

# Committee of the Whole Revised Agenda

Monday, September 15, 2025, 7:00 p.m.

Council Chambers

Whitby Town Hall

This meeting will be available for viewing through the Town's <u>live stream feed</u> while the meeting is in progress. Please visit <u>whitby.ca/CouncilCalendar</u> for more information about the live stream and archived videos.

This meeting will be held in a hybrid in-person and virtual format. In accordance with Section 8.1 of Procedure By-law # 8081-24, Members of Council may choose to attend in-person or participate virtually.

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 your correspondence to the Office of the Town Clerk at <u>clerk@whitby.ca</u> by noon on the day of the meeting. 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 either in-person or virtually, please submit a <u>Delegation Request Form</u> online to the Office of the Town Clerk 8 a.m. on the day of the meeting. Should you be unable to access a computer, please call 905.430.4300 to speak with a Staff Member in the Office of the Town Clerk.

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

1. Call To Order: The Mayor

2. Call of the Roll: The Clerk

3. Declarations of Conflict of Interest

4. Consent Agenda

5. Planning and Development

5.1 Presentations

5.2 Delegations

5.3 Correspondence

# 5.4 Staff Reports

5.4.1 PDP 46-25, Planning and Development (Planning Services) Department Report

Re: 618 Athol Street - Notice of Intention to Designate Property Under Part IV, Section 29 of the Ontario Heritage Act

## Recommendation:

- That Council authorize staff to issue a Notice of Intention to
  Designate the property identified as the Graydon Goodfellow
  House, located at 618 Athol Street as being of Cultural Heritage
  Value and Interest, in accordance with the Ontario Heritage Act and
  the Town's Notification Policy;
- That Council pass a by-law designating the property under Part IV, Section 29 of the Ontario Heritage Act if no objection to the Intention to Designate is received during the 30-day objection period; and,
- 3. That if no appeals of the Designation By-law are received during the 30-day appeal period, that a commemorative plaque be installed in a form and location to the satisfaction of the Commissioner of Planning and Development or designate.
- 5.4.2 PDP 47-25, Planning and Development (Planning Services) Department Report

Re: 725, 740 & 835 Columbus Road West – Notice of Intention to Designate Properties Under Part IV, Section 29 of the Ontario Heritage Act

#### Recommendation:

- That Council authorize staff to issue Notices of Intention to
   Designate to each of the properties located at 725 Columbus Road
   West, 740 Columbus Road West and 835 Columbus Road West, in
   accordance with the Ontario Heritage Act and the Town's
   Notification Policy;
- That Council pass by-laws designating each of the properties under Part IV, Section 29 of the Ontario Heritage Act if no objection(s) to any Notice of Intention to Designate is received within the 30-day objection period;
- That if no appeals of the Designation By-laws are received during the 30-day appeal period, that a commemorative plaque be installed at each of the properties, in a form and location to the satisfaction of the Commissioner of Planning and Development or designate;
- 4. That Council mutually agree to the owner's request for an extension of the 90-day deadline under the Ontario Heritage Act, for passing the Part IV Heritage Designation By-laws; and
- 5. That the extension outlined in Recommendation 4 be in effect until May 31, 2026.
- 5.4.3 PDP 48-25, Planning and Development (Planning Services) Department Report

Re: Town of Whitby Street Naming Policy

#### Recommendation:

That Council adopt the Street Naming Policy appended to Report PDP 48-25 as Attachment #1.

5.4.4 PDP 49-25, Planning and Development (Planning Services) Department Report

Re: Zoning By-law Amendment Application, Mario and Teresea Palumbo, 6680 Coronation Road, File Number: DEV 25-25 (Z-14-25)

#### Recommendation:

- 1. That Council approve an amendment to Zoning By-law No.1784 (File: Z-14-25) as set out in Planning Report PDP 49-25;
- 2. That a By-law to amend Zoning By-law No.1784 be brought forward for consideration by Council; and,
- 3. That upon the amending Zoning By-law becoming final and binding, the letter of credit in the amount of \$25,000 be returned to the applicant.
- 5.5 New and Unfinished Business Planning and Development

#### 6. General Government

#### 6.1 Presentations

6.1.1 Shannon Logan, Policy Advisor, Environment & Climate and Ian McVey, Director, Environment & Climate, Region of Durham (Virtual Attendance) Re: Durham Greener Homes Program

Refer to Item 6.3.1, Memorandum from S. Shields, Project Manager, Sustainability and Climate Change, dated September 15, 2025 regarding Enhancements to the Durham Greener Homes Program

# 6.2 Delegations

# 6.3 Correspondence

6.3.1 Memorandum from S. Shields, Project Manager, Sustainability and Climate Change, dated September 15, 2025 regarding Enhancements to the Durham Greener Homes Program

Recommendation:

That Council endorse the expansion of the Durham Greener Homes Program to include the weather ready assessment services and the direct municipality-to-homeowner loan financing program and that the Town provide a letter of support for the Region's application for FCM funding.

# 6.4 Staff Reports

6.4.1 FS 03-25, Financial Services Department Report

Re: 2024 Remuneration and Expenses for Members of Council and Council Appointees to Boards

#### Recommendation:

That Report FS 03-25 regarding 2024 Remuneration and Expenses for Members of Council and Council Appointees to Boards be received for information.

6.4.2 CLK 10-25, Office of the Town Clerk Report

Re: Use of Council Chambers Policy

#### Recommendation:

That Council approve the Use of Council Chambers Policy appended to this Report as Attachment 1.

\*6.4.3 FS 28-25, Financial Services Department and Legal and Enforcement Services Department Joint Report

Re: Elexicon Corporation 2025 Update

#### Recommendation:

- 1. That the Mayor be requested to phase-out Elexicon dividend revenue from the Town's operating budget over three years as outlined in Staff Report FS 28-25 and as follows:
  - a. remove \$2,009,643 of Elexicon dividend revenue from the 2026 budget;
  - b. include a \$1,339,762 draw from the Contingency Reserve Fund in the 2026 budget;
  - c. reduce the draw from the Contingency Reserve Fund to \$669,881 in the 2027 budget; and,
  - d. remove the \$669,881 draw from the Contingency Reserve in the 2028 budget;
- 2. That the Mayor be requested to phase-out Elexicon promissory note interest revenue from the operating budget over three years as outlined in Staff Report FS 28-25 and as follows:
  - remove \$1,170,357 of Elexicon interest revenue from the 2026 budget;
  - b. include a \$780,238 draw from the Contingency Reserve Fund in the 2026 budget;
  - c. reduce the draw from the Contingency Reserve Fund to \$390,119 in the 2027 budget; and
  - d. remove the \$390,119 draw from the Contingency Reserve Fund from the 2028 budget;
- 3. That future Elexicon dividend revenues be allocated to the Long-Term Financing Reserve (also known as the One-Time Reserve) to be used for capital or other one-time projects/expenditures.
- \*6.4.4 CAO 18-25, Office of the Chief Administrative Officer Department Report Re: New 9-1-1 System Agreement

## Recommendation:

- 1. That Report CAO 18-25 be received for information;
- 2. That the Mayor and Clerk be authorized to sign the new 9-1-1 System Agreement as described in the Memorandum of Elaine Baxter-Trahair, CAO dated August 28, 2025; and,
- 3. That a copy of this motion be sent to the Region of Durham and other signatories to the 9-1-1 System Agreement.
- 6.5 New and Unfinished Business General Government

6.5.1 Tracking Motions that Result in Requests to the Mayor to Consider an Increase to the Tax Levy

Moved By: Councillor Shahid

#### Recommendation:

Whereas municipal councils regularly consider motions that may have financial implications which could contribute to an increase in the annual tax levy; and,

Whereas residents have expressed growing concern about rising property taxes and the need for greater transparency and accountability in how fiscal decisions are made throughout the year; and,

Whereas improved tracking of motions that impact the Town's tax-supported budget would provide more informed decision-making and better alignment with the Town's financial priorities;

Now therefore, be it resolved:

- 1. That all future motions brought forward to Council or Committee include, where applicable, a projected property tax impact that has been reviewed by Finance staff prior to debate;
- 2. That staff be directed to track and report on all Council-approved motions throughout the year that requests the Mayor to consider a net increase to the tax levy at budget time; and
- 3. That Finance staff be directed to include a summary of cumulative financial impacts from such motions as part of the annual budget process, to ensure full visibility of year-round Council decisions influencing the tax rate.
- 6.5.2 Supporting a Healthy and Inclusive Democratic Environment Moved By: Councillor Shahid

#### Recommendation:

Whereas democracy is healthy when everyone is able to participate fully, safely, and without discrimination, contributing to the well-being of their community; and,

Whereas we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions; and,

Whereas Ontario's municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats, intimidation, and harassment, which undermine not only personal safety but also public confidence in democratic institutions; and,

Whereas social media platforms have amplified both legitimate criticism and, at times, abusive or threatening conduct, with disproportionate effects on women, racialized candidates, Indigenous peoples, LGBTQ+ persons, and persons with disabilities, discouraging them from seeking office; and,

Whereas freedom of expression is a cornerstone of democracy and must be safeguarded alongside efforts to combat unlawful harassment, discrimination, and violence; and,

Whereas better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientations, ages, and abilities are heard and represented around municipal council tables; and,

Whereas the Association of Municipalities of Ontario's Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office; and,

Whereas initiatives such as the Elect Respect campaign www.electrespect.ca, developed by HER (Halton Elected Representatives), and the Canadian Association of Feminist Parliamentarians' Parliamentary Civility Pledge demonstrate a growing movement to foster safe, inclusive, and respectful environments for elected representatives;

#### Now Therefore Be It Resolved:

- That Whitby Council supports the Elect Respect campaign and pledges to:
  - Uphold freedom of expression while rejecting unlawful harassment, threats, discrimination, and personal abuse;
  - Reject and call out harassment, abuse, and personal attacks;
  - Treat others with dignity and respect in all spaces, including

public, private, and online;

- Focus debate on policies and ideas, not personal attacks;
- Help build a culture of safety, inclusion, and respect where people of all backgrounds feel safe and empowered to run for and hold office;
- Call on relevant authorities to investigate and respond to threats or harassment targeting elected officials, consistent with the law; and,
- Model integrity and accountability by holding one another to the highest, clear, and transparent standards of conduct.
- 2. That Whitby Council encourages elected officials, organizations, and community members to support the Elect Respect campaign and sign the pledge at www.electrespect.ca; and,
- 3. That a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, Mayors and Regional Chairs of Ontario, Whitby's MP and MPP, the Region of Durham, the local municipalities in Durham, the Durham Regional Police Service, the Ontario Provincial Police, and the Royal Canadian Mounted Police.
- 6.5.3 Supporting a Healthy and Inclusive Democratic Environment Moved by: Councillor Leahy

#### Recommendation:

Whereas democracy is strengthened when all individuals can participate fully, safely, and without discrimination, contributing to the well-being of their community; and,

Whereas democratic discourse and respectful debate are under pressure across all levels of government, including municipal councils in Ontario; and,

Whereas elected officials increasingly face threats, intimidation, and harassment, which undermine not only personal safety but also public confidence in democratic institutions; and,

Whereas social media platforms have amplified both legitimate criticism and, at times, abusive or threatening conduct, with disproportionate effects on women, racialized candidates, Indigenous peoples, LGTBQ+ persons, and persons with disabilities, discouraging them from seeking office; and,

Whereas freedom of expression is a cornerstone of democracy, and must be safeguarded alongside efforts to combat unlawful harassment, discrimination, and violence; and, Whereas the Association of Municipalities of Ontario's Healthy Democracy Project has identified troubling trends of declining voter turnout and fewer candidates entering public life; and,

Whereas initiatives such as H.E.R. Halton's Elect Respect campaign and the Canadian Association of Feminist Parliamentarians' Parliamentary Civility Pledge demonstrate a growing movement to foster safe, inclusive, and respectful environments for elected representatives;

## Now Therefore Be It Resolved:

- 1. That Whitby Council supports the principles of the Elect Respect campaign and commits to:
  - Uphold freedom of expression while rejecting unlawful harassment, threats, discrimination, and personal abuse;
  - Treat all persons with dignity and respect in public, private, and online spaces;
  - Focus debate on policies and ideas, not personal attacks;
  - Build a culture of safety and inclusion where people of all backgrounds feel empowered to run for and hold office;
  - Call on relevant authorities to investigate and respond to threats or harassment targeting election officials, consistent with the law; and,
  - Model integrity and accountability by holding one another to clear, transparent, and legally grounded standards of conduct.
- 2. That Whitby Council encourages elected officials, organizations, and community members to support the Elect Respect campaign and sign the online pledge at www.electrespect.ca; and,
- That a copy of this resolution be sent to the Association of Municipalities of Ontario, Ontario's Big City Mayors, the Federation of Canadian Municipalities, relevant MPs and MPPs, Regional Police, the Ontario Provincial Police, and the Royal Canadian Mounted Police.
- 6.5.4 Establishing a Defined Process in the Procedure By-law for Notices of Motion that are Substantially Similar in Content Moved by: Councillor Lee

# Recommendation:

That the Clerk be directed to prepare and bring forward an amendment to the Procedure By-law to establish a defined process for managing notices of motion that are substantially similar in content, and to confer authority upon the Mayor or Chair to rule on the admissibility of such duplicative motions.

# 7. Adjournment



# Town of Whitby Staff Report

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Report Title: 618 Athol Street – Notice of Intention to Designate Property Under Part IV, Section 29 of the Ontario Heritage Act

Report to: Committee of the Whole

**Date of meeting:** September 15, 2025

Report Number: PDP 46-25

**Department(s) Responsible:** 

Planning and Development Department

(Planning Services)

Submitted by:

Roger Saunders, Commissioner of Planning and Development

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

John Taylor, Director of Planning Services x2908

Dave Johnson, Planner II – Heritage, x3166

## 1. Recommendation:

- That Council authorize staff to issue a Notice of Intention to Designate the property identified as the Graydon Goodfellow House, located at 618 Athol Street as being of Cultural Heritage Value and Interest, in accordance with the Ontario Heritage Act and the Town's Notification Policy;
- 2. That Council pass a by-law designating the property under Part IV, Section 29 of the Ontario Heritage Act if no objection to the Intention to Designate is received during the 30-day objection period; and
- That if no appeals of the Designation By-law are received during the 30day appeal period, that a commemorative plaque be installed in a form and location to the satisfaction of the Commissioner of Planning and Development or designate.

# 2. Highlights:

- 618 Athol Street, known as the Graydon Goodfellow House, has been identified by the Town's heritage consultant LHC Heritage Planning and Archaeology Inc. (LHC), the Heritage Whitby Advisory Committee (HWAC), and Heritage staff, as a potential candidate for Part IV designation under the Ontario Heritage Act (the Act).
- A Cultural Heritage Evaluation Report (CHER) and a Statement of Significance have been prepared by LHC, which indicates that the Graydon Goodfellow House meets two (2) or more criteria required for designation under the Ontario Heritage Act and its associated Ontario Regulation 9/06.
- Staff have consulted with the property owner who is amenable to designating the
  existing building under the Act to help ensure that properties of Cultural Heritage
  Value and Interest (CHVI) such as this, are protected, preserved, and maintained
  for future generations.

# 3. Background:

In October 2022, the Provincial Government introduced Bill 23: the *More Homes, Built Faster Act* (Bill 23), which received Royal Assent on November 28, 2022. Bill 23 introduced broad changes to the land use planning system in Ontario and included amendments to several pieces of legislation, including changes to the Ontario Heritage Act (the Act).

One of the key changes to the Act stipulates that if properties are not designated by the deadline in the legislation, then those properties will be removed from the Town's Municipal Heritage Register.

In 2024, in response to Bill 23, LHC undertook a review of the Town's Municipal Heritage Register and identified a preliminary, short-list of priority candidate properties to be considered for designation under Part IV of the Act, including 618 Athol Street (refer to Attachments #1 and #2).

LHC then undertook a Cultural Heritage Evaluation Report (CHER) for the Graydon Goodfellow House located at 618 Athol Street (refer to Attachment #3). The CHER indicates that the Graydon Goodfellow House was constructed in 1914, and is described as a single detached, two-and-a-half storey, red brick rectangular building with side wing additions on its northwest and southeast elevations. It was constructed in the Tudor Revival architectural style and the structure also has Arts and Crafts and Edwardian Classicism characteristics.

## 4. Discussion:

LHC's CHER for 618 Athol Street evaluated the Graydon Goodfellow House using the nine (9) criteria for determining cultural heritage value or interest of a property, listed in Ontario Regulation 9/06 of the Ontario Heritage Act (refer to Attachment #3). In order for a property to be eligible for designation under Part IV of the Ontario Heritage Act, a minimum of two (2) out of nine (9) criteria must be met. LHC's assessment concludes that the property at 618 Athol Street meets three (3) of the nine (9) criteria as summarized in Table 1 below:

Table 1 – 618 Athol Street – Evaluation using O. Reg. 9/06 Criteria

Criteria in O.Reg. 9/06	Criterion Met	Justification
The property has design value or physical value because it is a rare, unique, representative, or early example of a style,	Yes	This criterion is met. The Property has design value or physical value because it is a rare and unique house built with influences from the Tudor Revival architectural style in the Town of Whitby.
type, expression, material, or construction method.		Characteristics common of the Tudor Revival style include the house's massing; brick walls; steeply pitched gable roof with plain vergeboard; dormers with false half timbering; large chimneys; narrow casement windows, with several arranged in banks; and bay windows. In addition to specific architectural characteristics, the house – including all alterations – displays a high degree of craftsmanship and build quality. The house on the Property is the only house in the Town of Whitby that exhibits Tudor Revival design influences at such a degree.
		Its uniqueness means that it is an early version of a house built with influences from the Tudor Revival architectural style in the Town of Whitby. However, at the provincial scale, the house is not an early example of the style. In Ontario, the Tudor Revival style gained popularity earlier in the 20th century.

		The house on the Property is not a representative example of the Tudor Revival architectural style. Representative means that a building is a 'portrayal' or 'symbol' of a style. Because the house also has influences from the Arts and Crafts and Edwardian Classicism styles, it cannot be ascertained as a representative example of the Tudor Revival style.
		The application of characteristics of the Arts and Crafts and Edwardian Classicism architectural styles is not rare, unique, or early. The characteristics are also not applied at an intensity that make the house a representative example of either style (see Section 5.3).
2. The property has design value or physical value because it displays a high degree of craftsmanship or	Yes	This criterion is met. The Property has design value or physical value because it displays a high degree of craftsmanship in a greater than normal quality or at an intensity well above an industry standard.
artistic merit.		The house displays a high degree of craftsmanship and build quality. This is primarily evidenced when observing the current conditions of the house. All external materials appear to be in good repair with no obvious or significant damage or deterioration (i.e., spalled or cracked bricks or stone/concrete, cracked/worn mortar joints, cracked stucco, deteriorated wood). This suggests that the house was built with high quality materials and workmanship. The quality of materials and workmanship connect to the house's Arts and Crafts architectural influences.
		The quality of craftmanship also extends to the alterations that have been made to the house. The upper half storey dormers and southeast

			addition have enhanced the house's legibility as a Tudor Revival and Arts and Crafts inspired building. In addition to supporting the house's general architectural characteristics, the alterations display a high degree of craftsmanship and build quality (see Section 5.2 and Section 5.3.4).
3.	The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	No	This criterion is not met. The Property does not have design value or physical value because it demonstrates a high degree of technical or scientific achievement. The house on the Property does not demonstrate technical expertise in construction methods; scientific achievement in the use or adaptation of materials, forms, and spatial arrangement; or breakthroughs in design or construction techniques (see Section 5.2).
4.	The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to a community.	Yes	This criterion is met. The Property has historical or associative value because it is directly associated with Graydon Goodfellow and Charles Leslie McFarlane.  The Property is most closely associated with Graydon Goodfellow, who lived on the Property from 1914 until 1929. The house on the Property was built for Graydon Goodfellow and Olive Florence Wilkins as a wedding present in 1914. At the time, Goodfellow was working alongside his father at 'C. A. Goodfellow and Son' – a printing company that published the 'Whitby Gazette and Chronicle'. Goodfellow's significance to the Town of Whitby extended to political, social, and educational affairs. When living at 618 Athol Street, Graydon Goodfellow was a member of Whitby Town Council (1917) and became the head of 'C. A. Goodfellow and Son' in 1919. Goodfellow was also high-ranking

		member of the Masonic Order, Chairman for the Board of Education, and served on the Board of Governors of the Ontario Ladies' College.
		The Property is also associated with Charles Leslie McFarlane, who lived on the Property for eleven months between 1936-1937. McFarlane wrote books, short stories, novelettes, and serials in magazines. Notably, he wrote the manuscripts for the first eighteen books in the 'Hardy Boys' series. One 'Hardy Boys' book, 'A Figure in Hiding', was written while he lived on the Property.
		The Property is also associated with Dr. George Herbert Stevenson, a prominent psychiatrist who worked at the Ontario Hospital, and Rev. Hugh Gibson Crozier. The directness and general importance of these parties – particularly when considering connections to the Property – could not be ascertained (see Section 4.4.1).
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.	No	This criterion is not met. The Property does not have historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture. The history of the Town of Whitby is well understood, and the Property does not offer new information. There is no evidence to suggest that this criterion is met (see Section 4.4).
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer, or theorist	No	This criterion is not met. The Property does not have historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer, or theorist who is significant to a community. An architect, artist, builder, designer, or theorist associated with the development of the house was not identified. There is no evidence to

	who is significant to a community.		suggest that this criterion is met (see Section 4.4).		
7.	The property has contextual value because it is important in defining, maintaining, or supporting the character of an area.	No	This criterion is not met. The Property does not have contextual value because it is important in defining, maintaining, or supporting the character of an area. The Property's immediate vicinity is predominantly composed of single-detached residential houses. The height, materials, setbacks, and landscaping differ considerably between properties. Accordingly, there is little uniformity in the Property's immediate vicinity and a specific character does not exist. There is no evidence to suggest that this criterion is met (see Section 5.1).		
8.	The property has contextual value because it is physically, functionally, visually, or historically linked to its surroundings.	No	This criterion is not met. The Property does not have contextual value because it is physically, functionally, visually, or historically linked to its surroundings.  The Property has a historical connection to the nearby property at 221 Trent Street East, which was owned by Charles A. and Mary Louisa Goodfellow; however, there are no discernable historical connections between this nearby property and the Property (see Section 4.4.3).		
9.	The property has contextual value because it is a landmark. O. Reg. 569/22, s. 1.	No	This criterion is not met. The Property does not have contextual value because it is a landmark, which is defined as:  "a recognizable natural or humanmade feature used for a point of reference that helps orienting in a familiar or unfamiliar environment; it may mark an event or development; it may be conspicuous."  There is no evidence to suggest that this criterion is met (see Section 5).		

Based on the review conducted by LHC, the subject site has design, physical and historical value and would warrant Part IV designation under the Ontario Heritage Act. LHC's review also includes a Statement of Cultural Heritage Value or Interest, which is required to be included in a Notice of Intention to Designate, and a Designation By-law.

A Part IV designation under the Ontario Heritage Act would not only ensure that the property would not be removed from the Register, but more importantly, it would provide further protection for the existing building and would require a heritage permit for any future work on the existing building that may impact its significant heritage attributes.

## **Next Steps**

Notice of Intention to Designate:

Should Council decide to designate the property, a Notice of Intention to Designate (NOID) will be served on the property owner and the Ontario Heritage Trust and published on the Town's public notice website. The NOID is subject to a 30-day objection period to Council.

Notice of Intention Objection Period:

Should the Town receive an objection to the Intention to Designate during the 30-day objection period, Council would need to consider such objection and then decide to either withdraw the NOID or pass the Designation By-law.

# By-law to Designate:

Should there be no objection to the Intention to Designate, then it is recommended that a by-law to designate be brought forward for Council's consideration (refer to Attachment #4).

#### By-law Appeal Period:

Should Council decide to pass the Designation By-law, a further 30-day appeal period to the Ontario Land Tribunal would commence. If no appeals are received during that period, the by-law will be deemed to be in full force and effect, and the property would be designated under Part IV of the Ontario Heritage Act.

Once designated, staff would also arrange for a plaque to be installed on site to provide an understanding of this historic place.

#### 5. Financial Considerations:

Budget for preparation of CHERs for the short list of candidate properties for designation, including 618 Athol Street, was included in the 2024 capital budget related to Bill 23 Municipal Heritage Register review.

Budget for the designation process (including NOID and designation plaque) is included within the annual operating budget for the Heritage Whitby Advisory Committee.

# 6. Communication and Public Engagement:

Staff have consulted the property owner regarding the designation process, and the owner is amenable to designation, and has provided additional information to assist LHC with the preparation of the CHER.

Should Council support designation of 618 Athol Street, then the Town of Whitby is required to issue a Notice of Intention to Designate under Section 29(1.1) of the Ontario Heritage Act as part of the designation process.

# 7. Input from Departments/Sources:

At its meeting of June 10<sup>th</sup>, 2025, LHC presented the findings of the CHER to Heritage Whitby Advisory Committee (HWAC) and responded to questions from Committee.

HWAC then passed the following motion:

"That the Heritage Whitby Advisory Committee supports the Heritage Designation under Part IV of the Ontario Heritage Act, for 618 Athol Street."

# 8. Strategic Priorities:

Protecting heritage properties supports Pillar #1 of the Community Strategic Plan, Whitby Neighbourhoods, by promoting and strengthening the local arts, culture, heritage, and the creative sector.

Heritage conservation further supports Pillar #2, Whitby's Natural and Built Environment, by enhancing community connectivity and beautification.

