedarbrook Trail and Columbus Road crossings).

- Engineering, procurement, and construction work associated with the upgrading of the Facilities at the Crossing Locations includes the following:
 - project management;
 - planning, engineering, resource strategizing;
 - site visits/field verifications;
 - survey access maps/stake outs;
 - land access, crossing agreements, and permitting;
 - environmental assessment and permits;
 - contractor selection and award;
 - contractor mobilization/de-mobilization;
 - all required material & shipping including but not limited to pipeline steel, backfill material, and hydrotest water;
 - labour and equipment associated with construction activities;
 - non-destructive inspection and field supervision services;
 - Hydrotesting;
 - support services including land surveying, landowner engagement, supplier engagement and legal reviews; and
 - Pipe Procurement; and
 - project closeout.

Advantages to Approach:

- A partnership between the Town and TCPL provides an opportunity to execute work quickly and efficiently;
- Approach minimizes the cost for engineering and construction work for the municipal road crossings; and
- Approach ensures consistency of work through use of a single engineering team that is familiar with TCPL standards and needs as they relate to the pipeline upgrade.

A draft agreement has been prepared by TCPL and reviewed by the Town's Legal Services. It is recommended that Council delegate the authority to the Commissioner of Planning and Development to execute the Draft Agreement (Refer to Attachment No. 1), to allow the project to proceed.

5. Financial Considerations:

The project has been included in the proposed 2023 Capital Budget under project #40236055 Columbus Road – Trans Canada Pipelines in the amount of \$6,000,000. Funding for the project is as follows:

\$5,100,000	DC Roads and Related Townwide Infrastructure Reserve Fund
<u>\$ 900,000</u>	Growth Reserve Fund
<u>\$6,000,000</u>	

Pre-budget approval (2023 budget) for the project was received from Town of Whitby Council in January 2023 so TCPL could proceed with pre-engineering work for all four roads at a cost of \$600,000. The proposed \$2,300,000 for Engineering and Construction at Columbus Road and Cedarbrook Trail will leave a balance of \$3,100,000 (= \$6,000,000 - \$600,000 - \$2,300,000) for Engineering and Construction works at the remaining two locations, Ashburn Road and Brawley Road.

Once the Pre-Engineering work for the remaining two crossings is complete, TCPL will provide an update to the Town along with cost estimates for the detailed Engineering and Construction phase for the remaining two roads. Subject to the cost estimate for Ashburn Road and Brawley Road being within the remaining budget for capital project #40236055, it is recommended that the Commissioner of Planning and Development also be authorized to enter into a future agreement with TCPL for the Engineering and Construction of pipeline upgrades associated with roadway crossings for these two roads as part of TCPL's larger project to upgrade pipelines through the Brooklin community.

6. Communication and Public Engagement:

N/A

7. Input from Departments/Sources:

Engineering Services staff will continue to collaborate with Planning Services, Financial Services, and Communications and Creative Services to address project needs and issues as they arise.

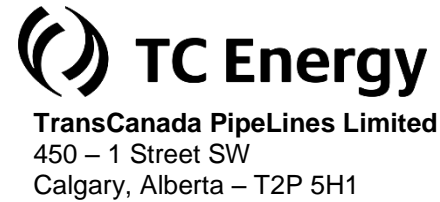
8. Strategic Priorities:

Report PDE 01-23 is consistent with the findings and recommendations of the approved Brooklin Secondary Plan, Comprehensive Block Plan, and the Brooklin North Major Roads EA.

The advancement of the design and construction of road improvement projects in a timely manner to support and facilitate approved developments in north Brooklin align with the objectives of the Corporate Strategic Plan to provide a consistent, optimized, and positive customer service experience.

9. Attachments:

Attachment 1: Engineering and Construction Agreement - Brooklin Block Plan Road Widenings DRAFT



4/10/2023

Attention: **Peter Angelo P. Eng**
Director of Engineering
Town of Whitby
angelop@whitby.ca

Re: Final engineering, procurement and construction work on a section of pipeline owned by TransCanada PipeLines Limited (“Pipeline Company”) to accommodate the development of the proposed Brooklin Block Plan Road Widenings by The Corporation of the Town of Whitby (the “Town”)

The Town is pursuing the development of the Brooklin Block Plan Road Widenings (“**Project**”). The Pipeline Company’s MLV 133 to 134 line 100-1 and MLV 133 to 134 line 100-2 pipelines (“**Facilities**”) are affected by the Project and modifications to the pipelines will be required to accommodate future population growth in the Brooklin area. As identified in the Brooklin North Major Roads Environmental Assessment, roads will be widened over the Pipeline Company’s Facilities at locations as noted in the table below:

Table of Crossing Locations:

Location	Pipeline	Station Series	Approx. Start Chainage (m)	Approx. End Chainage (m)	Approx. GPS location lat/long	Approx. Length (m)
Cedarbrook Trail	100-1	1000	11002	11044	43.97449N,78.97258W	42
	100-2	1000	10994	11032	43.97443N,78.97255W	38
Columbus Road E	100-1	1000	12260	12312	43.97164N,78.95797W	52
	100-2	1000	12234	12287	43.97162N,78.95807W	53

The construction of the Project requires certain alterations to the Pipeline Company’s Facilities at the Crossing Locations. The Town requested and the Pipeline Company agrees to complete all engineering, procurement and construction activities associated with altering the Facilities at the Crossing Locations necessary for the Project to proceed. This agreement sets out the engineering, procurement and construction activities that will be undertaken by the Pipeline Company within the Crossing Locations, the estimated costs associated with same, and who will bear such costs.

This agreement does not give the Town the authority to cross the Pipeline Company's Facilities at the Crossing Locations. Any crossings required for the Project shall be addressed under separate agreement(s).

1. Scope of Work

The engineering, procurement and construction work associated with the upgrading of the Facilities at the Crossing Locations includes the following:

- (a) project management;
- (b) planning, engineering, resource strategizing;
- (c) site visits/field verifications;
- (d) survey access maps/stake outs;
- (e) land access, crossing agreements, and permitting;
- (f) environmental assessment and permits;
- (g) contractor selection and award;
- (h) contractor mobilization/de-mobilization;
- (i) all required material & shipping including but not limited to pipeline steel, backfill material, and hydrotest water;
- (j) labour and equipment associated with construction activities;
- (k) non-destructive inspection and field supervision services;
- (l) Hydrotesting;
- (m) support services including land surveying, landowner engagement, supplier engagement and legal reviews; and
- (n) Pipe Procurement;
- (o) project closeout.

(Collectively, the "**Work**").

- 2. The Town will reimburse the Pipeline Company for one hundred percent (100%) of the cost to complete the Work including all mark-ups, expenses, charges, overheads, royalties, taxes, duties, license or permit fees relating to the Work (the "**Price**"), to a maximum estimated cost of **Two Million Three Hundred Thousand Dollars (CDN \$2.3 million)** ("**Estimated Cost**").
- 3. The Town acknowledges and agrees that the Estimated Cost is an estimate only and not a firm price of the costs and expenses associated with completing the Work.

4. If the Pipeline Company at any time during the performance of the Work determines that it will or is likely to incur costs and expenses or be required to perform additional or different engineering work ("**Additional Work**"), likely to result in the Price exceeding the Estimated Cost in Section 2 ("**Excess Costs**"), then the Pipeline Company shall notify the Town of the Excess Costs. If the Town agrees to pay the said Excess Costs, then:
 - a) this Agreement shall be deemed amended such that any reference to Price shall include the Excess Costs;
 - b) this Agreement shall be deemed amended such that any reference to Additional Work shall include the work detailed in a notice which the Pipeline Company shall deliver to the Town; and,
 - c) the Pipeline Company shall issue an estimate of the Excess Costs to the Town and the Town shall pay such estimate prior to the Pipeline Company commencing or continuing its performance of any Work.
5. Termination
 - a) The Town shall be entitled, subject to Section 6, to terminate this Agreement for any reason upon giving written notice to the Pipeline Company.
 - b) The Pipeline Company shall be entitled to terminate this Agreement should the Town fail to make any payments of amounts owing hereunder.
 - c) If this Agreement is terminated for any reason, then the Pipeline Company shall invoice the Town an amount equal to the aggregate of all costs and expenses paid or incurred by the Pipeline Company, or for which the Pipeline Company is or may become liable, in the performance of the Work up to and including two (2) business days following the date that the Pipeline Company receives notice terminating this agreement, including without limitation all cancellation and shut down costs paid or to be paid by the Pipeline Company. In addition, the Pipeline Company, at its sole discretion, shall be authorized to complete all additional Work following the date of termination which the Pipeline Company deems necessary to complete in order to ensure the safety and integrity of the Pipeline Company Facilities, and all costs and expenses paid or incurred by the Pipeline Company or for which the Pipeline Company is or may become liable for in connection therewith shall be borne by the Town.
6. The Pipeline Company shall provide the Town a final invoice (the "**Final Invoice**") no later than six (6) months following the completion of the Work or such other date as may be agreed to in writing by both parties. Payment, if applicable, shall be remitted by the Town to the Pipeline Company in the manner indicated on the Final Invoice within thirty (30) days of receipt by the Town of such Final Invoice.
7. Performance of the Work will commence upon execution of this Agreement by both parties and delivery of the fully executed Agreement to the Pipeline Company Representative.
8. The Pipeline Company shall provide the Town with quarterly invoices and supporting documentation for reimbursement throughout the Project. Payment shall be remitted by the Town to the Pipeline Company within thirty (30) days of receipt by Town of such invoice.
9. The Pipeline Company shall own all pipeline assets, including the slabs, acquired or supplied during the performance of the Work.

10. The Town shall comply with all reasonable instructions from the Pipeline Company and shall obtain and comply with all crossing approvals and conditions as required pursuant to applicable legislation.
11. The Pipeline Company shall not be liable or responsible for any costs, losses, damages, expenses or delays due to any reason beyond the reasonable control of the Pipeline Company, including without limitation, labour disruptions, in connection with the Work, unless such costs, losses, damages, expenses or delays are caused by the Pipeline Company's negligence or willful misconduct.
12. The Pipeline Company may subcontract any or all of the performance of the Work to one or more contractors or subcontractors.
13. Notwithstanding anything in this Agreement to the contrary, the Town shall indemnify and save harmless the Pipeline Company, its directors, officers, employees, contractors, subcontractors and representatives, from and against all third-party actions, proceedings, claims and demands which may be brought against the Pipeline Company as a result of any act or omission of the Town, its servants, agents, contractors, subcontractors or employees in respect of the Work under this Agreement. This indemnity shall survive the termination of this Agreement.
14. Notwithstanding anything in this Agreement to the contrary, the Pipeline Company shall indemnify and save harmless the Town, its elected and appointed officials, directors, officers, employees, and representatives, from and against all third-party actions, proceedings, claims and demands which may be brought against the Town as a result of any act or omission of the Pipeline Company, its servants, agents, contractors, subcontractors or employees in respect of the Work under this Agreement. This indemnity shall survive the termination of this Agreement.
15. Without in any way limiting the liability of either party under this Agreement, each party shall obtain and keep in force during the term of this Agreement the following insurance:
 - a) Each party and its contractors shall, at their own expense, carry and keep in full force and effect:
 - i. commercial general liability insurance with an inclusive limit for personal injury and property damage of Five Million Dollars (\$5,000,000). The policy shall include the other party as an additional insured; and,
 - ii. automobile liability insurance with an inclusive limit for bodily injury (including passengers) and property damage of Two Million Dollars (\$2,000,000).
 - b) Either party, upon request of the other party, shall furnish certificate of insurance, satisfactory to the requesting party, evidencing the required coverage.
16. Unless otherwise expressly stated herein, notices and invoices to be given under this Agreement shall be in writing and addressed to the parties as follows:
 - a) The Pipeline Company Representative pursuant to this agreement shall be:

Sarah Abdulla, P. Eng
Pipeline Integrity Engineer
TransCanada PipeLines Limited
450 – 1 Street S.W.
Calgary, Alberta -T2P 5H1
Ph: (587) 933-8472

b) The Town Representative pursuant to this Agreement shall be:

For notices under this Agreement:
The Corporation of the Town of Whitby
575 Rossland Road East
Whitby, ON L1N 2M8
Facsimile: 905-686-7005
Email: clerk@whitby.ca
Attention: Town Clerk

For invoices under this Agreement:

Email: bumsteadp@whitby.ca
Attention: Paul Bumstead, B.E.S.
Senior Project Manager

17. Each party shall have the right to assign any of its rights or obligations under this Agreement to an affiliate without the prior consent of the other party, however each party must provide written notice to the applicable Representative identified in Section 16 prior to assigning any rights or obligations under the Agreement.
18. This Agreement shall be governed by and be construed according to the laws of Ontario and the laws of Canada applicable therein, without giving effect to any choice or conflict of law rules or provisions thereof which may direct the application of the laws or rules of another jurisdiction. The parties agree to the non-exclusive jurisdiction of the Ontario courts and courts of appeal with respect to any matter arising under this Agreement.
19. Time is of the essence of this Agreement.
20. This Agreement may be executed and delivered (including by facsimile or other electronic transmission) by the different parties hereto in separate counterparts, each of which will, when executed, be deemed an original and all of which taken together will constitute one and the same Agreement.

In witness whereof the parties have executed this Agreement effective as of _____.

The Corporation of the Town of Whitby

Per: _____

Name:

Title:

Per: _____

Name:

Title:

TransCanada PipeLines Limited

Per: _____

Name:

Title:

Per: _____

Name:

Title:

Approved as to Form and Content

Credit and Risk	
Insurance	
Legal	
Business Unit	

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Updates to Traffic By-law # 1862-85 No Parking

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: PDE 06-23

Department(s) Responsible:

Planning and Development Department
(Engineering Services)

Submitted by:

Roger Saunders, Commissioner,
Planning and Development

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Peter Angelo, Director, Engineering
Services, X4918

Chris Potvin, Program Manager,
Transportation Services, X4980

1. Recommendation:

1. That Council approve the proposed amendments to Traffic By-law # 1862-85, to incorporate changes to Schedule "A" and Schedule "B", as identified in Attachment # 4.
2. That a by-law to amend By-law # 1862-85 be brought forward for the consideration of Council.

2. Highlights:

- No Stopping or No Parking restrictions are proposed on Des Newman Boulevard, Jim Flaherty Street and Price Street.
- Parking or Stopping restrictions are proposed to improve resident safety, to assist in the operation of emergency vehicles, and to ensure safe access to adjacent properties.
- The cost to supply and install the additional No Parking/Stopping signage is anticipated to be in the order of \$31,500.00.

3. Background:

Traffic By-Law # 1862-85 regulates traffic on highways in the Town, including such matters as parking restrictions, speed limits and community safety zones.

Residents and business owners have requested that parking or stopping be prohibited on certain streets, including Des Newman Boulevard, Jim Flaherty Street and Price Street.

4. Discussion:

In response to the above requests, staff have observed parking behaviour and propose that the following stopping or parking prohibitions be considered by Council.

Des Newman Boulevard

Des Newman Boulevard is a four-lane arterial road in the West Whitby area. Adjacent land uses include commercial, residential and a district park. It has been observed that residents of the neighbourhoods adjacent to Des Newman Boulevard, as well as tradespeople and businesses serving the adjacent uses, park on Des Newman Boulevard. This parking activity restricts the capacity of the road and presents a hazard to through traffic. As development continues the road volume is expected to increase.

It is proposed that a “No Stopping” restriction be placed along certain segments of Des Newman Boulevard as illustrated on Attachment # 1.

Jim Flaherty Street (Formerly Gordon Street)

Jim Flaherty Street is a collector road and is located north of Victoria Street. Adjacent land uses include: the Iroquois Park Sports Complex, including sports fields; the Abilities Centre; industrial and commercial uses; and future development lands. Businesses and heavy truck operators in the industrial/commercial lots have reported operational and safety concerns with parking along Jim Flaherty Street when the park is used for games and/or practices. To ensure safe and efficient passage of large trucks, and to ensure safety of the participants, “No Parking” restrictions are proposed between Nordeagle Avenue and the north terminus of Jim Flaherty Street. A No Parking restriction will allow for people/equipment to be dropped off or picked up. Parking is available at the Iroquois Park Sports Centre.

The proposed segment for the “No Parking” restriction along Jim Flaherty Street is illustrated on Attachment # 2.

Price Street

Price Street is an 8.0 meter(m) wide local road in Downtown Brooklin. The east side of Price Street is comprised primarily of backlots for commercial and retail uses fronting on Baldwin Street. The west side is comprised of residential uses. Vehicles have been observed parking on the east side of Price Street to access adjacent businesses. Residents report that when vehicles are parked on the road, backing maneuvers from their driveways are uncomfortable and difficult. There are also concerns that when the roadway is narrowed due to snow windrows, the parked vehicles may make the street impassable to 2-way traffic. Residents have requested that parking be restricted

to prevent collisions. A No Parking restriction is proposed on the east side of Price Street between Vipond Road and Way Street, as illustrated on Attachment # 3.

5. Financial Considerations:

The cost to supply and install the additional No Parking/Stopping signage proposed in Report No. PDE 06-23 is anticipated to be in the order of \$31,500.00, to be applied to capital project 40236068 Misc. Signage and Pavement Markings.

6. Communication and Public Engagement:

Not applicable.

7. Input from Departments/Sources:

Parking Services has been consulted regarding enforcement of these amendments to the By-law.

8. Strategic Priorities:

As a safety and operational measure, this meets the Town's strategic priorities of both people and service.

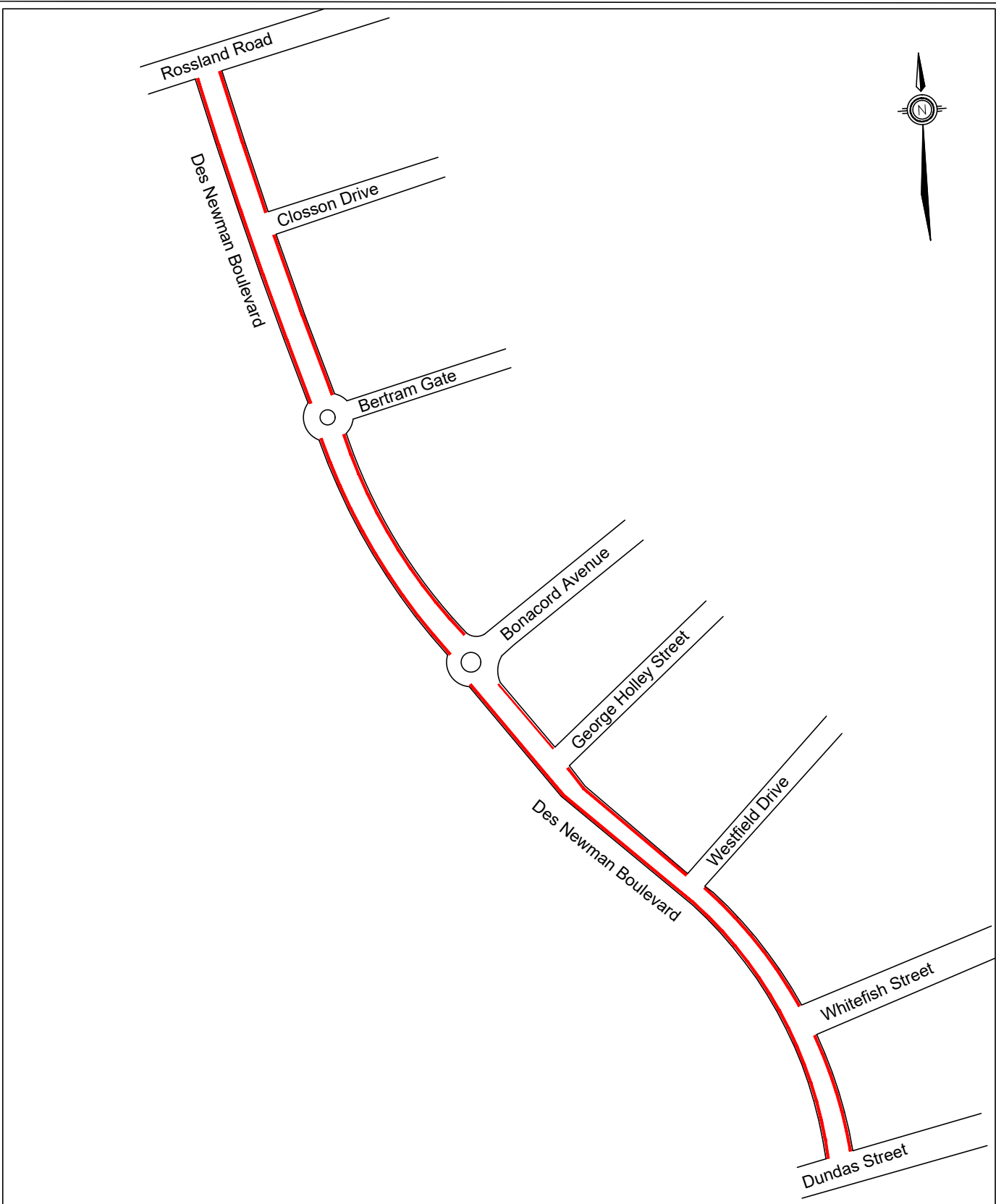
9. Attachments:

Attachment 1 – Proposed Des Newman Boulevard No Stopping Restriction


Attachment 2 – Proposed Jim Flaherty Street No Parking Restriction

Attachment 3 – Proposed Price Street No Parking Restriction

Attachment 4 – Draft By-law # 1862-85



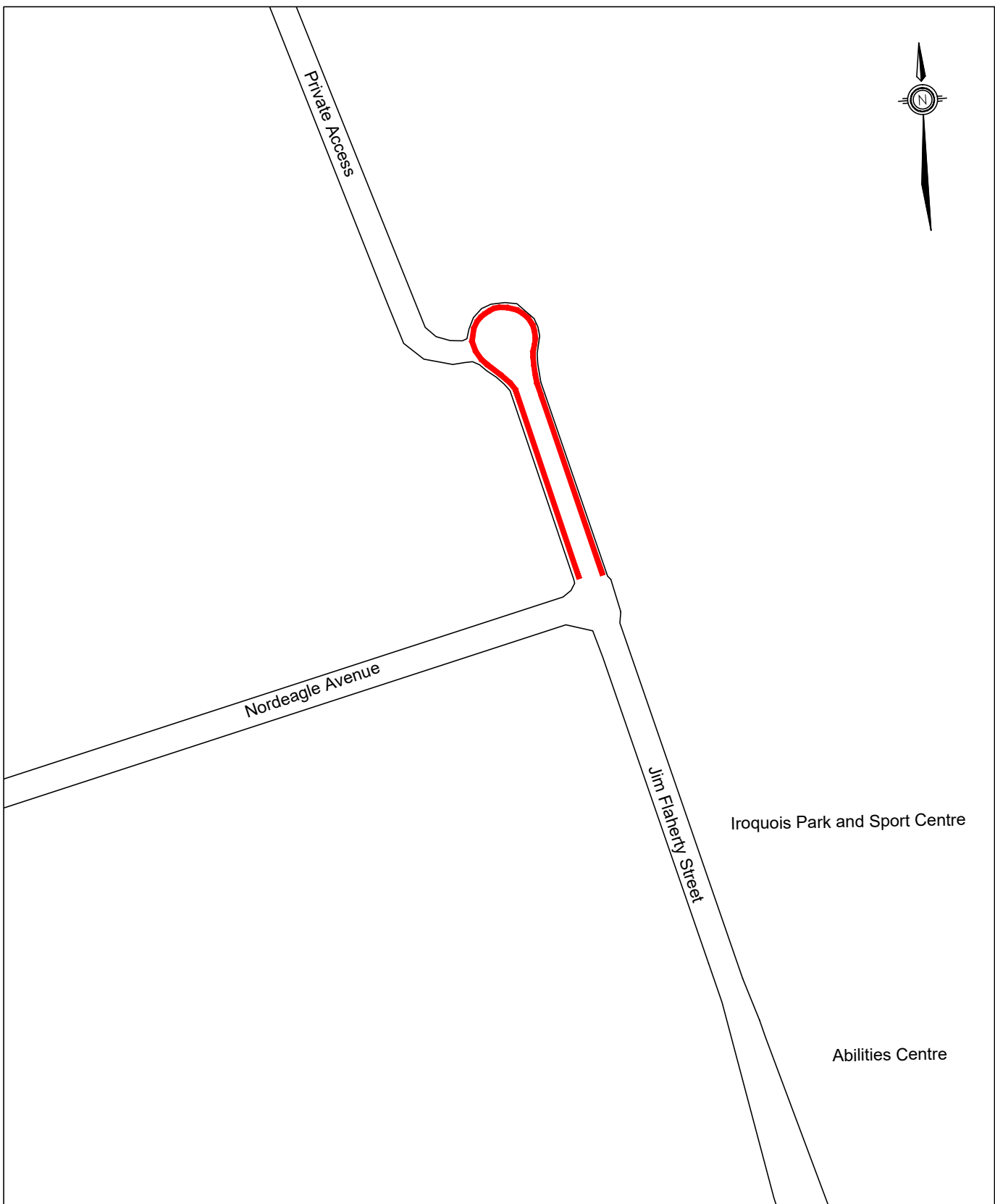
Legend:

 Proposed No Stopping



Proposed No Stopping - Des Newman Boulevard

PDE-06-23
Attachment 1

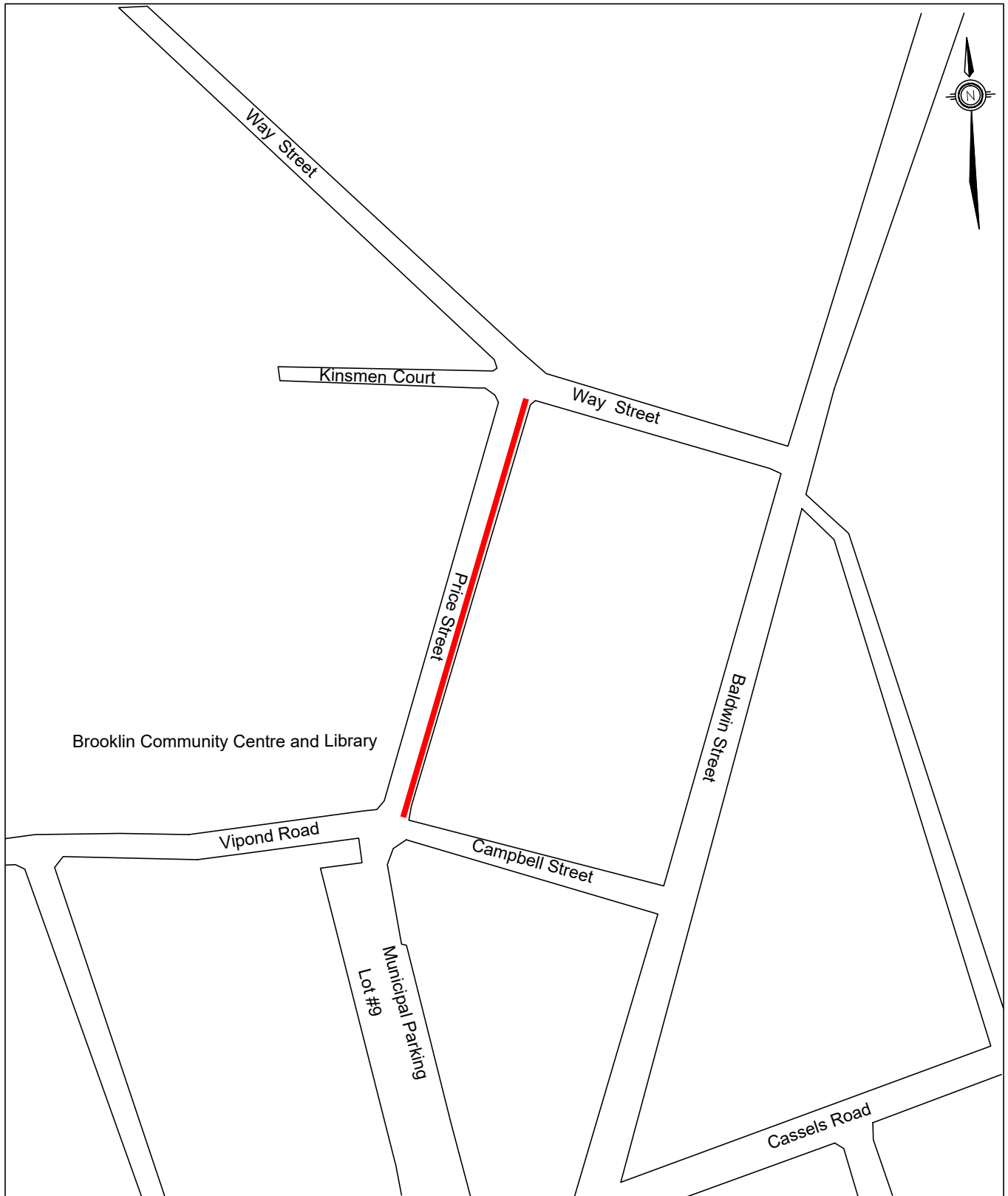


Legend:
— Proposed No Parking




Proposed No Parking - Jim Flaherty Street

PDE-06-23
Attachment 2



Legend:

 Proposed No Parking



Proposed No Parking - Price Street

PDE-06-23
Attachment 3



Town of Whitby

DRAFT By-law # Insert Number

Traffic By-law Amendment

Being a By-law to Amend By-law # 1862-85, being a By-law to Regulate Traffic on the Highways and on Certain Private Roadways in the Town of Whitby

Whereas the Council of The Corporation of the Town of Whitby has passed By-law # 1862-85 to regulate traffic on highways in the Town of Whitby;

And whereas, the Council of The Corporation of the Town of Whitby considers it desirable to amend the provisions of By-law 1# 862-85;

Now therefore, the Council of The Corporation of the Town of Whitby hereby enacts as follows:

1. General

1.1. That Schedule A, No Stopping, is hereby amended, as described in Schedule A hereto attached.

1.2. That Schedule B, No Parking, is hereby amended, as described in Schedule B hereto attached.

2. Effective Date

2.1. The provisions of this by-law shall come into force and take effect on the passing thereof and at such time as proper signage has been erected.

By-law read and passed this 15th day of May, 2023.

Elizabeth Roy, Mayor

Christopher Harris, Town Clerk

Schedule A

Schedule A, No Stopping, to By-law # 1862-85, as amended, is further amended by adding thereto the following:

Column 1 Highway	Column 2 Side	Column 3 Between	Column 4 Prohibited Times or Days
Des Newman Boulevard	East and West	Regional Highway 2 and North Terminus	Anytime

Table 1 - Schedule A, No Stopping, to By-law # 1862-85, as amended, adding thereto

Schedule B

Schedule B, No Parking, to By-law # 1862-85, as amended, is further amended by adding thereto the following:

Column 1 Highway	Column 2 Side	Column 3 Between	Column 4 Prohibited Times or Days
Jim Flaherty Street	East and West	Nordeagle Avenue and North Terminus	Anytime
Price Street	East	Vipond Road and Way Street	Anytime

Table 2 - Schedule B, No Parking, to By-law # 1862-85, as amended, adding thereto

Town of Whitby Staff Report

whitby.ca/CouncilCalendar



Report Title: Update Traffic By-law # 1862-85, Speed Limit on Dryden Boulevard

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: PDE 07-23

Department(s) Responsible:

Planning and Development Department
(Engineering Services)

Submitted by:

Roger Saunders, Commissioner,
Planning and Development

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

For additional information, contact:

Peter Angelo, Director, Engineering
Services, x4918

Tara Painchaud, Senior Manager,
Transportation Services, x4937

1. Recommendation:

1. That Council approve the proposed amendments to Traffic By-law # 1862-85, to incorporate the changes to Schedule "P" of the By-law, as identified in Attachment # 2.
2. That a by-law to amend By-law # 1862-85 be brought forward for the consideration of Council.
3. That Council direct the Clerk to provide a copy of Report PDE 07-23 to Durham Regional Police Service.

2. Highlights:

- Dryden Boulevard is a Type C Arterial Road with a speed limit that varies between 40 km/h, 50 km/h and 60 km/h, depending on the number of lanes and adjacent land use.

- Residents have requested a reduced speed limit adjacent to St Mark the Evangelist Catholic Elementary School located at the intersection of Waller Street and Dryden Boulevard.
- Dryden Boulevard, east of Thickson Road, has recently been modified by reducing vehicular travel lanes and providing dedicated on-road cycling.
- The reduced lanes and on-road cycling, as well as the elementary school, supports a reduced speed limit in certain areas.
- To support pedestrians and cyclists, future Pedestrian Crossovers are planned on Dryden Boulevard at the Hydro Electric Power Corridor (HEPC) and at the intersection of Bakerville Street/Steele Valley Court.
- The costs to change the current speed limit signage and to install additional signage to supplement the speed limit change, is in the order of \$6,000.

3. Background:

Within the Town of Whitby, and consistent with the Highway Traffic Act, the speed limit of roads is 50 km/h unless otherwise posted. Currently, 40km/h speed limits are generally limited to local and collector roads along the frontage of elementary schools and district parks. There are four elementary schools on arterial roads that have “40 km/h When Flashing” signage (during school arrival and dismissal times).

4. Discussion:

In 2022 the Town implemented a lane diet on Dryden Boulevard where the number of vehicle lanes, east of Thickson Road, were reduced from four lanes to two lanes. The curb lanes were repurposed for active transportation and on-road bike lanes were installed. On-road cycling is provided between Anderson Street and Oshawa.

Based on the on-road cycling, as well as the elementary school, staff are proposing a speed of 40 km/h adjacent to St Mark the Evangelist Catholic School, and 50 km/h where on-road cycling is delineated between Anderson Street and Oshawa (see Attachment # 1). The Draft By-law is provided as Attachment # 2.

5. Financial Considerations:

The cost of installing speed limit, including labour and hardware, is approximately \$6,000 and will be funded from capital project 40236403 Future Traffic Signage and Pavement Markings.

6. Communication and Public Engagement:

N/A

7. Input from Departments/Sources:

The enforcement of the posted speed limit is through Durham Regional Police Service.

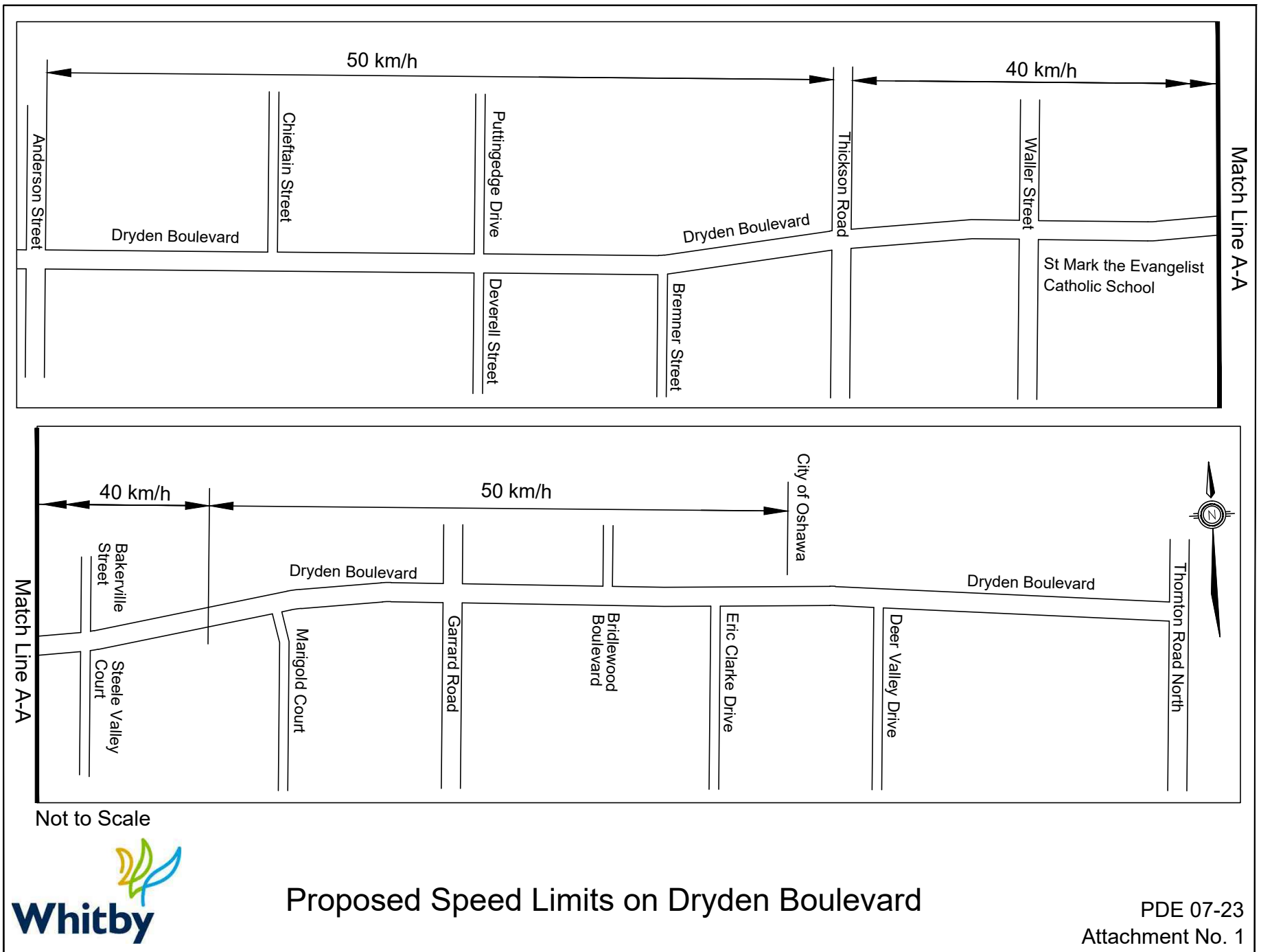
8. Strategic Priorities:

The recommendations contained in this report align with the objectives of the Organization and Customer Priorities of the Corporate Strategic Plan. In addition, sustainable transport is a key sustainability principle. Ensuring residents are highly engaged and participate in the Town's planning and decision-making aligns with the Town's sustainability objectives.

9. Attachments:

Attachment 1: Dryden Boulevard Proposed Speed Limit

Attachment 2: Draft By-law Amendment





Town of Whitby

DRAFT By-law # Insert Number

Traffic By-law Amendment

Being a By-law to Amend By-law # 1862-85, being a By-law to Regulate Traffic on the Highways and on Certain Private Roadways in the Town of Whitby

Whereas the Council of The Corporation of the Town of Whitby has passed By-law # 1862-85 to regulate traffic on highways in the Town of Whitby;

And whereas, the Council of The Corporation of the Town of Whitby considers it desirable to amend the provisions of By-law # 1862-85;

Now therefore, the Council of The Corporation of the Town of Whitby hereby enacts as follows:

1. General

1.1. That Schedule P, Speed Limit, is hereby amended, as described in Schedule A hereto attached.

2. Effective Date

2.1. The provisions of this by-law shall come into force and take effect on the passing thereof and at such time as proper signage has been erected.

By-law read and passed this 15th day of May, 2023.

Elizabeth Roy, Mayor

Christopher Harris, Town Clerk

Schedule A

Schedule P, Maximum Rate of Speed, to By-law # 1862-85, as amended, is further amended by deleting thereto the following:

Column 1 Highway	Column 2 From	Column 3 To	Column 4 Maximum
Dryden Boulevard	Anderson Street	Whitby/Oshawa Border	60 km/h

Table 1 - Schedule P, Maximum Rate of Speed, to By-law # 1862-85, as amended, deleting thereto

Schedule P, Maximum Rate of Speed, to By-law # 1862-85, as amended, is further amended by adding thereto the following:

Column 1 Highway	Column 2 From	Column 3 To	Column 4 Maximum
Dryden Boulevard	Anderson Street	Thickson Road	50 km/h
Dryden Boulevard	Thickson Road	150 m east of St Mark the Evangelist Catholic School	40 km/h
Dryden Boulevard	150 m east of St Mark the Evangelist Catholic School	Whitby/Oshawa Border	50 km/h

Table 2 - Schedule P, Maximum Rate of Speed, to By-law # 1862-85, as amended, adding thereto.

New and Unfinished Business - Planning and Development

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	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	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		

New and Unfinished Business - Planning and Development

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		
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		
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.
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	12 Jun 2023	

New and Unfinished Business - Planning and Development

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
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
P&D-0014	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	2. That staff report back to Council on the interest received for affordable housing opportunities on the subject properties.	20-Mar-23			

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Parks and Recreation Master Plan - Background & Community Engagement Summary Report

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: CMS 04-23

Department(s) Responsible:

Community Services Department

Submitted by:

John Romano, Commissioner,
Community Services

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Sharon Meredith, Sr. Manager of
Recreation

Kim Evans, Supervisor, 55+ Recreation
Services

1. Recommendation:

1. That Council receive the Parks and Recreation Master Plan - Background and Community Engagement Summary Report for information; and,
2. That Staff report back to Council with a draft Master Plan of Recommendations in the fall of 2023.

2. Highlights:

- Once complete, the Parks and Recreation Master Plan will guide decision making related to parks and recreation services in the Town for the next 10 years.
- The first two (2) phases of the Parks and Recreation Master Plan have been completed with all the information captured in a Background and Community Engagement Summary Report written by Monteith Brown Planning Consultants and will be used to inform recommendations of the Master Plan.
- A background review of Whitby's parks and recreation facilities and amenities was conducted through:
 - a review of the Town's background materials/reports/statistical data,

- development of a project steering committee,
- creation of a demographic profile, inventories, and mapping,
- a review of parks and recreation sector trends and best practices, and
- by conducting site tours of local parks and facilities.
- Community engagement was conducted from November 2022 to February 2023 with over 4,700 people engaged. This included:
 - A project portal created in Connect Whitby along with project emails,
 - A community survey with 1,431 responses representing 4,600 people of all ages (through their household contacts),
 - Stakeholders focus groups (5),
 - In-person pop-up events (12),
 - Virtual public consultation sessions (3),
 - Staff workshops (4), and
 - Council interviews - 2022-2026 Council Members (9).

3. Background:

In September of 2021, Council approved the Parks and Recreation Master Plan Terms of Reference [CMS 15-21](#) to update the 2006 Culture, Parks, Recreation and Open Space Plan (CPROS Plan) for the Town of Whitby.

Whitby is expected to experience population growth of 25% over the next 10 years, particularly in West Whitby, Brooklin and in established areas through intensification. This growth will increase demand on parks and recreation amenities, programs, and services. The Parks and Recreation Master Plan will provide a road map to prioritize and address these community needs. The plan will focus primarily on parks, open spaces, recreation programming, services, and facilities, including the Marina.

The Master Plan development is organized into the following four phases:

- Phase 1 – Background Review (Q3 2022)
- Phase 2 – Community Engagement (Q4 2022)
- Report to Council on Phase 1 and Phase 2 (Q2 2023)
- Phase 3 – Plan Development – consultation, strategies, actions (Q2 – Q3 2023)
- Phase 4 – Draft Plan Review / Community Consultation (Q3 – Q4 2023)
- Report to Council with Draft Recommendations (Q4 2023)

Now that Phases 1 and 2 are complete, Staff are reporting back to Council the status of the project and provide the Background and Community Engagement Summary Report, in accordance with the work plan in the Terms of Reference.

4. Discussion:

The Parks and Recreation Master Plan is a critical guiding document that will be used to inform and support decisions, related to Parks and Recreation services in Whitby. The information contained in the Background and Community Engagement Summary Report will be used to develop strategies and recommendations for the future provision of

Parks and Recreation services. Phase 1 consisted of developing a background report and Phase 2 consisted of implementing a community engagement strategy to collect input from residents, stakeholders, community partners, staff, and Council.

The results of these two phases have been consolidated into the Parks and Recreation Master Plan - Background and Community Engagement Summary Report which is provided in Attachment 1.

The Background Review consisted of:

- Reviewing current inventories of amenities and facilities with staff to identify the current state of Whitby's parks system, recreation facilities and service delivery,
- Creating a community profile focusing on current and future population, resident income and education levels, and immigration and diversity statistics,
- Identifying key trends in parks and recreation in program participation, parks and facilities, service delivery and the implications due to the COVID-19 pandemic, and
- Identifying gaps and opportunities for current and future development in the parks and recreation sector, including potential impacts of Bill 23 on parkland and accessing development charges.

General Key Trends in Recreation that were identified were:

- Increased demand for drop-in and unstructured activities so people can self-schedule due to their busy lives,
- Growing emphasis placed on active living and wellness influenced by the larger Boomer segment to help live longer and lead healthier lives,
- Increased interest in athletic development opportunities has driven a need for year-round facilities such as aquatic centres, indoor turf fields and gymnasiums,
- Further demand for multi-use, multi-seasonal recreation facilities and parks where all members of the family can participate and engage in recreational activities throughout the year,
- Environmental sustainability and climate change are increasingly important to consider in the recreation sector including growing demand for passive settings in nature, shore-line restoration, enhancing wildlife habitats, reducing greenhouse gas, tree planting, installing electric vehicle charging stations and building new facilities to net zero carbon standards,
- Up to 22% of the communities across Ontario are considered to be living with some form of disability, inclusive service delivery is important to ensure that all recreation and parks opportunities are inclusive and accessible to all, and

- Technology is an important consideration as more people are getting familiar with interactive and virtual fitness options, connecting with nature through mobile applications and asking for Wi-Fi in park areas.

Communication Engagement Strategy

The Consultants from Monteith Brown worked with Communications and Recreation Staff to develop a Community Engagement Strategy. A total of 4,700 people were engaged through the consultations.

Community Survey Results

A community survey was made available to residents at connectwhitby.ca from November 16, 2022, to February 2, 2023. Paper copies were also available at all Town recreation centres and at the Whitby Public Library. A total of 1,431 surveys were completed from all age groups, many answering on behalf of their household for a total of 4,600.

A summary of the survey responses includes the following:

- The top three parks and recreation activities that are enjoyed by Whitby residents are utilizing parks and open spaces; walking or hiking and enjoying the Whitby waterfront.
- The top three barriers to participating in parks and recreation activities included lack of desired facilities or programs, programs not offered at a convenient time or that they were unaware of opportunities.
- While there was a high level of satisfaction with Whitby parks and recreation facilities, there was a desire for improvement for indoor recreation facilities (arenas, pools, gyms), community programs (swim lessons/public skating) and outdoor facilities (sports fields and playgrounds).
- When asked what outdoor facilities respondents would support putting additional funds towards, respondents selected new parks and outdoor spaces, beaches, and the Whitby waterfront.
- When asked what indoor facilities respondents would support putting additional funds towards, respondents selected an indoor pool and a multi-use sports dome.
- 92% of respondents agreed that parks and recreation opportunities should be a high priority for Town Council.

The survey respondents were asked to choose two recreation activities they would like to see provided as well as general comments. A total of 1,323 comments were received with the top comments relating to more swimming, more pickleball, more walking trails, more things to do at the waterfront and more places to play cricket.

Other Consultation Results

Monteith Brown conducted further consultation from November 2022 to February 2023, through virtual and in-person discussion sessions within the community including:

- Stakeholder Focus Groups,
- In-person Pop-up Events,
- Virtual Public Consultation sessions,
- Staff Workshops, and
- Council Interviews.

Key Themes that were identified are as follows:

- Emphasis should be placed on maximizing the use of existing parks and facilities, which may require consideration for park and facility renewal.
- Requests were made for recreation facilities including, but not limited to, cricket pitches, pickleball courts, trails, indoor swimming pools, gymnasiums, adult ball diamonds, off-leash dog parks, outdoor skating rinks/trails and program rooms.
- Whitby's waterfront is highly valued by the community and there is potential for enhancements to encourage greater use such as passive recreation opportunities, including trails and an outdoor event space, supporting amenities (e.g., seating and shade), environmental preservation, and strategic residential and commercial development within walking distance of the waterfront.
- Bill 23 and amendments to the Planning Act will have significant impact on how much parkland and cash-in-lieu parkland the Town is eligible to receive as part of development.
- Parks and recreation facilities, programs and services should be inclusive of all residents, regardless of age, income, ability, background, and orientation.
- There is a strong demand for casual, unstructured activities for residents of all ages.
- There is a desire for the Town to offer more popular recreation activities at convenient times that work for families to ensure that everyone has an opportunity to participate in registered programs.
- Enhancing communication and marketing of parks and recreation opportunities was suggested to raise awareness about what is available in the community.
- There is a desire for more indoor recreation facilities in Brooklin and on the east side of Whitby, although it is noted that the Civic Recreation Complex and completion of the Whitby Sports Complex is expected to address some of the current pressures.

Next Steps:

Phase 3 and Phase 4 will commence and will include further analysis and assessment of all the data sources to develop draft recommendations. These recommendations will be reported back to the community for the public, staff, Committees of Council and Council consultation, with a final draft report being brought to Council in the Q4 2023.

Financial Considerations:

Once the Parks and Recreation Master Plan is completed and approved, recommendations from the Plan will be incorporated into the Town's long-term financial strategies, studies, and plans including the next Development Charges Background Study and the Town's 10-Year Capital forecast.

The budget for the update of the Parks and Recreation Master Plan was approved as a part of the 2021 Community Services Capital Budget (capital project # 70247301 in the amount of \$257,500). The project is currently tracking on budget with anticipated completion in Q4 2023.

Communication and Public Engagement:

The Community Engagement report details the community and stakeholder input that was gathered for Phase 2 of the Parks and Recreation Master Plan development. This included establishing a Connect Whitby project page, conducting a community survey, stakeholder meetings, community pop-up sessions, public focus groups, staff, and Council interviews. The outcome of this engagement is the focus of the attached Community Engagement Report.

Input from Departments/Sources:

A steering committee was formed for the Parks and Recreation Master Plan development which includes representatives from many departments including Parks Planning, Recreation, Accessibility, Sustainability, Communications, Facilities, Park Operations, Policy and Heritage Planning, and Finance.

8. Strategic Priorities:**Draft Community Strategic Plan:**

The Parks and Recreation Master Plan includes a review of current practices within the Town of Whitby in relation to parks, recreation, and facilities. This review will compare current services and processes to industry standards and best practices along with community feedback and priorities to make recommendations. The Parks and Recreation Master Plan, when complete, will provide a foundation for the Community Services Department which will identify future department priorities for service delivery and facility development. The Plan connects to the following pillars found in the draft Community Strategic Plan:

- Pillar 1 - Whitby's Neighbourhoods: Healthy & Inclusive
- Pillar 2 - Whitby's Natural & Built Environment: Connected & Resilient
- Pillar 4 – Whitby's Government: Responsive & Responsible

Accessibility:

The Terms of Reference for the plan require that accessibility requirements and legislation must be met. Accessibility will be taken into consideration in each phase of

the project, and documents will be provided in accessible format, providing transparency, accountability, and inclusion.

Sustainability:

The main purpose of the Corporate Sustainability Plan to share a vision of success for the Corporation and the Town that works towards integrating sustainability principles and practices into the delivery of services.

Among the goals and objectives of this Plan, the Corporate Sustainability Plan (2017) identifies the development of a Parks and Recreation Master Plan to support the implementation of two goals: Thriving and Robust Local Economy - to foster a healthy economy; and Healthy, Safe, and Inclusive - to support a culture of inclusivity, diversity, and equity in the community.

9. Attachments:

Attachment 1 – Whitby Parks and Recreation Master Plan, Background and Community Engagement Summary Report



Parks & Recreation Master Plan

Background & Community Engagement Summary Report

April 2023



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Land Acknowledgement

We acknowledge the corporation of the Town of Whitby is located on the Lands of the Great Mississauga Nations who are signatories to the Williams Treaties. These communities include the Mississaugas of Scugog Island, First Nations of Alderville, Beausoleil, Curve Lake, Hiawatha, Chippewas of Georgina Island and Rama. We believe it is important that we learn, and work to reconcile the impact we, and those before us, have had on the original inhabitants. On behalf of the Town of Whitby, we want to thank them for sharing this land and all its resources. At the Town of Whitby, our goal is to respectfully share in the responsibility of the stewardship and protection of these ancestral lands and waters and continue towards truth and reconciliation as we move forward as friends and allies with all First Nations, Inuit and Metis people.

1.0 Introduction

1.1 Parks & Recreation Master Plan for Whitby

The Parks & Recreation Master Plan (the “Master Plan”) guides the Town in providing a range of healthy and active choices that engage all residents and ensures that Whitby continues to grow as an environmentally sustainable, vibrant and economically strong community towards 2031. Whitby is projected to experience significant population growth over the planning period and its demographic profile will continue to evolve. The Master Plan will ensure that the Town’s parks and recreation opportunities are positioned to respond to these changes and address other driving factors, including a growing emphasis on personal health and wellbeing, climate change and environmental sustainability, economic development, inclusivity, and a greater desire to create a healthy, sustainable, and complete community. Access to a high-quality parks and recreation system has never been more important as the COVID-19 pandemic has highlighted the benefits that parks and recreation services have on mental and physical health and their contribution to quality of life, sense of place and social cohesion.

Whitby proudly offers a range of parks and recreation programs, facilities and services that enrich the lives of residents and tourists. The Town demonstrates its continued commitment to providing high-quality parks and recreation experiences with notable examples, including reinvestment in the waterfront, park and trail development projects, climate change and environmental sustainability initiatives, and accessibility retrofits to include people of all ages and abilities accommodate persons of all abilities. The Master Plan builds upon these and other initiatives by establishing strategies to address the parks and recreation needs of current and future residents based on local demographics, trends, utilization data, community input and more. The Master Plan explores:

- Indoor recreation facilities such as arenas and pools;
- Outdoor recreation facilities such as sports fields, playgrounds and splash pads;
- Parks, trails, open space, waterfront; and
- Service delivery policies, programs, and practices.

To ensure that the Master Plan responds to new opportunities and evolving community needs, periodically reviewing and updating recommendations will be required. The Master Plan aligns with community priorities and should be implemented in conjunction with the Town’s Official Plan and other related studies. Full implementation of the Master Plan will require the Town to work with community stakeholders and optimize external funding opportunities.

1.2 Master Plan Approach

The Master Plan is being developed through a four-phased approach. The first phase consisted of a background review to understand what municipal initiatives have been completed and what, if any, processes may influence the outcome of the Master Plan. Reviewing key parks and recreation trends, understanding the Town's current and future community profile to identify who lives in Whitby, now and in the future, and where and establishing a foundation of local parks and recreation facilities are all key aspects of the first phase of the Master Plan's development.

Community engagement is a vital component of the Master Plan to ensure that recommendations are responsive to community needs. A number of engagement activities will be used in the second phase to capture public input, including a community survey, pop-up events, interviews, stakeholder forums, and workshops.

The inputs collected in the first and second phase will inform the needs assessments and development of recommendations, which will be contained in the draft Master Plan. The draft Master Plan will be tested with the public, refined, and finalized in the fourth and final phase. A summary of the master planning approach is summarized in Table 1.

Table 1: Town of Whitby Parks & Recreation Master Plan Approach

Phase 1	Background Review
	Community Profile and Trends
	Inventory Review
	Data Analysis
	Gap Analysis
Phase 2	Community Engagement Strategy
Phase 3	Vision and Guiding Principles
	Parks and Trails Assessment
	Recreation Facility Assessment
	Service Delivery Assessment
	Draft Master Plan
	Council Presentation
Phase 4	Community Engagement
	Finalize Draft Master Plan
	Council Presentation

1.3 Alignment with Strategic Documents

Understanding guiding strategic directions, findings and recommendations is crucial to ensure that the Master Plan is in alignment with other guiding documents. The Master Plan is being prepared with a newly elected Council and will need to align with a new community strategic plan and consider the creation of complete communities that attract families, older adults, and job creators, as well as to become a destination for visitors to enjoy Whitby's community assets, including the downtown, green spaces, events, recreational opportunities along the waterfront and other major attractions.

Whitby's **2019 – 2022 Corporate Strategic Plan** was also endorsed by Council to achieve four goals: to define clear and consistent priorities; provide a framework for a progressive organization; increase collaboration across the organization; and guide decision making. Corporate initiatives to achieve the desired vision for Whitby are contained in the Town of Whitby Business Plan. One of the planned initiatives includes the development of the Whitby Sports Complex in the north end of the Town and was identified as part of the **2015 Sports Facility Strategy**. The Whitby Sports Complex is planned to include an indoor aquatic centre with a 10-lane pool and a separate leisure pool, a double gymnasium with a three-lane indoor walking track, a twin-pad arena, multi-purpose space, and other support areas. This facility will also have a large park, including an artificial multi-use sports field, pickleball and tennis courts, basketball courts, playground, skateboard park, pump track, and outdoor event space.

Several other national, provincial, and municipal documents have been reviewed as part of the Master Plan. These documents are referenced in the Master Plan and relevant information from these materials are embedded throughout the document, where appropriate.

MISSION

Together we deliver services that make a difference in our community.

VISION

Inspiring excellence through a culture where everyone is valued and respected.

Town of Whitby 2019 – 2022
Corporate Strategic Plan

2.0 Community Profile

Figure 1: Town of Whitby Local Context Map

Understanding who lives in Whitby now and who may be living in the Town over the next 10 years is important to ensure that the parks and recreation system responds to local needs. This section summarizes the Town's community profile based on available information, including the 2021 Statistics Canada Census and other resources such as Durham Region's 2022 Growth Management Study, undertaken as part of Envision Durham, the Municipal Comprehensive Review of the Durham Region Official Plan, and biannual population growth trends reported by Durham Region.

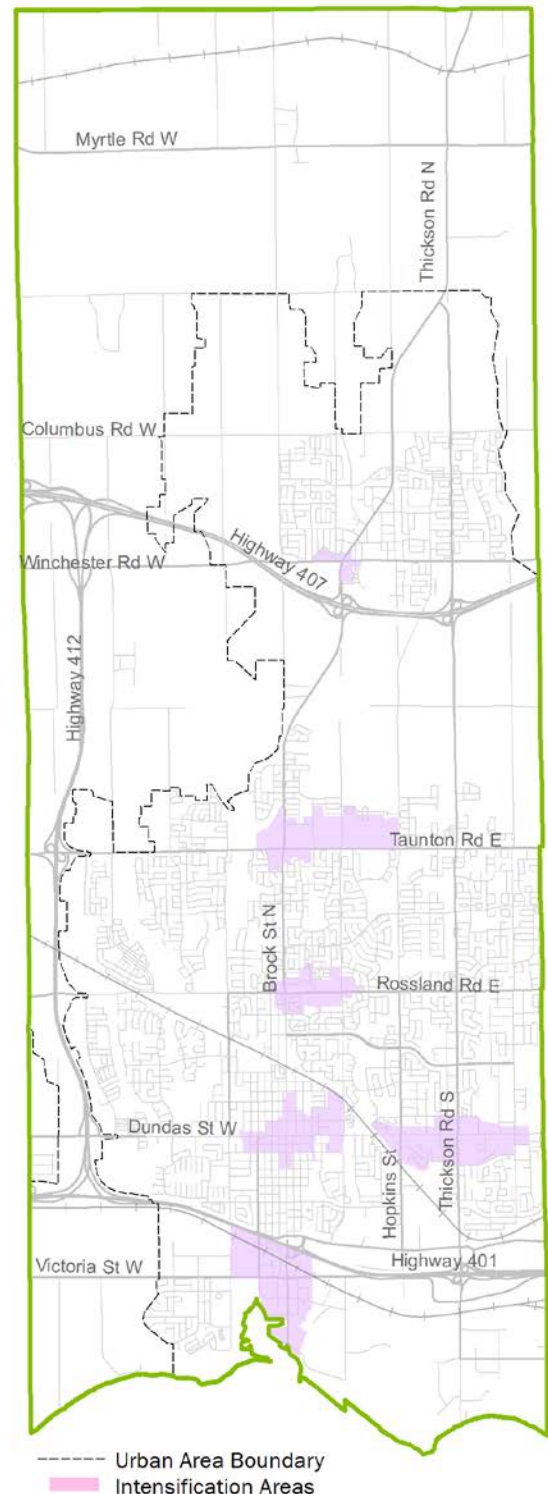
2.1 Local Context

The Town of Whitby is located along Lake Ontario in Durham Region adjacent to Pickering and Ajax to the west, Oshawa to the east, and Scugog to the north (Figure 1). As the second largest municipality in Durham Region after Oshawa, Whitby offers a mix of urban and rural living and strives to be a healthy, sustainable, and complete community providing its residents with a high quality of life. The Town's diverse range of leisure opportunities plays a key role in achieving this vision, including the parks and trails system, recreation facilities, programs and services, and waterfront and access to Lake Ontario.

Whitby is expected to experience population growth over the next 10 years, particularly in West Whitby and Brooklin, as well as in established areas of Whitby through intensification. Between 2021 and 2031, Whitby is projected to add more than 38,000 new residents, which will place pressure on Whitby's parks and recreation system. This Master Plan will provide a roadmap to prioritize and address community needs effectively.

2.2 Historical & Projected Population

Statistics Canada reported that Whitby experienced steady growth over the past decade. Between the 2011 and 2021 Census periods, Whitby's population increased by 14% to 138,501 person.¹ Durham Region estimates that Whitby's population in December 2022 was 151,500 residents (including Census undercount).² Given that this is the most recent population data available, it will be used as the basis for the Master Plan. By 2031, The Town estimates that its population is expected to grow by 25% to 190,000 residents (rounded).³



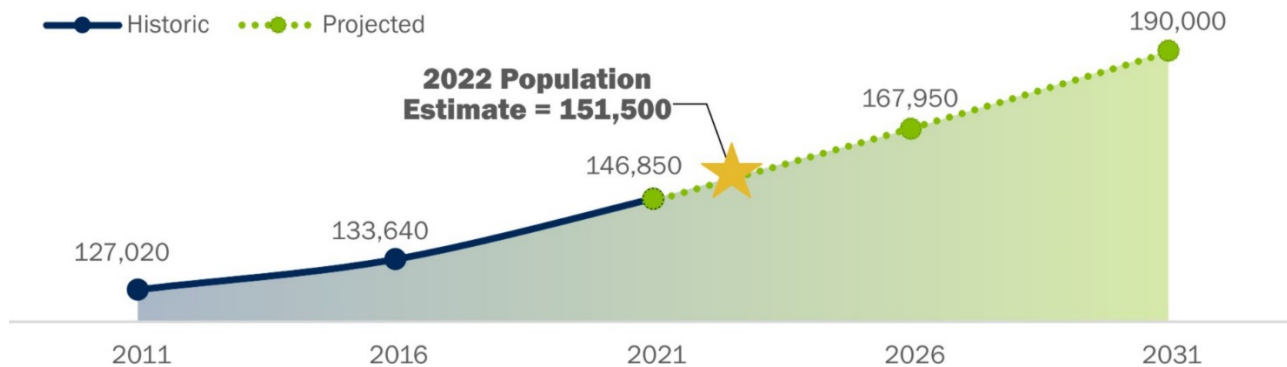
¹ Statistics Canada 2011 and 2021 Census.

² Durham Region. (2022). Monitoring of Growth Trends, File: D01-02-01. Retrieved from <https://www.durham.ca/>

³ Hemson Consulting. (2021). 2021 Consolidated Development Charges Background Study. Retrieved from <https://www.whitby.ca>

Future population growth is expected to be driven by greenfield development in West Whitby (west of Cochrane Street) and Brooklin (north of Highway 407) with higher density development to occur within established areas of Whitby. Planned residential development is anticipated to consist of a mix of single, semi-detached, row and apartment units. With this level of projected population growth and expected development patterns, Whitby is expected to experience pressure for a range of parks and recreation opportunities that respond to a variety of household types.

Figure 2: Historical & Projected Population Growth, 2011 to 2031



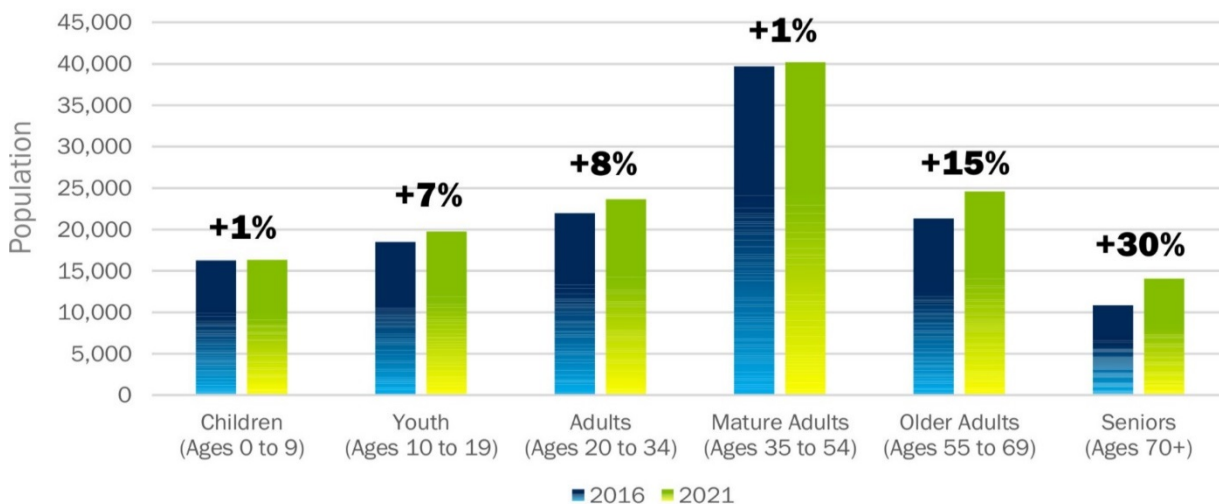
Source: Watson & Associates Economists Ltd. Durham Region Growth Management Strategy Phase 2 Area Municipal Growth Allocations and Land Needs 2051. Hemson Consulting 2021 Development Charges Background Study.

2.3 Population by Age Group

Whitby is an aging community, which is a trend consistent with regional municipalities in Durham Region and across Ontario. Between the 2016 and 2021 Census, Whitby's median age increased marginally from 39.5 years to 40.0 years, which is on par with Durham Region and lower compared to the Province (41.3 years).

Population growth by age group reinforces Whitby's aging population profile. Between the two Census periods (2016 and 2021), the number of seniors (ages 70+) and older adults (ages 55 to 69) grew by 30% and 15%, respectively. All other age groups grew by one percent to 8%. While it can be expected that Whitby's population will continue aging over the next ten years, planned housing stock in the community and the Town's shift towards creating complete communities suggests that there will be growth among all age groups. As a result, there will continue to be a need for parks and recreation opportunities that appeal to all age groups.

Figure 3: Population Growth by Age Group, Statistics Canada 2016 to 2021 Census



Source: Statistics Canada Census 2016 to 2021

2.4 Income & Education

Costs associated with recreation programs and user fees, transportation and equipment may be barriers to participating in parks and recreation activities, particularly for households experiencing financial barriers. Income levels have been found to influence (or at least be an indicator of) participation levels. Higher income levels tend to correlate to higher levels of participation.

The 2021 Census reported that the median income of Whitby households in 2020 was \$123,000, which was higher compared to Durham Region (\$107,000) and the Province (\$91,000). Whitby has a slightly lower proportion of the population that are living below the low-income measure after-tax (LIM-AT) (5% compared to 6% in Durham Region and 10% in Ontario). These findings may suggest that based on income alone, Whitby residents may participate more in parks and recreation activities compared to their Regional and Provincial counterparts. Nevertheless, removing financial barriers to parks and recreation activities is key to ensuring that all residents have an opportunity to participate, regardless of income level. In particular, the importance of having access to affordable parks and recreation services is heightened due to the recent increase in the cost of living across Ontario, including in Whitby.

Similarly, research has found that parks and recreation participation is correlated to education attainment. The 2021 Census reported that 60% of Whitby residents have a post-secondary certificate, diploma or degree, which is higher compared to Durham Region (49%) and the Province (58%). Based on education levels, Whitby is more likely to participate in parks and recreation compared to the Region and Province.

2.5 Immigration & Diversity

Immigration levels can also be an influencing factor in parks and recreation interests and participation. Municipalities across the Greater Toronto Area have experienced a diversification of their resident populations, including Whitby. The 2021 Census reported that 28% of residents are immigrants, which is generally on par with Durham Region (27%) and Ontario (30%). Major countries of origin included the United Kingdom, India, Jamaica, China and Philippines. These findings suggests that residents are likely to have interests in a wide variety of traditional and non-traditional parks and recreation activities, emphasizing the need to ensure that the Town provides opportunities that appeal to broad interests.

3.0 Parks & Recreation Trends

3.1 General Participation Trends

3.1.1 Demand for Drop-in and Unstructured Activities

Lack of free time is commonly identified as a barrier to recreational participation. Activities such as organized sports, particularly at competitive levels, often require considerable time commitment for training, practices, travel, and other league activities. With increasingly busy lifestyles, competing interests, and an inability for people to commit to structured activities, there is a growing interest for casual drop-in and unstructured activities that do not require advanced registration and can be self-scheduled.

Municipalities are evolving their service delivery models to respond to this trend by extending operating hours and expanding the range and frequency of drop-in programs. Whitby promotes several drop-in and unstructured activities such as public skating and swimming, drop-in sports, playgrounds, youth rooms, and more to respond to the time crunch experienced by residents.

3.1.2 Active Living and Wellness

Research suggests that there is a growing emphasis placed on active living and wellness as it is closely linked to living longer and healthier lives. The Healthy Communities movement recognizes that recreation opportunities are vital contributors to social and personal health, thereby improving overall quality of life and enhancing the attractiveness of communities to live in. This is recognized in the 2015 Framework for Recreation in Canada as active living is one of five key goals.

Whitby and other municipalities are focusing on strategies to improve activity levels, health, and well-being of their residents by providing a broad range of activities and interests. The aging baby boomer population is a notable segment of the population who are remaining active later in life as their interests are shifting away from traditional seniors' activities and towards recreation opportunities focused on wellness and active living. Whitby's Age Friendly Action Plan recognizes that the parks system is highly valued among older adults and seniors. There is also a strong desire for comfortable places to sit and enjoy the surroundings.

3.1.3 Skill Development and Competition

Several sport governing bodies in Canada have been implementing a Long-Term Athlete Development model that emphasizes athletic growth, maturation and development. This model identifies the needs of athletes at various stages of their development, including training and competition needs and addresses the appropriate stages for the introduction and refinement of technical, physical, mental, and tactical skills.

As a result, competitive development experiences and opportunities are in demand. The higher level of play and the greater the focus on athlete development, the more time that is required for practices, games, and training camps. The emphasis placed on skill development has driven the need for specialized, year-round facilities such as aquatic centres with 25-metre pools and indoor artificial turf fields, and gymnasiums. In evaluating the need for these types of facilities, municipalities must factor in existing and future demand, local and regional demand, and opportunities for sport tourism. Sport tourism offers economic benefits or spin-offs to services such as hotels and restaurants.

3.1.4 High Levels of Physical Inactivity

The 2019 and 2020 ParticipACTION report cards on physical activity graded overall physical activity levels a “D+”⁴ for children and youth and “D” for adults, which is a marginal improvement compared to previous years. The findings from these studies suggest that there has been limited improvement overall to physical activity levels. Research suggests that this trend is primarily driven by a lack of free time as people are leading busier lifestyles with competing interests. Low physical activity levels also negatively impact the health of Canadians, placing pressure on local healthcare systems.

Statistics Canada reports that 60.1% of residents within Durham Region area are considered overweight or obese, which is higher compared to Ontario (52.6%).⁵ Additionally, 58.5% of residents within the same catchment area reported that they are active or moderately active in their leisure time, compared to 53.8% at the provincial rate. While Whitby has a limited ability to influence the daily schedules of individuals, communities can make efforts to facilitate physical activity opportunities such as providing drop-in activities, offering extended facility hours, and promoting the benefits of staying active.

3.2 Parks & Facility Trends

3.2.1 Multi-Use Recreation Facilities & Community Hubs

In this era of user convenience and cost recovery, many municipalities are centralizing multiple recreational facilities. Experience in communities across Canada supports the finding that multi-use recreation facilities can provide a great number of benefits, including the creation of a destination where all household members can gather and engage in recreation activities, thereby contributing to sport development, tourism, and operational efficiency.

The creation of “community hubs” has also been a recent focus in many communities as it offers tremendous social benefits, strengthens community cohesion, and fosters enhanced quality of life by providing a central location to deliver a range of services. A community hub is a central access point for a range of needed health and social services, along with cultural, recreational, and green spaces to nourish community life. The Brooklin Community Centre and Library, Iroquois Park Sports Centre, and the Civic Recreation Complex, are three local examples of community hubs where residents can access a variety of civic opportunities and services.

3.2.2 Multi-Use Parks

There is a growing demand for parks that contain something for everybody, rather than those designed solely for singular uses. While single use parks still have merit in appropriate locations (e.g., sports field complexes), parks that provide opportunities for a range of ages, family/household types, and abilities are viewed as spaces for inclusive activity. Furthermore, there has been a considerable trend province-wide towards participation in non-programmed (spontaneous) outdoor activities such as pick-up sports, picnicking, family gatherings, special events, community gardens, etc. In this sense, parks can be viewed as “outdoor community centres” that combine a number of programmed and non-programmed uses. Consideration is also being given to supplementary amenities such as washroom facilities, covered shelters, Wi-Fi, sport-friendly features, etc. Incorporating natural areas and linkages to the trail network are also becoming increasingly important in serving local needs.

⁴ The ParticipACTION Report Card on Physical Activity for Adults (2019) and Children and Youth (2020).

Retrieved from <https://www.participaction.com>

⁵ Statistics Canada Health Profile (2013). Retrieved from <https://www12.statcan.gc.ca/>

Multi-use parks can achieve efficiencies similar to multi-use community centres by sharing common infrastructure (such as irrigation, lighting and drainage systems, and common parking areas) and centralizing operations and maintenance activities. In addition, the ability to offer cross-programming opportunities and their responsiveness to a 'time crunch' make multi-use parks an attractive 'one-stop shopping' destination, particularly among households with a wide range of outdoor interests; for example, while one household member attends a baseball practice, another can partake in a leisurely walk in the park or make use of outdoor fitness equipment provided these amenities exist.

3.2.3 Sports Competition & Development

Organized sport, in general, but particularly at high-performing levels, requires access to specialized facilities whether they are aquatic centres, arenas, sports fields or others. While some communities make full use of large competition facilities such as stadiums, there are many ways for recreation facilities to support the needs of athletes and competition. To address these needs, consideration needs to be given to facility design and retrofitting to create opportunities for organizations to use facilities for training and/or competition. Examples of how recreation facilities can be sport-friendly are highlighted below:

- **Aquatic centres:** While most national/international sanctioned swimming competitions require a 50-metre pool, modifications of traditional 25-metre pools can support athletic development. For example, ensuring a water depth of 1.25 metres at the shallow end is required to accommodate flip turns. The addition of bleacher seating can also create opportunities for local competitions. The Whitby Sports Complex is planned to have a 25 metre pool with 10 lanes and spectator seating.
- **Arenas:** Building arenas to NHL or Olympic regulation size ensures that athletes are practicing and playing on an appropriate rink. The provision of bleacher seating allows for spectators during practices and competition.
- **Sports Fields:** Co-locating regulation size sports fields at a park ensures that sports teams are able to meet their practice and competition needs. This can be further enhanced through the development of dedicated sports complexes to relieve pressure from Town and District Parks, particularly those that are located within residential areas of Whitby where there may be conflicts between sports users and local residents or park users. Supporting sports field amenities also support games and competition such as field lighting, parking, seating, change facilities, and more.

3.2.4 Multi-Seasonal Parks

While the majority of park usage occurs in the summer months, many communities are creating formal and informal year-round opportunities within their parks system. Berms and hills can be used for tobogganing while recreational infrastructure such as hard surface courts (e.g., tennis or basketball) can be flooded during the winter to provide outdoor ice skating, although the warmer winter weather has made it more challenging to maintain natural ice rinks. Some municipalities have constructed covered refrigerated skating pads within parks, which are also used as sport courts during the warmer seasons. The supply of multi-season outdoor facilities may, however, reduce the lifespan of infrastructure due to increased wear and tear requiring higher levels of year-round maintenance.

Positioning parks to be year-round destinations is a way to maximize physical activity goals and encourages recreation in all weather conditions. Strategic tree planting and landscaping can create wind buffers to offset the winter wind chill and blowing snow, while ensuring that internal park walking circuits are free of snow and/or creating cross-country ski paths can facilitate greater year-round use. Strategically locating supporting amenities that are designed for year-round use such as winterized washrooms can also draw park users during the colder season. The provision of washrooms that are intended to be used year-round tend to be located at higher order parks that receive a greater level of use such as at Town Parks. While there are inherent costs associated with winter maintenance (even if it is limited to plowing of parking lots), the availability of no-to-low cost activities throughout the year is a benefit to the community and encourages equitable access to parks and trails.

3.2.5 Aging Infrastructure

The 2019 Canadian Infrastructure Report Card found that approximately one-third of Canada's sports and recreation facilities were considered to be in "Fair" condition or worse. This suggests that municipal sports and recreation facilities require attention, show signs of deterioration, or have deteriorating components.⁶ Provincially, many municipal facilities were constructed in the 1950s and 1960s and since this period, infrastructure province-wide has been underfunded. These pressures have been somewhat alleviated through various provincial and federal stimulus plans. Initiatives such as the Investing in Canada Infrastructure Program (ICIP) will see up to \$30 billion in funding allocated to various community, culture, and recreation projects across the country.

Whitby has facilities from different time periods such as the Brooklin Community Centre that was originally constructed in 1876 to newer facilities such as the Brooklin Community Centre and Library, which opened in 2010. The Town's 2017 Municipal Asset Management Plan reported that 77% of Whitby's parks and 71% of facilities are in "Very Good" or "Good" condition. The Town's 10-year capital forecast identifies over \$27 million to replace aging infrastructure at Whitby's community facilities, including the Brooklin Community Centre and Library, Civic Recreation Complex, Iroquois Park Sports Centre, Luther Vipond Memorial Arena and McKinney Centre. This amount also includes over \$10 million towards repurposing the Luther Vipond Memorial Arena to address growth-related needs. Additional asset management investments are also identified for other public facilities across Whitby.

3.2.6 Environmental Sustainability

According to national polling conducted by Ipsos, climate change was identified as the second most important issue facing Canadians in 2019, which is an increase from previous years. As people become more aware of the benefits of environmental protection, demand for passive settings that connect people to nature is growing. Many communities are placing a greater emphasis on the development of passive park space (e.g., woodlots, prairie grasslands, flower gardens, civic gathering spaces, etc.), often ensuring that a portion of new active parks remain in a natural state, which typically involves reduced grass cutting, planting of native species, community gardens and public education to create awareness in the community. Interpretative signage and public art in appropriate areas can help park patrons understand the significance of indigenous or significant plants and habitats.

Stewardship initiatives can also include shore-line restoration, enhancing wildlife habitats, tree plantings, restoring local ecosystems with native plant species, installing drinking fountains, and education to share ideas about the environment. Many of these initiatives are being implemented or are planned in Whitby as identified in the Town's 2021 Sustainability Report. Whitby is also proud to be recognized as the 10th Bee City in Canada and the first in Durham Region. An urban beehive is located at the Town Hall, which was part of Whitby's commitment to become a "Bee City" to protect local bees and pollinators around the Town. Additionally, the Town has taken the Mayor's Monarch Pledge to help protect monarch butterflies through investing in restoring habitats and raising awareness about how residents can help. The Town is also one of the first communities to be recognized as one of the Tree Cities of the World through the Arbor Day Foundation and plans are in place to undertake an Urban Forestry Master Plan in the short term to provide guidance on managing Whitby's urban forest and how to respond to evolving urban development, climate, invasive species and more.

⁶ Canada Infrastructure. 2019. Canadian Infrastructure Report Card. Retrieved from <http://canadianinfrastructure.ca>

3.2.7 Climate Change

Intricately linked to sustainability and environmental goals are efforts to promote urban design features that integrate climate change mitigation and adaptation. Since Whitby declared climate change an emergency in 2019, the Town has been involved in a variety of initiatives at the municipal level through its Climate Emergency Response Plan, which outlines a plan for the Town to adapt to the changing climate and minimize its impact on climate change. Relevant actions include: ensuring that Whitby offers a network of cooling centres, splash pads and drinking fountains; developing shade structures; promoting urban agriculture; incorporating green infrastructure in design; protecting and preserving natural spaces and urban forests, and more.

Other initiatives include the Zero Carbon Whitby Plan, which serves as the Town's Energy Management Plan and Zero Carbon Whitby Plan. The Zero Carbon Whitby Plan establishes an action plan to reduce corporate greenhouse gas emissions by 4.3% per year in order to achieve net zero by 2045. In addition, Whitby has established programs related to tree planting and natural area stewardship, and community gardening. Council approved a four year community greening program with LEAF, committing the Town to host two volunteer tree and shrub planting events each year. The Town's Green Standard Guide was also created to assist developers and land owners achieve more sustainable site and building design through a checklist divided into four tiers (tier 1 is mandatory and tiers 2 to 4 are voluntary that may be tied to financial and non-financial incentives). As an ongoing commitment to sustainable transportation, the Town has established an Electric Vehicle Charging network for public, employees and fleet vehicles. As well, the new Whitby Sports Complex will be built to Net Zero Carbon standards.

Stewardship objectives can also be facilitated by incorporating sustainable design features into new and existing parkland development. Green infrastructure such as onsite stormwater ponds, bio swales, low impact design features, pervious trails and parking areas can enhance ecological functions. Increasing tree cover and canopies, as well as creating 'urban forests' that take into account and prioritize areas in Whitby that experience the Urban Heat Island Effect. Engineered wetlands can also be an effective design tool to create carbon sinks, offer shade to park users and surrounding residences, provide habitat opportunities for select wildlife, and contribute to naturalization or reforestation objectives. Furthermore, incorporating energy efficiency and water conservation measures into park and facility designs (e.g., LEED or Green Globes certification) can contribute to the overall greening of the community and showcase leadership in climate change resiliency.

3.2.8 Back to the Waterfront

Historically, waterfront properties across Ontario were primarily home to industry as it provided access to important infrastructure and transportation corridors such as shipping ports and railways. More recently, Municipalities have recognized the value of having a publically accessible waterfront. More people have been observed using it for stand-up paddle boarding, kayaks, and canoes. Kiteboarding seems to be more common, even during the winter season. Many communities are making major investments to get back to the waterfront as they offer many community benefits, including supporting community growth and development, connecting people with the environment, providing enhanced parks and recreation activities, fostering economic development and recreational tourism, alignment with corporate sustainability initiatives, and more.

Many communities have prepared site-specific waterfront master plans to provide a roadmap for renewal. Whitby's Waterfront Parks & Open Space Master Plan is the Town's guiding document that establishes a 20-year vision for the waterfront area. The Waterfront Master Plan identifies six sites, each with a specific vision and strategy for enhancements, which may include parks and recreation, environmental and natural heritage restoration and more. Additional details regarding relevant sections of the Waterfront Master Plan that pertain to parks and recreation are highlighted in Section 5.6.

3.2.9 Marinas and Boating

The National Marine Manufacturers Association Canada last prepared “The Economic Impact of Recreational Boating in Canada” in 2016 that found:

- Over 43% of Canadians (15 million people) went boating.
- Recreational boating adds \$5.6 billion to Canada’s GDP with over \$10 billion in revenues.
- 59% of Canadian boat owners had a household income of less than \$100,000.
- More than 85% of the 4.3 million boats in Canada are under 26 feet and towable.

Marinas overall have been reporting that fewer people are leaving the docks and rather spending time in their boat while still moored. Marinas need to be more than a place to dock a boat but rather a place where everybody can come to enjoy and partake in community amenities and services. From the Boating Industry’s “Building a Better Marina” report, one of the top amenities most important to boaters, aside from ample power and water, is access to internet and cable TV at the slips and convenient sewage pump out. In addition, smart technology is being embraced in forward-thinking marina management systems. Better connectivity is being offered to boaters via reservation sites and apps that facilitate management tasks and give the customer better access to marina services. There is also a rising demand for transient slips as well. The growth in online transient slip booking services reflects an emerging sector of the market that won’t necessarily be looking for seasonal slip rental or storage at a marina.

Whitby Harbour is one of the busiest recreational ports on Lake Ontario featuring an award winning 420 slip, full service marina. Port Whitby Marina serves as a community hub, a tourist attraction, and a significant gateway for visitors to enjoy local businesses, services, and amenities. The Whitby Yacht Club offers 250 slips, sailing school, youth camps, guided paddle tours, and hosts events, including international regattas. The Gordon Street Public Boat Ramp is the largest facility of its kind in Durham Region, drawing paddlers and trailer-launched boaters from Southern Ontario, Quebec, and the United States. A new Harbourfront Master Plan is being prepared within the next year, which will identify potential harbour and marina enhancements.

3.3 Service Delivery Trends

3.3.1 Inclusive Service Delivery

The 2017 Canadian Survey on Disability found that approximately 22% of Canadians are living with some form of disability. Applying the national average to Whitby’s population suggests that there could be nearly more than 30,000 residents living with some form of disability.

Inclusive service delivery is a key goal for municipal leisure departments, including in Whitby. To ensure that services are inclusive of all residents, consideration needs to be given to the following factors: economic (e.g., costs associated with participation); information (e.g., knowledge and information sharing about available opportunities); geographic (e.g., equitable distribution of facilities and services), and inclusivity (e.g., ensuring all participants feel welcomed and supported).

Whitby has demonstrated its commitment to minimizing barriers for the diverse population by working on a number of initiatives with the Town’s Diversity and Inclusion Advisory Committee. Such initiatives include implementing a diversity and inclusion training plan for Council and staff. The Town also recently completed a study known as the IDEA Project, Whitby’s Journey to Inclusivity, which contains strategies to make the Town a more inclusive place to live. Key strategies identify expanding recreation opportunities to include non-traditional sports and activities, establishing a process for residents to request new types of activities, and ensuring that user fees are fair for all. Additionally, the Town offers

Town of Whitby Statement of Commitment to Accessibility, 2021

The Town of Whitby is committed to:

- Ensuring that decisions, actions and planning for the community apply the principles of dignity, equal opportunity, independence and integration;
- Identifying, removing and preventing barriers to our programs, services and facilities; and,
- Providing an inclusive community in which employees, residents and visitors have equitable access for all ages, abilities and circumstances.

The Town strives to deliver an inclusive and welcoming environment for all community members and visitors.

inclusion services to provide additional support to children with special needs who are registered in camp programs.

Several initiatives to minimize physical barriers are also identified in the Town's 2019 – 2022 Accessibility Plan. It identifies that new or redeveloped parks and facilities are to be designed with accessibility in mind, with input from the Town's Accessibility Advisory Committee. Other projects include (many of which are complete or ongoing) include facility and playground retrofits, accessible trail development projects and customer service training. It's also notable that Durham Region's first accessible ball diamond is located Willow Park in Whitby, which features a rubberized surface and accessible dugouts. In addition, the Town has completed an Accessible Wayfinding and Signage Study in 2022, which established a standard for wayfinding signage that will be implemented over the next several years.

The Town's efforts in providing inclusive services is complemented by other community provider such as the Abilities Centre, which is a significant community hub that provides a range of inclusive community programs and services, as well as leading research and advocacy on inclusion issues and providing program development frameworks for communities across Canada.

3.3.2 Volunteerism

Volunteers are essential to the operation and delivery of high-quality programs and services where communities rely heavily on their assistance. Statistics Canada estimates that 47% of Canadians are over the age of 15 volunteer,⁷ but experiences in many communities suggest that volunteer groups still struggle to find enough volunteers.

Seniors currently represent the most active volunteer group; however, it is anticipated that this group will soon move on from the volunteer workforce, resulting in greater pressures on the delivery of services and negatively impacting program capacity. This gap in the volunteer base opens opportunities to attract new volunteers, particularly among youth, which represents the smallest proportion of volunteers. While volunteering is required as part of required community service for secondary school graduation, youth note that barriers to volunteering include a lack of time, unable to find opportunities or they are unsure of how to get involved.

Whitby recognizes that volunteers are valuable assets that make many community services and events possible. The Town promotes many volunteer opportunities for advisory committees, events, recreation, Port Whitby Marina, Adult 55+ activities, Youth Council and more. The United Way Durham Region also maintains an online volunteer database that connects people with organizations looking for assistance.

3.3.3 Technology

The use of technology has revolutionized every industry in multiple ways. From a parks and recreation perspective, these changes are being brought about by the growing demand to deliver holistic, outcome driven programming and services that meet the diverse needs of the community. The integrated application of technology in service delivery can assist in enhancing client experience beyond the walls of community facilities; engaging a wider segment of the population; and enabling staff to make informed decisions on the current needs and demands of the community. Whereas digital use can be targeted towards personalized services inside facilities, technology can also be used to connect and engage with individuals during their daily routine using social networks, programs, and services.

Current trends towards the application of technology in parks and recreation can include the use of wearable technology, online bookings and registration, interactive fitness, virtual programming, connecting with nature through mobile applications, Heritage interpretive applications, Wi-Fi in parks, and social networking. Many of these technology solutions are used by Whitby to engage as many residents as possible.

⁷ Statistics Canada. 2012. Volunteering in Canada. Retrieved from <https://www150.statcan.gc.ca>.

3.4 Implications of the COVID-19 Pandemic

The COVID-19 pandemic has impacted the demand for, and delivery of, parks and recreation services. While Whitby resumes offering a large range of programs and services, the ultimate impact on the scope and scale of the pandemic is still unknown. Long-term planning and strategic investment are vital to support the significant role that the parks and recreation sector plays in personal, social, and economic recovery and revitalization.

During the planning period, the Town will need to closely monitor demand, participation and usage levels of its facilities, programs and services and adjust resource allocation, as necessary. Working with local community organizations as the Town recovers from the COVID-19 pandemic will be critical to ensure that these groups continue to be successful over the long-term. The following are some potential impacts the pandemic may have on the sector in the short- to longer-term.

- Emphasis on health equity and access to parks and trails;
- Growing interest in unstructured, individual, and small group activities;
- Desire for outdoor recreation (including four seasons use), placing pressure on trails, parks, waterfront, washrooms, etc.;
- A possible shift in prime-time demand as people work more flexible hours;
- Volatility in volunteers;
- Greater challenges in securing part-time facilities and recreation staff;
- Changes to operations (e.g., demand for touchless services, cleaning, visitor management, staff training, etc.), possibly requiring higher levels of subsidy;
- Impacts on building design (ventilation, spacing, access/egress, mid-door spaces, etc.);
- Constant engagement and communication –need accurate and real-time information;
- Rethinking of some third-party partnerships (schools, etc.); and
- Greater use of technology to help support changes (virtual programming, etc.).

4.0 Community Engagement

Engaging the community is an important component of the planning process to ensure that the Master Plan responds to the needs and priorities of the public. To guide this process, Community Engagement Strategy was developed outlining the consultation tactics planned for collecting input from residents, stakeholders, Town staff and Council, and others to ensure that their voices are heard. To support and raise awareness for the Master Plan, a project portal was created on Connect Whitby, along with a project e-mail, and other promotional tools, including social media, banners, posters, news articles and more.

The following consultation activities were held; each technique has been proven to be an effective, accessible, and efficient method of communication and deliberation. Additional public consultation will be held once the draft Master Plan is available for public review and feedback.

- Initial Master Plan Virtual Launch
- In-person Pop-up Events
- Community Survey
- Parks & Recreation Community Stakeholder Focus Groups and Survey
- Staff Workshops
- Council Interviews
- Virtual Public Consultation Sessions

4.1 Summary of Key Consultation Themes

To date, over 4,700 people have been engaged, including the general public, community organizations, staff, and Council. Common themes heard through the consultation activities are highlighted below in no particular order:

- Emphasis should be placed on maximizing the use of existing parks and facilities, which may require consideration for park and facility renewal.
- Requests were made for recreation facilities including, but not limited to, cricket pitches, pickleball courts, trails, indoor swimming pools, gymnasiums, adult ball diamonds, off-leash dog parks, outdoor skating rinks/trails, program rooms, and more.
- Whitby's waterfront is highly valued by the community and there is potential for enhancements to encourage greater use such as passive recreation opportunities, including trails and outdoor event space, supporting amenities (e.g., seating and shade), environmental preservation, and strategic residential and commercial development within walking distance of the waterfront.
- Bill 23 and amendments to the Planning Act will have significant impact on how much parkland and cash-in-lieu the Town is eligible to receive as part of development.

4,700+

Participants Engaged

Consultation with residents, stakeholders, staff and Council helped shape the Master Plan. Input was received through the following ways.



Public Awareness and Promotion



Virtual Community Engagement and Pop-up Events



Community Survey



Stakeholder Focus Groups and Questionnaire



Staff Workshop



Council Interviews



Written Submissions



Final Public Open House
(to be completed)

- Parks and recreation facilities, programs and services should be inclusive of all residents, regardless of age, income, ability, background and orientation.
- There is a strong demand for casual, unstructured activities for residents of all ages.
- There is a desire for the Town to offer more popular recreation activities at convenient times that work for families to ensure that everyone has an opportunity to participate in registered programs.
- Enhancing communication and marketing of parks and recreation opportunities was suggested to raise awareness about what is available in the community.
- There is a desire for more indoor recreation facilities in Brooklin and on the east side of Whitby, although it is noted that the Civic Recreation Complex and completion of the Whitby Sports Complex is expected to address some of the current pressures.

4.2 Virtual Community Engagement & Pop-up Events

Virtual public information panels were prepared and displayed on the dedicated project page on Connect Whitby at the beginning of the planning process to raise awareness about the Master Plan. The information panels highlighted the purpose of the Master Plan, summarized the Town's community profile, as well as relevant trends impacting the parks and recreation sector. Opportunities for the public to get involved were also promoted, including the community survey.

Informal pop-up events were held throughout the Town to promote the Master Plan, encourage residents to complete the community survey and engage the public in brief one-on-one discussions about their preferences, opinions and ideas about parks and recreation in Whitby.

4.3 Community Survey

A community survey was conducted in the fall of 2022 to collect input about parks and recreation needs and priorities in Whitby. The survey gathered information about participation and barriers, facility use, suggested improvements, priorities for investment, and opinion on various statements.

The community survey was available online and by hardcopy for respondents to complete. A total of 1,431 responses were received, representing over 4,600 people, including children, youth, adults and adults 55+. As a voluntary, self-directed survey, respondents were not required to answer every question. The survey was promoted through the Town's website, Connect Whitby, social media, community groups, word-of-mouth, and more.

4.3.1 Summary of Survey Respondents

The following is a high-level summary of the demographic profile of responding households.

- The median age of respondents was 46 years, which is higher compared to the 2021 Census (40 years)
- Households with children and youth were more likely to complete the survey.
- Nearly one-third (35%) of respondents lived in the L1N postal code area, 27% of respondents live in the L1R postal code, 20% lived in the L1P postal code, 16% lived in the L1M postal code, and less than one percent lived in the LOB postal code. 2% of respondents were non-residents; however, these results have not been removed from the sample as it would not result in any significant changes to the survey results.

4.3.2 Participation in Parks & Recreation Activities

Enjoying parks and open spaces (77%) was identified as the most popular activity that respondents and/or their households participated in. Other popular parks and recreation activities that were identified included walking and hiking for leisure (74%), enjoying or using the Whitby Waterfront (73%), recreational swimming (62%) and attending a community event (54%). Figure 6 summarizes participation in parks and recreation activities.

What's common among these top activities is that they are all unstructured and self-scheduled activities, which is consistent with broader participation trends. These activities tend to rank highly as they can be undertaken by all ages and stages of life. Organized sports such as hockey, soccer and baseball ranked lower as they tend to be played by a subset of the community. Specialized or age-specific activities such as disc golf and lawn bowling ranked lowest.

Figure 4: Distribution of Survey Respondents

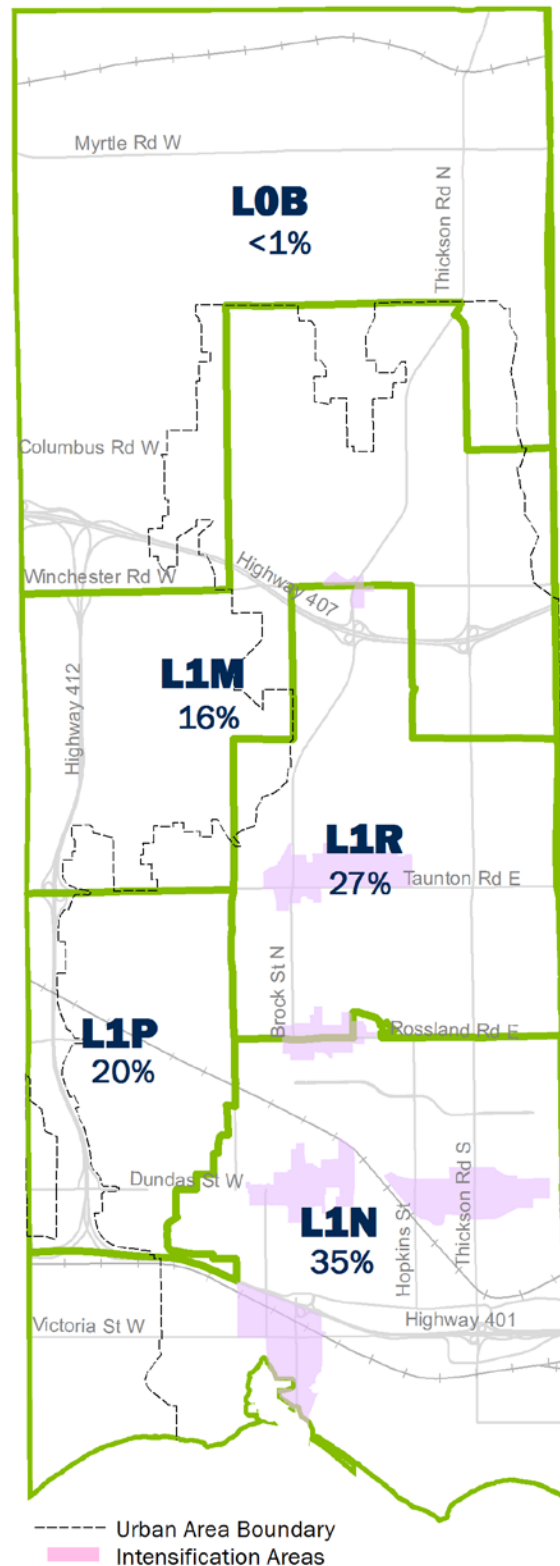
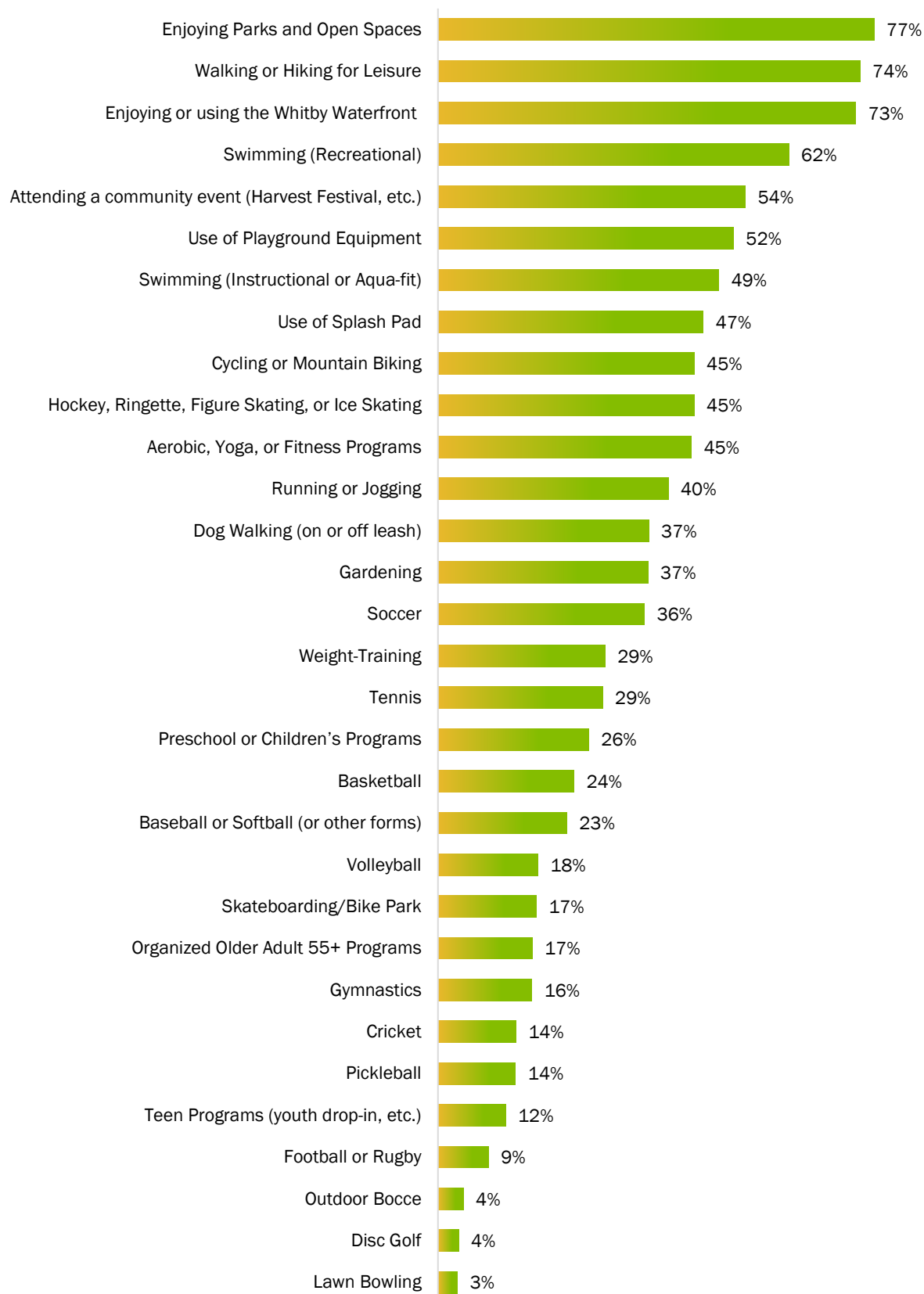


Figure 5: Participation in Parks & Recreation Activities (n=1,431)



4.3.3 Barriers to Participation in Parks & Recreation Activities

Respondents identified that the most common barrier to participation in parks and recreation activities was the lack of desired facilities or programs (38%). Other barriers reported by respondents included the program not being offered at a convenient time (29%) and being unaware of opportunities (23%). The lack of personal time or being too busy was also identified as a barrier (22%), although this is a barrier that municipalities generally have little control over. A summary of participation barriers identified by respondents is contained in Figure 7.

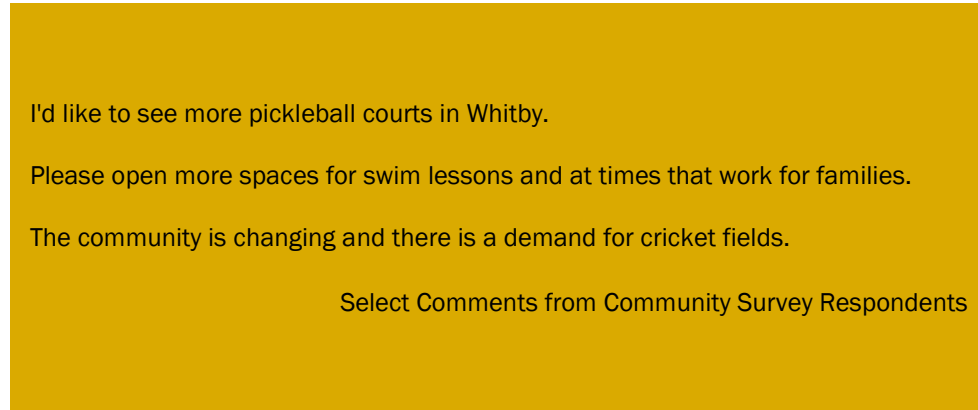
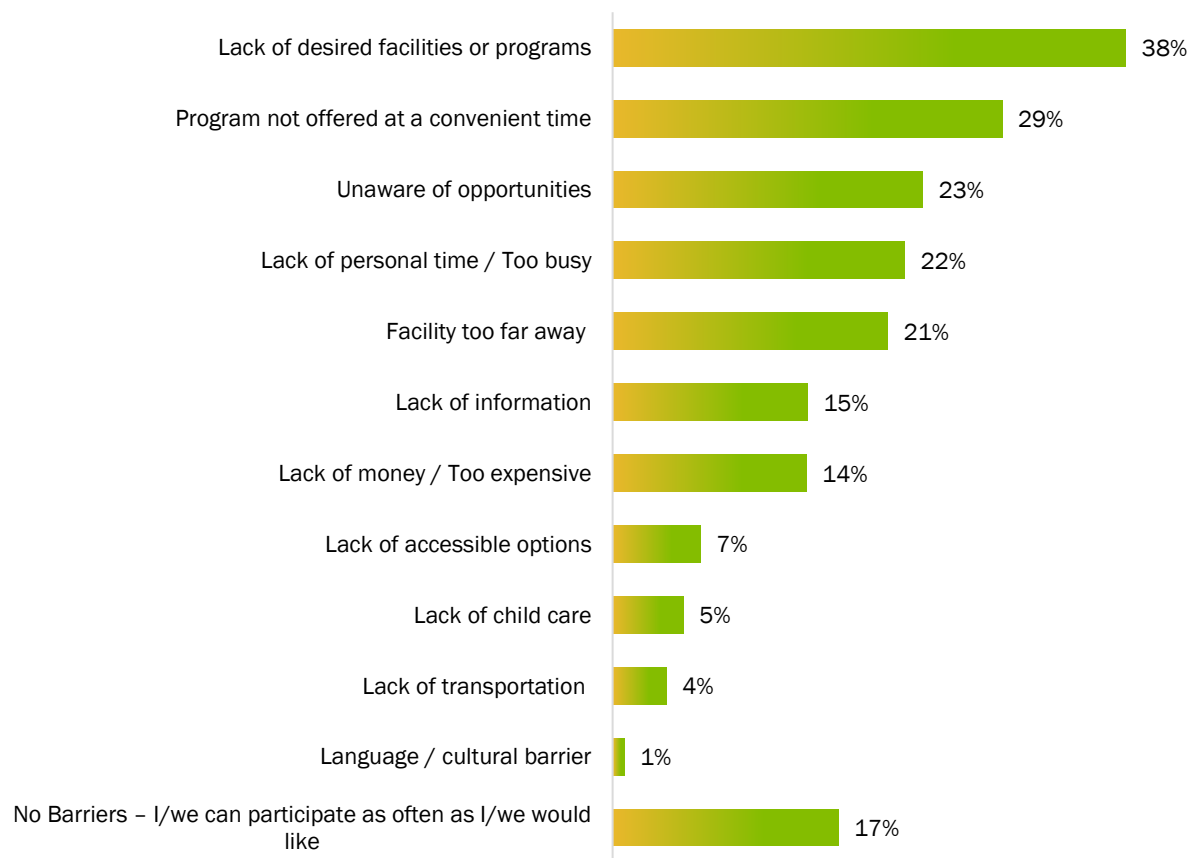


Figure 6: Participation Barriers in Parks & Recreation Activities, (n=1,264)



'Don't Know' responses not shown.

4.3.4 Requests for Parks & Recreation Opportunities

Respondents were provided with an opportunity to request parks and recreation activities they would like to see (some may already be offered in Whitby). Table 2 highlights the top 10 requests that were made by respondents. A broad range of suggestions were received, including swimming lessons and pools, cricket fields, outdoor skating, pickleball courts, and tennis courts. These requests are consistent with broader leisure trends that point towards a high demand for casual, unstructured and social activities, as well as requests for outdoor winter facilities and activities, and facilities that are geared towards non-traditional Canadian sports to reflect Whitby's culturally diverse community. Request for a variety of recreation programs were also identified, including, but not limited to, arts and cultural activities, gymnasium sports (e.g., basketball, badminton, pickleball, etc.), fitness, and general programs across all age groups. The desire for offering more popular recreation programs, or at better times of the day, was also identified.

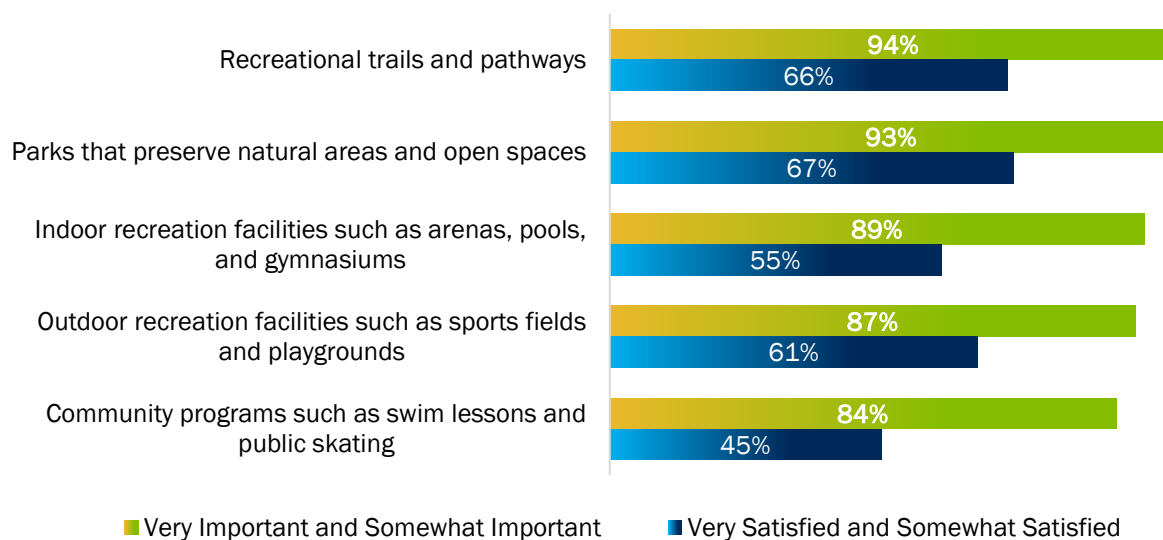
Table 2: Top 10 Requests for Parks & Recreation Opportunities, In Order of Request

Top 10 Requested Parks & Recreation Opportunities	
1. Swimming pools/lessons	6. More recreation programs (e.g., arts, gymnasium sports, EarlyON, fitness, drama, 55+, drop-in, adults, children, teenagers, etc.)
2. Cricket fields	7. Trails (walking, hiking and biking)
3. Outdoor skating rinks/trails	8. Basketball courts
4. Pickleball courts	9. Waterfront enhancements
5. Tennis courts (indoor and outdoor)	10. Soccer activities

4.3.5 Importance & Satisfaction Levels

Respondents were asked to rate their level of importance and satisfaction with respect to parks and recreation facilities, including indoor and outdoor recreation facilities, parks and trails, and open spaces. Generally speaking, high levels of importance paired with high levels of satisfaction suggests that expectations are being met. With this in mind, expectations are falling short in community programs, as well as indoor recreation facilities, although the findings suggest that there is room for improvement in all areas (Figure 8).

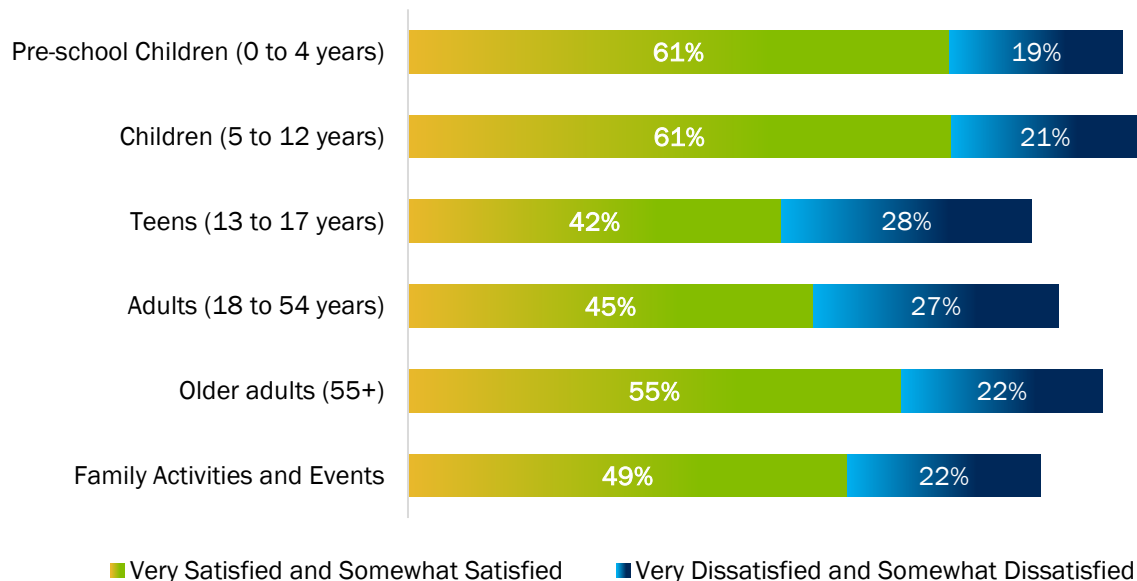
Figure 7: Importance & Satisfaction in Parks & Recreation Facilities (n=1,077 to 1,413)



'Neutral' and 'Don't Know' responses not shown.

Figure 9 illustrates respondents' satisfaction levels with parks and recreation opportunities by age group. Respondents were most satisfied with parks and recreation opportunities for pre-school children (ages 0 to 4) (61%) and children (Ages 5 to 12). The lowest satisfaction levels were reported for teens (ages 13 to 17) (42%) and adults (ages 18 to 54) (45%). This is a common finding in many communities as there is often a perception that there are not enough opportunities for these age group. These findings suggest that there are opportunities to improve satisfaction levels among all age groups.

Figure 8: Satisfaction with Parks & Recreation Opportunities by Age Group (n=619 to 1,053)



'Neutral' and 'Don't Know' responses not shown.

4.3.6 Priorities for Investment

Figure 10 illustrates respondents' level of support for spending additional public funds on improving existing or developing new parks and recreation facilities. Consistent with trends in the sector, facilities that generally support unstructured and self-scheduled activities were most supported for additional spending. The top supported spaces were new parks and open spaces (86%), indoor pools (85%), beach (85%), waterfront (84%), and paved multi-use trails (81%).

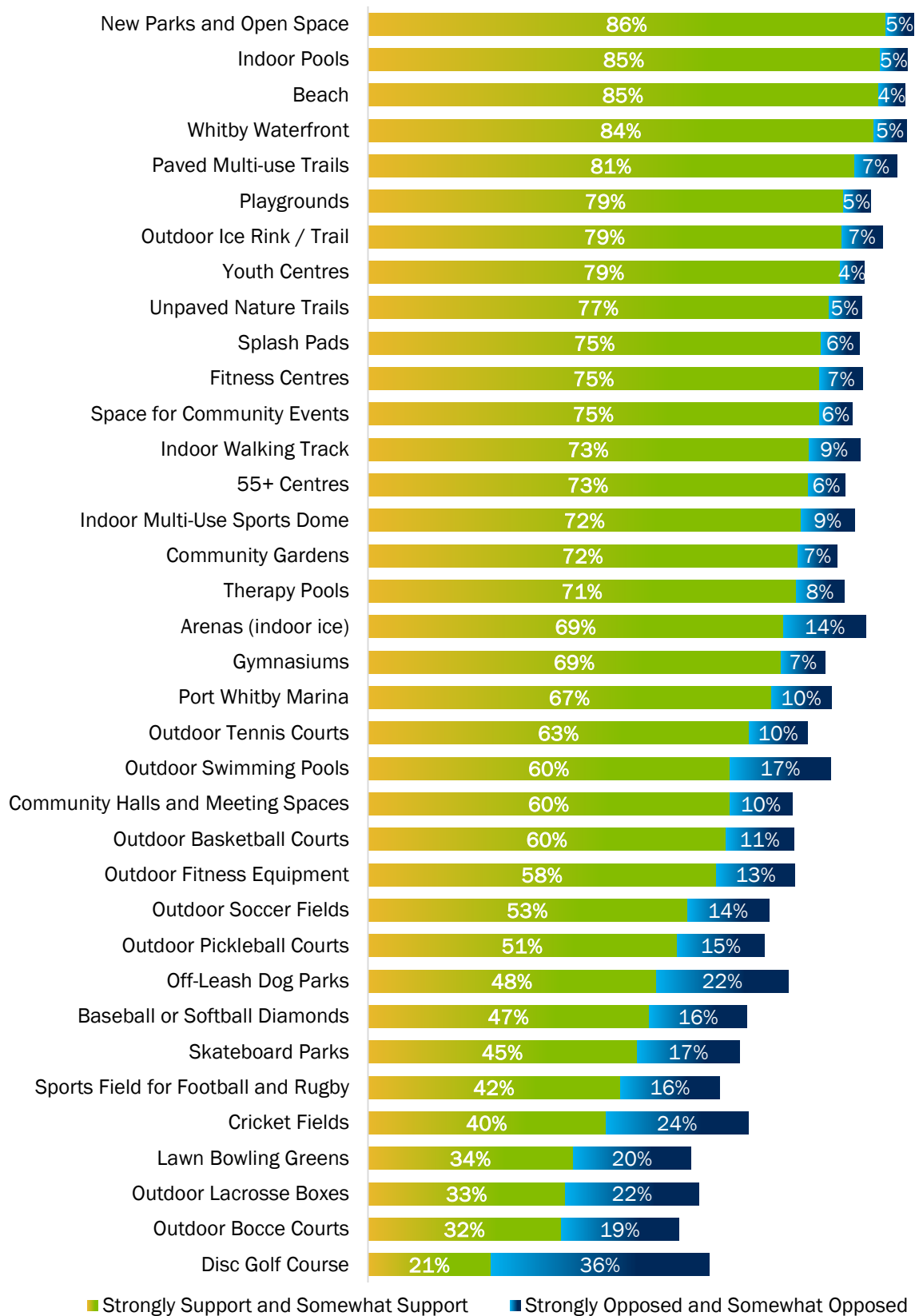
We would like to have a developed waterfront area with some dining options. A waterfront restaurant with outdoor seating would be great, or even if a canteen area and better washroom facilities could be developed around the Heydenshore Pavilion.

Splash Pads provide great relief for families that don't have access to swimming pools. Whitby does an amazing job creating unique splash pad experiences at each park!

I would just like to emphasize that it would be very helpful for many seniors to have more benches for resting, which would enable many more people to enjoy the wonderful trails and parks that we have. Having some benches located in shade would be helpful too.

Select Comments from Community Survey Respondents

Figure 9: Investment Priorities in Parks & Recreation Opportunities (n=984 to 1,409)



'Neutral' and 'Don't Know' responses not shown.

4.4 Parks & Recreation Community Stakeholder Focus Groups

Five stakeholder focus groups were held with community organizations to participate in discussions on a range of topics related to enhancing parks and recreation opportunities in Whitby. Nearly 100 stakeholders, including indoor and outdoor sports organizations, service clubs, and others were invited to participate in the focus groups. The sessions were attended by 23 individuals representing 22 groups. A Stakeholder Questionnaire was also circulated to all community organizations to collect any additional comments, including from groups that were unable to attend the focus groups to ensure that all organizations had an opportunity to provide input. Input was received from the following groups:

- | | |
|---|--|
| 1. Abilities Centre | 12. Whitby Cricket Association |
| 2. Brooklin Agricultural Society | 13. Whitby Eagles Baseball Association |
| 3. Brooklin Lacrosse Club Senior A Team | 14. Whitby Fire Girls Ball Hockey |
| 4. Brooklin Ladies Fun League | 15. Whitby Girls SloPitch Association |
| 5. Camp and Royal City Soccer Club | 16. Whitby Men's Slo-Pitch League |
| 6. Durham Oldtimers Soccer Club | 17. Whitby Men's Three Pitch League |
| 7. Durham Warm Water Aquatic Program | 18. Whitby Minor Baseball Association |
| 8. Lady Blue Knights Field Lacrosse | 19. Whitby Minor Hockey Association |
| 9. Pickleball Representative | 20. Whitby Ringette Association |
| 10. Scarborough Cricket | 21. Whitby Swimming Club |
| 11. Vikings Rugby Club | 22. Whitby Yacht Club |

The following is a summary of key themes from the input that was received from the Stakeholder Focus Groups and Questionnaire.

4.4.1 Indoor Arena and Aquatic Users Focus Group

Support for Arena Users	Requests were made for dry-land training space at the arenas as groups currently reported using non-Town facilities for warmups and training. Greater flexibility with the Town to allow change in ice time bookings was also mentioned, or groups should have the ability to give booked ice time to another user. Requests were also made for barrier-free and dedicated change rooms.
Demand for Aquatic Facilities	Organizations recognized the development of a future aquatic centre and made requests for a 50-metre pool to host competitions, warm water tanks, spectator seating, providing Town-owned equipment (e.g., diving blocks, ropes, etc.) and ensuring that the Town's existing pools and support spaces are barrier-free. Additional aquatic centres were also requested to alleviate current program pressure and waitlists.
Responding to Indoor Recreation Requests	It was identified that there is a demand for recreation facilities such as a gymnasium to respond to community requests for indoor recreation programs such as pickleball and other indoor sports, as well as an indoor walking track.
Accessibility and Inclusion	Attendees identified that an emphasis should be placed on ensuring that the Town's programs, services and facilities are accessible to all residents. In particular it was mentioned that the Town should communicate what parks and recreation facilities, services and programs are barrier-free, so residents are aware of what's available.

4.4.2 Indoor Floor Users and Community Services Focus Group

Indoor Facility Enhancements	There is a desire to access year-round, indoor floor space to offer indoor sports such as lacrosse and ball hockey and to ensure that adequate facility times are available for groups. Other suggested facility enhancements included air conditioning or large fans to cool down the arena during the summer season, painting sport court lines, and carpet flooring to minimize slipping hazards. Requests to serve food and alcohol, particularly during events, were also put forward, as well as to bring in external service providers such as music. It was also raised that the cost of facility rentals is a concern.
Outdoor Facility Requests	Requests were made for an outdoor, multi-use, gymnasium-type space similar to the Town's existing outdoor lacrosse boxes with a roof and lights.
Communication and Marketing	There is a desire for enhanced support from the Town, particularly with respect to communication and marketing. Enhanced promotion and awareness is needed to attract more interest in lacrosse and ball hockey organizations and activities as it was felt that residents may not be aware of these opportunities in Whitby, such as using the Town's website. It was identified that advertising costs were not affordable for community groups.
Streamlining Processes	It was mentioned that processes should be simplified to make it easier for volunteers to provide their programs, services and events, as well as to book facilities. It was identified that the amount of work required to run an event is too great for volunteers to handle, resulting in "burnout".

4.4.3 Outdoor Ball Diamond Users Focus Group

Ball Diamond Participation Trends	While the COVID-19 pandemic impacted ball diamond organizations, groups reported that participation and interest is on the rise, particularly among younger age groups. Older age groups and adult ball groups reported challenges with retaining players that joined other leagues that have access to appropriately sized ball diamonds.
Enhancements to Whitby's Ball Diamonds	Requests were made for more adult-sized ball diamonds. It was reported that many adult groups are playing at locations that are undersized for their needs, such as at Peel Park. Locating ball diamonds at appropriate locations was also identified as some groups are playing at ball diamonds within neighbourhood parks, which may not have adequate amenities such as washrooms and parking. The desire for permanent washroom facilities was expressed. Water draining was also identified as an issue, such as at Cachet Park and at Iroquois Park Sports Centre. Other requests were made for home run fencing, lighting, storage space, and electric and water servicing.
Access to Indoor Space	There is a desire for access to indoor field house space to support winter training. Some organizations reported that they currently use indoor facilities in other municipalities, but access to these spaces is not always guaranteed.

Town Support	Greater support from the Town was suggested such as staffing to assist with diamond lining, particularly to prepare for tournaments. Reviewing ball diamond scheduling to minimize overlapping games and prohibiting use of diamonds before permitted times was also suggested. Ball diamond rental fees was also identified as a concern.
Other Recreation Requests	Requests were made for dedicated pickleball courts with painted lines and coated playing surface.

4.4.4 Outdoor Sports and Activities Focus Group

Participation in Field Sports	Organizations reported that participation among their organizations is strong and has nearly recovered to pre-pandemic numbers.
Sports Field Scheduling	Concerns were raised about the Town's current approach to sports field scheduling. It was noted that scheduling is based on historical bookings which is a challenge for some groups to get additional time or for new organizations to find available field time. One group identified that games have been canceled due to the inability to find available field time. In order to meet field requirements, some groups reported using school fields.
Enhancements to Whitby's Sports Fields	Suggestions to enhance Whitby's sports fields included providing a rugby field with goal posts. It was reported that the Town's fields are undersized for rugby and that the only field that is suitably sized for the activity is at the Brooklin High School. Requests were also made for more artificial turf field, potentially at a multi-field complex and permanent, barrier-free washrooms.
Access for All	Organizations identified the importance of including all residents regardless of ability. One group also identified that they welcome participants from communities beyond Whitby. One group expressed that they have worked with other organizations to provide financial aid to minimize financial participation barrier, while another group worked with the Abilities Centre to create an adaptive sports program for persons with disabilities.

4.4.5 Youth and Emerging Activities Focus Group

Growth of Cricket in Whitby	The popularity of cricket in Whitby is growing. Local cricket players had previously travelled to Scarborough to play in an established organization; however, they were unable to be accommodated. Thus, there is a desire for a cricket field in Whitby to support and grow local playing opportunities. Due to the lack of field space, it was reported that recreational games may take place within parking lots.
Cricket Facilities	There is a desire for a cricket field in Whitby to support competitive play, recreational cricket, and practices, which would require the Town to construct a field with appropriate design standards. Field design needs to be carefully planned to accommodate the different types of cricket play. Supporting amenities include a warmup and practice area, parking, washrooms, scoreboard, seating, shade, and painted lines.

Town Support	It was suggested that the Town meet with organizations on a regular basis to ensure that there are open lines of communication to discuss challenges, potential enhancements, marketing and opportunities to work together. Continuing to work with community organizations to promote and enhance the waterfront area was also identified.
Whitby Marina Enhancements	To respond to increased use of the waterfront and marina, suggested enhancements included more seasonal waste receptacles, parking by-law enforcement, mooring balls, expanding temporary boat docking, and more.

4.5 Staff Workshops

Four staff workshops were held with Town staff to capture their valuable, knowledge, insights and experiences to be considered as a part of the Master Plan. Workshops were organized by senior management, front-line parks and recreation staff, and Senior Leadership Team. Discussion topics were wide-ranging and key themes are highlighted in this section.

Inspiring a Strong Community Through Community Services	Community programs and services are provided across Whitby's public spaces, including parks, trails, sport amenities, community centres and schools making services accessible at the neighbourhood level. There is a high level of utilization resulting in an active and engaged public. It is inspirational to see individuals and families gain the benefits of the parks and recreation system. The Town regularly engages the public to understand priorities and inform corporate initiatives and found that greenspace and enhancing the quality of indoor spaces ranked 2 nd and 3 rd , respectively, after downtown revitalization which ranked first.
While There are Many Strengths; There are Challenges	<p>All staff groups felt that the strengths of the Community Services Department include strong evidence of a high utilization rate of programs and services, high satisfaction levels, a positive relationship with community organizations, a demonstration of innovation and collaboration and generally a high performing organization.</p> <p>Current challenges include meeting parkland needs due to Bill 23, meeting sustainability targets, turnover and expertise of part-time and full-time staffing, the 24/7 demands of monitoring social media, lack of volunteers post-COVID, and meeting increasing demands and expectation within budget allocations. Costs for materials, construction, energy and supplies are increasing. The subsidization of community services is increasing due to rising costs. Questions were raised about whether the Town should continue to provide services that are underutilized or not in high demand.</p> <p>From a social perspective, staff are experiencing more mental health issues and aggressive behaviours in public spaces.</p>

The Facility Mix is Important in Meeting Community Needs

There is a strong indication that the Town provides a strong supply of recreation facilities across Whitby. Previous Facility Plans have looked at population growth, demographics, socioeconomics, facility capacity and utilization trends to recommend these placements. The utilization of Community Connection in 10 community schools has augmented facilities at the neighbourhood level. The Iroquois Park Sports Centre is well utilized, and new residents look to gather information about recreational opportunities from customer service staff. There is an expectation that there should be a large, Town-owned gymnasium in the south end of the Town. Most facilities are well utilized. With the Civic Recreation Complex being closed for renovations, the Anne Ottenbrite Pool is at capacity with pent up demand. As the public returns to play post-COVID, staff report that the fitness memberships have been slow to return to historical levels, although staff are making efforts to increase memberships.

Asset Management and Long-range Capital Planning Ensure Well Maintained Facility Stock

Whitby is working to complete an Asset Management Plan which will help to refine the Long-range Capital Plan, along with the findings of this Master Plan. Other corporate initiatives will also guide the design of new and renewal of parks and facilities such as the Town's Corporate Climate Action Plan.

Whitby Plays Its Part in Climate Action

Whitby has developed a Corporate Climate Action Plan to become more resilient to climate change and reduce greenhouse gas emissions. The Town established a target to reduce GHG emissions to zero by 2045 although funding sources have not yet been identified. Community engagement efforts are underway to inform, educate and work with the development industry. All new corporate buildings will have a sustainability lens with a LEED standard for net zero carbon emissions.

Legislative Compliance, Current Policies and Quality Assurance Ensure Safe and Enjoyable Experiences

Staff work to undergo regular inspections to comply with legislative requirements and compliance falling under the respective parks and recreation disciplines. Quality assurance models include Parks and Recreation Ontario High Five, Playworks for Youth Friendly Communities (2016), the Clean Marine Program, and is an Age Friendly Community. The Town undertakes a customer satisfaction survey to best understand current strengths and challenges.

Some Policies and Standard Operating Procedures require development and review, including, but not limited to, operating procedures, ice allocation policy, articulating levels of service, performance measures, asset management, a pricing policy, parkland development and the use of technology. There is recognition that policies and procedures must be documented; however, there is a concern about staff capacity to complete this work.

Partners and Volunteers Increase our Programs and Services

The Abilities Centre partners with the Town to provide fitness, sport and training for persons with disabilities. It was suggested that more could be done to share resources and reduce duplication.

Youth volunteer opportunities exist, including the Youth Council, camps and aquatics. Special Events engage volunteers for major events. The 55+ Centre also utilizes volunteers for programs and events and the 55+ Advisory Committee. There has been a decline in volunteerism since the pandemic. Sport and community organizations rely on volunteers to manage and promote sport opportunities and are also noticing a decline in volunteerism.