## 9. Attachments:

Attachment #1: Location Sketch

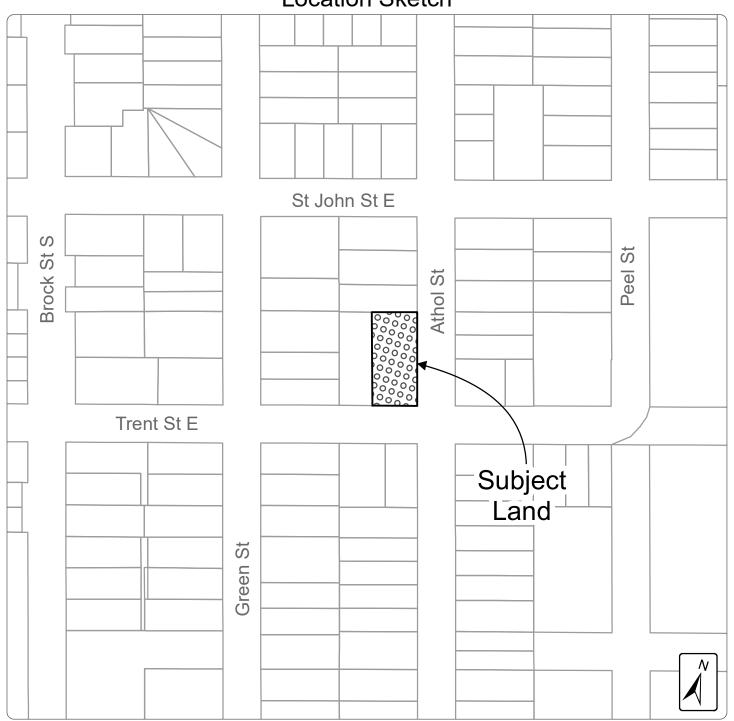
Attachment #2: Aerial Context Map

Attachment #3: Cultural Heritage Evaluation Report and Statement of

Significance

Attachment #4: Draft Designation By-law

# Attachment #1 **Location Sketch**



# white Town of Whitby Planning and Development Department Proponent: Date:

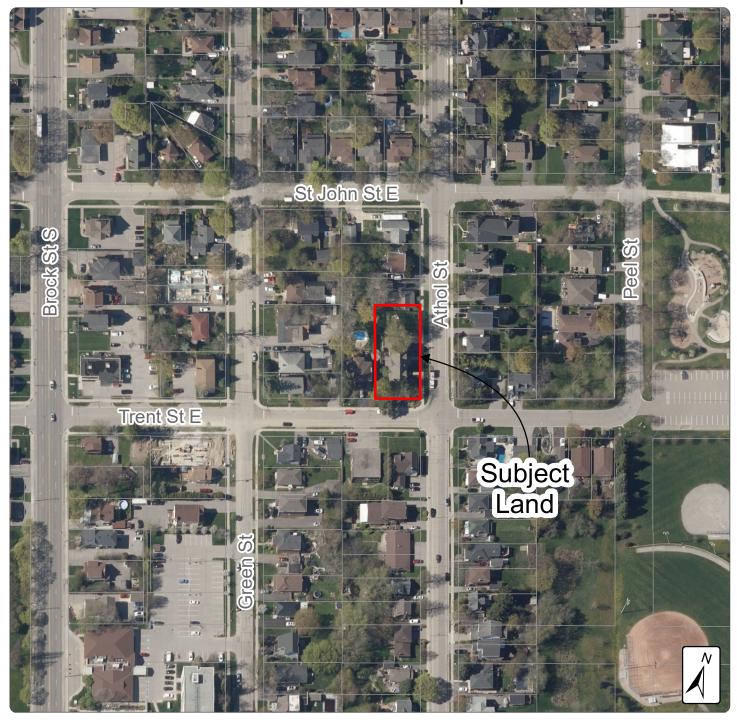
618 Athol Street

September 2025

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# Attachment #2 **Aerial Context Map**



# White Town of Whitby Planning and Development Department

Proponent:

618 Athol Street

Date:

September 2025

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# **CULTURAL HERITAGE EVALUATION REPORT**

618 Athol Street, Town of Whitby, ON



# **FINAL REPORT**

Date: 21 April 2025 Project #: LHC0509

# LHC Heritage Planning & Archaeology Inc.

400-837 Princess Street Kingston, Ontario K7L 1G8

Phone: (613)507-7817 Toll Free: 1-833-210-7817 Email: <u>info@lhcheritage.com</u> Web: www.lhcheritage.com



Project # LHC0509 April 2025

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Project # LHC0509 April 2025

**Report prepared for:** The Corporation of the Town of Whitby

c/o David Johnson

Planner II

Planning and Development, Town of Whitby

575 Rossland Road East

Whitby, ON L1N 2M8

Report prepared by: Ben Daub, MA RPP MCIP CAHP-Intern

Graphics prepared by: Jordan Greene, BA

Reviewed by: Benjamin Holthof, MPI MMA RPP MCIP CAHP

Christienne Uchiyama, MA CAHP

Acknowledgements: David Siksay and Natalie Fraser

**Property Owners** 

Sarah Ferencz

Archivist, Whitby Public Library

Margaret Clayton

Town of Whitby Heritage Committee Member

# **RIGHT OF USE**

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# REPORT LIMITATIONS

The qualifications of the heritage consultants who authored this report are provided in Appendix A. This report reflects the professional opinion of the authors and the requirements of their membership in various professional and licensing bodies.

All comments regarding the condition of any buildings on the Property are based on a superficial visual inspection and are not structural engineering assessments unless directly quoted from an engineering report. The findings of this report do not address any structural or physical condition related issues associated with any buildings on the Property or the condition of any heritage attributes.

Concerning historical research, the purpose of this report is to evaluate the Property for cultural heritage value or interest. The authors are fully aware that there may be additional historical information that has not been included. Nevertheless, the information collected, reviewed, and analyzed is sufficient to assess the Property for cultural heritage value or interest using *Ontario Regulation 9/06* under the *Ontario Heritage Act*.

The review of policy and legislation was limited to information directly related to cultural heritage management and is not a comprehensive planning review. Additionally, soundscapes, cultural identity, and sense of place analyses were not integrated into this report.

# **EXECUTIVE SUMMARY**

The Executive Summary only provides key points from the report. The reader should examine the complete report including background, results, as well as limitations.

LHC Heritage Planning & Archaeology Inc. (LHC) was retained on 12 February 2025 by the Corporation of the Town of Whitby (the 'Municipality') to prepare a Cultural Heritage Evaluation Report (CHER) for the property at 618 Athol Street (the 'Property') in the Town of Whitby (the 'Town'), Ontario.

This CHER evaluates the Property for Cultural Heritage Value or Interest (**CHVI**) using *Ontario Regulation 9/06* (*O. Reg. 9/06*) under the *Ontario Heritage Act* (*OHA*). It has been prepared in response to the Municipality's request for a third-party evaluation of the Property related to municipal interest in designation under Part IV Section 29 of the *OHA*.

It is LHC's professional opinion that the Property at 618 Athol Street **meets** criteria 1, 2, and 4 of *O. Reg. 9/06*. The Property meets criterion 1 for its design value or physical value because the house is a rare and unique house built with influences from the Tudor Revival architectural style in the Town of Whitby. The Property meets criterion 2 because it displays a high degree of craftsmanship and build quality. The Property meets criterion 4 for its historical or associative value because it is directly associated with Graydon Goodfellow and Charles Leslie McFarlane. The Property meets three criteria, it is therefore **eligible** for individual designation under Section 29 Part IV of the *OHA*.

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# 1 INTRODUCTION

LHC Heritage Planning & Archaeology Inc. (LHC) was retained on 12 February 2025 by the Corporation of the Town of Whitby (the 'Municipality') to prepare a Cultural Heritage Evaluation Report (CHER) for the Property at 618 Athol Street (the 'Property') in the Town of Whitby (the 'Town'), Ontario.

This CHER evaluates the Property for Cultural Heritage Value or Interest (**CHVI**) using *Ontario Regulation 9/06* (*O. Reg. 9/06*) under the *Ontario Heritage Act* (*OHA*). It has been prepared in response to the Municipality's request for a third-party evaluation of the Property related to municipal interest in designation under Part IV Section 29 of the *OHA*.

This CHER was prepared in accordance with the *Town of Whitby Official Plan* (December 2024 Office Consolidation). It follows cultural heritage best practices drawing upon applicable frameworks, such as the Ministry of Citizenship and Multiculturalism's (**MCM**) *Ontario Heritage Tool Kit, Heritage Property Evaluation* (2006).

## 1.1 LOCATION OF THE PROPERTY

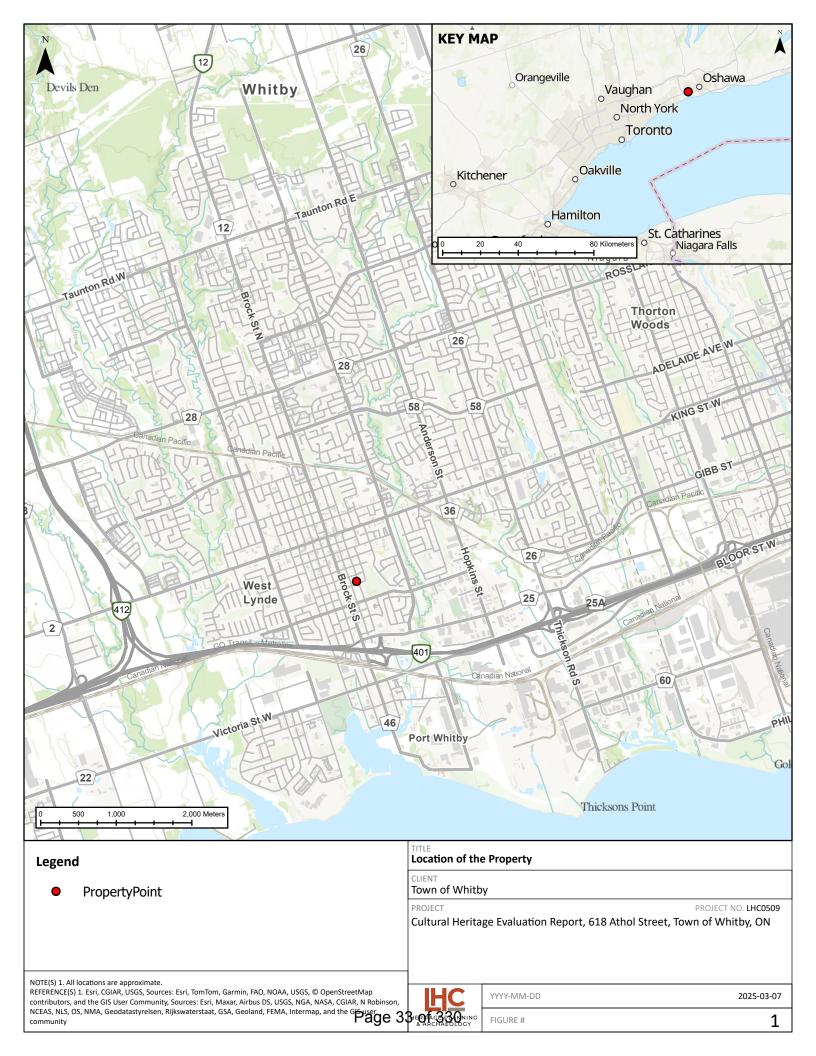
The Property is in the geographic Township of Whitby in the Town of Whitby. It is on the southwest side of Athol Street to the northwest of the intersection of Athol Street and Trent Street East (Figure 1). The legal description is, 'PT LT 23 6TH DOUBLE RANGE PL H50031 WHITBY; PT LT 24 6TH DOUBLE RANGE PL H50031 WHITBY AS IN D423835; WHITBY (PIN: 26504-0093)'.

#### 1.2 DESCRIPTION OF THE PROPERTY

The Property is rectangular, measuring approximately 50.0 metres wide by 24.0 metres deep with an approximate area of 1,200 square metres (1.2 hectares). It is bound by Athol Street to the northeast, Trent Street East to the southeast, the residential property at 220 Trent Street East to the southwest, and the residential property at 610 Athol Street to the northwest. It includes a two-and-a-half-storey red brick house built in 1914 (Figure 2).

#### 1.3 HERITAGE RECOGNITION

The Property is *Listed* on the *Town of Whitby – Municipal Heritage Register* (July 2023) (*MHR*) under Section 27 Part IV of the *OHA*.





# Legend



**Current Conditions of the Property** 

CLIENT
Town of Whitby

PROJECT NO. LHC0509

Cultural Heritage Evaluation Report, 618 Athol Street, Town of Whitby, ON

NOTE(S) 1. All locations are approximate.

REFERENCE(S) 1. First Base Solutions Inc., Maxar, Microsoft

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YYYY-MM-DD 2025-03-07

FIGURE #

# 2 STUDY APPROACH

LHC follows a three-step approach to understanding and planning for cultural heritage resources based on the understanding, planning, and intervening guidance from Canada's Historic Places' *Standards and Guidelines for the Conservation of Historic Places in Canada* and the *Ontario Heritage Tool Kit.*<sup>1</sup> Understanding the cultural heritage resource involves:

- Understanding the significance of the cultural heritage resource (known and potential) through research, consultation, and evaluation—when necessary.
- Understanding the setting, context, and condition of the cultural heritage resource through research, site visit, and analysis.
- Understanding the heritage planning regulatory framework around the cultural heritage resource.

This CHER is guided by the *Ontario Heritage Tool Kit, Heritage Property Evaluation*. The evaluation considers the Property against the Criteria for Determining Cultural Heritage Value or Interest from *O. Reg. 9/06* under the *OHA* and is based on historical research on the history of the area and Property along with a site visit to understand the design, construction, and current conditions of the Property.

A glossary of terms used in this CHER is provided in Appendix B.

#### 2.1 LEGISLATION AND POLICY CONTEXT REVIEW

This CHER includes a review of provincial legislation, plans and cultural heritage guidance, and relevant municipal policy and plans. This review outlines the cultural heritage legislative and policy context that applies to the Property (Section 3).

## 2.2 HISTORICAL RESEARCH

Historical research for this CHER included local history research. LHC consulted primary and secondary research sources including:

- Local histories;
- Historic maps;
- Aerial photographs; and,

<sup>&</sup>lt;sup>1</sup> Canada's Historic Places, "Standards and Guidelines for the Conservation of Historic Places in Canada", 2010, accessed 24 February 2025, https://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf, 3; Ministry of Citizenship and Multiculturalism (MCM), "Heritage Property Evaluation, Ontario Heritage Tool Kit," Queens Printer for Ontario, Toronto, 18.

Project # LHC0509 April 2025

Online sources about local history.

Online sources consulted included (but were not limited to):

- The Archives of Ontario;
- Library and Archives Canada;
- The Ontario Council of University Libraries, Historical Topographic Map Digitization Project;
- The Canadian County Atlas Digital Project;
- Whitby Public Library;
- Western University Archives and Research Collections Centre;
- Ancestry;
- FamilySearch; and,
- The Internet Archive.

# 2.3 ENQUIRIES

LHC contacted:

- The Property's owners; and,
- The archive department at the Whitby Public Library.

#### 2.4 SITE VISIT

A site visit was conducted on 26 February 2025 by Intermediate Heritage Planner, Lisa Coles and Heritage Planner, Diego Maenza. The purpose of the site visit was to document the current conditions of the Property, adjacent properties, and their surrounding context. Unless otherwise attributed all photographs in this CHER were taken during the site visit. A selection of photographs that document the Property are included in Section 5.

The site visit included an interview with the Property owners about its history.

#### 2.5 HERITAGE INTEGRITY

In a heritage conservation and evaluation context, the concept of integrity is associated with the ability of the physical features of a property to represent or support its cultural heritage value or interest or to covey its heritage significance.<sup>2</sup> It is understood as the 'wholeness' or

<sup>&</sup>lt;sup>2</sup> MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 2006, prepared by the Ministry of Culture, (Ottawa: Queen's Printer for Ontario), 26.;

'honesty' of a place<sup>3</sup> or if the heritage attributes continue to represent or support the CHVI of the property.<sup>4</sup> It is described as a measure of the wholeness or intactness of the cultural heritage and its attributes.<sup>5</sup> Heritage integrity can be understood through how much of the resource is 'whole', 'complete', changed, or unchanged from its original or 'valued subsequent configuration'.<sup>6</sup> Changes or evolution to a place that have become part of its cultural heritage value become part of the heritage integrity; however, if the cultural heritage value of a place is linked to another structure or environment that is gone the heritage integrity is diminished.<sup>7</sup> Heritage integrity is not necessarily related to physical condition or structural stability.

Understanding and assessing heritage integrity is an iterative process. Preliminary assessment of the wholeness or completeness of the place will inform evaluation for cultural heritage value or interest while an understanding of a place's cultural heritage value or interest will inform a more detailed assessment of heritage integrity.

There are few tools describing a methodology to assess historic integrity. One of the tools comes from the U.S. National Park Service (**NPS**). The NPS states that "Heritage properties either retain integrity or they do not." They identify seven aspects of integrity, degrees and combinations of which can be used to determine if a site has heritage integrity. The seven aspects include: Location; Design; Setting; Materials; Workmanship; Feeling; and Association.

Detailed understanding of heritage integrity is based on understanding the CHVI of the place. The draft *Ontario Heritage Tool Kit* describes a building with value for its association with a

MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 2021 draft, prepared by the Ministry of Culture, (Ottawa: Queen's Printer for Ontario), https://prod-environmental-registry.s3.amazonaws.com/2021-05/HPE\_FINAL%20DRAFT-compressed.pdf, 30-31; National Park Service, "How to Evaluate the Integrity of a Property," Chapter VIII in National Register Bulletin, How to Apply the National Register Criteria for Evaluation, U.S. Department of the Interior, National Park Service, Cultural Resources, 1997, 44.

<sup>&</sup>lt;sup>3</sup> English Heritage, "Conservation Principles: Policies and Guidance for the Sustainable Management of the Historic Environment," 2008, https://historicengland.org.uk/images-books/publications/conservation-principles-sustainable-management-historic-environment/.,45.

<sup>&</sup>lt;sup>4</sup> MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 26; MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 30-31.

<sup>&</sup>lt;sup>5</sup> UNESCO, 2024, "Operational Guidelines for the Implementation of the World Heritage Convention," 2024, section 88. Pdf, 31.

<sup>&</sup>lt;sup>6</sup> English Heritage, "Conservation Principles: Policies and Guidance for the Sustainable Management of the Historic Environment," p. 45.; Kalman, H. and Marcus R. Létourneau, 2021. Heritage Planning: Principles and Process. 2nd Ed, Routledge, New York, 314.

<sup>&</sup>lt;sup>7</sup> MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 26; MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 30-31.

<sup>&</sup>lt;sup>8</sup> National Park Service, "How to Evaluate the Integrity of a Property," 44.

<sup>&</sup>lt;sup>9</sup> National Park Service, "How to Evaluate the Integrity of a Property," 44.

significant architect and if surviving features of the building no longer represent that architect's design the integrity is lost. <sup>10</sup> Guidance from Alberta outlines a three step process for evaluating historic places that includes: determining if the place is eligible for designation, followed by evaluating its significance, and then assessing its integrity. <sup>11</sup> These guidance documents demonstrate that assessing integrity is based on first understanding the historic significance of the place.

Assessing heritage integrity includes review of the existing conditions for the feeling of intactness, completeness, or wholeness of the known or potential historic place followed by evaluation or a detailed understanding of its CHVI then further assessment for heritage integrity.

#### 2.6 UNDERSTANDING OF CULTURAL HERITAGE VALUE OR INTEREST

This report evaluates the Property against the criteria described in *O. Reg. 9/06* under the *OHA*. *O. Reg. 9/06* has nine criteria. They are:

- 1. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method.
- 2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.
- 3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.
- 4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community.
- 5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.
- 6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

<sup>&</sup>lt;sup>10</sup> MCM, "Heritage Property Evaluation: A Guide to Listing, Researching, and Evaluating Cultural Heritage Property in Ontario Communities," 31

<sup>&</sup>lt;sup>11</sup> Government of Alberta, "Evaluating Historic Places; Eligibility, Significance and Integrity," 2010, Pdf, 4 and 9.

- 7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.
- 8. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings.
- 9. The property has contextual value because it is a landmark. <sup>12</sup>

# 2.7 STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

If the evaluation finds that the Property meets any of the criteria from *O. Reg. 9/06* a Statement of Cultural Heritage Value or Interest (SCHVI) will be prepared. The SCHVI will follow guidance from the *Ontario Heritage Tool Kit, Designating Heritage Properties* and will include information required by the *OHA* and *Ontario Regulation 385/21* that must be included in a Notice of Intention to Designate (NOID).

<sup>&</sup>lt;sup>12</sup> Province of Ontario, "Ontario Regulation 9/06: Criteria for Determining Cultural Heritage Value or Interest," last modified 1 January 2023, accessed 24 February 2025, https://www.ontario.ca/laws/regulation/060009.

# 3 LEGISLATIVE AND POLICY CONTEXT

# 3.1 ONTARIO HERITAGE ACT CONTEXT

Since the Property is *Listed* on the *MHR* the Town has until 1 January 2027 to decide whether to *Designate* it under Section 29 of the *OHA* or to remove it from the *MHR*. This section describes relevant sections of the *OHA* and its regulation for property evaluation and preparation of a SCHVI (if required) for this CHER.

Section 29 Part IV of the *OHA* allows municipalities to designate, by by-law, individual properties in the municipality to be of cultural heritage value or interest. This requires that the property meets provincially prescribed criteria which are described in Section 1 of *O. Reg 9/06.* To be eligible for designation a property must meet at least two of the nine criteria for determining CHVI. Designation applies to real property.

The *OHA* requires that designation follow a process, which it outlines. For properties eligible for designation, Municipal Council must cause notice of intention to designate (a NOID) to be served to the owner(s) and to the Ontario Heritage Trust. The NOID must also be published according to municipal notification policy. The *OHA* requires the NOID served on the owner and Ontario Heritage Trust to contain:

- 1. an adequate description of the property so that it may be readily ascertained;
- 2. a statement explaining the cultural heritage value or interest of the property and a description of the heritage attributes of the property; and
- 3. a statement that notice of objection to the notice of intention to designate the property may be served on the clerk within 30 days after the date of publication of the notice of intention in a newspaper of general circulation in the municipality under clause (3) [Section 29(4)].

Note, a municipal policy adopted under clause 270 of the *Municipal Act* enables the municipality to publish the NOID in a format other than a newspaper.

The published NOID must also contain "a statement that further information respecting the notice of intention to designate the property is available from the municipality" [Section 29(4.1)].

Objections to the proposed designation must be served on the Clerk of the municipality within thirty days of the date of publication of the NOID. An objection must set out the reasons for the objection and all relevant facts [Section 29(5)].

If there are no objections or Municipal Council proceeds with designation, then Council must pass a by-law to designate the property. The by-law must include a statement explaining the

cultural heritage value or interest of the property and a description of the heritage attributes of the property and must comply with prescribed requirements from Section 3 of *Ontario Regulation 385/21* (*O. Reg. 385/21*).

The requirements for a heritage designation By-law from Section 3 of *O. Reg. 385/21* are:

- (1) The following requirements are prescribed for the purpose of paragraph 2 of subsection 29 (8) of the Act:
  - 1. The by-law must identify the property by,
    - i. the municipal address of the property, if it exists,
    - ii. the legal description of the property, including the property identifier number that relates to the property, and
    - iii. a general description of where the property is located within the municipality, for example, the name of the neighbourhood in which the property is located and the nearest major intersection to the property.
  - 2. The by-law must contain one or more of the following that identifies each area of the property that has cultural heritage value or interest:
    - i. A site plan.
    - ii. A scale drawing.
    - iii. A description in writing.
  - 3. The statement explaining the cultural heritage value or interest of the property must identify which of the criteria set out in subsection 1 (2) of *Ontario Regulation 9/06* (Criteria for Determining Cultural Heritage Value or Interest) made under the Act are met and must explain how each criterion is met.
  - 4. The description of the heritage attributes of the property must explain how each heritage attribute contributes to the cultural heritage value or interest of the property.
- (2) Nothing in subsection (1) prevents a by-law from identifying any physical features of a property that are not heritage attributes.

A SCHVI prepared in this CHER will include information required by the *OHA* for a NOID and information required by *O. Reg. 385/21* for a designation By-law (as appropriate).

### 3.2 LOCAL POLICY CONTEXT

This CHER is intended to support local policy guidance for cultural heritage identification and protection. Relevant plans and policies are outlined as follows.

### 3.2.1 ENVISION DURHAM REGIONAL OFFICIAL PLAN (2024)

It is understood that regional policy – from the *Envision Durham Regional Official Plan* (*ROP*, adopted by Regional Council on 17 May 2023 and approved by the Ministry of Municipal Affairs and Housing on 13 December 2024) – has been adopted by all local area municipalities as official planning guidance.

Relevant cultural heritage policies found in policy 3.3.41 encourage area municipalities to:

- Adopt policies to protect and enhance cultural heritage resources in their official plans, including the use of heritage impact assessments where development is proposed adjacent to properties designated under the Ontario Heritage Act, heritage conservation districts and provincial heritage properties;
- Utilize the Ontario Heritage Act to conserve, protect and enhance the built and cultural heritage resources of the municipality;
- Update municipal heritage registers on a regular basis..13

# 3.2.2 TOWN OF WHITBY OFFICIAL PLAN (DECEMBER 2024 OFFICE CONSOLIDATION)

The *Town of Whitby Official Plan* (*OP*) (December 2024 Office Consolidation) was adopted by Municipal Council in 1995, most recently updated in 2018, and most recently consolidated in December 2024. Policies pertaining to cultural heritage resources are included in Section 6.1 of the *OP*, entitled 'Cultural Heritage Resources and Archaeological Resources'. The goal of this section of the *OP* is to:

To identify and conserve Whitby's cultural heritage resources and archaeological resources for the benefit of existing and future generations, to enhance Whitby's sense of community and identity, and to contribute to its sustainability and economic viability.<sup>14</sup>

Among the objectives set out in Section 6.1 is to:

...identify, conserve, and enhance cultural heritage resources in accordance with the Ontario Heritage Act and to ensure that such resources are protected through

<sup>&</sup>lt;sup>13</sup> Region of Durham, "Envision Durham Regional Official Plan," last modified 13 December 2024, accessed 25 February 2025, https://www.durham.ca/OfficialPlan, 59-60.

<sup>&</sup>lt;sup>14</sup> Town of Whitby, "Town of Whitby Official Plan," December 2024 Office Consolidation, accessed 25 February 2025, https://www.whitby.ca/Whitby-Official-Plan-Text-2024-Dec.pdf, 105.

the development approval process in accordance with applicable legislation, plans, programs, and guidelines. 15

The following policies are relevant to this CHER:

The Municipality shall protect and conserve cultural heritage resources in accordance with applicable legislation, policies, and recognized heritage protocols. In this regard, the Municipality shall use applicable Federal, Provincial, and municipal legislation and guidelines to conserve and maintain all designated properties on the Heritage Register. <sup>16</sup>

# 3.2.3 DOWNTOWN WHITBY COMMUNITY SECONDARY PLAN

The Property is in the area governed by the *Downtown Whitby Community Secondary Plan* (*DWCSP*). Policies pertaining to the *DWCSP* are included in Section 11.3 of the City's *OP*. Among the objectives of the *DWCSP* is to:

Conserve and Enhance Cultural Heritage Resources [t]o enhance Downtown Whitby's historic character and respect cultural heritage resources through protection, adaptive re-use, sensitive integration with new developments, preservation of views and mature trees and appropriate built form transitions.<sup>17</sup>

<sup>&</sup>lt;sup>15</sup> Town of Whitby, "Town of Whitby Official Plan," 105.

<sup>&</sup>lt;sup>16</sup> Town of Whitby, "Town of Whitby Official Plan," 106.

<sup>&</sup>lt;sup>17</sup> Town of Whitby, "Town of Whitby Official Plan," 202.

# 4 HISTORIC CONTEXT

### 4.1 PRE-CONTACT

The pre-European contact (pre-contact) history of this area is long and diverse. Archaeologists generally divide the chronology of pre-European contact land use in Southern Ontario into three primary periods based on characteristics of settlement patterns and material culture: Palaeo-Indian; Archaic; and Woodland.

The cultural history of southern Ontario began around 11,000 years ago, following the retreat of the Laurentide Ice Sheet at the end of the Wisconsinan Glacial Period. During this archaeological period, known as the Paleo-Indian period (9500-8000 BCE), the climate was like the modern sub-arctic; and vegetation was dominated by spruce and pine forests. The initial occupants of the province were nomadic big-game hunters (i.e., caribou, mastodon, and mammoth) living in small groups and travelling over vast areas, possibly migrating hundreds of kilometers in a single year. <sup>18</sup>

During the Archaic archaeological period (8000-1000 BCE) the occupants of southern Ontario continued to be migratory in nature, although they lived in larger groups and covered smaller territories – possibly remaining within specific watersheds. <sup>19</sup>

The Woodland period in southern Ontario (1000 BCE–CE 1650) represents a marked change in subsistence patterns, burial customs and tool technologies, as well as the introduction of pottery making. The Woodland period is sub-divided into the Early Woodland (1000–400 BCE), Middle Woodland (400 BCE–CE 500), and Late Woodland (500-1650 CE). During the Early and Middle Woodland periods, communities grew and were organized at a band level. Subsistence patterns continued to be focused on foraging and hunting. There is evidence for incipient horticulture in the Middle Woodland as well as the development of long-distance trade networks. The Late Woodland period (ca. 500-1650 CE) is marked by the establishment of larger village sites, sometimes containing dozens of longhouses and fortified with palisade walls. Agriculture increased during this period, as did regional warfare. <sup>20</sup>

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<sup>&</sup>lt;sup>18</sup> Ellis, C. and Deller, D.B. "Paleo-Indians," in The Archaeology of Southern Ontario to A.D. 1650, ed. Christopher Ellis and Neal Ferris (London, ON: Ontario Archaeological Society, London Chapter, 1990).

<sup>&</sup>lt;sup>19</sup> Toronto Region Conservation Authority. "Chapter 3: First Nations," in Greening Our Watersheds: Revitalization Strategies for Etobicoke and Mimico Creeks. prepared by the Toronto Region Conservation Authority (Toronto, ON, 2001); Watson, G., "Prehistoric Peoples of the Rideau Waterway," in Archaeological Historical Symposium: October 2-3, 1982, Rideau Ferry, Ontario, edited by F.C.L. Wyght, pp. 24–55. Lombardy, Ontario.