Diversity is Our Strength

The Town is placing greater emphasis on including underrepresented populations. The Town surveyed the community to understand residents' priorities surrounding diversity – results centred on race, colour, origin, ethnicity, and disability. The Town is guided by an Accessibility Plan and works with the Accessibility Advisory Committee and Accessibility Coordinator to ensure that facilities are physically accessible as well as address customer service standards. The Town has hired an internal facing position to develop policies and best practices. Staff would like the Master Plan to provide more guidance as to identifying, engaging, and better including marginalized populations.

Staff's Top Priorities

- Maximize use of facilities and ensure facilities and parks are available across the Town
- Address emerging sports and pent-up demands
- Address Development Charges and park policies and review use of Community Benefit Charges
- Develop levels of service, metrics and performance measures and tracking moving forward
- Provide advice on including all residents (DEI)
- Staffing and recruiting full and part-time staff to deliver on these priorities and needs
- Staying current with recreation needs
- Open space – a lot of pressure on development – taking over public lands
- Waterfront is under pressure – need to understand the future and plan for a waterfront that protects the priorities of the community
- With increasing demand, consideration needs to be given to program pricing and cost recovery strategies to off-set increased requirements for tax funding

4.6 Council Interviews

Individual interviews with each member of Council were undertaken to understand their perspectives on parks and recreation in Whitby, high priorities, how these features can be enhanced to strengthen the quality of life for current and future residents, and their expectations for the Master Plan. The following is a summary of key themes from the discussions.

Impact of Bill 23	Bill 23 is a concern as it is expected to impact how much parkland is eligible to be conveyed to the Town. It was identified that the Town may need to consider other strategies to acquire parkland and explore redevelopment of existing parks.
Investing in Whitby's Waterfront	Whitby's waterfront is viewed as a strength of the community, although it was felt that there is untapped potential that should be considered. Enhancements that could be considered include enhancing trails and connectivity, public art, creating outdoor special events space (e.g., bandshell), expanding and providing public access to the marina. The need to support strategic residential and commercial development was identified to bring residents, tourism and investment to the waterfront, including exploring hospitality and convention space opportunities in partnership with others. The future of the Heydenshore Pavilion was discussed with potential for private-sector partnerships. Public ownership of the waterfront was noted as a priority.
Trail Use	Trails for walking and cycling are important amenities in Whitby and continuing to enhance these features should continue to be encouraged to ensure that there are safe and accessible east-west and north-south connections across the Town, including utilizing the hydro corridor. Comfort features along trails need to be considered such as paving and seating. Winter trail maintenance is important to support year-round activities and park use, although consideration should also be considered to supporting cross country skiing and snowshoeing activities.
Enhancing Recreation Facilities	Enhancing the use of existing indoor recreation facilities, including strategies to increase the use of underutilized facilities, promotion or adding programming, and or seeking alternative uses. It was noted that the Master Plan should assess potential facility needs, including, but not limited to, cricket fields, pickleball courts, gymnasiums, adult ball diamonds, off-leash dog parks, outdoor skating rinks, indoor walking tracks, multi-purpose space, community gardening, and indoor aquatic facilities (including warm water pools). It was also felt that the Master Plan should assess needs in the east end of Whitby, including indoor recreation facilities, particularly as residents are older and desire local recreation opportunities. Additionally, opportunities to reimagine the Heydenshore Pavilion for community use was identified.
Recreation Programming	Concerns were raised about the availability of popular recreation programs that are booked quickly. It was also identified that some programs are not offered at a convenient time for youth and children as some activities are held during the day or evening. Specific concerns were expressed regarding the limited availability of swim programs, particularly due to the temporary closure of the Civic Recreation Complex pool.

Park Renewal and Development

Strategic park renewal or development was suggested including re-envisioning Brooklin Memorial Park and that the Master Plan should determine the need for a new sports field complex to centralize activities and consolidate fields and other facilities at a single site. Potentially re-locating and re-purposing the Victoria and Gordon Street Soccer Fields to accommodate potential waterfront enhancements was also identified.

Environmental Sustainability and Climate Change

The parks and recreation system should be viewed with an environmental sustainability and climate change lens. This includes incorporating shade structures in parks, investing in trails, use of solar panels and other technologies, and preserving naturalized areas along the waterfront.

Inclusion and Access

Parks and recreation in Whitby should be inclusive of all residents, regardless of age, income, ability, orientation and background.

4.7 Virtual Public Consultation Sessions

Three virtual public consultation sessions were held to provide an open forum for residents to provide input to be considered as part of the Master Plan development process. The virtual sessions were held over three days at different times to provide residents with flexibility in when they could participate. Each virtual session guided attendees through an overview of the Master Plan process and project status, followed by a discussion period. In total the virtual sessions were attended by 23 members of the public. Representatives from the Town's advisory committees were invited to attend, as well as school boards and other community stakeholders. Town staff were also in attendance to provide local context and respond to questions. The following is a summary of input that was received through the discussion.

Parks and Recreation Strengths	Whitby provides a strong parks and recreation system that is well maintained. The availability of community partners was mentioned such as the Abilities Centre. It was mentioned that there are a variety of recreation programs for children and families, and that the Town is making efforts to create year-round recreation opportunities such as winter park maintenance and snow clearing.
Enhancing Indoor Recreation Facilities	Requests were made for indoor walking tracks and gymnasiums for indoor sports activities (e.g., pickleball). Creating comfortable gathering areas within lobby and viewing areas within indoor recreation facilities was also suggested, with consideration given to concessions.
Enhancing Outdoor Recreation Facilities	There is a desire for ball diamonds in the north end, open space for disc golf and ultimate frisbee, and winter activities such as outdoor skating, snow shoeing, and cross-country skiing. Recognizing future population growth in the north and west end, outdoor recreation opportunities should be considered in these areas.
Enhancing Parks, Trails, Waterfront and Marina	<p>Suggestions to enhance the parks and trails system included accessibility features, expanding trail connections, paving trails, drinking water stations, public art, WIFI, tree plantings, and comfort amenities such as shade, seating and portable washrooms. Interactive features such as incorporating technology (e.g., QR codes) was also suggested for education, music, and games. Preserving the natural environment should also be a priority.</p> <p>Opportunities to invest in the waterfront was identified, including holding special events, enhancing the marina, harbour dredging, watercraft launch, and outdoor fitness equipment. Park cleanliness and more waste receptacles were also suggested.</p>
Enhancing Recreation Programs	<p>The timing of daytime recreation programs is not convenient for families that work during the day. The need to increase the number of popular recreation programs was suggested, particularly for swimming. Expanding the variety of non-sport recreation programs was suggested such as activities centred around academics, education, and arts and culture, as well as outdoor summer programming.</p> <p>New or enhanced events should be considered such as farmers markets, art in the park, etc.</p>

4.8 Future Community Engagement Activities

Future community engagement opportunities will be available during the draft master plan process, including a virtual public information centre and Council presentations to receive feedback on the Draft Master Plan.

5.0 Current State: Park System

5.1 Key Parks Documents

5.1.1 Parks for All

Parks for All is **An Action Plan for Canada's Parks Community**, published in 2017 through a collaboration between the Canadian Parks Council and the Canadian Parks and Recreation Association. This document aligns with and supports the Framework for Recreation in Canada, particularly the FRC's third goal of "Connecting People and Nature".

Parks for All focuses on how all Canadians benefit from healthy parks and natural areas and shares the community's vision and goals for our parks. Parks for All includes a variety of perspectives that helped form a distinct set of responsibilities and practices moving forward. Parks for All is intended to unite the parks community through specific actions, priorities, and strategic directions. The plan is guided by four strategic directions: **Collaborate, Connect, Conserve, and Lead**. Specific actions that may be considered through the Master Plan process or subsequent implementation initiatives are highlighted in Table 3.

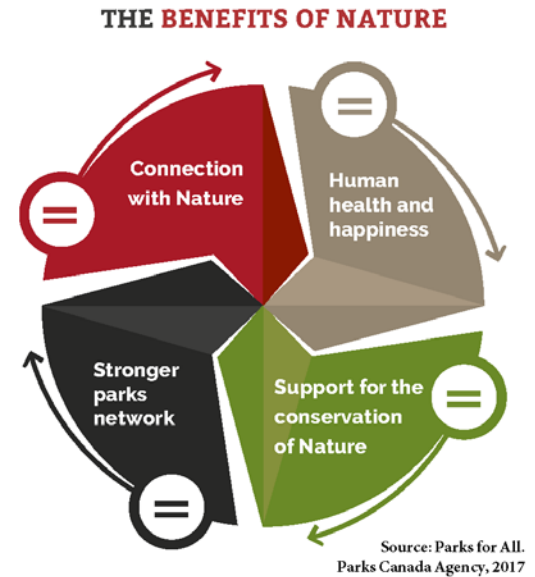


Table 3: Summary of Strategic Directions and Actions, Parks for All

Strategic Direction	Strategic Actions
Collaborate	Reach out to unconventional partners and organizations that could creatively contribute to the Parks for All vision.
Connect	Forge connections between community parks and less accessible wilderness parks by sharing information and coordinating activities and campaigns. Support the creation of new parks and the expansion of current parks to offer more opportunities for local connections.
Conserve	Share expertise and best practices among the parks community. Champion the economic, social, cultural and environmental benefits provided by healthy ecosystems. Ensure these are accounted for in decision-making as contributing to stronger economies.
Lead	Invest time and money in employees for the development of high-performing, dynamic, and caring leaders.

5.1.2 Various Whitby Park Plans

Whitby recognizes the important role that parks play in enhancing local quality of life and supporting community growth, economic development, environmental sustainability, and more. The Town has been actively developing and redeveloping parks and has been regularly engaging residents along the process to gather input and refine the vision established for each park project. The Town is commended for recently completing several park plans, which have led to the development of new park sites, many of which are in the planning process or are under construction. Parks include (the amenities planned to be located in these parks have been incorporated into the recreation facility inventory in Section 6.2):

- Des Newman WhitBEE Park (District Park)
- Lynde Creek Park (District Park)

- Greenfield Park redevelopment (Local Park)
- Micklefield Park (Local Park)
- Chelsea Hill Park (Local Park)
- Lazy Dolphin (Coronation Road) Park (Local Park)

In addition to these plans, Whitby also completed a 2016 Waterfront Parks & Open Space Master Plan, which is discussed in Section 5.6.

5.2 Parkland Classification System

A robust parkland classification system is critical to guide communities in park development and to convey what the public may expect for different types of parks. The Town of Whitby Official Plan establishes a parkland classification system in Section 4.9.3.22. There are three types of parks, including Town Parks, District Parks and Local Parks (including parkettes and tot-lots). A description of each park type is summarized in Table 4.

Table 4: Town of Whitby Official Plan Parkland Classification System

Park Type and Description
<p>Town Park</p> <ul style="list-style-type: none"> • Are intended to serve recreational needs on a Town-wide basis and include major recreational and cultural heritage resources and municipally-owned open space along valleys, the Waterfront and the former Lake Iroquois Beach. • They may include active recreation/community centres, ball courts, playgrounds, community gardens, landscaped and passive recreation areas, and parking areas. • Provided at a rate of 0.4 hectares per 1,000 residents
<p>District Park</p> <ul style="list-style-type: none"> • Are intended to serve the recreational needs in a community area or series of neighbourhoods with outdoor and indoor recreation opportunities. • They shall be primarily active recreation areas with illuminated major sports fields and facilities, recreation/community centres, ball courts, playgrounds, community gardens, landscaped and passive recreation areas, and parking areas. • Provided at a rate of 0.8 hectares per 1,000 residents and shall generally be 4 hectares in size.
<p>Local Park (including parkettes and tot-lots)</p> <ul style="list-style-type: none"> • Are intended to serve the recreational needs of the immediate neighbourhood for active and passive recreational opportunities. • Facilities may include sports fields, landscaped areas, walkways, ball courts, playgrounds, community gardens, and similar facilities. • Provided at a rate of 0.8 hectares per 1,000 residents and shall generally be 1.5 hectares in size; parkettes or tot-lots may range in size between 0.1 hectare and 1.0 hectare.

5.3 Parkland Dedication Policies

In November 2022, the Province of Ontario enacted the More Homes, Built Faster Act. This Act (also referred to as Bill 23) made adjustments to the parkland dedication requirements of the Planning Act, among amendments to several other regulations with this and other statutes. The recent changes introduced by Bill 23 will result in reductions to parkland dedication and cash-in-lieu requirements compared to the previous legislation, especially for areas of higher density. A summary of some of these recent changes is provided below:

- The **maximum alternative dedication rate** has been reduced to 1 ha/600 units for parkland and 1 ha/1000 units for cash-in-lieu. Further, the legislation caps the maximum alternative dedication rates at 10% of the land for sites under 5 ha and at 15% for sites greater than 5 ha.
- Affordable residential units, attainable residential units, inclusionary zoning residential units, non-profit housing and additional residential unit developments are **exempt** from parkland dedication requirements.
- **Parkland rates** are frozen as of the date that a zoning-by law or site plan application is filed. The freeze is effective for two years after approval.
- To take effect at a future date, developers will be able to identify the land they intend to convey to the municipality for parkland. These lands may include **encumbered lands** and privately-owned public space (POPs). If agreement cannot be reached, the Town or the landowner can appeal to the Ontario Land Tribunal. This may result in less suitable lands being accepted as parkland dedication.
- There is a new requirement for the Town to **spend or allocate** at least 60% of the monies in their parkland reserve account at the beginning of each year.
- The Town must develop a **Parks Plan** prior to passing a parkland by-law. Previously, this requirement applied only to those municipalities that authorized use of the Section 42 alternative rate, but now includes those that include the standard rate (e.g., 5% of lands as per Section 51.1).

The Town's existing parkland dedication policies are established in Section 4.9 of the Official Plan, which have not yet been updated to reflect the latest changes as a result of Bill 23.

Section 4.9.4.2 of the Official Plan identifies that the Town may acquire land for parks, cycling and trails, recreation and open space purposes as permitted by the Planning Act (including through parkland dedication and cash-in-lieu of parkland). Section 4.9.4.3 of the Official Plan identifies that the following strategies to acquire parkland can be pursued, at no cost to the Town:

- a) For the development or redevelopment of land uses for residential purposes, up to 5.0% of the total land holdings, or cash-in-lieu equivalent. Alternatively, the Town may require the conveyance of land for park or other public recreational purposes at a rate of 1 hectare for each 312 dwelling units proposed, or cash-in-lieu equivalent, or at such lesser rate as may be determined by the Town.
- b) For the development or redevelopment of land for commercial or industrial purposes, up to 2.0% of the total land holdings or an equivalent amount of cash-in-lieu of land.
- c) For the development or redevelopment of land for mixed-use development, the lands for park or other public recreational purposes shall be calculated at the rate of 1 hectare for each 312 dwelling units, or the cash-in-lieu equivalent, or at such lesser rate as may be determined by the Town. However, in no case shall such contribution be less than 2.0% of the land area or the cash-in-lieu equivalent, assessed on the basis of the percentage of the total floor space used for non-residential purposes.
- d) Where new development is proposed on lands, part of which is identified as Natural Hazards or Natural Heritage, or a significant woodlot then such lands shall not be acceptable as part of the dedication of parkland for public recreation purposes or cash-in-lieu payment under the Planning Act. In addition, the open space setbacks from the top-bank, as required by Section 5.3.10.6 of the Official Plan, shall not be included as part of the dedication of parkland or cash-in-lieu payments under the Planning Act.

Section 4.9.4.5 also identifies that the Town shall focus the acquisition of land for parks, recreation, and open space in areas of greatest deficiency. Priority areas shall be based upon master plans with the following considerations:

- a) Existing and proposed population densities;
- b) Existing facilities and their accessibility to the neighbourhood residents;
- c) The availability of funds for acquisition
- d) The availability of land on the open market; and
- e) The necessity to expropriate.

The Official Plan also identifies that where practical, new parkland development will be acquired in cooperation with others, including school boards, Conservation Authorities, and other public agencies. The next phase of the Master Plan will explore the impact that Bill 23 will have on future parkland dedication practices and existing service levels, as well as alternative strategies that the Town will need to consider to address any parkland shortfall over the planning period and beyond.

5.4 Parkland Supply

The Town's parkland inventory identifies that there are approximately 897 hectares of greenspace in Whitby, including 243 hectares of active parkland and 655 hectares of open space. Active parkland refers to Town-owned or managed lands that are suitable for the development or the installation of built recreational amenities including sports fields, playgrounds, play courts, etc., and may be used for both organized and unorganized activities. Natural features may also be located within these active parks. A summary of active parkland by park type is contained in Table 5.

Whitby's active park supply translates into a service level of 1.6 hectares per 1,000 residents, which is less than the Town's recommended target contained in the Official Plan (2.0 hectares per 1,000 residents). This shortfall is driven by the fact that the parkland dedication tools provided under the Planning Act have historically not been adequate to meet the Town's target, particularly as the land development industry tends to provide the minimum amount of parkland (or cash-in-lieu of parkland) to satisfy requirements. Following recent amendments to the Planning Act as a result of Bill 23, it is anticipated that the Town's parkland deficit will grow as the population increases. The next phase of the Master Plan will explore alternative strategies to acquire parkland address the service level gap.

Open space contributes to the broader natural environment system and include Town and non-Town owned land such as conservation areas. These spaces generally refer to sites with no to low development potential and are primarily designated for purposes such as provincially significant wetlands, environmentally significant and sensitive natural areas, watercourses and floodplains. Due to the lack of development potential of these lands, they can be used for passive recreation activities; however, some lands may not be suitable for public access as they are meant for preserving environmentally sensitive areas, pose user risks, are hazard lands, or serve servicing purposes. While open spaces and natural environmental lands are not a direct focus of the Master Plan, their important contributions to supporting the parks system are recognized.

In addition to the existing parkland supply, Whitby's 10-year capital forecast identifies a number of future parks that are planned to be developed over the planning period. The majority of new parks are planned to be located within emerging areas of Whitby, including three District Parks and 20 Local Parks (and parkettes) in Brooklin. Future parks in West Whitby and the Town's intensification areas are also planned.

Table 5: Town of Whitby Parkland Summary

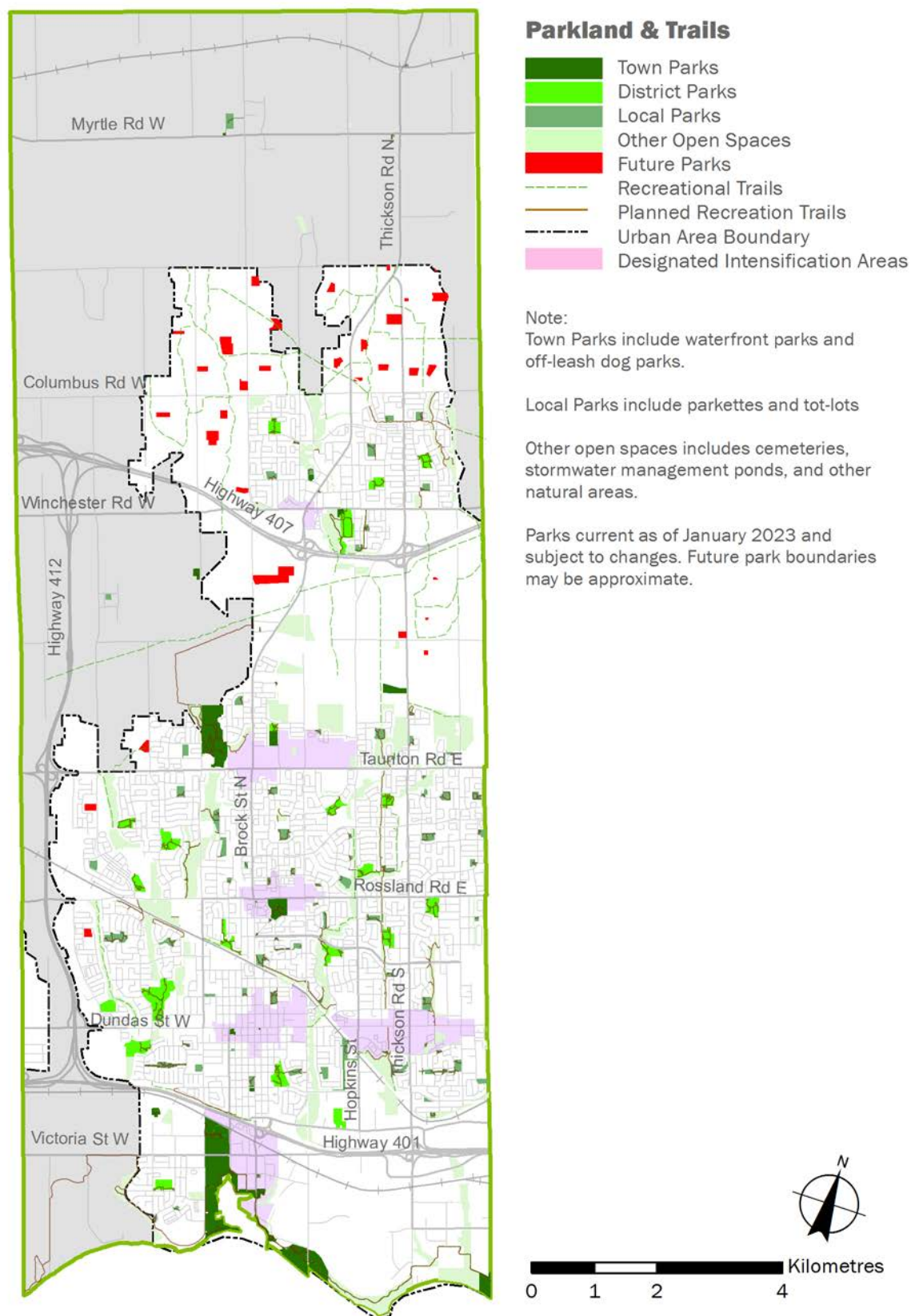
Park Type	Number of Parks	Supply (ha)	Current Service Level (2022 Population = 151,500)	Official Plan Recommended Service Level
Town Park*	15	50.8	0.3	0.4 ha/1,000 residents
District Park	22	95.0	0.6	0.8 ha/1,000 residents
Local Park**	89	97.0	0.6	0.8 ha/1,000 residents
Total Active Parkland	123	242.8	1.6 ha/1,000 residents	2.0 ha/1,000 residents
Total Open Space***		654.6		
Total Greenspace		897.4		

*Town parks include waterfront parks and off-leash dog parks

** Local parks include parkettes

*** Open space includes cemeteries, stormwater management ponds and other natural areas.

Figure 10: Distribution of Parks and Recreational Trails



Source: Map created using Town GIS Database, 2022

5.5 Recreational Trails

Recreational trails tend to be one of the most highly desirable amenities in any municipality. They facilitate low-cost outdoor physical activities and human-powered forms of transport across the community. Trails can be used by residents of all ages for year-round activities, including, but not limited to, walking, cycling, jogging, in-line skating, cross-country skiing and snowshoeing. The community survey found that 74% of responding households participate in walking and hiking for leisure, which was the second most popular recreation activity. During the COVID-19 pandemic, municipalities across Ontario, including Whitby, experienced a strong increase in trail usage, highlighting the importance of providing a connected trail network.

Whitby provides approximately 70 kilometres of recreational trails across the Town. This includes 18 kilometres of multi-use trails such as the Hydro Corridor Trail, Pipeline Trail, and Scott Trail, 15 kilometres of the waterfront trail, and 39 kilometres of park pathways. These trails feature paved and unpaved surfaces for walking, cycling and other non-vehicular modes of transportation. These trails are complemented by the Town's extensive sidewalk system that spans nearly 580 kilometres, as well as 162 kilometres of on-road cycling lanes. In addition, the public has access to trails managed by other organizations such as the Central Lake Ontario Conservation Authority.

Whitby's 2021 Active Transportation Plan is a long-range plan that promotes active movement and furthers the Town's goal of becoming a walkable and complete neighbourhood. The vision for the Active Transportation Plan is to create a network that is a "convenient, comfortable and safe alternative for people to get to and from work, school and other frequent destinations for people of all ages and all abilities". The Active Transportation Plan recommended over 300 kilometres of additional routes to be developed over a 10-year period, including 80 kilometres of multi-use pathways, 61 kilometres of off-road trails, and 90 kilometres of sidewalk. The Town's Tourism Strategy also identifies enhancements to Whitby's walking and cycling trails, as well as supporting infrastructure and amenities, to promote use among visitors. Whitby's Accessible Wayfinding and Signage Study, which is currently being prepared, will also bring further awareness of the Town's trails system within the community.

Over the Master Plan period, Whitby's 10-year capital forecast allocates approximately \$18M towards adding nearly 70 kilometres of new recreational trails. Future trail projects are aimed at strengthening connections within the Brooklin community and along the waterfront area. Existing and planned recreational trails in Whitby are illustrated in Figure 11.

Several requests were received through the public consultation process for enhancing Whitby's trail system. The public expressed the desire for enhanced trail connections throughout the Town, with supporting amenities such as seating. Winter trail maintenance was also supported. It was mentioned that an emphasis should be placed on ensuring that there are east-west and north-south connections, including linking residents to Whitby's waterfront area. Four-out-of-five community survey respondents supported additional investment in paved multi-use trails, while 77% of respondents supported additional investment in unpaved nature trails.

5.6 Whitby Waterfront & Port Whitby Marina

The Waterfront Parks & Open Space Master Plan ("Waterfront Master Plan") establishes a 20-year vision to enhance Whitby's waterfront area, including heritage, recreation, cultural and natural features. A vision statement was created to guide the development of the waterfront, which is to "Bring People to the Waterfront." Key guiding principles to achieve this vision included being environmentally responsible, fostering partnerships, accessibility, supporting educational experiences and active living, multi-modal connections and waterfront trail development, protecting and preserving the environment, and supporting recreation and tourism.

The Waterfront Master Plan divides Whitby's waterfront into six sites – Cranberry and Lynde Marshes, Lynde Shores, Port Whitby Community, Pringle Creek, (Former) Dupont and Gerdau Shoreline, and Corbett Creek Marsh. Each of these unique areas boasts unique natural features that have their own distinct vision, which includes initiatives to protect and preserve sensitive areas, develop recreation amenities that are compatible with the waterfront, expand trails, strengthen connections to key destinations and more.

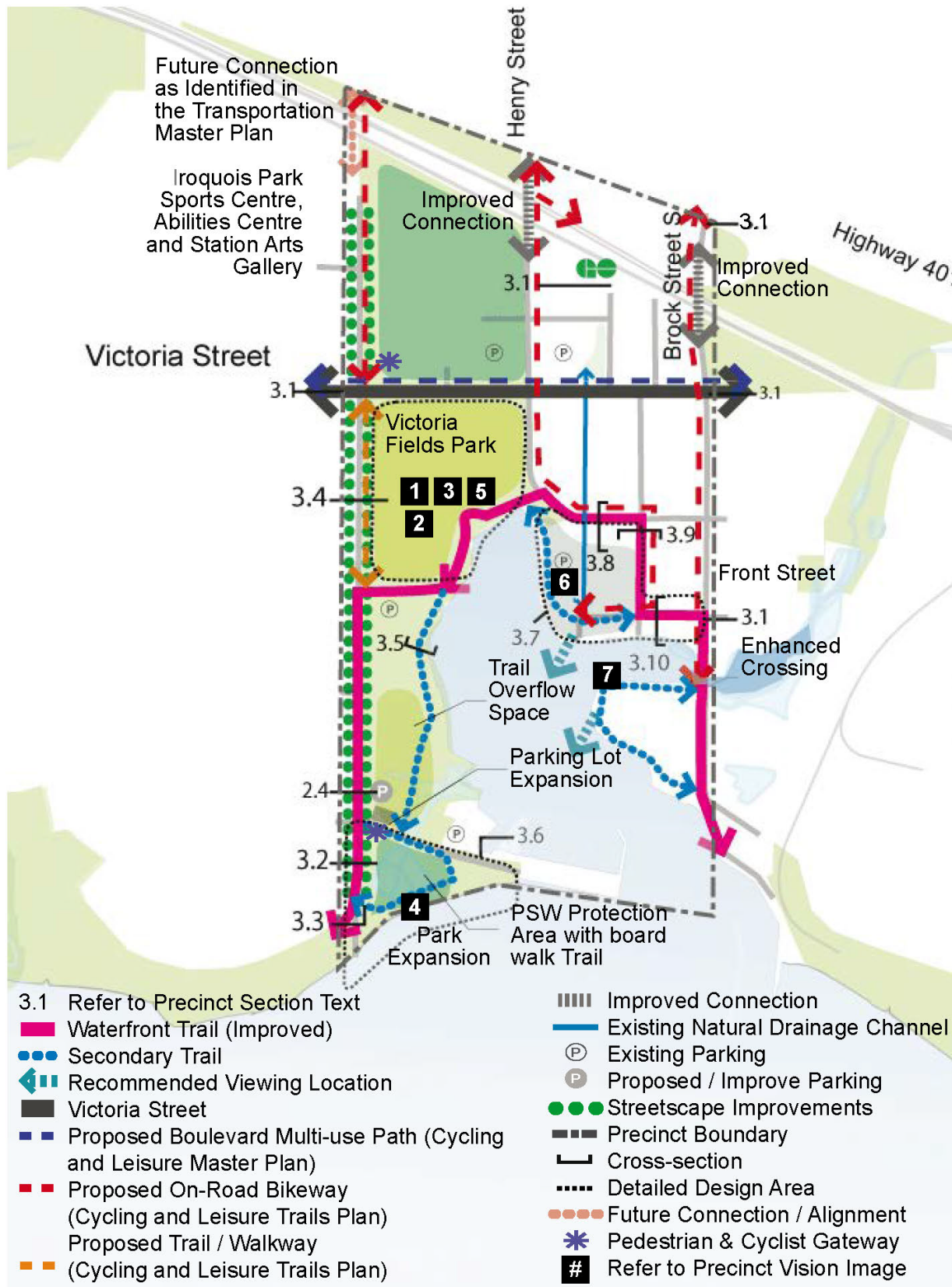
The Port Whitby Community area is recognized as the “heart of the waterfront”, which was envisioned as a destination for active and passive recreation Figure 12. This vision was reconfirmed through a Waterfront Master Plan Update undertaken in 2020 (which included a public survey) to recognize the growing popularity of Whitby’s waterfront and to gain a better understanding of emerging priorities and needs that were not considered when the Waterfront Master Plan was prepared in 2016. The Waterfront Master Plan Update (staff report CMS 04-20) highlighted current and future waterfront initiatives, which are highlighted below:

- Current/Ongoing Waterfront Projects
 - Redevelopment of the **waterfront trail** between Heydenshore Park and Intrepid Park, including accessibility enhancements, widening, and the replacement of the existing bridge and boardwalk.
 - Redevelopment of the **Heydenshore splash pad** with new play features and accessible components.
- Future Waterfront Projects
 - Repair and restoration of the **Heritage Pump House**. Planned for 2022/2023.
 - Re-envision the Victoria Street soccer fields to create an urban waterfront park. Known as the **Victoria Waterfront Park**, proposed features include an accessible playground, splash pad, outdoor skating rink, open lawn and picnic areas, trails, pathways and a special event area. To achieve this vision, working with the Whitby Iroquois Soccer Club and other organizations to relocate the existing soccer fields will be required. Planned for 2024.
 - Development of **Intrepid Park** with enhanced pathways. Planned for 2026.
 - Redevelopment of the **Waterfront Trail** between Gordon Street to South Blair Street; including accessibility enhancements and widening. Planned for 2028.
 - Enhancements to **Iroquois Beach**, including developing trails, picnic areas, shade, and seating. Planned for 2027.
 - Development of **Dupont Land** with waterfront parking, pathways, open space, sand volleyball courts, shade structures and picnic areas. Planned for 2032.
 - Development of **Shirley Scott Park** with pathways, shade, seating, landscaping and a designated fishing area. Timing not defined.
 - Improvements/Urbanization of **Water Street** to become more pedestrian friendly and facilitate safety movement for automobiles and active transportation users. Timing not defined.
 - Redevelopment of the **Heydenshore Pavilion** to enhance this space for programming, rentals, and special events. Timing not defined.
 - **Residential intensification** on the east and west side of Brock Street South, south of the Pringle Creek Bridge. This high density residential area known as “Dockside Whitby” is planned to accommodate 1,500 residential units, in addition to commercial and retail space, and outdoor space including shoreline to be dedicated to the Town for the development of the Waterfront Trail. Timing not defined.

Enhancements to the **Port Whitby Marina** have also been identified through the Waterfront Master Plan. This includes new commercial uses, a marina services building, landscaping, open lawn area, and streetscape improvements to enhance the pedestrian realm (Figure 14). A new Harbourfront Master Plan is being prepared within the next year that will identify potential marina enhancements.

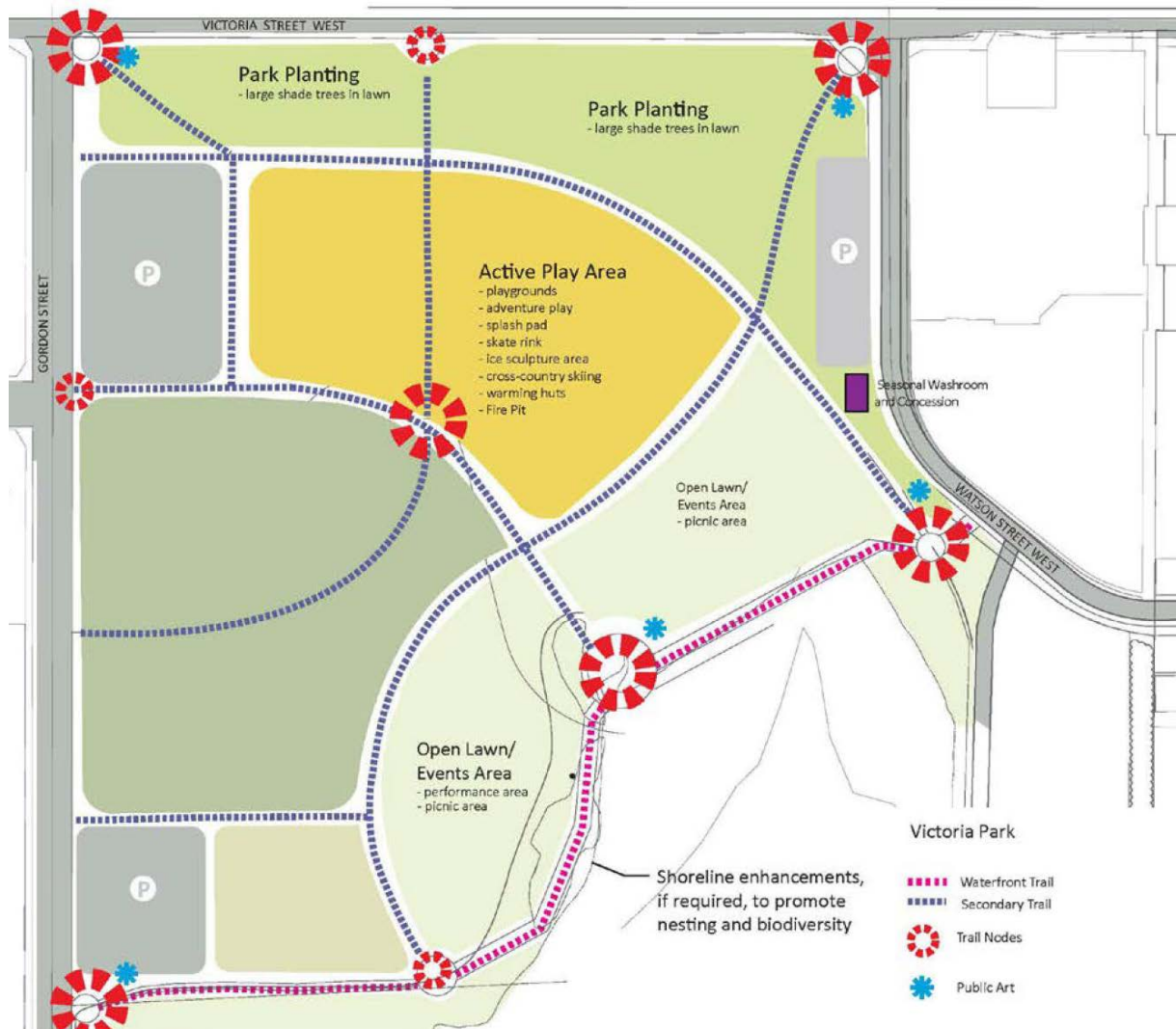
The public has expressed that there is untapped potential along Whitby’s waterfront as a variety of suggestions were received about potential enhancements for active and passive parks and recreation activities such as trails and outdoor event space. Re-locating and re-purposing the Victoria Street and Gordon Street soccer fields, and providing amenities such as shade, seating, BBQs, and waste receptacles. The need to address parking issues along the waterfront was also identified. The community survey found that 84% of respondents supported additional investment in the Whitby waterfront, ranking fourth out of 36 facility types.

Figure 11: Port Whitby Community, Excerpt from the Waterfront Parks & Open Space Master Plan



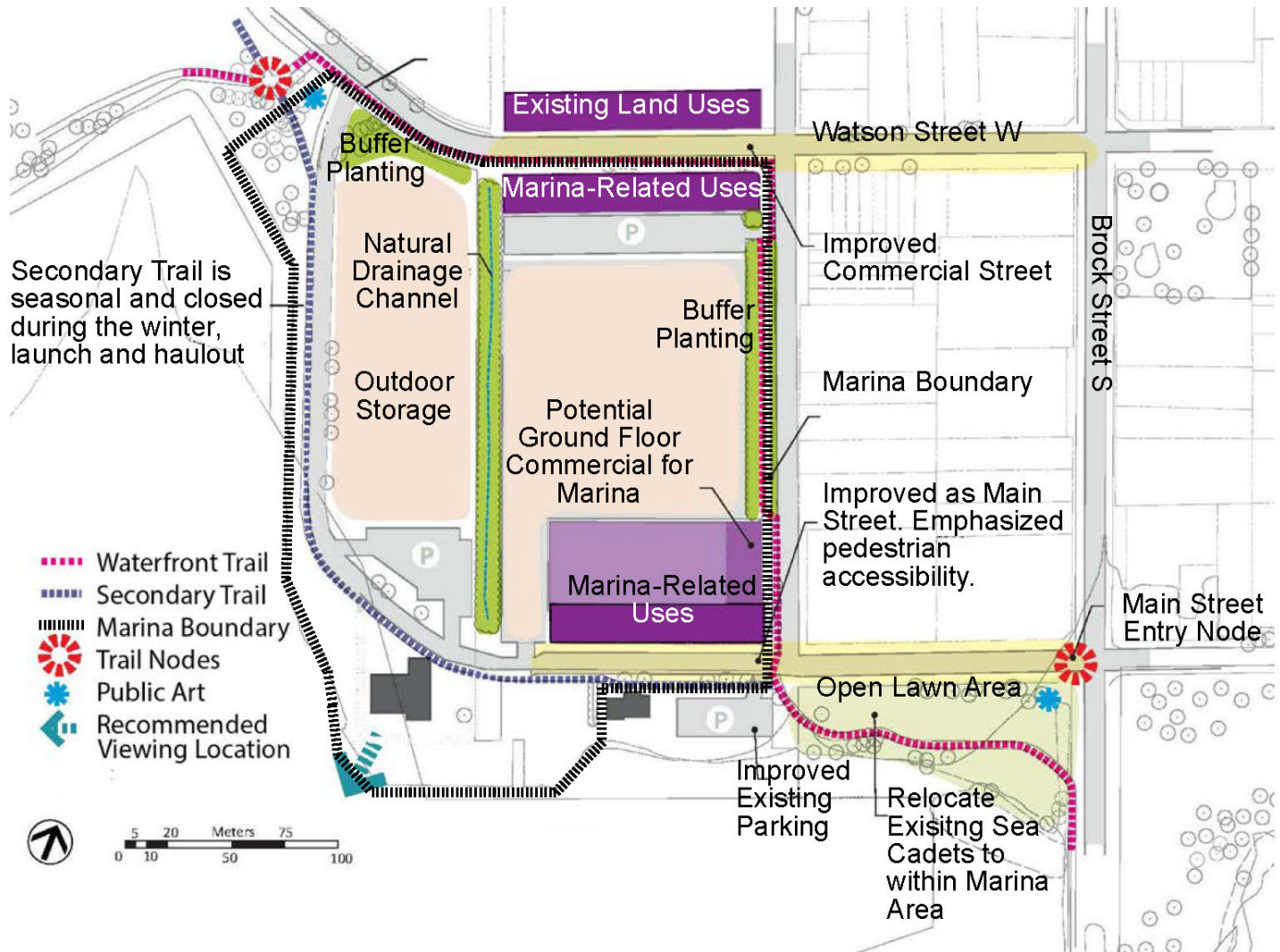
Source: Port Whitby Community, Excerpt from the Waterfront Parks & Open Space Master Plan, 2016

Figure 12: Proposed Victoria Waterfront Park, Excerpt from the Waterfront Parks & Open Space Master Plan



Source: Port Whitby Community, Excerpt from the Waterfront Parks & Open Space Master Plan, 2016

Figure 13: Proposed Whitby Marina Enhancements, Excerpt from the Waterfront Parks & Open Space Master Plan



Source: Port Whitby Community, Excerpt from the Waterfront Parks & Open Space Master Plan, 2016

6.0 Current State: Recreation Facilities

6.1 Key Recreation Documents

6.1.1 Framework for Recreation in Canada

Guided by significant public consultation, the Canadian Parks and Recreation Association – in collaboration with the senior levels of government and the Provincial Recreation and Parks Associations – developed a Framework for Recreation in Canada (FRC). The FRC provides a renewed definition for recreation, highlights the benefits of recreation and parks (including the economic impacts) and identifies five evidence-based goals for communities to strive towards, including:

- Goal #1: Active Living
- Goal #2: Inclusion & Access
- Goal #3: Connecting People & Nature
- Goal #4: Supportive Environments
- Goal #5: Recreation Capacity

The Parks & Recreation Master Plan will be prepared with FRC goals in mind.

6.1.2 Sports Facility Strategy

Whitby's 2015 Sports Facility Strategy provided the Town with a guide to plan and manage the development of sports facilities towards 2031. The need for the Strategy was driven by population growth and related factors that influence sports participation and usage and a roadmap was prepared to address traditional and emerging preferences for physical activity. Key indoor and outdoor facility recommendations included:

- A new multi-use recreation facility that would include a twin pad arena, indoor aquatic centre, active living studio, multi-purpose space and an indoor artificial turf field.
- 11.5 unlit soccer field equivalents
- 13 unlit ball diamond equivalents
- 1 multi-use field
- 11 tennis courts
- 4 pickleball courts
- 10 multi-use courts for basketball and ball hockey
- 2 skateboard parks

Recreation is the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community wellbeing.

Renewed Definition of Recreation.
Framework for Recreation in Canada.

6.2 Summary of Existing Recreation Facilities

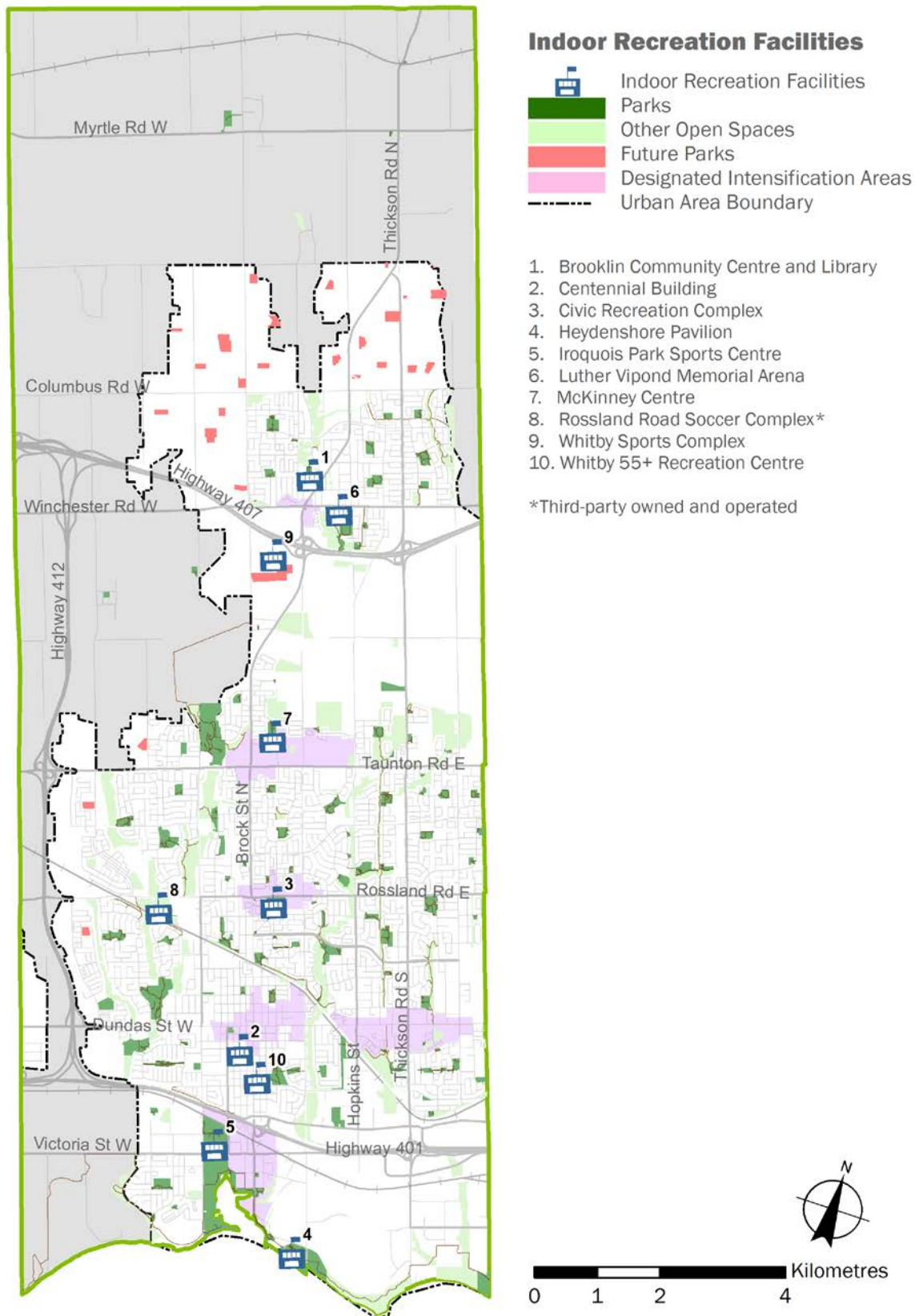
Table 6 summarizes the Town's inventory of indoor and outdoor recreation facilities in Whitby. Figure 15 illustrates the distribution of indoor recreation facilities, while the distribution of outdoor recreation facilities can be found in their respective sub-sections. In addition to the recreation facilities highlighted below, Whitby's close partnership with Community Connection provides access to 10 schools for neighbourhood-level programming, including at Bellwood Public School, Brooklin Village Public School, Donald A. Wilson Secondary School, Glen Dhu Public School, John Dryden Public School, Meadowcrest Public School, Ormiston Public School, Pringle Creek Public School, Sinclair Secondary School, and Whitby Shores Public School. The facility supply summarized below excludes non-municipal facility providers such as the Rossland Road Soccer Complex, Abilities Centre, schools, etc.

Table 6: Summary of Recreation Facilities

Recreation Facility	Supply	Location(s)
Arenas	10	Iroquois Park Sports Centre (6), Luther Vipond Memorial Arena, McKinney Centre (3)
Aquatics	2	Iroquois Park Sports Centre, Civic Recreation Complex
Fitness Centres	1	Civic Recreation Complex
Gymnasiums	1	Brooklin Community Centre and Library
Multi-Purpose Spaces	13	Multi-Purpose Rooms: Brooklin Community Centre and Library (3), Centennial Building, Iroquois Park Sports Centre, McKinney Centre (3)
Multi-Purpose Rooms	8	Community Halls: Brooklin Community Centre, Centennial Building (2), Heydenshore Pavilion, Iroquois Park Sports Centre
Community Halls/Theatres	5	
Youth Spaces	3	Brooklin Community Centre and Library, McKinney Centre, Henry St. High School Youth Hub
55+ Adult Spaces	2	55+ Recreation Centre, Brooklin Community Centre & Library
Indoor Artificial Turf Fields	1	Rossland Road Soccer Complex
Rectangular Fields	53	Lit Multi-Use: Des Newman WhitBee Park
		Lit Senior: Consumers Soccer Field, Iroquois Park Sports Centre, Lynde Creek Park, Peel Park
Lit Multi-use	1	Unlit Senior: Annes Park, Baycliffe Park, Brooklin Optimist Park, Carnwith Park (2), Consumers Soccer Fields, Darren Park, Forest Heights Park (2), Gordon Street Soccer, Guthrie Park, Huron Park, Jack Wilson Park (2), Jeffery Park (2), Medland Park, Palmerston Park, Pringle Park, Victoria Street (2)
Lit Senior	4	
Unlit Senior	21	
Junior	9	
Mini	18	Junior: Cullen Central Park, Divine Park, Guthrie Park, Lady May Park, Lupin Park, Micklefield Park, Portage Park, Selkirk Park, Whitby Optimist Park
		Mini: Fallingbrook Park (3), Gordon Street (5), Prince of Wales (2) Rolling Acres Park (2), Victoria Street (3), Willow Park (3)
Ball Diamonds	37	Lit Hardball: Iroquois Park Sports Centre, Portage Park, Pringle Park
		Lit Senior Slo-Pitch: Brooklin Memorial Park
Lit Senior Hardball	3	Unlit Senior Slo-Pitch: E.A. Fairman Public School, Hannam Park
Lit Senior Slo-Pitch	1	
Unlit Senior Slo-Pitch	2	Lit Junior Softball: Cachet Park, Country Lane Park (2) Iroquois Park Sports Centre (2), Kelloryn Park (2), Peel Park
Lit Junior Softball	8	
Unlit Junior Softball	23	
Cricket Pitches	1	Brooklin Memorial Park (temporary pitch)
Outdoor Lacrosse Facilities	2	Peel Park, Willow Park
Tennis & Pickleball Courts	37	Lit Tennis Courts: Brooklin Memorial Park (2), D'Hillier Park (2), Iroquois Park (6), Kelloryn Park (3), Lupin Park (2), Palmerston Park (2), Peel Park (3)

Recreation Facility	Supply	Location(s)
Lit Tennis Courts	20	Unlit Tennis Courts: Central Park (2)*, Chelsea Hill Park (2), Folkstone Park (2), Huron Park (2), Willow Park (2) Lit Pickleball Courts: Des Newman WhitBEE Park (4) Unlit Pickleball Courts: Cullen Central Park (3) *Lined for Pickleball
Unlit Tennis Courts	10	
Lit Pickleball Courts	4	
Unlit Pickleball Courts	3	
Basketball & Multi-Purpose Courts	33	Full Basketball Court: Annes Park, Ashburn Park, Cachet Park, Carnwith Park, Country Lane Park, Folkstone Park, Jeffery Park, Norista Park, Phillips-Kozaroff Park, Whitburn Park Half Basketball Court: Davies Parkette, Des Newman WhitBEE Park, Front Street Park, Glenayr Park, Harold Park, Jack Wilson Park, Kelloryn Park, Portage Park, Whitby Optimist Park, Forest Heights Park, Pinecone Park, Rosedale Park, Sato Park, Tom Edwards Park, Teddington Park, Whitby Kinsmen Park Multi-Purpose Court: Baycliffe Park, Brooklin Optimist Park, Carnwith Park, Darren Park, Lady May Park, Lynde Creek Park, Oceanpearl Park
Full Basketball Court	10	
Half Basketball Court	16	
Multi-Purpose Court	7	
Splash Pads	19	Baycliffe Park, Cachet Park, Carnwith Park, Country Lane Park, Darren Park, Des Newman WhitBEE Park, Folkstone Park, Jeffery Park, Kiwanis Heydenshore Park, Lynde Creek Park, Micklefield Park, Norista Park, Peel Park, Portage Park, Rotary Centennial Park, Vanier Park, Watson Park, Whitby Kinsmen Park, Willow Park
Skate Parks	3	Brooklin Memorial Park, Folkstone Park, Iroquois Park Sports Centre
Playgrounds (Locations)	94	Refer to Section 5.19 for locations
Off Leash Dog Parks	2	Cochrane Street North Off-Leash Dog Park (Heber Down Conservation Area), Jeffery Street South Off-Leash Dog Park
Outdoor Fitness Equipment	4	Baycliffe Park, Des Newman WhitBEE Park, Kiwanis Heydensore Park, Lynde Creek Park
Outdoor Bocce Courts	4	Cullen Central Park (4)
Lawn Bowling Greens	1	Whitby Lawn Bowling Club

Figure 14: Distribution of Indoor Recreation Facilities



Source: Map created using Town GIS Database, 2022

6.3 Arenas

6.3.1 Current Supply

Whitby provides 10 ice pads at three arena locations. Six ice pads are located at the Iroquois Park Sports Centre, three are located at the McKinney Centre and one is located at the Luther Vipond Memorial Arena. A twin pad arena is currently planned to be located at the Whitby Sports Complex (recommended in the 2015 Sports Facility Strategy). Once complete, the new twin pad arena will result in a net addition of one new ice pad and replace the aging ice pad at the Luther Vipond Memorial Arena. The Town's ice pad supply translates into a service level of one per 15,150 residents, which is the highest level of service compared to benchmark municipalities (Table 7).

The Town's capital forecast identifies approximately \$20.6M in reinvestment in Whitby's arenas, including:

- \$7.4M at the Iroquois Park Sports Centre to replace mechanical equipment and roofing, renew rink slabs, and related enhancements.
- \$2.3M at the McKinney Centre including parking lot repaving, new score clock, mechanical upgrades and enhancements to other building and ancillary areas.
- \$10.9M at the Luther Vipond Memorial Arena, the majority of which includes the cost to redevelop/repurpose the facility following the opening of the new twin-pad arena. Other reinvestments include roof replacement, parking lot paving and other mechanical upgrades.

Table 7: Service Level Comparison, Arenas

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	5	1 : 25,400
Hamilton	569,400	25	1 : 22,776
Markham	338,500	10	1 : 33,850
Oshawa	175,400	7	1 : 25,057
Pickering	99,200	5	1 : 19,840
Richmond Hill	202,000	8	1 : 25,250
Vaughan	323,100	8	1 : 40,388
Average	262,086	10	1 : 27,509
Whitby	151,500*	10	1 : 15,150

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.3.2 Market Conditions

While Canada is internationally regarded for ice sports such as hockey and figure skating, there are signs that the participation in these sports has been waning. Data from Hockey Canada indicates that participation in minor hockey has been steadily declining since 2009 although there was a slight uptick in the number of players for the 2019/2020 season. Minor hockey registration has been supported by increasing participation among females. Hockey Canada reports that females make up 21% of registration among affiliated organizations in Ontario, which is an increase from 16% reported in 2014/2015 season. Anecdotally, the increasing popularity of female hockey has negatively impacted ringette, which has seen declining participation in some communities. The growth in female hockey is driven by a variety of factors such as changing lifestyle and personal commitments, efforts to break free from stereotypical gender roles and promoting sport participation among females.

As a result of increased participation in female hockey, there is greater competition for prime-time ice, placing renewed pressure on municipal arenas. However, this trend has been disrupted by the COVID-19 pandemic as a study conducted by Canadian Women & Sport found that nine in ten girls decreased or stopped participating in sports during the pandemic and one in four girls are not expected to return to sport post-pandemic.⁸ Reasons for not returning include the lack of self-confidence and the lack of opportunities (e.g., organizations no longer active). The study identified strategies to ensure that there are opportunities available for females to remain in sport, including involving females in the development of return to play plans and creating supportive environments that foster healthy social connections among participants and leaders.

Participation in figure skating has also declined from historic levels. While the number of figure skaters registered with Skate Canada and Skate Ontario are not at levels experienced in past decades, Skate for Life registrations reported for 2020 (which include CanSkate and PowerSkate) have grown by 2% nationally since 2014 and provincial figures have rebounded to reach 2014 registrations.

The decline in hockey and figure skating participation over the past decade was driven by factors such as the escalating cost of equipment and travel, the increasing cost of ice, time commitments, and immigration trends since the country's growth is being driven by newcomers arriving from countries that do not have strong ice sport programs (e.g., Asian, Caribbean and South American nations) or are not familiar with arena activities.⁹ Additionally a survey commissioned by Hockey Canada and Bauer Hockey Inc. for non-hockey playing families found that one of the top reasons for not playing the sport is due to safety concerns (e.g., concussion risk).¹⁰

The impact of COVID-19 has created an uncertain future for arena participation, particularly team-based sports such as hockey. Governing sport bodies have released protocols guiding practices and play that reduce the number of players on the ice at a given time, reducing or eliminating physical contact, and encouraging skaters to come to the arenas dressed to avoid use of dressing rooms.

Whitby's arenas are used by key groups including Whitby Minor Hockey Association, Whitby Girls Hockey Association, Whitby Ringette Association, Whitby Figure Skating Club, Whitby Synchronized Skating Team, and the Durham Crusaders, which had a combined membership of 4,840 players for the 2019/2020 season.

⁸ Canadian Women & Sport. (2021). COVID alert. Pandemic impact on girls in sport. Retrieved from <https://womenandsport.ca/>

⁹ Urciuoli, A. (2020). Fewer Canadians are playing hockey, but does it matter? Retrieved from <https://quickbitenews.com/>

¹⁰ Hockey Canada. (2013). Bauer Hockey, Hockey Canada research shows that growing the game is achievable. Retrieved from <https://www.hockeycanada.ca/>

6.3.3 Community Input

Discussions with arena users revealed requests for dry-land training space at the arenas as groups currently reported using non-Town facilities for warmups and training. Greater flexibility with the Town to allow change in ice time bookings was also mentioned, or groups should have the ability to sell booked ice time to another user. Requests were also made for universal and dedicated change rooms. The community survey found that 45% of responding households participated in ice activities, while 69% of respondents supported additional investment towards arenas, which ranked 18th among 36 facility types.

6.3.4 Usage Profile

Whitby reported a total of 11,800 prime-time hours booked for the 2018/2019 ice season, translating to a system-wide arena usage rate of 91%. This represented a marginal decline from 12,200 hours (or 92% utilization) from the 2016/2017 season (Figure 16). Despite demand softening to a degree, a Town-wide usage rate greater than 90% is indicative of an arena system that is operating at full capacity and one that is under pressure as there are limited opportunities to accommodate additional usage.

Figure 17 highlights total prime time arena utilization by ice pad between the 2016/17 and 2018/19 season. Generally speaking, McKinney ice pad #3 has the most available capacity during the prime-time period given that it is a boarder-less figure skating pad, which limits its use. Available capacity also exists at the Luther Vipond Memorial Arena, although it is recognized that single pad arenas generally have lower usage levels as groups tend to have a preference for multi-pad arenas that are co-located with recreation centres. Preference is also typically given to newer facilities and the Luther Vipond Memorial Arena is the Town's oldest arena at 50 years old, which is reaching the end of its useful life.

Figure 15: Total Arena Prime Time Utilization, 2016/2017 to 2018/2019 Ice Season

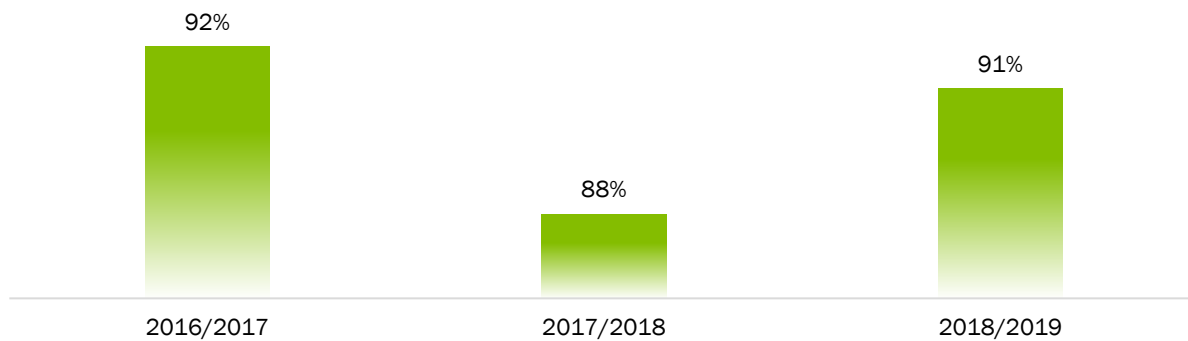
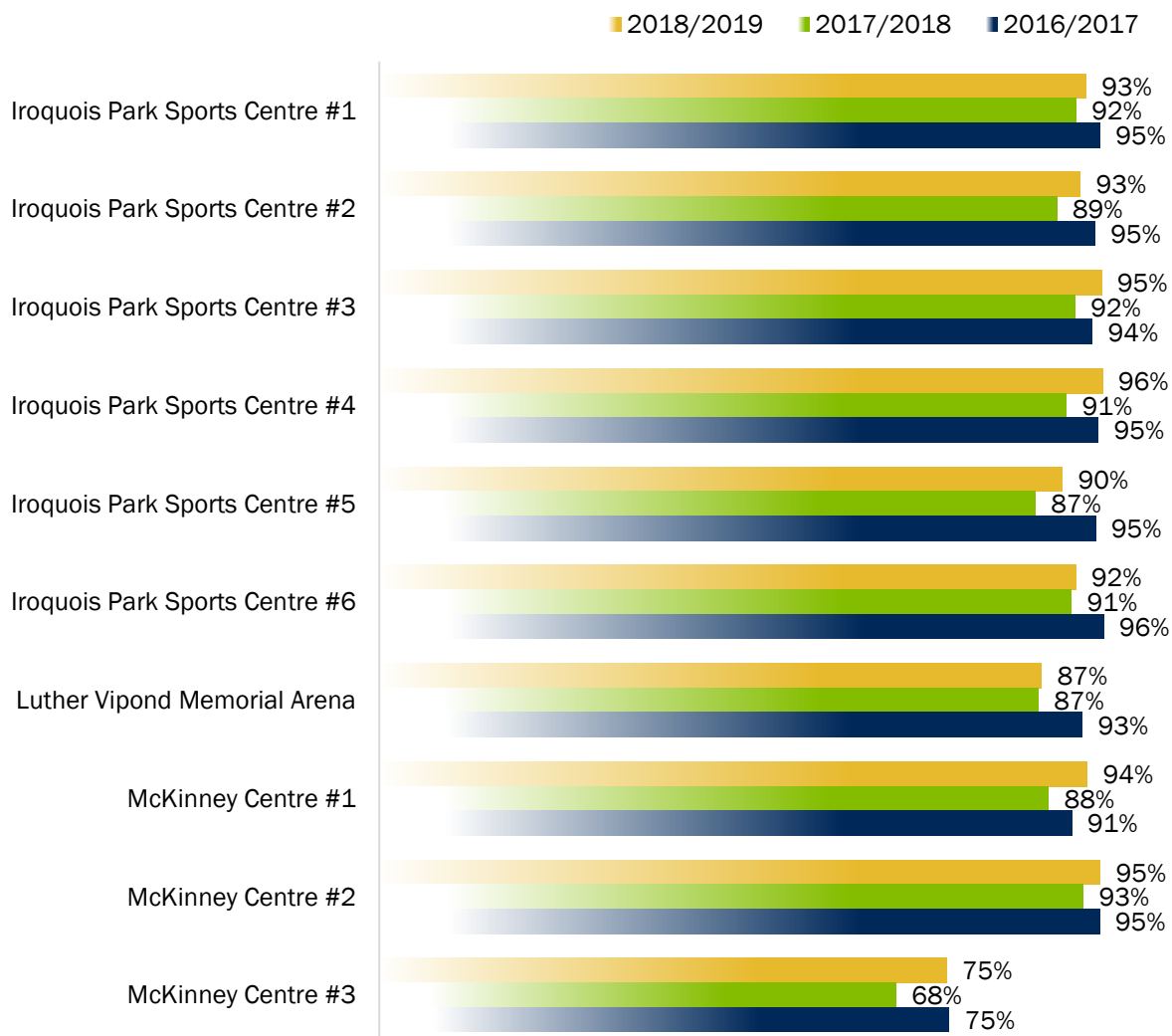


Figure 16: Total Arena Prime Time Utilization by Ice Pad, 2016/2017 to 2018/2019 Ice Season



Notes:

Prime time hours include 5 pm to 11pm from Monday to Friday and 7 am to 11 pm from Saturday to Sunday during the ice season (end of September to the end of February).

6.4 Aquatics

6.4.1 Current Supply

There are two indoor aquatic centres in Whitby – the Iroquois Park Sports Centre (known as the Anne Ottenbrite Pool) and the Civic Recreation Complex. Both locations offer a 25-metre rectangular tank and a separate toddler pool. The Civic Recreation Complex also offers an indoor spray pad and leisure slide.

These two locations yield a service level of one indoor aquatic centre per 75,750 residents, which is the lowest service level compared to benchmark municipalities (Table 8). An indoor aquatic centre is currently planned to be located at the Whitby Sports Complex (recommended in the 2015 Sports Facility Strategy).

In addition to this supply, indoor aquatic centres are also provided by the private sector, including Goodlife Fitness (which offers swim lessons), L.A. Fitness (members only), and Trafalgar Castle School (no public access).

Table 8: Service Level Comparison, Aquatics

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	3	1 : 42,333
Hamilton	569,400	23	1 : 24,757
Markham	338,500	7	1 : 48,357
Oshawa	175,400	8	1 : 21,925
Pickering	99,200	2	1 : 49,600
Richmond Hill	202,000	6	1 : 33,667
Vaughan	323,100	9	1 : 35,900
Average	262,086	8	1 : 36,648
Whitby	151,500*	2	1 : 75,750

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.4.2 Market Conditions

Pools can deliver programs for a wide range of age groups, interests, and abilities. A report on Canadian youth sports found that over 1.1 million youth between the ages of 3 and 17 were enrolled in a swimming program, making this the most popular organized recreation activity.¹¹ Indoor pools deliver year-round aquatic programming and are venues for residents to form community ties. Notwithstanding such benefits, indoor aquatic centres are among the most intensive and expensive recreation facilities to operate.

The most common design template for a municipally operated indoor pool is a 25-metre rectangular tank with a minimum of six swimming lanes, as is found at Whitby's two indoor pools; the indoor aquatic centre at the future Whitby Sports Complex is planned to have 10 lanes.

¹¹ Solutions Research Group Consultants Inc. 2014. Canadian Youth Sport Report. Retrieved from <http://www.srgnet.com>

Trends in pool construction and retrofitting have seen an evolution in public pool design that offers more variety and that accommodates a growing diversity of users, thereby raising the bar in facility quality. Municipalities across Canada are responding to user demands for modern amenities including, but not limited to, family or gender-neutral change rooms, warmer pool temperatures, spray features, updated viewing galleries, and universal design elements. Smaller leisure tanks are sometimes incorporated into facility design to support warm water therapy, training, and lessons for young children, adults 55+, or persons with disabilities. As is the case with the Town's indoor pools, they are frequently co-located with other recreation facilities such as gymnasiums, fitness space and/or dedicated space for adults 55+ to bolster overall usage, provide opportunities for cross-programming and cross-subsidization among facility operating units, and creating a holistic and convenient experience at a single destination.

6.4.3 Community Input

The community survey found that 62% of responding households have participated in recreational swimming, which was the fourth most popular recreation activity. Nearly half (49%) of responding households also participated in instructional swimming or aqua-fit, which was the seventh most popular activity. More than four-of-five (85%) respondents supported investment in indoor pools, which was ranked as the second highest facility type. Requests for additional indoor pools were received throughout the consultation process, with many residents noting challenges with limited access to swim lessons, which is partly due to the fact that the indoor pool at the Civic Recreation Complex is temporarily closed due to ongoing renovations. Re-opening of the Civic Recreation Complex and the development of the Whitby Sports Complex is expected to alleviate pressure and substantially better position the Town to meet needs.

6.4.4 Usage Profile

Whitby provides a variety of organized aquatic programs such as swim lessons, aquafit, and leadership training for residents of all ages. During a typical operating year, Whitby's registered organized aquatic programs draw nearly 13,000 participants. The Town's registered swim lessons are well attended as program fill rates have increased from 74% to 76% in the three years leading up to the COVID-19 pandemic (Table 9). It should be noted that fill rates for swim lesson vary by program level. For example, swimming lessons for younger participants (pre-school and learn to swim) are typically seen at levels at or near 100% capacity. Excess capacity tends to increase as children progress through the levels. Similarly, programs such as aquatic leadership, adult swim lessons, and aquafit are generally registered at capacity with a waitlist. As programming returned in 2022 following the pandemic, aquatic programming experienced increasing demands as a result of population growth that occurred between 2020-2022 as well as water safety concerns for children who missed out on swimming lessons/water safety during their early years of life. The reopening of the Civic Recreation Complex and the addition of the Whitby Sports Centre will better position the Town to meet current and future aquatic needs.

Table 9: Summary of Aquatic Program Registration, 2017 to 2020

Year	2017/2018	2018/2019	2019/2020
Total Program Capacity	16,708	16,926	7,609
Total Registration	12,288	12,764	5,813
Total Fill Rate	74%	75%	76%

Note: Excludes programs where registration did not meet minimum requirements. 2019/2020 swim season shortened due to the COVID-19 pandemic.

Drop-in times are also available to provide residents with flexible swim opportunities that do not require advanced registration or long-term commitments, including lane swimming, recreational swimming, family swim, senior swim and physio swim. Drop-in swims are the Town's most popular type of aquatic program, which draws approximately 30,000 participants a year. Between 2018 and 2019, attendance in drop-in swimming declined by 9%. This is attributed to a closure of the pool for maintenance at the Civic Recreation Complex for the winter session. As a result, attendance at the remaining location (Anne Ottenbrite Pool) drew 3,542 people in 2019, which was an increase of 8% from 2018 (Table 10).

Table 10: Summary of Drop-in Swim Attendance, 2018 to 2019

Drop-in Swim Attendance		2018	2019	Change
Anne Ottenbrite Pool	Drop-in Participants	2,800	2,916	4%
	Membership Participants	478	626	31%
	Sub-Total	3,278	3,542	8%
Civic Recreation Complex*	Drop-in Participants	17,796	16,738	-6%
	Membership Participants	10,302	8,209	-20%
	Sub-Total	28,098	24,947	-11%
Total		31,376	28,489	-9%

*Note: Attendance in drop-in swims at the Civic Recreation Complex declined in 2019 due to its closure for pool maintenance in the winter session.

The Town's indoor pools can be booked for private activities, events, and other rentals. Between 2018 and 2019, rentals of Whitby's pools declined by 7% to 1,119 hours. The Anne Ottenbrite Pool was the most popular location for rentals in 2019, which made up over 90% of all hours booked (Table 11) due to increased use by Swim to Survive and Swim Club rentals.

Table 11: Summary of Indoor Pool Rentals by Hour, 2018 to 2019

Year	2018	2019	Change
Anne Ottenbrite Pool	1,067	1,032	-3%
Civic Recreation Complex*	138	87	-37%
Total	1,203	1,119	-7%

*Note: Rentals at the Civic Recreation Complex declined in 2019 due to its closure for pool maintenance in the winter session.

6.5 Fitness Centres

6.5.1 Current Supply

Whitby provides a full-service fitness centre at the Civic Recreation Complex with exercise machines and weight-training equipment. Whitby's fitness centres are complemented by active living and wellness programs that are provided in other public spaces, including the multi-purpose room and gymnasium at the Brooklin Community Centre and Library and the 55+ Recreation Centre. A gymnasium is also planned at the future Whitby Sports Centre which can accommodate additional program opportunities.

The Town's supply translates into a service level of one per 151,500 residents, which is the lowest level of service compared to benchmark municipalities. The provision of public fitness centres vary in each community due to a range of factors such as municipal decisions to provide the service and at what level and the presence of private fitness providers. In Whitby, private fitness providers include Goodlife Fitness, LA Fitness, F45 Training Whitby West, Crunch Fitness, Fit4Less, Move365 Everyday Performance Centre, Planet Athlete, Curves, and Canada Christian College.

The Abilities Centre is a not-for-profit service provider unique to Whitby. It provides a state-of-the-art facility for all abilities, which offers a cardio and free-weights area, aerobics and specialty fitness rooms, high performance training, medical clinics, and a six-lane, 200-metre, IAAF-approved indoor track.

Table 12: Service Level Comparison, Fitness Centres

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	3	1 : 42,333
Hamilton	569,400	0	n/a
Markham	338,500	5	1 : 67,700
Oshawa	175,400	3	1 : 58,467
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	2	1 : 101,000
Vaughan	323,100	6	1 : 53,850
Average	262,086	3	1 : 70,425
Whitby	151,500*	1	1 : 151,500

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.5.2 Market Conditions

Physical fitness and individual wellness are top of mind issues among many Canadians, resulting in a greater emphasis being placed on personal health. This has translated into increasing use of private and public sector fitness services, including active living programming centred on general health and wellness, weight-training, cardiovascular training and stretching activities (e.g., yoga and Pilates).

While many municipalities provide group fitness programming through fitness studios (with hardwood and spring floors and mirrored walls) or through flexible multi-purpose program space, some municipalities, such as Whitby, provide public equipment-based fitness centres. Public fitness centres are not typically intended to be direct competitors with the private sector as they tend to provide an affordable fitness alternative. Municipally provided fitness centres also align with overall community health goals as well as a holistic wellness experience given that municipalities have historically operated gymnasiums, indoor pools and more recently indoor walking tracks, which are all complements of fitness centres. The COVID-19 pandemic has affected the fitness industry and led to closing of some private sector clubs, particularly smaller and niche-training venues; as a result, there may be more pressure placed on municipal fitness services, at least in the short-term.

With greater emphasis being placed on health and wellness, group fitness programming has become one of the fastest growing segments of the fitness sector, more so than traditional weight-training, as these programs

are designed to be fun and social activities. Municipalities are also keeping pace with fitness trends such as functional training (e.g., TRX, Cross-Fit, and High Intensity Interval Training) based on scientific evidence documenting its benefits but also in response to client demands.

According to recreation surveys across the province, walking is typically identified as the most popular recreation pursuit given that it is a self-structured activity that residents can engage in at one's leisure. This is one reason, among many, that has resulted in the growing popularity of indoor walking tracks as they offer several benefits such as year-round training for sport organizations and providing a safe and controlled environment for walking. Canada's varied climate conditions provide further support for walking tracks within community centres. Intangible benefits are also achieved as walking tracks promote physical activity and encourage users to remain active during the winter months. The Town has positioned itself to respond to these trends through the integration of an indoor walking track at the future Whitby Sports Complex.

6.5.3 Community Input

The community survey found that 45% of responding households participated in fitness programs, while 29% participated in weight-training activities. Three-quarters of respondents supported additional investment in fitness centres, which ranked 11th out of 36 facility types. Nearly three-quarters (73%) of respondents also supported additional investment in indoor walking tracks and 58% supported additional investment in outdoor fitness equipment.

6.5.4 Usage Profile

A membership is required to access Whitby's fitness centre at the Civic Recreation Complex. Memberships are available on an annual or three-month basis, although residents can also purchase a one-day pass. Purchasing a membership allows residents to access all fitness amenities, including swimming, skating, health club equipment, sauna, stretching room and more. Usage data provided by Town staff found that the fitness centre was accessed by over 188,000 users in 2019, which was a marginal increase of one percent from 2018. This finding highlights the public's desire for physical fitness and popularity of staying active in the community.

6.6 Gymsnasiums

6.6.1 Current Supply

One municipal gymnasium is located at the Brooklin Community Centre and Library, which can be divided in half to support simultaneous programming. This supply translates into a service level of one per 151,500 residents (Table 13). Whitby works with Community Connection, a non-profit organization that provides recreation programs in the community. This partnership is dependent on the ability to provide programs at 10 local school gymnasiums through the Durham District School Board. A double gymnasium is currently being planned to be located at the Whitby Sports Complex. In addition to the Town's supply, there are other non-municipal gymnasiums located across Whitby, such as the three FIBA basketball courts at the Abilities Centre, LA Fitness, and school gymnasiums (including at Canada Christian College).

Table 13: Service Level Comparison, Gymnasiums (Municipal and Non-Municipal Gymnasiums with Public Access)

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	2.75	1 : 46,182
Hamilton	569,400	16	1 : 35,588
Markham	338,500	8	1 : 42,313
Oshawa	175,400	5	1 : 35,080
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	9	1 : 22,444
Vaughan	323,100	9	1 : 35,900
Average	262,086	7	1 : 45,244
Whitby	151,500*	1	1 : 151,500

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.6.2 Market Conditions

Gymnasiums facilitate a variety of indoor sports and recreation opportunities that require a hard surface, large open space, and high ceilings. Gymnasiums support both organized and drop-in activities, including basketball, volleyball, badminton, pickleball, group fitness, and other active programs. While many other activities may take place in these facilities, such as special events and large social gatherings, non-sport related rentals tend to be given lower priority to ensure that gymnasiums are used for high demand recreation uses and to protect floor finishes from damage.

As gymnasiums accommodate broad opportunities, they are designed with adaptability and flexibility in mind. While there is no standard template, gymnasiums are typically influenced by community needs, although the minimum gymnasium size should be large enough to accommodate a school-sized basketball court with high ceilings. The Brooklin Community Centre and Library is a good example of a well-designed gymnasium and the future Whitby Sports Complex is planned to be a double gymnasium with a dividing wall and other supporting amenities. Municipal gymnasiums typically feature amenities such as storage, change rooms, seating areas, a stage, and/or kitchen.

The supply of municipal gyms is often bolstered by school boards that provide afterschool access to their gyms through the Province's Community Use of Schools initiative. There are a number of school gymnasiums across Whitby that the public can book through this program, although school boards have complete control over rentals and there is no requirement to provide local users with priority bookings. Municipalities across the Province, including Whitby, have experienced challenges in accessing school gymnasiums, which can often create pressure for municipalities to provide or find space for groups.

However, this approach continues to have strong merit, in principle, as it reduces the need for municipalities to construct facilities and avoid tax-funded duplications in service, while maximizing geographic distribution due to the nature in which schools are located throughout a community. Certain school gyms are of an older and

smaller design that may not be conducive to quality sport and recreation activities (e.g., elementary schools may not be regulation court size or have enough 'run-out' space between the court and the walls). Individual schools may have discretion about the type of activities that can take place (e.g., some prohibit ball hockey to protect their floors) and can bump regular renters for school programs, thereby creating uncertainty.

6.6.3 Community Input

Requests for additional gymnasium facilities were made throughout the consultation process to support the desire for more programs such as basketball, volleyball, badminton, pickleball and other indoor recreation activities. In particular, requests were made for a gymnasium in the south end of Whitby. More than two-thirds (69%) of respondents to the community survey, which ranked 19th out of 36 facility types.

6.6.4 Usage Profile

Whitby's gymnasium at the Brooklin Community Centre and Library can be booked as a full or half gymnasium. In 2019, the gymnasium was booked for 3,511 hours, which was an increase from 3,056 hours booked in 2016. The full gymnasium was the most popular configuration, which accounted for more than half of these bookings in 2019. The large majority of gymnasium use is attributed to Town programming, followed by rentals.

The weekday evenings (after 5:00 pm) was the most popular time when the gymnasium was in use. During this period, the full gymnasium had a usage rate of 66% (excluding set-up time and maintenance), which was an increase from 57% in 2016 (Table 14). There was a moderate level of use during the weekday daytime (before 5:00 pm) with a usage rate of 43% in 2019, which was an increase of 20% from 2016. The gymnasium had a low to moderate level of use during the weekends and in half gymnasium configurations. While the Town has been successful in increasing the use of its gymnasium over this three-year period, there continues to be available capacity to increase utilization, particularly during the weekdays and weekends.

Table 14: Summary of Gymnasium Usage, 2016 to 2018

Year	2016		2017		2018		2019	
	Weekday	Weekend	Weekday	Weekend	Weekday	Weekend	Weekday	Weekend
Full Gymnasium								
Before 5:00 pm	34%	23%	46%	27%	43%	34%	43%	41%
After 5:00 pm	57%	11%	68%	14%	66%	10%	66%	11%
Gymnasium A								
Before 5:00 pm	26%	27%	34%	34%	28%	30%	26%	30%
After 5:00 pm	2%	2%	1%	5%	0%	1%	0%	1%
Gymnasium B								
Before 5:00 pm	15%	23%	19%	34%	23%	24%	23%	24%
After 5:00 pm	6%	2%	2%	4%	1%	0%	1%	0%

Note: Usage excludes time required between rentals for activity set-up and gymnasium maintenance.

6.7 Multi-Purpose Spaces

6.7.1 Current Supply

Whitby provides 15 multi-purpose rooms within its facilities. These spaces consist of meeting rooms, halls, activity and crafts rooms, general program rooms, and a theatre that are suitable for a range of activities and community functions. Multi-purpose spaces vary in size and amenities including, but not limited to, storage, kitchens, counters with sinks, tables and chairs, audio and visual equipment, and more. The current supply translates into a service level of one per 9,300 residents. A service level comparison with benchmark municipalities was not undertaken given the variation of multi-purpose spaces found in other communities, including type, configuration, range of amenities, and other factors that would result in a meaningful comparison. Four multi-purpose spaces are also planned to be located at the future Whitby Sports Complex.

6.7.2 Market Conditions

Incorporating multi-purpose space within community facilities has been an ongoing best practice in modern facility planning and design due to efficiencies in cross-programming, staffing, construction, and other factors. The new multi-purpose spaces planned for the Whitby Sports Complex will achieve these benefits. In light of the benefits associated with co-locating multi-purpose space in community facilities, the construction of new stand-alone program spaces is generally discouraged as they tend to be underutilized, have higher operational costs, and exhibit program limitations when compared to multi-purpose spaces within community centres.

Municipalities that have historically provided stand-alone multi-purpose space are trending towards re-purposing opportunities to better utilize space or decommissioning them completely as they reach the end of their useful lifespan. Whitby has experienced this firsthand with the Heydenshore Pavilion as the Town is in the early planning process of redeveloping this facility to make it more appealing for programming, rentals, and special events, as identified in Whitby's Waterfront Parks & Open Space Master Plan and staff report CMS 04-20.

6.7.3 Community Input

There was a general desire from the public and stakeholders for more multi-purpose space to accommodate a greater range of activities and rentals. It was suggested that providing more gathering spaces would allow the Town to offer more programming, which are in high demand, while more meeting spaces would enhance opportunities for community groups to book space, particularly during prime-time hours. Suggestions were received for more larger multi-purpose spaces that are suitable for large gatherings and indoor events. The community survey found that three-quarters (75%) of respondents supported additional investment in space for community events and 60% supported additional investment in community halls and meeting spaces, which ranked 12th and 23rd out of 36 facility types.

6.7.4 Usage Profile

Whitby's multi-purpose spaces generally have a moderate level of use, which is typical as these facility components are not intended to be high demand spaces, but rather they are provided as a community benefit to ensure that there are affordable, public meeting spaces that can also accommodate a range of recreation programs. The Town's multi-purpose spaces were booked for nearly 18,000 hours in 2018, yielding a Town-wide usage rate of 27%. This was a decrease from 26,500 hours booked in 2016, which was primarily due to fewer bookings at the Centennial Building. With over 47,000 hours of unbooked space, there appears to be ample capacity to accommodate additional usage within the Town's multi-purpose spaces.

6.8 Youth Spaces

6.8.1 Current Supply

There are three dedicated youth spaces in Whitby, including the Town-owned Brooklin Community Centre and Library and the McKinney Centre. The Youth Hub is also located at the Henry Street High School, which was made possible by a partnership between the Durham District School Board, Town of Whitby, Province of Ontario and community partners. These youth spaces feature a lounge with a television, seating, video games, pool table, computers and more. This supply results in a service level of one per 6,600 youth residents between the ages of 10 and 19. This level of service is on the higher end of the spectrum compared to benchmark municipalities, although the provision of youth spaces is based on factors such as opportunities to provide space within multi-use recreation facilities, distribution, and the availability of youth opportunities within other multi-purpose spaces. For example, Whitby offers youth programming and events at its youth spaces, as well as at parks and facilities across the Town.

Table 15: Service Level Comparison, Youth Spaces

Municipality	2021 Youth Population (Ages 10 to 19)	Supply	Service Level
Ajax	16,870	3	1 : 5,623
Hamilton	63,245	4	1 : 15,811
Markham	41,315	4	1 : 10,329
Oshawa	20,025	3	1 : 6,675
Pickering	11,530	2	1 : 5,765
Richmond Hill	26,160	2	1 : 13,080
Vaughan	43,270	0	n/a
Average	31,774	3	1 : 12,356
Whitby	19,730	3	1 : 6,600

6.8.2 Market Conditions

Whitby is proud to be recognized as a Platinum Level Youth Friendly Community (2016) and strives to engage its younger population through activities and key decision-making. Whitby's Youth Council provides a voice for youth in Whitby, while advising Council on important issues relating to the Town's younger population. The Youth Council primarily focuses on events, outreach programming and celebrating and recognizing the achievements of youth in the community.

Addressing the needs of the younger population is crucial as research suggests that access to parks and recreation services plays a key role in the physical, mental, and emotional development of youth. Research suggests that youth prefer unstructured activities, which emphasizes the need to ensure that youth spaces are flexibly designed to allow for a broad cross-section of structured and unstructured activities. Not only are youth spaces important to provide a safe meeting space, they can also facilitate positive reinforcement to combat concerns surrounding mental and physical health among youth. Whitby's youth spaces are examples of such positive, flexible spaces.

In 2019, the youth space at the McKinney Centre was the most popular location with nearly 2,600 visits. The youth space at the Brooklin Community Centre and Library was the second most popular location (1,882 visits) and the Youth Hub at the Henry Street High School had 800 visits.

Whitby's Youth Strategy contains recommendations to support the healthy development of local youth, including prioritizing the development of recreation facilities that are important to the younger population (e.g., indoor pools, sports fields, E-Sports facilities, performing arts, skate parks, etc.), working with community organizations and the private sector to develop new facilities, engage youth in the development of capital projects, strengthen support for volunteerism and community events, and more.

6.8.3 Community Input

The consultation process found that there is support for youth space in Whitby to ensure that they have safe public spaces to gather in the community. Nearly four-out-of-five respondents supported additional investment in youth centres, which ranked 8th out of 36 facilities. Support was also received for other facilities that complement youth spaces such as indoor pools, fitness centres, gymnasiums, basketball courts and more.

6.9 Adult 55+ Spaces

6.9.1 Current Supply

Whitby provides two dedicated spaces for older adults and seniors at the 55+ Recreation Centre and the Brooklin Community Centre & Library. These spaces are gathering places for residents to socialize, learn skills, access resources, and make new connections. Recreation programs that may be offered at these locations include fitness, arts, dance, computers, general interest, discussion groups, events and more. The Town's supply of 55+ adult space results in a service level of one per 19,300 residents ages 55+ (Table 16). This level of service is on the lower end of the spectrum compared to benchmark municipalities. Providing adult 55+ space is typically based on factors such as opportunities to provide space within multi-use recreation facilities, distribution, and the availability of adult 55+ opportunities within other multi-purpose spaces. The Town offers programs geared towards adults 55+ in other public parks and facilities such as Heydenshore Pavilion, Iroquois Park Sports Centre and at the Centennial Building.

Whitby's capital forecast allocates approximately \$465,000 in various 55+ asset management projects over the next 10 years. This includes renewing building components, replacing aging furniture and appliances, and safety and accessibility enhancements.

Table 16: Service Level Comparison, Adult 55+ Spaces

Municipality	2021 Adults 55+ Population	Supply	Service Level
Ajax	33,990	5	1 : 6,798
Hamilton	183,265	12	1 : 15,272
Markham	109,275	5	1 : 21,855
Oshawa	53,075	4	1 : 13,269
Pickering	31,305	3	1 : 10,435
Richmond Hill	64,345	3	1 : 21,448
Vaughan	97,005	20	1 : 4,850
Average	81,751	7	1: 11,005
Whitby	38,635	2	1 : 19,300

6.9.2 Market Conditions

Statistics Canada reported that the population of Whitby's adults ages 55+ grew by 45% between the 2016 and 2021 Census periods, while the Town's median age also increased marginally from 39.5 years to 40.0 years. Whitby's population is getting older, which is consistent with broader aging trends across Ontario. It is expected that this trend will continue over the next decade and beyond, which is being driven by the aging baby boomer generation. This is anticipated to drive the demand for activities and services geared towards this age cohort as research found that the baby boomer population are generally wealthier compared to previous generations due to a number of factors such as stock market booms, economic growth, pension plans, and real estate.¹² It is also recognized, however, that older age groups are more vulnerable to experiencing low-income, particularly those living on fixed income. The 2021 Census found that the number of Whitby residents

¹² McMahon, Tamsin. (2014). Seniors and the generation spending gap. Retrieved from <https://www.macleans.ca>.

ages 65 and over who are considered to be low-income decreased from 7.9% in the 2016 Census to 7.6%.¹³ Research also found that older adults are more physically active than previous generations as many seek low impact fitness activities rather than traditional activities such as cards, although there is a need to provide a range of affordable activities for all interests. Whitby recognizes these trends and works with the 55+ Recreation Advisory Committee to encourage all older adults to get active.

As a result of the many physical and social benefits produced by dedicated spaces for adults 55+, these assets are generally regarded as an important part of the health care and recreation sectors. In general, these centres province-wide have been most successful in attracting individuals from lower- or middle-income brackets, including a very high portion of single women. Because these spaces are designed to appeal to such a wide age range, members tend to stay involved for a very long time. Research has found that members of centres for the 55+ age group tend to be healthier and have strong activity patterns that help them remain physically well (55% of members described their level of physical activity as fair/moderate, and 33% as good/excellent).¹⁴

As a result of a more active 55+ population, there is a shift away from traditional programs such as playing cards and reading. Instead, many adults 55+ are seeking activities that focus on active living, health and wellness, education, and other activities that centre upon cognitive stimulation and socialization, although a balanced program offering is necessary to ensure that there is something for all interests and abilities. Residents in Whitby who are aged 55+ benefit from access to the 55+ Recreation Centre and the programs available across the Town.

From a parks and public space perspective, Whitby's Age Friendly Action Plan outlines strategies to make the public realm more age friendly. Key initiatives include making parks and public spaces more comfortable by incorporating shade and seating, encouraging the development of community gardening, making community events more accessible, developing trails and sidewalks, snow clearing, wayfinding signage, and more.

6.9.3 Community Input

As Whitby's 55+ population continues to grow, the public recognizes that there is a need for more recreation opportunities geared towards this age group. Nearly three-quarters (73%) of community survey respondents supported additional investment in adult 55+ spaces, which ranked 14th out of 36 facility types. Requests were also made for enhancements to other areas of the parks and recreation system that encourage use among adults 55+ including, but not limited to, paved pathways, park shade and seating, pickleball courts, indoor walking tracks, and enhanced waterfront.

¹³ Statistics Canada. 2021 and 2016 Census

¹⁴ Older Adult Centres' Association of Ontario. 2010. Building Bridges to Tomorrow: User Profile of Older Adults Centres in Ontario. p.4, p.68.

6.10 Indoor Artificial Turf Fields

6.10.1 Current Supply

Indoor artificial turf fields in Whitby are provided by non-municipal providers such as the Whitby Soccer Centre. Two indoor fields are located at this location, including one 9v9 field (or two 7v7 fields) and one full size, 11v11 field (or three 7v7 fields). The Canada Christian College also provides an indoor 6v6 field. Municipally owned and operated indoor artificial turf fields are found in the benchmark municipalities of Ajax, Oshawa, Pickering, Richmond Hill and Vaughan (Table 17). The provision of public indoor artificial turf fields may vary in other communities depending upon the availability of private-sector providers, local demand, and access to existing indoor fields in adjacent municipalities.

Table 17: Service Level Comparison, Indoor Artificial Turf Fields (excludes non-municipal locations)

Municipality	2021 Population	Supply	Service Level
Ajax	127,000	2	1 : 63,500
Hamilton	569,400	0	n/a
Markham	338,500	0	n/a
Oshawa	175,400	1	1 : 175,400
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	2	1 : 101,000
Vaughan	323,100	0	n/a
Average	262,086	1	1 : 109,775
Whitby	151,500*	0	n/a

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.10.2 Market Conditions

Indoor artificial turf facilities provide enhanced recreation experiences that complement outdoor fields and respond to increasing demand for year-round play. While the primary use of artificial turf fields is for soccer, these facilities can also accommodate other field sports such as rugby, lacrosse, football, team conditioning and training, and fitness pursuits.

Indoor turf fields are typically provided by a municipality, the private sector, a community group, or a combination of the three to share financial and operating responsibility. Many municipalities that have constructed permanent structures have tended to do so by integrating them with other municipal recreation facilities and usually operate such facilities autonomously given that there are already municipal staff onsite to schedule, maintain, and provide access to the fields while overhead costs are usually built into the entire facility budget.

The size of indoor turf fields varies considerably. Some municipalities have designed fields around the dimensions of an ice pad (including some that have converted surplus ice pads) while templates employed by other communities take the shape of a rectangular field. Even the size of an indoor rectangular field differs by community as some provide a full-size field that can be divisible into smaller fields such as four fields while others provide fields are divisible in two (or are not divided at all).

6.10.3 Community Input

Requests were received through the consultation process for additional indoor fields to support year-round activities such as baseball, cricket, and other field sports. Some groups mentioned that they currently use indoor fields in other municipalities, but access to these spaces is not always guaranteed as they are competing with organizations that are local to those communities. 72% of community survey respondents supported additional investment in indoor artificial turf facilities, which ranked 15th out of 36 facility types.

6.11 Outdoor Rectangular Fields

6.11.1 Current Supply

Whitby permits 53 outdoor rectangular fields, including:

- 1 lit artificial multi-use field
- 4 lit senior fields
- 21 unlit senior fields
- 9 junior fields
- 18 mini fields

The supply of physical rectangular fields represents a service level of one rectangular field per 2,900 residents. As an industry best practice, an equivalency factor of 2.0 and 1.5 unlit rectangular field is applied to lit artificial and natural fields to recognize the fact that they can generally accommodate additional playing capacity during the evenings. Applying this approach to Whitby's supply results in an effective supply of 56 unlit rectangular and a service level of one rectangular field per 2,705 residents, which is slightly lower than the benchmark average (Table 18). In addition, there are other rectangular fields in Whitby, including those located at schools and the Whitby Soccer Centre, which are used exclusively by the Whitby Iroquois Soccer Club (Figure 18).

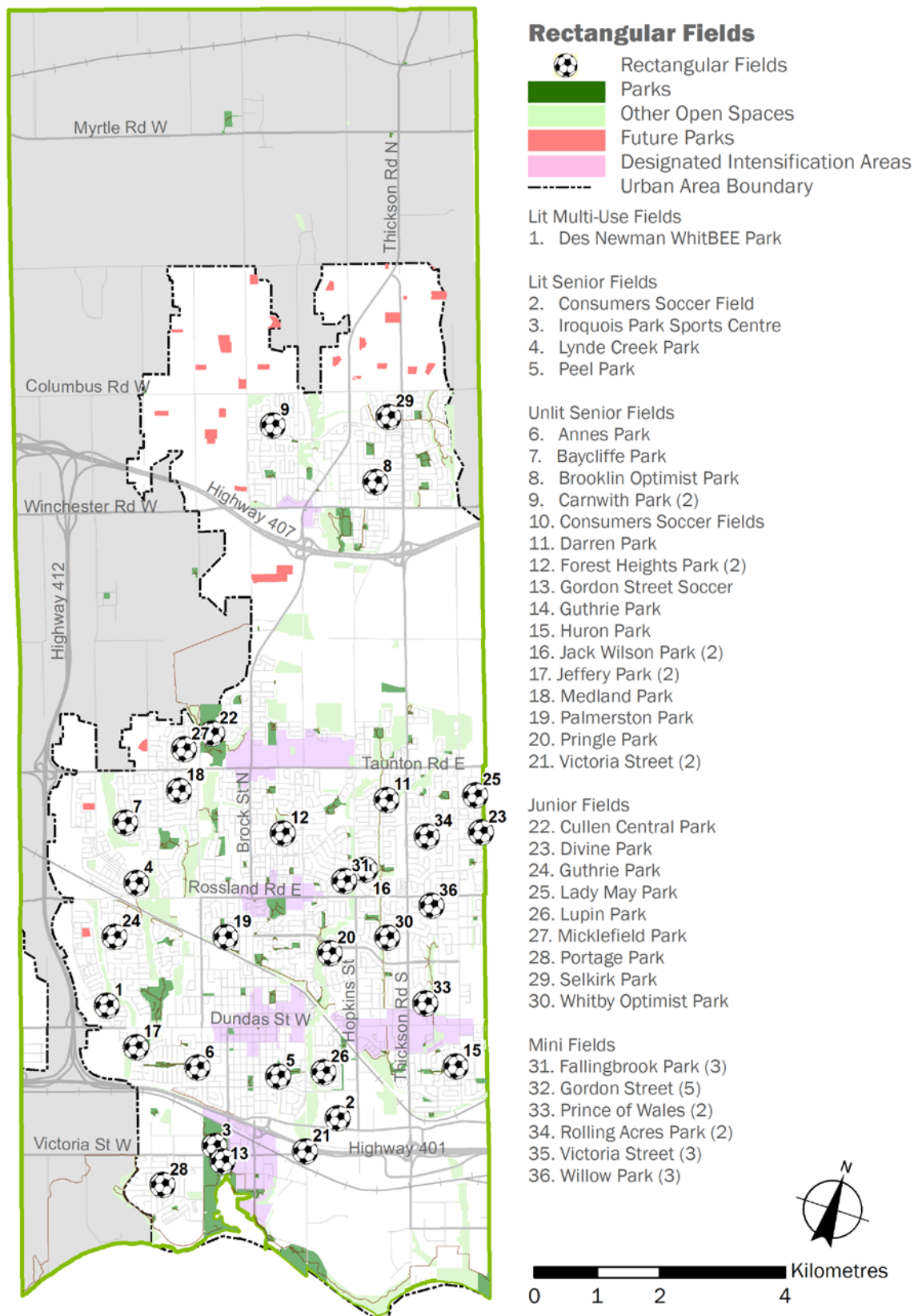
New rectangular fields are planned at future parks across the Town, including a new artificial multi-use sports field at the Whitby Sports Complex.

Table 18: Service Level Comparison, Outdoor Rectangular Fields

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	54.5	1 : 2,330
Hamilton	569,400	203	1 : 2,805
Markham	338,500	137.5	1 : 2,462
Oshawa	175,400	59.5	1 : 2,948
Pickering	99,200	46	1 : 2,157
Richmond Hill	202,000	52	1 : 3,885
Vaughan	323,100	146	1 : 2,213
Average	262,086	100	1 : 2,686
Whitby	151,500*	56	1 : 2,705

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

Figure 17: Distribution of Outdoor Rectangular Fields



Source: Map created using Town GIS Database, 2022

6.11.2 Market Conditions

Registrations in Ontario Soccer's affiliated organizations have been declining for well over a decade. In 2019, Ontario Soccer reported approximately 272,000 players which is 28% below registrations from 10 years prior.¹⁵ The regional soccer affiliate that covers Whitby is the Durham Region Soccer Association, where registration declined by 37% during the same period. The local affiliate is the Whitby Soccer Club, which boasted 5,849 players in 2019.

Ontario Soccer's declining registration is driven by factors such as aging demographic trends, growing competition from other sports and activities, and the emergence of elite soccer clubs and academies that are not affiliated with provincial governing body. Despite declining participation trends, soccer continues to be a popular sport due to its worldwide appeal, high fitness quotient, and relatively low cost to participate. The popularity of the sport drives the demand of soccer fields in most municipalities.

Since Ontario Soccer adopted its Long-Term Player Development (LTPD) model, organizations have been evolving the delivery of their programs. With less emphasis on scoring and winning, LTPD focuses on improved coaching, fewer games, more ball time, and skill development. New standards specific to each age group were developed, which included varying coaching styles, number of players per team, playing time, field sizes, and other variables. Some of these new standards have a direct impact on the provision of soccer fields, particularly with respect to standards for field sizes and the number of players per team, which has influenced the demand for field time.

6.11.3 Community Input

Concerns were raised about the Town's current approach to sports field scheduling. It was noted that scheduling is based on historical bookings which is a challenge for some groups to get additional time or for new organizations to find available field time. One group identified that games have been canceled due to the inability to find available field time. In order to meet field requirements, some groups reported using school fields.

Suggestions to enhance Whitby's sports fields included providing a rugby field with goal posts. It was reported that the Town's fields are undersized for rugby and that the only field that is suitably sized for the activity is at the Brooklin High School. Requests were also made for more artificial turf field, potentially at a multi-field complex and permanent, barrier-free washrooms.

Approximately half (53%) of community survey respondents supported additional investment in outdoor soccer fields, while 42% supported additional investment in football and rugby fields, which ranked 26th and 31st out of 36 facility types, respectively.

6.11.4 Usage Profile

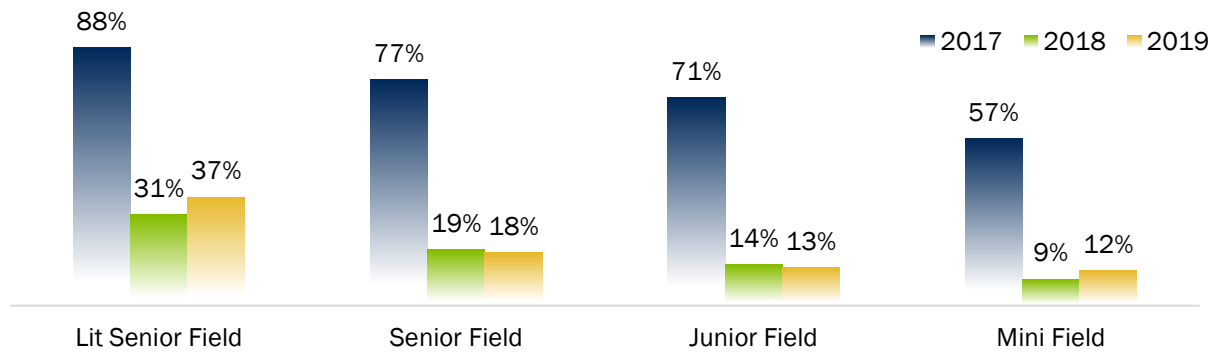
System-wide prime time¹⁶ usage of Whitby's rectangular fields declined from an average of 71% to 16% between 2017 and 2019. This was primarily due to the introduction of field permit fees that were introduced after 2017. This has resulted in a more accurate reflection of required field time in the Town, particularly from the Whitby Iroquois Soccer Association, which is the Town's largest field user.

In 2019, the lit senior field at Consumers Field was the most popular location during the prime-time period, which had a usage rate of 37%. Other field types including senior, junior, and mini fields generally had low demand, where overall usage levels ranged between 12% and 18% during the prime time period. Individual field utilization levels ranged from 8% (Selkirk Park junior field) to 36% (Jack Wilson Park #1).

¹⁵ Ontario Soccer Association. Annual General Meeting Reports.

¹⁶ Prime time hours include 6 pm to 8:30 pm during the weekday (or 6 pm to 11 pm for lit fields) and 8 am to 8:30 pm during weekend (or 8 am to 11 pm for lit fields)

Figure 18: Rectangular Field Utilization, 2017 to 2019



6.12 Ball Diamonds

6.12.1 Current Supply

Whitby permits 37 physical ball diamonds (Figure 20) (including two public school diamonds) consisting of:

- 3 lit senior hardball diamonds;
- 1 lit senior slo-pitch diamond;
- 2 unlit senior slo-pitch diamonds;
- 8 lit junior softball diamond; and
- 23 unlit junior softball diamonds.

The supply of physical ball diamonds represents a service level of one ball diamond per 4,095 residents. As an industry best practice, an equivalency factor of 1.5 unlit ball diamonds is applied to lit diamonds to recognize the fact that they can generally accommodate additional playing capacity during the evenings. Applying this approach to Whitby's supply results in an effective supply of 43 unlit ball diamonds and a service level of one ball diamond per 3,523 residents, which is slightly higher compared to the benchmark average (Table 19).

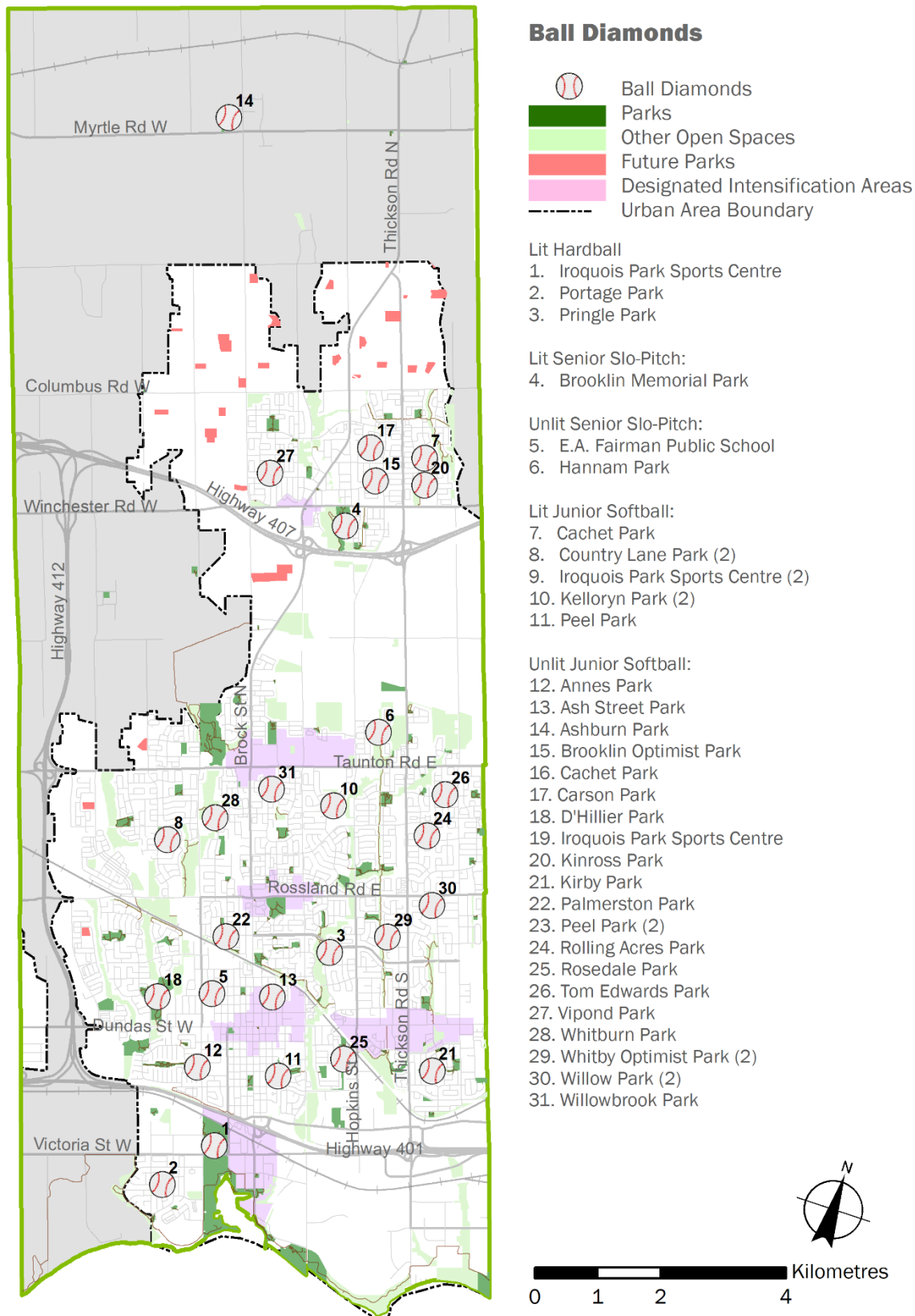
Whitby's capital forecast allocates budget for improvements to the diamonds at Brooklin Memorial Park and Pringle Creek Park. Projects include adding safety netting, irrigation, and field lighting, as well as full redevelopment. A refurbishment of the fieldhouse is also planned at Brooklin Memorial Park.

Table 19: Service Level Comparison, Ball Diamonds

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	30	1 : 4,233
Hamilton	569,400	223	1 : 2,553
Markham	338,500	71	1 : 4,768
Oshawa	175,400	60	1 : 2,923
Pickering	99,200	38	1 : 2,611
Richmond Hill	202,000	46	1 : 4,391
Vaughan	323,100	76.5	1 : 4,224
Average	262,086	78	1 : 3,672
Whitby	151,500*	43	1 : 3,523

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

Figure 19: Distribution of Ball Diamonds



Source: Map created using Town GIS Database, 2022

6.12.2 Market Conditions

After being considered a sport in decline for the better part of the past two decades, baseball and its variations (including softball, fastball, etc.) are experiencing a resurgence. Baseball Ontario reported nearly 16,000 competitive participants in 2019, which was a growth of 39% compared to 2009,¹⁷ though that figure excludes recreational/house leagues and non-affiliated ball groups (thus actual participation figures are greater). Baseball Ontario's regional affiliate – the Eastern Ontario Baseball Association – also grew at a higher rate, increasing by 48% during the same period. Whitby's primary ball groups include the Whitby Girls Softball Association, Whitby Minor Baseball Association, and the Brooklin Whitby Girls Rep Fastball Association, who, according to Town staff, had a combined membership of 2,318 players in 2019.

Regional growth in the sport is also being driven by efforts to be more inclusive of all residents. Organizations such as the Durham Region Challenger Baseball League was instrumental in establishing Durham Region's first accessible diamond, which was constructed at Willow Park in Whitby in 2019. The accessible diamond features a rubberized surface with large, accessible dugouts. The project was made possible with funding from Canadian Tire Jumpstart.

Interest in ball diamond sports is driven by factors such as a greater focus on skill development, and grassroots programs to engage children and youth at a young age to participate in the sport. The popularity of the Toronto Blue Jays is also a contributing factor. Since Baseball Canada adopted the Long-Term Player Development (LTPD) model, organizations have focused on developing and honing skills and coaching styles, while fostering leadership. Suitable competition formats and facility types are also core components of the LTPD model, which has implications on ball diamond types and sizes that are required.

Ball diamond design is a key consideration for many municipalities and user groups to ensure that facilities are appropriate for their intended use. The emphasis placed on training and advancements in equipment has resulted in increases in performance, particularly among younger age groups. This has resulted in players hitting the ball further beyond the outfield or foul ball fencing, potentially creating hazards for other park users. This has resulted in a growing demand for adult-sized diamonds, which could accommodate older youth players. Location is also a key consideration as multi-diamond sites tend to be preferred among user groups where concurrent games and practices can take place at a single site, such as a sports complex, which may also offer supporting amenities such as parking, lighting, spectator seating, change facilities and more. This approach also provides opportunities for tournaments and supports potential sport tourism and economic development, while reducing sports facility pressures at Whitby's Town and District Parks where compatibility challenges have been experienced with other park amenities and users.

6.12.3 Community Input

Requests were made for more adult-sized ball diamonds. It was reported that many adult groups are playing at locations that are undersized for their needs, such as at Peel Park. Locating ball diamonds at appropriate locations was also identified as some groups are playing at ball diamonds within neighbourhood parks, which may not have adequate amenities such as washrooms and parking. The desire for permanent washroom facilities was expressed. Water draining was also identified as an issue, such as at Cachet Park and at Iroquois Park Sports Centre. Other requests were made for home run fencing, lighting, storage space, and electric and water servicing. Nearly half (47%) of community survey respondents supported additional investment in ball diamonds, ranking 29th out of 36 facility types.

6.12.4 Usage Profile

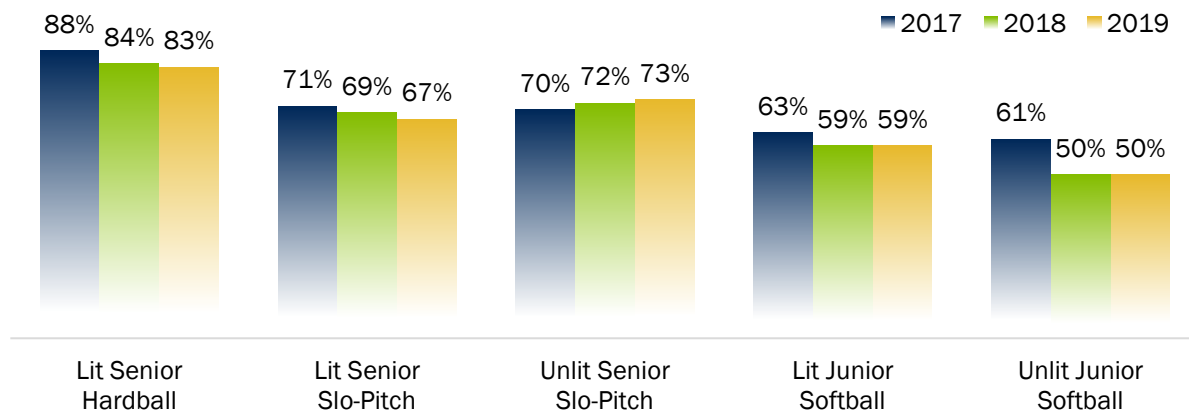
Between 2017 and 2019, system-wide utilization of Whitby's ball diamonds declined from 65% to 58% during the prime-time period¹⁸. Lit senior hardball diamonds were in high demand with a 2019 utilization rate of 83%. The lit senior hardball diamond at the Iroquois Park Sports Centre was the most popular diamond, which had a usage level of 90% in 2019, suggesting that this location is under some level of pressure. Unlit senior slo-pitch diamonds had a modest level of usage and utilization increased marginally to 73% during the three-year period. Lit senior slo-pitch, and lit and unlit softball diamonds generally had lower levels of utilization that

¹⁷ Baseball Ontario. Annual General Meeting Reports.

¹⁸ Prime time hours include 6 pm to 8:30 pm during the weekday (or 6 pm to 11 pm for lit diamonds) and 8 am to 8:30 pm during weekend (or 8 am to 11 pm for lit diamonds)

ranged between 50% and 67%. These results suggest that there is capacity to accommodate additional usage within the existing supply, recognizing that some locations may not be desirable to users due to diamond sizes and quality, access to amenities, and other factors (Figure 21).

Figure 20: Summary of Prime Time Ball Diamond Utilization, 2017 to 2019



6.13 Cricket Pitches

6.13.1 Current Supply

In 2022, the Town constructed a temporary cricket pitch at Brooklin Memorial Park, which provides a service level of one per 151,500 residents, which is slightly higher compared to benchmark average (Table 20). The decision to provide cricket pitches is based on a number of factors such as local demand, cultural diversity and immigration levels, and the presence of an active cricket group, as well as land availability given major site requirements associated with cricket fields.

Table 20: Service Level Comparison, Cricket Pitches

Municipality	2021 Population	Supply	Service Level
Ajax	127,000	1	1 : 127,000
Hamilton	569,400	2	1 : 284,700
Markham	338,500	3	1 : 112,833
Oshawa	175,400	1	1 : 175,400
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	0	n/a
Vaughan	323,100	0	n/a
Average	262,086	1	1 : 159,827
Whitby	151,500*	1	1 : 151,500

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.13.2 Market Conditions

Cricket is experiencing strong growth in Canada, which is being driven by immigration from countries where the sport is played such as South Asia and the Caribbean. Cricket Canada estimates that there are approximately 130,000 players and over 800 clubs across the country, with the largest concentration of players residing in the Greater Toronto Area. Locally, the Whitby Cricket Club has approximately 250 players.

Cricket is played with a bat and ball between two teams, each composed of 11 players. There are multiple formats/styles of play that vary in duration and rules. At the international level, there are three variations known as Test Cricket, One Day Internationals, and Twenty20 (T20) Internationals. At the community level, playing formats vary considerably with altered rules. Common forms of the played sport are described below:

- Long-format cricket is typically played over an 8-hour period (40 to 50 overs) and is played for competitive purposes.
- Short-format cricket allows the game to be played within a one to four hour period. This is the fastest growing format in Canada, usually in the form of T20/T25 (e.g., 20 to 25 overs).
- Tennis ball / Tape-ball cricket uses a tennis ball or a tennis ball wrapped in tape to add additional weight. Given that a tennis ball is not as hard as a cricket ball, safety equipment is generally not worn.

Whitby's temporary cricket pitch will serve to gauge demand and to alleviate pressure for a location to play the sport, although it is recognized that a permanent location continues to be sought and will be explored further through the Master Plan.

6.13.3 Community Input

Several requests were made through the consultation process for cricket pitches to support local growth and playing opportunities. Discussions with cricket organizations found that local players would previously travel to other municipalities to play in different organizations; however, those groups are generally unable to accommodate Whitby players. It was reported that some casual games take place within open fields, parking lots or other informal spaces. 40% of community survey respondents supported additional investment in cricket pitches, which ranked 32nd out of 36 facility types.

6.14 Outdoor Lacrosse Boxes

6.14.1 Current Supply

Whitby offers two lacrosse boxes at Peel Park and Willow Park. Both locations offer an asphalt playing surface with supporting amenities, including rink boards, and seating for players and spectators; lighting is also available at Peel Park. This supply results in a service level of one outdoor lacrosse box per 75,750 residents. Whitby is the only community that provides an outdoor lacrosse box compared to benchmark municipalities (Table 21).

The Town's capital forecast identifies funding towards redevelopment of the Willow Park lacrosse box.

Table 21: Service Level Comparison, Outdoor Lacrosse Boxes

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	0	n/a
Hamilton	569,400	0	n/a
Markham	338,500	0	n/a
Oshawa	175,400	0	n/a
Pickering	99,200	0	n/a
Richmond Hill	202,000	0	n/a
Vaughan	323,100	0	n/a
Average	262,086	0	n/a
Whitby	151,500*	2	1 : 75,750

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.14.2 Market Conditions

Lacrosse is one of North America's oldest sports and is primarily played by youth and young adults. According to the Canadian Lacrosse Association, the most common types of lacrosse are: box lacrosse (played indoors or outdoors on a hard surface), field lacrosse, and inter-lacrosse (an introductory-level non-contact form of lacrosse that uses modified equipment).

The Whitby Minor Lacrosse Association is the local organization that provides local lacrosse activities to youth and young adults. The organization reported that while interest in the sport has declined in previous years, recent efforts to promote the sport to attract new players has resulted in a slight increase in participation. Participation in house league lacrosse also increased following the Ontario Lacrosse Association's move to relax border restrictions, which has allowed the organization to draw players from other centres such as Oshawa and Clarington.

6.14.3 Usage Profile

Booking schedules between 2017 and 2019 were reviewed, which revealed that the Town's two outdoor lacrosse boxes were generally booked between April and October. During this three year-period, the total number of booked hours declined by more than two-thirds (37%) to 204 hours in 2019. The outdoor lacrosse box at Peel Park was booked more than Willow Park in 2019, which made up approximately 90% of all booked hours. The majority of booked hours took place during weekday evenings (6:00 pm to 8:30 pm) and the weekend (8:00 am to 8:30 pm).

6.14.4 Community Input

Limited community input was received regarding the Town's outdoor lacrosse boxes. One-third (33%) of community survey respondents supported additional investment in outdoor lacrosse boxes, ranking 34th out of 36 facility types. While the Town does not have any dedicated lacrosse fields, a community organization reported that they have used Gordon Street fields in the past for practices only, as they were not used for games.

6.15 Racquet Sport Courts

6.15.1 Current Supply

There are 37 racquet sport courts in Whitby, including 20 lit and 17 unlit courts. 30 racquet sport courts are used for tennis, which result in a service level of one per 5,050 residents, which is higher compared to the benchmark average. The seven remaining courts are dedicated pickleball courts (four lit and three unlit), yielding a service level of one per 21,643 residents, which is the second highest level of service after Hamilton (Table 22). Tennis courts in benchmark municipalities are also lined for pickleball activities, including Whitby (e.g., Central Park).

Whitby currently has 9 tennis courts planned to be located at future District Parks. 14 pickleball courts are also planned at the Whitby Sports Complex (Figure 22). The Town's capital forecast identifies plans to renew the tennis court lighting at Brooklin Memorial Park and D'Hillier Park.

Table 22: Service Level Comparison, Racquet Courts

Municipality	2021 Census Population	Tennis Courts		Pickleball Courts	
		Supply	Service Level	Supply	Service Level
Ajax	127,000	17	1 : 7,471	0	n/a
Hamilton	569,400	79	1 : 7,208	36	1 : 15,817
Markham	338,500	61	1 : 5,549	0	n/a
Oshawa	175,400	18	1 : 9,744	8	1 : 21,925
Pickering	99,200	24	1 : 4,133	2	1 : 49,600
Richmond Hill	202,000	51	1 : 3,961	2	1 : 101,000
Vaughan	323,100	130	1 : 2,485	0	n/a
Average	262,086	54	1 : 5,793	6	1 : 47,085
Whitby	151,500	30	1 : 5,050	7	1 : 21,643

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.15.2 Market Conditions in Tennis

Research suggests that tennis is experiencing a resurgence over the past several years. Tennis Canada reported that 6.6 million Canadians played tennis at least once in 2018, a growth of more than 23% since 2014. Nearly 3 million Canadians are frequent players – those who play at least once a week during the tennis season – which is twice as many compared to 2014. ^{19, 20}

The popularity of tennis can be attributed to a number of factors such as the growing segment of baby boomers that seek social, and to some degree, lower impact activities. There is also a focus on promoting the sport at the grassroots level. Tennis Canada reported that in 2018, more than 200,000 children under the age of 12 were considered frequent tennis players, which was an increase of 40% compared to 2015.²¹ Part of this growth can also be linked to the success of Canadian men and women currently competing on the professional tours, including Bianca Andreescu's US Open championship win in 2019.

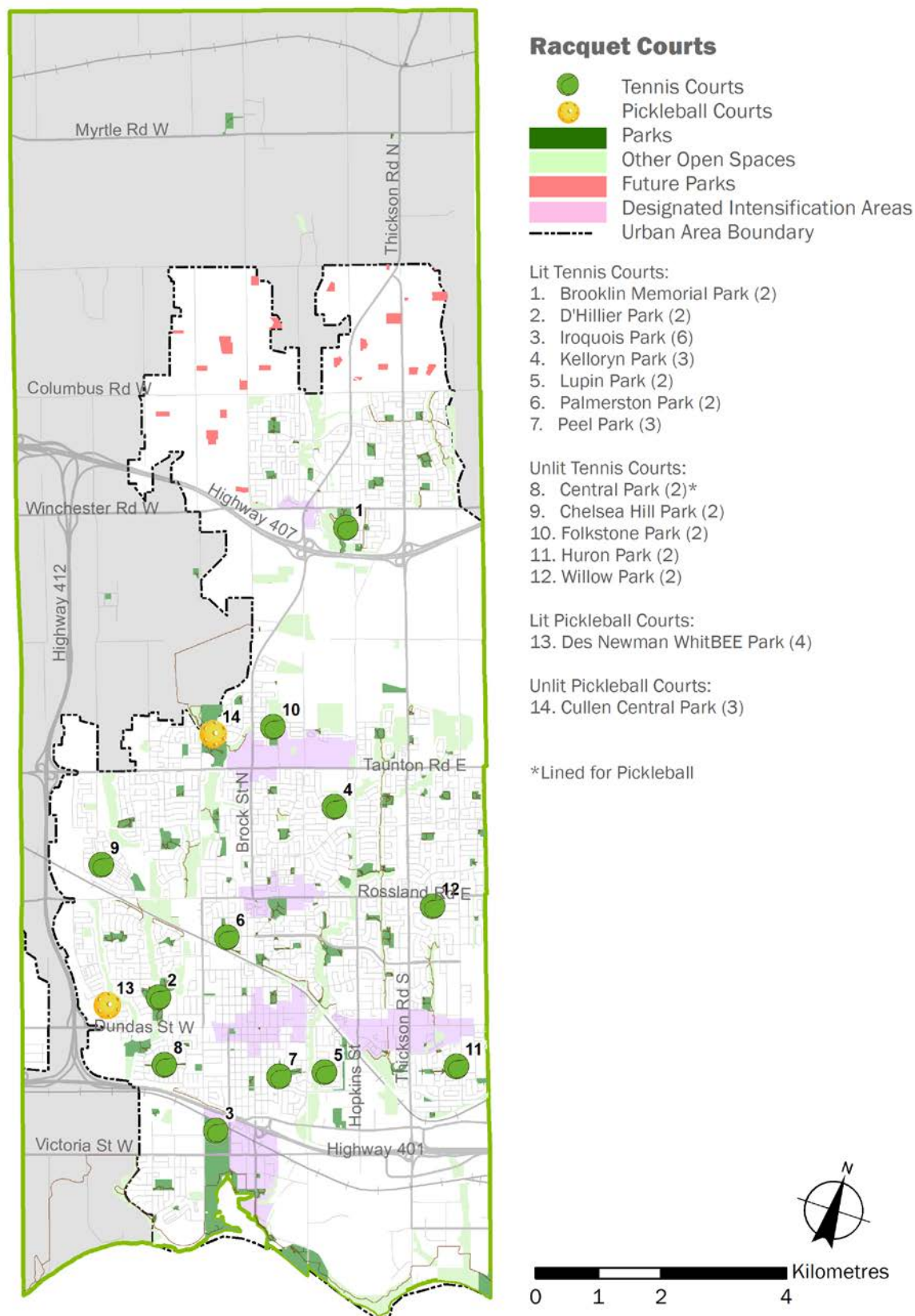
Additionally, the tennis-playing community has been working diligently to generate interest in the sport. In 2017, Tennis Canada hosted Tennis Day across the country, which had activities such as clinics, lessons, exhibitions, and 'bring a friend' events. The purpose of Tennis Day was to introduce the sport to people that have never played before and to show them how easy it is to learn the game. Following the event, Tennis Canada indicated that 80% of tennis clubs reported an increase in participation. The Town offers tennis lessons to all age groups, which are complemented by programming provided by the Whitby Tennis Club.

¹⁹ Tennis Canada. 2018 Annual Report.

²⁰ Charlton Strategic Research. 2014 Canadian Tennis Brand Health Study.

²¹ Ibid.

Figure 21: Distribution of Racquet Courts



Source: Map created using Town GIS Database, 2022

6.15.3 Market Conditions in Pickleball

Pickleball is a lower intensity sport that can be played indoors in a gymnasium or outdoors on dedicated or multi-use courts that are shared with tennis. As improved data on utilization and participation levels becomes available, some municipalities have been constructing dedicated pickleball courts with appropriate specifications given that they are smaller in size and have a lower net height compared to tennis. Adults 55+ wishing to remain physically active are driving participation growth in pickleball to levels where it is one of the fastest growing sports in Canada (although it is recognized that the sport is also attracting younger players). The popularity of pickleball continues to spread across the Province and its prominence is further bolstered by being played at the Ontario 55+ Summer Games.

Pickleball Canada states that the number of players across Canada has grown ten-fold from 6,000 to 60,000 between 2012 and 2018, and the number of members with the governing body now stands at more than 22,000 individuals. Whereas Pickleball Canada recorded fewer than 500 pickleball courts in 2014, this number increased to more than 2,000 courts nation-wide in 2017.²² What once was a casual, energetic activity, pickleball has grown in popularity as many adults 55+ (including baby boomers) seek active leisure opportunities, along with pickleball organizations also placing a focus on recruiting younger ages to participate as well.

Whitby has responded to the growing popularity of pickleball through the completion of three new dedicated pickleball courts at Cullen Central Park. 18 new pickleball courts are also being constructed, including four at Des Newman WhitBEE Park and 14 at the Whitby Sports Complex. Selecting appropriate park locations for pickleball courts is a key consideration due to the amount of noise generated by the activity. There are examples of municipalities that have experienced complaints from residents adjacent to and around parks that have pickleball courts and in some cases, play has been restricted or prohibited until a solution has been found to minimize the noise. Most recently, Whitby decommissioned the pickleball courts at Lupin Park due to excessive noise. As a best practice, pickleball courts are encouraged to be located 100 to 150 metres from residential areas at a minimum, with consideration given to landscaping buffers and screening.

6.15.4 Usage Profile

All courts are available for public use, although the Town permits time to community organizations during specific time periods. Booking schedules from 2017 to 2019 reveal that the tennis courts at the Iroquois Park Sports Centre are well used by the Whitby Tennis Club between May to September. The courts at this location are booked at near capacity (90%+) during weekday evenings from 5:00 pm to 8:30 pm. Lower usage levels of usage were observed during weekday daytime, late evenings (after 8:30 pm) and during the weekends. The Town also permits time at Brooklin Memorial Park, Folkstone Park, and Peel Park for tennis programming, although usage at these locations range from low to moderate (50% or less).

6.15.5 Community Input

Many requests were made throughout the consultation process for more pickleball courts in Whitby. Half (51%) of the community survey respondents supported additional investment in outdoor pickleball courts, which ranked 27th out of 36 facility types. To a lesser degree, requests were received for more tennis courts. Nearly two-thirds (63%) of community survey respondents supported additional investment in tennis courts, which ranked 21st out of 36 facility types. To complement the Town's outdoor courts, requests were also made for indoor tennis and pickleball courts. The public and stakeholders mentioned that they currently travel to other municipalities such as Ajax, Oshawa and Pickering for winter tennis activities.

²² Pickleball Canada. April 2018 Newsletter. p.3

6.16 Basketball & Multi-Purpose Courts

6.16.1 Current Supply

Whitby has 33 hard surface courts, including 10 full-size basketball courts, 16 half-basketball courts and seven multi-purpose courts that are lined for basketball and ball hockey (Figure 23). This supply translates into a service level of one per 4,591 residents (Table 23).

The Town's capital forecast plans for new multi-use courts at College Downs Park and Portage Park. Redevelopment of the Phillips-Kozaroff Park is also planned along with one multi-use and two basketball courts at the Whitby Sports Complex.