<sup>&</sup>lt;sup>20</sup> Jackson, L., "Dawson Creek: An Early Woodland Site in South-Central Ontario," Ontario Archaeology 33:12–32; Parker, L.R.B. The Fitzgerald Site: A Non-Meadowood Early Woodland Site in Southwestern Ontario. Canadian Journal of Archaeology 21(2):121–148; Toronto Region Conservation Authority. "Chapter 3: First Nations."

### 4.2 TREATIES

The Property lies on land included in the Johnson-Butler Purchase. This treaty is also known as the 'Gunshot Treaty' and was entered into in 1788 by the Crown and certain Anishinaabe peoples. <sup>21</sup> The Treaty contained no exact description of the land covered and was meant to cover land as far as one can hear a gunshot from the shoreline of Lake Ontario.

A second set of treaties, the Williams Treaties, were entered into on 31 October and 15 November 1923 by the Crown and seven Anishinaabe First Nations. Land included in the Williams Treaties included an area of approximately 52,000 square kilometres between Lake Ontario and Lake Nipissing. The Williams Treaties overlapped land included in the Johnson-Butler Purchase. <sup>22</sup>

### 4.3 SURVEY AND EUROPEAN SETTLEMENT

In 1788, the Province of Quebec's government created districts and counties to serve as administrative bodies at the local level. The first Districts – in what would become Ontario – were Hesse, Nassau, Mecklenburg, and Lunenburg. These four Districts would be renamed Western, Home, Midland, and Eastern, respectively, in 1792. The Property is located in the former Nassau/Home district..<sup>23</sup>

The Township of Whitby and Township of East Whitby (now Oshawa) were surveyed between 1792 and 1795. The survey divided the townships into ten concessions (including a Broken Front along the north shore of Lake Ontario) and thirty-five lots. <sup>24</sup> Euro-Canadian settlement of the townships was concurrent with the surveying process. In 1793, a large-scale settlement plan was developed by William Willcocks, who was granted 1,000 acres of land in Whitby Township on the condition that he brings settlers from Ireland. Despite his efforts, he was unable to meet the established conditions, and he resorted to selling land to migrants from the United States. Willcocks was required by the Government of Upper Canada to forfeit his land because he did not uphold the conditions of the land grant. <sup>25</sup> While Willcocks' attempt to settle Whitby Township was ongoing, other settlers moved into the town. Benjamin Wilson, a United Empire Loyalist who settled around 1794, is credited as being the first settler in the

<sup>&</sup>lt;sup>21</sup> Government of Ontario, "Map of Ontario treaties and reserves," last modified 23 April 2024, accessed 14 March 2025, https://www.ontario.ca/page/map-ontario-treaties-and-reserves.

<sup>&</sup>lt;sup>22</sup> Government of Ontario, "Map of Ontario treaties and reserves."

<sup>&</sup>lt;sup>23</sup> Ontario Ministry of Public and Business Service Delivery, "The Changing Shape of Ontario: Early Districts and Counties," n.d., accessed 14 March 2025, https://www.archives.gov.on.ca/en/maps/ontario-districts.aspx.

<sup>&</sup>lt;sup>24</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present," 1999, self-published,

https://archive.org/details/chroniclesofcoun0000bria/mode/2up?q=hospital.

<sup>&</sup>lt;sup>25</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

Township of East Whitby (near Oshawa Harbour). <sup>26</sup> Settlement in the Township of Whitby was slow in the late 1790s and early 1800s. A census of the Township of Whitby from 1804 revealed 88 that it had inhabitants. <sup>27</sup>

Whitby Harbour – first known as 'Windsor' or 'Windsor Harbour' was the first main settlement area in the Township of Whitby. Windsor Harbour was founded in 1819 by John Scadding who was granted 1,000 acres of land in 1802 in the Township of Whitby by John Graves Simcoe. <sup>28</sup> Windsor Harbour developed as a shipping port and experienced moderate growth, reaching a population of 505 by 1820. By the mid-1820s, a second settlement area – Hamer's Corners – was beginning to attract settlers. Hamer's Corners was first known as 'Crawford's Corners' after Caleb Crawford who purchased land in the area in 1807. The first post office, initially called 'Windsor', was established in Crawford's Corners in 1824 in John B. Warren's general store. The Windsor post office was the first to have been developed between York (Toronto) and Port Hope. <sup>29</sup>

Settlement and immigration – primarily from the British Isles – remained consistent through the 1830s. Many immigrants worked in the mercantile and commercial sector that had been expanding through Whitby Harbour. The growth and development of Whitby Harbour as an important port is evidenced in its declaration as a Point of Entry and Customs Collector in 1831. Development also continued inland during the early 1830s. In 1833, Peter Perry purchased land around the intersection of Dundas Street and Brock Street, and by 1836 he had built a general store. This location, known as 'Perry's Corners,' was the third main settlement area in the Township of Whitby. Perry strategically purchased this land because of its location on Dundas Street – the main inland transportation route – and Brock Street – the main inland transportation route – and Brock Street – the main inland transportation route to Whitby Harbour. In 1837, Perry formed the Windsor Road Company with the intention of developing a road from Whitby Harbour to Georgian Bay. In addition to his road building enterprise, Perry also had part of his land holdings surveyed into a town plan in 1846. This survey, prepared by John Shier, was the first plan of subdivision in the Township of Whitby.<sup>30</sup>

The Province of Canada's (formerly Province of Quebec) Districts were dissolved in 1849, and the County of Ontario was established in 1852 as a subsection of the United Counties of York, Ontario, and Peel. Ontario County was composed of the Townships of Brock, East Whitby, Mara, Pickering, Rama, Reach, Scott, Scugog, Thorah, Uxbridge, and Whitby. The Township of

<sup>&</sup>lt;sup>26</sup> Farewell, J.E., "Short Notes as to the Early Settlement and Progress of Ontario County," 1907, Gazette-Chronicle Press, https://www.canadiana.ca/view/oocihm.81578/1.

<sup>&</sup>lt;sup>27</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

<sup>&</sup>lt;sup>28</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

<sup>&</sup>lt;sup>29</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

<sup>&</sup>lt;sup>30</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

Whitby was selected as the County Seat – the County's administrative centre – which initiated a building boom, predominantly in the Perry's Corners area. In addition to the ongoing building boom, Whitby Harbour was among the most active on the north shore of Lake Ontario at the time. In 1854, a second plan of subdivision known as 'Werden's Plan' was surveyed. In 1855, Whitby Harbour, Hamer's Corners, and Perry's Corners, along with land in their immediate vicinity, were incorporated as the Town of the Whitby. <sup>31</sup>

In 1856, the Grand Trunk Railway (GTR) was completed. Arrival of the GTR reduced the viability of Whitby Harbour because it enabled reliable, year-round transportation of goods; there was no longer substantial reliance on the Great Lakes. Also, in the mid- to late-19<sup>th</sup> century, the Port Whitby and Port Perry Railway (later renamed the Whitby, Port Perry and Lindsay Railway) (1869) and the Ontario and Quebec Railway (1883/1884) were built. Ongoing development of the railway network, which further enabled year-round transportation of goods, alongside the *McKinley Tariff Act* in 1890, which reduced the shipping of goods to the United States, continued to lessen Whitby Harbour's commercial viability. In 1902, a second track on the GTR was built and by 1914, a diversion line of the Canadian Pacific Railway – known as the Campbellford, Lake Ontario & Western Railway – had been built through Whitby. 32

In 1968, the Town of Whitby and the Township of Whitby were amalgamated to form one municipality. In 1974, Ontario County was dissolved, and Whitby was incorporated into the new Regional Municipality of Durham. <sup>33</sup>

### 4.4 PROPERTY HISTORY

The Property is on Plan H50031Part Lot 23 and Part Lot 24 6<sup>th</sup> Double Range, which is on Part Concession 1 Lot 26 in the Geographic Township of Whitby. Table 1 includes the Property's history. Land registry abstract indexes (LRAI), historic maps, air photos, previous studies, and information gathered from the Property's owners and the City's archive were reviewed.

<sup>31</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

<sup>&</sup>lt;sup>32</sup> Winter, B., "Chronicles of a County Town: Whitby Past and Present."

<sup>&</sup>lt;sup>33</sup> Stortz, G.J., "Whitby," in the Canadian Encyclopedia, last modified 29 September 2022, accessed 14 March 2025, https://www.thecanadianencyclopedia.ca/en/article/whitby.

Table 1. Property History

Date	Data Medium	Notes
1802 (17 May)	LRAI Book 252	Crown Patent for Lot 26 Concession 1 was issued to John Scadding. <sup>34</sup>
1820 (24 April)	LRAI Book 252	John Scadding sold the north half of Lot 26 Concession 1 to Joseph S. Losie. <sup>35</sup>
1824 (2 July)	LRAI Book 252	Joseph S. Losie sold the north half of Lot 26 Concession 1 to Asa Werden. <sup>36</sup>
1854	Previous Study	Plan 50031 created (Werden's Plan).37
1860	Historic Map (Figure 3)	The block where the Property located is depicted (Athol Street, Trent Street East, Green Street, and St. John Street East). No development is depicted.
1865 (28 September)	LRAI Book 252	A will associated with Asa Werden is listed for all of Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range. <sup>38</sup>
1874 (29 April)	LRAI Book 289	Robert B. Werden et al. sold Plan H50031 Lot 17 to Lot 24 6 <sup>th</sup> Double Range to Frederick Mudge for \$1,000.00. <sup>39</sup>
1877 (22 March)	LRAI Book 289	Frederick Mudge sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Gideon Striker for \$1.00. <sup>40</sup>
1877 (3 May)	LRAI Book 289	Gideon Striker sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Annie Mudge for \$1.00. <sup>41</sup>

<sup>&</sup>lt;sup>34</sup> Durham County Land Registry Office (LRO 40), "DURHAM (40), WHITBY, Book 252, CONCESSION 1; LOT 21 TO 35," n.d., accessed 25 February 2025, https://www.onland.ca/ui/40/books/60709/viewer/62107688?page=221, Instrument No. Patent.

<sup>&</sup>lt;sup>35</sup> LRO 40, Book 252, Instrument No. 653.

<sup>&</sup>lt;sup>36</sup> LRO 40, Book 252, Illegible Instrument No.

<sup>&</sup>lt;sup>37</sup> GBCA Architects et al., "Downtown Whitby Heritage Conservation District Study: Phase 1 Report," January 2013, accessed 28 February 2025, pdf.

<sup>&</sup>lt;sup>38</sup> LRO 40, Book 252, Instrument No. 25895.

<sup>&</sup>lt;sup>39</sup> LRO 40, "DURHAM (40), DURHAM, Book 289, PLAN H50031; RANGE 5 TO 7," n.d., accessed 25 February 2025, https://www.onland.ca/ui/40/books/60479/viewer/28553736?page=190, Instrument No. 1384.

<sup>&</sup>lt;sup>40</sup> LRO 40, Book 289, Instrument No. 2141.

<sup>&</sup>lt;sup>41</sup> LRO 40, Book 289, Instrument No. 2142.

Date	Data Medium	Notes
1877	Historic Map (Figure 3)	Lot 23 and Lot 24 6 <sup>th</sup> Double Range are depicted. No development is depicted. No owner(s) is depicted.
1886 (11 August)	LRAI Book 289	Annie & F. Mudge sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Kelly Hill for an unidentified amount <sup>42</sup>
1889 (1 February)	LRAI Book 289	Kelly Hill sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Rebecca Hill for an unidentified amount. A3 Both properties were transferred back to Kelly Hill through a quit claim deed.
1898 (7 November)	LRAI Book 289	Kelly Hill and Wife sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Eliza Smith for \$150.00.44
1907 (22 January)	LRAI, Book 289	Eliza Smith sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Eliza Kelley for \$350.00. <sup>45</sup>
1910 (10 March)	LRAI Book 289	Eliza Kelley sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to James Long for \$275.00. <sup>46</sup>
1910 (30 April)	LRAI Book 289	James Long and Wife sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Eliza Kelley for \$275.00. <sup>47</sup>
1911 (30 June)	LRAI Book 289	Eliza Kelley sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to James Long for \$300.00. <sup>48</sup>
1912 (3 January)	LRAI Book 289	James Long and Wife sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range to Eleanor L. McCann for \$400.00. <sup>49</sup>
1913 (23 August)	LRAI Book 289	Eleanor L. McCann sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Thomas

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 $<sup>^{42}</sup>$  LRO 40, Book 289, Instrument No. 3865.

<sup>&</sup>lt;sup>43</sup> LRO 40, Book 289, Instrument No. 4295.

<sup>&</sup>lt;sup>44</sup> LRO 40, Book 289, Instrument No. 5285.

<sup>&</sup>lt;sup>45</sup> LRO 40, Book 289, Instrument No. 6037.

<sup>&</sup>lt;sup>46</sup> LRO 40, Book 289, Instrument No. 6530.

<sup>&</sup>lt;sup>47</sup> LRO 40, Book 289, Instrument No. 6560.

<sup>&</sup>lt;sup>48</sup> LRO 40, Book 289, Instrument No. 6707.

<sup>&</sup>lt;sup>49</sup> LRO 40, Book 289, Instrument No. 6776.

Date	Data Medium	Notes
		Wilkins for \$1,000.00.50  Thomas Wilkins was Olive Goodfellow's (Wilkins) father.
1914	Archival Records	The house on the Property was built. No architect, builder, or designer could be identified with its construction. <sup>51</sup>
1915 (20 October)	LRAI Book 289	Thomas Wilkins sold Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Olive Goodfellow for \$1.00.
1929 (30 March)	LRAI Book 289	Olive Goodfellow granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Nellie N. MacConnell for \$10,500.00. MacConnell acquired a \$4,000.00 mortgage from Goodfellow. <sup>52</sup>
1930	Topographic Map (Figure 4)	A building is depicted in the approximate location of the house.
1932 (30 May)	LRAI Book 289	MacConnell issued Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Olive Goodfellow through a quit claim deed. The exact nature or reason for this transfer is not made clear in LRAI records. <sup>53</sup>
1934 (23 April)	LRAI Book 289	Olive Goodfellow granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to George H. Stevenson for \$6,000.00. <sup>54</sup>
1934 (12 December)	LRAI Book 289	George H. Stevenson granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Lilias C. Stevens for \$6,000.00. <sup>55</sup>

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<sup>&</sup>lt;sup>50</sup> LRO 40, Book 289, Instrument No. 7114.

<sup>&</sup>lt;sup>51</sup> Whitby Public Library Archives, "Charles A. Goodfellow Family Records," n.d., accessed 7 March 2025, pdf.

 $<sup>^{\</sup>rm 52}$  LRO 40, Book 289, Instrument No. 10266.

<sup>&</sup>lt;sup>53</sup> LRO 40, Book 289, Instrument No. 10875.

<sup>&</sup>lt;sup>54</sup> LRO 40, Book 289, Instrument No. 11048.

 $<sup>^{55}</sup>$  LRO 40, Book 289, Instrument No. 11138.

Date	Data Medium	Notes
		Stevens acquired two mortgages from parties with illegible names in LRAI records, including \$4000.00 on 28 March 1936 and \$200.00 on 3 April 1836. <sup>56</sup>
		It is possible that the house's side wing additions were built using the mortgage funds.
1911 Rev. 1934	Fire Insurance Plan (Figure 5)	A two-and-a-half storey brick house is shown on the Property. One version of this plan shows the building with the northwest (garage) side wing addition, and one does not. This suggests that this addition was built sometime around the production of the plan.
1936 (2 September)	Archival Records	Lilias C. Stevens rented Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Leslie McFarlane for a term of eleven months (October 1936 – September 1937). <sup>57</sup>
1936 (16 September)	Archival Records, LRAI Book 289	Lilias C. Stevens granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Hugh G. Crozier for \$6,000.00. <sup>58</sup> The first visual evidence of the southeast side wing addition dates to Crozier's ownership. At the time, the first storey was an open verandah (see Section 4.4.2.1). It is, however, possible that it was built during Stevens' ownership.
1952	Topographic Map (Figure 4)	A building is depicted in the approximate location of the house. Additional development on the northeast side of Athol Street.
1954	Air Photo (Figure 6)	A building is present on Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range.
1964	Air Photo (Figure 6)	A building is present on Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range. The northwest (garage) and

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<sup>&</sup>lt;sup>56</sup> LRO 40, Book 289, Instrument No. 11284; 11292.

 $<sup>^{\</sup>rm 57}$  Property Owners' Collection, letter from Brian McFarlane dated 26 April 1995.

<sup>&</sup>lt;sup>58</sup> LRO 40, Book 289, Instrument No. 11384.

Date	Data Medium	Notes
		southeast wings appear to be present.
1965 (22 April)	LRAI (Book 289, Instrument No. 130117)	Hugh G. Crozier granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Roald C. Deeth, Melvin O. Goreski, and John L. Miller for \$25,900. <sup>59</sup>
1965 (26 November)	LRAI Book 289	Roald C. Deeth, Melvin O. Goreski, and John L. Miller granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Whitby-Trent Limited for \$2.00 etc. <sup>60</sup> Whitby-Trent Limited acquired a \$60,000.00 mortgage
		from Roald C. Deeth, Melvin O. Goreski, and John L. Miller on 26 November 1965. 61
		It is possible that the dormers on the upper half storey of the house's northeast elevation and cupola were added under this ownership. The amount acquired through the mortgage – which was much higher than previous sale costs – suggests that modifications were made to the house.
1969	Air Photo (Figure 6)	A building is present on Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range. Few details are visible due to image quality.
1973 (23 January)	LRAI Book 289	Whitby-Trent Limited granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Gwynne C. Barnes and Shirley M. Barnes for \$49,000.00. <sup>62</sup> The Barnes' acquired a \$25,000.00 mortgage from the Victoria & Grey Trust Company on 25 January 1973. <sup>63</sup>

April 2025

<sup>&</sup>lt;sup>59</sup> LRO 40, Book 289, Instrument No. 130117.

 $<sup>^{\</sup>rm 60}$  LRO 40, Book 289, Instrument No. 137122.

 $<sup>^{61}</sup>$  LRO 40, Book 289, Instrument No. 137123.

 $<sup>^{\</sup>rm 62}$  LRO 40, Book 289, Instrument No. 234258.

<sup>&</sup>lt;sup>63</sup> LRO 40, Book 289, Instrument No. 234190.

Date	Data Medium	Notes
1974 (29 April)	LRAI Book 289	Gwynne C. Barnes and Shirley M. Barnes granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Gordon W. Gilbert for \$80,000.00. <sup>64</sup> Gilbert acquired a \$35,000.00 mortgage from the Victoria & Grey Truste Company on 30 April 1974. <sup>65</sup>
1974	Air Photo (Figure 6)	A building is present on Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range. Few details are visible due to image quality; however, the dormers in the upper half storey of the house's northeast elevation are present.
1978	Topographic Map (Figure 4)	Property and its immediate vicinity depicted a being developed. Individual buildings are not depicted.  Additional development is depicted to the southeast of the Property.
1982 (27 January)	LRAI Book 289	Gordon W. Gilbert and Lynn Gordon granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Steven J. Gearing and Lexine E. Gearing for an unidentified amount. 66
		Two mortgages were acquired by the Gearings, including an unidentified amount from Gordon W. Gilbert and Lynn Gordon on 27 January 1983 and \$32,000.00 from the Canadian Royal Bank of Commerce on 20 July 1983. <sup>67</sup>
1983 (5 April)	LRAI Book 289	Steven J. Gearing and Lexine E. Gearing granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Michael James Delsey and Patricia Ann Delsey for an unidentified amount. <sup>68</sup> The Delseys acquired a \$127,249.90 mortgage from the Bank of Nova Scotia on 5 April 1983. <sup>69</sup>

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 $<sup>^{\</sup>rm 64}$  LRO 40, Book 289, Instrument No. 255116.

<sup>&</sup>lt;sup>65</sup> LRO 40, Book 289, Instrument No. 255117.

 $<sup>^{\</sup>rm 66}$  LRO 40, Book 289, Instrument No. D134775.

<sup>&</sup>lt;sup>67</sup> LRO 40, Book 289, Instrument No. D134776; D141857.

 $<sup>^{\</sup>rm 68}$  LRO 40, Book 289, Instrument No. D153908.

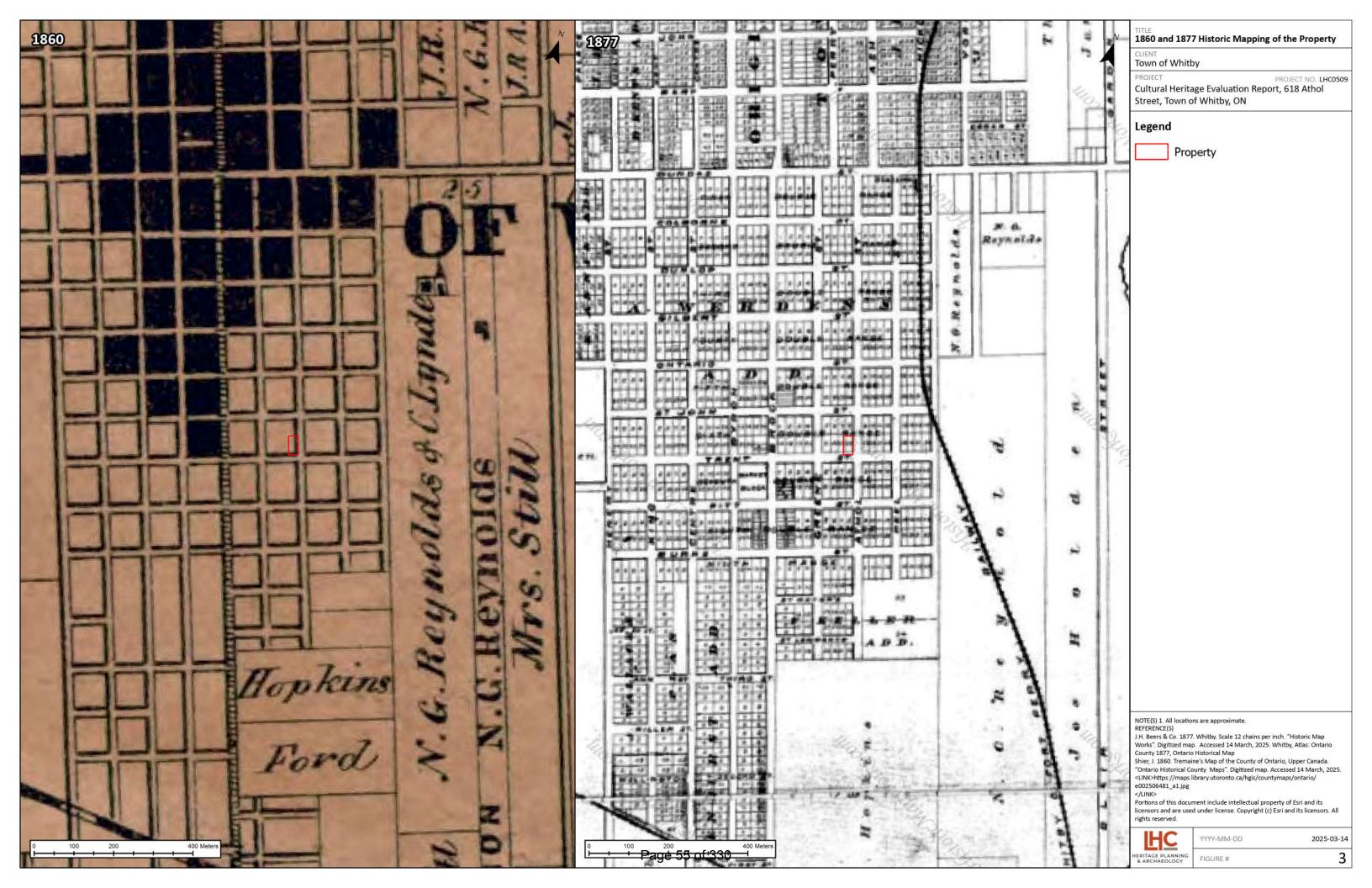
<sup>&</sup>lt;sup>69</sup> LRO 40, Book 289, Instrument No. D153909.

Date	Data Medium	Notes
1985 (28 June)	LRAI Book 289	Michael James Delsey and Patricia Ann Delsey granted Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Roy Richard Hillman and Diane Elizabeth Hillman for an unidentified amount. Two mortgages were acquired by the Hillmans, including \$255,000.00 from the Royal Bank of Canada on 13 July 1988 and \$50,400.00 from Margaret Jensen and Shirley Scott on 13 June 1988.
1993 (3 December)	Archival Records, LRAI Book 289	Roy Richard Hillman and Diane Elizabeth Hillman transferred Plan H50031 Lot 23 and Lot 24 6 <sup>th</sup> Double Range (except north 10 feet) to Natalie Marcia Fraser for \$280,000.00. <sup>72</sup> The owners opened a law practice on the Property. In doing so, the first storey of the house's southeast wing addition was enclosed and served as the foyer/waiting room for the practice. The house's living room was used also used for the law practice.  The stairs and tile floor of the portico and chimney
		were redone. All windows were replaced aside from those on the main house's northeast elevation.  The stairs to the basement in the living room were constructed.
1994	Topographic Map (Figure 4)	Property and its immediate vicinity depicted as being developed. Individual buildings are not depicted. Additional development is depicted to the northeast of the Property.
2017	Archival Records	The law practice closed. The foyer/waiting room in the first storey of the house's southeast wing addition was transitioned into a sunroom.

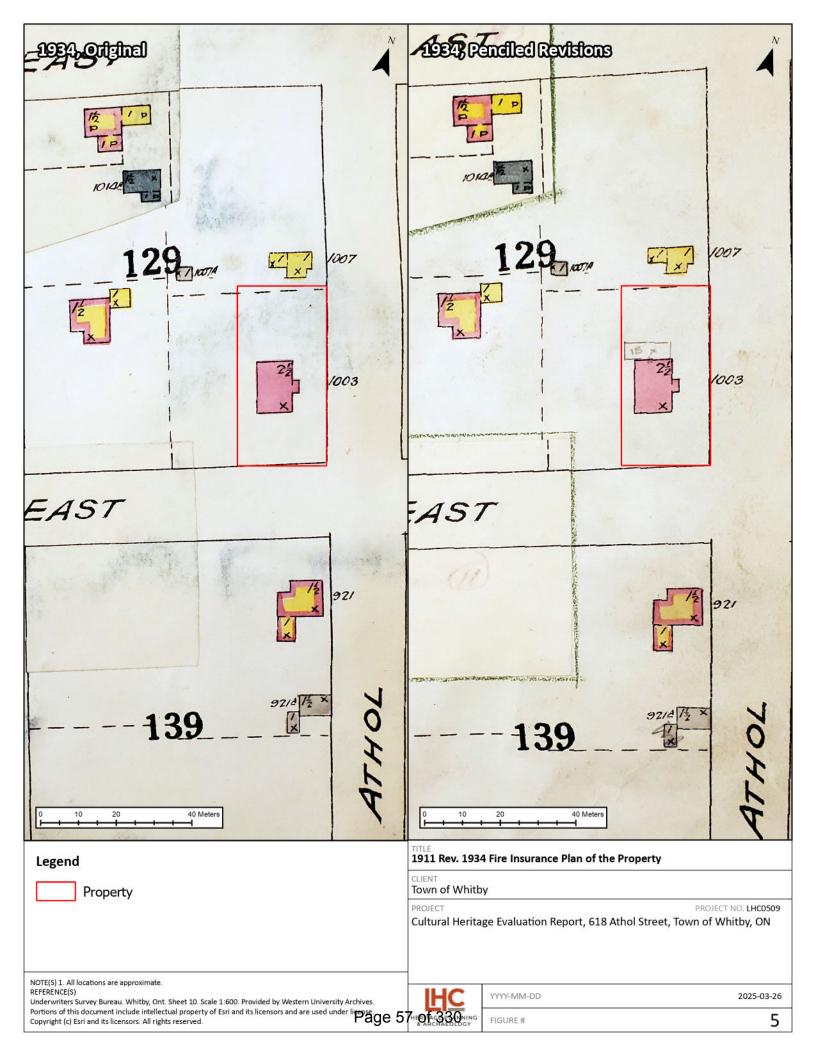
 $<sup>^{\</sup>rm 70}$  LRO 40, Book 289, Instrument No. D199071.