Table 23: Service Level Comparison, Basketball & Multi-Purpose Courts

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	19	1 : 6,684
Hamilton	569,400	126	1 : 4,519
Markham	338,500	24	1 : 14,104
Oshawa	175,400	28	1 : 6,264
Pickering	99,200	12	1 : 8,267
Richmond Hill	202,000	46	1 : 4,391
Vaughan	323,100	75	1 : 4,308
Average	262,086	47	1 : 6,934
Whitby	151,500*	33	1 : 4,591

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.16.2 Market Conditions

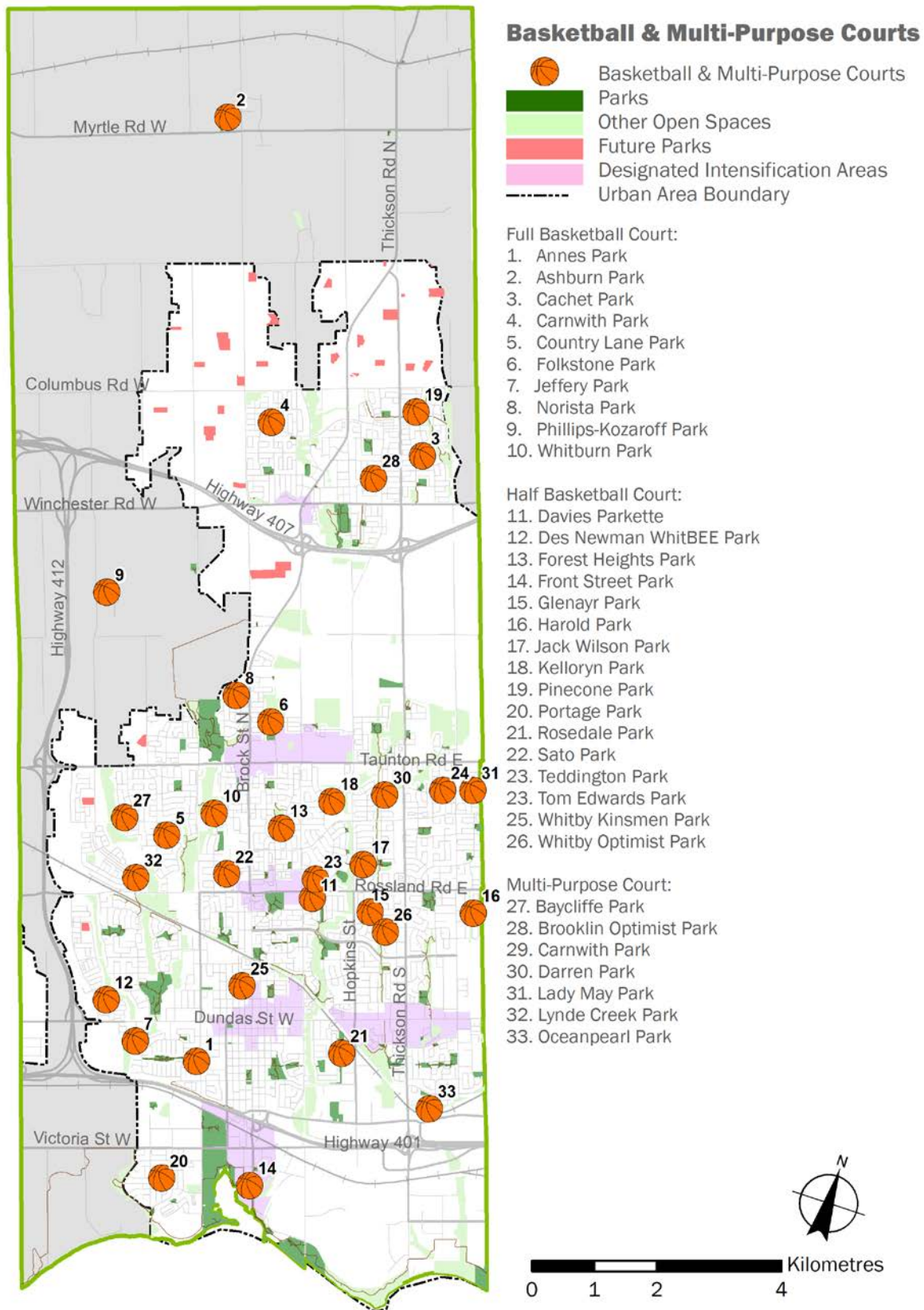
While outdoor hard surface courts are primarily used for basketball, some can be used as multi-purpose courts that can accommodate a variety of informal and unstructured activities such as ball hockey, outdoor skating, programming, and more. The Ontario Basketball Association reports that since 2015, the number of affiliated organizations has doubled from 484 to 900 teams.²³ While these groups have placed pressures on indoor gymnasiums, the popularity of the sport has also driven the demand for outdoor basketball courts. The popularity of basketball can be attributed to factors such as affordability and access to free outdoor basketball courts, as well as its national appeal and the Toronto Raptors championship victory in 2019. Compared to other sports such as hockey, basketball is easy to learn, safe, affordable to play, and can be played with one person or in small groups. Best practices observed across the Province have found that municipalities are trending towards the provision of multi-use courts that facilitate a variety of activities that require a large, hard surface such as basketball, ball hockey, etc.

Outdoor courts are generally rudimentary in design, ranging from simple asphalt to acrylic colour coated surfaces (such as at Folkstone Park) with removable equipment such as net posts, boards, and hoops. Certain municipalities, such as Windsor and Clarington, are beginning to employ a unique approach in the renewal of older courts by installing a plastic tiling system above the older surfaces; compared to standard asphalt, these "Flex Court" systems can defer asphalt/concrete resurfacing costs, minimize noise of bouncing balls, absorb physical impacts and reduce stress on the body, as well as offer environmental benefits such as reduced heat radiation and issues with standing water. From a maintenance perspective, the Flex Court system comes with a warranty and requires less intensive maintenance since they do not need to be repainted, while broken tiles are easily replaced.²⁴

²³ Ontario Basketball Association Annual Reports.

²⁴ Flex Court Canada. Retrieved from: <http://www.flexcourtcanada.ca>

Figure 22: Distribution of Basketball & Multi-Purpose Courts



Source: Map created using Town GIS Database, 2022

6.16.3 Community Input

A number of requests were made for more outdoor basketball courts in Whitby to ensure that youth and young adults have access to active recreation activities within parks. Enhancements to aging basketball courts was also mentioned, including court resurfacing and replacing worn basketball nets. The community survey found that 60% of respondents supported additional investment in outdoor basketball courts, ranking 24th out of 36 facility types.

6.17 Splash Pads

6.17.1 Current Supply

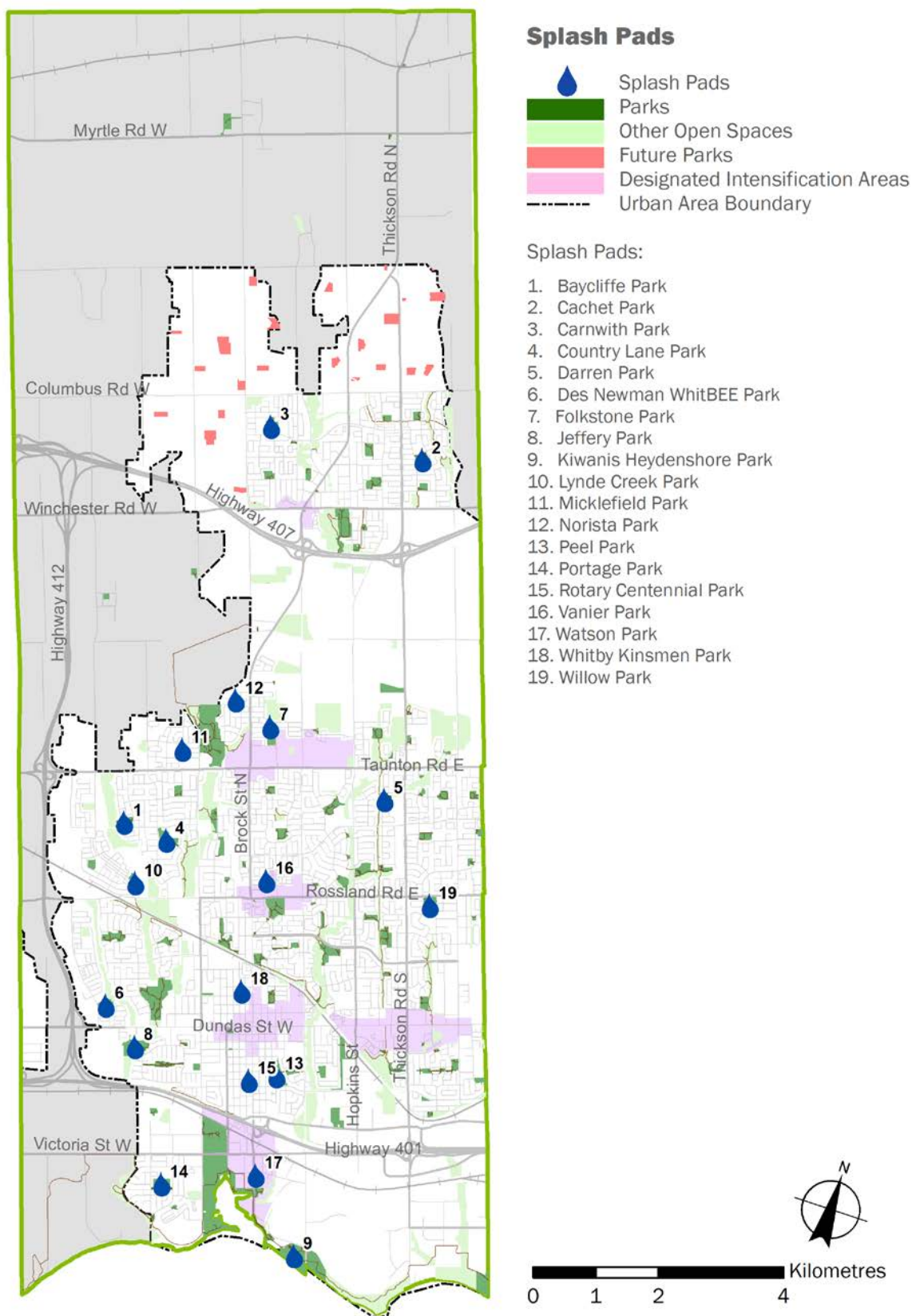
There are 19 splash pads located across Whitby (Figure 24). Each splash pad features a variety of components, including spray nozzles, dump buckets, sprinklers, shower head and other amenities such as shade and seating. The Town's splash pad supply results in a service level of one per 7,973 residents or one per 900 children (ages 0 to 9), which is the second highest service level after Hamilton (Table 24).

The Town's capital forecast identifies new splash pad locations at Pringle Creek Park, as well as in the Brock/Taunton and Dundas Street intensification areas. Redevelopment of the splash pad at Whitby Kinsmen Park is also planned.

Table 24: Service Level Comparison, Splash Pads

Municipality	2021 Children Population (Ages 0 to 9)	Supply	Service Level
Ajax	15,235	6	1 : 2,539
Hamilton	59,795	69	1 : 867
Markham	33,125	15	1 : 2,208
Oshawa	20,465	9	1 : 2,274
Pickering	10,785	2	1 : 5,393
Richmond Hill	17,545	15	1 : 1,170
Vaughan	32,320	17	1 : 1,901
Average	27,039	19	1 : 1,423
Whitby	16,310	19	1 : 900

Figure 23: Distribution of Splash Pads



Source: Map created using Town GIS Database, 2022

6.17.2 Market Conditions

Outdoor aquatic facility models have changed substantially over the past 20 years due to the growing number of indoor pools that have been constructed and aging outdoor pool infrastructure. Municipalities have been phasing out outdoor swimming and wading pools in favour for splash pads as they have proven to be more cost effective to build and operate as they can be integrated into most park settings, are accessible, and do not require intensive staffing as there is no standing water to supervise.

The design of splash pads can vary with different components and spray functions to create unique and engaging experiences. For example, the Town is currently constructing a bee-themed splash pad at Des Newman WhitBEE Park in recognition of the Whitby being a “Bee City”. There are three types of splash pads – freshwater (or flow through) systems that drain directly to municipal sewers, recirculating systems that filters, collects, treats, and re-uses the splash pad water, and greywater systems that collects splash pad water for other public uses such as irrigating greenspaces and landscapes, as well as watering gardens. The design of freshwater systems is generally the most cost effective to construct when compared to recirculating and greywater systems that require infrastructure for filtering, treating water and storing water, as well as additional costs for purchasing chemicals. While recirculating and greywater systems are beneficial in reducing water consumption, greater oversight is required to ensure that water chemistry is maintained to allow for proper disinfection. Examples of different types of splash pads exist throughout the GTA. For example, splash pads in Pickering use freshwater systems, while the Town of Halton Hills uses recirculating systems.

Splash pads have gained in popularity in recent years, sought after by young families seeking affordable and accessible opportunities to cool down on a hot day. The Town recognizes this as one of the initiatives of Whitby’s Climate Change Action Plan is to ensure that there is a network of splash pads (as well as cooling centres and drinking fountains). Splash pads tend to be located at District Parks as they serve multiple neighbourhoods and are complementary to other on-site amenities such as parking and playgrounds, although they are also found at Local Parks to ensure that residents can access these amenities.

6.17.3 Community Input

Requests were made for splash pads within Whitby’s parks. Three-quarters (75%) of community survey respondents supported additional investment in splash pads, which ranked 10th out of 36 facility types. Some residents expressed that there should be greater investment in constructing more splash pads as they feel that there are limited aquatic opportunities in the Town.

6.18 Skate Parks

6.18.1 Current Supply

Whitby has three skate parks at Brooklin Memorial Park, Folkstone Park and Iroquois Park, which results in a service level of one per 50,500 residents or one per 6,600 youth (ages 10 to 19), which is higher compared to the benchmark average (Table 25). The Town’s skate parks feature a variety of components including bowls, elevation changes, ramps, rails, stairs and more.

The Town’s capital forecast identifies funding for a new skate park (including a pump track), proposed to be located at the future Whitby Sports Complex. Other planned skate park projects include renewal at Folkstone Park and expansion and enhancements at Iroquois Park Sports Centre, as well as the redevelopment of the Brooklin Memorial Skate Park.

Table 25: Service Level Comparison, Skate Parks and Pump Tracks

Municipality	2021 Youth Population (Ages 10 to 19)	Skate Parks		Pump Tracks	
		Supply	Service Level	Supply	Service Level
Ajax	16,870	3	1 : 5,623	0	n/a
Hamilton	63,245	8	1 : 7,906	1	1 : 63,245
Markham	41,315	6	1 : 6,886	0	n/a
Oshawa	20,025	3	1 : 6,675	0	n/a
Pickering	11,530	1	1 : 11,530	0	n/a
Richmond Hill	26,160	2	1 : 13,080	0	n/a
Vaughan	43,270	9	1 : 4,808	0	n/a
Average	31,774	5	1 : 6,950	0	1 : 63,245
Whitby	19,700	3	1 : 6,600	0	n/a

6.18.2 Market Conditions

Skate parks are now considered to be a core recreation facility in most municipalities across Ontario, recognized for their ability to provide children and teens (and even younger adults) with a positive place to participate in skateboarding, BMX biking, rollerblading, scootering, and other wheeled action sports. While historically associated with negative youth behaviour, skate sports have become mainstream. Skateboarding, in particular, was introduced as part of the 2020 Tokyo Olympics for the first-time lending further credibility to the sport. This has the potential to drive interest and participation in skateboarding even higher which in turn could lead to greater demands for future spaces for wheeled action sports. Skate parks are opportunities through which to encourage greater physical activity among children and youth – particularly since these activities typically viewed as affordable physical opportunities and social activities that can be pursued as part of ‘hanging out’ with friends.

The design and scale of skateboard parks may vary from concrete forms featuring bowls and stairs – such as at Folkstone Park – to modular components (that may be movable and/or temporary) such as at Brooklin Memorial Park and Iroquois Park. While the Whitby’s skateboard parks are located at Town and District Parks that serve a broad geographic area, many municipalities have integrated skate features within local parks to help improve geographic distribution for a demographic that usually relies on active transportation rather than cars to reach destinations, and can be placed where novice to intermediate skill levels can practice and build confidence before using the major skateboard parks. Neighbourhood serving parks that integrate ‘skate spots’ with only one or two elements – such as a rail and/or a grind box to practice skateboard tricks – in a small area of a park can appeal to young children learning to skateboard or bike.

In alignment with urban design and/or urban art objectives, some municipalities have constructed ‘plaza style’ skate parks that mimic a civic streetscape by integrating tree planter boxes, stairs and rails, curbs, etc. The scale of plaza style skate parks can be large or small making them suited to both major and minor skate parks and lend themselves well to areas of intensification and other built-up areas where parkettes or urban parks are more common.

6.18.3 Community Input

Requests were received for skateboard parks and it was suggested that they should be located in parks that are within walking distance to high concentrations of youth. Nearly half (45%) of community survey respondents supported additional investment in outdoor skateboard parks, which ranked 30th out of 36 facility types.

6.19 Playgrounds

6.19.1 Current Supply

Whitby provides playgrounds at 94 parks across the Town (Figure 25). Some sites have more than one playground structure that combine junior and senior play components and are complemented with swing sets. The playground supply results in a service level of one per 1,665 residents or one per 200 children (ages 0 to 9), which matches the benchmark average (Table 26).

Whitby's Municipal Asset Management Plan recommends that playgrounds are replaced every 15 years, although the Town is not meeting this timeline as some play structures are more than 20 years old. The Town generally aims to replace up to five playgrounds per year and play structures are inspected regularly for accessibility, surface and equipment condition, drainage, and other factors. Over the next 10 years, the Town's capital forecast allocates funding towards replacing 61 play structures.

Table 26: Service Level Comparison, Playgrounds

Municipality	2021 Children Population (Ages 0 to 9)	Supply	Service Level
Ajax	15,235	80	1 : 190
Hamilton	59,795	256	1 : 234
Markham	33,125	155	1 : 214
Oshawa	20,465	110	1 : 186
Pickering	10,785	58	1 : 186
Richmond Hill	17,545	127	1 : 138
Vaughan	32,320	164	1 : 197
Average	27,039	136	1 : 200
Whitby	16,300	94	1 : 200

6.19.2 Market Conditions

Playgrounds benefit childhood development, foster cognitive development and social skills, and encourage physical activity. Modern playgrounds are designed to offer creative play experiences and often integrate accessible features, which are more engaging than traditional play sites where features are usually limited to swings, slides and climbing structures.

Accessible playgrounds and playground components are becoming standard elements of playground design. Whitby's new or redeveloped playgrounds are being constructed with accessibility in mind, such as at the Brooklin Community Centre, Folkstone Park and Jeffery Park. In accordance with the Design of Public Spaces Standard contained in the Integrated Accessibility Standards Regulation, the construction of new or redeveloped playgrounds must incorporate accessible playground features. Such requirements include:

- Incorporating accessibility features such as, but not limited to, sensory and active play components for children and caregivers with various disabilities;
- Providing a ground surface that is firm and stable to accommodate users with mobility devices, yet resilient enough to absorb impact for injury prevention in the area around the play equipment;
- Providing sufficient clearance in and around the play space to allow children with various disabilities and their caregivers room to move around the space; and
- Consulting with Accessibility Advisory Committees and with persons with disabilities prior to designing, building, or redeveloping playgrounds.

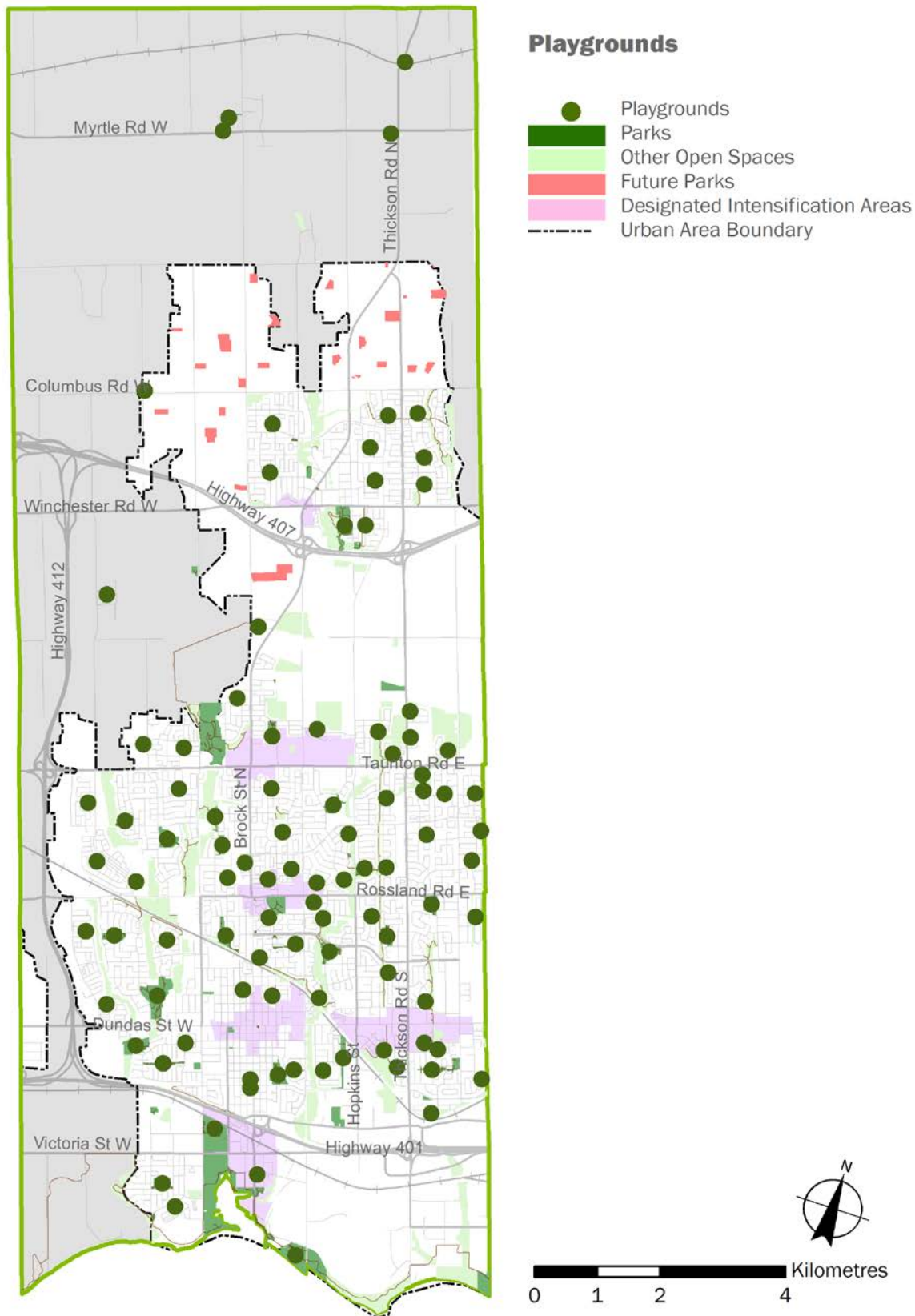
As an alternative to the traditional and creative playground model, natural and adventure playgrounds are becoming more popular around the world and they are gaining traction in Canadian municipalities. These playgrounds encourage play and interaction with landscape and natural materials such as wood, logs, ropes, stones, and boulders to allow users to create more daring opportunities. Still designed in compliance with CSA Z614 standards, natural/adventure playgrounds are proven to stimulate greater sensory and imaginative play compared to typical creative structures; research also shows that children's immune health can benefit from exposure to natural materials. These playgrounds are designed to appear more precarious, which aligns to the concept of "risky play" to encourage children to take more risks through climbing, exploring, moving vigorously, and creating their own activities using their imagination.

Other play-oriented approaches observed in municipalities in Ontario include the addition of toys within playgrounds such as play kitchens, dump trucks, tricycles, etc. to capture children's imaginations and increase their outdoor play time. For example, the City of Toronto added a simple dirt pile at Trinity Bellwoods Park where children and caregivers alike augment their time at the playground by playing in the sand pile and digging, building, climbing, sliding down, etc. This solution is a simple low cost one to encourage caregivers and children to stay outside longer and engage in creative play.

6.19.3 Community Input

A number of requests were made for playgrounds, particularly to replace aging playgrounds or to ensure that they are fun and engaging for users. It was also mentioned that playgrounds should be accessible for persons with disabilities, with consideration given to the use of firm surfaces and play features, as well as accessible adult swings. More than half (52%) of the community survey respondents identified that at least one member of their household have used playground equipment, which was the sixth most popular recreation activity. About four-out-of-five (80%) respondents supported additional investment in playgrounds.

Figure 24: Distribution of Playgrounds



Source: Map created using Town GIS Database, 2022

6.20 Off-Leash Dog Parks

6.20.1 Current Supply

There are two off-leash dog parks in Whitby. The Cochrane Street Off-Leash Dog Park is located in the north end of Whitby within the Heber Down Conservation Area and the second location is in the south end of the Town at the Jeffery Street Off-Leash Dog Park. Both locations have fenced areas for large and small dogs with supporting amenities, including seating, trees, pathways, signage and parking. The Town's supply of off-leash dog parks results in a service level of one per 75,750 residents, which is higher compared to the benchmark average (Table 27). The Town's capital forecast allocates funding towards new leash free areas, although specific locations have not been identified.

Table 27: Service Level Comparison, Off-Leash Dog Park

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	4	1 : 31,750
Hamilton	569,400	12	1 : 47,450
Markham	338,500	1	1 : 338,500
Oshawa	175,400	1	1 : 175,400
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	2	1 : 101,000
Vaughan	323,100	1	1 : 323,100
Average	262,086	3	1 : 159,486
Whitby	151,500*	2	1 : 75,750

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.20.2 Market Conditions

With by-laws regulating the use of leashes, off-leash dog areas provide owners an opportunity to exercise and socialize with their dogs in a controlled area. Off-leash dog areas should not be viewed strictly for pets as best practices suggest that they are also beneficial for residents and community interaction among those who share a common interest. Off-leash dog areas have proven to be very successful, particularly in highly urbanized communities that tend to have several such facilities as opportunities for dogs to run freely may be limited.

For many municipalities, off-leash dog parks can be opportunities for community organizations or the private sector to get involved through assisting with operations, fundraising or partnerships. Whitby's off-leash dog parks are sponsored by a local business. While off-leash dog parks are popular amenities for pet owners, finding the right site for the development of new locations can be a challenge due to noise concerns. Careful consideration, planning and consultation is a best practice when identifying new off-leash dog park locations with consideration given to a range of factors. As a best practice, municipalities should evaluate factors, including, but not limited to, setback and layout requirements, accessibility, site buffers, impact on the natural environment, future development potential, compatibility with other users, and more.

6.20.3 Community Input

The consultation process found that there were requests for off-leash dog parks. The public expressed that there is a gap area in the central area of Whitby as the existing locations are in the north and south part of Town. As a result, the public identified that many parks are used informally as off-leash dog parks. The community survey revealed that 48% of respondents supported additional investment in off-leash dog parks, ranking 28th out of 36 facility types.

6.21 Outdoor Fitness Equipment

6.21.1 Current Supply

Outdoor fitness equipment is located at four locations, including Des Newman WhitBEE Park, Kiwanis Heydensore Park, Baycliffe Park and Lynde Creek Park, resulting in a service level of one per 37,875 residents, which is higher compared to the benchmark average (Table 28).

Table 28: Service Level Comparison, Outdoor Fitness Equipment

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	8	1 : 15,875
Hamilton	569,400	9	1 : 63,267
Markham	338,500	20	1 : 16,925
Oshawa	175,400	1	1 : 175,400
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	9	1 : 22,444
Vaughan	323,100	4	1 : 80,775
Average	262,086	7	1 : 67,698
Whitby	151,500*	4	1 : 37,875

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.21.2 Market Conditions

Municipalities have been integrating outdoor fitness equipment within parks in response to growing demands for outdoor exercise opportunities. Popular throughout the United States and Europe, Canadian municipalities have begun introducing outdoor fitness equipment that allow people to participate in free outdoor activities and engage more people in the public realm. It is common for municipalities to work with the community to develop outdoor fitness equipment locations through partnerships and fundraising. For example, the Town worked with the Rotary Club of Whitby and the Rotary Club of Whitby Sunrise to construct the outdoor fitness gym at Kiwanis Heydensore Park. The new outdoor fitness equipment installation at Des Newman WhitBEE Park was donated by Mattamy Homes.

6.21.3 Community Input

Several requests were made for outdoor fitness equipment, with suggestions made for adding more equipment locations along the waterfront and along trails and at other key parks in Whitby. 58% of community survey respondents supported additional investment in outdoor fitness equipment, ranking 25th out of 36 facility types.

6.22 Outdoor Bocce Courts

6.22.1 Current Supply

Whitby provides four outdoor bocce courts at Cullen Central Park. This supply results in a service level of one per 37,875 residents, which is the second lowest level of service after Richmond Hill (Table 29).

Table 29: Service Level Comparison, Outdoor Bocce Courts

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	0	n/a
Hamilton	569,400	39	1 : 14,600
Markham	338,500	0	n/a
Oshawa	175,400	6	1 : 29,233
Pickering	99,200	0	n/a
Richmond Hill	202,000	5	1 : 40,400
Vaughan	323,100	59	1 : 5,476
Average	262,086	16	1 : 22,427
Whitby	151,500*	4	1 : 37,875

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.22.2 Market Conditions

Outdoor bocce is predominantly played by adults 55+ and the Italian-Canadian community. There are currently no trends that suggest that there is an increase in youth participation. Decommissioning and re-purposing outdoor bocce courts has been the trend observed over the past decade. However, Whitby recently doubled its supply of outdoor bocce courts at Cullen Central Park, expanding from two courts to four courts.

6.22.3 Community Input

Limited comments were received about outdoor bocce courts; a comment was received suggesting that the outdoor bocce courts at Cullen Park are not used and should be removed or re-purposed. About one-third (32%) of community survey respondents supported additional investment in outdoor bocce courts, ranking 35th out of 36 facility types.

6.23 Lawn Bowling Greens

6.23.1 Current Supply

The Whitby Lawn Bowling Club is the Town's only outdoor lawn bowling facility, which is located at the 55+ Recreation Centre. The Whitby Lawn Bowling Club is operated independently by a community organization and results in a service level of one lawn bowling green per 151,500 residents, which is lower compared to the benchmark average (Table 30).

Table 30: Service Level Comparison, Lawn Bowling Greens

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	0	n/a
Hamilton	569,400	4	1 : 142,350
Markham	338,500	0	n/a
Oshawa	175,400	2	1 : 87,700
Pickering	99,200	1	1 : 99,200
Richmond Hill	202,000	1	1 : 202,000
Vaughan	323,100	0	n/a
Average	262,086	1	1 : 132,813
Whitby	151,500*	1	1 : 151,500

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.23.2 Market Conditions

Lawn bowling is a popular activity among older adults and seniors; however, some organizations have had success in introducing the sport to younger generations. This is partly due to its social nature and the Ontario Lawn Bowling Association's buddy program that partners entry-level players with experienced members to enable skill development and overall understanding of the game.

6.23.3 Community Input

No public comments were received about lawn bowling greens. One-third (34%) of community survey respondents supported additional investment in lawn bowling greens, ranking 33rd out of 36 facility types.

6.24 Disc Golf Courses

6.24.1 Current Supply

Whitby does not currently have any disc golf courses. The City of Hamilton is the only benchmark municipality that provides a public disc golf course, although it is recognized that there may be non-municipal courses found in other municipalities, such as Durham Golf in Oshawa.

Table 31: Service Level Comparison, Disc Golf Courses

Municipality	2021 Census Population	Supply	Service Level
Ajax	127,000	0	n/a
Hamilton	569,400	1	1 : 569,400
Markham	338,500	0	n/a
Oshawa	175,400	0	n/a
Pickering	99,200	0	n/a
Richmond Hill	202,000	0	n/a
Vaughan	323,100	0	n/a
Average	262,086	0	1 : 569,400
Whitby	151,500*	0	n/a

*Population as of December 2022 (Source: Durham Region Monitoring of Growth Trends (D01-02-01)).

6.24.2 Market Conditions

Disc golf is a century old game that originated in Canada in the early 1900s and it is now played recreationally and competitively around the world. The sport involves players throwing a flying disc on a course consisting of between 9 and 18 targets (or baskets). It has been gaining in popularity as people continue to seek casual, social, and active outdoor physical activities that are social, particularly during the COVID-19 pandemic. Disc golf is also an inexpensive, safe, and affordable activity that can be played at all ages.

The Professional Disc Golf Association (PDGA) is the governing body for the sport, which reported a worldwide total of 150,000 professional and amateur members in 2021.²⁵ Among this group are nearly 3,600 Canadian players, which was an increase of 127% compared to the number of players reported in 2019.²⁶

6.24.3 Community Input

There were requests for disc golf courses as some members of the public identified that these amenities have been emerging in other communities and that they are well used. Discussions with disc golf stakeholders expressed that this sport is an activity that has low barriers to play as it is easy to learn and is low cost. It was also mentioned that disc golf courses are cost effective amenities for municipalities to provide as they are low cost to install and maintain.

²⁵ Sports Illustrated. 2021. Paige Pierce Is Taking Disc Golf To the Moon. Retrieved from <https://www.si.com>

²⁶ PDGA Canada. 2022. 2021-2022 PDGA Canada Annual Report. Retrieved from <https://www.pdga.com>

7.0 Current State: Service Delivery

7.1 Community Services Department

Parks and Recreation Services in Whitby are delivered by the Community Services Department. The Department is responsible for providing recreational services, facility rentals, the operation of a marina and harbour, parks and trails design and construction, maintenance of all Town facilities, sidewalks, multi-use paths and trails, forestry services, road and traffic operations, waste management, winter control program, parks/grounds maintenance, fleet maintenance, stormwater management and right of way services.

The Department provides corporate guidance and direction related to accessibility, ensuring compliance with the Accessibility for Ontarians with Disability Act as well as externally facing diversity initiatives. The Department plans and executes all projects related to maintaining and constructing municipally owned facilities. Community Services manages and provides oversight of the leased Whitby harbour (federally owned), as well as oversight of the food and beverage operations, and other arena and community centre tenants. The Community Services Department provides administrative support and staff advice/expertise for six Committees of Council - Diversity and Inclusion Advisory Committee, 55+ Recreation Advisory Committee, Youth Council, Accessibility Advisory Committee, Community Connection and Active Transportation and Safe Roads Advisory Committee.

In addition, Community Connection and community organizations are important service delivery partners that play a key role in ensuring that Whitby has a robust park and recreation service delivery system.

7.2 Whitby Advisory Committees

Whitby's Advisory Committees advise Council and staff and advocate on a range of topics that focus on the betterment of the Town. These committees provide expertise to Council and staff to assist them in making informed decisions that impact the delivery of municipal services, including parks and recreation. The committees also play a key role in engaging the public to generate buy-in for various initiatives. The Town's committees are wide-ranging and those that have relevance to parks and recreation are highlighted Table 32.

Table 32: Whitby Advisory Committees Relevant to Parks and Recreation

Committee Name	Role/Mandate
Accessibility Advisory Committee	To advise and assist Council in fulfilling its responsibilities under the Accessibility for Ontarians with Disabilities Act (AODA).
Active Transportation and Safe Roads Advisory Committee	To support the Town in implementing the Active Transportation Plan, Waterfront Parks and Open Space Master Plan, Transportation Master Plan and Official Plan; and to promote active transportation in the community.
Community Connection Executive Committee	To oversee Community Connection programs: to partner with the Town and the Durham District School Board to offer a wide variety of evening recreation programs for all ages.
Heritage Whitby Advisory Committee	To advise Council on identifying, conserving and promoting heritage resources in the community.
Whitby Diversity and Inclusion Advisory Committee	To engage diverse groups in the community; to advise staff on policy related to ethno-cultural relationship and diversity; and to provide consultation, research and recommendations on matters related to diversity, inclusivity, and equity in Whitby.
Whitby Sustainability Advisory Committee	To provide advice, support, and guidance to Council on sustainability, climate change and environmental management issues; to provide education, awareness, and stewardship in the community; and assist the Town in implementing sustainability initiatives.
55+ Recreation Advisory Committee	To provide advice and direction on 55+ recreation programs offered in Whitby.
Youth Council	To provide youth input on a range of corporate matters, projects, and departmental initiatives; to promote youth opportunities; and to provide a voice for youth in the community and identify gaps and priorities in Whitby.

7.3 Inclusion & Access

Providing inclusive parks and recreation services is a key goal for the Town's Community Services Department. Minimizing participation barriers is critical to ensure that all residents in Whitby have an opportunity to participate, regardless of income, ability, background, and orientation. Whitby seeks to provide inclusive opportunities in a number of ways, including removing physical barriers from public facilities and offering a wide variety of programs to appeal to a variety of abilities and interests. Whitby also offers Inclusion Services memberships that are free of charge and are valid for two years. Available to Whitby residents, the membership allows participants to register for program support, camp support and discounted rates for aquatics lessons.

The following highlights some of the other ways Whitby is currently providing inclusive parks and recreation opportunities.

7.3.1 Income

While Whitby has a higher median household income compared to Durham Region and the Province, the 2021 Census found that 5% of the population were experiencing low income in 2020. The Town recognizes the need to engage all residents including those who may not have disposable income to participate in recreation programs. Whitby's Access Program provides funding to residents to participate in recreation programs and in 2019, the Town had distributed over \$130,000 to nearly 1,300 recipients (average of 100 per participant). This was an increase from \$45,000 and 400 recipients in 2017 (average of \$113 per participant). In addition to the Town's subsidy, Whitby also promotes the use of other financial assistance programs, including Canadian Tire Jumpstart and Durham Region Social Services. Funding from Canadian Tire Jumpstart has declined over the three year period due to a change in how the funding was allocated and administered. A summary of how much these programs have benefited Whitby residents is highlighted in Table 33.

Table 33: Summary of Recreation Fee Subsidies, 2017 to 2019

		2017	2018	2019	Change
Whitby Access Program	Funding	\$45,000	\$99,000	\$130,000	+ 189%+
	Recipients	400	1,000	1,300	+ 225%
Canadian Tire Jumpstart	Funding	\$80,000	\$49,000	\$38,000	- 53%
	Recipients	800	500	300	- 63%
Durham Region Social Services	Funding	\$39,000	\$54,000	\$58,000	+ 49%
	Recipients	300	400	600	+ 100%

Notes: Funding rounded to the nearest \$1,000. Recipients rounded to the nearest 100.

7.3.2 Persons from Diverse Backgrounds

Municipalities across the Greater Toronto Area boasts some of the most diverse communities in Canada. This is reflective of Whitby's community as the 2016 Census reported that 25% of the population are represented by visible minorities such as Black, South Asian and Chinese. Nearly one-quarter (23%) of Whitby's population are also immigrants, the majority of whom arrived before 2000. As many residents have been established in Canada, they are likely familiar with traditional recreation activities, although it is important to provide a balance of non-traditional sports and pursuits to ensure that a variety of opportunities are available, particularly as Whitby continues to attract newcomers to the community. The Town constructed a temporary cricket pitch at Brooklin Memorial Park in 2022 to accommodate the needs of the growing Whitby Cricket Club, until a permanent location is found.

7.3.3 Persons with Disabilities

Based on national statistics from the 2017 Canadian Survey on Disability, it is estimated that there could be nearly more than 30,000 residents in Whitby living with some form of disability. The Town is committed to making its facilities accessible where possible through its 2019 – 2022 Accessibility Plan. The Accessibility Plan was developed to comply with the 2005 Accessibility for Ontarians with Disabilities Act (ADOA), which

requires municipalities to provide barrier free public spaces, as well as to require customer service training and inclusive programs and services. In addition to undertaking accessibility retrofits to the Town's facilities and public spaces, Whitby offers an inclusive services membership, which allows residents to apply program support, camp support and discounted rates for swimming lessons. Participants may also bring their own personal support worker and recreation programs can be adapted to meet the needs of individual users.

7.3.4 LGBTQ2+ Communities

Statistics Canada reports that approximately 4% of Canadians ages 15 and over identify as members of the LGBTQ2+ community.²⁷ Applying this rate to the Town's population suggests that there could be approximately 6,000 LGBTQ2+ residents in Whitby and trends suggests that this community is more likely to face exclusion. However, participation in the community is critical as LGBTQ2+ advocacy groups attribute exclusionary attitudes with mental health issues, homelessness, suicides and harmful practices in their communities. Whitby celebrates the LGBTQ2+ community with its annual Pride Week and promotes various events and activities run by the Whitby Library and Durham Region (e.g., Youth Pride Durham).

7.4 Programming

Access to affordable and high-quality parks and recreation programming is essential to a healthy and engaged community. Whitby is proud to provide a broad range of direct programming that promote physical activity, health and wellness, sports, creative pursuits, and general interest topics. Whitby's programs are complemented by activities provided by others such as Community Connection, a non-profit organization that provides affordable recreation programs for residents. Community Connection works with the Town and Durham District School Board to offer evening programs, including sports, karate, dance, drama, music, language, science and art. During the summer, Community Connection offers day camp and specialty camps, including kinder camp, sports camp, young chefs' camp and arts and crafts camp, at John Dryden Public School and Ormiston Public School. The organization uses local school facilities to host programming and all profits are invested back into schools, projects, initiatives and special events in the community.

Station Gallery is another community partner, which is a public art gallery and registered charity that provides arts and culture programs for all ages through classes, workshops, performances and special events. Table 34 summarizes the variety of recreation programs offered by age group; program availability may vary each season.

Table 34: Summary of Town-run Recreation Program Offering, including Community Connection Programs

	Arts	Camps	General Interests	Sports	Fitness	Swimming/AquaFit
Preschool (Ages 0 to 5)	●	●	●	●		●
Children (Ages 5+)	●	●	●	●		●
Youth (Ages 11+)	●	●	●	●	●	●
Adults (Ages 14+)	●	●		●	●	●
Adults (55+)	●		●	●	●	●
Family (All Ages)					●	●
Drop-in				●	●	●

Notes: Arts programs includes creative and fine arts such as crafts, writing, dance, drama, music, etc. General interest programs include playgroups, technology, coding, leadership, language, cooking, science, etc.

²⁷ Statistics Canada. (2021). A statistical portrait of Canada's diverse LGBTQ2+ communities. Retrieved from <https://www150.statcan.gc.ca/>

Table 35 summarizes program registration over three program seasons from Spring/Summer 2018 to Spring/Summer 2019. The Town's programs are well attended overall, with a total system-wide fill rate that ranges between 74% and 85%. The Town's camps are the most popular program that is offered, particularly during the spring/summer seasons that draw over 7,000 children and youth; camp fill rates ranged from 89% to 99% capacity. By contrast, the Town's adult programs have lower attendance levels with fill rates between 38% and 40%.

In addition to registered programs, Whitby also offers drop-in programming. For example, a range of drop-in activities are offered at the 55+ Recreation Centre such as cards, bingo, shuffleboard and other traditional senior's activities. Between 2017 and 2019, participation in drop-in 55+ programming declined by 17% to approximately 25,000 participants. This is primarily because many residents in the baby boomer cohort do not fit the typical senior profile as they prefer low impact and active recreation activities, which is a common trend seen across the Province. As a result, baby boomers are more likely to engage in these activities elsewhere in the community such as at other public spaces or facilities.

Table 35: Summary of Registered Program Participation, Spring/Summer 2018 to Spring/Summer 2019

Program Season	Spring/Summer 2018			Fall/Winter 2018/2019			Spring/Summer 2019		
	Cap	Reg	Fill Rate	Cap	Reg	Fill Rate	Cap	Reg	Fill Rate
Camps	7,492	7,324	98%	62	55	89%	7,713	7,611	99%
Preschool	530	427	81%	1,011	805	80%	612	462	75%
Children	665	415	62%	557	341	61%	669	443	66%
Community Connection Children	1,027	966	94%	1,590	1,416	89%	888	832	94%
Adults	1,104	415	38%	1,531	660	43%	1,268	503	40%
Adult Community Connection	249	153	61%	528	347	66%	170	93	55%
Adults 55+	5,293	4,318	82%	7,349	5,917	81%	5,758	4,596	80%
Station Gallery	902	661	73%	1,204	745	62%	935	707	76%
Total Fill Rate	17,262	14,679	85%	13,832	10,286	74%	18,013	15,247	85%

Cap = Program Capacity

Reg = Program Registration

Note: Excludes programs where registration did not meet minimum requirements.

Through the public consultation process, suggestions were made for offering more popular recreation activities as residents raised concerns about being unable to register for classes due to limited program capacities or challenges with the online booking system. The desire for more swimming programs was identified given that the pool at the Civic Recreation Complex is temporarily closed due to renovations. It was mentioned that popular programs should also be offered at different times as members of the public mentioned that some of the daytime programs are held at times that are not convenient for them.

The community survey found that 38% of respondents were not able to participate in recreation activities as often as they would like because the facility or program is not available; 29% of respondents also identified that their desired program was not offered at a convenient time. Requests were made for a variety of recreation programs including, but not limited to, swimming, arts, gymnasium sports, fitness, drama, and general programs for toddlers (e.g., EarlyON), children, teenagers, adults and adults 55+.

8.0 Summary of Key Findings, Gaps & Opportunities

Based upon the research completed to date, including the review of background reports, population projections, market trends, inventory and usage data, this section outlines key findings, gaps and opportunities that will be explored further through the planning process. In no particular order, these findings, gaps and opportunities will be tested with the public through the upcoming community consultation and will be used to inform strategies to address current and future needs of residents.

8.1 Key Findings

- Whitby's population is expected to increase by 25% to 190,000 residents by 2031. Population growth is expected to occur within the Town's intensification areas and in Brooklin and West Whitby. This level of growth will have demand implications on the Town's parks and recreation system.
- Whitby currently provides a parkland service level at 1.6 hectares per 1,000 residents. Whitby's parkland classification system is comparable to similar communities that categorize parkland by Town Park, District Park, Local Park and Parkette.
- Whitby offers a strong parks and trail system, which is inspected regularly and maintained according to established service levels. The Town demonstrates its commitment to providing high quality parks and trails through ongoing and planned investment to develop parks and trails, as well as to install new and replacement amenities, with consideration given to environmental sustainability and strategies to become more resilient to climate change.
- Whitby boasts a diverse range of recreation facilities that support traditional activities such as skating and swimming to niche and emerging pursuits, including outdoor fitness and pickleball. The Town's ability to address the recreation facility needs of current and future residents will be explored through the Master Plan process.
- The importance of a connected trail system is recognized by the Town as Whitby offers over 70 kilometres of trails. The Town aims to build upon the trail system through the implementation of Whitby's 2021 Active Transportation Plan.
- The Town has made strong efforts to be inclusive of all residents through providing fee subsidies, implementing its accessibility plan, providing a range of traditional and non-traditional recreation activities and facilities, and celebrating its LGBTQ2+ community. The Town is also undertaking upgrades to the Civic Recreation Complex to be more inclusive and barrier free.
- Consistent with trend and best practices, Whitby is shifting towards the development of multi-use parks and facilities to create welcoming destinations that can be enjoyed by all residents. These community hubs act as focal points in Whitby where residents can gather and access a range of parks and recreation activities. Examples include the future Whitby Sports Complex and district parks including Des Newman WhitBEE Park and Lynde Creek Park.

8.2 Key Gaps & Opportunities

- Recent changes to the Planning Act as a result of Bill 23 will reduce the amount of parkland and cash the Town is eligible to receive as a condition for development, as well as the type of land, which will impact parkland service levels and what outdoor recreation facilities can be provided and where. The Town will be required to consider alternative parkland acquisition strategies to ensure that it continues to meet the needs of residents, particularly in growth areas, which will be explored through the Master Plan.
- Planned population growth within Whitby's intensification areas will require the Town to rethink how to address the parks and recreation needs of residents in these higher density areas. This may require redeveloping and renewing existing parks and public spaces within proximity to these areas and other

unique approaches to accessing and acquiring parkland and recreation space. Re-purposing underutilized recreation facilities to address emerging needs and gaps will also need to be considered.

- Population growth will place pressure on the Town's parks and recreation system, including expectations to respond to emerging trends and requests for new recreation facilities, programs, and services that are inclusive of all residents and provide year-round opportunities (e.g., four season facilities and activities). Consideration will also need to be given to parkland renewal and re-imagining key parks to respond to evolving community needs. This Master Plan will be a key resource to confirm and validate parks and recreation needs.
- The public has expressed that there is untapped potential along Whitby's waterfront as a variety of suggestions were received about potential enhancements for active and passive parks and recreation activities such as trails and outdoor event space. Re-locating and re-purposing the Victoria Street and Gordon Street soccer fields, and providing amenities such as shade, seating, BBQs, and waste receptacles. The need to address parking issues along the waterfront was also identified. As the Town continues to implement its Waterfront and Open Space Master Plan, there may be opportunities to consider the suggestions expressed through this consultation process through future decisions.
- There is merit in strengthening the Town's parkland classification system to provide more clarity for park development. Site visits found inconsistencies in the presence and quality of amenities between parks. A policy framework and formal standards for parks and trail development would be beneficial to address public expectations.
- The future Whitby Sports Complex will address many of the needs of the Town's growing population and is planned to include an indoor aquatic centre, double gymnasium, twin-pad arena, community program space and outdoor recreation amenities including a pump track, skate park, playground, hard surface courts, sports fields, and other supporting spaces.
- Consideration needs to be given to re-purposing the aging Luther Vipond Memorial Arena and the underutilized Heydenshore Pavilion. Redeveloping and renewing these facilities, as well as other parks, trails and facilities consider environmentally friendly design practices to respond to Whitby's sustainability goals. The creation of an environmentally friendly, low-impact design policy and plan may assist with future parks, trails, and recreation facility development initiatives.
- There appears to be a substantial surplus of sports field capacity. This is primarily due to the introduction of field permit fees that were introduced in 2017, which resulted in a more accurate reflection of field time needs. There is also available capacity in the Town's ball diamonds. Available field capacity is common in many communities as user groups have a preference for prime time periods (e.g., 5:00 pm to 8:00 pm), including in Whitby. Opportunities may exist to consolidate sports fields and ball diamonds, which may allow the Town to re-purpose underutilized locations to address other priority needs, as well as to explore opportunities to develop sports complexes to reduce pressure on Town and District Parks.
- The COVID-19 pandemic has created a heightened awareness about the importance of parks and recreation opportunities. This awareness has highlighted the importance of providing high quality, inclusive and accessible parks and recreation programs, facilities and services that respond to the needs of Whitby's evolving population.
- As Whitby's population continues to grow, the Town can anticipate increasing expectations for high quality parks and recreation services. The Town will need to understand how to better connect with key population groups, including youth, older adults, persons with disabilities, persons experiencing low-income, females and people who identify as female, diverse groups, and other segments of the community to ensure that all residents feel welcomed and are encouraged to participate in activities. This may involve engaging community groups and others through partnership opportunities.
- There will be a need to bridge the gap between the public's expectations for high quality parks and recreation services and the need to provide affordable opportunities to get active in Whitby. There will be a need to recognize that enhancing or expanding parks and recreation services to meet varied community needs may require the Town to consider its subsidy levels or user fees, as well as partnership opportunities to minimize costs and optimize shared resources.
- A high-level scan of staffing resources will need to be reviewed as new or enhanced services are introduced to respond to current and future needs.

9.0 Next Steps

The Background & Community Engagement Summary Report contains the foundational inputs that will be used to inform the development of Whitby's Parks & Recreation Master Plan, which includes a summary of relevant background material, community profile, trends, inventory of parks and recreation facilities and usage data. The report also highlights key findings from the community engagement activities, including the community survey, pop-up events, stakeholder focus groups, staff workshops and interviews with Council.

Following a status update with Town staff and Council, a needs assessment for parks and recreation facilities, programs and services will be undertaken to identify recommendations to guide the Community Services Department over the next 10 years. The needs assessment findings, recommendations and implementation strategy will be combined with the findings from the Background & Community Engagement Report to form the draft Master Plan.

Appendix A: Community Survey Results

1) What are the first three digits of your postal code?

	#	%
L1N	493	35%
L1R	380	27%
L1P	292	20%
L1M	224	16%
L0B	4	0%
Other	33	2%
Total	1426	

2) How many people, including yourself, live in your household?

	#	%	Number of People
1 Person	95	7%	95
2 People	398	28%	796
3 People	289	20%	867
4 People	428	30%	1712
5 People	143	10%	715
6 People	49	3%	294
7 People	17	1%	119
8 People	5	0%	40
9 People	3	0%	27
10 People	1	0%	10
Total	1428	100%	4675
Average Household Size			3.3

3) Please indicate the total number of persons within your household that fall into the following age categories.

	None	1 Person	2 People	3 People	4 People	5 People or More
0 to 4 Years	588	234	48	12	4	10
5 to 12 Years	434	240	170	16	2	12
13 to 17 Years	453	212	65	10	0	7
18 to 54 Years	111	172	744	109	44	20
55 to 69 Years	345	236	257	2	1	8
70+ Years	402	151	103	2	0	9

4) In what year were you born?

Median Year (Age)	1976 (47 Years)	Average Year (Age)	1973 (50 Years)
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5) Please select any of the following activities and/or facilities that you or anyone in your household have ever actively participated in, either at home, a Town facility or another location (select all that apply).

	#	%
Enjoying Parks and Open Spaces	1096	77%
Walking or Hiking for Leisure	1061	74%
Enjoying or using the Whitby Waterfront	1050	73%
Swimming (Recreational)	882	62%
Attending a community event (Harvest Festival, etc.)	773	54%
Use of Playground Equipment	743	52%
Swimming (Instructional or Aqua-fit)	706	49%
Use of Splash Pad	667	47%
Cycling or Mountain Biking	644	45%
Hockey, Ringette, Figure Skating, or Ice Skating	644	45%
Aerobic, Yoga, or Fitness Programs	637	45%
Running or Jogging	579	40%
Dog Walking (on or off leash)	530	37%
Gardening	528	37%
Soccer	519	36%
Weight-Training	420	29%
Tennis	414	29%

	#	%
Preschool or Children's Programs	379	26%
Basketball	342	24%
Baseball or Softball (or other forms)	324	23%
Volleyball	251	18%
Skateboarding/Bike Park	247	17%
Organized Older Adult 55+ Programs	237	17%
Gymnastics	236	16%
Cricket	196	14%
Pickleball	195	14%
Teen Programs (youth drop-in, etc.)	170	12%
Football or Rugby	127	9%
Outdoor Bocce	64	4%
Disc Golf	52	4%
Lawn Bowling	49	3%
Other (please specify)	101	7%
Total	1431	100%

6) If you and/or members of your household are not able to participate in parks and recreation activities as often as you would like, please indicate why (select up to three (3) responses).

	#	%
Lack of desired facilities or programs	485	38%
Program not offered at a convenient time	368	29%
Unaware of opportunities	293	23%
Lack of personal time / Too busy	276	22%
Facility too far away	260	21%
Lack of information	184	15%
Lack of money / Too expensive	183	14%
Lack of accessible options	83	7%
Lack of child care	67	5%
Lack of transportation	51	4%
Language / cultural barrier	11	1%
No Barriers – I/we can participate as often as I/we would like	213	17%
Other (please specify)	110	9%

	#	%
Total	1264	100%

7) If applicable, list up to two (2) parks and recreation activities/programs that you (or members of your household) would like to see provided in Whitby that are not already provided.

Top 10 Requested Parks & Recreation Opportunities

- Swimming pools/lessons
- Cricket fields
- Outdoor skating rinks/trails
- Pickleball courts
- Tennis courts (indoor and outdoor)
- Recreation programs (e.g., arts, gymnasium sports, EarlyON, fitness, drama, 55+, drop-in, adults, children, teenagers, etc.)
- Trails (walking, hiking and biking)
- Basketball courts
- Waterfront enhancements
- Soccer activities

8) Please indicate your level of satisfaction with the current parks and recreation opportunities in Whitby for the following age groups.

	Very Satisfied		Somewhat Satisfied		Neither Satisfied nor Dissatisfied		Somewhat Dissatisfied		Very Dissatisfied		Total
	#	%	#	%	#	%	#	%	#	%	#
Pre-school Children (0 to 4 years)	125	20%	250	40%	124	20%	72	12%	48	8%	619
Children (5 to 12 years)	117	16%	318	44%	130	18%	93	13%	58	8%	716
Teens (13 to 17 years)	60	12%	157	30%	157	30%	91	18%	54	10%	519
Adults (18 to 54 years)	92	9%	386	37%	287	27%	197	19%	91	9%	1053
Older adults (55+)	133	18%	270	37%	163	22%	106	15%	58	8%	730
Family Activities and Events	110	11%	382	38%	293	29%	160	16%	55	6%	1000

9) What is your level of satisfaction with the following parks and recreation facilities within Whitby?

	Very Satisfied		Somewhat Satisfied		Neither Satisfied nor Dissatisfied		Somewhat Dissatisfied		Very Dissatisfied		Total #
	#	%	#	%	#	%	#	%	#	%	#
Indoor recreation facilities such as arenas, pools, and gymnasiums	194	15%	509	40%	182	14%	257	20%	139	11%	1281
Outdoor recreation facilities such as sports fields and playgrounds	217	17%	554	44%	213	17%	194	15%	90	7%	1268
Parks that preserve natural areas and open spaces	280	20%	643	47%	228	17%	157	11%	70	5%	1378
Community programs such as swim lessons and public skating	127	12%	362	34%	218	20%	219	20%	151	14%	1077
Recreational trails and pathways	269	20%	623	46%	202	15%	187	14%	73	5%	1354

10) In general, how important are the following parks and recreation facilities to your household?

	Very Important		Somewhat Important		Neither Important nor Unimportant		Somewhat Unimportant		Very Unimportant		Total #
	#	%	#	%	#	%	#	%	#	%	#
Recreational trails and pathways	1046	75%	274	20%	60	4%	11	1%	12	1%	1403
Parks that preserve natural areas and open spaces	1071	76%	249	18%	60	4%	18	1%	15	1%	1413
Indoor recreation facilities such as arenas, pools, and gymnasiums	837	61%	378	28%	85	6%	42	3%	28	2%	1370
Outdoor recreation facilities such as sports fields and playgrounds	859	63%	331	24%	118	9%	32	2%	24	2%	1364
Community programs such as swim lessons and public skating	727	56%	354	28%	138	11%	39	3%	29	2%	1287

11) To what degree do you support or oppose spending additional public funds towards improving the following existing parks and recreation facilities or building new ones in Whitby? Additional investment to improve or build new parks and recreation facilities may result in tax increases or reallocation of existing public funds.

	Strongly Support		Somewhat Support		Neither Support nor Oppose		Somewhat Oppose		Strongly Oppose		Total
	#	%	#	%	#	%	#	%	#	%	#
New Parks and Open Space	855	61%	359	25%	129	9%	31	2%	35	2%	1409
Indoor Pools	815	60%	337	25%	138	10%	32	2%	30	2%	1352
Beach	823	60%	336	25%	145	11%	30	2%	31	2%	1365
Whitby Waterfront	862	62%	317	23%	146	10%	36	3%	39	3%	1400
Paved Multi-use Trails	738	53%	389	28%	167	12%	57	4%	41	3%	1392
Playgrounds	622	49%	385	30%	209	16%	24	2%	34	3%	1274
Outdoor Ice Rink / Trail	656	52%	339	27%	182	14%	34	3%	52	4%	1263
Youth Centres	573	49%	355	30%	206	17%	18	2%	29	2%	1181
Unpaved Nature Trails	655	47%	403	29%	247	18%	48	3%	27	2%	1380
Splash Pads	570	46%	370	30%	227	18%	34	3%	45	4%	1246
Fitness Centres	601	45%	401	30%	236	18%	52	4%	43	3%	1333
Space for Community Events	541	41%	455	34%	257	19%	37	3%	37	3%	1327
Indoor Walking Track	620	47%	346	26%	239	18%	53	4%	59	4%	1317
55+ Centres	559	47%	306	26%	244	21%	28	2%	44	4%	1181
Indoor Multi-Use Sports Dome	577	45%	353	27%	245	19%	52	4%	63	5%	1290
Community Gardens	542	42%	382	30%	283	22%	36	3%	49	4%	1292
Therapy Pools	532	42%	371	29%	263	21%	43	3%	58	5%	1267
Arenas (indoor ice)	541	43%	336	26%	217	17%	91	7%	83	7%	1268
Gymnasiums	503	40%	365	29%	302	24%	52	4%	41	3%	1263
Port Whitby Marina	512	41%	333	26%	289	23%	57	5%	68	5%	1259
Outdoor Tennis Courts	390	33%	364	31%	320	27%	47	4%	67	6%	1188
Outdoor Swimming Pools	430	35%	320	26%	287	23%	99	8%	109	9%	1245
Community Halls and Meeting Spaces	385	30%	388	30%	378	29%	76	6%	57	4%	1284
Outdoor Basketball Courts	334	29%	352	31%	336	29%	64	6%	65	6%	1151
Outdoor Soccer Fields	285	25%	326	28%	383	33%	83	7%	73	6%	1150
Outdoor Pickleball Courts	296	27%	274	25%	377	34%	72	6%	90	8%	1109
Off-Leash Dog Parks	302	27%	241	21%	340	30%	105	9%	144	13%	1132
Outdoor Fitness Equipment	381	25%	339	22%	333	22%	87	7%	98	6%	1238
Baseball or Softball Diamonds	235	21%	295	26%	418	37%	87	8%	97	9%	1132

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	Strongly Support		Somewhat Support		Neither Support nor Oppose		Somewhat Oppose		Strongly Oppose		Total
Skateboard Parks	214	19%	278	25%	419	38%	90	8%	97	9%	1098
Sports Field for Football and Rugby	188	18%	263	24%	446	42%	80	7%	97	9%	1074
Cricket Fields	230	22%	191	18%	390	37%	94	9%	159	15%	1064
Lawn Bowling Greens	119	12%	231	23%	474	46%	92	9%	108	11%	1024
Outdoor Lacrosse Boxes	126	13%	203	20%	450	45%	113	11%	108	11%	1000
Outdoor Bocce Courts	96	10%	221	22%	476	48%	90	9%	102	10%	985
Disc Golf Course	89	9%	113	11%	426	43%	121	12%	235	24%	984

12) Please indicate your level of agreement with the following statements about parks and recreation in Whitby.

	Strongly Agree		Somewhat Agree		Neither Agree nor Disagree		Somewhat Disagree		Strongly Disagree		Total
	#	%	#	%	#	%	#	%	#	%	#
Parks and recreation opportunities should be a high priority for Town Council.	992	70%	334	23%	61	4%	20	1%	15	1%	1422
Whitby's parks and recreation opportunities are inclusive of all residents, regardless of age, income, ability, and orientation.	403	30%	449	33%	257	19%	175	13%	76	6%	1360
The Town does a good job in informing me about parks & recreation services.	236	17%	485	34%	288	20%	263	19%	142	10%	1414
I am satisfied with the geographic distribution of parks and recreation facilities in Whitby.	198	14%	480	34%	274	19%	274	19%	181	13%	1407

13) Do you have any additional feedback or comments about parks and recreation in Whitby?

	#	%
Yes	480	34%
No	951	66%
Total	1,431	

14) Please let us know your feedback or comments about parks and recreation in Whitby.

Comments provided will be considered as the Master Plan is prepared

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: June is Recreation and Parks Month, Seniors Month and Pride Month

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: CMS 05-23

Department(s) Responsible:

Community Services Department

Submitted by:

John Romano, Commissioner,
Community Services

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Sharon Meredith, Sr. Manager of
Recreation

1. Recommendation:

1. That report CMS 05-23 be received for information.

2. Highlights:

- Annually the month of June is used to promote the benefits of recreation and parks for physical, social, and environmental health.
- For 2023, staff have developed activities/events that will take place during the month of June to celebrate Recreation and Parks Month. Activities will also include a focus on Seniors Month and Pride Month.
- A request has been submitted to Council for the official proclamation of June is Recreation and Parks month from June 1 to 30, 2023. Council proclaimed Seniors Month, Pride Month and Elder Abuse Awareness Day (June 15) at the March 20, 2023, Council Meeting.

3. Background:

Each June, communities across Ontario celebrate June is Recreation and Parks Month (JRPM). JRPM is recognized by municipalities, community organizations, and schools as a way of promoting the benefits of being active and recognizing the contribution that recreation and parks make to quality of life.

Access to parks and recreation is a fundamental human need that helps to foster personal health, strong communities, and social inclusion. By celebrating June is Recreation and Parks Month, Seniors Month and Pride Month, the Town of Whitby aims to promote healthy and active living for all residents and increase awareness of the value and important benefits that recreation and parks provide to individuals, families, and communities.

4. Discussion:

On Saturday June 3, “Play in Whitby Day” will kick off the month with local sport/recreation organizations participating in an information fair about opportunities for sport and recreation in Whitby. The event will take place at Iroquois Park Sports Complex, along with free swims and skates.

To celebrate June is Recreation and Parks month, Seniors Month and Pride Month, the following is a snapshot of activities/events have been planned:

- “Play in Whitby Day” – Promotion of local sport/recreation organizations in the lobby of Iroquois Parks Sports Complex along with free activities for individuals and families.
- 55+ Art Rail at the Whitby Public Library
- Pride Banners
- Free Skates/Swims
- 55+ Meet the Artists Event
- 55+ Fraud Prevention Seminar
- Drag Queen Story Time
- Elder Abuse Awareness Day Info Booth
- Youth Pride Day
- Ukulele in the Park
- Fitness/Yoga in the Park
- Walking with Mary
- 55+ Extravaganza BBQ

Attachment 1 provides a full listing of events occurring throughout the month of June.

5. Financial Considerations:

Many of the activities are being supported through the approved 2023 Operating Budget. Others are being supported by volunteers or through partnerships with the Whitby Public Library and Regional partnerships. Sponsorship from local retirement homes (Amica, ViVa, Aspira) are off-setting costs for 55+ events.

6. Communication and Public Engagement:

Activities planned for June is Recreation and Parks month will be promoted through the Town’s website, weekly e-newsletters, within community centres and libraries and through the Town’s social media accounts. A June focused promotional rack card is also being developed by Communications & Creative Services that will be distributed throughout community centres and libraries during the month of June.

June is Recreation and Parks Month will be supported with a communication plan that will also spotlight recreation destinations in Whitby available for an informal visit anytime throughout the summer (Whitby parks, splash pads, dog parks and the marina/waterfront).

7. Input from Departments/Sources:

Staff have worked in collaboration with staff from the Whitby Public Library and Region of Durham organizations to plan and support events such as the 55+ Art Rail at the Whitby Public Library, Drag Queen Story Time, and Youth Pride Day.

8. Strategic Priorities:

Celebrating June is Recreation and Parks Month, Seniors Month and Pride Month advances the following pillars from the draft Community Strategic Plan:

Pillar 1: Whitby's Neighbourhoods – Healthy and Inclusive

Events offered during the month of June will raise awareness of parks, trails, recreation facilities, programs and services providing inclusive opportunities for residents to be active and promote community health and well-being.

Pillar 4: Whitby's Government – Responsive and Responsible

June is Recreation & Parks month is focused on building a healthy, inclusive community by connecting residents with services. JRPM encourages residents to be actively involved in their community. Experiencing outdoor spaces with their family, participating in a program or event with friends and becoming more familiar with the many community organizations who support a vibrant and active parks and recreation service delivery system in Whitby.

Events offered during June is Recreation and Parks month are available at no cost and will be promoted in accessible formats on the Town's website.

9. Attachments:

Attachment 1 - June is Recreation and Parks Month - Seniors Month - Pride Month Activities

2023 June is Recreation and Parks Month - Seniors Month - Pride Month Activities

Event/Activity	Date/Time	Location
Pride Month – banners on light posts in parking lots at all recreation facilities	June 1 – 30	<ul style="list-style-type: none"> • Iroquois Park Sports Centre (500 Victoria St.) • McKinney Centre (222 McKinney Dr.) • Whitby Civic Recreation Complex (555 Rossland Rd. E) • Brooklin Community Centre & Library (8 Vipond Rd.) and • 55+ Recreation Centre (801 Brock St. S)
55+ Art Rail An art exhibition featuring local 55+ artists.	June 1 – 30	Whitby Public Library (Second Floor) 405 Dundas St. W
Pride Flag Raising at Town Hall	Thursday June 1 10:00 a.m.	Whitby Town Hall 575 Rossland Rd. E
“Play in Whitby Day” – Booths with Local Sport/Recreation Organizations, Town Activities and Free Skates/Swims	Saturday, June 3 10:00 a.m. – 3:00 p.m. <ul style="list-style-type: none"> • 10:00 a.m.- 2:00 p.m. Lobby activities (info tables, crafts) • 9:30 a.m. – 11:00 a.m. Free Public Skate 	Iroquois Park Sports Centre 500 Victoria St. W

	<ul style="list-style-type: none"> • 11:00 a. m. – 12:30 p.m. Free Youth Shinny (8-10yrs) • 12:30 p.m. – 2:00 p.m. Free Youth Shinny (11-14yrs) • 1:00 p.m. – 3:00 p.m. Free Public Swim • 2:00 p.m. – 3:45 p.m. Free Public Skate 	
Trail Walking with Mary – explore the waterfront trail with Mary a 55+ volunteer.	Tuesday, June 6 9:00 a.m.	Heydenshore Parking Lot 580 Water St. (Playground lot)
Outdoor Yoga Flow	Wednesday, June 7 1:00 p.m. – 2:00 p.m.	Whitby Civic Recreation Complex 555 Rossland Rd. E (Front doors)
55+ Art Show “Meet the Artists” with snacks and refreshments.	Friday, June 9 11:00 a.m. – 12:00 p.m.	Whitby Public Library (Second Floor) 405 Dundas St. W
Fraud Prevention Seminar with Durham Regional Police Services.	Friday, June 9 1:00 p.m. – 3:00 p.m.	Whitby 55+ Recreation Centre 801 Brock St. S
Drag Queen Story Time – story time and musical fun for all children and their caregivers. A family friendly program that will showcase stories and songs that explore and celebrate diversity and inclusion followed by fun activities and snacks. This is a partnership event with Durham Region Public Libraries the Durham	Saturday, June 10 10:00 a.m. – 12:00 p.m.	Whitby Public Library 405 Dundas St. W

Children's Aid Society, and Youth Pride Durham.		
Outdoor Boot Camp Fitness Class	Wednesday, June 14 1:00-2:00 p.m.	Whitby Civic Recreation Complex 555 Rossland Rd. E (Front doors)
Elder Abuse Awareness Day – Free Coffee and Information	Thursday, June 15 9:00 a.m. – 3:00 p.m.	Whitby 55+ Recreation Centre 801 Brock St. S
Youth Pride Day – Show your Pride colours and join in the fun! This event will include performances with music and dance, a photo booth, face painting and snacks. The event will include a resource village for services and programs within the Region. This is a partnership event with the Region of Durham, Durham Children's Aid Society, Youth Pride Durham, and Durham Region Municipalities.	Saturday, June 17 1:00 p.m. – 4:00 p.m.	Durham Regional Headquarters 605 Rossland Rd. E
Ukulele in the Park – 55+ Ukulele Group Performs	Monday, June 19 1:00 p.m. – 3:00 p.m.	Rotary Centennial Park 800 Brock St. S (Across from the 55+ Centre)
Outdoor Gentle Yoga	Wednesday, June 21 1:00 p.m. – 2:00 p.m.	Whitby Civic Recreation Complex 555 Rossland Rd. E (Front doors)
55+ Extravaganza BBQ - Visit the 55+ centre for a BBQ lunch, entertainment, and fun! Mini bazaar and demos.	Friday, June 23 10:00 a.m. – 3:00 p.m.	Whitby 55+ Recreation Centre Lawn Bowling Lynde House
Outdoor Cardio Circuit	Wednesday, June 28 1:00 p.m. – 2:00 p.m.	Whitby Civic Recreation Complex 555 Rossland Rd. E (Front doors)

Trail Walking with Mary - explore Cullen Park trails with Mary a 55+ volunteer.	Thursday, June 29 9:00 a.m.	Cullen Park 4015 Cochrane St. (Parking lot by pickleball courts)
Playground Program – Drop-in Drop-in activities and promotion of the Summer Playground Program.	Friday, June 30 Morning sessions: 9:30 a.m. – 11:00 a.m. Afternoon sessions: 1:00 p.m. – 2:30 p.m.	Morning Locations: <ul style="list-style-type: none"> • Carnwith Park • Darren Park • Pringle Creek Park • Portage Park Afternoon Locations: <ul style="list-style-type: none"> • Folkstone Park • Peel Park • Jeffery Park • Willow Park

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Review of the 2022 Municipal Election

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: CLK 04-23

Department(s) Responsible:

Office of the Town Clerk

Submitted by:

Christopher Harris, Town Clerk

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

For additional information, contact:

Natalie Pagana, Legislative Specialist,
x2833

1. Recommendation:

That Report CLK 04-23 be received for information.

2. Highlights:

- 45 candidates registered to run for office (including candidates for Regional Chair and School Boards).
- A voter exit survey (Attachment #1) indicated that 98% of voters were either very satisfied (87%) or fairly satisfied (11%) with the paper voting method, 99% indicated that they were very satisfied (92%) or fairly satisfied (7%) with support provided by election officials at voting locations, and 92% of voters reported having a very positive (79%) or fairly positive (13%) voting experience. Overall, satisfaction with the 2022 municipal election was up when compared to the results from the 2018 municipal election.
- Voter turnout for the 2022 municipal election in Whitby was 23.26%, which is down from 26.32% in 2018; however, voter turnout was seen declining across Ontario municipalities from an average of 38% in 2018 to 36.30% in 2022 according to the Association of Municipalities Ontario (AMO).

3. Background:

3.1 Vote Tabulators and Special Mail-in Ballots

The 2022 Municipal Election was held on Monday, October 24, 2022. The Office of the Town Clerk received Council approval through By-law #7241-17 and Council Resolution # 257-19 to use paper ballots with optical scan vote tabulators. Council also authorized the use of special mail-in ballots (SMB) through By-law #7561-19. Providing SMBs allowed electors an alternative method to vote if they were not able to attend a designated voting location for any reason.

3.2 Vote Anywhere

For the third consecutive general municipal election, voters were provided with the option to vote at any designated voting location. The vote anywhere method was first introduced during the 2014 municipal election. Staff used the data from the 2018 election and identified where population growth occurred in the last four years to inform the placement of voting locations and staffing for the 2022 municipal election.

3.4 Election Technology and Equipment

Further to Council Resolution # 257-19, the Clerk and Treasurer have the authority to procure goods and services and enter into contracts and agreements necessary for the conduct of elections, in order to ensure the timely conduct of elections.

For the 2022 Whitby Municipal Election, the Town leveraged the Elections Ontario (EO) Voting Technology Sharing Program (VTSP), which EO began offering following the 2018 Provincial general election. The VTSP allows municipalities to lease tabulators and ePollbook kits (laptops) from EO's owned supply of equipment, providing municipalities with added value versus procuring directly from manufacturers or other suppliers.

In addition to realizing cost savings through the VTSP, EO has undertaken an evaluation and procurement process that has confirmed the reliability, security and functionality of the technology and equipment.

4. Discussion:

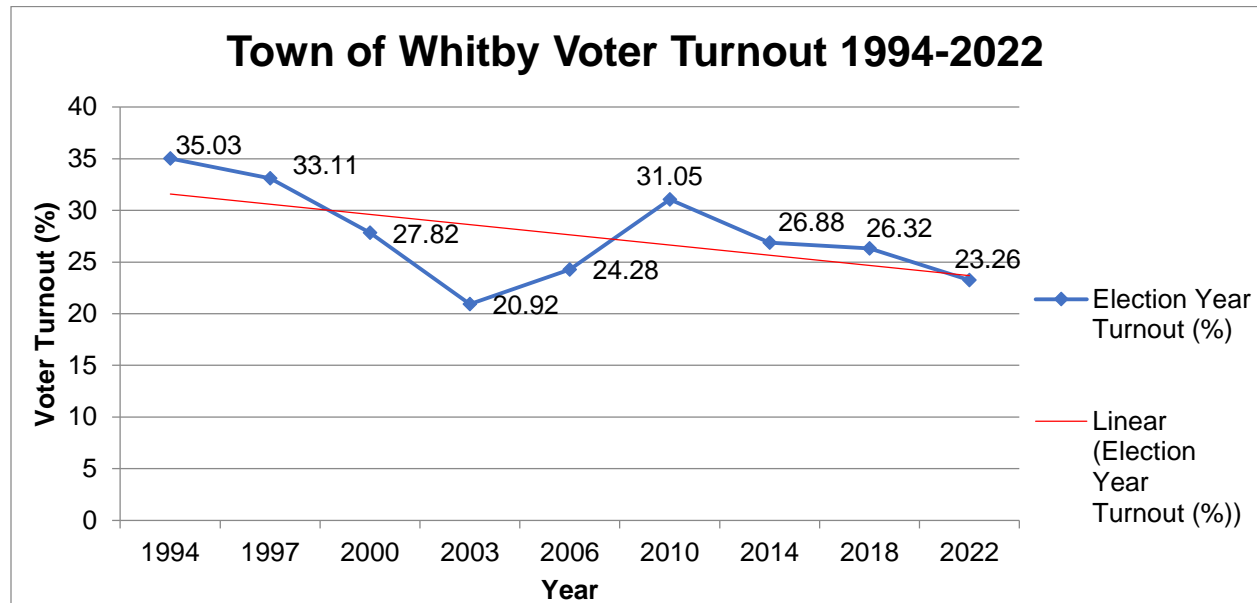
4.1 Voting Dates and Times

The advance voting period for the 2022 municipal election ran from October 20 to 23, 2022, followed by Voting Day on October 24. During the advance voting period, voting locations were open from 10:00 am to 7:00 p.m., and on Voting Day from 10:00 a.m. to 8:00 p.m. In total, electors were provided with 46 hours to vote in-person, an increase from the 2018 election when 38 hours were available.

The idea to hold the advance voting period and Voting Day consecutively was as a result of feedback received following the 2016 North Ward 1 By-Election and the 2018 Municipal Election. The consecutive voting period provided clear messaging to electors about when to vote and allowed candidates to mobilize their campaigns and volunteers. Electors who couldn't vote during the continuous voting period had the opportunity to cast their vote by Special Mail-in Ballot as early as October 3, 2022.

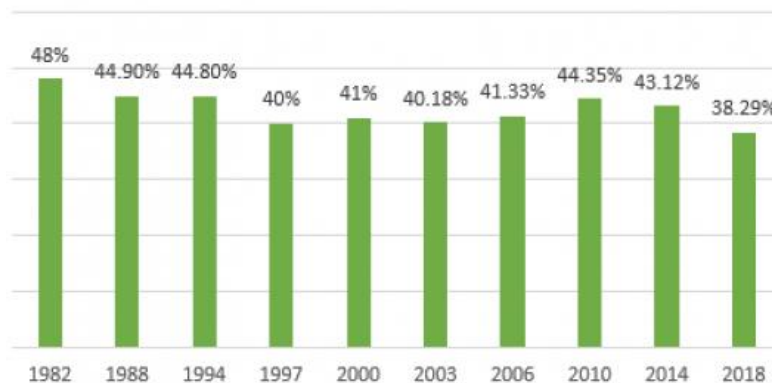
4.2 Whitby Voter Turnout

The Town's voter turnout in 2022 declined slightly compared to the 2018 election, from 26.32% to 23.26% (-3.06%). The Town's historical voter turnout rate, presented below, depicts a declining trend dating back to 1994.

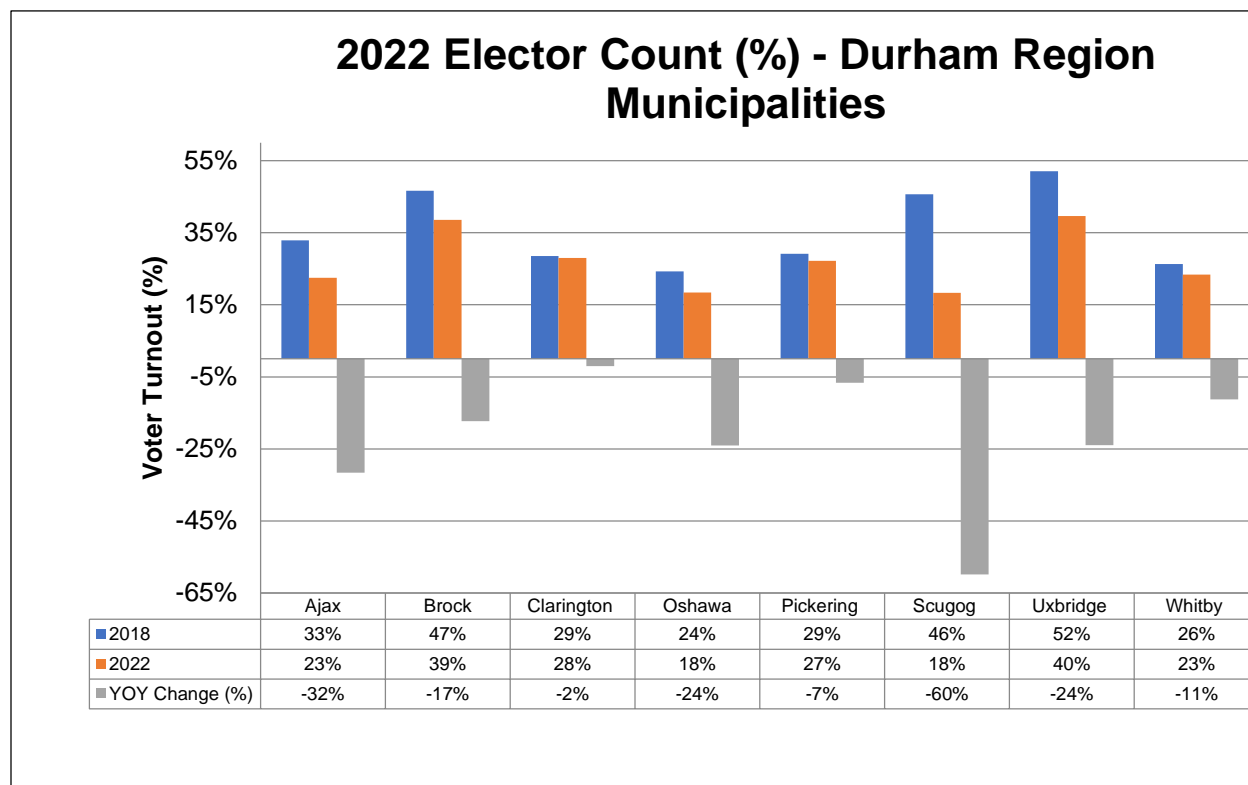


Although AMO reported a slight decline in the average voter turnout from 38% in 2018 to 36.30% in 2022, the percentage of turnout has not varied greatly in Ontario in 1982. However, 2018 and 2022 represent the lowest turnout for Ontario municipalities since 1982 (Source: [Association of Municipalities Ontario \(AMO\)](#)).

Voter Turnout for Municipal Elections in Ontario
1982 - 2018

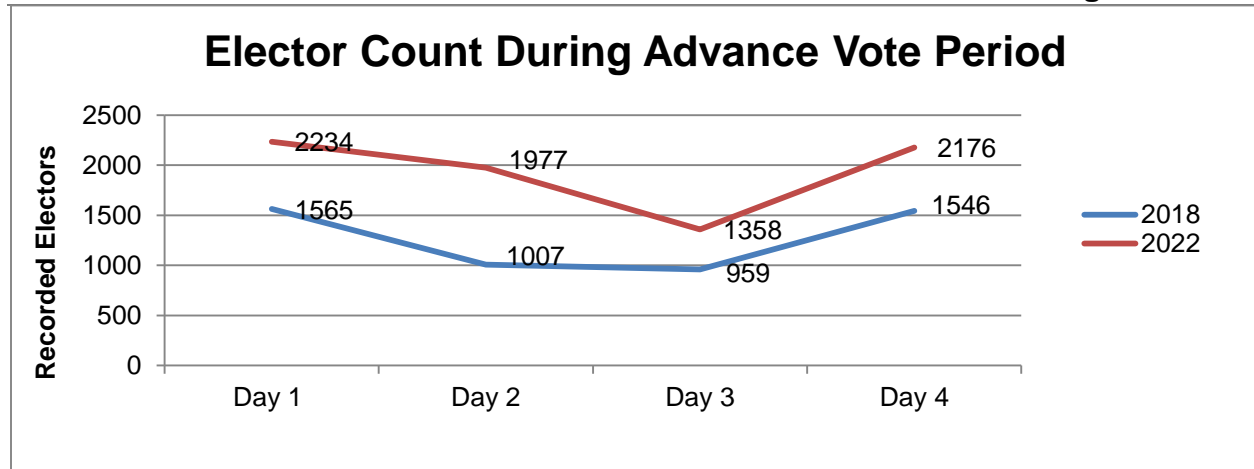


The graph below offers a comparison of voter turnout across the local municipalities in Durham Region:

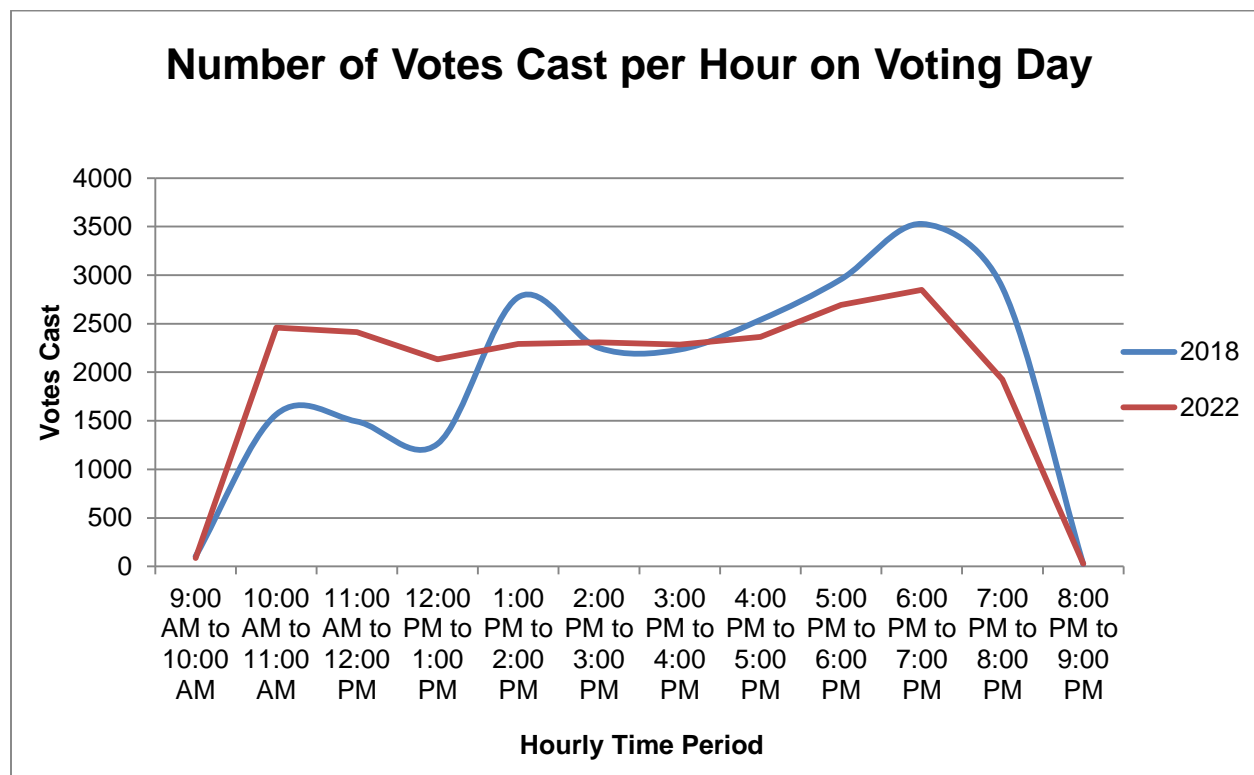


4.3 Advance Vote Turnout

Voter turnout during the advance vote period in Whitby increased significantly from 2018 to 2022, as shown in the graph below. As a percentage of total electors who voted, the total turnout during the advance vote in 2018 was 21.4% compared to 32.4% in 2022. It is likely that the main drivers of the higher advance vote turnout in 2022 was the continuous voting period mentioned earlier in this report, additional voting hours (total of 46 in 2022 versus 38 in 2018), a greater awareness due to learned experience and advertising, and a change in voter behavior following the COVID-19 pandemic due to greater number of residents working from home and electors seeking less crowded voting locations.



As seen within the hour-by-hour graph below, the voter turnout was very steady throughout Election Day in 2022.



4.4 Plan Your Vote

Plan Your Vote involved the creation of an online tool that enabled candidates in the 2022 Municipal Election to submit information about themselves and their platforms. Through the Town's new online tool, electors could then quickly and easily access not only their status on the Voters' List and find the most convenient voting location, but

obtain helpful, detailed information about Council and school board trustee candidates. Candidates were permitted to post a photo and contact information, along with a character limited biography and election platform. Of the 38 council and school board candidates who filed their nominations with the Town of Whitby, 35 submitted a candidate profile.

In previous elections, only the names and contact information of candidates could be found on the Town's website, and electors had to research candidates and their platforms independently. Meanwhile, reduced local media coverage made it increasingly difficult for candidates to share their platforms and for people to access information that would help inform their decisions.

To ensure the site was rich with helpful information from candidates and that electors were aware of the online tool, a multi-faceted outreach campaign was initiated to communicate with both candidates and electors and generate their engagement. The voter exit survey (Attachment #1) suggests 33% of survey participants used the tool. An overwhelming 96% of survey participants were satisfied with it, and 70% said that locating candidate information was the most helpful feature.

4.5 Voters' List

The Municipal Property Assessment Corporation (MPAC) is responsible for identifying and compiling the preliminary list of electors for municipal elections in Ontario. As with previous elections, the reliability and accuracy of the information provided by MPAC has proven to be challenging. Staff make best efforts to undertake a data quality review of the preliminary list prior to publishing the Voters' List, including address formatting corrections and the removal of duplicate persons. The Town then relied on voters to check and confirm their own information by inquiring with the Clerk's Office, visiting a front counter at any of the Town's library branches, or through the online Plan Your Vote tool.

The ability for voters to check their information on the Voters' List at Whitby Public Library branches was first offered in 2018. Despite offering revisions at all Whitby Public Library locations leading up to the 2022 election, this opportunity was not well-utilized by the public. Only 12 electors were assisted with Voters' List revisions by Whitby Public Library staff. The low utilization of this offering may indicate that a review of this opportunity is necessary for the 2026 election.

4.6 Special Voting Locations and Roving Polls

In accordance with section 45(7) of the Municipal Elections Act, the Town is required to establish voting places in institutions and/or retirement homes which meet the criteria in the Act. Staff identified these facilities as Special Voting Locations and election officials were on site at these locations on Voting Day to provide residents with the opportunity to vote. In preparing for the 2022 election, consultation with the Planning and Development Department and Municipal Property Assessment Corporation took place

to determine which facilities were classified as institutions and retirement homes. Having reviewed this data, Staff designated 8 Special Voting Locations throughout the Town.

It was further determined that an additional 10 facilities throughout the Town were to be designated as Roving Poll Locations so that residents at these facilities could benefit from having election officials on-site, despite a voting location at these facilities not being required per the Municipal Elections Act. Voting at the Roving Polls took place on either October 17th or 18th, 2022. Unfortunately, due to a COVID-19 outbreak at the Court at Brooklin, a roving poll could not be offered at that facility due to the facility's administration suspending all activities. Direct communication with all Court at Brooklin's residents was provided to notify them of the cancellation and alternative options to vote.

4.7 Advance Vote and Voting Day Voting Locations

Three voting locations for the advance vote period were selected to ensure even access across the Town. The advance vote was held at the Brooklin Community Centre and Library, Town Hall, and the Abilities Centre.

Suitable voting locations for Voting Day were identified by reviewing turnout data from 2018 along with identifying areas of the Town that experienced population growth over the last four years. The total number of voting locations was increased from 15 in 2018 to 17 for the 2022 election.

The election day turnout on Voting Day per location has been compiled in the table below:

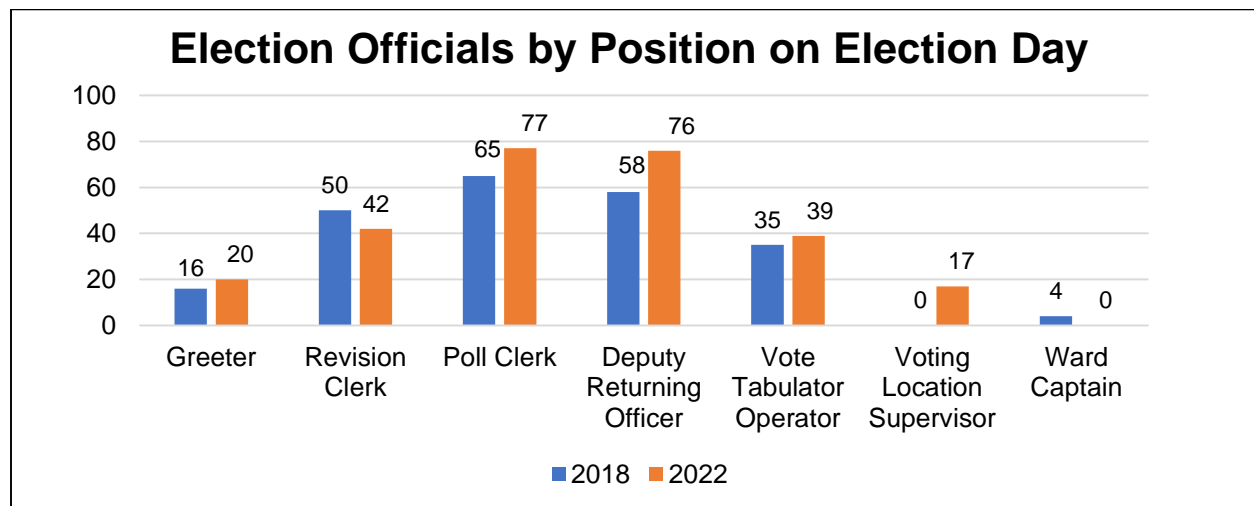
Voting Day Locations	Votes Cast Per Location
Brooklin Community Centre and Library	1679
Glen Dhu Public School	1331
Captain Michael Vandenbos Public School	1095
St. Paul Catholic School	1084
Abilities Centre	1069
Ormiston Public School	912
Donald A. Wilson Secondary School	887
Colonel J.E Farewell Public School	881
Julie Payette Public School	800
C.E. Broughton Public School	768
Sir Samuel Steele Public School	758
Bellwood Public School	749
West Lynde Public School	727
E.A. Fairman Public School	678
Whitby 55+ Recreation Centre	621
Hebron Christian Reformed Church	557
Blair Ridge Public School	516

Colonel J.E. Farewell Public School and E.A. Fairman Public School were new locations in 2022. Adding these two locations helped to relieve other locations in West Ward 2 and Centre Ward 3 from becoming too busy in consideration of the recent growth in West Whitby.

4.8 Staffing

When determining the staffing levels at voting locations for 2022, the turnout per location and the percentage turnout between the busier hours of 5:00 p.m. and 8:00 p.m. from 2018 were examined to make accurate projections. Based on 2018 data, almost 40% of voter turnout occurred between these three evening hours, thus sufficient staffing levels were required to accommodate this rush period. While lines are inevitable during busy periods when managing a paper ballot election, the ability to identify appropriate staffing numbers was successful at keeping the process moving efficiently.

In total, 307 election officials were hired to work over the voting period in various positions, 72 more hires than in 2018. Of this total, 58 internal staff across the Corporation were utilized, thus providing a base pool of highly competent and customer focused officials. To provide a comparison, the chart below breaks down the total workers hired by position in 2018 and 2022:



There was an increase in election officials hired from the 2018 election in order to accommodate the two additional voting locations and to add coverage to locations that were projected to be busy based on their proximity to population growth and given 2018 turnout data. The number of Revision Clerks were reduced given the 2018 experience with the number of revisions required at the voting location, and the efforts made to have Voters' List revisions completed before Voting Day. Additionally, each location was staffed with a Voting Location Supervisor instead of having a Ward Captain oversee multiple locations.

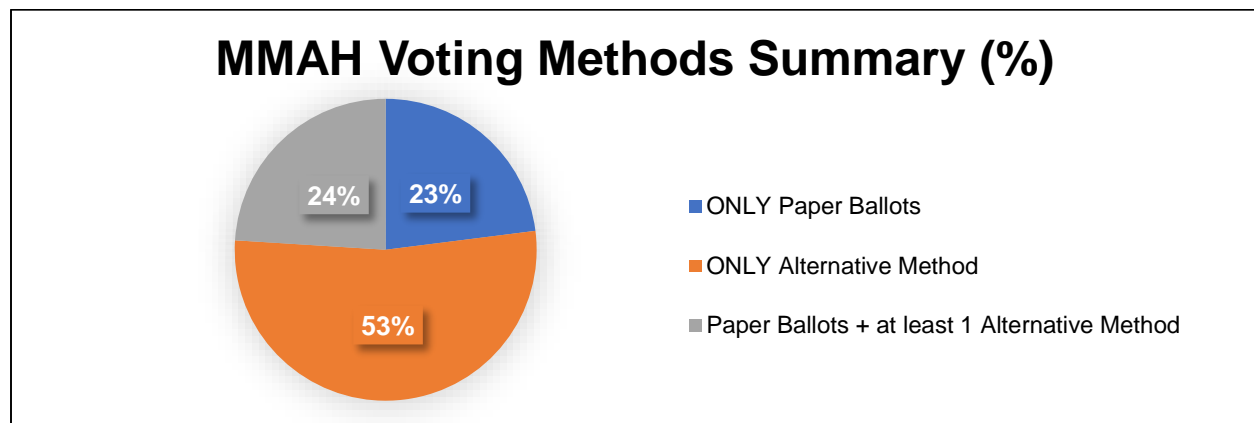
4.9 Special Mail-in Ballots

As noted earlier in this report, Council authorized the use of special mail-in ballots (SMBs) for the 2022 municipal election. Any elector unable to attend one of the designated in-person voting locations could request a Special Mail-in Ballot by way of application. Electors had up until October 3, 2022 to mail their completed application form, until October 7, 2022 to email it, or until 4:30 pm on October 19, 2022 to return them in-person. These dates were chosen to ensure that Staff would have enough time to review the application, send or provide the applicant with a SMB kit, and allow for the elector time to complete and return the kit to ensure its receipt by the Clerk prior to the close of vote on Voting Day.

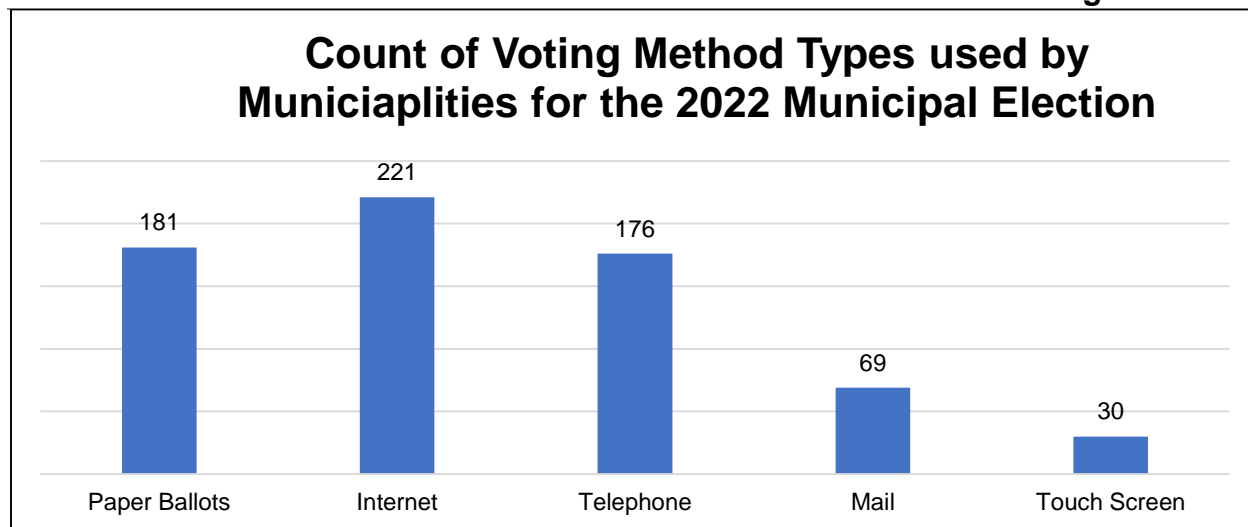
Overall, Staff felt that the SMB process was well received by electors. In total, 288 kits were provided in-person or mailed to applicants. Of the 288 kits sent out, 268 kits were returned prior to the close of vote on Voting Day. Staff followed-up with all applicants who had not returned their kits prior to the deadline to advise that the kit had not been received and the options to return the kit or cast their ballot in-person at a voting location. The 268 kits received was a significant increase from the 97 kits that were returned in 2018.

4.10 Voting Methods in Ontario

The following graph shows a breakdown of voting methods used by Ontario single and lower tier municipalities during the 2022 municipal election according to the Ministry of Municipal Affairs and Housing (MMAH):



Per the chart above, “ONLY Alternative Method” of voting (Internet, Telephone, Mail, or Touchscreen only) was the most prevalent voting method offered by Ontario municipalities for the 2022 Municipal Election.



With respect to the data above, the Ministry of Municipal Affairs and Housing reports that although their data was inclusive of 382 municipalities that had voting, counts will be higher than the number of municipalities because many municipalities offered more than one voting method. For example, the Town offered a traditional paper ballot election, but the special mail-in ballot was also an option for electors and therefore would be counted as a municipality under both “Paper Ballots” and “Mail.”

4.11 Accessibility

Accessibility was a key consideration throughout the planning process and during the delivery of the 2022 municipal election. In accordance with the Municipal Elections Act, the Town Clerk was required to prepare an Accessible Election Plan to identify, prevent and remove barriers that could affect candidates or electors with disabilities during the municipal election. Following the election, the [Accessible Election Report](#) was prepared by the Town Clerk and published to the Town’s election website which addressed how the Accessible Election Plan was achieved.

4.12 Registered Third-Party Advertisers

In June of 2016, amendments to the Municipal Elections Act through Bill 181 introduced the regulation of registered third-party advertisers. The 2018 municipal election was the first in which any individual, corporation or trade union could register as a third-party advertiser with the Town, and in that election year one third party registration was received. For the 2022, no third-party advertiser registrations were received.

5. Financial Considerations:

The budget for the 2022 municipal election was \$449,097 based on funds set aside annually, into an election reserve, over a four (4) year period. The total expenses incurred to administer the 2022 municipal election totaled approximately \$508,096 (figures may change as election contribution rebates are finalized in 2023). The variance between actual and budget is due partially to high inflationary pressures experienced in recent years and the following factors:

- Higher election official pay rates to incentivize participation and attendance.
- An increase in the number of voting locations resulting in the need for additional election officials and supporting technology.
- An increase in the number of Special Mail-in Ballot kits procured due to uncertainty with COVID-19 impacts and restrictions.
- More electors due to population growth since 2018 so more Voter Notification Cards were sent to electors and an increase in postage costs.
- Incorporating new election management software and the launch of Plan Your Vote.
- Incorporating new online election management modules that were not previously available.
- Increased communications and advertising initiatives (see also Section 6).

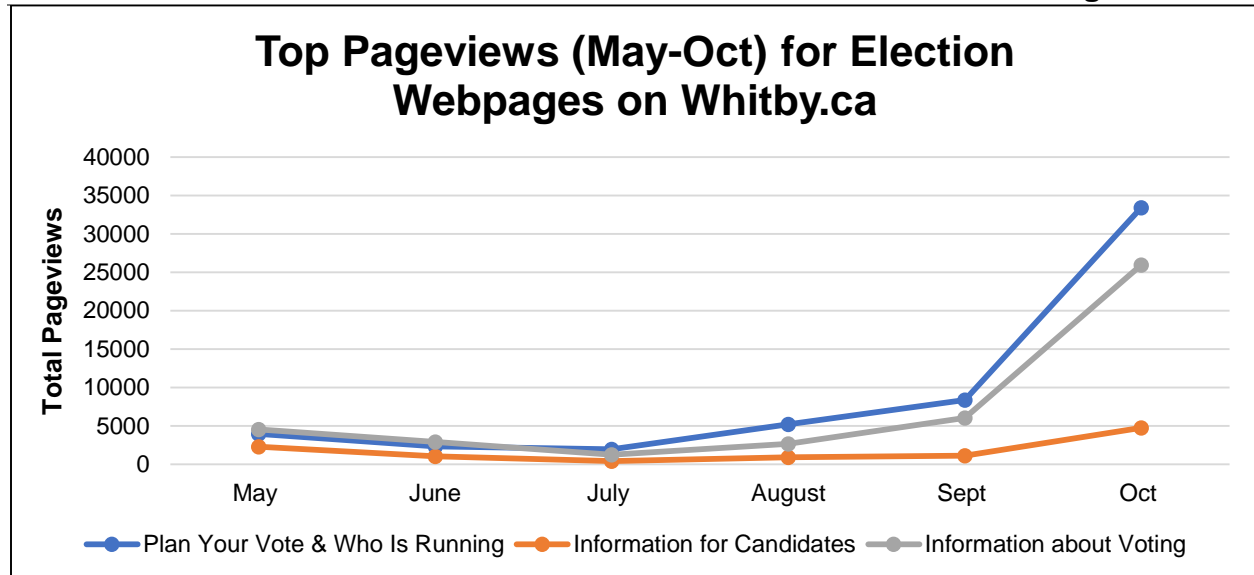
The 2023 budget includes an annual amount of \$160,000 to be transferred to an election reserve. This annual transfer will result in a budget for 2026 municipal election of \$640,000 (= \$160,000 x 4 years). The budget increase for the 2026 municipal election accounts for an increase in population (e.g., electors), inflationary increases on supplies, rentals, postage, and wage increases for election officials working at polling stations.

6. Communication and Public Engagement:

Communications & Creative Services played a key role in planning and developing communication materials for the 2022 election. Election communications were sent out over a variety of platforms including Facebook, Twitter, and Google, with 352,347 impressions and 3,623 clicks recorded. Staff also developed a number of advertising methods to promote the election through local newspapers, along with tax bill inserts, mobile signs, window decals, digital screens in Town facilities, posters, rack cards, and web banners. Staff also attended the Whitby Beer Fest at Celebration Square and the Harvest Festival in Brooklin in 2022 to promote the municipal election and distribute information cards to members of the public.

Dedicated elections webpage with a friendly URL, www.whitby.ca/vote, was developed and contained related information for candidates, third party advertisers, and voters. This webpage also hosted Plan Your Vote, the new online navigation tool designed to help electors easily check their status on the Voters' List, find their voting location, and obtain information on candidates.

The Town's webpages which received the highest number of pageviews leading up to the election are identified in the graph below:



7. Input from Departments/Sources:

The administration of municipal elections is the responsibility of the Office of the Town Clerk, however, the planning and execution of such a large project cannot be successful without assistance from Staff across the Corporation. In the year leading up to the election, all departments assisted in the preparation and conduct of the election. Most notably, the Communications & Creative Services Division and the Technology and Innovation Services Division were heavily relied upon within their areas of expertise.

Following the election, a debrief was held with internal stakeholders to identify successes and areas for improvement. The feedback from these sessions will inform the conduct of the 2026 election.

Staff contracted the assistance of Dr. Nicole Goodman to prepare and analyze a voter exit survey (Attachment 1). The survey was voluntarily completed on an iPad by electors exiting voting locations during the advance vote period and on Voting Day. Election Officials were responsible for administering the survey. In total, 1528 electors completed the survey, representing 6.4% of all voters.

8. Strategic Priorities:

The information contained within this report aligns with the Municipal Elections Act and the authority that is provided to the Clerk to conduct municipal elections. The procedures and processes used to administer the election were created to protect the integrity of the election, along with increasing voter enfranchisement and customer satisfaction for electors and candidates.

9. Attachments:

Attachment 1 – Town of Whitby 2022 Municipal Election- Voter Exit Survey Results

Town of Whitby 2022 Municipal Election Survey Results

March 8, 2023

Prepared by: Dr. Nicole Goodman

Overview

This report highlights the results of an exit survey of paper ballot voters carried out at polling locations in the Town of Whitby during the 2022 Municipal Election.

The report proceeds as follows:

1. Data and survey completion
2. Voter satisfaction
3. Issues experienced at the polls
4. Plan Your Vote
5. Other aspects of the voting process
6. Voter profile and attitudes
7. Key comparison of 2022 and 2018
8. Takeaways

Background

The Town of Whitby's 2022 municipal election was conducted by paper ballot at in-person polling locations.

Turnout was down slightly (3%) from the previous two elections:



This slight decline in participation was a trend observed across the province.

To better understand voter opinions and experiences, the Town conducted an exit survey of voters at the polls. After casting a ballot and leaving the voting room, voters were invited to take a survey about their voting experience on an iPad. Surveys were administered by election officials at 18 different poll locations.

Survey completion details

Surveys were completed from October 21 to 24, 2022. A total of 1,528 voters took the survey for a response rate of 6.4%.

59% of surveys were completed during advance polls and 41% were undertaken on Election Day.

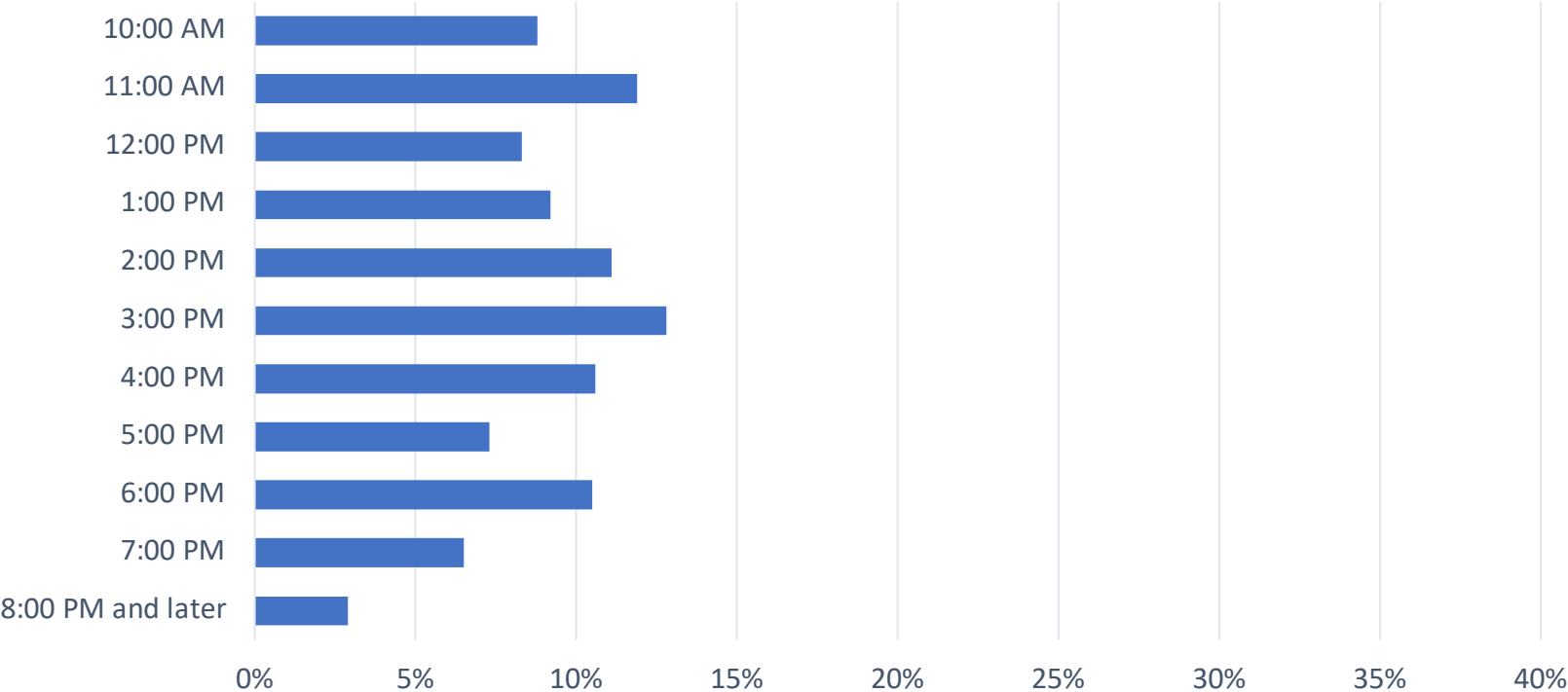
The largest proportion of surveys were completed between 11:00am and 4:00pm during the advance polls and from 3:00pm to 8:00pm on Election Day.

The median length of time to complete a survey was 4.85 minutes.

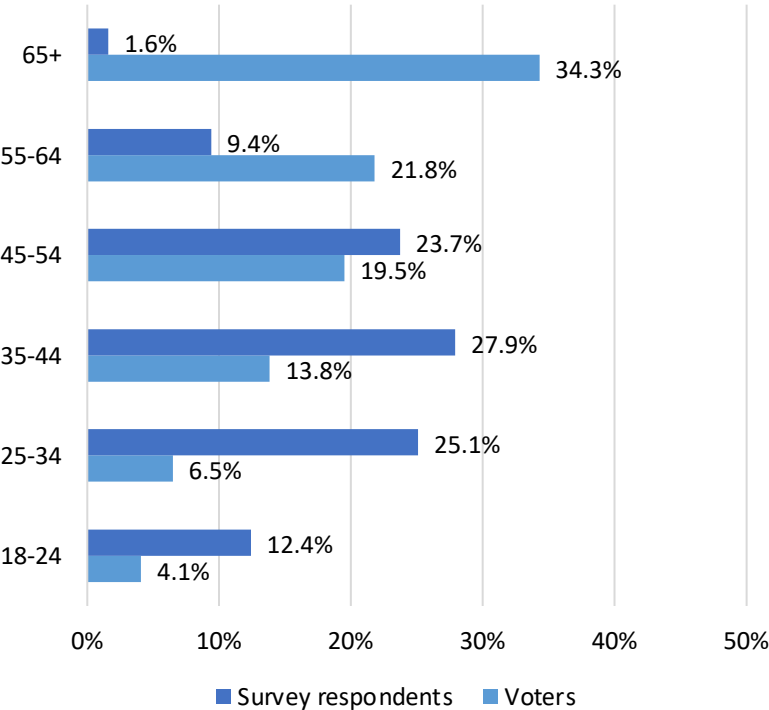
In the survey sample, voters aged 55+ are underrepresented, while those aged 18 to 54 are slightly overrepresented (see Chart in next section for breakdown).

1. Data and Survey Completion

Surveys completed by time



Survey respondents and voters by age



- A majority of voters who completed a survey in 2022 are between the ages of 25 and 54.
 - This is a similar distribution to the 2018 survey.
- The average age of a voter in Whitby is 56 years.
- The average age of a 2022 survey respondent is 36 years.
- Given the low number of respondents 65+, comparisons by age throughout the report combine those aged 55-64 and 65+.

Data

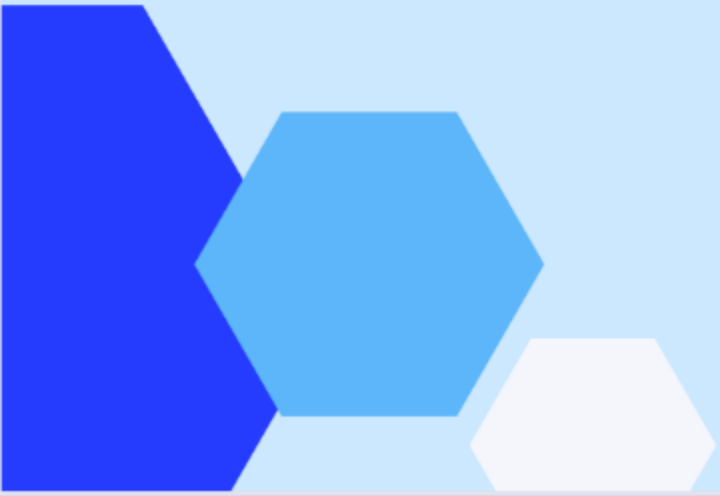
Where relevant, this report compares survey results with past data collected in the Town of Whitby. This includes:

- The Town of Whitby's survey of paper voters in the 2018 municipal election.
 - 876 voters completed surveys on iPads across 16 different voting locations for a completion rate of 3.7%.

Conducting election surveys over time allows the Town of Whitby to track changes in voter attitudes and experiences. The 2018 survey data provides a comparison of voters' opinions before and after the COVID-19 pandemic.

All of data included in this report is self-selected. Generalizations to the population should be done with caution.

2. Voter Satisfaction

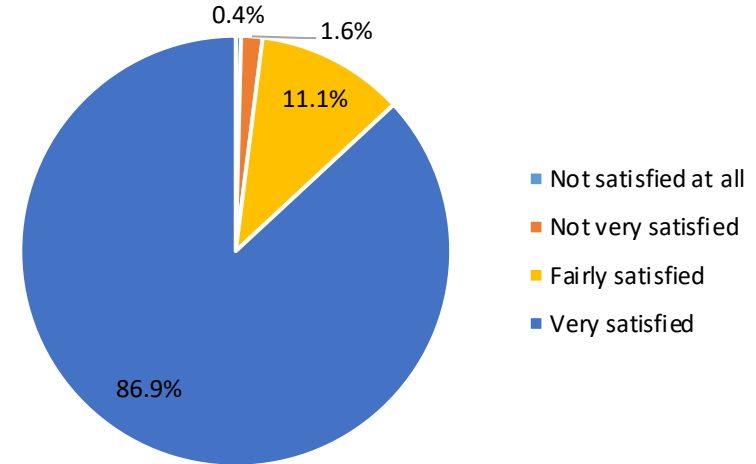


Voter satisfaction

98% of voters in Whitby are satisfied with paper voting.

- 87% say they are “very satisfied”.
- Those that report being “very satisfied” is up 4% from 2018.

Voter satisfaction in Whitby (98%) continues to be at par with, or greater than, other GTA municipalities which offered paper voting and for which data is available (97%).



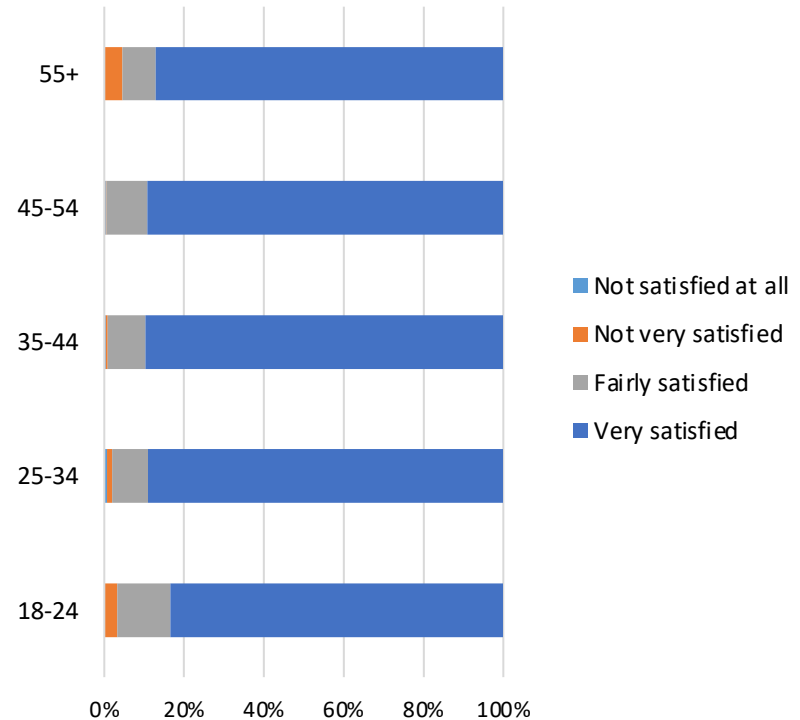
Voter satisfaction by age

There is strong satisfaction among all age groups.

Satisfaction is highest among those aged 35-54 (99% 'satisfied').

Voters aged 18-24 and 55+ report slightly lower satisfaction.

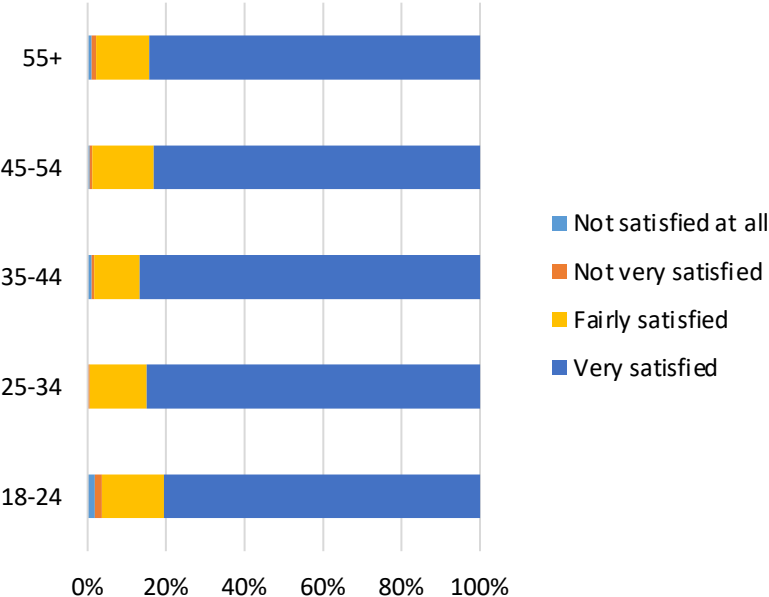
- Overall satisfaction is lowest among those 55+.



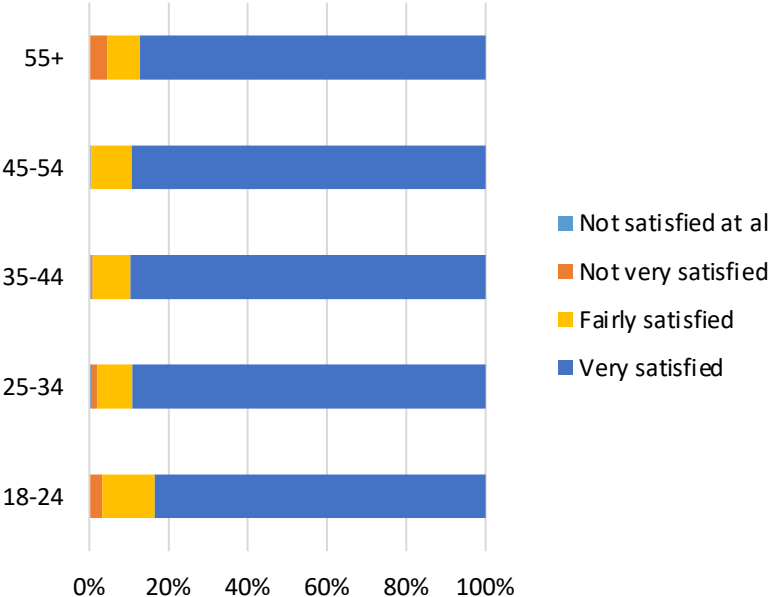
Comparing satisfaction with 2018

Most respondents are more satisfied in 2022 compared to 2018, except those 55+. However, identification with being 'very satisfied' has increased among all age groups.

Whitby 2018



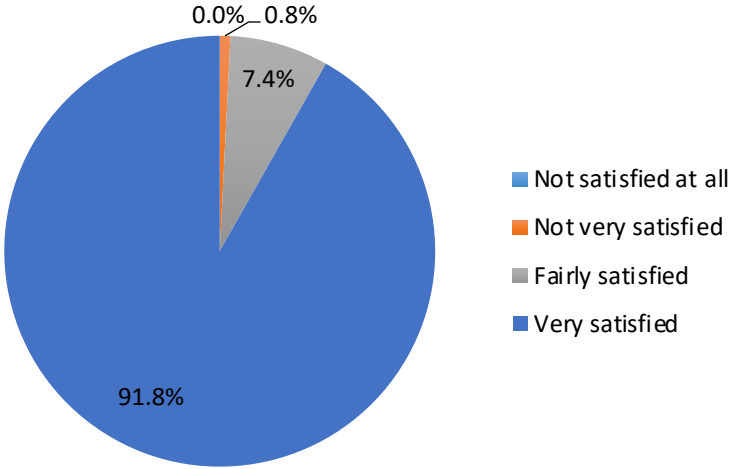
Whitby 2022



Satisfaction with support at polls

There is strong satisfaction with the support provided by election officials at the polls.

99% of respondents are satisfied with the support offered by poll workers. 92% of those indicate that they are 'very satisfied'.

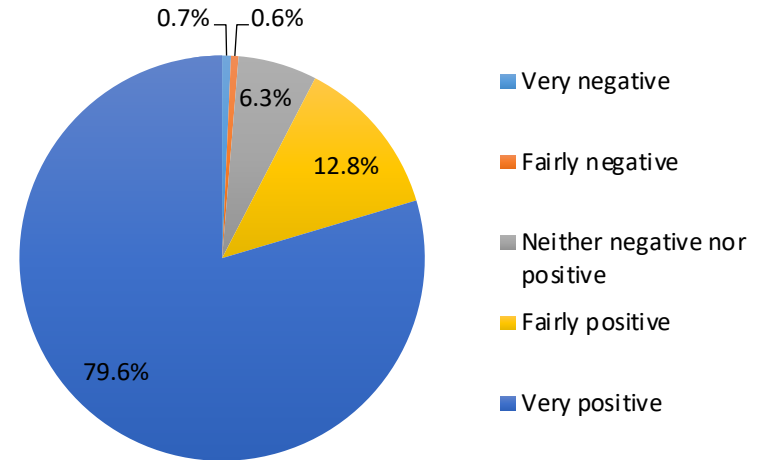


Overall voter experience

Survey respondents were also asked whether the paper voting experience was positive or negative overall.

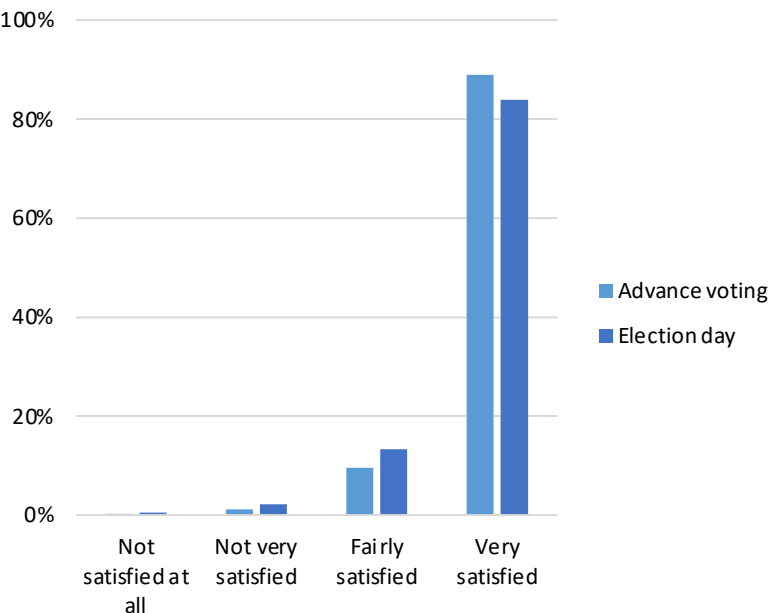
- 92% said it was positive.
- 6% reported it being neither negative nor positive.
- 1% said it was negative.

The percentage of voters reporting a 'very positive' overall experience was slightly higher in 2022 (80%) than in 2018 (78%).

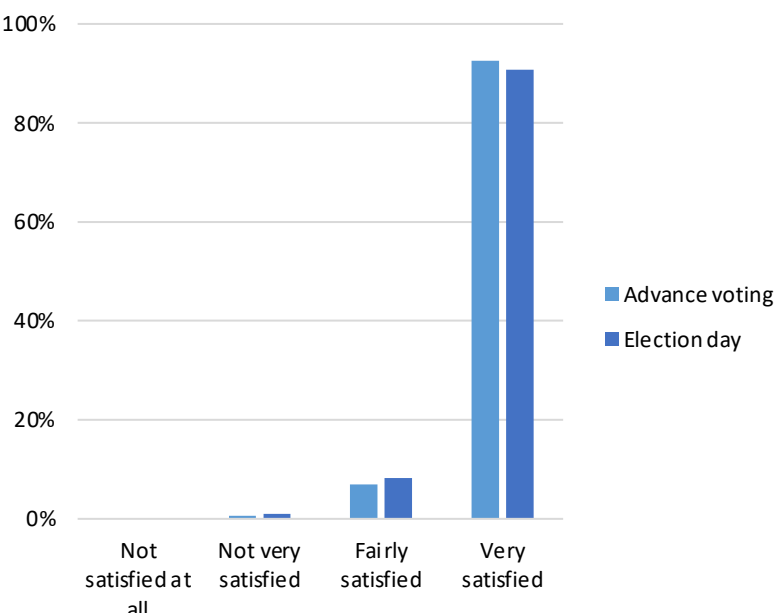


Voter satisfaction advance vs election day

Paper voting process



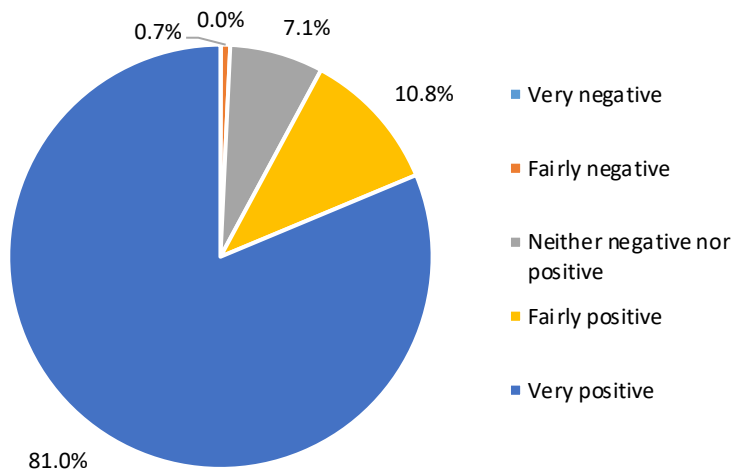
Election official support



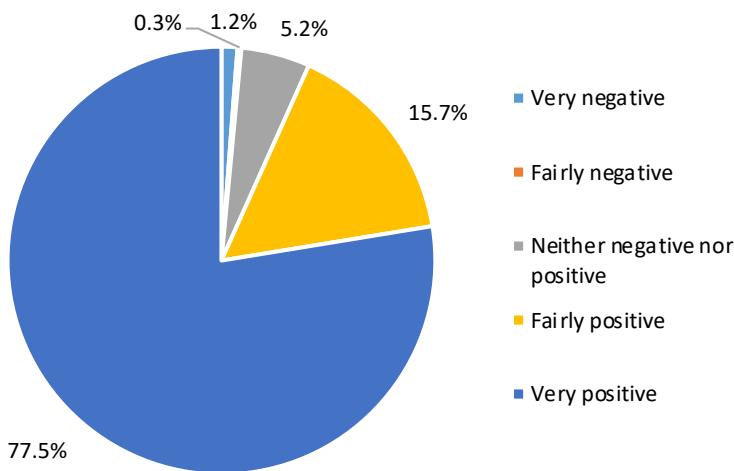
Advance voters report slightly higher satisfaction with the paper voting process and election official support than those who voted on Election Day.