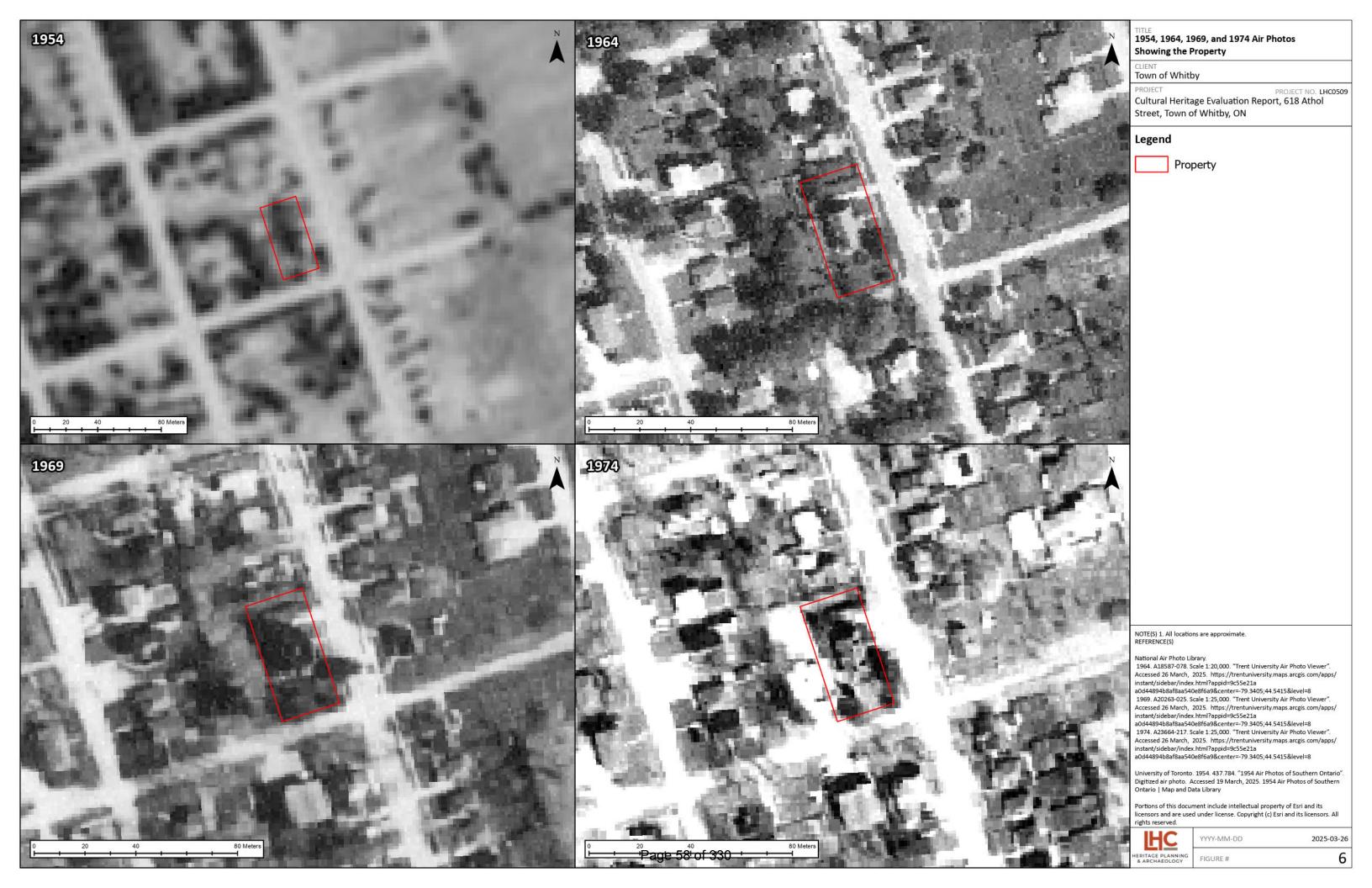
 $<sup>^{71}</sup>$  LRO 40, Book 289, Instrument No. D281595; 281645.

<sup>&</sup>lt;sup>72</sup> LRO 40, Book 289, Instrument No. D423835.













**Property Morphology** 

CLIENT
Town of Whitby

PROJECT NO. LHC0509

Cultural Heritage Evaluation Report, 618 Athol Street, Town of Whitby, ON

NOTE(S) 1. All locations are approximate. REFERENCE(S) 1. First Base Solutions Inc., Maxar, Microsoft

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YYYY-MM-DD

2025-03-23

FIGURE #

# 4.4.1 NOTABLE OWNERS/OCCUPANTS

### 4.4.1.1 GRAYDON AND OLIVE GOODFELLOW

Graydon Goodfellow was born on 9 January 1891 to Charles A. Goodfellow (1865-1919) and Mary Louisa Magee (1869-1950) in Toronto, Ontario. Charles A. Goodfellow moved to Whitby in 1903 and opened a publishing company called the 'Keystone'. In 1906, Charles A. Goodfellow purchased the other publishing companies in Whitby – the 'Whitby Gazette' and the 'Whitby Chronicle' – from S. M. Newton. In 1912, Charles A. Goodfellow amalgamated the two publications under the name of 'Whitby Gazette and Chronicle'. Graydon Goodfellow worked in the printing plant when in high school and during vacation periods when he was attending McMaster University. Graydon Goodfellow graduated with a Bachelor of Arts from McMaster University in 1913 and immediately began working with his father in the firm called 'C. A. Goodfellow and Son' – who printed the 'Whitby Gazette and Chronicle'. <sup>73</sup>

Goodfellow married Olive Florence Wilkins on 21 May 1914 at her parents' house at 24 Elm Avenue in the City of Toronto. Olive Wilkins was the daughter of Thomas Wilkins, a wholesale merchant. A newspaper excerpt from 28 May 1914 indicates that their house – located at the intersection of Trent Street and Athol Street – was under active construction at the time. Graydon and Olive Goodfellow lived at this site – 618 Athol Street – until 30 March 1929. When living at 618 Athol Street, Graydon Goodfellow was a member of Whitby Town Council (1917); became the head of 'C. A. Goodfellow and Son' following his father's death in 1919; became Worshipful Master of Composite Lodge No. 30 AF and AM for the Masonic Order in 1923 and was appointed District Deputy Grand Master for Ontario District in 1928; served as a Chairman for the Board of Education (1929-1948); and served on the Board of Governors of the Ontario Ladies' College for over 25 years (exact dates unknown). To

In 1926, Graydon and Olive Goodfellow had a new house built at 406 Dundas Street West. The reason for their move is cited as Olive Goodfellow's deafness, which prompted her doctor to suggest moving to a busier street to stimulate hearing. On 30 March 1929, the Goodfellows sold 618 Athol and moved to 406 Dundas Street West.<sup>76</sup>

In September 1929, C.A. Goodfellow and Son amalgamated with Mundy Printing Company Limited in Oshawa, creating the Moody-Goodfellow Printing Company Limited. Goodfellow

<sup>&</sup>lt;sup>73</sup> Whitby Public Library Archives, "Charles A. Goodfellow Family Records."

<sup>&</sup>lt;sup>74</sup> Library and Archives Canada, "Census of Canada, 1911: Wilkins, Thomas," n.d., accessed 7 March 2025, https://recherche-collection-search.bac-

lac.gc.ca/eng/Home/Record?app=census&ldNumber=14488364&ecopy=e002027715.

<sup>&</sup>lt;sup>75</sup> Whitby Public Library Archives, "Charles A. Goodfellow Family Records."

<sup>&</sup>lt;sup>76</sup> Whitby Public Library Archives, "Residence of Graydon Goodfellow, 1950," n.d., accessed 7 March 2025, https://images.ourontario.ca/whitby/2316219/data.

was vice president and managing director. In April 1943, Times Publishing Company was reorganized, and the name was changed to Goodfellow Printing Company Limited. At the same time, he became director of the Oshawa Times Limited (publisher of Oshawa Times-Gazette).<sup>77</sup>

Goodfellow was also the president of the Rotary Club (1933), member of the Whitby Boy Scout Association, Director of the Printing Trades Division of the Industrial Accident Prevention Association for Central Ontario, and was associated with the development of the Whitby Citizens' Band.<sup>78</sup>

Graydon Goodfellow died in Mobile, Alabama on 7 February 1950 at age 60.79

#### 4.4.1.2 DR. GEORGE HERBERT STEVENSON

George Herbert Stevenson was born on 20 March 1884 to Frederick Yates Stevenson and Mary Jane Craig in Toronto, Ontario. Stevenson was a medical doctor who graduated from the University of Toronto in 1918. Prior to completing his medical training, he served during the First World War as a member of the 34<sup>th</sup> Battalion, CEF. In 1915, he was stationed at No. 3 Stationary Hospital, Lemnos, Greece.<sup>80</sup>

Stevenson's post-graduate medical training took place at Toronto Western Hospital, Harvard University, and Boston Psychopathic Hospital. He first practiced at the Newmarket Military Hospital between 1918 and 1919. Between 1919 and 1920, he worked at Ontario Hospital in Toronto before moving to London, Ontario where he worked at the Ontario Hospital between 1920 and 1927. In 1927, he moved to Whitby where he worked at the Ontario Hospital, serving as superintendent. In 1934, Stevenson relocated to London, Ontario where he once again worked at the Ontario Hospital. He also became a Professor of Psychiatry at the University of Western Ontario. Between 1953 and 1956, Stevenson was a Research Professor in Psychiatry and director of drug addiction research at the University of British Columbia. 81

Stevenson was a Member of London Academy of Medicine, Ontario County Medical Association (served as president), Ontario Neuropsychiatric Association (served as president), Ontario Medical Association, American Psychiatric Association (served as president and chairman; he was the first Canadian president). He was the co-author of "Personality and its Deviations" (1947). Outside of his professional endeavors, Stevenson served as the first

<sup>&</sup>lt;sup>77</sup> Whitby Public Library Archives, "Charles A. Goodfellow Family Records."

<sup>&</sup>lt;sup>78</sup> Whitby Public Library Archives, "Charles A. Goodfellow Family Records."

<sup>&</sup>lt;sup>79</sup> Whitby Public Library Archives, "Charles A. Goodfellow Family Records."

<sup>80</sup> Whitby Public Library Archives, "Dr. George H. Stevenson Family Records," n.d., accessed 7 March 2025, pdf.

<sup>81</sup> Whitby Public Library Archives, "Dr. George H. Stevenson Family Records."

president of the Whitby Rotary Club (1933).82

Stevenson died in St. Petersburg, Florida on 1 June 1976 at age 83.83

### 4.4.1.3 CHARLES LESLIE MCFARLANE

Charles Leslie McFarlane was born on 25 October 1902 to John Henry McFarlane and Rebecca Barnett in Carleton Place, Ontario. McFarlane wrote books, short stories, novelettes, and serials in magazines. Notably, he wrote the manuscripts for the first eighteen books in the 'Hardy Boys' series. McFarlane wrote the manuscripts under the pseudonym 'Franklin W. Dixon', which was assigned to him by the Edward Stratemeyer Syndicate (the series' publisher). McFarlane also wrote, directed, and produced films and plays.<sup>84</sup>

McFarlane first worked as a reporter for various news agencies in Welland, Ontario; Sudbury, Ontario; Ottawa, Ontario; North Bay, Ontario; Montreal, Quebec; Springfield, Massachusetts; and Madison, New Jersey. In 1926, McFarlane began his professional writing career after agreeing to write six books in the 'Dave Fearless' series. McFarlane's following contract was to write the 'Hardy Boys' series. He wrote this series until 1944. While writing the 'Hardy Boys' books, McFarlane moved to Whitby. While living at 618 Athol Street, he wrote at least one book in the series entitled 'A Figure in Hiding'.<sup>85</sup>

In 1943, he began working with the Canadian National Film Board, where he worked until 1958. During this time, he also worked as an Extension Lecturer in Creative Writing at Carleton College in Ottawa. Beginning in 1958, McFarlane was the story editor in chief in the drama writing department of the Canadian Broadcasting Corporation. <sup>86</sup>

McFarlane died on 6 September 1977 at age 74.87

### 4.4.1.4 REV. HUGH GIBSON CROZIER

Hugh Gibson Crozier was born on 19 March 1873 to Hugh Crozier and Lucinda Turner in Holstein, Ontario. Crozier was a Minister in United Church, ordained in Manitoba in 1899. When in Manitoba, he was the chairman of the Presbyteries of Minnedosa and Winnipeg and represented the Synod of the Presbyterian Church of Manitoba on the Foreign Mission Committee of the General Assembly. Crozier also served in Tavistock, Thamesford, Pickering, Cedardale, and Oshawa. Crozier retired to Whitby in 1937. Crozier died on 15 October 1965 at age 92.88

<sup>82</sup> Whitby Public Library Archives, "Dr. George H. Stevenson Family Records."

<sup>83</sup> Whitby Public Library Archives, "Dr. George H. Stevenson Family Records."

<sup>84</sup> Whitby Public Library Archives, "Leslie McFarlane Family Records," n.d., accessed 7 March 2025, pdf.

<sup>85</sup> Whitby Public Library Archives, "Leslie McFarlane Family Records."

<sup>&</sup>lt;sup>86</sup> Whitby Public Library Archives, "Leslie McFarlane Family Records."

<sup>87</sup> Whitby Public Library Archives, "Leslie McFarlane Family Records."

<sup>88</sup> Whitby Public Library Archives, "Crozier Family Records," n.d., accessed 7 March 2025, pdf.

# 4.4.2 HISTORIC PHOTOGRAPHS

# 4.4.2.1 REV. HUGH G. CROZER CARD (C. 1940)

Image 1 and Image 2 show the house on the Property when Hugh G. Crozier owned it. The exact date the photographs were taken is unknown.



Image 1. 1940 photograph of the northeast elevation of the house on the Property



Image 2. c. 1940 photograph of the southwest elevation of the house on the Property

#### 4.4.2.2 1973 REAL ESTATE LISTING

Image 3 shows the house on the Property when Whitby-Trent Limited owned it. It is most likely that the real estate listing relates to their sale of the Property. The dormers in the upper half storey of the house's northeast elevation had been constructed.



Image 3. 1973 photograph of the northeast elevation of the house on the Property

# 4.4.2.3 1976 NEWS REPORT

Image 4 shows the house on the Property when Gordon W. Gilbert owned it. The cupola first appears in this photo; however, it was likely built earlier.



Image 4. 1976 photograph of the northeast elevation of the house on the Property

### 4.4.2.4 1985 REAL ESTATE LISTING

Image 5 shows the house on the Property when Michael James and Patricia Ann Delsey or Roy Richard and Diane Elizabeth Hillman owned it. The first storey of the southeast side wing addition remained open.



Image 5. 1985 photograph of the northeast and southeast elevations of the house on the Property

# 4.4.2.5 1993 PHOTOS

Image 6 shows the house on the Property under its current ownership. The southeast side wing addition was enclosed and used as a foyer/waiting room for the owners' law practice.



Image 6. 1993 photograph of the northeast elevation of the house on the Property

### 4.4.3 HISTORIC CONNECTION TO 221 TRENT STREET EAST

The property at 221 Trent Street East, located to the southwest of the intersection of Athol Street and Trent Street East, was purchased by Charles A. Goodfellow in 1913.<sup>89</sup> On 8 April 1914 Charles A. Goodfellow sold the property to his wife, Mary Louisa Goodfellow.<sup>90</sup> Mary Louisa Goodfellow retained ownership of the property until her death in 1950. On 4 September 1959, Eleanor H. Toll (née Goodfellow) and Leroy Toll, trustees of Mary Louisa Goodfellow's will) granted the property to Mary Matheson.<sup>91</sup>

Charles A. and Mary Louisa Goodfellow's ownership of 221 Trent Street East coincides with Graydon M. and Olive Florence Goodfellow's ownership of 618 Athol Street.

<sup>89</sup> LRO 40, Book 289, Instrument No. [illegible].

<sup>&</sup>lt;sup>90</sup> LRO 40, Book 289, Instrument No. 7248.

<sup>&</sup>lt;sup>91</sup> LRO 40, Book 289, Instrument No. 79127.

# 5 ASSESSMENT OF EXISTING CONDITIONS

### 5.1 SURROUNDING CONTEXT

The Property is in the geographic Township of Whitby in the Town of Whitby. It is in the Town's downtown area and is on the southwest side of Athol Street, northwest of the intersection of Athol Street and Trent Street East. It is bound by Athol Street to the northeast, Trent Street East to the southeast, the residential property at 220 Trent Street East to the southwest, and the residential property at 610 Athol Street to the northwest.

Athol Street is a collector road providing access between Clemence Avenue to the southeast and Dundas Street East to the northwest. Near the Property, it has one northwest- and one southeast-bound lane, painted bicycle lanes, concrete curbs, boulevards with manicured grass, and concrete sidewalks. Wood utility poles with streetlights are set into boulevards along the northeast side of the road (Image 7). Trent Street is a local road that provides access between Henry Street to the southwest and Peel Street to the northeast. Near the Property, it has one northeast- and one southwest-bound lane, concrete curbs, and concrete sidewalks. Wood utility poles are on the northwest side of the street and a boulevard with manicured grass is on the southeast side of the street (Image 8).

The property at 220 Trent Street East is a rectangular lot with an approximate area of 860 square metres. It is occupied by a single detached two-story house (Image 9). The property at 610 Athol Street is a rectangular lot with an approximate area of 600 square metres. It is occupied by a single detached one-storey house and detached garage (Image 10).

The topography in the area is generally flat; however, Trent Street East slopes downward on both sides of its intersection with Athol Street (Image 8 and Image 11). The character around the Property is residential. Single detached houses are most common, with some multi-suite apartments in the area. Single detached houses range from one to two-and-a-half storeys and use a range of materials including brick, board and batten siding, shiplap siding, and stone veneer (Image 12). Multi-suite apartment buildings in the vicinity are typically two-and-a-half to three storeys and are clad in brick (Image 13). Residential properties typically have a front lawn composed of manicured grass and some arrangement of trees, hedges, shrubs, and gardens with perennial flowers. Overall, there is quite a variety of building age, architectural styles, heights, materials, and landscaping around the Property.



Image 7. View southeast showing Athol Street near the Property



Image 8. View southwest showing Trent Street East near the Property



Image 9. View northwest showing the adjacent property at 220 Trent Street East



Image 10. View southwest showing the adjacent property at 610 Athol Street



Image 11. View southeast showing Trent Street East to the northeast of Athol Street



Image 12. View northeast showing residential properties on the northeast side of Athol Street



Image 13. View southeast showing a multi-unit residential property near the Property

### 5.2 THE PROPERTY

The Property is a rectangular lot with an approximate area of 1,200 square metres. It is occupied by a single detached, rectangular house clad in red brick that has a side wing addition on its southeast and northwest elevations (Image 14 through Image 16). Two landscape brick and paving stone footpaths and an asphalt driveway provide access to the house. Both footpaths connect to the sidewalk on the southwest side of Athol Street. The northmost footpath provides access to the main house's primary entrance (Image 17). The southmost footpath provides access to the southeast side wing addition (Image 18). The driveway occupies part of the Property's front yard and extends along the main house's northwest elevation, terminating at the northwest (garage) side wing addition (Image 19). A second asphalt parking area is located in the Property's southeast side yard and is accessed from Trent Street East. The Property's front yard and southeast side yard are composed of manicured grass with extensive landscaping. Flowerbeds with hedges, shrubs, and perennial flowers extend along the house's northeast elevation, the northmost walkway, and the parking area connected to Trent Street East. A short retaining wall composed of landscape brick separates the front/side yard from the asphalt parking area. A large garden with hedges, shrubs, perennial flowers, and a mature deciduous tree is in the Property's southeast corner

(Image 20). The Property's backyard is composed of manicured grass, hedges, shrubs, and a mature deciduous tree (Image 21). The backyard connects directly to the Property's northwest side yard. The northwest side yard is located in between the house on the Property and the house on the adjacent property at 610 Athol Street. The northwest side yard is composed of manicured grass, a mature deciduous tree near its centre, and several deciduous and coniferous trees along its perimeter (Image 22 and Image 23).

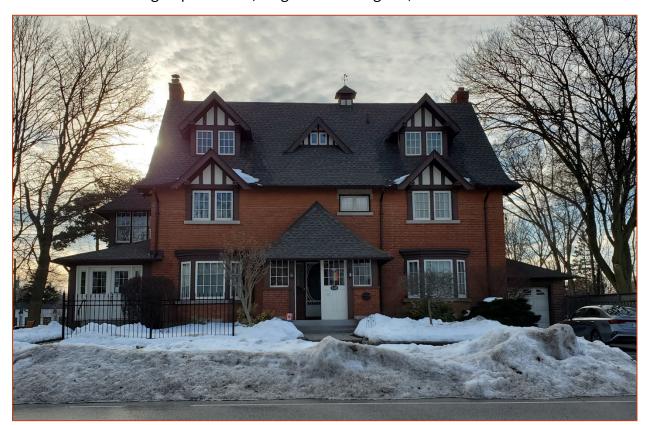


Image 14. View southwest showing the primary, northeast elevation of the house on the Property



Image 15. View northwest showing the southeast elevation of the house on the Property – the southeast wing addition is visible



Image 16. View south showing the northwest elevation of the house on the Property – the northwest wing addition is visible



Image 17. View southwest showing the northmost footpath



Image 18. View west showing the southmost footpath and entrance to the southeast side wing addition



Image 19. View southwest showing the driveway



Image 20. View west showing the landscaping in the front (northeast) and side (southeast) yards



Image 21.View southeast showing the backyard



Image 22. View northeast towards Athol Street showing the side (northwest) yard



Image 23. View west towards Green Street showing the side (northwest) yard

#### **5.2.1 HOUSE EXTERIOR**

The house is a single detached, rectangular building with side wing additions on its northwest and southeast elevations (Image 14 through Image 16). The main house is two-and-a-half storeys, has a three-bay façade composed of a central entrance with windows on both sides and bay windows, and has a full below grade basement. The main exterior wall of the main house is clad in red common bond brick, where every fourth brick course is composed of alternately laid stretcher and header bricks (Image 24).

The main house has a steep bellcast side gable roof with returned eaves (Image 25). Along the northeast elevation, southwest elevation, and returned eaves, the roof has a wood soffit, plain frieze, and exposed rafters. Along the northwest and southeast elevations, the roof has a plain frieze obscured by plain fascia (Image 26). The house has five dormers on its northeast elevation and three on its southwest elevation. Two broken eave, gable dormers are located on the second storey of both the northeast and southwest elevation. They each have plain soffit and fascia, brackets, and vertical half timbering (Image 27). Two gable dormers are located on the upper half storey of the northeast elevation. These dormers have projecting eaves, plain soffit and fascia, exposed rafters, brackets, and vertical half timbering. One swept

gable dormer is centrally located on the upper half storey of both the northeast and southwest elevation. The swept dormer on the northeast elevation has plain fascia and half timbering (Image 28). The swept dormer on the southwest elevation has plain soffit and fascia and is clad in cedar shakes (Image 29). The house has chimneys that partially extrude from its exterior walls on its northwest and southeast elevations. Both chimneys are slightly offset to the west from the centre of their respective elevations, have a single stack massing composed of red brick set in stretcher bond, shallow corbel, and stone/concrete cap. The northwest chimney has two flues (Image 30), and the southeast chimney has three flues (Image 31). A cupola is offset to the north of the roof's crest (Image 32).

Typical windows in the main house have flathead openings, multi-sashed and multi-paned windows, and projecting stone/concrete lug sills. One common style has plain wood trim inside and outside the structural opening. Another common style has plain wood trim inside the structural opening and stone/concrete eared header (Image 33). Bay windows are also present, including the outermost bays of the first storey of the house's northeast elevation and the eastmost first storey window on the house's northwest elevation. These three windows have a corbelled wood header (Image 34). A fourth bay window, centrally located on the second storey of the house's southwest elevation, has plain wood trim outside the structural opening (Image 35).

The main entrance is centrally located on the northeast elevation and is accessed from a closed portico (Image 36). The portico entrance has a flatheaded opening and plain wood trim outside of the structural opening. The portico entrance has a two-leaf door, each with twelve glass panes on their upper halves and shaped panels on their lower halves. It has a tiled floor (Image 37). The portico has a hipped bellcast hip roof with projecting eaves and exposed rafters. One single sash, nine pane window is located on either side of the portico door. Two single sash, nine pane windows are located on the northwest and southeast sides of the closed portico.

The northwest side wing addition is a one-car garage offset to the west (rear) side of the main house (Image 16). The northwest addition is one storey, clad in red brick set in common bond, and has a low gable roof with projecting eaves and exposed rafters. It has one window, located on its southwest elevation, which has a segmentally arched opening, header-coursed jack arch, and stone/concrete lug sill. The window is composed of two mulled six-over-one windows (Image 38). The northwest addition is accessible from a garage door on its northeast elevation or door on its southeast elevation. The garage door has a flatheaded opening and plain wood trim on all sides (Image 39). The door has four shaped panels. The uppermost panel has decorative glazing. The door on the southeast elevation has a segmentally arched opening, header-coursed jack arch, and a solid shaped panel door.

The southeast side wing addition extends the full width of the main house's southeast wall. It is clad in stucco with half timbering. The eastmost half is one storey and has a low hipped roof with projecting eaves and exposed rafters. The westmost section is two storeys and has a medium bellcast hipped roof with projecting eaves and exposed rafters (Image 15). Windows are typically flatheaded with plain trim on all sides. First storey windows are composed of two mulled units with ten panes, where one unit is fixed and the other has a casement mechanism. Second storey windows have a six-over-one arrangement and single-hung mechanism. The southeast addition is accessed from a door on its northeast elevation. The door has a flatheaded opening, sidelights, and has a glazed two-leaf door (Image 18).