Voting experience advance vs election day

Advance polls



Election Day



Advance voters were slightly more likely to report a “very positive” voting experience (81%) compared to those who voted on Election Day (78%).

Summary: Voter satisfaction

Voter satisfaction in the Town of Whitby continues to be strong.

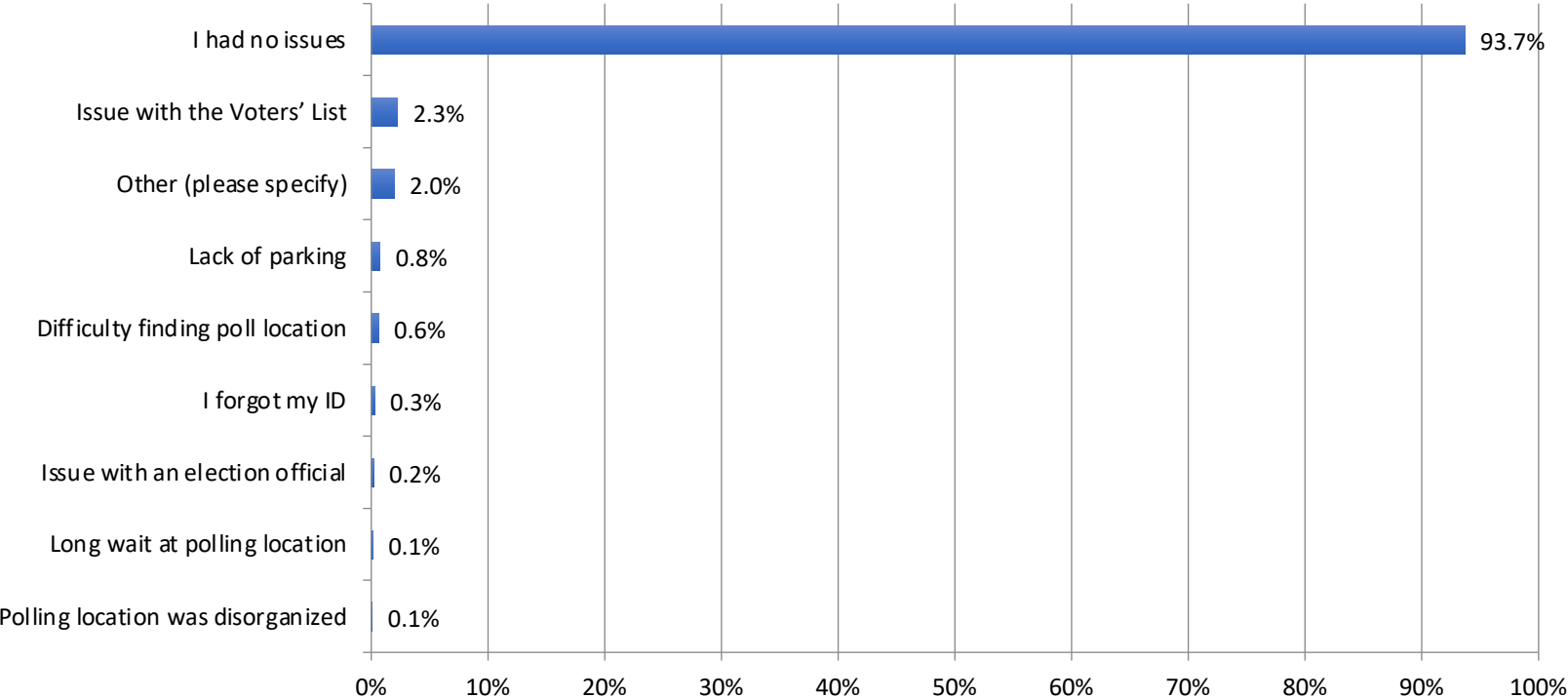
- 4% more respondents said that they were “very satisfied” with the voting process in 2022 than in 2018.

Satisfaction with election official support at the polls and positive perceptions of the voting experience are equally high.

- Satisfaction by poll location trended upward overall in 2022.
- Advance voters surveyed reported slightly higher satisfaction with the voting process, election official support, and the overall experience than Election Day voters.

3. Issues experienced at the polls

Issues at the polls: Chart



Issues experienced at the polls

Voters were asked whether they experienced issues voting at the polls.

Most respondents (94%) say that they encountered no issues at the polls.

Of those that did experience issues, voters' list errors, "other" and a lack of parking were the top identified items.

"Other" issues, albeit few, generally focused on 4 areas:

1. Issues with the ballot (circle being too small, top option being too high).
2. Technical issues/ negative feelings toward technology.
3. Issues with voter cards.
4. Privacy concerns.

Advance voters were less likely to report issues than election day respondents.

Summary: Issues at the polls

Overall, there was a decrease in reported issues at the polls in 2022.

- Those that reported having “no issues” increased by 8% from 2018.
- The biggest reported issue in 2022 concerns the voters’ list.

Lack of parking, long waits at polling locations, and “other” issues were reported less in 2022, while issues related to the voters’ list increased. Other changes were negligible.

The reduction in reported issues given the lingering pandemic is notable.

4. Plan Your Vote

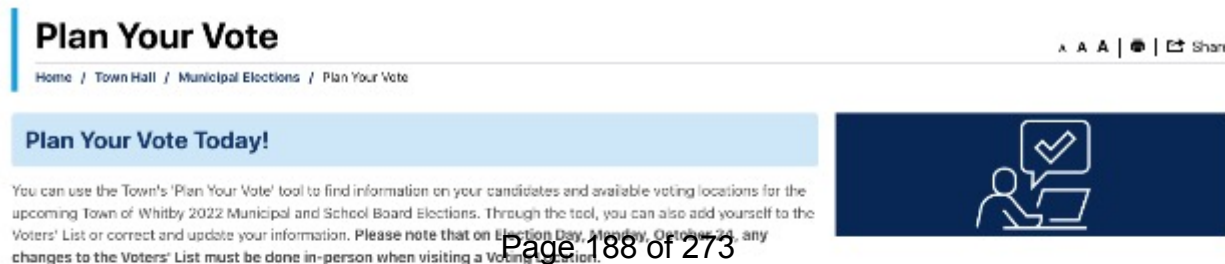


Plan Your Vote

In 2022, the Town of Whitby introduced Plan Your Vote: a web-based tool that allowed voters to confirm their voter registration, learn about candidates, and find their designated voting location.

Respondents were asked a series of questions about Plan Your Vote such as whether they used it, satisfaction with the webpage, most helpful aspects, and areas of Plan Your Vote that could be improved.

33% of the sample used Plan Your Vote and of those, 96% reported being satisfied with the tool (61% “very satisfied” and 35% “fairly satisfied”).

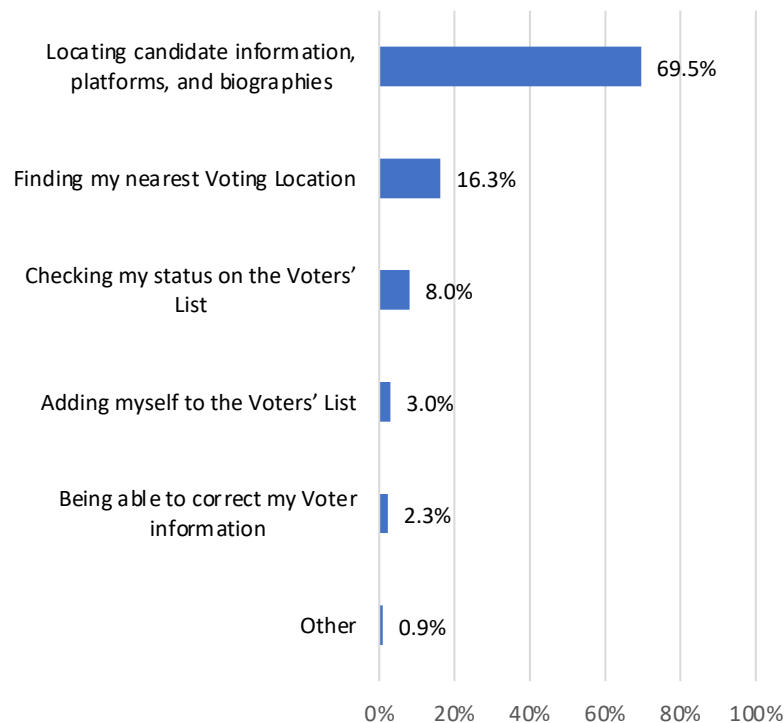


Most helpful aspect of Plan Your Vote

Respondents identified locating candidate information such as platforms and biographies as the most helpful aspect of Plan Your Vote (70%).

Finding the nearest voting location (16%) and verifying one's status on the Voters' List (8%) were other key benefits.

Overall, satisfaction at the polls was slightly higher (89%) among those who used Plan Your Vote compared to those who did not (87%).

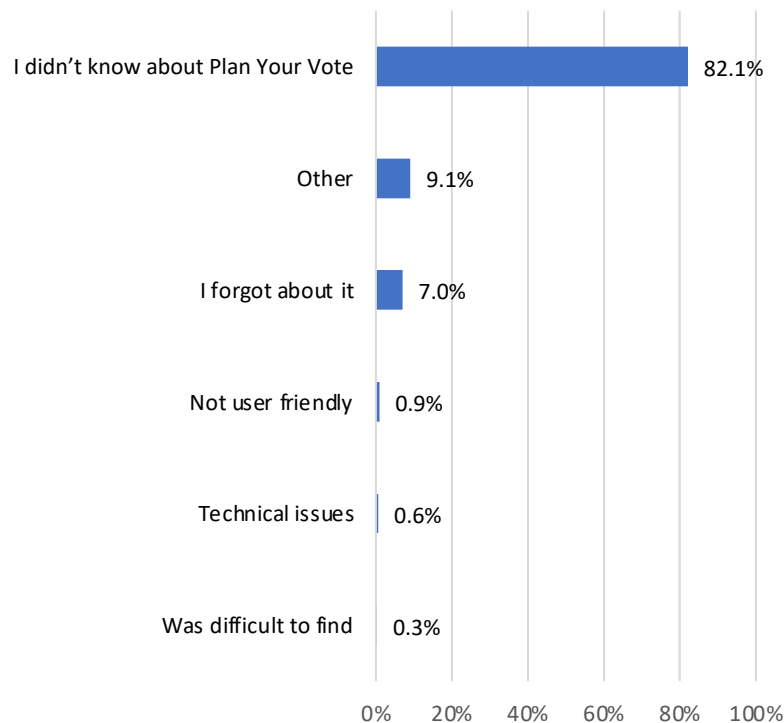


Reasons for not using Plan Your Vote

Respondents were asked why they did not use Plan Your Vote.

Top reasons included not knowing about Plan Your Vote (82%) and forgetting it (7%). This suggests additional education and outreach could help use in 2026.

9% reported not using it for “other” reasons. Respondents who chose this option predominately felt that they “did not need it” or “felt ok already” with what they knew and the information provided on their Voter Notification Card.



Plan Your Vote Use Data

Younger survey respondents were more drawn to using Plan Your Vote than older ones.

The biggest users of Plan Your Vote are 25 to 54 years in age. However, more of those individuals took the survey.

If we look at the proportion of respondents from each age group, however, we see that use of Plan Your Vote is highest among the youngest voters, and slowly declines with age.

Plan Your Vote users are more likely to be college or university educated and have a household income greater than \$90,001 annually.

Summary: Plan Your Vote

Plan Your Vote was a welcome addition that users were satisfied with (96%).

Plan Your Vote users were slightly more satisfied (2%) with the voting process.

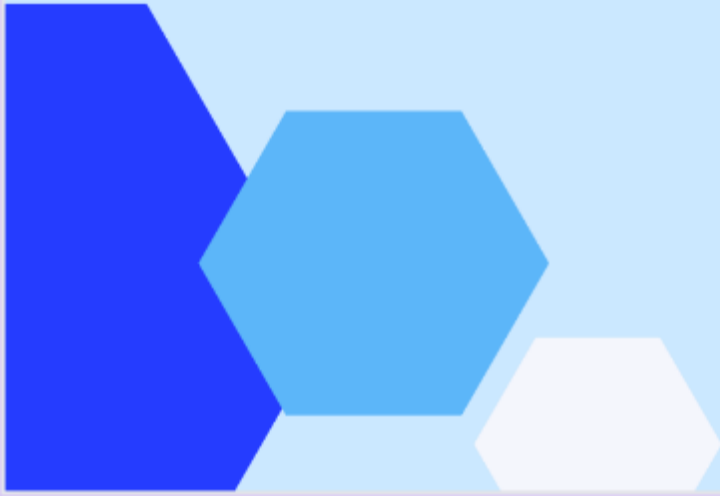
Top features of the webpage included: locating information about candidates (70%), finding voting locations (16%) and checking voter registration (8%).

Respondents felt Plan Your Vote could be improved by including more candidate information, or ensuring completeness, and resolving technical errors.

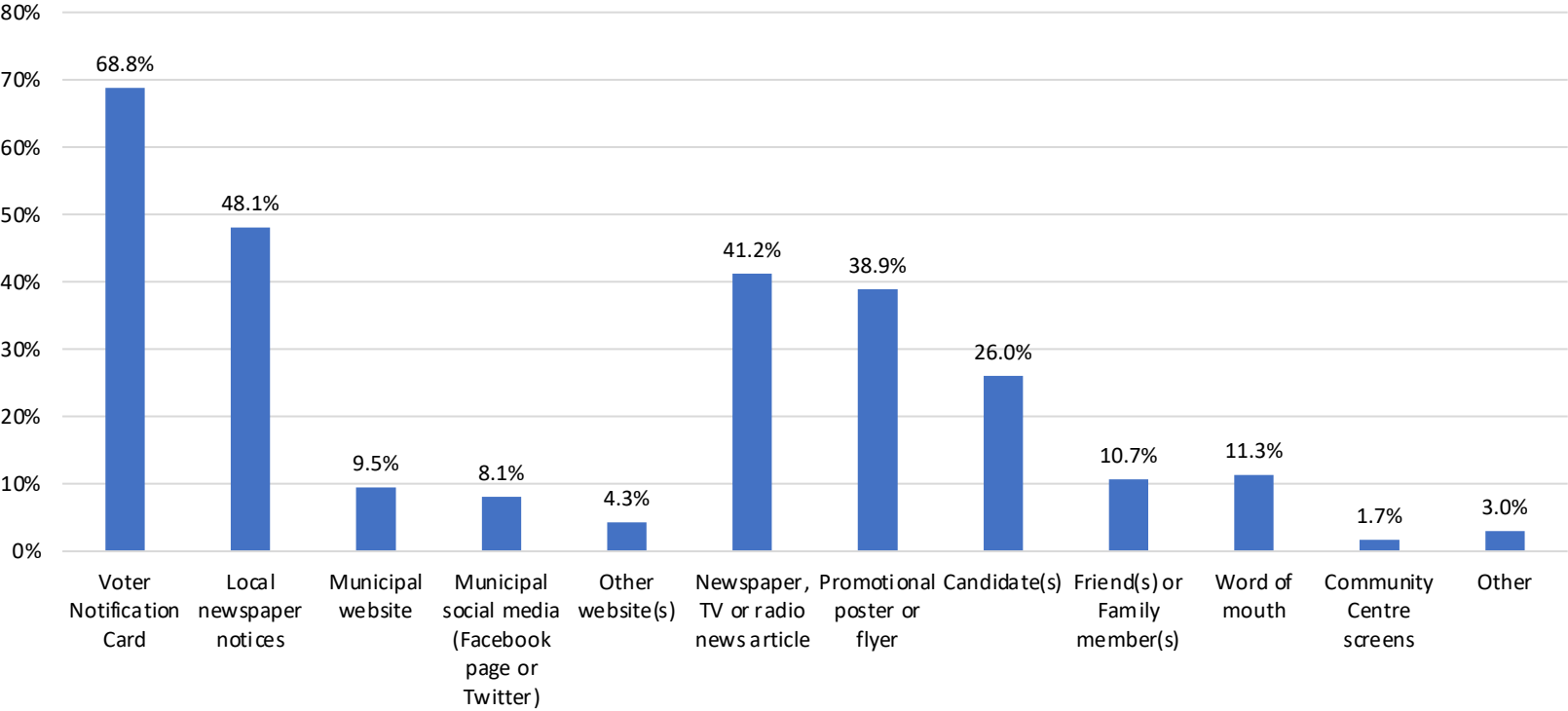
The majority of those that did not use Plan Your Vote did not know about it, suggesting additional outreach is needed for voters to make the best use of this resource in future.

Younger and middle-aged voters are the biggest users of Plan Your Vote.

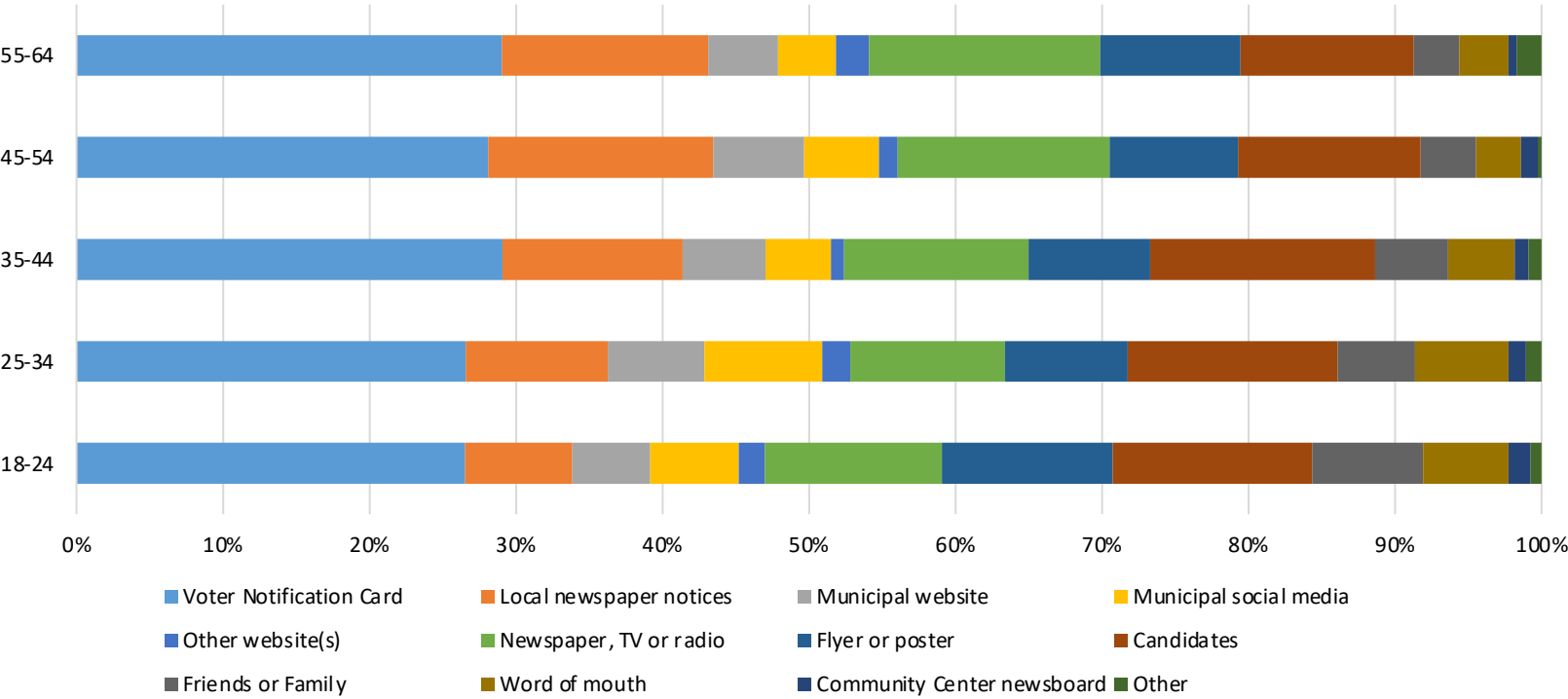
5. Other aspects of the voting process



Source of voting information



Source of voting information by age

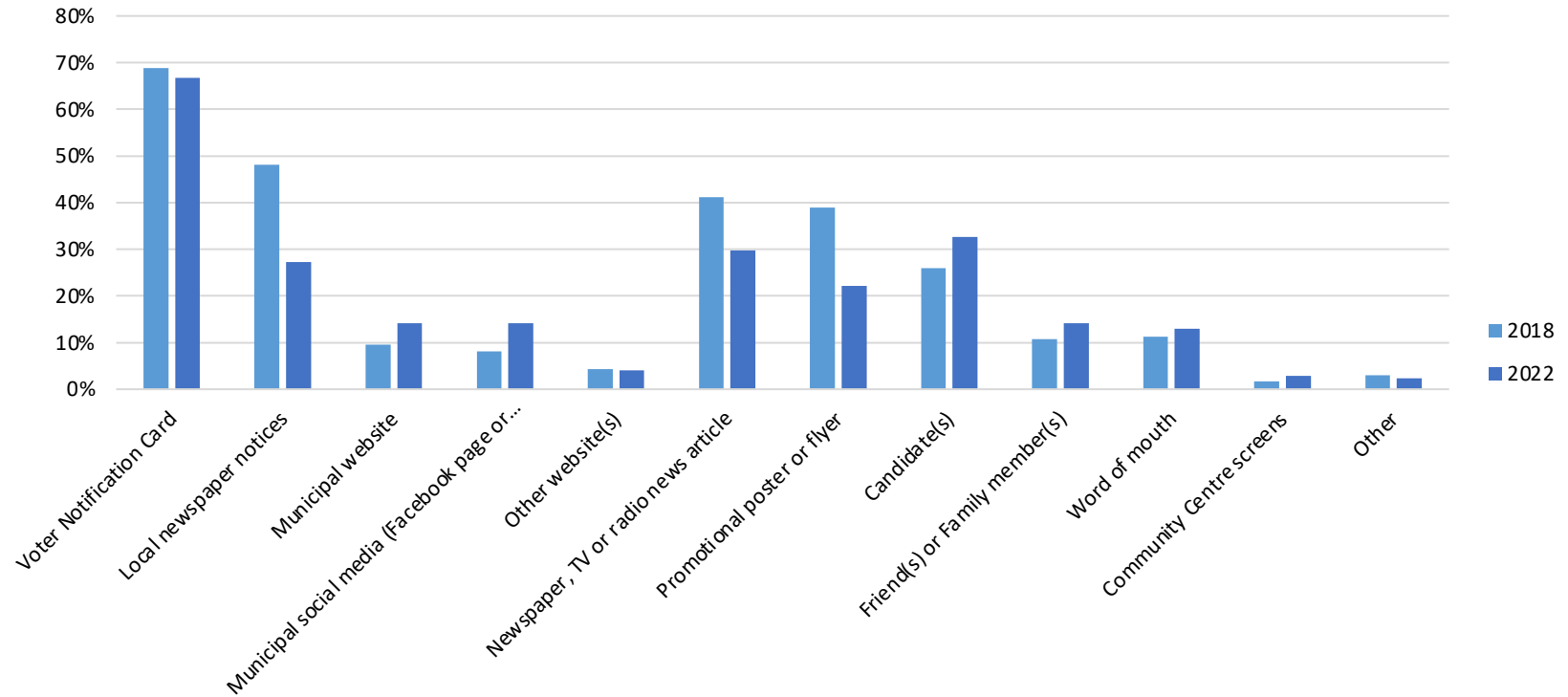


Key sources of information by age

Age Group	Key information sources, in order, aside from the VIL
18-24	Candidates, newspapers/TV/radio, flyers or posters
25-34	Candidates, newspapers/TV/radio, local news notices
35-44	Candidates, newspapers/TV/radio, local news notices
45-54	Local news notices, newspapers/TV/radio, candidates
55+	Newspapers/TV/radio, local news notices, candidates, flyers or posters

There is a diversity of information sources across age groups. Candidates are an influential source for all ages, notably those under 44. Newspaper/TV/radio and local news are also frequently cited, especially by voters 45+

Voting information compared to 2018



Summary: Other aspects of the process

The Voter Notification Card remains the best source to inform Whitby electors about voting.

- Candidates, newspaper/TV/radio and local news notices were other top sources.

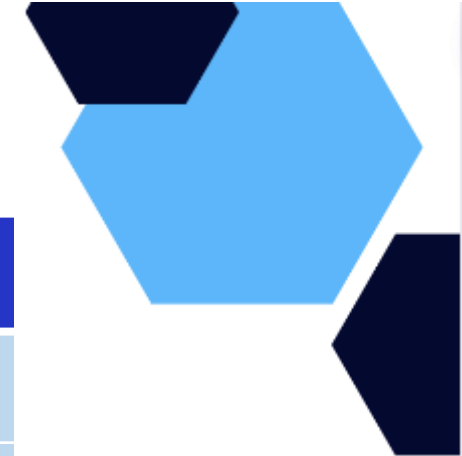
The Town should be mindful of the following changes in voter information sources since 2018 when planning for 2026:

- A decrease in print media as reported sources of voter information – especially local newspapers and promotional posters and flyers.
- An increase in social sources such as candidates and friends and family.
- An increase in virtual sources such as the municipal website and social media.

A combination of information sources – traditional and virtual – is recommended to continue to reach electors of all ages. A specific focus on informing candidates could also help to support the transfer of election knowledge to voters.

6. Voter profile and attitudes





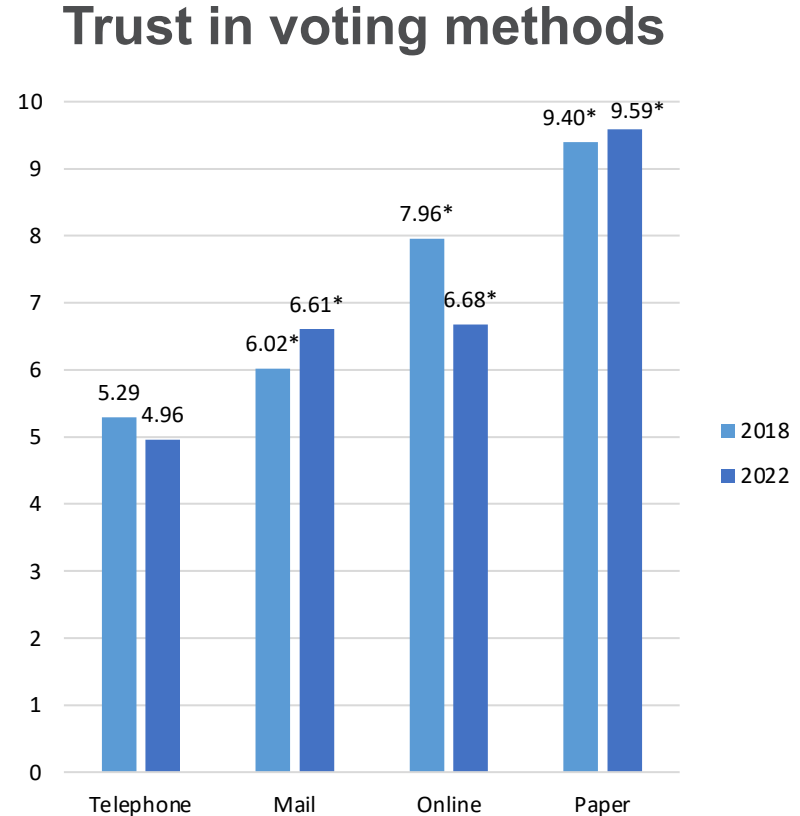
Voter profile from survey data

Profile	Characteristics	Whitby, 2022
Socio-demographic	Age	36 years
	Annual household income	\$90,001 to \$110,000 before taxes
	Education	Some university
Attitudes	Voting history	Very habitual
	Interest level in politics	Somewhat interested

Compared to 2018: Age, education and voting history are the same or very similar. Household income has declined and reported interest in politics is down.

Trust in voting methods 2018 and 2022

- Voters were asked about the degree to which they trust the voting methods used in Ontario municipal elections.
- Mean scores show respondents have the greatest trust in paper voting.
- Since 2018, trust in paper-based voting methods has increased, while trust in digital voting methods has decreased.
- These differences are statistically significant for mail, online, and paper (denoted by *), but not for telephone voting.



Trust: pre and post covid

There has been a shift in voters' trust in voting methods since COVID-19.

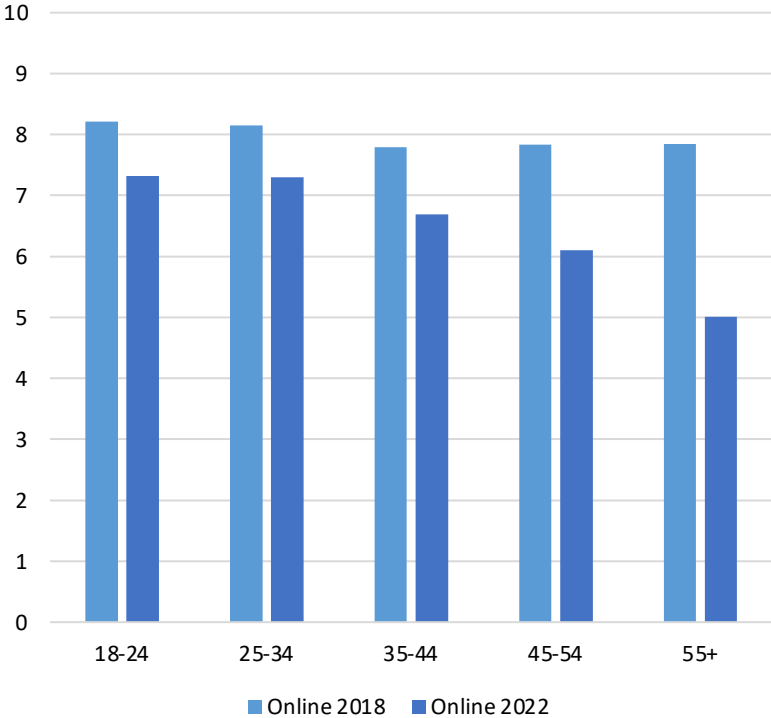
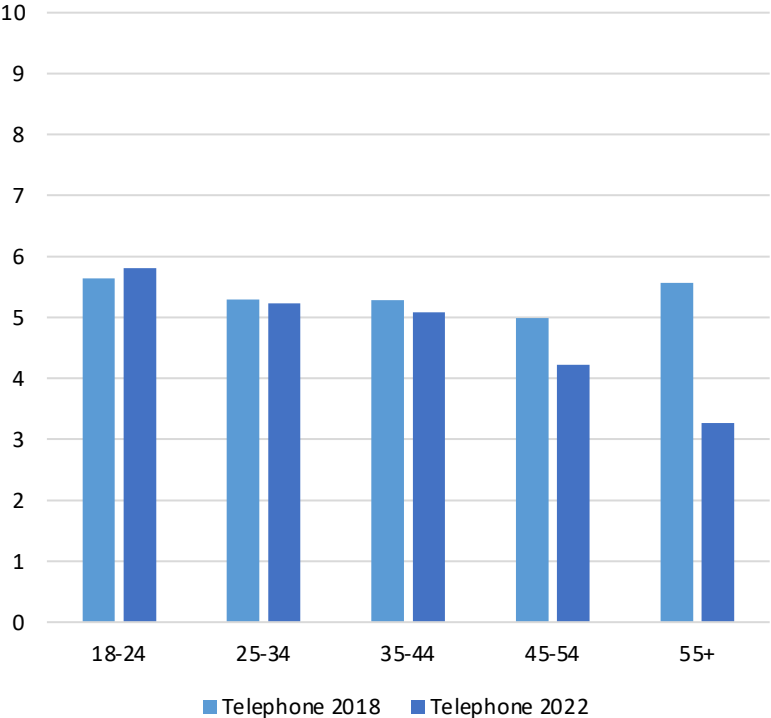
Looking at differences by age (see next slides) we see that trust in paper voting remains strong, however, there are mixed changes in trust of mail and telephone voting. Trust in online voting has decreased among all age groups.

Key differences by age:

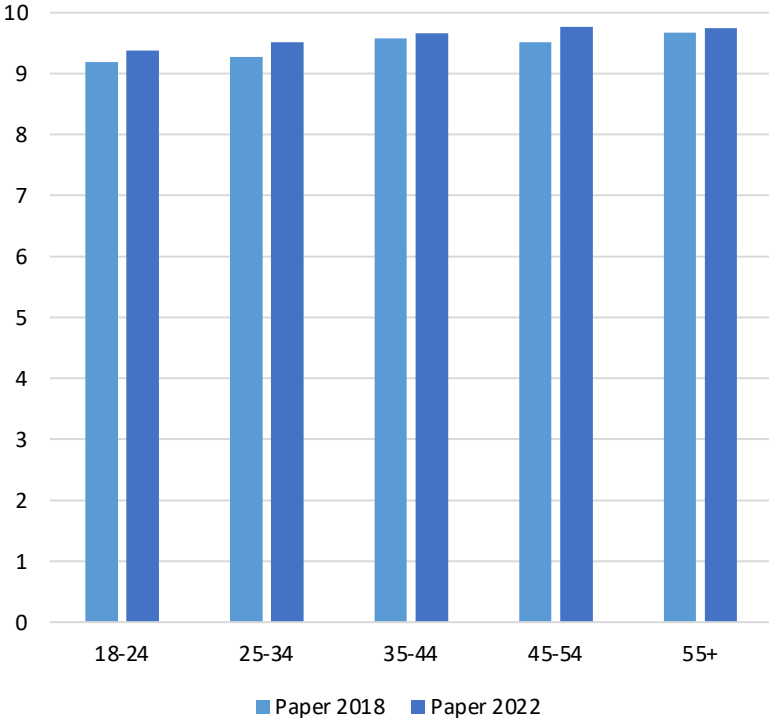
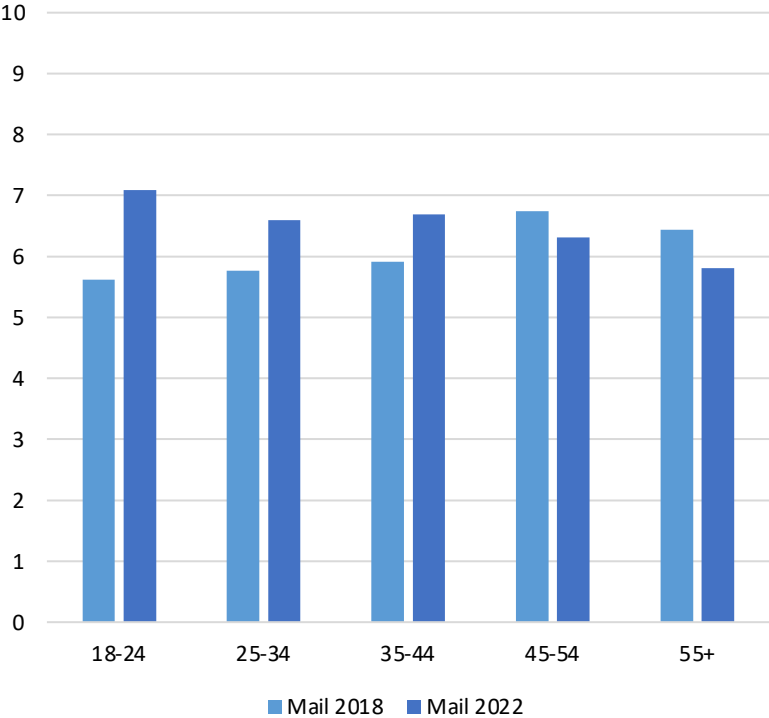
- Trust in telephone voting has increased among those aged 18 to 24 and decreased among other age groups.
- Trust in mail voting has increased among voters aged 18 to 44.
- Trust in paper voting has increased among voters aged 18 to 54.
- Trust in all voting methods has decreased among voters 55+ except for paper voting.

Differences in trust in remote voting methods is an area for further exploration, especially decreased trust in digital voting modes.

Trust in digital voting methods



Trust in paper-based voting methods



Summary: Voter profile and attitudes

Survey respondents in Whitby are educated and have an average household income of \$90,001-\$110,000 before taxes. The median income is slightly higher.

Respondents reported being “somewhat interested” in politics and having relatively committed voting histories, meaning they are inclined to vote in all or most elections.

Income and interest have declined slightly since 2018.

Trust in paper voting has increased. It is the most trusted voting mode by Whitby respondents.

Considering voting methods based on trust, paper voting is the desired method for voters in Whitby.

7. Key comparison of 2022 and 2018



Key items compared: 2018 and 2022

Survey Question	2018	2022	Change
Overall satisfaction with the in-person paper voting process.	98%	98%	–
Very satisfied with the in-person paper voting process.	83%	87%	↑
Advance voters “very satisfied” with the voting process.	91%	89%	↓
Election Day voters “very satisfied” with the voting process.	76%	84%	↑
Satisfaction with the quality of support received... at the poll.	99%	99%	–
Paper voting was a “very positive” experience.	78%	80%	↑
Advance voters “very positive” experience.	91%	81%	↓
Election Day voters “very positive” experience.	66%	78%	↑

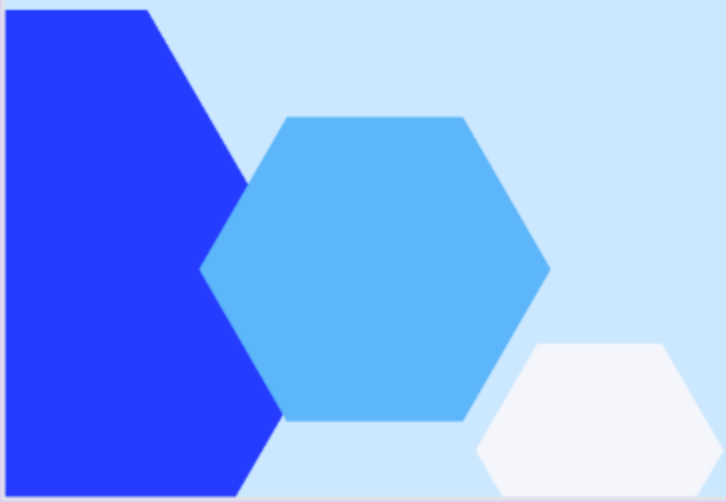
Satisfaction and perception of a positive voting experience increased in 2022. Being “very satisfied” went up among Election Day voters and down among advance voters.

Key items compared: 2018 and 2022

Survey Question	2018	2022	Change
I had no issues voting.	86%	94%	↑
Lack of parking was an issue.	1%	5%	↓
"Other" issue while voting.	2%	4%	↓
Vote in all elections.	80%	75%	↓
Interested in politics.	83%	74%	↓
Trust mail voting "completely".	13%	27%	↑
Trust telephone voting "completely"	9%	15%	↑
Trust paper voting "completely".	74%	79%	↑
Trust internet voting "completely".	45%	28%	↓

Voting issues decreased in 2022. Trust in paper, telephone and mail voting grew while trust in internet voting fell. Interest in politics fell as did committed voting histories, albeit slightly.

8. Takeaways



Takeaways

Whitby respondents are very satisfied with the voting process, support from workers at the polls, and perceive the voting experience as positive.

- There was a notable increase in Election Day voters' satisfaction in 2022.

Most respondents (94%) had no issues voting.

- Reported issues while voting declined from 2018.
- Issues with the voters' list was the top cited issue.

The forthcoming change in voters' list management from MPAC to Elections Ontario will hopefully improve voters' list accuracy and reduce issues.

Issues that staff could consider for future elections include:

1. Issues with the ballot (circle being too small, top option being too high).
2. Troubleshooting for technical issues.
3. Ensuring adequate parking at designated poll locations.

Takeaways

The Plan Your Vote webpage was positively received.

- Biggest users are younger and middle-aged.
- Users reported being 2% more satisfied.

Top attributes include:

1. Locating information about candidates (70%);
2. Finding voting locations (16%); and
3. Checking voter registration (8%).

To improve Plan Your Vote the Town could undertake the following:

- Conduct additional outreach about the tool to boost awareness.
- Include additional candidate information or ensure completeness.
- Test and resolve technical errors, if possible.

Takeaways

The Voter Notification Card is the top source of voter information.

Respondents reported a decline in using local news and flyers as sources of election information. Candidates, the municipal website, and social media increased as sources of voting information.

A blended model of voter information continues to be the best way to reach all age groups. This includes traditional and virtual mediums.

Trust in voting methods also shifted in 2022. It is highest for paper voting. Trust in digital voting methods has declined for most age groups.

Overall

Survey respondents in Whitby continue to be very satisfied with the way their elections are run, and the support received.

Based on reported trust, paper voting appears to be the clear choice to deploy in the 2026 election.

Changes made to voting locations in 2022 were well-received.

Given their lower satisfaction, the over 55 age group could be a focus for the next election.

Overall, results point to improvements to the 2022 election experience despite already strong ratings in 2018.

About the Author

Dr. Nicole Goodman is an associate professor at Brock University where she holds the Chancellor's Chair in Research Excellence. She is recognized internationally as a leading expert on electoral modernization. She has co-authored reports for EMBs and governments across Canada and has provided advice to governments internationally about the modernization of elections. Dr. Goodman has led projects studying elections in municipalities and First Nations across Canada. She currently represents Canada on the International Institute for Democracy and Electoral Assistance Board of Advisers.



Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: T-9-2023 Supply and Delivery of Dump Trucks

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: FS 03-23

Department(s) Responsible:

Community Services Department
Financial Services Department

Submitted by:

John Romano, Commissioner
Community Services
Fuwing Wong, Commissioner Financial
Services and Treasurer

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

For additional information, contact:

Robert MacPherson, Manager, Fleet
Services
905.430.4337

James Addorisio, Senior Buyer CSCMP
905.444.2811

1. Recommendation:

1. That the Town proceed with an award to the low bid as received from Premier Truck Group for the Supply and Delivery of Dump Trucks, in the amount of \$3,696,000 (plus applicable taxes) funded from the capital projects as outlined in Table 4 of Report FS 03-23;
2. That the revised cost estimate for the supply and delivery of eight dump trucks in the amount of \$3,767,049.60, (inclusive of the proposed award) as outlined in Table 4 of Report FS 03-23, be approved; and,
3. That the budget shortfall in the amount of \$1,281,969.60 be funded from the asset management reserve, in the amount of \$1,105,503.60, and Development Charges reserve funds, in the amount of \$176,466, as outlined in Table 5 of Report FS 03-23.

2. Highlights:

- The tender provides for the supply of delivery of eight (8) Dump Trucks
- Staff have reviewed the two (2) submissions received for the above-mentioned tender. Staff recommend the acceptance of the low compliant bid as received from Premier Truck Group. References have been checked to the satisfaction of the Department.
- The proposed award is significantly over the approved budget, e.g., approximately \$1.28 million or approximately 52%, which is reflective high inflationary pressures and the continued impact of supply chain shortages in the automotive sector.
- Staff still recommend proceeding to award due to the approximately 60-week build/lead time before delivery, high demand/short supply, and no expectation of more favourable pricing in the short-term if the procurement were re-tendered in 2023.
- Under the Fleet to Trees program vendors are financially responsible for the preparation, delivery, and planting of trees. For this specification five (5) trees were requested. These trees will be planted with direction from the Parks Division, to form a “Carbon Sink”. This will mimic a natural forested area that can increase local biodiversity, improve air quality, allow for collection of leaves for decomposing and nutrients, create habitat for wildlife and provide shade.

3. Background:

The scope of work for this tender consists of the following two projects.

Supply and delivery of most currently available model year(s), custom built Dump Trucks with Snow Plow, Wing Plow, Harnesses, U-Body, etc.

Four (4) vehicles are to be Single-Axle.

Four (4) vehicles are to be Tandem-Axle.

Based on the provision of the supply and delivery of Eight (8) Dump Trucks, the following bids were received as outlined in Table 1 below:

Table 1

Bidder	Tender Amount (excluding HST)
Premier Truck Group	\$3,696,000.00
Rush Truck Centres of Canada	\$1,782,000.00**

**Bid is Non-Complaint as the tender response did not reflect all 8 vehicles required by the Town.

References: References have been contacted for Premier Truck Group and are favorable. The Town also has successful experience with this vendor.

4. Discussion:

As noted in the Financial Consideration section, below, the proposed award is significantly over-budget, approximately \$1.28 million or 52% over the approved budget for the 8 trucks. The Town has the option to cancel the tender due to budget constraints and retender for the 8 vehicles later this year or in 2024. Subject to Council approval, it is recommended that the Town proceeds with the award in order to obtain the 8 vehicles required to service the community in a timely manner:

- There is an approximately 60-week build/delivery lead time so awarding now would mean delivery would be in 2024;
- Due to current market conditions, retendering would have the Town competing with other municipalities /buyers on the market and the 60-week lead time would start after the close of the new tender. For example, at the time of writing this report, the City of Oshawa has an open tender for seven (7) trucks set to close on May 7.
- Retendering may not result in better pricing given the continuance of supply chain shortages and high demand in the automotive industry;
- Based on down-time (e.g., vehicle taken out of service for repairs/ maintenance) tracked for the proposed replacement trucks, the timely replacement of the vehicles would mean more vehicles on the road/responding to weather events. Down-time for the vehicles over the years is as follows:

Table 2

Dump Truck Snow Plow Down Time							
Mechanics Hours							
	2022	2021	2020	2019	2018	2017	2016
Unit							
3314540	174	162	157	164	135	106	106
3314541	218	111	134	187	191	127	127
3314714	120	108	110	104	86	97	57
3314715	134	200	27	121	81	68	55
3314716	119	130	67	84	84	51	46
3315743	197	104	208	189	120	149	149
3315744	174	222	108	109	85	112	112
Total	1134	1036	810	958	782	709	651

- This style of truck is a combination of snow plow and standard dump truck. During the winter season these units are equipped with a plow and wing for clearing, scraping, and pushing snow to clear roadways and salt/ sand spreading devices to apply the 300 to 700 tonnes of material applied during a storm.
- During the spring to fall months these units transfer materials from various job sites, assist with shouldering, ditching, transporting equipment and culvert replacements.
- Supply shortages are still in effect. Failing to move forward could place the Town at risk of increasing in downtime (table 2) and not being able to meet service level standards.

5. Financial Considerations

As shown in Table 3, the budget for the dump trucks total \$2,485,080 and the revised cost estimate (including the proposed award) is \$3,767,049.60. Accordingly, there is a budget shortfall of \$1,281,969.60 or approximately 52% of the original budget.

Table 3

Cost of trees are part of the Fleet to Trees program where trees are planted to help offset the GHG of the vehicles.

Other Costs are for the installation of automatic vehicle location equipment and striping.

Report FS 03-239-2023 Supply and Delivery of Dump Trucks

Committee of the Whole

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The total approved budget of \$2,485,080 related to the revised cost estimate/proposed

Project Breakdown		
Total Approved Budget		\$2,485,080.00
Tender Amount	\$3,696,000.00	
HST	\$480,480.00	
Fleet to Trees Program	(3,500.00)	
Total Contract Amount	\$4,172,980.00	
Rebate	(\$415,430.40)	
Net Contract Award Cost	\$3,757,549.60	
Other Costs	\$6,000.00	
Cost of Trees	3,500.00	
Revised Cost Estimate		\$3,767,049.60
Budget Surplus/(Shortfall)		(\$1,281,969.60)

award is comprised of the capital projects noted in Table 4, below:

Table 4

Projects	Total Budget	Revised Cost Estimate/ Proposed Award	Savings / (Overage)
30248705 RDSR - Single Axle Dump / Plow & Wing #3314714	\$282,204	\$458,670.00	(\$176,466.00)
30248706 RDSR - Single Axle Dump / Plow & Wing #3314715	\$282,204	\$458,670.00	(\$176,466.00)
30248707 RDSR - Single Axle Dump / Plow & Wing #3314716	\$282,204	\$458,670.00	(\$176,466.00)
30222108 RDSR - Single Axle Dump / Plow & Wing Growth	\$282,204	\$458,670.00	(\$176,466.00)
30248703 RDSR - Tandem Axle Dump / Plow & Wing #3314540	\$339,066	\$483,092.40	(\$144,026.40)
30248704 RDSR - Tandem Axle Dump / Plow & Wing #3314541	\$339,066	\$483,092.40	(\$144,026.40)

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30258702 RDSR - Tandem Axle Dump / Plow & Wing #3315743	\$339,066	\$483,092.40	(\$144,026.40)
30258703 RDSR - Tandem Axle Dump / Plow & Wing #3315744	\$339,066	\$483,092.40	(\$144,026.40)
Total	\$2,485,080	\$3,767,049.60	(\$1,281,969.60)

As detailed in Table 5, based on original sources of funding for each of the capital projects, it is recommended that the net budget shortfall of \$1,281,969.60 be funded:

- From an additional \$1,105,503.60 draw from the Asset Management Reserve Fund for the replacement trucks;
- And \$176,466.00 be drawn from Development Charges reserve for the net new truck related to growth.

Table 5

Project #	Project Name	Asset Management Reserve	DC	Net (Draw)/Return of Reserve Funds
30248705	RDSR - Single Axle Dump / Plow & Wing #3314714	-\$176,466.00		-\$176,466.00
30248706	RDSR - Single Axle Dump / Plow & Wing #3314715	-\$176,466.00		-\$176,466.00
30248707	RDSR - Single Axle Dump / Plow & Wing #3314716	-\$176,466.00		-\$176,466.00
30222108	RDSR - Single Axle Dump / Plow & Wing Growth		-\$176,466.00	-\$176,466.00
30248703	RDSR - Tandem Axle Dump / Plow & Wing #3314540	-\$144,026.40		-\$144,026.40
30248704	RDSR - Tandem Axle Dump / Plow & Wing #3314541	-\$144,026.40		-\$144,026.40

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30258702	RDSR - Tandem Axle Dump / Plow & Wing #3315743	-\$144,026.40		-\$144,026.40
30258703	RDSR - Tandem Axle Dump / Plow & Wing #3315744	-\$144,026.40		-\$144,026.40
Total		-\$1,105,503.60	-\$176,466.00	\$1,281,969.60

In accordance with the Capital Budget Monitoring Policy F170, a Department Head and the Treasurer have the authority to approve capital project budget increases up-to \$200,000.

In accordance with the Procurement Policy F080, 5.3 Conditions of the Delegated Authority a) there is sufficient funding in the Approved Budget. Since there is insufficient funding in the Approved Budget, Council is to approve any procurements that exceed the delegated authority.

The proposed award exceeds the delegated authority limits provided to staff.

6. Communication and Public Engagement:

Not Applicable

7. Input from Departments/Sources:

Operations and Financial Services worked jointly throughout the tendering process and the preparation of this report.

8. Strategic Priorities:

This project lines up with the Towns Strategic Priorities by providing a consistent, optimized, and positive customer service experience through designing services and equipment around customer needs so there is clearly defined service levels.

Providing clear safe roads for accessibility using levels of transport and utilizing modern systems to reduce emissions and salt applications during winter periods reducing environmental impacts for a more sustainable future.

9. Attachments:

N/A

Town of Whitby Staff Report

whitby.ca/CouncilCalendar



Report Title: Update on Property Tax Assessment Appeals and Adjustments

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: FS 15-23

Department(s) Responsible:

Financial Services Department

Submitted by:

Fuwing Wong, Commissioner Financial Services & Treasurer

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Janet Battersby, Manager of Revenue
ext. 2815

1. Recommendation:

1. That Report FS 15-23 be received as information.

2. Highlights:

The Town of Whitby is required to process adjustments to the assessment values of properties where such adjustments are warranted as a result of one of the following: Assessment Review Board Decision, Minutes of Settlement, Post Roll Amended Notice or one of the other adjustments allowed for under legislation and confirmed by the Town. These adjustments are necessary to maintain fair current value assessments between property owners within the Town of Whitby.

A listing of properties with adjustments processed in 2022 is provided in Schedule A to this report. The Town portion of these adjustments processed in 2022 is \$855,635.14.

At the end of December 2022, there were approximately 36 outstanding property tax appeals for previous years at the Assessment Review Board representing approximately 17 properties.

3. Background:

Changes to the property tax class or property assessment can be initiated by the Municipal Property Assessment Corporation (MPAC), property owners and/or the municipality using one or more of these methods.

Under 19.1(5) and (7) of the Assessment Act, if a change is made to the current value other than a change resulting from a general reassessment, the assessment corporation shall make any adjustment required and notify the person whom the land is assessed and the municipality. These are processed as an Advisory Notice of Adjustment (ANA).

Under Section 32.(1) of the Assessment Act, despite the delivery of any notice provided for under this Act, the assessment corporation at any time before the time fixed for the return of the assessment roll may correct any defect, error, omission, or misstatement in any assessment and alter the roll accordingly. These are processed as a Post Roll Amended Notice (PRAN).

Under Section 32.(3) of the Assessment Act, if a property becomes exempt from taxation for a year or for part or all of the preceding year, the assessor shall make any assessment necessary to change the tax liability for the property. These are processed as a Special Amended Notice (SAN).

Under Section 33.(1) of the Assessment Act, if land liable for assessment has been in whole or part omitted from the tax roll for the current year or for all or part of either or both of the last two preceding years the assessment corporation shall make any assessment necessary to correct the omission.

Under Section 39.1 of The Assessment Act, the owner of a property or a person who has received or would be entitled to receive a notice of assessment under this act may request the assessment corporation to reconsider the assessment including the classification of the property by the dates as specified in the legislation.

Under Section 40.1 of The Assessment Act, any person, including a municipality or a school board, may appeal in writing to the Assessment Review Board (ARB) that,

- (a) the current value of the person's land or another person's land is incorrect;
- (b) the person or another person was wrongly placed on or omitted from the assessment roll;
- (c) the person or another person was wrongly placed on or omitted from the roll in respect of school support;
- (d) the classification of the person's land or another person's land is incorrect;
- (e) for land, the portions of which are in different classes of real property, the determination of the share of the value of the land that is attributable to each class is incorrect.

These requests for appeals are resolved through the ARB process which results in resolutions either through Minutes of Settlement between the parties or by an Assessment Review Board Decision. Along with the board chairperson, the parties

involved in this process would include the property owners and/or their representatives, the Municipal Property Assessment Corporation (MPAC) and the Town.

Under Section 357 of The Municipal Act, upon application to the Treasurer, the local municipality may cancel, reduce, or refund all or part of the taxes levied in the year if:

- (a) the property or portion of the property is eligible to be reclassified in a different class of property;
- (b) the land has become vacant land or excess land;
- (c) the land has become exempt from taxation;
- (d) a building on the land was razed or damaged by fire, demolition or otherwise;
- d(1) the applicant is unable to pay taxes because of sickness or extreme poverty;
- (e) a mobile unit on the land was removed;
- (f) a person was overcharged due to a gross or manifest error in assessing the property;

Under Section 358 of The Municipal Act, upon application to the Treasurer, the local municipality may cancel, reduce, or refund all or part of the taxes levied on land in one or both of the two years preceding the year in which the application is made for any overcharge caused by a gross or manifest error in the preparation of the assessment roll.

In the situation where the adjustment is a result of either a Section 357 or Section 358 application then MPAC would advise the Town on the impact(s) the change would have on the assessment value(s) and tax class(es) of the property.

Town staff are proactively managing the assessment base, monitoring properties that were assessed too low or have had a recent “change in use”. This information is provided to MPAC and result in more accurate values being placed on the assessment roll. This has included regular communication and information flow with MPAC, as well as proactive consultation to help ensure accuracy. In some cases when timing does not allow for any other options, the Town will file assessment appeals with the ARB directly.

4. Discussion:

Staff have delegated authority related to property tax and assessment matters heard by the ARB pursuant to the Uninsured Claims and Legal Matters Policy (Town Policy # CA 240). The delegated authority includes authority to settle/execute documents to settle ARB property tax or assessment matters on behalf of the Town. The policy also requires an annual report to Council outlining the status of outstanding and resolved claims.

1) Property Tax Appeals and Adjustments Processed in 2022:

Schedule A, attached to this report, lists the properties with tax adjustments that were processed in the 2022 calendar year under Sections 19.1(5) and (7), 32.(1), 32.(3), 33.(1), 39.1, and 40.1 of the Assessment Act, and Sections 357 and 358 of the Municipal Act.

2) Impact of Province-wide Assessments and Outstanding Property Tax Appeals:

Properties in Ontario are normally re-assessed by the Municipal Property Assessment Corporation (MPAC) every four years. The last two province-wide Assessment Updates/re-assessments took place in 2016 and 2012, based on a January 1, 2016 valuation date and a January 1, 2012 valuation date, respectively. Due to the COVID19 pandemic, the Province postponed the planned 2020 province-wide Assessment Update and 2016 assessment values were/will continue to be used for the taxation years 2021, 2022, and 2023.

Typically, with each MPAC province-wide reassessment cycle, there is an increased number of new appeals started by property owners and their tax agents. The Assessment Review Board (ARB) adjudicates assessment appeals on behalf of municipalities in Ontario and had a significant backlog of outstanding appeals for several years.

While there is some concern with having MPAC assessment values from 2016 (approximately 7 years old) as the basis of calculating current property taxes, the one benefit is that there were fewer new assessment appeals filed in recent years. The ARB has continued hearings (virtual vs. in-person) on assessment appeals during the pandemic and all assessment appeals related to the 2012 and prior re-assessment cycles were settled by the end of 2021. Accordingly, all of appeals that remain outstanding relate to the 2016 base year.

At the end of December 2022, there were approximately 36 outstanding appeals at the Assessment Review Board representing approximately 17 Whitby properties. These outstanding appeals (in addition to any new appeals filed in 2023) will continue to be scheduled by the ARB in 2023 and may impact the Town's tax adjustment budget and on-going property tax assessment base.

5. Financial Considerations:

Schedule A is a list of all of the tax adjustments that were processed in 2022. These adjustments are for the years 2009 to 2022, inclusive.

The Town's portion of the Schedule A adjustments is \$855,635.14. Of this total, \$80,296.99 is related to the 2022 taxation year with the remainder (majority) of the write offs processed in 2022 related to previously outstanding appeals at the ARB. The 2022 annual budget for write offs was \$750,000. The unfavourable variance in property tax write-offs in 2022 was offset by supplementary property tax revenue (e.g., additional property tax revenue from new assessment growth) in 2022.

Although the Town will continue to manage the assessment base to maintain equity and fairness, the annual write off totals will fluctuate depending on the accuracy of the assessment roll, decisions rendered by the Assessment Review Board, approved

Requests for Reconsiderations (RfRs), Post Roll Amended Notices (PRANs), Advisory Notices of Adjustment (ANAs), Special Amended Notices (SANs) and changes to legislation. The annual budget for write offs is based on estimated annual impacts over several years, as well as the special provision identified above to address the ARB backlog. The adjustments processed in 2022 will not affect the 2023 write off budget.

Variances may occur in both reassessment and non-reassessment years and significant write offs are offset by other operating budget surpluses where possible. In the event other operating budget surpluses are not available to fund material write offs and refunds in a year, the contingency reserve will be utilized to fund the shortfall. The contingency reserve may also be used to phase-in a higher write off budget, if required, in the future.

6. Communication and Public Engagement:

All affected property owners have been notified of these cancellations, reductions, adjustments, and/or refund of taxes through a personalized letter.

7. Input from Departments/Sources:

N/A

8. Strategic Priorities:

The processing of these Applications for Cancellation, Reduction, Adjustments and/or Refund of Taxes will support Council's Goal to continue the Whitby's tradition of responsible financial management and respect for taxpayers.