Image 24. View south showing the common bond brick pattern of the main house



Image 25. View south showing the roof profile of the main house

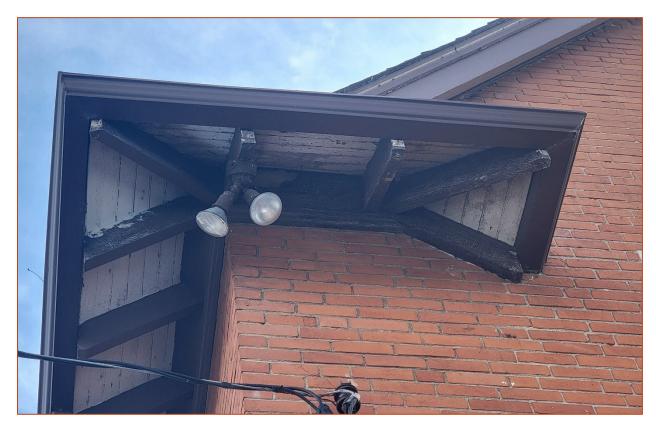


Image 26. View southeast showing the eaves and supporting rafters on the main house

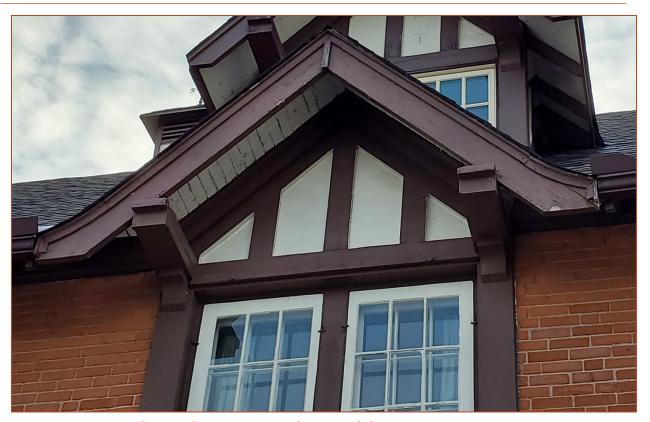


Image 27. View southwest showing a typical engaged dormer



Image 28. View southwest showing the dormers on the main house

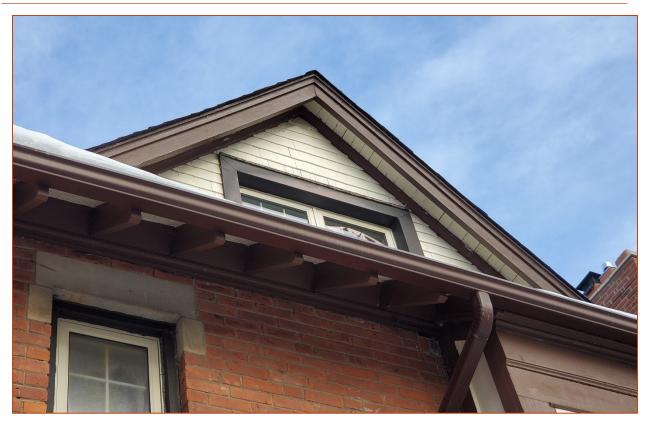


Image 29. View east showing the dormer in the upper half storey of the southwest elevation



Image 30. View southeast showing the northwest chimney

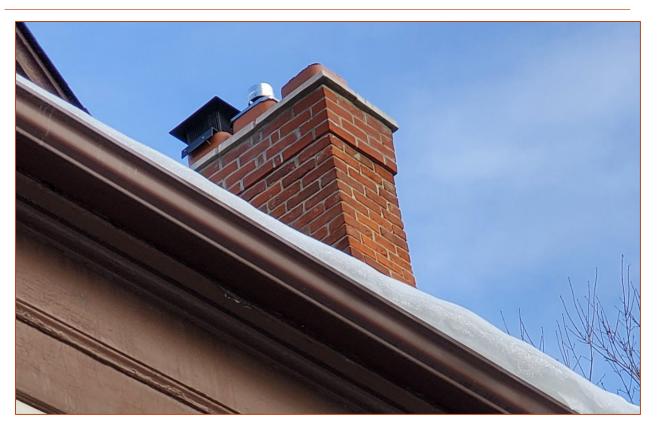


Image 31. View southeast showing the cap of the southeast chimney



Image 32. View southwest showing the cupola



Image 33. View northeast showing two typical window styles on the main house



Image 34. View southwest showing the bay window on the outermost bay of the first storey



Image 35. View southeast showing the bay window that is centrally located on the second storey of the southwest elevation

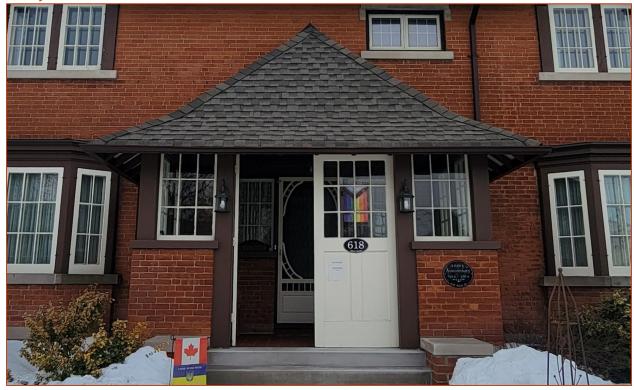


Image 36. View southwest showing the closed verandah and main entrance

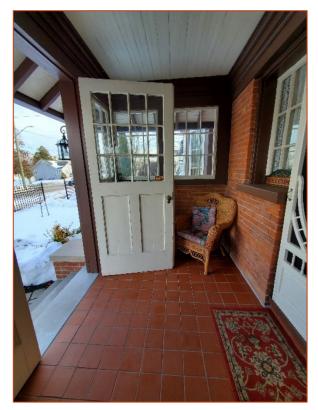


Image 37. View southeast showing the closed verandah



Image 38. View east showing the northwest side wing addition

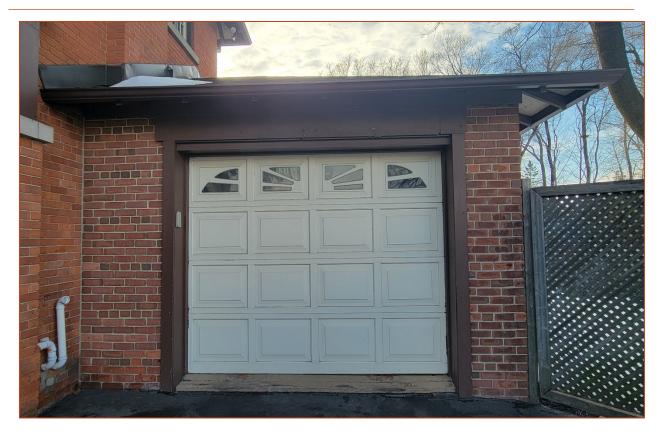


Image 39. View southwest showing the northwest side wing addition

## **5.2.2 HOUSE INTERIOR**

The first storey of the house comprises a foyer, living room, dining room, kitchen, bathroom, mudroom, sunroom, and hallway. The foyer is accessed from the house's main entrance. The living room, dining room, and hallway are to the southeast, northwest, and southwest of the foyer, respectively. The kitchen is in the house's northwest corner and is accessed from the dining room and hallway. The bathroom and mudroom are located to the southeast of the kitchen. The sunroom is located to the southeast of the living room. Materials used in the foyer, living room, dining room, and hallway remain generally consistent. Unless otherwise noted, they have wood floors, wood baseboards, smooth painted walls with timbering, and smooth painted ceilings. Radiators are also common beneath windows in these rooms (Image 40 through Image 43). The window on the south wall of the living room and north wall of the dining room have stained glass. The living room also has a fireplace with a brick firebox and surround, tiled hearth, and decorative wood mantle. The kitchen has a wood floor, wood baseboards, smooth painted walls, crown moulding, and stipple brushed ceiling (Image 44). The bathroom has a tiled floor, wood baseboards, smooth painted walls, stipple brushed ceiling, and white fixtures (Image 45). The mudroom has a tiled floor, wood baseboards, smooth painted walls, crown moulding, and a smooth painted ceiling (Image 46). The

sunroom has a tiled floor, wood baseboards, smooth painted walls, crown moulding, and a popcorn ceiling (Image 47).

The second storey is accessed from a "U" shaped stairway connected to the foyer and an "L" shaped stairway connected to the kitchen (Image 43 and Image 48). The "U" shaped stairway has carpeted treads, wood stringer, wood newel post, wood balusters, and wood handrail. The stairway has a wide landing with an integrated bench. The "L" shaped stairway has wood treads with central carpet and wood stringer. The "L" shaped stairway terminates at the "U" shaped stairway's landing. The second storey comprises three bedrooms, living room, office, and two bathrooms. All three bedrooms have wood floors, wood baseboards, smooth painted walls, and smooth painted ceiling (Image 49 and Image 50). The living room has a carpeted floor, wallpapered walls with wainscotting, smooth painted ceiling, and fireplace with a brick firebox and surround, tiled hearth, and decorative wood mantle (Image 51 and Image 52). The office has a carpeted floor, smooth painted walls, crown moulding, and painted wood lath ceiling (Image 53). The bathrooms have tiled floors, smooth painted walls and ceiling, and white fixtures.

The upper half storey is accessed from a "U" shaped stairway to the north of the "U" shaped stairway providing access between the first and second storey. The stairway has carpeted treads and a wood stringer (Image 54). The upper half storey comprises a bedroom, living room, and bathroom. The bedroom and living room have carpeted floors, wood baseboards, and smooth painted walls and ceiling (Image 55 and Image 56). The bathroom has a tiled floor, wood baseboards, smooth, painted walls with wallpaper in certain locations, smooth, painted ceiling, and white fixtures (Image 57).

The basement was not accessed during LHC's site visit. It is accessed from a straight-run stairway located along the east wall of the living room in the first storey and a straight-run staircase accessed from the hallway near the kitchen (Image 58 and Image 59).



Image 40. View north showing the foyer



Image 41. View southwest showing the living room



Image 42. View northwest showing the dining room



Image 43. View southwest showing the hallway and "U" shaped stairway



Image 44. View south showing the kitchen



Image 45. View southeast showing the first storey bathroom



Image 46. View southwest showing the mudroom



Image 47. View northeast showing the sunroom



Image 48. View northeast showing the "L" shaped stairway connected to the kitchen



Image 49. View northeast showing the bedroom in the northeast corner of the second storey

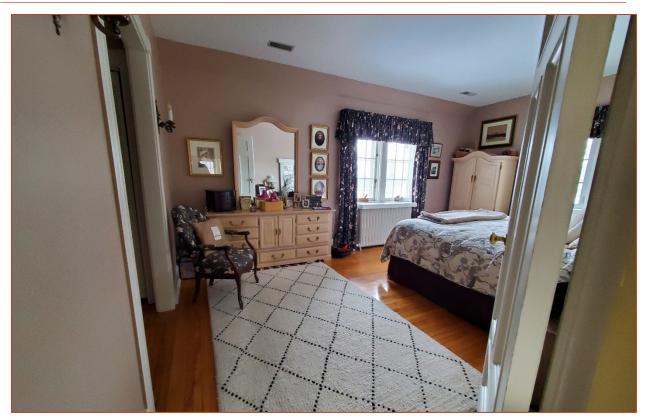


Image 50. View southeast showing the bedroom in the southeast corner of the second storey



Image 51. View north showing the living room



Image 52. View southeast showing the fireplace in the living room



Image 53. View southeast showing the office

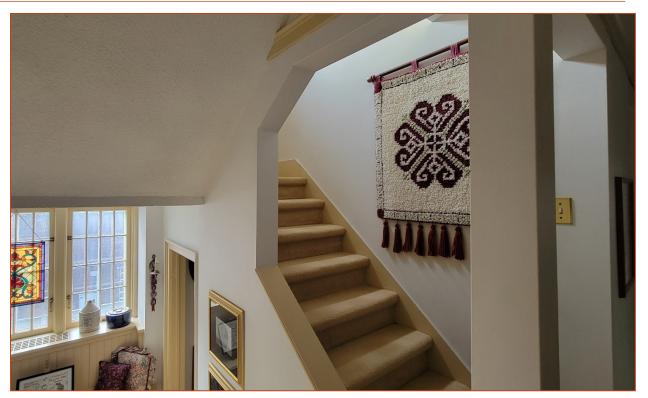


Image 54. View west showing the "U" shaped stairway providing access to the upper half storey



Image 55. View southeast showing the bedroom in the upper half storey

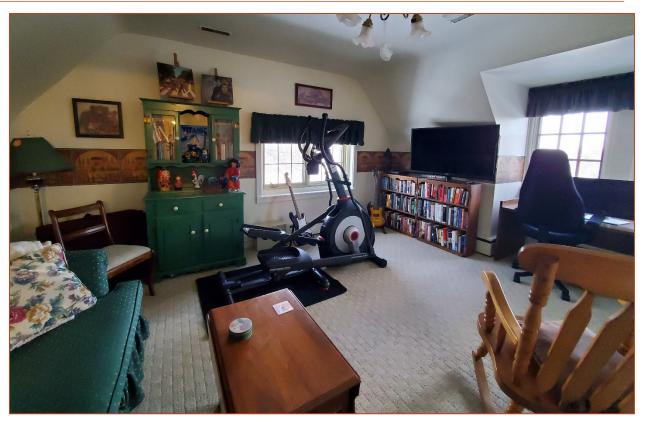


Image 56. View northeast showing the living room



Image 57. View showing the bathroom in the upper half storey



Image 58. View northeast showing the basement stairway accessed from the living room



Image 59. View southwest showing the basement stairway accessed from the kitchen

## 5.3 ARCHITECTURAL ANALYSIS

The house on the Property primarily exhibits influences from the Tudor Revival architectural style, with additional influences from the Arts and Crafts and Edwardian Classicism styles. It should be noted that architectural design characteristics are generally not exclusive to one particular style.

#### 5.3.1 TUDOR REVIVAL

The Tudor Revival style was most popular in the early 1900s. It was inspired by a popular nostalgia for British history and attempted to reflect the architectural style of Tudor-era England (1485-1603), relating to the reign of Medieval monarchs Henry VII, Henry VIII, Edward VI, Jane Grey, Mary I, and Elizabeth I. It also includes the Jacobean-era under the reign of James I (1603-1625). The architecture of the Tudor era reflects the diminishing importance of the Church in the lives of British people and the growing tendency towards residential properties for wealthy individuals, manifesting in the rural cottages and country houses situated within the relative safety of English Picturesque landscapes. The Tudor Revival style was influenced by late Gothic Revival architecture and the Arts and Crafts movement. Sa

Typical design elements include:

- locating houses in a picturesque setting;
- boxy, asymmetrical massing;
- stone or brick walls, often with a projecting upper floor;
- false half timbering of upper floors;
- steeply-pitched gable or clipped-gable (jerkinhead) roofs, sometimes ornamented with prominent gable-ends and/or solid vergeboard;
- cross gables and dormers often covered in shingles to simulate a Medieval thatched roof;
- large chimney pots;
- asymmetrically placed windows;
- narrow casement windows with leaded panes often arranged in banks;

<sup>92</sup> Kalman, H., "A History of Canadian Architecture," Vol. 2, Toronto, ON: Oxford University Press, 1994.

<sup>&</sup>lt;sup>93</sup> Fram, M., "Well-Preserved: The Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation,: Third Revised Edition, 2003, accessed 24 March 2025, https://www.heritagetrust.on.ca/pages/publications/well-preserved.

- bay and/or oriel windows;
- window lintels that imitate stone or hewn timbers;
- drip moulds; and,
- Tudor arched entrance that was often recessed.<sup>94</sup>

#### 5.3.2 ARTS AND CRAFTS

The Arts and Crafts movement, which was most common from 1910 to 1930, can best be described as an approach to design, rather than an architectural style. It is most often expressed through residential architecture. The movement emerged in Late Victorian Britain – in response to industrial mass production – in the ideals of architects William Morris and Philip Webb, who combined "a deep respect for traditional domestic building forms and craft practices with a commitment to design in a modern manner." <sup>95</sup> Craft practices – utilizing the skill of the individual craftsmen involved in the construction – was central to this style. Ricketts *et. al.* describes the appeal of Arts and Crafts homes as laying in the "bold composition of projecting volumes, steeply pitched roofs and massive irregularly placed chimneys" as well as their picturesque overhanging eaves. <sup>96</sup> Simple, asymmetrical massing patterns and a variety of materials are also common of this style. <sup>97</sup>

Typical design elements include:

- Simple, asymmetrical massing;
- horizontal massing;
- steeply-pitched gable roofs;
- organically shaped façade and details;
- masonry, stucco, board and batten, clapboard, drop lap, shiplap, or shake cladding;
- false half timbering;
- exposed structural members;

<sup>94</sup> Kalman, H., "A History of Canadian Architecture,", 153.

<sup>95</sup> Kalman, H., "A History of Canadian Architecture," 619.

<sup>&</sup>lt;sup>96</sup> Ricketts, S. et. al., "A Guide to Canadian Architectural Styles," 2<sup>nd</sup> ed. North York: University of Toronto Press, 2011, 139-140.

<sup>&</sup>lt;sup>97</sup> Royal Institute of British Architects, "Arts and Crafts," n.d., accessed 24 March 2025, https://www.architecture.com/explore-architecture/Arts-and-Crafts?srsltid=AfmBOormFW\_xM3UqjeGmwVj\_vKlr4FRSioc6cod\_flrqRjAPeRDXUZF0.

- gable or hip roof; and,
- use of multiple window types, generally using small panes.

#### 5.3.3 EDWARDIAN CLASSICISM

The Edwardian Classicism architectural style became popular starting in the early 20<sup>th</sup> century and became favoured for its adherence to classical design motifs and general simplicity. Because of the style's simplicity, buildings in the Edwardian Classicism style were easy to build and were favoured by developers, making them common in domestic, residential settings. 98

Typical design elements include:

- simple, formal massing;
- balanced façade;
- smooth brick cladding with fine joints;
- monochromatic colour use;
- simple, large roofs often with cornice or returned eave;
- bellcast roofs;
- roof eaves supported with block or cantilevered brackets;
- dormers that match the overall roof shape/style of the main roof;
- simple, tall chimneys;
- generous use of fenestration;
- flat, brick arches or stone/concrete lintels and sills;
- voussoirs over windows;
- frontispiece or portico over main entrance;
- subdued pilasters and piers on portico; and
- full-length glass doors.

<sup>98</sup> Blumenson, J., "Ontario Architecture: A Guide to Styles and Building Terms 1874 to the Present," Fitzhenry & Whiteside, 1990.

### 5.3.4 APPLICATION TO THE HOUSE

The house on the Property exhibits several design characteristics common of the Tudor Revival architectural style, including its boxy massing; brick walls; steeply pitched gable roof with plain vergeboard; dormers with false half timbering; large chimneys; narrow casement windows, with several being arranged in banks; and bay windows. Architectural characteristics associated with the Arts and Crafts style are generally limited to the house's asymmetrical massing; use of a variety of materials including brick, stone/concrete, wood, and false half timbering (more closely associated with the Tudor Revival style); and exposed rafters. In addition to specific architectural characteristics, the house displays a high degree of craftsmanship and build quality. This is primarily evidenced when observing the current conditions of the house. All external materials appear to be in good repair with no obvious or significant damage or deterioration (i.e., spalled or cracked bricks or stone/concrete, cracked/worn mortar joints, cracked stucco, deteriorated wood). This suggests that the house was built with high-quality materials and workmanship valued in the Arts and Crafts movement. Architectural characteristics of the Edwardian Classicism style include the house's balanced façade; smooth brick cladding with fine joints; large bellcast roof with returned eaves; simple, tall chimneys; and stone/concrete lintels and sills.

#### 5.3.5 ASSESSMENT OF HERITAGE INTEGRITY

Heritage integrity is associated with the ability of the physical features of a property to represent or support its cultural heritage value or interest or covey its heritage significance and is understood as the 'wholeness' or 'honesty' of a place (see Section 2.5). Analysis of the Property from Section 4 and 5 of this CHER suggests that it has remained 'whole' and 'complete'. The alterations that have been made to the house have changed its original configuration; however, they have been executed with a high level of respect for the original building and its architectural influences. Notably, the upper half storey dormers and southeast addition have enhanced the house's legibility as a Tudor Revival and Arts and Crafts inspired building. In addition to supporting the house's general architectural characteristics, the alterations display a high degree of craftsmanship and build quality.

# **6 EVALUATION OF CULTURAL HERITAGE VALUE ON INTEREST**

The Property was evaluated against *O. Reg. 9/06* under the *OHA* using research and analysis presented in Section 4 and Section 5 of this CHER. The findings are presented in Table 2.

Table 2. Ontario Regulation 9/06 Evaluation for 618 Athol Street

Criteria	Criteria	Justification
	Met	
1. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method.	Yes	This criterion is met. The Property has design value or physical value because it is a rare and unique house built with influences from the Tudor Revival architectural style in the Town of Whitby.  Characteristics common of the Tudor Revival style include the house's massing; brick walls; steeply pitched gable roof with plain vergeboard; dormers with false half timbering; large chimneys; narrow casement windows, with several arranged in banks; and bay windows. In addition to specific architectural characteristics, the house – including all alterations – displays a high degree of craftsmanship and build quality. The house on the Property is the only house in the Town of Whitby that exhibits Tudor Revival design influences at such a degree.  Its uniqueness means that it is an early version of a house built with influences from the Tudor Revival architectural style in the Town of Whitby. However, at the provincial scale, the house is not an early example of the style. In Ontario, the Tudor Revival style gained popularity earlier in the 20th century than in 1914.  The house on the Property is not a representative example of the Tudor Revival architectural style. Representative means that a building is a 'portrayal' or 'symbol' of a style. '99 Because the

<sup>&</sup>lt;sup>99</sup> Ministry of Citizenship and Multiculturalism, "Standards & Guidelines for Conservation of Provincial Heritage

Criteria	Criteria Met	Justification
		house also has influences from the Arts and Crafts and Edwardian Classicism styles, it cannot be ascertained as a representative example of the Tudor Revival style.  The application of characteristics of the Arts and Crafts and Edwardian Classicism architectural styles is not rare, unique, or early. The characteristics are also not applied at an intensity that make the house a representative example of either style (see Section 5.3).
2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.	Yes	This criterion is met. The Property has design value or physical value because it displays a high degree of craftsmanship in a greater than normal quality or at an intensity well above an industry standard.
		The house displays a high degree of craftsmanship and build quality. This is primarily evidenced when observing the current conditions of the house. All external materials appear to be in good repair with no obvious or significant damage or deterioration (i.e., spalled or cracked bricks or stone/concrete, cracked/worn mortar joints, cracked stucco, deteriorated wood). This suggests that the house was built with high quality materials and workmanship. The quality of materials and workmanship connect to the house's Arts and Crafts architectural influences.
		The quality of craftmanship also extends to the alterations that have been made to the house. The upper half storey dormers and southeast addition have enhanced the house's legibility as a Tudor

properties, Heritage Identification & Evaluation Process," last updated 28 April 2010, accessed 10 February 2025, 15.

Criteria	Criteria Met	Justification
		Revival and Arts and Crafts inspired building. In addition to supporting the house's general architectural characteristics, the alterations display a high degree of craftsmanship and build quality (see Section 5.2 and Section 5.3.4).
3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	No	This criterion is not met. The Property does not have design value or physical value because it demonstrates a high degree of technical or scientific achievement. The house on the Property does not demonstrate technical expertise in construction methods; scientific achievement in the use or adaptation of materials, forms, and spatial arrangement; or breakthroughs in design or construction techniques (see Section 5.2).
4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community.	Yes	This criterion is met. The Property has historical or associative value because it is directly associated with Graydon Goodfellow and Charles Leslie McFarlane.  The Property is most closely associated with Graydon Goodfellow, who lived on the Property from 1914 until 1929. The house on the Property was built for Graydon Goodfellow and Olive Florence Wilkins as a wedding present in 1914. At the time, Goodfellow was working alongside his father at 'C. A. Goodfellow and Son' – a printing company that published the 'Whitby Gazette and Chronicle'. Goodfellow's significance to the Town of Whitby extended to political, social, and educational affairs. When living at 618 Athol Street, Graydon Goodfellow was a member of Whitby Town Council (1917) and became the head of 'C. A. Goodfellow and Son' in 1919. Goodfellow was also high-ranking member of the Masonic

Criteria	Criteria Met	Justification
		Order, Chairman for the Board of Education, and served on the Board of Governors of the Ontario Ladies' College.
		The Property is also associated with Charles Leslie McFarlane, who lived on the Property for eleven months between 1936-1937. McFarlane wrote books, short stories, novelettes, and serials in magazines. Notably, he wrote the manuscripts for the first eighteen books in the 'Hardy Boys' series. One 'Hardy Boys' book, 'A Figure in Hiding', was written while he lived on the Property.
		The Property is also associated with Dr. George Herbert Stevenson, a prominent psychiatrist who worked at the Ontario Hospital, and Rev. Hugh Gibson Crozier. The directness and general importance of these parties – particularly when considering connections to the Property – could not be ascertained (see Section 4.4.1).
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.	No	This criterion is not met. The Property does not have historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture. The history of the Town of Whitby is well understood, and the Property does not offer new information. There is no evidence to suggest that this criterion is met (see Section 4.4).
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is	No	This criterion is not met. The Property does not have historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer, or theorist who is significant to a community. An architect, artist, builder, designer, or theorist associated with the development of the house was not identified.

Criteria	Criteria Met	Justification
significant to a community.		There is no evidence to suggest that this criterion is met (see Section 4.4).
7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.	No	This criterion is not met. The Property does not have contextual value because it is important in defining, maintaining, or supporting the character of an area. The Property's immediate vicinity is predominantly composed of single-detached residential houses. The height, materials, setbacks, and landscaping differ considerably between properties. Accordingly, there is little uniformity in the Property's immediate vicinity and a specific character does not exist. There is no evidence to suggest that this criterion is met (see Section 5.1).
8. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings.	No	This criterion is not met. The Property does not have contextual value because it is physically, functionally, visually, or historically linked to its surroundings.  The Property has a historical connection to the nearby property at 221 Trent Street East, which was owned by Charles A. and Mary Louisa Goodfellow; however, there are no discernable historical connections between this nearby property and the Property (see Section 4.4.3).
9. The property has contextual value because it is a landmark.	No	This criterion is not met. The Property does not have contextual value because it is a landmark, which is defined as:  "a recognizable natural or human-made feature used for a point of reference that helps orienting in a familiar or unfamiliar environment; it may mark an event or development; it may be

Criteria	Criteria Met	Justification
		conspicuous." <sup>100</sup> There is no evidence to suggest that this criterion is met (see Section 5).

### 6.1 SUMMARY OF EVALUATION

In LHC's professional opinion, the Property at 618 Athol Street **meets** criteria 1, 2, and 4 of *O. Reg. 9/06* for its design value or physical value and historical or associative value. Because the Property meets three criteria, it is **eligible** for individual designation under Section 29 Part IV of the *OHA*. A proposed SCHVI and list of heritage attributes has been prepared.

Per Part 3.(1).4 of *Ontario Regulation 385/21*, "[t]he description of heritage attributes must explain how each heritage attribute contributes to the cultural heritage value or interest of the property." <sup>101</sup> Part of the Property's historical value or associative value is linked to its historical association with Charles Leslie McFarlane, and more specifically McFarlane's importance as an author. There are no tangible, physical characteristics present on the Property that illustrate the association of the Property with Charles Leslie McFarlane. Accordingly, no heritage attributes connected with him exist.

# 6.2 PROPOSED STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

#### 6.2.1 DESCRIPTION OF THE PROPERTY

The Property comprises a rectangular lot on the southwest side of Athol Street to the northwest of the intersection of Athol Street and Trent Street East. It includes a two-and-a-half storey red brick house built in 1914. Its legal description is, 'PT LT 23 6TH DOUBLE RANGE PL H50031 WHITBY; PT LT 24 6TH DOUBLE RANGE PL H50031 WHITBY AS IN D423835; WHITBY (PIN: 26504-0093)'.

#### 6.2.2 STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

The house at 618 Athol Street has design value or physical value because it demonstrates a combination of design characteristics common of the Tudor Revival architectural style. It is the only house in the Town of Whitby that exhibits Tudor Revival design influences to a high

<sup>&</sup>lt;sup>100</sup> Ministry of Citizenship and Multiculturalism, "Standards & Guidelines for Conservation of Provincial Heritage properties, Heritage Identification & Evaluation Process," 17.

<sup>&</sup>lt;sup>101</sup> Province of Ontario, "Ontario Regulation 385/21: GENERAL," last modified 31 May 2021, accessed 10 February 2025, https://www.ontario.ca/laws/regulation/r21385, Section 3.(1).4.

degree and is therefore a rare example of the style. Tudor Revival influences present on the house include its boxy massing; brick walls; steeply pitched gable roof with plain vergeboard; dormers with false half timbering; large chimneys; narrow casement windows, with several being arranged in banks; and bay windows. The house also demonstrates features consistent with the Arts and Crafts and Edwardian Classicism architectural styles. The combination of these stylistic influences make the house a unique building.

The house also has design value or physical value because it displays a high degree of craftsmanship consistent with the Arts and Crafts architectural style. The quality of craftsmanship is evident in the house's external materials including brick, stone/concrete, stucco, and wood. The application of these materials display workmanship at a greater than normal quality. The quality of craftmanship also extends to alterations that have been made to the house including the northwest (garage) wing addition composed of brick, the southeast wing addition clad in false half timbering, and the dormers with false half timbering. The additions carefully match and demonstrate architectural influences from the Tudor Revival architectural style consistent with the oldest part of the building.

618 Athol Street has historical value or associative value because it is directly associated with Graydon Goodfellow. The house was built for Goodfellow and Olive Florence Wilkins as a wedding present in 1914. Goodfellow was deeply involved business, political, educational, and social affairs in the community. He was an important figure in Whitby's printing and publishing sector and held high ranking positions at 'C.A. Goodfellow and Son' who published the 'Whitby Gazette and Chronicle', Mundy Printing Company Limited, and Oshawa Times Limited. Goodfellow was also a member of Whitby Town Council (1917); Worshipful Master and District Deputy Grand Master in the Masonic Order; chairman for the Board of Education; board member for the Ontario Ladies' College; president of the Rotary Club; member of the Whitby Boy Scout Association; Director of the Printing Trades Division of the Industrial Accident Prevention Association for Central Ontario; and was associated with the development of the Whitby Citizens' Band.

The Property is also directly associated with Charles Leslie McFarlane. McFarlane was a prominent author of books, short stories, novelettes, and serials in magazines. He wrote manuscripts for several early books in the 'Hardy Boys' series, including 'A Figure in Hiding', which he wrote while living at 618 Athol Street.

#### **6.2.3 HERITAGE ATTRIBUTES**

Heritage attributes that convey the Property's design value or physical value as a rare and unique building with influences from the Tudor Revival architectural style in the Town of Whitby (criterion 1 of *O. Reg. 9/06*) include:

- The house's form and massing, including the main house's two-and-a-half storey height and boxy form;
- The house's red common bond brick, where every fourth brick course is composed of alternately laid stretcher and header bricks;
- The house's steeply pitched, bellcast gable roof with exposed rafters on its northeast and southwest elevations and return eaves and plain vergeboard on its northwest and southeast elevations;
- The house's dormers, including broken eave dormers and upper half storey dormers on the building's northeast and southwest elevations, and their false half timbering composed of white stucco and painted boards, wood brackets, and roof profiles;
- The house's two chimneys that partially extrude from its exterior walls on its northwest and southeast elevations including their stretcher bond brick composition, single stack massing and shape, shallow corbels, and stone/concrete caps.
- The house's narrow casement windows on all elevations including their wood detailing inside and/or outside of their structural openings, wood or stone/concrete headers, stone/concrete lug sills, and glazing patterns;
- The house's bay windows on the outermost bays of the first storey of the house's northeast elevation and the eastmost first storey window on the house's northwest elevation including their wood detailing inside and outside of their structural openings, corbelled wood headers, stone/concrete lug sills, and glazing patterns; and,
- The house's bay window on its southwest elevation, including its wood trim.

Heritage attributes that convey the Property's design value or physical value as a building that displays a high degree of craftsmanship (criterion 2 of *O. Reg. 9/06*) include:

- The main house's smooth, finely jointed brick structure composed of red common bond brick, where every fourth brick course is composed of alternately laid stretcher and header bricks;
- The northwest (garage) wing addition's smooth, finely jointed brick structure composed of red common bond brick, window voussoir (southwest elevation), and door voussoir (southeast elevation);
- The fit and finish of the southeast wing addition's false half timbering composed of white stucco and painted boards; and,
- The fit and finish of the dormers in the house's upper half storey, including their false half timbering composed of white stucco and painted boards, wood brackets, and roof profiles.

Heritage attributes that convey the Property's historical value or associative value pertaining to its direct association with Graydon Goodfellow (criterion 4 of *O. Reg. 9/06*) include:

• The house with its Tudor-Revival, Arts and Crafts and Edwardian influences.

The Property's heritage attributes do not include:

- Any of the house's interior features;
- The Property's driveways and footpaths; and,
- Landscaping, including all gardens.

#### 7 CONCLUSION

LHC was retained on 12 February 2025 by the Corporation of the Town of Whitby to prepare a CHER for the Property at 618 Athol Street in the Town of Whitby, Ontario.

The purpose of this CHER is to evaluate the Property for CHVI using *O. Reg. 9/06* under the *OHA*. It has been prepared in response to the Municipality's request for a third-party evaluation of the Property for CHVI.

It is LHC's professional opinion that the Property at 618 Athol Street **meets** criteria 1, 2, and 4 of *O. Reg. 9/06*. The Property meets criterion 1 for its design value or physical value because the house is a rare and unique house built with influences from the Tudor Revival architectural style in the Town of Whitby. The Property meets criterion 2 because it displays a high degree of craftsmanship and build quality. The Property meets criterion 4 for its historical or associative value because it is directly associated with Graydon Goodfellow and Charles Leslie McFarlane. The Property meets three criteria, it is therefore **eligible** for individual designation under Section 29 Part IV of the *OHA*.

#### 8 SIGNATURES

Sincerely,

Ben Daub, MA RPP MCIP CAHP Intern Intermediate Heritage Planner

Bun Hollis

Benjamin Holthof, MPl MMA RPP MCIP CAHP Senior Heritage Planner

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## APPENDIX A Qualifications

#### Ben Daub, MA RPP MCIP CAHP Intern – Intermediate Heritage Planner

Ben Daub is an intermediate heritage planner with LHC. He holds a Bachelor of Applied Technology in Architecture – Project and Facility Management from Conestoga College and a Master of Arts in Planning from the University of Waterloo. His master's thesis analyzed the relationship between urban intensification and the ongoing management of built heritage resources using a mixed methods approach. During his academic career, Ben gained a detailed understanding of the built environment through exposure to architectural, engineering, and urban planning principles and processes. His understanding of the built environment ranges from building specific materials and methods to large scale planning initiatives.

Ben has been the primary or contributing author of over 60 technical cultural heritage reports with LHC. He has worked on Heritage Impact Assessments, Cultural Heritage Evaluation Reports, Environmental Assessments, Heritage Conservation District Studies, and Municipal Heritage Register Reviews. He has worked with properties with cultural heritage value recognized at the municipal, regional, provincial, and federal levels and has prepared reports for urban, suburban, and rural sites.

In addition to his work at LHC, Ben instructs the Urban and Community Planning course in Conestoga College's Architecture – Project and Facility Management degree program and has presented his master's thesis research at ICOMOS Canada's Next Generation: Research from Canadian Emerging Professionals event. Ben is a Registered Professional Planner (RPP), full member with the Ontario Professional Planners Institute (OPPI), full member with the Canadian Institute of Planners (MCIP), and an intern member of the Canadian Association of Heritage Professionals (CAHP).

#### Benjamin Holthof, MPI MMA RPP MCIP CAHP – Senior Heritage Planner

Ben Holthof is a heritage consultant, planner and marine archaeologist with experience working in heritage consulting, archaeology and not-for-profit museum sectors. He holds a Master of Urban and Regional Planning degree from Queens University; a Master of Maritime Archaeology degree from Flinders University of South Australia; a Bachelor of Arts degree in Archaeology from Wilfrid Laurier University; and a certificate in Museum Management and Curatorship from Fleming College.

Ben has consulting experience in heritage planning, cultural heritage screening, evaluation, heritage impact assessment, cultural strategic planning, cultural heritage policy review, historic research and interpretive planning. He has been a project manager for heritage consulting projects including archaeological management plans and heritage conservation district studies. Ben has also provided heritage planning support to municipalities including work on heritage permit applications, work with municipal heritage committees, along with review and advice on municipal cultural heritage policy and process. His work has involved a wide range of cultural heritage resources including on cultural landscapes, institutional, industrial, commercial, and residential sites as well as infrastructure such as wharves, bridges and dams. Ben was previously a Cultural Heritage Specialist with Golder Associates Ltd. from 2014-2020.

Ben is experienced in museum and archive collections management, policy development, exhibit development and public interpretation. He has written museum policy, strategic plans, interpretive plans and disaster management plans. He has been curator at the Marine Museum of the Great Lakes at Kingston, the Billy Bishop Home and Museum, and the Owen Sound Marine and Rail Museum. These sites are in historic buildings, and he is knowledgeable with extensive collections that include large artifacts including, ships, boats, railway cars, and large artifacts in unique conditions with specialized conservation concerns.

Ben is also a maritime archaeologist having worked on terrestrial and underwater sites in Ontario and Australia. He has an Applied Research archaeology license from the Government of Ontario (R1062). He is a professional member of the Canadian Association of Heritage Professionals (CAHP).

#### Christienne Uchiyama, MA CAHP - Principal LHC

Christienne Uchiyama MA CAHP is Principal and Manager of Heritage Consulting Services with LHC. She is a Heritage Consultant and Professional Archaeologist (P376) with more than two decades of experience working on cultural heritage aspects of planning and development projects. She received her MA in Heritage Conservation from Carleton University School of Canadian Studies. Her thesis examined the identification and assessment of impacts on cultural heritage resources in the context of Environmental Assessment.

Chris has provided archaeological and heritage conservation advice, support and expertise as a member of numerous multi-disciplinary project teams for projects across Ontario, including such major projects as: all phases of archaeological assessment at the Canadian War Museum site at LeBreton Flats, Ottawa; renewable energy projects; natural gas pipeline routes; railway lines; hydro powerline corridors; and highway/road realignments. She has completed more than 300 cultural heritage technical reports for development proposals at all levels of

government, including cultural heritage evaluation reports, heritage impact assessments, and archaeological licence reports and has a great deal of experience undertaking peer reviews. Her specialties include the development of Cultural Heritage Evaluation Reports, under both O. Reg. 9/06 and 10/06, and Heritage Impact Assessments.

#### Jordan Greene, BA (Hons) - Mapping Technician

Jordan Greene, BA joined LHC as a mapping technician following the completion of her undergraduate degree. In addition to completing her B.A. in Geography at Queen's University, Jordan also completed certificates in Geographic Information Science and Urban Planning Studies. During her work with LHC Jordan has been able to transition her academic training into professional experience and has deepened her understanding of the applications of GIS in the fields of heritage planning and archaeology. Jordan has contributed to over 100 technical studies and has completed mapping for projects including, but not limited to, cultural heritage assessments and evaluations, archaeological assessments, environmental assessments, hearings, and conservation studies. In addition to GIS work she has completed for studies Jordan has begun developing interactive maps and online tools that contribute to LHC's internal data management. In 2021 Jordan began acting as the health and safety representative for LHC.

### APPENDIX B Glossary

Definitions are based on those provided in the *Provincial Planning Statement (PPS*), *Ontario Heritage Act (OHA*), the *Envision Durham Regional Official Plan (ROP*), and *Town of Whitby Official Plan (OP*). In some instances, documents have different definitions for the same term, all definitions have been included and should be considered.

Adjacent Lands for the purposes of policy 4.6.3, those lands contiguous to a protected heritage property or as otherwise defined in the municipal official plan (*PPS*).

Alter means to change in any manner and includes to restore, renovate, repair or disturb and "alteration" has a corresponding meaning; ("transformer", "transformation") (*OHA*).

**Built Heritage Resource** means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community. (*PPS*).

**Built Heritage Resource** means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community. Built heritage resources are located on property that may be designated under Parts IV or V of the *Ontario Heritage Act*, or that may be included on local, provincial, federal and/or international register. (*ROP*).

**Built Heritage Resources** means One or more buildings, structures, monuments, installations, or remains associated with architectural, cultural, social, political, economic, or military history, and identified as being important to a community (*OP*).

Conserved means the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches should be included in these plans and assessments (*PPS*).

**Conserved** means the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the

implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches can be included in these plans and assessments (*ROP*).

Conserve/Conserved means, as it relates to cultural heritage resources, means the identification, protection, management, and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained under the *Ontario Heritage Act*. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or Heritage Impact Assessment (*OP*).

**Cultural Heritage Resources** means built heritage resources, cultural heritage landscapes and archaeological resources that have been determined to have cultural heritage value or interest for the important contribution they make to our understanding of the history of a place, an event, or a people. While some cultural heritage resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation (*ROP*).

Cultural Heritage Resources means resources that have been determined to have cultural heritage value or interest for the important contribution they make to our understanding of the history of a place, event, or a people and include built heritage, cultural heritage landscapes, archaeological resources, and documentary heritage left by people (*OP*).

Heritage Attributes means, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest; ("attributs patrimoniaux") (*OHA*).

**Heritage Attributes** means, as defined under the *Ontario Heritage Act*, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest. (*PPS*).

Protected Heritage Property means property designated under Part IV or VI of the Ontario Heritage Act; property included in an area designated as a heritage conservation district under Part V of the Ontario Heritage Act; property subject to a heritage conservation easement or covenant under Part II or IV of the Ontario Heritage Act; property identified by a provincial ministry or a prescribed public body as a property having cultural heritage value or interest under the Standards and Guidelines for the Conservation of Provincial Heritage Properties, property protected under federal heritage legislation; and UNESCO World Heritage

Sites (PPS).

**Significant** means in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the *Ontario Heritage Act (PPS)*.



## Designation of Graydon Goodfellow House as being of Cultural Heritage Value and Interest

Being a By-law to to designate the Graydon Goodfellow House on the property municipally known as 618 Athol Street, and legally described as PLAN H-50031 PT LOT 23,24, as being of Cultural Heritage Value and Interest.

Whereas, in accordance with the provisions of Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended, the Council of The Corporation of the Town of Whitby considers it desirable to designate the property known as the 618 Athol Street hereinafter described to be of Cultural Heritage Value and Interest;

And whereas, the Council of the said Corporation has caused to be served on the owners of the property municipally known as 618 Athol Street, Whitby, Ontario, and upon the Ontario Heritage Trust, Notice of Intention to Designate the property at the aforesaid address to be of Cultural Heritage Value and Interest and has caused such notice to be published in accordance with the the Town of Whitby's Notification Policy;

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

#### 1. General

The property, and building known as the Graydon Goodfellow House, municipally known as 618 Athol Street, legally described as PLAN H-50031 PT LOT 23,24, is generally located on the west side of Athol Street, at the northwest corner of Athol Street and Trent Street East and more particularly described in Schedule 'A' attached to and forming part of this by-law is designated as a property of cultural heritage value and interest in the Town of Whitby, under Part IV, Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended.

This designation shall not preclude any changes that may be deemed necessary for the efficient use of the building provided that any changes shall be in keeping with the current character of the building and shall be carried out in accordance with the applicable Heritage Permit processes at the Town of Whitby.

#### 2. Schedule(s)

Schedule 'A' - Legal Description

Schedule 'B' – Statement of Cultural Heritage Value or Interest for 618 Athol Street, Town of Whitby

#### 3. Effective Date

The provisions of this by-law shall come into force and take effect on the day of the final passing thereof.

By-law read and passed this Select date day of Insert Month, 2025.

Elizabeth Roy, Mayor

Christopher Harris, Town Clerk

SCHEDULE "A"

TO

BY-LAW NO. XXXX-25

**LEGAL DESCRIPTION** 

PLAN H-50031 PT LOT 23,24, Town of Whitby

#### SCHEDULE 'B'

#### TO

#### BY-LAW NO. XXXX-25

#### **DESCRIPTION OF PROPERTY – 618 Athol Street**

The property and building known as the Graydon Goodfellow House, municipally known as 618 Athol Street in Whitby, is generally located on the southwest side of Athol Street, at the northwest of the corner of Athol Street and Trent Street East and more particularly described in Schedule 'A', on PLAN H-50031 PT LOT 23,24

#### STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST

The Graydon Goodfellow House (the house) at 618 Athol Street has design value or physical value because it demonstrates a combination of design characteristics common of the Tudor Revival architectural style. It is the only house in the Town of Whitby that exhibits Tudor Revival design influences to a high degree and is therefore a rare example of the style. Tudor Revival influences present on the house include its boxy massing; brick walls; steeply pitched gable roof with plain vergeboard; dormers with false half timbering; large chimneys; narrow casement windows, with several being arranged in banks; and bay windows. The house also demonstrates features consistent with the Arts and Crafts and Edwardian Classicism architectural styles. The combination of these stylistic influences make the house a unique building.

The house also has design value or physical value because it displays a high degree of craftsmanship consistent with the Arts and Crafts architectural style. The quality of craftsmanship is evident in the house's external materials including brick, stone/concrete, stucco, and wood. The application of these materials display workmanship at a greater than normal quality. The quality of craftmanship also extends to alterations that have been made to the house including the northwest (garage) wing addition composed of brick, the southeast wing addition clad in false half timbering, and the dormers with false half timbering. The additions carefully match and demonstrate architectural influences from the Tudor Revival architectural style consistent with the oldest part of the building.

618 Athol Street has historical value or associative value because it is directly associated with Graydon Goodfellow. The house was built for Goodfellow and Olive Florence Wilkins as a wedding present in 1914. Goodfellow was deeply involved business, political, educational, and social affairs in the community. He was an important figure in Whitby's printing and publishing sector and held high ranking positions at 'C.A. Goodfellow and Son' who published the 'Whitby Gazette and Chronicle', Mundy Printing Company Limited, and Oshawa Times Limited. Goodfellow was also a member of Whitby Town Council (1917); Worshipful Master and District Deputy Grand Master in the Masonic Order; chairman for the Board of Education; board member for the Ontario Ladies' College; president of the Rotary Club; member of the Whitby Boy Scout Association; Director of the Printing Trades Division of the Industrial

By-law Name: Heritage Designation

By-law # XXXX-25

Accident Prevention Association for Central Ontario; and was associated with the development of the Whitby Citizens' Band.

The Property is also directly associated with Charles Leslie McFarlane. McFarlane was a prominent author of books, short stories, novelettes, and serials in magazines. He wrote manuscripts for several early books in the 'Hardy Boys' series, including 'A Figure in Hiding', which he wrote while living at 618 Athol Street.

#### **DESCRIPTION OF HERITAGE ATTRIBUTES**

Heritage attributes that convey the Property's design value or physical value as a rare and unique building with influences from the Tudor Revival architectural style in the Town of Whitby (criterion 1 of O. Reg. 9/06) include:

- The house's form and massing, including the main house's two-and-a-half storey height and boxy form;
- The house's red common bond brick, where every fourth brick course is composed of alternately laid stretcher and header bricks;
- The house's steeply pitched, bellcast gable roof with exposed rafters on its northeast and southwest elevations and return eaves and plain vergeboard on its northwest and southeast elevations;
- The house's dormers, including broken eave dormers and upper half storey dormers on the building's northeast and southwest elevations, and their false half timbering composed of white stucco and painted boards, wood brackets, and roof profiles;
- The house's two chimneys that partially extrude from its exterior walls on its northwest and southeast elevations including their stretcher bond brick composition, single stack massing and shape, shallow corbels, and stone/concrete caps.
- The house's narrow casement windows on all elevations including their wood detailing inside and/or outside of their structural openings, wood or stone/concrete headers, stone/concrete lug sills, and glazing patterns;
- The house's bay windows on the outermost bays of the first storey of the house's northeast elevation and the eastmost first storey window on the house's northwest elevation including their wood detailing inside and outside of their structural openings, corbelled wood headers, stone/concrete lug sills, and glazing patterns; and,
- The house's bay window on its southwest elevation, including its wood trim.

Heritage attributes that convey the Property's design value or physical value as a building that displays a high degree of craftsmanship (criterion 2 of O. Reg. 9/06) include:

 The main house's smooth, finely jointed brick structure composed of red common bond brick, where every fourth brick course is composed of alternately laid stretcher and header bricks;

By-law Name: Heritage Designation

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- The northwest (garage) wing addition's smooth, finely jointed brick structure composed of red common bond brick, window voussoir (southwest elevation), and door voussoir (southeast elevation);
- The fit and finish of the southeast wing addition's false half timbering composed of white stucco and painted boards; and,
- The fit and finish of the dormers in the house's upper half storey, including their false half timbering composed of white stucco and painted boards, wood brackets, and roof profiles.

Heritage attributes that convey the Property's historical value or associative value pertaining to its direct association with Graydon Goodfellow (criterion 4 of O. Reg. 9/06) include:

- The Property is directly associated with Graydon Goodfellow.
- The house was built for Goodfellow and Olive Florence Wilkins as a wedding present in 1914.
- Goodfellow was deeply involved in business, political, educational, and social affairs in the community.
- Goodfellow was an important figure in Whitby's printing and publishing sector and held high ranking positions at 'C.A. Goodfellow and Son' who published the 'Whitby Gazette and Chronicle', Mundy Printing Company Limited, and Oshawa Times Limited.
- Goodfellow was also a member of Whitby Town Council (1917); Worshipful
  Master and District Deputy Grand Master in the Masonic Order; chairman for the
  Board of Education; board member for the Ontario Ladies' College; president of
  the Rotary Club; member of the Whitby Boy Scout Association; Director of the
  Printing Trades Division of the Industrial Accident Prevention Association for
  Central Ontario; and, was associated with the development of the Whitby
  Citizens' Band.
- The Property is also directly associated with Charles Leslie McFarlane.
   McFarlane was a prominent author of books, short stories, novelettes, and
   serials in magazines. He wrote manuscripts for several early books in the 'Hardy
   Boys' series, including 'A Figure in Hiding', which he wrote while living at 618
   Athol Street.

The Property's heritage attributes do not include:

- Any of the house's interior features;
- The Property's driveways and footpaths; and,
- Landscaping, including all gardens.

By-law Name: Heritage Designation



# Town of Whitby Staff Report

whitby.ca/CouncilCalendar

Report Title: 725, 740 & 835 Columbus Road West – Notice of Intention to Designate Properties Under Part IV, Section 29 of the Ontario Heritage Act

Report to: Committee of the Whole

**Date of meeting:** September 15, 2025

Report Number: PDP-47-25

**Department(s) Responsible:** 

Planning and Development Department (Planning Services)

Submitted by:

Roger Saunders, Commissioner of Planning and Development

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

John Taylor, MCIP, RPP Director of Planning Services x2908

Dave Johnson Planner II – Heritage x3166

#### 1. Recommendation:

- 1. That Council authorize staff to issue Notices of Intention to Designate to each of the properties located at 725 Columbus Road West, 740 Columbus Road West and 835 Columbus Road West, in accordance with the Ontario Heritage Act and the Town's Notification Policy;
- 2. That Council pass by-laws designating each of the properties under Part IV, Section 29 of the Ontario Heritage Act if no objection(s) to any Intention to Designate is received within the 30-day objection period;
- 3. That if no appeals of the Designation By-laws are received during the 30-day appeal period, that a commemorative plaque be installed at each of the properties, in a form and location to the satisfaction of the Commissioner of Planning and Development or designate;
- 4. That Council mutually agree to the owner's request for an extension of the 90-day deadline under the Ontario Heritage Act, for passing the Part IV Heritage Designation By-laws; and
- 5. That the extension outlined in Recommendation 4 be in effect until May 31, 2026.

#### 2. Highlights:

- Each of the properties municipally addressed as 725 Columbus Road West, 740 Columbus Road West and 835 Columbus Road West Rd. W. (refer to Attachments #1 and 2), have been identified by the property owner's heritage consultant Archaeological Services Inc. (ASI), the Heritage Whitby Advisory Committee (HWAC) and Heritage staff, as a potential candidates for Part IV designation under the Ontario Heritage Act (the Act).
- Staff have consulted with the developer who is amenable to designating each of
  the properties which exhibit cultural heritage value under the Act and consulted
  with the Heritage Whitby Advisory Committee (HWAC), to ensure that properties
  of Cultural Heritage Value and Interest such as these, are protected, preserved,
  and maintained for future generations.
- The Cultural Heritage Evaluation Reports (CHERs) and Statements of Significance indicate that each of the properties meet two (2) or more criteria required for designation under the Ontario Heritage Act and its associated Ontario Regulation 9/06 (refer to Attachment #3).
- The owner is seeking an extension to the 90-day deadline for passing a Designation By-law, through mutual agreement between the owner and Whitby Council, which is permitted under the Ontario Heritage Act, and associated Ontario Regulation, to allow for the associated plan of subdivision process to be substantially completed, and to identify appropriate blocks for each of the properties to be designated through that process.

#### 3. Background:

In the fall of 2022, Fieldgate Developments submitted a Plan of Subdivision application (DEV-30-22; SW-2022-07) to permit the proposed development of a mixed-use neighbourhood containing approximately 1,356 residential units, schools, commercial buildings, and parkland (refer to Attachment #4). The subdivision application was introduced at a Statutory Public Meeting in November 2022.

Currently, the property at 740 Columbus Rd. W. Road West is listed on the Town's Municipal Heritage Register. The properties at 725 and 835 Columbus Rd. W. Road West are not listed on the Town's Municipal Heritage Register. The applicant is proposing to retain each of these three (3) properties as separate parcels within the proposed plan of subdivision.

In October 2022, the Provincial Government introduced Bill 23: the *More Homes, Built Faster Act* (Bill 23), which received Royal Assent on November 28, 2022. Bill 23 introduced broad changes to the land use planning system in Ontario and included amendments to several pieces of legislation, including changes to the Ontario Heritage Act (the Act). One of the key changes to the Act was that if

properties were not designated by the deadline in the legislation, then those properties would be removed from the Town's Municipal Heritage Register.

Properties that are listed on the Register, but not yet designated are afforded less protection than properties that are designated. Properties that are not listed on the Register are afforded no protection. Part IV designations under the Act would provide further protection for the existing properties and would require heritage permits for any future work on the existing buildings that may impact significant heritage attributes.

#### 4. Discussion:

#### **Cultural Heritage Evaluation Reports (CHER):**

The CHERs prepared by the developer's heritage consultant (ASI) in support of the proposed draft plan of subdivision application have identified that each of the three (3) properties have Cultural Heritage Value and Interest, and each of the properties would meet at least two (2) of the criteria required for designation under the Ontario Heritage Act.

The CHER's include a Statement of Significance evaluating the properties using the nine (9) criteria contained in Ontario Regulation 9/06 of the Ontario Heritage Act for determining Cultural Heritage Value or Interest of a property (refer to Attachment #3). In order for a property to be eligible for designation under Part IV of the Ontario Heritage Act, a minimum of two (2) out nine (9) criteria must be met.

#### 725 Columbus Road West:

ASI's assessment concludes that the property at 725 Columbus Rd. W. meets two (2) of the nine (9) criteria as summarized in Table 1 below.

Table 1 – 725 Columbus Rd. W. - Evaluation using O.Reg. 9/06 Criteria

Criteria in O.Reg. 9/06	Criterion Met	Justification
1. The property has design value or physical value because it is a rare, unique, representative, or early example of a style, type, expression, material, or construction method.	Yes	The property at 725 Columbus Road West meets this criterion. The property is a representative example of a midnineteenth-century farm complex in Southern Ontario. It includes a farmhouse, bank barn, silo, entrance drive and windbreaks. The farmhouse was constructed c. 1862-69. The bank barn was reclad in 1961 however the gambrel roof and fieldstone foundation date it to the 1880s. The 1871 Census

Criteria in O.Reg. 9/06	Criterion Met	Justification
		indicates that the property owner William Nichols was actively farming on it.
2. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.	No	The property at 725 Columbus Road West does not meet this criterion. The residence and barns used common construction materials of the era and were built with similar levels of craftsmanship as other vernacular farmhouses and barns in the Town of Whitby.
3. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	No	The property at 725 Columbus Road West does not meet this criterion. The property and its components do not demonstrate a high degree of technical or scientific achievement.
4. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to a community.	No	The property at 725 Columbus Road West does not meet this criterion. While the property was owned by members of the Nichols family from 1839 to c. 1921, the Nichols family is not known to have any particular significance to the community and the property was not occupied by the Nichols for the entire time that they owned it. Census records indicated that William Nichols was a merchant who subsequently became a successful farmer. He served as the Deputy Reeve of Whitby Township in 1862, but this was only for one year and it cannot be confirmed that he was living on the subject property at the time.
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an	No	The property at 725 Columbus Road West does not meet this criterion. The property does not appear to yield or have the potential to yield information that would contribute to an understanding of the community or a specific culture.

Criteria in O.Reg. 9/06	Criterion Met	Justification
understanding of a community or culture.		
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.	No	The property at 725 Columbus Road West is not known to meet this criterion. An architect of the existing house has not been identified. The house is simple in its design and has limited detailing. It is therefore likely that the subject property did not have an architect to design the residence. Barns typically were not architect-designed and were often constructed by their owners. It is likely that William Nichols built the barns on the property, but he is not known to be a builder who is significant to the community.
7. The property has contextual value because it is important in defining, maintaining or supporting the character of an area.	Yes	The property at 725 Columbus Road West meets this criterion. The property retains its historical rural agricultural function as it retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The location and setback of the residence and barns on the subject property retain legibility and visibility from the public road right-of-way as a nineteenth-century farmstead in the former Township of Whitby. Further, surrounding properties nearby also retain their agricultural functions. As such, the subject property maintains and supports the historical agricultural character of the area.
8. The property has contextual value because it is physically functionally, visually, or historically linked to its surroundings.		The property at 725 Columbus Road West does not meet this criterion. The property does not have strong or significant links to its surroundings. The Nichols family, who owned the property from 1839 to c. 1921, is not known to have specific links to the village of

Criteria in O.Reg. 9/06	Criterion Met	Justification
		Brooklin during the time that they owned the property.
9. The property has contextual value because it is a landmark. O. Reg. 569/22, s. 1.	No	The subject property at 725 Columbus Road West does not meet this criterion. The subject property is not considered to be a landmark within the community at large, or to motorists along Columbus Road. The subject property is also not considered to be a gateway structure.