9. Attachments:

Schedule A – Town of Whitby 2022 Tax Write-Off Listing

Schedule A
TOWN of WHITBY
2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
1	040 030 44100	2000 BOUNDARY RD	122,871.93	PRAN
2	040 030 03115	185 WILLIAM SMITH DR	58,599.74	ARB DECISION
3	010 037 40550	145 WINCHESTER RD W	-117,089.51	PRAN
4	040 030 38600	CHAMPLAIN AVE	-38,503.12	PRAN
5	040 030 00526	75 CONSUMERS DR	223,534.78	ARB DECISION
6	040 030 03115	185 WILLIAM SMITH DR	63,809.75	ARB DECISION
7	040 030 00526	75 CONSUMERS DR	-139,234.15	ARB DECISION
8	040 030 03115	185 WILLIAM SMITH DR	61,799.77	PRAN
9	010 041 17336	40 CRANBORNE CRES	395.96	SECTION 357
10	010 041 02847	8 DOWNEY DR	190.89	MOS
11	010 037 16118	29 ARCHERSTONE ST	36.03	NOT TAXED AT RATE TAXED
12	020 004 11315	65 BARKERVILLE DR	525.61	MOS
13	030 024 05500	18 HILLCOURT AVE	1,292.95	SECTION 357
14	010 041 17336	40 CRANBORNE CRES	519.45	SECTION 357
15	040 035 01617	43 JAMIESON CRES	-5,288.82	PRAN
16	040 035 10012	25 BARNABAS ST	-4,084.12	PRAN
17	030 018 13450	310 MARY ST E	140,174.03	NOT TAXED AT RATE TAXED
18	010 037 07801	330 TAUNTON RD	145,640.03	ARB DECISION
19	030 017 00100	101 BROCK ST N	470.49	ARB DECISION
20	010 037 07801	330 TAUNTON RD	191,476.77	ARB DECISION
21	030 017 00100	101 BROCK ST N	930.84	ARB DECISION

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
22	010 037 07850	304 TAUNTON RD	84.31	ARB DECISION
23	020 001 33856	31 COHO	98.56	MOS
24	020 004 00543	94 WHITBURN ST	3,591.93	MOS
25	010 038 29500	7 CHARLES ST	821.21	MOS
26	020 004 10929	9 WALTER CLIFFORD DR	85.28	SECTION 357
27	010 037 07801	330 TAUNTON RD	162,375.93	ARB DECISION
28	030 017 00100	101 BROCK ST N	1,342.78	ARB DECISION
29	010 038 29500	7 CHARLES ST	830.94	MOS
30	020 00114600	1605 DUNDAS ST W	454.77	MOS
31	020 001 33856	31 COHO	179.66	MOS
32	020 002 56700	4 INGRAM CRT	796.02	SECTION 357
33	020 004 10929	9 WALTER CLIFFORD DR	89.83	SECTION 357
34	010 038 29500	7 CHARLES ST	424.42	PRAN
35	020 001 14600	1605 DUNDAS ST W	464.58	PRAN
36	020 001 33856	31 COHO	183.53	PRAN
37	020 002 56700	4 INGRAM CRT	2,580.92	SECTION 357
38	020 004 10929	9 WALTER CLIFFORD DR	91.77	SECTION 357
39	010 037 00809	157 HARRONGATE PL	275.30	MOS
40	010 037 02352	29 CANARY ST	332.65	MOS
41	010 037 16118	29 ARCHERSTONE ST	110.13	PRAN
42	010 041 02847	8 DOWNEY DR	195.00	PRAN
43	010 041 19400	7520 DUFFS RD	1,279.48	TIA
44	010 041 29300	7681 COCHRANE ST	690.70	TIA
45	010 041 08000	6373 COUNTRY LANE	1,058.35	TIA
46	010 042 08000	95 TOWNLINE RD E	1,441.46	TIA

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
47	010 042 11800	125 MYRTLE RD E	4,841.28	TIA
48	010 060 00580	33 HELSTON CRES	149.12	MOS
49	030 017 00100	101 BROCK ST N	1,780.55	ARB DECISION
50	010 037 07801	330 TAUNTON RD	251,154.97	ARB DECISION
51	030 017 00100	101 BROCK ST N	1,729.41	ARB DECISION
52	010 037 07801	330 TAUNTON RD	209,360.16	ARB DECISION
53	010 037 40550	145 WINCHESTER RD W	31,185.68	MOS
54	010 042 04900	9465 BALDWIN ST N	439.87	NOT TAXED AT RATE TAXED
55	030 018 13300	613 MARY ST E	117.84	NOT TAXED AT RATE TAXED
56	010 038 06700	24 PRINCESS ST	8,559.94	MOS
57	020 001 33546	DUNDAS ST W	-51,604.54	PRAN
58	020 002 00991	670 GORDON ST 411	103.24	PRAN
59	020 002 00999		11.47	PRAN
60	020 002 03736	8 GAIL CRT	160.60	MOS
61	020 004 05544	129 MARCEL BRUNELL DR	-401.48	PRAN
62	020 004 11315	65 BARKERVILLE DR	975.02	MOS
63	020 004 16944	CORONATION RD	40,216.56	PRAN
64	030 024 05500	18 HILLCOURT AVE	3,051.23	PRAN
65	040 032 03000	143 GARRARD RD	-24,662.18	PRAN
66	040 035 01617	43 JAMIESON CRES	-5,402.74	PRAN
67	040 035 10012	25 BARNABAS ST	-4,244.18	PRAN
68	040 035 11363	THICKSON RD	286.67	PRAN
69	040 035 19232	9 SERENE CRT	114.71	MOS
70	040 035 19229	39 SERENE CRT	630.89	MOS

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
71	030 017 00100	101 BROCK ST N	1,768.15	PRAN
72	030 018 13300	613 MARY ST E	278.33	NOT TAXED AT RATE TAXED
73	020 001 33743	146 BARKERVILLE DR REAR	2,580.92	SECTION 357
74	020 001 33977	144 BARKERVILLW DR REAR	2,523.58	SECTION 357
75	020 001 33978	142 BARKERVILLE DR REAR	2,535.04	SECTION 357
76	020 001 33979	140 BARKERVILLE DR REAR	2,535.04	SECTION 357
77	020 001 33980	138 BARKERVILLE DR REAR	2,535.04	SECTION 357
78	020 001 33981	136 BARKERVILLE DR REAR	2,546.51	SECTION 357
79	020 001 33982	134 BARKERVILLE DR REAR	2,546.51	SECTION 357
80	020 001 33983	132 BARKERVILLE DR REAR	2,557.98	SECTION 357
81	020 001 33984	130 BARKERVILLE DR REAR	2,546.51	SECTION 357
82	020 001 33985	128 BARKERVILLE DR REAR	2,535.04	SECTION 357
83	020 001 33986	126 BARKERVILLE DR REAR	2,512.11	SECTION 357
84	020 001 33987	124 BARKERVILLE DR REAR	2,500.63	SECTION 357
85	020 001 33988	122 BARKERVILLE DR REAR	2,512.11	SECTION 357
86	020 001 33989	120 BARKERVILLE DR REAR	2,477.69	SECTION 357
87	020 001 33990	118 BARKERVILLE DR REAR	2,466.22	SECTION 357

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
88	020 001 33991	116 BARKERVILLE DR REAR	2,431.81	SECTION 357
89	020 001 33992	BONACORD AVE	2,385.92	SECTION 357
90	010 037 07850	304 TAUNTON RD	55,882.51	ARB DECISION
91	010 037 07850	304 TAUNTON RD	-96.59	ARB DECISION
92	010 037 40550	145 WINCHESTER RD W	31,664.08	ARB DECISION
93	010 042 04900	9465 BALDWIN ST N	3,523.00	ARB DECISION
94	010 042 04900	9465 BALDWIN ST N	3,120.68	ARB DECISION
95	010 037 07850	304 TAUNTON RD	511.69	ARB DECISION
96	010 037 07850	304 TAUNTON RD	1,933.93	ARB DECISION
97	010 037 07850	304 TAUNTON RD	775.30	ARB DECISION
98	010 037 07850	304 TAUNTON RD	73,943.32	ARB DECISION
99	010 037 07850	304 TAUNTON RD	-2,615.66	ARB DECISION
100	010 041 12100	750 WINCHESTER RD E	212.56	ARB DECISION
101	030 024 07210	3570 BROCK ST N	14,039.37	ARB DECISION
102	040 030 09627	1751 WENTWORTH ST	5,917.87	ARB DECISION
103	010 037 07850	304 TAUNTON RD	-799.27	ARB DECISION
104	010 041 12100	750 WINCHESTER RD E	555.97	ARB DECISION
105	030 024 07210	3570 BROCK ST N	17,047.55	ARB DECISION
106	040 029 10400	1208 DUNDAS ST E	9,362.48	ARB DECISION
107	040 030 09627	1751 WENTWORTH ST	5,186.88	ARB DECISION
108	030 024 02490	3000 GARDEN ST	-10,464.89	ARB DECISION
109	010 037 07850	304 TAUNTON RD	-1,617.42	ARB DECISION
110	010 041 12100	750 WINCHESTER RD E	878.78	ARB DECISION
111	030 024 07210	3570 BROCK ST N	19,907.77	ARB DECISION

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
112	040 029 10400	1208 DUNDAS ST E	-2,848.95	ARB DECISION
113	040 030 01803	71 CONSUMERS DR	41,641.73	ARB DECISION
114	040 035 09627	1751 WENTWORTH ST	4,549.76	ARB DECISION
115	030 024 02490	3000 GARDEN ST	27,861.69	ARB DECISION
116	010 037 07850	304 TAUNTON RD	87,221.78	ARB DECISION
117	030 024 02490	3000 GARDEN ST	9,809.43	ARB DECISION
118	040 029 10400	1208 DUNDAS ST E	5,658.33	ARB DECISION
119	010 041 12100	750 WINCHESTER RD E	1,184.60	ARB DECISION
120	030 024 07210	3570 BROCK ST N	22,591.91	ARB DECISION
121	040 030 01803	71 CONSUMERS DR	39,872.24	ARB DECISION
122	040 030 03110	1555 WENTWORTH ST	219,563.35	ARB DECISION
123	040 030 09627	1751 WENTWORTH ST	-2,677.60	ARB DECISION
124	010 037 07850	304 TAUNTON RD	103,634.77	ARB DECISION
125	030 024 02490	3000 GARDEN ST	26,267.52	ARB DECISION
126	010 041 12100	750 WINCHESTER RD E	1,210.29	ARB DECISION
127	020 001 33755	DES NEWMAN BLVD	-2,414.56	MOS
128	030 024 07210	3570 BROCK ST N	21,880.28	ARB DECISION
129	040 026 18517	CARLOW ST	3,170.54	ARB DECISION
130	040 030 01803	71 CONSUMERS DR	38,616.28	ARB DECISION
131	040 030 03110	1555 WENTWORTH ST	220,783.11	ARB DECISION
132	010 038 28200	10 ROEBUCK ST	928.57	MOS
133	010 041 49100	7030 BALDWIN ST	15,892.61	MOS
134	040 030 38910	VICTORIA ST	0.01	MOS
135	010 036 23550	4015 COCHRANE ST	-236.07	ARB DECISION
136	010 036 23550	4015 COCHRANE ST	4,412.64	ARB DECISION

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
137	010 037 07850	304 TAUNTON RD	100,370.33	ARB DECISION
138	030 024 02490	3000 GARDEN ST	25,440.10	ARB DECISION
139	010 041 12100	750 WINCHESTER RD E	1,237.20	ARB DECISION
140	030 024 07210	3570 BROCK ST N	22,215.92	ARB DECISION
141	040 026 18517	CARLOW ST	0.00	PRAN
142	040 030 09627	1751 WENTWORTH ST	-1,824.99	ARB DECISION
143	040 030 03110	1555 WENTWORTH ST	225,792.64	ARB DECISION
144	010 036 13510	18 PHILIPS RD	5,703.33	SECTION 357
145	010 036 24860	81 ELKINGTON CRES	3,808.80	PRAN
146	010 036 24915	87 ELKINGTON CRES	3,798.17	PRAN
147	010 037 00947	ARCHSTONE ST	1,055.32	NOT TAXED AT RATE TAXED
148	010 039 01000	35 HEBER DOWN CRES	12,448.90	PRAN
149	010 040 83800	36 NORTH ST	3,353.23	SECTION 357
150	020 001 30701	120 HALLS RD	183.28	SECTION 357
151	020 001 34082	27 SWORDFISH DR	154.19	MOS
152	020 004 11359	8 BRODEN CRES	1,249.44	PRAN
153	020 004 11361	12 BRODEN CRES	1,273.03	PRAN
154	020 004 11690	102 LOCKYER DR	517.06	PRAN
155	020 004 13104	ROSSLAND RD W	869.24	NOT TAXED AT RATE TAXED
156	030 017 04900	101 MANNING RD	20,147.94	MOS
157	030 017 04900	101 MANNING RD	20,470.31	MOS
158	010 036 24860	81 ELKINGTON CRES	-4,026.85	PRAN
159	010 036 24915	87 ELKINGTON CRES	-4,015.62	PRAN
160	010 039 01000	35 HEBER DOWN CRES	2,145.04	PRAN

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
161	020 004 11359	8 BRODEN CRES	-3,324.77	PRAN
162	020 004 11361	12 BRODEN CRES	-3,819.09	PRAN
163	020 004 11690	102 LOCKYER DR	-1,498.18	PRAN
164	020 001 34082	27 SWORDFISH DR	321.18	MOS
165	020 004 13104	ROSSLAND RD W	3,459.39	NOT TAXED AT RATE TAXED
166	010 039 01000	35 HEBER DOWN CRES	-12,448.90	PRAN
167	030 017 04900	101 MANNING RD	20,911.23	MOS
168	020 002 73045	3 HAYDOCK WAY	1,911.35	PRAN
169	020 002 73046	5 HAYDOCK WAY	1,984.51	PRAN
170	020 002 73047	7 HAYDOCK WAY	1,840.97	PRAN
171	020 002 73048	9 HAYDOCK WAY	2,023.73	PRAN
172	020 002 73055	42 DOCKSIDE WAY	1,904.77	PRAN
173	020 002 73056	40 DOCKSIDE WAY	1,991.33	PRAN
174	020 002 73057	38 DOCKSIDE WAY	1,970.87	PRAN
175	020 002 73058	36 DOCKSIDE WAY	1,853.68	PRAN
176	020 002 73059	34 DOCKSIDE WAY	2,077.19	PRAN
177	020 002 73065	22 DOCKSIDE DR	2,023.73	PRAN
178	020 002 73066	20 DOCKSIDE WAY	1,847.32	PRAN
179	020 002 73067	18 DOCKSIDE WAY	1,984.51	PRAN
180	020 002 73068	16 DOCKSIDE WAY	1,984.51	PRAN
181	020 002 73069	14 DOCKSIDE WAY	1,806.25	PRAN
182	020 002 73070	12 DOCKSIDE WAY	2,229.91	PRAN
183	020 002 73079	7 STEAMBOAT WAY	1,847.32	PRAN
184	020 002 73080	9 STEAMBOAT WAY	2,222.28	PRAN

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
185	020 002 73086	21 STEAMBOAT WAY	2,168.82	PRAN
186	020 002 73087	23 STEAMBOAT WAY	1,847.32	PRAN
187	020 002 73088	25 STEAMBOAT WAY	1,984.51	PRAN
188	020 002 73089	27 STEAMBOAT WAY	1,993.66	PRAN
189	020 002 73090	29 STEAMBOAT WAY	1,865.37	PRAN
190	020 002 73091	31 STEAMBOAT WAY	2,229.91	PRAN
191	020 002 73111	14 STEAMBOAT WAY	1,991.33	PRAN
192	020 002 73112	12 STEAMBOAT WAY	1,862.85	PRAN
193	020 002 73113	10 STEAMBOAT WAY	1,945.69	PRAN
194	020 002 73114	8 STEAMBOAT WAY	1,920.49	PRAN
195	020 002 73115	6 STEAMBOAT WAY	2,000.50	PRAN
196	020 002 73116	4 STEAMBOAT WAY	1,853.68	PRAN
197	020 002 73045	3 HAYDOCK WAY	-2,397.39	PRAN
198	020 002 73046	5 HAYDOCK WAY	-2,489.16	PRAN
199	020 002 73047	7 HAYDOCK WAY	-2,317.10	PRAN
200	020 002 73048	9 HAYDOCK WAY	-2,787.40	PRAN
201	020 002 73055	42 DOCKSIDE WAY	-2,397.39	PRAN
202	020 002 73056	40 DOCKSIDE WAY	-2,489.16	PRAN
203	020 002 73057	38 DOCKSIDE WAY	-2,489.16	PRAN
204	020 002 73058	36 DOCKSIDE WAY	-2,317.10	PRAN
205	020 002 73059	34 DOCKSIDE WAY	-2,787.40	PRAN
206	020 002 73065	22 DOCKSIDE DR	-2,787.40	PRAN
207	020 002 73066	20 DOCKSIDE WAY	-2,317.10	PRAN
208	020 002 73067	18 DOCKSIDE WAY	-2,489.16	PRAN
209	020 002 73068	16 DOCKSIDE WAY	-2,489.16	PRAN

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
210	020 002 73069	14 DOCKSIDE WAY	-2,397.39	PRAN
211	020 002 73070	12 DOCKSIDE WAY	-2,787.40	PRAN
212	020 002 73079	7 STEAMBOAT WAY	-2,317.10	PRAN
213	020 002 73080	9 STEAMBOAT WAY	-2,787.40	PRAN
214	020 002 73086	21 STEAMBOAT WAY	-2,787.40	PRAN
215	020 002 73087	23 STEAMBOAT WAY	-2,317.10	PRAN
216	020 002 73088	25 STEAMBOAT WAY	-2,489.16	PRAN
217	020 002 73089	27 STEAMBOAT WAY	-2,500.63	PRAN
218	020 002 73090	29 STEAMBOAT WAY	-2,397.39	PRAN
219	020 002 73091	31 STEAMBOAT WAY	-2,787.40	PRAN
220	020 002 73111	14 STEAMBOAT WAY	-2,489.16	PRAN
221	020 002 73112	12 STEAMBOAT WAY	-2,328.57	PRAN
222	020 002 73113	10 STEAMBOAT WAY	-2,500.63	PRAN
223	020 002 73114	8 STEAMBOAT WAY	-2,408.87	PRAN
224	020 002 73115	6 STEAMBOAT WAY	-2,500.63	PRAN
225	020 002 73116	4 STEAMBOAT WAY	-2,317.10	PRAN
226	040 030 42175	1700 VICTORIA ST E	80,420.75	ARB DECISION
227	040 030 42175	1700 VICTORIA ST E	77,150.14	ARB DECISION
228	040 028 01900	732 DUNDAS ST E	14,490.27	NOT TAXED AT RATE TAXED
229	040 028 02000	740 DUNDAS ST E	16,828.29	NOT TAXED AT RATE TAXED
230	020 002 71494	51 WHITBY SHORES	7,109.72	ARB DECISION
231	040 026 18708	114 INDUSTRIAL DR	42,854.92	ARB DECISION
232	040 030 42175	1700 VICTORIA ST E	53,464.05	ARB DECISION

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
233	040 028 01900	732 DUNDAS ST E	46,034.73	NOT TAXED AT RATE TAXED
234	040 026 18708	114 INDUSTRIAL DR	38,346.31	ARB DECISION
235	010 038 15900	29 QUEEN ST	177.60	NOT TAXED AT RATE TAXED
236	030 017 02200	301 BROCK ST	3,068.08	SECTION 357
237	010 037 06700	5615 BALDWIN ST S	-202,677.68	PRAN
238	010 041 38700	330 WINCHESTER RD W	-467,210.54	PRAN
239	010 041 01050	6775 BALDWIN ST N	1,209.92	MOS
240	010 037 28900	5455 ASHBURN RD	-160,409.56	PRAN
241	010 037 26850	5380 BALDWIN ST S	-94,418.50	PRAN
242	010 037 21500	4680 GARRARD RD	-160,123.70	PRAN
243	010 037 35500	990 TAUNTON RD E	6,397.99	MOS
244	030 018 13450	310 MARY ST E	142,777.24	NOT TAXED AT RATE TAXED
245	040 030 42175	1700 VICTORIA ST E	51,534.11	ARB DECISION
246	010 037 40100	16 ROBMAR ST	202.62	SECTION 357
247	010 037 01884	77 SLEEPY HALLOW PL	134.75	MOS
248	020 002 71494	51 WHITBY SHORES	90,339.14	ARB DECISION
249	010 039 02400	42 HEBER DOWN CRES	1,608.25	SECTION 357
250	020 002 71494	51 WHITBY SHORES	22,244.47	ARB DECISION
251	010 039 02400	42 HEBER DOWN CRES	1,812.10	SECTION 357
252	010 037 40100	16 ROBMAR ST	887.08	SECTION 357
253	010 039 02400	42 HEBER DOWN CRES	-1,608.25	SECTION 357
254	020 002 71494	51 WHITBY SHORES	-70,456.88	ARB DECISION
255	010 037 01884	77 SLEEPY HALLOW PL	137.65	MOS

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
256	010 037 40100	16 ROBMAR ST	906.19	SECTION 357
257	010 040 13300	160 WAY ST	726.33	SECTION 357
258	010 041 36101	6200 CORONATION RD	3,101.52	PRAN
359	020 004 11742	281 CORONATION RD	443.75	PRAN
260	030 024 05800	6 HILLCOURT AVE	1,399.74	SECTION 357
261	010 039 02400	42 HEBER DOWN CRES	2,259.74	SECTION 357
262	020 002 71494	51 WHITBY SHORES	34,641.75	ARB DECISION
263	020 004 17293	13 MACPHERSON ST	2,507.59	PRAN
264	020 004 17293	13 MACPHERSON ST	4,249.92	PRAN
265	010 040 06600	72 BALDWIN ST	408.20	ARB DECISION
266	010 040 06700	76 BALDWIN ST	1,428.71	ARB DECISION
267	040 030 01015	50 THICKSON RD S	2,107.27	ARB DECISION
268	040 030 01350	80 GLEN HILL DR S	12,647.14	ARB DECISION
269	040 032 14600	1916 DUNDAS ST E	3,942.37	ARB DECISION
270	010 037 29800	70 TAUNTON RD E	6,287.43	ARB DECISION
271	040 030 08500	1602 TRICONT AVE	128,240.81	ARB DECISION
272	040 030 42175	1700 VICTORIA ST E	49,910.81	ARB DECISION
273	040 026 18708	114 INDUSTRIAL DR	39,006.57	ARB DECISION
274	020 004 17293	13 MACPHERSON ST	-2,561.59	PRAN
275	010 040 06600	72 BALDWIN ST	895.08	ARB DECISION
276	010 040 06700	76 BALDWIN ST	1,566.40	ARB DECISION
277	040 030 01015	50 THICKSON RD S	4,081.28	ARB DECISION
278	040 030 01350	80 GLEN HILL DR S	13,745.95	ARB DECISION
279	040 030 07610	GLEN HILL DR	11,637.49	ARB DECISION
280	040 032 14600	1916 DUNDAS ST E	3,818.18	ARB DECISION

Schedule A – 2022 Tax Write-Off Listing

ID	ROLL NUMBER	CIVIC ADDRESS	TOTAL TAX ADJUSTMENT Taxes owed to/ (owed from) Property Owner	ADJ. REASON
281	010 037 29800	70 TAUNTON RD E	6,383.88	ARB DECISION
282	040 030 08500	1602 TRICONT AVE	130,208.06	ARB DECISION
283	010 036 23550	4015 COCHRANE ST	4,480.32	ARB DECISION
284	010 037 07852	GARDEN ST	55,051.53	ARB DECISION
285	040 030 01803	71 CONSUMERS DR	39,208.67	ARB DECISION
286	040 030 42175	1700 VICTORIA ST E	50,676.45	ARB DECISION
287	010 040 06600	72 BALDWIN ST	1,454.78	ARB DECISION
288	010 040 06700	76 BALDWIN ST	1,697.23	ARB DECISION
289	040 030 01015	50 THICKSON RD S	6,281.97	ARB DECISION
290	010 040 06700	76 BALDWIN ST	2,620.38	ARB DECISION
291	040 030 01015	50 THICKSON RD S	8,073.59	ARB DECISION
292	040 030 07610	GLEN HILL DR	12,648.58	ARB DECISION
293	040 030 07610	GLEN HILL DR	-20,202.37	ARB DECISION
294	040 030 01350	80 GLEN HILL DR S	-21,955.09	ARB DECISION
295	040 03 001350	80 GLEN HILL DR S	14,001.24	ARB DECISION
296	040 030 07610	GLEN HILL DR	12,883.49	ARB DECISION
297	040 030 07610	GLEN HILL DR	11,554.55	ARB DECISION
298	040 030 01015	50 THICKSON RD S	7,819.28	ARB DECISION
299	040 030 01350	80 GLEN HILL DR S	12,557.00	ARB DECISION
300	010 040 06700	76 BALDWIN ST	2,537.84	ARB DECISION

Town of Whitby

Staff Report

whitby.ca/CouncilCalendar



Report Title: Proposed Five-Year License Agreement with Town Brewery for a portion of 269 Water Street (the Town-Owned Pump House Property)

Report to: Committee of the Whole

Date of meeting: May 8, 2023

Report Number: FS 20-23

Department(s) Responsible:

Financial Services Department
Community Services Department

Submitted by:

Fuwing Wong, Commissioner, Financial
Service and Treasurer
John Romano, Commissioner,
Community Services

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Fuwing Wong, 905.430.4314
John Romano, 905.430.4321

1. Recommendation:

1. That the Mayor and Clerk be authorized to execute a License Agreement between the Town of Whitby and Town Brewery Inc. (substantially upon the terms and conditions set out in Attachment 2 of Report FS 20-23 and the satisfaction of the Commissioners of Financial Services/Treasurer and Legal and Enforcement Services/Town Solicitor), for the purposes of a pilot program of up to five (5) years for a pop-up food and beverage operation in a 750 square metre area of the Town-owned property at 269 Water Street;
2. That Council hereby declares the pop-ups at 269 Water Street to be Events of Municipal Significance as required by the Alcohol and Gaming Commission of Ontario (AGCO) for the purpose of applying for a Special Occasion Permit; and,

-
3. That Council supports Town Brewery Inc. applying to the AGCO for an extension of its Liquor Sales Licence, or to obtain a separate licence, to cover the pop-up operation at 269 Water Street.

2. Highlights:

- The proposed License Agreement will allow Town Brewery Inc. to operate a pilot pop-up food and beverage area, including the sale of Town Brewery branded merchandise (the “**Pop-up**”), in a portion of the Town-owned lands at 269 Water Street (the “**Licence Space**”) around the Town’s Pump House structure from May 1 to September 30 for up-to five years (2023 to 2027).
- The Pop-up may operate from 7:00 a.m. to 9:00 p.m. Sunday to Thursday and 7:00 a.m. to 11:00 p.m. Friday and Saturday.

3. Background:

Town Brewery Inc. (“**Town Brewery**”) is a local brewery, established in 2017, that produces and sells beer. Town Brewery is currently located at 1632 Charles Street in the Port Whitby neighbourhood. The proprietors of Town Brewery have expressed an interest in a long-term investment in the Town’s waterfront area to offer food and beverages to visitors. Town Brewery approached the Town about licensing the approximately 750 square metre Licence Space around the Town-owned Pumphouse, as reflected in Attachment 1 to this report. The proposal is for Town Brewery to operate a pop-up food and (alcoholic) beverage operation at the Licence Space with tables and chairs.

The Pump House was the original water plant built in 1904 and later altered in 1923. The architecture of the Pump House was typical of late 19th century industrial construction.

The Pump House had sat vacant since 1984 when expansions occurred to the water treatment plant located adjacent and east of the Pump House. Early this year the Town completed restoration works to the Pump House that will protect the and preserve the structure and until a permanent future use is determined.

4. Discussion:

Through discussions with Town Brewery, a Licensing Agreement for a five (5) year Pop-up pilot at the Licensed Space has been drafted for Council’s consideration. A copy of the License Agreement is attached to this report as Attachment 2. Highlights of the License Agreement are as follows:

- **Use of the Licence Space:** Town Brewery will be using the Licence Space as a pop-up operation to sell food, (alcoholic) beverages, and Town Brewery branded merchandise.
- **Hours of Operation:** In accordance with the Town's Noise By-law #6917-14 and Public Parks and Park Buildings By-law #7419-18, the hours of operation will be permitted to be from 7:00 a.m. to 9:00 p.m. Sunday to Thursday, and 7:00am to 11:00pm Friday and Saturday. :
 - o Whitby's Noise By-law prohibits/regulates noise (including the operation of speakers or an auditory signaling device (e.g., bell, gong)) from 9:00 p.m. to 7:00 a.m. in Residential and Park Areas;
 - o Whitby's Public Parks and Park Buildings By-law notes hours of operation from 6:00 a.m. to 10:00 p.m. (April 1 to September 30) unless the park contains lit sports fields/ courts;
 - o Under the Noise By-law and Public Parks and Park Building By-law, the Commissioners of Legal and Enforcements Services/Town Solicitor and Community Services have authority to grant exemptions to permit the operation of the proposed Pop-up. Both Commissioners have been consulted regarding the proposed hours of operation. Given that there are few residents around the Licence Area, and Council and the Community's desire to see more non-residential/non-industrial uses in Port Whitby, both Commissioners are prepared to grant exemptions. Both exemptions shall be reviewed annually to ensure that any unforeseen noise or nuisance issues that may arise are addressed. Although, the Pop-up may open as early at 7:00 a.m., to comply with AGCO regulations, the sale of alcohol may not begin until 9:00 a.m.
- **Occupancy Period and Term** – Town Brewery will have access to the Licence Space from May 1 to September 30 each year for a period of up-to five (5) years (2023 to 2027)
 - o The initial term is from June 1, 2023 to September 30, 2024;
 - o Town Brewery will have three (3) options to renew for an additional one (1) year term;
 - o This means the total pilot program may be up to five (5) years (2023 to 2027), assuming all of the options to renew are exercised;
 - o The proposed pilot program is recommended for five years to allow time for the program to grow. Also, for the initial term, 2023 and 2024, public access to the waterfront area may be impacted by the Pringle Creek Bridge replacement project. Further, the Region of Durham's Water Supply Plant project, at the property adjacent to the Town's Pumphouse property, will start construction in 2023 and construction is expected to continue to 2030.

- During the five-year pilot, the Town has the option to further licence the space, subject to Council approval, to other interested vendors from October 1 to May 31, annually.
- **Licence Fee:** \$2,000 per month
 - The space is currently vacant/not used and park space so market rates have not been determined for the pop-up pilot. The proposed fee has been set to be reasonably low to allow licensees to focus on capital investments for the area and promotion of the pop-up. The fee should not be a barrier for other qualified/interested licensees during the pilot program.
- **Subcontracting of Services provided by the Pop-up:** The agreement does not allow for subcontracting of services without the written consent of the Town. Town Brewery has expressed an interest to bring other vendor(s) into the Licence Space to provide food. Each vendor will be reviewed by the Town and approved, if appropriate.
- **End of Pilot/Direct Negotiations:** The License Agreement provides the Town the option to negotiate with Town Brewery following the Pop-up pilot program based on its success, public feedback, and Council direction. Staff will report to Council in 2028 on the results of the pilot program and recommend continuation, potential expansion (if appropriate), lessons learned, and recommendations on appropriate agreement terms (including pricing of the Licence Space).
- **Early Termination:** The Town of Whitby and Town Brewery, each, have a right to terminate the License Agreement upon sixty (60) days prior written notice.
- **Utilities/Servicing:** Currently, there are no utilities or water/waste-water service for the Licence Space. However, the agreement provides for the Town's co-ordination to assist in the installation of utilities and/or servicing should Town Brewery wish to have such services installed at their cost during the term of the agreement.
- **Waste:** Town Brewery will be responsible for the removal and disposal of waste generated by the operation of the Pop-up in the Licence Space.
- **Fencing:** Currently, there is fencing around the Pumphouse structure installed by the Town. As part of the License Agreement, costs associated with installation of additional/new fencing required to delineate the Licence Space/Pop-up operational space will be shared 50% by the Town and 50% by Town Brewery with the Town owning this fencing at the end of the agreement term.

- **Redevelopment of the Region's adjacent Water Treatment Plant:** Town Brewery has also been advised of the redevelopment plans of the Region's adjacent Water Treatment Plant, and the re-routing of the Town's waterfront trail. The waterfront trail will pass directly in front of 269 Water Street as opposed to the rear of the property. Town Brewery has indicated that they do not have concerns related to the Region's project.

In addition to the above, Town Brewery is responsible for:

- Obtaining all permits required to operating the Pop-Up, including obtaining permits from the AGCO;
- Obtaining insurance as outlined in the License Agreement;
- Obtaining a certificate from the Medical Officer of Health stating that the health and sanitary requirements for the Pop-up have been met; and
- Ensuring the number of portable washrooms comply with and satisfy the requirements of the Region of Durham Health Department and AGCO.

Licence from the AGCO:

Town Brewery has been in contact with the AGCO with respect to obtaining the necessary permits and licences to permit liquor sales at the pop-up operation at the Pump House. Town Brewery will initially apply for a Special Occasion Permit as a public event of municipal significance, and will subsequently investigate what is required to extend its Liquor Sales Licence to cover operations at the Pump House. By adopting the recommendations contained in this report, Town Brewery will have the support required by the municipality to proceed with its applications to the AGCO.

5. Financial Considerations:

With the exception of 2023, annual revenues from the proposed Licence Agreement during the five-year pilot (2023 to 2027) are expected to be \$10,000 per year (2023 is expected to be \$8,000).

As noted in the License Agreement, the Town's expenditures/investment for the Pop-up pilot is mainly a 50% share of additional fencing to outline boundaries of the Pop-up operating area. The fencing will be owned by the Town at the end of the Licence term. Town staff will evaluate future and more significant capital investments to the area (e.g., utilities and servicing) following the pilot program, if appropriate.

6. Communication and Public Engagement:

The food truck vendor located to the west of the Pump House on Water Street has been notified of the potential for a food and beverage pop up being located at the Pump House and expressed no concerns.

7. Input from Departments/Sources:

All Town departments were circulated on the Pop-up licence request and feedback received has been incorporated into the report/Licence Agreement. As noted above, the Parks Division of the Community Services Department and Legal Services Division of the Legal and Enforcement Services Department have been involved in the development and review of the Licence Agreement as well as the consideration of any noise/nuisance concerns that may arise.

8. Strategic Priorities:

The Town of Whitby's waterfront is one of the top priorities identified in the past two Citizen Budget Surveys and has also been identified as a top priority in the first phase of the Town's Community Strategic Plan. This Pop-up proposal will bring additional commercial uses to the Whitby Waterfront area, identified as a priority through the first phase of the Town's Community Strategic Plan.

9. Attachments:

Attachment 1 – Map of the Licence Space;

Attachment 2 – License Agreement

Proposed Licence Space

(blue outline indicates the 750 square metre of Proposed Licence Space around the Pump House Structure)



LICENSE AGREEMENT (PUMPHOUSE)

THIS AGREEMENT made as of this day of May, 2023

B E T W E E N:

THE CORPORATION OF THE TOWN OF WHITBY

(the "Licensor")

- and -

TOWN BREWERY INC.

(the "Licensee")

WHEREAS the Licensor is the registered owner of the property legally described as: Part Lot 26, Concession Broken Front, Township of Whitby; Part Beach & Water Lots in front of Lot 26, Concession Broken Front, Township of Whitby; Part 2, Plan 40R-4674; WHITBY (PIN 26486-00 (LT)) and municipally known as 269 Water Street, Whitby, as outlined in red on **Schedule "A"** attached hereto (the "**Licensor's Property**");

AND WHEREAS the Licensee is desirous of using approximately seven hundred and fifty (750) square metres of the Licensor's Property, as outlined in blue on **Schedule "A"** attached hereto (the "**Licenced Space**"), as a pop-up food and beverage area;

AND WHEREAS the Licensor is agreeable to licensing the Licensed Space on a temporary basis to the Licensee for the purpose of conducting a pilot for the operation of a pop-up food and beverage area ("**Pop-up Pilot**") in the Licenced Space as herein described and subject to terms and conditions hereinafter contained.

NOW THEREFORE in consideration of the fees, covenants and agreements herein contained and hereby assumed, the parties for themselves and their respective successors and assigns do hereby covenant and agree with one another as follows:

1. **USE OF LICENCED SPACE**

- 1.01 The Licensee shall use and occupy the Licenced Space for the purpose of operating a pop-up food and beverage area, including the sale of Town Brewery branded merchandise, and for no other purpose (the "**Pop-up**").
- 1.02 The Licensee shall not do or permit to be done at the Licenced Space anything that may:
 - a) constitute a nuisance;
 - b) cause damage to the Licenced Space;

- c) cause injury or annoyance to the occupants of neighbouring properties;
- d) make void or voidable any insurance upon the Licenced Space or the Licensor's Property; and/or,
- e) constitute a breach of any by-law, statute, order or regulation of any municipal, provincial or other competent authority relating to the Licenced Space.

1.03 The Licensee shall have access to the Licensed Space from May 1 to September 30 each year of the Term ("**Occupancy Period**").

1.04 The Licensor reserves the right to license the Licenced Space to other users from October 1 to April 30 each year of the Term.

2. TERM

2.01 The term of this Licence shall be for two (2) years commencing on the first (1st) day of June, 2023 and ending on the thirty-first (31st) day of December, 2024 (the "**Initial Term**").

3. OPTION TO EXTEND

3.01 Provided the Licensee is not in breach of the terms of this Licence at the expiry of the Term, the Licensee shall have three (3) further options to renew for an additional one (1) year upon the same terms and conditions as contained in this Licence (the "**Renewal Terms**"). In order to exercise such option, the Licensee shall give notice in writing to the Licensor no later than ninety (90) days prior to the date of expiry of the then current Term. If no such notice is given, all subsequent options to extend shall be null and void and the Licence shall terminate and be at the end of the last day of the Term or then current Renewal Term (hereinafter the Initial Term, and Renewal Term, are collectively referred to as the "**Term**").

4. END OF POP-UP PILOT

4.01 Following the end of the Pop-up Pilot (the Term of the Licence), the Licensor shall have the option to negotiate directly with the Licensee on a new License Agreement. Notwithstanding the foregoing, if, after the Term, the Pop-up Pilot is not successful and/or there is different direction received from Town of Whitby Council, the Licensor may not exercise this option.

5. FEES AND EXPENSES

5.01 The Licensee shall pay fees to the Licensor during the Occupancy Period of the Term of the Licence as follows:

- a) \$2,000.00 per month being payable on the first day of each and every month of the Initial Term; and,

- b) For each successive year of the Renewal Term, the Licensee shall pay to the Licensors monthly fees in the amount of the immediately preceding licensed period, increased by the percentage increase in the All Item Consumer Price Index published by Statistics Canada, for the Province of Ontario, based on the latest figure available in January of that year, compared to the immediately preceding licensed period, payable monthly in equal installments due the first of each and every month of the Renewal Term and any Extension; and,
- c) all sums required by the Licence and agrees that all amounts payable by the Licensee to the Licensors or to any other party pursuant to the provisions of this Licence shall be deemed to be fees ("**Fees**" or "**Additional Fees**") whether or not specifically designated as such in this Licence.

5.02 The Licensee covenants and agrees to pay the following expenses, where applicable, related to licensing the Licenced Space:

- a) business taxes and licenses;
- b) realty taxes and rates, charges or levies, duties and assessments;
- c) all maintenance and repairs to the Licenced Space, except as provided for herein;
- d) insurance premiums related to insurance as specified in this Licence;
- e) harmonized sales tax, and/or any like taxes imposed by any governing authority, and
- f) costs of hydro, water, and sewer (the "**Utilities**"), should the Licenced Space, be serviced during the Term.

5.03 The Licensors shall invoice the Licensee for any taxes and Utilities costs at the end of the Occupancy Period or as it may from time to time deem necessary.

5.04 The Licensee hereby agrees to indemnify, defend and save the Licensors harmless in respect of any liability to the Licensors in respect of the expenses payable by the Licensee as provided for herein.

5.05 The Licensee acknowledges that there are no Utilities servicing the Licenced Space. Should Utilities be installed within the Term of this Licence, the Licensors shall not be liable for any loss of business by the Licensee or for any injury to the Licensee, its servants, agents, employees, customers and invitees or for any injury or damage to the Licenced Space or to any property of the Licensee caused by any interruption or failure in the supply of any Utilities to the Licenced Space.

- 5.06 If the Licensee fails to make any of the payments required by this Licence or perform any of its obligations pursuant to this Licence, then the Licensors may, but is not obligated to, make such payments or perform such obligations and charge the Licensee as Additional Fees. If such payments or charges comprising Additional Fees are not paid by the Licensee on demand, the Licensors shall be entitled to the same remedies and may take the same steps for recovery of the unpaid payments and charges comprising Additional Fees as Fees in arrears.
- 5.07 All payments to be made by the Licensee pursuant to this Licence shall be delivered to the Licensors at the Licensors' address for service set out in Section 22 or to such other place as the Licensors may from time to time direct in writing.
- 5.08 All Fees and/or Additional Fees in arrears and all sums paid by the Licensors for expenses incurred which should have been paid by the Licensee shall bear interest from the date payment was due, or made, or expense incurred at a rate per annum equal to the prime commercial lending rate of the Licensors' bank plus two per cent (2%).
- 5.09 The Licensee acknowledges and agrees that the payments of Fees and Additional Fees provided for in this Licence shall be made without any deduction for any reason whatsoever unless expressly allowed by the terms of this Licence or agreed to by the Licensors in writing; and no partial payment by the Licensee which is accepted by the Licensors shall be considered as other than a partial payment on account of Fees and/or Additional Fees owing and shall be without prejudice to the Licensors' right to recover any Fees and/or Additional Fees owing.

6. RIGHTS AND OBLIGATIONS

- 6.01 The Licensee shall:
- a) Coordinate the set-up and timely removal of services required for the operation of the Pop-up (eg. portable washrooms, portable generators, tables, waste receptacles, etc.) and pay any associated fees and charges;
 - b) Obtain all permits, including Special Occasion Permits from the Alcohol and Gaming Commission of Ontario ("**AGCO**"), required to operate the Pop-up;
 - c) Abide by all requirements and permit conditions of the AGCO;
 - d) Obtain a Certificate from the Medical Officer of Health stating that all health and sanitation requirements for the Pop-up have been met, and will ensure the number of portable washrooms comply with and satisfy the requirements of the Region of Durham Health Unit and the AGCO;

- e) Ensure the Pop-up is appropriately staffed during all hours of operation;
- f) Only operate the Pop-up between the hours of 7:00 a.m. and 9:00 p.m., Sunday to Thursday, and 7:00 a.m. and 11:00 pm., Friday and Saturday;
- g) Be responsible for all staffing, relief, pay, supervision, discipline, health and safety training, employment insurance, leaves, uniforms all other matters arising from the relationship between the employer and their employees or their volunteers, as applicable, in accordance with the Employment Standards Act;
- h) Be responsible for conducting their own negotiations with their suppliers, including the administration of their own contracts;
- i) Be responsible for the removal of waste from operation of the Pop-up, including waste generated from Pop-up patrons;
- j) Reimburse the Landlord for fifty percent (50%) of the cost of new fencing installed around the perimeter of the Licensed Space acknowledging that the Landlord shall retain one hundred percent (100%) ownership in said fencing at the end of the Term;
- k) Return any keys provided to them by the Licensor upon the expiration or termination of the Licence;
- l) Be responsible for maintaining control over storage and safekeeping of the Licensee's property (such as inventory, money and equipment) within the Licenced Space;
- m) Not store any equipment or goods outside the Licenced Space; and,
- n) Not subcontract any services provided by the Pop-up, without the prior written consent of the Licensor.

6.02 The Licensor shall:

- a) Provide new fencing around the perimeter of the Licenced Space with fifty percent (50%) of the cost being reimbursed by the Tenant;
- b) Provide an exemption to the Town of Whitby's Noise By-law #6917-14 and Public Parks and Park Buildings By-law #7419-18 to allow the Licensee to operate the Pop-up until 11:00 p.m. on Fridays and Saturdays during the Occupancy Period;
- c) Provide keys to the Licensee to access the Licenced Space; and,

- d) Co-ordinate the installation of Utilities subject to:
 - i) A written request from the Licensee committing to the full costs;
 - ii) The Licensor's sole discretion as to the feasibility of servicing the Licenced Space (including cost and disruption to the area); and,
 - iii) the Licensor receiving a cash security, from the Licensee, for the initial cost estimate of the servicing.

7. LICENSOR'S OPTION TO TERMINATE

- 7.01 It is hereby agreed and understood that either the Licensor or Licensee may terminate this Licence for any reason whatsoever, without cause and without any liability, cost or penalty, upon sixty (60) days prior written notice to the other Party.

8. COMPLY WITH ALL LAWS

- 8.01 The Licensee shall obey all federal, provincial and municipal laws, regulations, orders-in-council and by-laws that could in any way pertain to the Licenced Space or the operation of the Pop-up, including (but not limited to) the Licensor's Public Code of Conduct and Noise By-law #6917-14, as well as comply with the agency requirements including the Ontario Provincial Police, Durham Regional Police, Whitby Fire and Emergency Services, Region of Durham Health Unit, AGCO and any other applicable agencies.

9. HEALTH AND SAFETY

- 9.01 The Licensee shall comply with all governing regulations related to employee health and safety. The Licensee shall keep employees and subcontractors informed of such regulations.
- 9.02 All of the Licensee's personnel must be covered by the insurance plan under the Workplace Safety and Insurance Act, 1997, and the Company must provide a copy of their most recent Workplace Safety and Insurance Board ("WSIB") Clearance Certificate.
- 9.03 The Licensee shall fully indemnify and save harmless the Licensor from any and all charges, fines, penalties and costs that may be incurred or paid by the Licensor if the Licensor or any of its employees shall be made a party to any charge under the Occupational Health and Safety Act as a result of any violation of the Act by the Licensee.
- 9.04 The Licensee voluntarily assumes any and all risks associated with exposure to COVID-19, which risks include but are not limited to the risk of personal injury, illness and death.

10. ASSIGNMENT

- 10.01 The Licensee shall not assign, set over, transfer, or sub-license, hypothecate, encumber or in any way deal with or part with a transfer in whole or in part of the Licenced Space to anyone, for or during the whole or any part of the Term without the prior written consent first being obtained from the Licensors and such consent may be unreasonably withheld.

11. ALTERATIONS, REPAIRS AND MAINTENANCE

- 11.01 No permanent additions, modifications or alterations ("**Permanent Improvements**") are to be made to the Licenced Space by the Licensee without the prior written consent of the Licensors, which consent shall not be unreasonably withheld. All such Permanent Improvements consented to by the Licensors are to be made only at the expense of the Licensee. Upon affixation, such Permanent Improvements shall immediately become the property of the Licensors and shall be regarded for all purposes as part of the Licenced Space. Any and all such Permanent Improvements shall be made in accordance with all applicable laws and regulations.
- 11.02 The Licensee may install on the Licenced Space its usual temporary fixtures and personal property ("**Licensee's Property**") in a proper manner; provided that no installation or repair shall interfere with or damage the Licenced Space. If the Licensee is not then in default hereunder, the Licensee's Property installed on the Licenced Space by the Licensee may be removed by the Licensee from time to time, in the ordinary course of the Licensee's business, or in the course of reconstruction, renovation or alteration of the Licenced Space by the Licensee, provided that the Licensee promptly repairs, at its own expense, any damage to the Licenced Space resulting from the installation and removal, reasonable wear and tear excepted. The Licensee shall remove the Licensee's Property from the Licenced Space upon the termination or expiration of this Licence.
- 11.03 The Licensee agrees that it shall, at the end of each Occupancy Period during the Term or other expiration of this Licence, put the Licenced Space back in the same condition as when the Licensee took possession, including the removal of the Licensee's Property, except to the extent that any Permanent Improvement had been previously consented to by Licensors.
- 11.04 Maintenance and Repair: The maintenance and repair of the Licenced Space shall be governed as follows:
- a) The Licensee shall maintain and repair the Licenced Space at its own expense and keep the area in a clean and sanitary condition and in accordance with all laws, directions, rules and regulations of the governmental agencies having jurisdiction. The Licensee's

obligation under this Section includes keeping the Licenced Space in good order and repair or otherwise presentable and maintained in good operating condition.

- b) The Licensors may enter the Licenced Space, from time to time, to view the state of repair.
- c) Where an inspection reveals repairs or maintenance is necessary and required by the Licence to be done by the Licensee, the Licensors shall give the Licensee written notice of same. The Licensee will, within fifteen (15) days from the delivery of the notice, make, or commence making and diligently proceed to complete, the repairs in a good and workmanlike manner. In addition to any other provision of this Licence, the Licensors may enter the Licenced Space and perform any repairs which the Licensee has failed to make under this Section for which the Licensors are entitled to collect as Additional Fees.

11.05 If the Licensee observes any apparent material damage to the Licenced Space by any cause, it shall immediately notify the Licensors. If any material damage becomes known to the Licensee or reasonably should have been observed by the Licensee and the Licensee fails to notify the Licensors, the Licensee shall be liable for any costs incurred by the Licensors in repairing the defect or damage which can be shown to be directly attributable to the actions of the Licensee and those for whom in law the Licensee is responsible (including failure to give the required notice) after such defect or damage became known to the Licensee or reasonably should have been observed by the Licensee.

12. FIXTURING PERIOD

12.01 The fixturing period for the Licenced Space shall commenced on June 1, 2023, together with the Licensee providing the Licensors with the following:

- a) Evidence of insurance as set out in Section 16 of this Licence;
- b) Receipt of payment of the first month's Fees; and,
- c) Receipt of all necessary approvals and permits, as may be required, including but not limited to WSIB Clearance Certificates, AGCO Special Occasion Permits, approved plans for alterations and/or additions, and building permits.

13. SIGNS

13.01 The Licensee shall, at their own expense, be responsible for the supply and installation of appropriate signate designating the Licenced Space as a Pop-up and posting the hours of operation.

- 13.02 Notwithstanding 13.01, the Licensee shall not paint, affix, display or cause to be painted, affixed or displayed, any sign, picture, advertisement, notice, lettering or direction on any part of the exterior of the Licenced Space or fencing without first obtaining the written approval of the Licensors, which approval shall not be unreasonably withheld.
- 13.03 If the Licensee affixes such sign without the Licensors consent and the Licensors objects to any such item being so painted, affixed or displayed, the Licensee shall immediately remove such item at the Licensee's expense, failing which the Licensee agrees that the Licensors may, without liability on the Licensors part and without notice to the Licensee, enter the Licenced Space and remove such item at the Licensee's expense.

14. QUIET ENJOYMENT

- 14.01 Subject to the Licensors rights under this Licence and provided the Licensee pays all Fees and Additional Fees under this Licence and performs all of the Licensee's covenants contained in this Licence, the Licensee shall have quiet enjoyment of the Licenced Space during the Occupancy Period throughout the Term of this Licence without any interruption or disturbance from the Licensors or any other person or persons lawfully claiming through the Licensors.

15. WASTE

- 15.01 The Licensee shall not do or suffer any waste or damage, disfiguration or injury to the Licenced Space. No part of the Licenced Space shall be used for any dangerous, noxious or offensive trade or business. The Licensee shall not do anything or permit anything to be brought on the Licenced Space which the Licensors may reasonably deem to be a nuisance.
- 15.02 The Licensee shall not allow any refuse, garbage or other loose, objectionable material to accumulate in, on or about the Licenced Space and will at all times keep it in a clean, sanitary, and wholesome condition.
- 15.03 The Licensee shall not carry on any business or operation or permit anything to be done on the Licenced Space which contravenes any provision of the *Environmental Protection Act*, its amending or successor legislation, and shall not discharge any pollutant or contaminant into the natural environment, as those terms are defined in the *Environmental Protection Act*.
- 15.04 The Licensee shall be responsible for the removal and disposal of any and all debris, garbage and waste generated by the operation of the Pop-up from the Licenced Space to the satisfaction of the Licensors.

15.05 The Licensee shall not generate, store, manufacture, refine, transport, treat, dispose of, or otherwise permit to be present on or about the Licenced Space any hazardous substances. As used herein, the term **"Hazardous Substances"** shall mean any flammable, explosive, radioactive materials, hazardous wastes, hazardous and toxic substances or related materials, asbestos or any materials containing asbestos, or any other hazardous or toxic substance or material as defined by any environmental law, rule or regulation. It is understood and agreed that the provisions contained in this Section shall be applicable notwithstanding the fact that any substance shall not be deemed to be a Hazardous Substance at the time of its use by the Licensee but shall thereafter be deemed to be a Hazardous Substance.

16. INSURANCE

16.01 The Licensee, at its sole cost and expense, will maintain the insurance described below throughout the Term of this Licence, with insurers licensed and approved to operate in the province of Ontario:

- a) "all risks, including earthquake and flood, property insurance in an amount equal to full replacement cost, insuring (a) all property owned by the Licensee or for which it is responsible, and located within the Licenced Space, including but not limited to, fittings, fixtures, additions, alterations, partitions, and all other Licensor's and Licensee's improvements, and (b) the Licensee's Property;
- b) Public liability insurance in a "commercial general insurance" format to include coverage against bodily injury, including death, and property damage. Such insurance is to name the Licensee as insured and The Corporation of the Town of Whitby as additional insured, and shall:
 - i) include extensions of coverage such as personal injury, contractual liability, premises liability, contingent employers' liability, owners' and contractors' protective liability, products and completed operations, property damage, cross liability and severability of interests clause, liquor liability, and non-owned automobile insurance;
 - ii) cover the Licensee's use of the Licenced Space, including all of the Licensee's and their patron's activities and operations within all areas of Licensor's Property and any other person performing work on behalf of the Licensee, and those for whom the Licensee is responsible;
 - iii) be written on an "occurrence" form with inclusive limits of liability no less than \$5,000,000 per occurrence; and,

- c) Any other forms of insurance that the Licensor requires, from time to time, in form, in sums and for perils or risks insured against which a prudent Licensee would insure and shall name the Licensor as an additional insured. The Licensor reserves the right to request higher limits of insurance coverage depending on the type of exposure and nature of the Licence.

16.02 All insurance carried by the Licensee shall contain a waiver of any right of subrogation which the Licensee's insurers might have against the Licensor and against those for whom the Licensor is in law responsible whether any such damage is caused by the act, omission or negligence of the Licensor or those for whom the Licensor is in law responsible.

16.03 All policies will:

- a) be placed with insurers acceptable to the Licensor, in a form acceptable to the Licensor;
- b) be the primary insurance and not excess or contributing with any other insurance available to the Licensor;
- c) will not be invalidated in respect of the interest of the Licensor, by reason of any breach or violation of warranty, representations, declarations or conditions contained in the policies; and
- d) will contain a condition by insurers to notify the Licensor in writing not less than sixty (60) days before any cancellation or material change in policy conditions is effected.

16.04 Licensee will deliver proof that all of the required insurance described above is in full force and effect to the Licensor on the Licensor's form of Certificate of Insurance, attached hereto as **Schedule "B"**, duly executed by the Licensee's insurers or their duly authorized representatives. Such certificates must authenticate fully the limits and special conditions of such insurance as required by this Section. If required by the Licensor, the Licensee will deliver Certified copies of all policies as soon as possible. No review or approval of any insurance certificate or policy by the Licensor derogates from or diminishes the Licensor's rights under this Licence.

16.05 Licensor's Insurance

- a) The Licensor shall carry insurance throughout the term of this Licence such insurance with such deductibles and in such reasonable amounts as the Licensor shall deem reasonable, expedient and beneficial, including but not limited to the following:
 - i) "all risk" including flood and earthquake property insurance covering all property owned by the Licensor, including the Licenced Space and including all Licensor's improvements and

betterment's, in an amount not less than the replacement cost thereof;

- ii) commercial general liability insurance with respect to the Licensor's ownership and operation of the Licensor's Property, covering third party liability and property damage; and,
- iii) insurance against any other type of loss that the Licensor may require or deem advisable.

16.06 This Section does not relieve the Licensee from liability arising from or contributing to by its negligence or its misconduct nor is any insurable interest conferred upon the Licensee under any insurance policy carried by the Licensor, and the Licensee has no right to receive proceeds from any of those policies.

16.07 If the Licensee desires to receive indemnity by way of insurance for any property of the Licensee or for the Licensee's Property, the Licensee shall insure the same for their own account and not look to the Licensor for reimbursement or recovery in the event of loss or damage from any cause.

16.08 Premium Increases and Cancellation

- a) The Licensee shall promptly comply with all requirements (provided that they are reasonable and not inconsistent with the Licensee's rights under this Licence) of the Licensor's insurance underwriters regarding use and occupancy of the Licenced Space, and the Licensee shall not do or omit to do, or permit to be done or omitted anything that shall cause any insurance premium with respect to the Licensor's Property or any part thereof to be so increased or cause any policy of insurance to be cancelled. If any insurance premium shall be so increased for such a cause the Licensee shall pay to the Licensor forthwith upon demand the amount of such increase. If any insurer threatens to cancel, cancels or refuses to renew any insurance policy carried by the Licensor by reason of the use or occupancy of the Licenced Space by the Licensee for reasons not permitted by this Licence, the Licensee shall forthwith rectify or remedy such situation within the time limit required by the insurer upon being requested to do so in writing by the Licensor, and if the Licensee shall fail to do so the Licensor may at its option, without prejudice to any other rights it may have, terminate this Licence by notice to the Licensee.

16.09 Limitations of Licensor's Liability

- a) The Licensor shall not be liable for death or injury of any nature whatsoever that may be sustained by the Licensee or any employee, agent or customer of the Licensee or any other person arising from any occurrence in, upon, at or relating to the Licenced

Space or elsewhere. Without limiting the generality of the foregoing, the Licensors shall not be liable for any damage or damages of any nature whatsoever to persons or property on the Licenced Space, caused by explosion, fire, theft, breakage, by drainage, snow, rain, or ice removal, by the interruption of any public utility or service, by steam, gas, water, rain, snow, or other substances leaking, issuing or flowing into any part of the Licenced Space, or by anything done or omitted to be done by any Licensee, occupant or person in the buildings.

- b) In addition, the Licensors shall not be liable for any loss or damage for which the Licensee is required to insure pursuant to Section 16 hereof, nor for any loss or damage resulting from construction, alteration or repair; provided always that the Licensors shall not knowingly or persistently be in default of any of its obligations under this Licence.

17. LICENSEE'S INDEMNITY OF LICENSOR

- 17.01 The Licensee shall indemnify, defend and save the Licensors, its elected and appointed officials, employees and agents, harmless of and from all claims, actions, costs and loss of every nature which the Licensors shall become liable for or suffer by reason of any breach, violation or non-performance by the Licensee of any covenant, term or provisions of this Licence or by reason of any injury or death resulting from, occasioned to or suffered by any person or persons or any property by reason of any act, neglect or default on the part of the Licensee or any of its agents or employees.
- 17.02 Notwithstanding any other provisions of this Licence, this indemnification shall survive termination of the Licence, with respect to any matter referred to in this Section which occurs during the Term.

18. CONSTRUCTION LIENS AND ENCUMBRANCES

- 18.01 The Licensee shall indemnify, defend and hold the Licensors harmless from and against any liability, claim, damages or expenses (including legal expenses) arising from any claim made against the Licenced Space or the Licensors' Property for construction liens related to work done by or on behalf of the Licensee and all work which the Licensee is obliged to do and any such liability, claims, damages or expenses incurred by the Licensors shall be paid by the Licensee to the Licensors on demand.
- 18.02 The Licensee shall cause all registrations of claims for construction liens and/or certificates of action under the Construction Act for any work done by or on behalf of the Licensee, and all work which the Licensee is obliged to do, to be discharged or vacated, as the case may be, within fifteen (15) days of such registration or within five (5) days after notice from the Licensors, failing which the Licensors, in addition to any other rights or remedies it may have, may, but shall not be obligated to,

discharge such liens and/or certificates by payment to the claimant, make payment into court, or otherwise; and, any such payments and the Licensor's legal costs (on a solicitor and his client basis) and other costs of obtaining and registering such discharges shall be repaid by the Licensee to the Licensor on demand.

18.03 Licensee shall ensure that no lien, and no charge, mortgage, security interest, floating charge, debenture or other encumbrance (collectively, "**Encumbrance**") is registered against the Licenced Space or any part of the Licensor's Property, against the Licensor's interest in Licensor's Property, or against the Licensee's interest in the Licenced Space, and if any such lien or Encumbrance is made, filed or registered, the Licensee shall immediately discharge it or cause it to be discharged at the Licensee's sole expense.

18.04 If the Licensee fails to immediately discharge or cause any such lien or Encumbrance to be discharged within the timeline set out in Section 18.02, then, in addition to any other right or remedy of the Licensor, the Licensor may, at its option discharge it by paying the amount required to discharge it into Court or directly to the lien claimant or holder of the Encumbrance and the amount paid by the Licensor and all costs and expenses including but not limited to solicitor's fees (on a solicitor-client basis) incurred as a result of the making, filing or registration of any such lien or Encumbrance including, without limitation, for the discharge of such lien or Encumbrance shall be immediately due and payable by the Licensee to the Licensor on demand.

19. ACTS OF DEFAULT AND LICENSOR'S REMEDIES

19.01 An Act of Default has occurred when:

- a) the Licensee has failed to pay Fees for a period of fifteen (15) consecutive days;
- b) the Licensee has breached its covenants or failed to perform any of its obligations under this Licence; or,
 - i) the Licensor has given notice specifying the nature of the default and the steps required to correct it; and,
 - ii) the Licensee has failed to correct the default as required by the notice within a reasonable time or the time indicated on the notice, taking into account the nature and effect of the Act of Default;
- c) the Licensee has:
 - i) become bankrupt or insolvent or made an assignment for the benefit of Creditors; or,

- ii) had its property seized or attached in satisfaction of a judgment; or,
 - iii) had a receiver appointed; or,
 - iv) subject to the provisions of Section 18 committed any act or neglected to do anything with the result that a Construction Lien or other encumbrance is registered against the Licensor's property; or,
 - v) taken action if the Licensee is a corporation, with a view to winding up, dissolution or liquidation; or,
 - vi) failed to conduct its business in a professional and businesslike manner so as to have a demonstrably negative impact on the Licensor's municipal corporate image;
- d) any insurance policy is cancelled or not renewed by reason of the use or occupation of the Licenced Space, or by reason of non-payment of premiums;
- e) the Licenced Space:
- i) becomes vacant or remains unoccupied for a period of thirty (30) consecutive days during the Occupancy Period; or,
 - ii) is not open for business on more than thirty (30) business days (Monday to Friday) or for any twelve (12) consecutive business days in the Occupancy Period; or,
 - iii) is used by any person or persons other than the Licensee or anyone else the Licensee is responsible for by law; or,
 - iv) is used for any other purpose than as provided for in this Licence without the written consent of Licensor.

19.02 When an Act of Default on the part of the Licensee has occurred:

- a) the current month's Fees, together with any Fees in arrears and one additional month's Fees, shall become due and payable immediately; and,
- b) the Licensor shall have the right to terminate this Licence and to re-enter the Licenced Space and deal with it as it may choose.

19.03 If, because an Act of Default has occurred, the Licensor exercises its right to terminate this Licence and re-enter the Licenced Space prior to the end of the Term, the Licensee shall nevertheless be liable for payment of Fees and all other amounts payable by the Licensee in accordance with the provision of this Licence. The Licensee agrees to be liable to the Licensor, until the end of the Term, of the Licence for

payment of all Fees agreed to by the Parties to be paid during the Term.

- 19.04 If, when an Act of Default has occurred, the Licenser chooses not to terminate the Licence and re-enter the Licenced Space, the Licenser shall have the right to take any and all necessary steps to rectify any or all Acts of Default of the Licensee and to charge the costs of such rectification to the Licensee and to recover the costs as Fees.
- 19.05 If, when an Act of Default has occurred, the Licenser chooses to waive its right to exercise the remedies available to it under this Licence or a law, the waiver shall not constitute condonation of the Act of Default, nor shall the waiver be pleaded as an estoppel against the Licenser to prevent its exercising its remedies with respect to a subsequent Act of Default. No covenant, term, or condition of this Licence shall be deemed to have been waived by the Licenser unless the waiver is in writing and signed by the Licenser.

20. ABANDONMENT OF GOODS

- 20.01 Any goods, chattels, fixtures, inventory, equipment and other property of the Licensee not removed from the Licenced Space at the end of the Occupancy Period, or within seven (7) days from the date of expiry of the Term or termination of the Licence, shall be deemed to have been abandoned by the Licensee and the Licenser may remove and dispose of them (by private or public sale), destroy them, retain them or convey them to a new Licensee or otherwise deal with them in any manner whatsoever without compensation to the Licensee.

21. NO PARTNERSHIP

- 21.01 The Licenser does not in any way or for any purpose become a partner of the Licensee, in the conduct of its business or otherwise, or a joint venture or a member of a joint enterprise with the Licensee, nor is the relationship of principal and agent created by this Licence or any dealings between the Licenser and the Licensee.

22. NOTICE

- 22.01 Any notice required or permitted to be given by one party to the other pursuant to the terms of this Licence may be given:

To the Licenser at:

575 Rossland Road East
Whitby, Ontario L1N 2M8
Email: clerk@whitby.ca

To the Licensee at:

1632 Charles Street
Whitby, Ontario, L1N 1B9
Email: jeff@townbrewery.ca

- 22.02 The above addresses may be changed at any time by giving ten (10) days written notice.
- 22.03 Any notice given by one party to the other in accordance with the provision of this Licence shall be deemed conclusively to have been received on the date delivered if the notice is served personally or seventy-two (72) hours after mailing if the notice is mailed or on the date of sending of an email.

23. FORCE MAJEURE

- 23.01 Notwithstanding anything to the contrary contained in this Licence, if either Party hereto is bona fide delayed or hindered in or prevented from doing anything required by this Licence by reason of strikes, labour troubles, inability to procure materials or services, power failure, restrictive governmental laws or regulations, riots, insurrection, sabotage, rebellion, war, pandemic, act of God, or other reason whether of a similar nature or not which is not the fault of the Party delayed, then the required performance is excused for the period of the delay but the Party delayed shall perform within the appropriate time period after the expiration of the period of delay. However, the provisions of this Section do not operate to extend the Fixturing Period as noted in Section 12 of this Licence, nor to excuse the Licensee from the prompt payment of Fees.

24. REGISTRATION

- 24.01 The Licensee shall not at any time register notice of or a copy of this Licence on title to the Licensor's Property of which the Licenced Space form's part.

25. INTERPRETATION

- 25.01 The words importing the singular number only shall include the plural, and vice versa, and words importing the masculine gender shall include the feminine gender, and words importing persons shall include firms and corporations and vice versa.
- 25.02 The headings used in this Licence are included for convenience only and shall not affect the interpretation hereof.
- 25.03 Unless the context otherwise requires, the word Licensor and the word Licensee wherever used herein shall be construed to include the executors, administrators, successors and assigns of the Licensor and Licensee, respectively.

25.04 The obligations of the parties designated by this Licence as the Licensee or Licensees are joint and several and each and every covenant and obligation of the Licensee herein shall be the covenant and obligation of each of them.

26. CORPORATE LICENSEE

26.01 The Licensee warrants that it has the corporate power and capacity to enter into this Licence and to effect the matters contemplated and that this Licence has been duly authorized, executed and delivered to the Licensor and constitutes a valid and binding obligation of the Licensee.

27. SCHEDULES

27.01 Schedules "A" and "B" are attached hereto and shall form part of this Licence.

28. TIME OF THE ESSENCE

28.01 Time is of the essence of this Licence.

29. APPLICABLE LAW

29.01 This Licence shall be governed by and interpreted in accordance with the laws of the Province of Ontario. The parties agree that the Courts of Ontario shall have jurisdiction to determine any matters arising hereunder.

30. SEVERABILITY

30.01 If any provision of this Licence is illegal, unenforceable or invalid, it shall be considered separate and severable, and all the remainder of this Licence shall remain in full force and effect as though such provision had not been included in this Licence but such provision shall nonetheless continue to be enforceable to the extent permitted by law.

31. WHOLE AGREEMENT

31.01 This Licence constitutes the entire agreement between the parties.

32. COUNTERPARTS

32.01 This Licence 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 Licence 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, and in consideration of the foregoing covenants, the Licensors and the Licensee have executed this Licence as of the date first written above.

THE CORPORATION OF THE TOWN OF WHITBY

Per: _____
Elizabeth Roy, Mayor

Per: _____
Christopher Harris, Town Clerk

We have authority to bind the Licensors.

TOWN BREWERY INC.

Per: _____
Jeff Talmey
President

Per: _____
Keith Jackson
Chief Financial Officer

We have authority to bind the Licensee.

SCHEDULE “A” – The Licensed Space



SCHEDULE “B” – Licensors’ Form of 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

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	25 Sep 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.	09-Mar-20	21 Sep 2020	25 Sep 2023	
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	

New and Unfinished Business - General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
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	20 Nov 2023	Draft Design Standards have been completed and are being circulated to various depts. and will be used to determine eligible properties in preparation of costing and completion of report for COW.
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	

New and Unfinished Business - General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
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	16 Sep 2024		Pending budget approval to support the hiring of a consultant to conduct the community engagement process on the potential of renaming Dundas Street in Whitby.
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	12 Jun 2023	
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	12 Jun 2023	

New and Unfinished Business - General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
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	24 Jun 2023	
GG-0017	Office of the Chief Administrative Officer Report, CAO 18-22 Re: Climate Emergency Response Plan Phase 2: Mitigation-Interim Report	That Staff report back to Council with the tender results for Council's consideration.	26-Sep-22	30 Oct 23		
GG-0018	CAO 03-23, Office of the Chief Administrative Officer Re: Public Art Policy Framework	3. That Staff be directed to prepare a final Public Art Policy to be presented to Council in Q4 2023	20-Mar-23	13 Nov 23		
GG-0019	Refrigerated Outdoor Ice Rinks or Skating Trails	That following the tender results for the Whitby Sports Complex and as part of the development of the Parks and Recreation Master Plan, that Staff be directed to report on opportunities to install refrigerated outdoor ice rinks or skating trails in the Town	20-Mar-23			

New and Unfinished Business - General Government

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0020	School Zone Parking Enforcement Staff	That Staff be directed to review the opportunity for enhanced school zone parking enforcement through additional staffing resources, and include an analysis of whether such resources would be revenue neutral.	27-Feb-23	25-Sep-23		
GG-0021	Protecting Whitby's Urban Forest Canopy	That staff report back on the opportunity to protect trees of significance on private lands in order to preserve Whitby's urban forest canopy.	20- Mar-23			