Based on the assessment by ASI, the property at 725 Columbus Rd. W. has design and associative value and would warrant Part IV designation under the Ontario Heritage Act. ASI's assessment also includes a statement of cultural heritage value or interest, which is required for a Notice of Intention to Designate (NOID), and for a Designation By-law. A draft Designation By-law for 725 Columbus Rd. W. has been prepared for Council's consideration (Refer to Attachment #5).

#### 740 Columbus Road West:

ASI's assessment concludes that the property at 740 Columbus Rd. W. meets 4 (four) of the nine (9) criteria as summarized in Table 2 below.

Table 2 – 740 Columbus Rd. W. - Evaluation using O.Reg. 9/06 Criteria

Criteria in O.Reg. 9/06	Criterion Met	Justification
1. The property has design value or physical value because it is a rare, unique, representative, or early example of a style, type, expression, material, or construction method.	Yes	The property at 740 Columbus Road West meets this criterion. The residence on the property is a representative example of a mid- nineteenth-century vernacular farmhouse built as part of a farm complex. While no longer part of a complete farmstead, the orientation of the house facing the concession road, entrance drive, windbreak of mature trees screening the house from Columbus Road and mature tree plantings west of the house are all

Cı	Criteria in O.Reg. 9/06 Criterion Met		Justification
			vestiges of a typical nineteenth-century agricultural property.
2.	The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.	No	The property at 740 Columbus Road West does not meet this criterion. The residence used common construction materials of the era and was built with similar levels of craftsmanship as other vernacular farmhouses structures in the Town of Whitby. While the house does feature decorative elements such as the front entrance and the returned eaves, these are not considered to be outstanding in terms of ornamentation.
3.	The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	No	The property at 740 Columbus Road West does not meet this criterion. The farmhouse does not demonstrate a high degree of technical or scientific achievement.
4.	The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to a community.	Yes	The property at 740 Columbus Road West meets this criterion. The property was owned by the Spencer family from 1848 to c. 1895 and occupied by members of the family until c. 1911. The property was purchased in 1848 by John Spencer. John's son, Henry H. Spencer, grew up on the property and it was likely him who built the farmhouse along with his father in 1860. H.H. Spencer was a leading livestock breeder and importer, known locally, nationally and internationally for his Southdown and Shropshire sheep, Shorthorn cattle and Clydesdale horses that he bred on the subject property which was known as Dorset Farm. He was noted as a long-time successful exhibitor at local and provincial exhibitions. His efforts to improve breeding stock would have contributed to local agricultural growth and development and activities centred

Criteria in O.Reg. 9/06	Criterion Met	Justification
		in Brooklin. H.H. Spencer's wife, Agnes Burns Spencer, was a poet who grew up in a log house on a neighbouring farm. While she didn't publish widely, her published poem "The Lament of the Logs" portrayed pioneer life on the rural edges of Brooklin, and was published while living at Dorset Farm. A school master named Samuel Dillworth is also documented as living with the Spencers in the 1860s. Given the property's proximity to the Spencer Schoolhouse, it is likely that Dillworth taught at this school which was a pillar of the local community's life and growth.
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.	No	The property at 740 Columbus Road West does not meet this criterion. The property does not appear to yield or have the potential to yield information that would contribute to an understanding of the community or a specific culture.
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer, or theorist who is significant to a community.	No	The property at 740 Columbus Road West is not known to meet this criterion. An architect of the existing house has not been identified. While architect-designed Classical Revival residences are found throughout Ontario, the prevalence of the style is owed more to the availability of plans and forms set in pattern books that were popular with the middle-class, farmers, and other rural settlers (Mikel, 2004). Furthermore, the house is simple in its design and has limited detailing. It is therefore likely that the subject property did not have an architect to design the residence.

Cr	iteria in O.Reg. 9/06	Criterion Met	Justification
7.	The property has contextual value because it is important in defining, maintaining, or supporting the character of an area.	Yes	The property at 740 Columbus Road West meets this criterion. Though the farmhouse is no longer part of a functioning farmstead, it continues to be visible from the road and is legible as a nineteenth-century rural residence. As such, the property supports and maintains the character of Columbus Road as a historically surveyed route and roadway.
8.	The property has contextual value because it is physically, functionally, visually, or historically linked to its surroundings.	Yes	The property at 740 Columbus Road West meets this criterion. The property has significant historical links to the nearby village of Brooklin. Dorset Farm's successful livestock breeding and crop farming operations would have had a physical, social, economic and functional relationship to Brooklin, as the nearest settlement centre. Spencer would also have exhibited at the local fall fairs held in Brooklin, and prospective buyers of Spencer's livestock would have taken the train to the nearest stop in Brooklin before proceeding to his farm.
9.	The property has contextual value because it is a landmark. O. Reg. 569/22, s. 1.	No	The subject property at 740 Columbus Road West does not meet this criterion. The subject property is not considered to be a landmark within the community at large, or to motorists along Columbus Road. The subject property is also not considered to be a gateway structure.

Based on the assessment by ASI, the property at 740 Columbus Rd. W. has design, associative and contextual value and would warrant Part IV designation under the Ontario Heritage Act. ASI's assessment also includes a Statement of Cultural Heritage Value or Interest, which is required for a NOID, and for a Designation By-law. A draft Designation By-law for 740 Columbus Rd. W. has been prepared for Council's consideration (Refer to Attachment #6).

#### 835 Columbus Road West:

ASI's assessment concludes that the property at 835 Columbus Rd. W. meets 4 (four) of the nine (9) criteria as summarized in Table 3 below.

Table 3 – 835 Columbus Rd. W. – Evaluation using O.Reg. 9/06 Criteria

Cı	iteria in O.Reg. 9/06	Criterion Met	Justification
1.	The property has design value or physical value because it is a rare, unique, representative, or early example of a style, type, expression, material, or construction method.	Yes	The property at 835 Columbus Road West meets this criterion. The property contains a one-and-a-halfstorey brick farmhouse that is representative of the vernacular Classical Revival style. It features a centre hall plan with a symmetrical three-bay façade, large window openings with flat brick arches and classical details including overhanging returned eaves, a wide cornice, and a front entrance with side lights and a wide transom. Based on available documentation, the house was built in the early 1850s.
			The subject property is also a representative example of a midnineteenth century farm complex in Southern Ontario. It includes a farmhouse, bank barn, silo, treelined entrance drive, pond and agricultural fields. The bank barn has been reclad in aluminum, however the gambrel roof and fieldstone foundation date it to as early as the 1880s. Historical documentation indicates that the property was farmed by owner Hiram Campbell starting in the early 1850s.
2.	The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit.	No	The property at 835 Columbus Road West does not meet this criterion. The residence and barn used common construction materials of the era and were built with similar levels of craftsmanship as other vernacular farmhouses and barns in the Town of Whitby.

Cı	riteria in O.Reg. 9/06	Criterion Met	Justification
3.	The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	No	The property at 835 Columbus Road West does not meet this criterion. The property and its components do not demonstrate a high degree of technical or scientific achievement.
4.	The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to a community.	Yes	The property at 835 Columbus Road West meets this criterion. The property has direct associations with the Campbell pioneer family and with the significant themes of early community development in and around Brooklin, and agricultural land use and development. The property was owned from 1846 to 1870 by John Campbell, who moved to Whitby Township in the 1830s. He established himself as a community leader, building an early mill and store in Winchester (later renamed Brooklin) with his brother Robert and helping to lay out the village. While it is unlikely that John Campbell ever lived on the property, his son Hiram Campbell moved onto the property, likely by the early 1850s. The 1851 census indicates that prior to becoming a farmer, Hiram Campbell was a blacksmith who owned a blacksmith shop and a wagon shop, likely in Brooklin. As a blacksmith, Campbell was likely an important and well-known member of the community. Following his move onto the subject property, Hiram Campbell established a successful farm and lived and farmed on the property with his family until 1870. The residence on the property was likely built by Hiram Campbell in the early 1850s. The 1861 census lists Hiram Campbell as a farmer with 130 acres under cultivation and the farm's valuation is among the highest in the

Criteria in O.Reg. 9/06	Criterion Met	Justification
		vicinity. The property continued to be noted as a valuable farm under its subsequent ownership by the Green family. In the 1920s it became known as Greendale Farm and continued to be farmed by subsequent owners. The property's continuous and ongoing use as a farm starting in the mid-nineteenth century strengthens its associations with the theme of agricultural land use and development.
5. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture.	No	The property at 835 Columbus Road West does not meet this criterion. The property does not appear to yield or have the potential to yield information that would contribute to an understanding of the community or a specific culture.
6. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer, or theorist who is significant to a community.	No	The property at 835 Columbus Road West is not known to meet this criterion. An architect of the existing house has not been identified. While architect-designed Classical Revival residences are found throughout Ontario, the prevalence of the style is owed more to the availability of plans and forms set in pattern books that were popular with the middleclass, farmers, and other rural settlers (Mikel, 2004). It is therefore likely that the subject property did not have an architect to design the residence. Barns typically were not architect-designed and were often constructed by their owners. It is likely that Hiram Campbell built the barn on the property, but he is not known to be a builder who is significant to the community.

Criteria i	n O.Reg. 9/06	Criterion Met	Justification
conte becau in defi or sup	roperty has xtual value use it is important ining, maintaining, oporting the cter of an area.	Yes	The property at 835 Columbus Road West meets this criterion. The property retains its historical rural agricultural roots as it retains its farmhouse; and until recently was actively used as a farm. Further, surrounding properties nearby also retain their agricultural functions. As such, the subject property maintains and supports the historical agricultural character of the area.
conte becau function	roperty has xtual value use it is physically, on ally, visually, or ically linked to its undings.	Yes	The property at 835 Columbus Road West meets this criterion. The property has significant historical links to the village of Brooklin. Both John and his son Hiram Campbell would have been well-known members of the Brooklin community, as a founder of the village and a blacksmith, respectively. The successful farm Hiram Campbell operated on the subject property from the early 1850s to 1870 had a high valuation and would have had a physical, social, economic and functional relationship to Brooklin as part of Brooklin's agricultural neighbourhood. The farm's success continued under the subsequent ownership of the property by William Green. An auction of the farm estate in 1902 suggests that this was a valuable operation for its time. The property's links to Brooklin continued into the twentieth century as it continued to operate as a farm.
conte becau landm	roperty has xtual value ise it is a nark. O. Reg. 2, s. 1.	No	The subject property at 835 Columbus Road West does not meet this criterion. The subject property is not considered to be a landmark within the community at large, or to motorists along Columbus Road. The subject

Criteria in O.Reg. 9/06	Criterion Met	Justification
		property is also not considered to be a gateway structure.

Based on the assessment by ASI, the property at 835 Columbus Rd. W. has design, associative and contextual value and would warrant Part IV designation under the Ontario Heritage Act. ASI's assessment also includes a Statement of Cultural Heritage Value or interest, which is required for a NOID, and for a designation By-law. A draft Designation By-law for 835 Columbus Rd. W. has been prepared for Council's consideration (Refer to Attachment #7).

Designation of these properties, prior to the December 31, 2026 deadline under the Act for passing designation by-laws, or prior to an extended deadline upon agreement of the owner and Council, would ensure that these properties would not be removed from the Register per the changes to the Act under Bill 23.

#### **Draft Plan of Subdivision:**

Fieldgate's Draft Plan of Subdivision proposes to retain each of the three (3) heritage properties as separate parcels. The farmstead complex containing the farmhouse, silos and barns at 725 Columbus Rd. W. will be retained in situ. The existing building at 740 Columbus Rd. W. containing a farmhouse will be retained in situ. The farmstead complex at 835 Columbus Rd. W. will largely be redeveloped, save and except for the farmhouse. (Refer to Attachment #4)

Staff have consulted with the developer regarding the designation of the properties under Part IV of the Ontario Heritage Act, who is amenable to designation under Part IV of the Act.

Should Council support the designation of each of the properties, a brass plaque would be installed on each of the sites to provide passersby an understanding of this heritage resource.

#### Request for Extension for Passing Designation By-law:

Should Council decide to Designate each of the properties, the Town is required to pass a Designation By-law within 90 days of the NOID. However, Section 29(8) of the Ontario Heritage Act, and associated Section 1(2) of Ontario Regulation 385/21 enables consideration of extending the 90-day timeline for passing a Designation By-law, upon mutual agreement of the owner and Council.

The owner is seeking an extension to the 90-day deadline for passing a Designation By-law to allow for the associated plan of subdivision process to be substantially completed, and to identify appropriate blocks for each of the properties to be designated through that process (refer to Attachment #8).

### **Next Steps:**

Notice of Intention to Designate:

Should Council decide to designate the properties, a Notice of Intention to Designate (NOID) will be served on the property owner and the Ontario Heritage Trust and published on the Town's public notice website. The NOIDs are subject to a 30-day objection period to Council.

Notice of Intention Objection Period:

Should the Town receive an objection to any Intention to Designate during the 30-day objection period, Council would need to consider such objection and then decide to either withdraw the NOID or pass the Designation By-law.

By-law to Designate:

Should there be no objection to the Intention to Designate, then it is recommended that a By-laws to designate each of the properties be brought forward for Council's consideration (refer to Attachment #'s 5, 6 and 7).

By-law Appeal Period:

Should Council decide to pass the Designation By-law, a further 30-day appeal period to the Ontario Land Tribunal would commence. If no appeals are received during that period, the by-law will be deemed to be in full force and effect, and the property would be designated under Part IV of the Ontario Heritage Act.

Once designated, staff will arrange for plaques to be installed on each of the properties to provide an understanding of this historic place.

#### 5. Financial Considerations:

Costs for the designation process (including NOID and designation plaque) are included within the annual budget for the Heritage Whitby Advisory Committee.

# 6. Communication and Public Engagement:

Staff have consulted with the developer regarding the designation process, who is amenable to designation.

# 7. Input from Departments/Sources:

At its meeting of June 10<sup>th</sup>, 2025, HWAC passed the following motion:

"That the Heritage Whitby Advisory Committee supports the Heritage Designations for 725, 740, and 835 Columbus Road West under Part IV of the Ontario Heritage Act."

# 8. Strategic Priorities:

Protecting heritage properties supports Pillar #1 of the Community Strategic Plan, Whitby Neighbourhoods, by promoting and strengthening the local arts, culture, heritage, and the creative sector.

Heritage conservation further supports Pillar #2, Whitby's Natural and Built Environment, by enhancing community connectivity and beautification.

#### 9. Attachments:

Attachment #1: Location Sketch
Attachment #2: Aerial Context Map

Attachment #3: Excerpt of Cultural Heritage Evaluation Report and Statement of

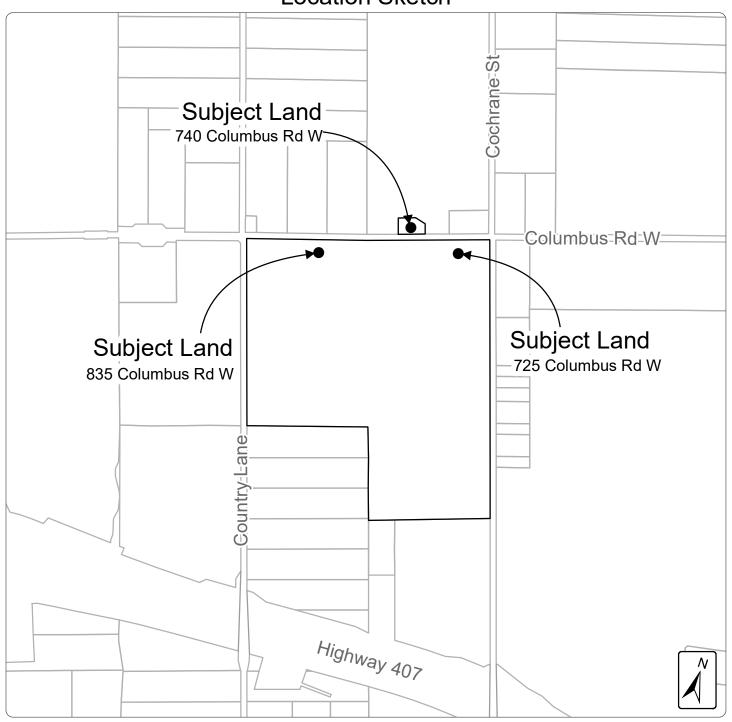
Significance

Attachment #4: Proposed Draft Plan of Subdivision

Attachment #5: Draft Designation By-law for 725 Columbus Road West
Attachment #6: Draft Designation By-law for 740 Columbus Road West
Attachment #7: Draft Designation By-law for 835 Columbus Road West
Attachment #8: Owner's Request for Extension by Mutual Agreement for

Passing of the Designation By-law

# Attachment #1 Location Sketch



# Town of Whitby Planning and Development Department Proponent: 725, 740 and 835 Columbus Rd W Date: September 2025

External Data Sources:

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# Attachment #2 **Aerial Context Map**



# white Town of Whitby Planning and Development Department

Proponent:

725, 740 and 835 Columbus Rd W

Date:

September 2025

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Cultural Heritage Evaluation Report 7261 Cochrane Street; 710, 725, 740 and 835 Columbus Road West Town of Whitby, Ontario

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An evaluation using the criteria outlined in *Ontario Regulation 9/06* determined that the property at 710 Columbus Road West does not retains cultural heritage value or interest at the local level.

# 4.5 725 Columbus Road West

# 4.5.1 Comparative Analysis - Residence

The property at 725 Columbus Road West includes a one-and-a-half storey frame residence with a fieldstone foundation built c. 1862-1869 that has some elements of the Gothic Revival cottage style, namely in its massing, plan and centre gable with window.

An analysis of the examples of the Gothic Revival cottages presented in Section 4.1.1 suggests that the house at 725 Columbus Road West is not a representative example of the Gothic Revival style, as while it displays some basic elements of the style such as the one-and-a-half-storey height, centre plan and centre gable with window, the gable window is flat-headed instead of pointed or round-headed, and the house lacks any decorations that are typical of the style. The pitch of the roof and pitch of the centre gable are also shallower than typical Gothic Revival cottages. It is also not an early example of the style.

# 4.5.2 Comparative Analysis - Farmstead

In addition to the farmhouse, the property at 725 Columbus Road West also includes components of a typical nineteenth-century southern Ontario farmstead, including a bank barn and silo, a long entrance drive and tree-line windbreaks, and agricultural fields. The house is set well back from Columbus Road West and is oriented to face it. The barn and silo are located to the rear of the house. The gambrel roof bank barn likely dates to the 1880s and was reclad in 1961. Taken together, these components constitute a representative example of a typical nineteenth-century Southern Ontario farm complex that is comparable to the examples presented in Section 4.2.1.



# 4.5.3 Ontario Regulation 9/06 Evaluation

Table 7, Table 8, and Table 9 contain the evaluation of 725 Columbus Road West within the framework set out in *Ontario Regulation 9/06*. *Ontario Regulation 9/06* is the prevailing evaluation tool when determining if a heritage resource has cultural heritage value at the local level.



Table 7: Evaluation of 725 Columbus Road West using Criteria 1 of *Ontario Regulation 9/06* 

Ontario Heritage Act Criteria	Analysis
i. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method;	The property at 725 Columbus Road West meets this criterion. The property is a representative example of a mid-nineteenth-century farm complex in Southern Ontario. It includes a farmhouse, bank barn, silo, entrance drive and windbreaks. The farmhouse was constructed c. 1862-69. The bank barn was reclad in 1961 however the gambrel roof and fieldstone foundation date it to the 1880s. The 1871 Census indicates that the property owner William Nichols was actively farming on it.
ii. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit, or;	The property at 725 Columbus Road West does not meet this criterion. The residence and barns used common construction materials of the era and were built with similar levels of craftsmanship as other vernacular farmhouses and barns in the Town of Whitby.
iii. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	The property at 725 Columbus Road West does not meet this criterion. The property and its components do not demonstrate a high degree of technical or scientific achievement.



Table 8: Evaluation of 725 Columbus Road West using Criteria 2 of *Ontario Regulation 9/06* 

Ontario Heritage Act Criteria	Analysis
i. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community;	The property at 725 Columbus Road West does not meet this criterion. While the property was owned by members of the Nichols family from 1839 to c. 1921, the Nichols family is not known to have any particular significance to the community and the property was not occupied by the Nichols for the entire time that they owned it. Census records indicated that William Nichols was a merchant who subsequently became a successful farmer. He served as the Deputy Reeve of Whitby Township in 1862, but this was only for one year and it cannot be confirmed that he was living on the subject property at the time.
ii. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or;	The property at 725 Columbus Road West does not meet this criterion. The property does not appear to yield or have the potential to yield information that would contribute to an understanding of the community or a specific culture.
iii. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.	The property at 725 Columbus Road West is not known to meet this criterion. An architect of the existing house has not been identified. The house is simple in its design and has limited detailing. It is therefore likely that the subject property did not have an architect to design the residence. Barns typically were not architect-designed and were often constructed by their owners. It is likely that William Nichols built the barns on the property, but he is not known to be a builder who is significant to the community.



Table 9: Evaluation of 725 Columbus Road West using Criteria 3 of *Ontario Regulation 9/06* 

Ontario Heritage Act	Analysis
Criteria	Allulysis
i. The property has contextual value because it is important in defining, maintaining or supporting the character of an area;	The property at 725 Columbus Road West meets this criterion. The property retains its historical rural agricultural function as it retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The location and setback of the residence and barns on the subject property retain legibility and visibility from the public road right-ofway as a nineteenth-century farmstead in the former Township of Whitby. Further, surrounding properties nearby also retain their agricultural functions. As such, the subject property maintains and supports the historical agricultural character of the area.
ii. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings, or;	The property at 725 Columbus Road West does not meet this criterion. The property does not have strong or significant links to its surroundings. The Nichols family, who owned the property from 1839 to c. 1921, is not known to have specific links to the village of Brooklin during the time that they owned the property.
iii. The property has contextual value because it is a landmark.	The subject property at 725 Columbus Road West does not meet this criterion. The subject property is not considered to be a landmark within the community at large, or to motorists along Columbus Road. The subject property is also not considered to be a gateway structure.



An evaluation using the criteria outlined in *Ontario Regulation 9/06* determined that the property at 725 Columbus Road West retains cultural heritage value or interest at the local level.

# 4.5.4 725 Columbus Road West – Proposed Statement of Significance

The property at 725 Columbus Road West is located at the southwest corner of Columbus Road West and Cochrane Street, near the village of Brooklin. The rural agricultural property contains a nineteenth-century farm complex comprised of a farmhouse built c. 1862-69, a c. 1880s bank barn, a silo, as well as landscape features. The property is significant for its design/physical and contextual value.

In regards to its design and physical value, the property is a representative example of a mid-nineteenth century Southern Ontario farm complex, as expressed through its collection of buildings and landscape features. Its components include a c. 1862-69 farmhouse, a c. 1880s bank barn, silo, entrance drive, creek, and agricultural fields. The organization of the site with the farmhouse set far back from, and oriented to face the concession road and accessed via a long entrance drive that continues to the barn and silo located behind the house is representative of the site layout and arrangement of buildings and functional work areas that would have been typical on nineteenth-century farm complexes.

The property has contextual value because it maintains and supports the historical agricultural character of the area. The property retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The location and setback of the residence and barns on the subject property retain legibility and visibility from the public road right-of-way as a typical nineteenth-century farmstead in the former Township of Whitby.

# Heritage Attributes:

The c. 1862-69 farmhouse

• The location, orientation and massing of the farmhouse



- The fieldstone foundation
- The two-over-two wooden sash windows
- The side gable roof
- The centre gable with flat-headed window

#### The c. 1880s wooden bank barn

- The location, orientation and massing of the barn
- The fieldstone foundation
- The gable roof
- The earthen ramp

# **Landscape Elements**

 The nineteenth-century agricultural character of the property as defined by the c. 1862-69 farmhouse, the c. 1880s barn and paddock, the concrete silo, the long entrance drive connecting the property to Columbus Road West, the creek flowing through the property, the mature tree line windbreaks located to the north of the house and along the creek, and the agricultural fields.

#### Views

 View looking down the driveway from Columbus Road West towards the barn, silo and of vegetation screening the house from the road.

# 4.6 740 Columbus Road West

# 4.6.1 Comparative Analysis

The property at 740 Columbus Road West includes a one-and-a-half storey frame residence with a fieldstone foundation built in 1860 that has representative elements of the Classical Revival style. The house at 740 Columbus Road West is a modest, vernacular interpretation of the style, as expressed through its massing, centre hall plan with a symmetrical façade, large window openings, and classical



details including returned eaves and a front entrance with a plain entablature and side lights and projecting cornice.

An analysis of the examples of the Classical Revival style presented in Section 4.1.2 suggests that the house at 740 Columbus Road is a modest expression of the style in comparison to the examples, and is not an early example of the style.

# 4.6.2 Ontario Regulation 9/06 Evaluation

Table 10, Table 11, and Table 12 contain the evaluation of 740 Columbus Road West within the framework set out in *Ontario Regulation 9/06*. *Ontario Regulation 9/06* is the prevailing evaluation tool when determining if a heritage resource has cultural heritage value at the local level.



Table 10: Evaluation of 740 Columbus Road West using Criteria 1 of *Ontario Regulation 9/06* 

Ontario Heritage Act Criteria	Analysis
i. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method;	The property at 740 Columbus Road West meets this criterion. The residence on the property is a representative example of a mid-nineteenth-century vernacular farmhouse built as part of a farm complex. While no longer part of a complete farmstead, the orientation of the house facing the concession road, entrance drive, windbreak of mature trees screening the house from Columbus Road and mature tree plantings west of the house are all vestiges of a typical nineteenth-century agricultural property.
ii. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit, or;	The property at 740 Columbus Road West does not meet this criterion. The residence used common construction materials of the era and was built with similar levels of craftsmanship as other vernacular farmhouses structures in the Town of Whitby. While the house does feature decorative elements such as the front entrance and the returned eaves, these are not considered to be outstanding in terms of ornamentation.
iii. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	The property at 740 Columbus Road West does not meet this criterion. The farmhouse does not demonstrate a high degree of technical or scientific achievement.



Table 11: Evaluation of 740 Columbus Road West using Criteria 2 of *Ontario Regulation 9/06* 

Ontario Heritage Act Criteria	Analysis
i. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community;	The property at 740 Columbus Road West meets this criterion. The property was owned by the Spencer family from 1848 to c. 1895 and occupied by members of the family until c. 1911. The property was purchased in 1848 by John Spencer. John's son, Henry H. Spencer, grew up on the property and it was likely him who built the farmhouse along with his father in 1860. H.H. Spencer was a leading livestock breeder and importer, known locally, nationally and internationally for his Southdown and Shropshire sheep, Shorthorn cattle and Clydesdale horses that he bred on the subject property which was known as Dorset Farm. He was noted as a long-time successful exhibitor at local and provincial exhibitions. His efforts to improve breeding stock would have contributed to local agricultural growth and development and activities centred in Brooklin. H.H. Spencer's wife, Agnes Burns Spencer, was a poet who grew up in a log house on a neighbouring farm. While she didn't publish widely, her published poem "The Lament of the Logs" portrayed pioneer life on the rural edges of Brooklin, and was published while living at Dorset Farm.  A school master named Samuel Dillworth is also documented as living with the Spencers in the 1860s. Given the property's proximity to the Spencer Schoolhouse, it is likely that Dillworth taught at this school which was a pillar of the local community's life and growth.
ii. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of	The property at 740 Columbus Road West does not meet this criterion. The property does not appear to yield or have the potential to yield information that would contribute to an understanding of the community or a specific culture.



a community or

culture, or;

iii. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

The property at 740 Columbus Road West is not known to meet this criterion. An architect of the existing house has not been identified. While architect-designed Classical Revival residences are found throughout Ontario, the prevalence of the style is owed more to the availability of plans and forms set in pattern books that were popular with the middle-class, farmers, and other rural settlers (Mikel, 2004). Furthermore, the house is simple in its design and has limited detailing. It is therefore likely that the subject property did not have an architect to design the residence.



Table 12: Evaluation of 740 Columbus Road West using Criteria 3 of *Ontario Regulation 9/06* 

Ontario Heritage Act Criteria	Analysis
i. The property has contextual value because it is important in defining, maintaining or supporting the character of an area;	The property at 740 Columbus Road West meets this criterion. Though the farmhouse is no longer part of a functioning farmstead, it continues to be visible from the road and is legible as a nineteenth-century rural residence. As such, the property supports and maintains the character of Columbus Road as a historically surveyed route and roadway.
ii. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings, or;	The property at 740 Columbus Road West meets this criterion. The property has significant historical links to the nearby village of Brooklin. Dorset Farm's successful livestock breeding and crop farming operations would have had a physical, social, economic and functional relationship to Brooklin, as the nearest settlement centre. Spencer would also have exhibited at the local fall fairs held in Brooklin, and prospective buyers of Spencer's livestock would have taken the train to the nearest stop in Brooklin before proceeding to his farm.
iii. The property has contextual value because it is a landmark.	The subject property at 740 Columbus Road West does not meet this criterion. The subject property is not considered to be a landmark within the community at large, or to motorists along Columbus Road. The subject property is also not considered to be a gateway structure.



An evaluation using the criteria outlined in *Ontario Regulation 9/06* determined that the property at 740 Columbus Road West retains cultural heritage value or interest at the local level.

# 4.6.3 740 Columbus Road West – Proposed Statement of Significance

The property at 740 Columbus Road West is located at the northwest corner of Columbus Road West and Cochrane Street, near the village of Brooklin. The rural property contains a farmhouse constructed in 1860, accessed from a short entrance drive off Columbus Road West. The farmhouse formerly formed part of a larger farm complex, but the associated barn has been demolished and the property has been severed from its agricultural fields. The property is significant for its design/physical, historical/associative, and contextual value.

With regards to its design and physical value, the one-and-a-half-storey frame residence on the property is a representative example of a mid-nineteenth-century vernacular farmhouse built as part of a Southern Ontario farm complex. The orientation of the house to face the concession road is typical of a nineteenth-century agricultural property, as are the entrance drive, windbreak of mature trees screening the house from Columbus Road West and mature tree plantings west of the house. The residence expresses elements of the Classical Revival style, though it is a modest, vernacular interpretation of the style.

The property's historical and associative value lies in its association with Henry Herbert (H.H.) Spencer (1831-1894), who grew up on the property and was likely the builder of the farmhouse along with his father, John Spencer, who owned the property until H.H. Spencer inherited it c. 1875. The farm became the centre of H.H. Spencer's successful livestock breeding operations and was known as Dorset Farm. Spencer was noted as a leading livestock breeder and importer in his time. He was known locally, nationally and internationally for his Southdown and Shropshire Sheep, Shorthorn cattle and Clydesdale horses. He exhibited his livestock at local and provincial exhibitions and his sheep in particular were noted as being prizewinners at leading Canadian fairs. Spencer was active as a breeder during a period starting in the 1860s and 1870s that saw increased livestock



farming in Southern Ontario as farmers diversified from wheat crops. His efforts to improve breeding stock would have contributed to local agricultural growth and development and activities centred in Brooklin. H.H. Spencer's wife, Agnes Burns Spencer, was a poet who grew up in a log house on a neighbouring farm. While she didn't publish widely, her published poem "The Lament of the Logs" portrayed pioneer life on the rural edges of Brooklin and was published while living at Dorset Farm.

The property is also associated with a school master named Samuel Dillworth, who is documented as living with the Spencers in the 1860s. Given the property's proximity to the Spencer Schoolhouse at 7035 Country Lane, it is likely that Dillworth taught at this school, which was a pillar of the local community's life and growth.

The property's contextual value lies in its significant historical links to the nearby village of Brooklin. Dorset Farm's livestock breeding and crop farming operations would have had a physical, social, economic and functional relationship to Brooklin as the nearest settlement centre. Spencer would also have exhibited at the local fall fairs held in Brooklin, and prospective buyers of Spencer's livestock would have taken the train to the nearest stop in Brooklin before proceeding to his farm. The farmhouse also maintains and supports the character of Columbus Road as a historically surveyed route and roadway. Though the farmhouse is no longer part of a complete farmstead, it continues to be visible from the road and is legible as a nineteenth-century rural residence.

# Heritage Attributes:

### The 1860 farmhouse

- The location, orientation and massing of the farmhouse
- The fieldstone foundation
- The side gable roof
- Window and door openings
- The classical front entrance with plain entablature, side lights and projecting cornice
- The overhanging returned eaves



Symmetrical end brick chimneys

# **Landscape Elements**

- Entrance drive connecting the house to Columbus Road West
- Mature tree line windbreak along south property line that screens the house from Columbus Road West
- Mature tree plantings west of the house

# 4.7 835 Columbus Road West

# 4.7.1 Comparative Analysis – Residence

The property at 835 Columbus Road West includes a one-and-a-half-storey red brick farmhouse with a fieldstone foundation and a one-storey tail that has representative elements of the Classical Revival style. Likely constructed in the early 1850s, the house is a vernacular interpretation of the style, as expressed through its massing, centre hall plan with a symmetrical three-bay façade, large window openings and classical details including overhanging returned eaves, wide cornice, and a front entrance with side lights and a wide transom. Fenestration is topped with flat brick arches.

An analysis of the examples of the Classical Revival style presented in Section 4.1.2 suggests that the house at 835 Columbus Road is a modest representative example of the Classical Revival style and is not a particularly early example of the style.

# 4.7.2 Comparative Analysis - Farmstead

In addition to the farmhouse, the property at 835 Columbus Road West also includes components of a typical nineteenth-century farmstead, including a barn and concrete silo, a tree lined drive with fieldstone gateposts at the entrance, a pond and agricultural fields. The house is set back from Columbus Road and is oriented to face it. The barn and silo are located to the rear of the house. The bank barn has been reclad in aluminum but the gambrel roof and fieldstone



foundation date it to the 1880s at the earliest. The farmstead's components and configuration constitute a representative example of a nineteenth century farm complex that is comparable to the examples presented in Section 4.2.1.

# 4.7.3 Ontario Regulation 9/06 Evaluation

Table 13, Table 14 and Table 15 contain the evaluation of 835 Columbus Road West within the framework set out in *Ontario Regulation 9/06*. *Ontario Regulation 9/06* is the prevailing evaluation tool when determining if a heritage resource has cultural heritage value at the local level.



Table 13: Evaluation of 835 Columbus Road West using Criteria 1 of *Ontario Regulation 9/06* 

Ontario Heritage Act Criteria	Analysis
i. The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method;	The property at 835 Columbus Road West meets this criterion. The property contains a one-and-a-half-storey brick farmhouse that is representative of the vernacular Classical Revival style. It features a centre hall plan with a symmetrical three-bay façade, large window openings with flat brick arches and classical details including overhanging returned eaves, a wide cornice, and a front entrance with side lights and a wide transom. Based on available documentation, the house was built in the early 1850s.  The subject property is also a representative example of a mid-nineteenth century farm complex in Southern
	Ontario. It includes a farmhouse, bank barn, silo, treelined entrance drive, pond and agricultural fields. The bank barn has been reclad in aluminum, however the gambrel roof and fieldstone foundation date it to as early as the 1880s. Historical documentation indicates that the property was farmed by owner Hiram Campbell starting in the early 1850s.
ii. The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit, or;	The property at 835 Columbus Road West does not meet this criterion. The residence and barn used common construction materials of the era and were built with similar levels of craftsmanship as other vernacular farmhouses and barns in the Town of Whitby.
iii. The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.	The property at 835 Columbus Road West does not meet this criterion. The property and its components do not demonstrate a high degree of technical or scientific achievement.



Table 14: Evaluation of 835 Columbus Road West using Criteria 2 of *Ontario Regulation 9/06* 

# Ontario Heritage Act Criteria

**Analysis** 

i. The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community;

The property at 835 Columbus Road West meets this criterion. The property has direct associations with the Campbell pioneer family and with the significant themes of early community development in and around Brooklin, and agricultural land use and development. The property was owned from 1846 to 1870 by John Campbell, who moved to Whitby Township in the 1830s. He established himself as a community leader, building an early mill and store in Winchester (later renamed Brooklin) with his brother Robert and helping to lay out the village. While it is unlikely that John Campbell ever lived on the property, his son Hiram Campbell moved onto the property, likely by the early 1850s. The 1851 census indicates that prior to becoming a farmer, Hiram Campbell was a blacksmith who owned a blacksmith shop and a wagon shop, likely in Brooklin. As a blacksmith, Campbell was likely an important and well-known member of the community. Following his move onto the subject property, Hiram Campbell established a successful farm and lived and farmed on the property with his family until 1870. The residence on the property was likely built by Hiram Campbell in the early 1850s. The 1861 census lists Hiram Campbell as a farmer with 130 acres under cultivation and the farm's valuation is among the highest in the vicinity. The property continued to be noted as a valuable farm under its subsequent ownership by the Green family. In the 1920s it became known as Greendale Farm and continued to be farmed by subsequent owners. The property's continuous and ongoing use as a farm starting in the mid-nineteenth century strengthens its associations with the theme of agricultural land use and development.



ii. The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or;

The property at 835 Columbus Road West does not meet this criterion. The property does not appear to yield or have the potential to yield information that would contribute to an understanding of the community or a specific culture.

iii. The property has historical value or associative value because it demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

The property at 835 Columbus Road West is not known to meet this criterion. An architect of the existing house has not been identified. While architect-designed Classical Revival residences are found throughout Ontario, the prevalence of the style is owed more to the availability of plans and forms set in pattern books that were popular with the middle-class, farmers, and other rural settlers (Mikel, 2004). It is therefore likely that the subject property did not have an architect to design the residence. Barns typically were not architect-designed and were often constructed by their owners. It is likely that Hiram Campbell built the barn on the property, but he is not known to be a builder who is significant to the community.



Table 15: Evaluation of 835 Columbus Road West using Criteria 3 of *Ontario Regulation 9/06* 

negaration 3, 00	
Ontario Heritage Act Criteria	Analysis
i. The property has contextual value because it is important in defining, maintaining or supporting the character of an area;	The property at 835 Columbus Road West meets this criterion. The property retains its historical rural agricultural function as it retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The size of the property and the location and setback of the residence and barn retains legibility as a nineteenth-century farmstead in the former Township of Whitby. Further, surrounding properties nearby also retain their agricultural functions. As such, the subject property maintains and supports the historical agricultural character of the area.
ii. The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings, or;	The property at 835 Columbus Road West meets this criterion. The property has significant historical links to the village of Brooklin. Both John and his son Hiram Campbell would have been well-known members of the Brooklin community, as a founder of the village and a blacksmith, respectively. The successful farm Hiram Campbell operated on the subject property from the early 1850s to 1870 had a high valuation and would have had a physical, social, economic and functional relationship to Brooklin as part of Brooklin's agricultural neighbourhood. The farm's success continued under the subsequent ownership of the property by William Green. An auction of the farm estate in 1902 suggests that this was a valuable operation for its time. The property's links to Brooklin continued into the twentieth century as it continued to operate as a farm.
iii. The property has contextual value because it is a landmark.	The subject property at 835 Columbus Road West does not meet this criterion. The subject property is not considered to be a landmark within the community at large, or to motorists along Columbus Road. The subject property is also not considered to be a gateway structure.



An evaluation using the criteria outlined in *Ontario Regulation 9/06* determined that the property at 835 Columbus Road West retains cultural heritage value or interest at the local level.

# 4.7.4 835 Columbus Road West – Proposed Statement of Significance

The property at 835 Columbus Road West is located on the south side of Columbus Road West, west of Cochrane Street, near the village of Brooklin. The rural agricultural property contains a nineteenth-century farm complex comprised of a Classical Revival style farmhouse built in the early 1850s, a c. 1880s bank barn, a silo, as well as landscape features. The property is significant for its design/physical, historical/associative and contextual value.

With regards to its design and physical value, the one and-a-half-storey brick farmhouse is representative of the Classical Revival style. Features typical of the style include its centre hall plan with a symmetrical three-bay façade, large window openings with flat brick arches and classical details including overhanging returned eaves, a wide cornice, and a front entrance with side lights and a wide transom.

The property as a whole is also a representative example of a mid-nineteenth century Southern Ontario farm complex, as expressed through its collection of buildings and landscape features. Its components include a farmhouse, a c. 1880s bank barn, silo, tree-lined entrance drive, pond, creek and agricultural fields. The organization of the farmhouse set far back from, and oriented to face the concession road and accessed via a long tree-lined entrance drive that continues to the barn and silo located behind the house is representative of the site layout and arrangement of buildings and functional work areas that would have been typical on nineteenth-century farm complexes.

The property's historical and associative value lies in its association with the Campbell pioneer family and with the significant themes of early community development in and around Brooklin, and agricultural land use and development. The property was owned from 1846 to 1870 by John Campbell,



who moved to Whitby Township in the 1830s. He established himself as a community leader, building an early mill and store in Winchester (later renamed Brooklin) with his brother Robert and helping to lay out the village. While it does not appear that John Campbell ever lived on the property, his son Hiram Campbell moved onto the property likely by the early 1850s. The 1851 census indicates that prior to becoming a farmer, Hiram Campbell was a blacksmith who owned a blacksmith shop and a wagon shop, likely in Brooklin. As a blacksmith, Campbell was likely an important and well-known member of the community. Hiram Campbell lived and farmed successfully on the property with his family until 1870. The residence on the property was likely built by Hiram Campbell in the early 1850s. Historical documentation indicates that Hiram Campbell had a large farm operation with a high valuation. The property continued to be noted as a valuable farm under its subsequent ownership by the Green family. In the 1920s it became known as Greendale Farm and continued to be farmed by subsequent owners. The property's continuous and ongoing use as a farm starting in the mid-nineteenth century strengthens its associations with the theme of agricultural land use and development.

The property's contextual value lies in its significant historical links to the village of Brooklin. Both John and his son Hiram Campbell would have been well-known members of the Brooklin community, as a founder of the village and a blacksmith, respectively. The successful farm operated on the subject property from the early 1850s into the twentieth century would have had a physical, social, economic and functional relationship to Brooklin as part of Brooklin's agricultural neighbourhood. The property has contextual value because it maintains and supports the historical agricultural character of the area. The property retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The location and setback of the residence and barns on the subject property retain legibility and visibility from the public road right-of-way as a typical nineteenth-century farmstead in the former Township of Whitby.



# Heritage Attributes:

# The early 1850s farmhouse

- The location, orientation and massing of the farmhouse
- The fieldstone foundation
- The side gable roof
- The overhanging returned eaves and wide cornice
- The window openings with flat brick arches
- The classical front entrance with side lights and wide transom
- The two internal brick chimneys

#### The c. 1880s wooden bank barn

- The location, orientation and massing of the barn
- The fieldstone foundation
- The gable roof
- The earthen ramp

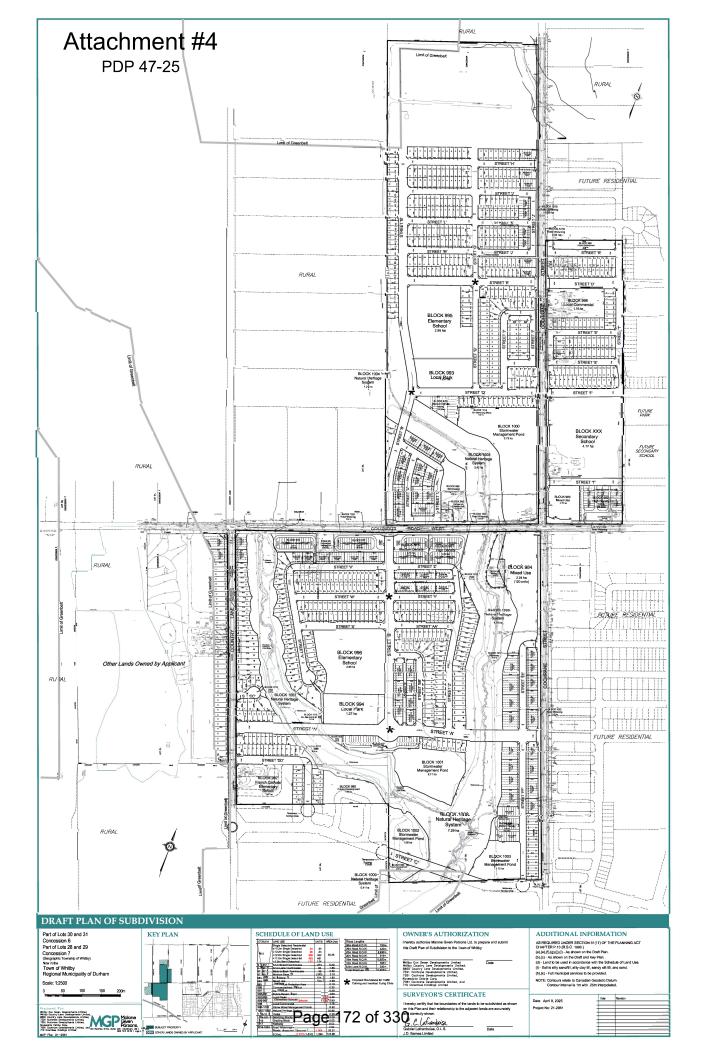
# Landscape Elements

 The nineteenth-century agricultural character of the property as defined by the early 1850s farmhouse, the c. 1880s barn, the concrete silo, the long tree-lined entrance drive with stone gate posts connecting the property to Columbus Road West, the creek flowing through the property lined by mature trees, the pond and the agricultural fields.

#### **Views**

 View looking down the driveway from Columbus Road West towards the barn, with mature trees lining the east side of the driveway and stone gateposts where the driveway meets Columbus Road West.







# Designation of 725 Columbus Road West as being of Cultural Heritage Value and Interest

Being a By-law to to designate the	he property municipally known in 2025 as 725	
Columbus Road West, and legally described as PART OF LOTS 29 and 30,		
CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART, PLAN 40R		
BLOCK, PLAN 40M,	as being of Cultural Heritage Value and Interest.	

Whereas, in accordance with the provisions of Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended, the Council of the Corporation of the Town of Whitby considers it desirable to designate the property municipally known in 2025, as the 725 Columbus Road West, hereinafter described to be of Cultural Heritage Value and Interest;

And whereas, the Council of The Corporation of The Town of Whitby has caused to be served on the owners of the property municipally known in 2025, as 725 Columbus Road W, Whitby, Ontario, and upon the Ontario Heritage Trust, Notice of Intention to Designate the property at the aforesaid address to be of Cultural Heritage Value and Interestand Notice was published in accordance with the Town's Public Notice Policy;

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

#### 1. General

The property, municipally known in 2025 as 725 Columbus Road West, and legally described as PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART \_\_\_\_\_, PLAN 40R-\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_, generally located on the south side of Columbus Road West, west of Cochrane Street, and more particularly described in Schedule 'A' attached to and forming part of this by-law, is designated as being a property of Cultural Heritage Value and Interestin the Town of Whitby, under Part IV, Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended.

This designation shall not preclude any changes that may be deemed necessary for the efficient use of the building provided that any changes shall be in keeping with the current character of the building and shall be carried out in accordance with the applicable Heritage Permit processes at the Town of Whitby.

# 2. Schedule(s)

Schedule 'A' – Legal Description

Schedule 'B' – Statement of Cultural Heritage Value or Interest and Description of Heritage Attributes for 725 Columbus Road West, Town of Whitby.

#### 3. Effective Date

The provisions of this by-law shall come into force and take effect on the day of the final passing thereof.

Christopher Harris, Town Clerk

SCHEDULE "A"

TO

BY-LAW NO. XXXX-25

### **LEGAL DESCRIPTION**

PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART \_\_\_\_\_, PLAN 40R-\_\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_\_, Town of Whitby

By-law Name: Heritage Designation

By-law # XXXX-25

#### SCHEDULE 'B'

#### TO

### BY-LAW NO. XXXX-25

#### **DESCRIPTION OF PROPERTY – 725 Columbus Street**

The property municipally known in 2025 as 725 Columbus Road West in Whitby, is located at the southwest quadrant of Columbus Road West and Cochrane Street, near the village of Brooklin, legally described as PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART \_\_\_\_\_, PLAN 40R-\_\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_\_

The rural agricultural property contains a nineteenth-century farm complex comprised of a farmhouse built c. 1862-69, and c. 1880's bank barn, a silo, as well as landscape features. The property is significant for its design/physical and contextual value.

#### STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST

The property has design or physical value because it is a representative example of a mid-nineteenth century Southern Ontario farm complex, as expressed through its collection of buildings and landscape features. Its components include a c. 1862-69 farmhouse, and c. 1880s bank barn, silo, entrance drive, creek, and agricultural fields. The organization of the site with the farmhouse set far back from, and oriented to face the concession road and accessed via a long entrance drive that continues to the barn and silo located behind the house is representative of the site layout and arrangement of buildings and functional work areas that would have been typical on nineteenth century farm complexes.

The property has contextual value because it maintains and supports the historical agricultural character of the area. The property retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The location and setback of the residence and barns on the subject property retain legibility and visibility from the public road right-of-way as a typical nineteenth-century farmstead.

#### **DESCRIPTION OF HERITAGE ATTRIBUTES**

Heritage attributes related to its agricultural property as a nineteenth-century farm complex are comprised of:

The cottage/farmhouse constructed c. 1862-69

- The location, orientation and massing of the farmhouse
- The fieldstone foundation
- The two-over-two wooden sash windows
- The side gable roof
- The centre gable with flat-headed window

The c. 1880's wooden bank barn

By-law Name: Heritage Designation

By-law # XXXX-25

- The location, orientation and massing of the barn
- The fieldstone foundation
- The gable roof
- The earthen ramp

### Landscape elements

 The nineteenth century agricultural character of the property as defined by the c. 1862-69 Gothic Revival cottage/farmhouse, the c.1880's barn and paddock, the concrete silo, the long entrance drive connecting the property to Columbus Road West, the creek flowing through the property, the mature tree line windbreaks located to the north of the house and along the creek, and the agricultural fields.

By-law Name: Heritage Designation By-law # XXXX-25



# Designation of 740 Columbus Road West as being of Cultural Heritage Value and Interest

Being a By-law to to designate the property municipally known as 740 Columbus Road West, and legally described as PART OF LOT 29, CONCESSION 7, as being of Cultural Heritage Value and Interest.

Whereas, in accordance with the provisions of Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended, the Council of The Corporation of the Town of Whitby considers it desirable to designate the property known as the 740 Columbus Road West hereinafter described to be of Cultural Heritage Value and Interest;

And whereas, the Council of the said Corporation has caused to be served on the owners of the property municipally known as 740 Columbus Road West, Whitby, Ontario, and upon the Ontario Heritage Trust, notice of its intention to designate the property at the aforesaid address to be of cultural heritage value and interest and has caused such notice to be published in accordance with the the Town of Whitby's Notification Policy;

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

#### 1. General

The property, municipally known as 740 Columbus Road West, legally described as PART OF LOT 29, CONCESSION 7, Block \_\_\_\_, Plan 40M-\_\_\_\_, Part \_\_\_\_, Plan 40R-\_\_\_\_, is generally located on the north side of Columbus Road West, in between Country Lane and Cochrane Street, and more particularly described in Schedule 'A' attached to and forming part of this by-law is designated as a property of Cultural Heritage Value and Interestin the Town of Whitby, under Part IV, Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended.

This designation shall not preclude any changes that may be deemed necessary for the efficient use of the building provided that any changes shall be in keeping with the current character of the building and shall be carried out in accordance with the applicable Heritage Permit processes at the Town of Whitby.

# 2. Schedule(s)

Schedule 'A' - Legal Description

Schedule 'B' – Statement of Cultural Heritage Value or Interest for 740 Columbus Road West, Town of Whitby

### 3. Effective Date

The provisions of this by-law shall come into force and take effect on the day of the final passing thereof.

By-law read and passed this Select date day of Insert Month, 2025.

Elizabeth Roy, Mayor

Christopher Harris, Town Clerk

By-law Name: Heritage Designation By-law # XXXX-25

**SCHEDULE "A"** 

TO

BY-LAW NO. XXXX-25

**LEGAL DESCRIPTION** 

PART OF LOT 29, CONCESSION 7, Block \_\_, Plan 40M-\_\_\_, Part \_\_, Plan 40R-\_\_\_\_, Town of Whitby

# SCHEDULE 'B' TO BY-LAW NO. XXXX-25

#### **DESCRIPTION OF PROPERTY – 740 Columbus Street**

The property municipally known as 740 Columbus Road West in Whitby, is located on the north side of Columbus Road West, between Country Lane and Cochrane Street, near the village of Brooklin, on PART OF LOT 29, CONCESSION 7, Block \_\_\_\_, Plan 40M-\_\_\_\_, Part \_\_\_\_, Plan 40R-\_\_\_\_

The rural agricultural property contains a nineteenth-century farm complex comprised of a farmhouse built c. 1862-69, a c. 1880s bank barn, a silo, as well as landscape features. The property is significant for its design/physical and contextual value.

#### STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST

The property has design or physical value because it is a representative example of a mid-nineteenth century Southern Ontario farm complex, as expressed through its collection of buildings and landscape features. Its components include a c. 1862-69 farmhouse, a c. 1880s bank barn, silo, entrance drive, creek, and agricultural fields. The organization of the site with the farmhouse set far back from, and oriented to face the concession road and accessed via a long entrance drive that continues to the barn and silo located behind the house is representative of the site layout and arrangement of buildings and functional work areas that would have been typical on nineteenth century farm complexes.

The property has contextual value because it maintains and supports the historical agricultural character of the area. The property retains its agricultural lands, barn, silo, and farmhouse; and it is currently actively used as a farm. The location and setback of the residence and barns on the subject property retain legibility and visibility from the public road right-of-way as a typical nineteenth-century farmstead in Whitby.

#### **DESCRIPTION OF HERITAGE ATTRIBUTES**

Attributes related to its agricultural property as a nineteenth-century farm complex are comprised of:

The cottage/farmhouse constructed c. 1862-69

- The location, orientation and massing of the farmhouse
- The fieldstone foundation
- The two-over-two wooden sash windows
- The side gable roof
- The centre gable with flat-headed window

By-law Name: Heritage Designation

By-law # XXXX-25 Page 4 of 4



## Designation of 835 Columbus Road West as being of Cultural Heritage Value and Interest

Being a By-law to to designate the property municipally known in 2025 as 835 Columbus Road West, and legally described as PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART \_\_\_\_\_, PLAN 40R-\_\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_\_, as being of cultural heritage value and interest.

Whereas, in accordance with the provisions of Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended, the Council of the Corporation of the Town of Whitby considers it desirable to designate the property known as the 835 Columbus Road West hereinafter described to be of Cultural Heritage Value and Interest;

And whereas, the Council of The Corporation of the Town of Whitby has caused to be served on the owners of the property municipally known in 2025 as 835 Columbus Road West, Whitby, Ontario, and upon the Ontario Heritage Trust, Notice of Intention to Designate the property at the aforesaid address to be of Cultural Heritage Value and Interest and notice was published in accordance with the Town's Public Notification Policy;

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

#### 1. General

The property, municipally known in 2025 as 835 Columbus Road West, and legally described as PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART \_\_\_\_\_, PLAN 40R-\_\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_\_, generally located on the south side of Columbus Road West, east of Country Lane, and more particularly described in Schedule 'A' attached to and forming part of this by-law, is designated as a property of Cultural Heritage Value and Interest in the Town of Whitby, under Part IV, Section 29 of the Ontario Heritage Act, R.S.O. 1990, c. 0.18, as amended.

This designation shall not preclude any changes that may be deemed necessary for the efficient use of the building provided that any changes shall be in keeping with the current character of the building and shall be carried out in accordance with the applicable Heritage Permit processes at the Town of Whitby.

#### 2. Schedule(s)

Schedule 'A' – Legal Description

Schedule 'B' – Statement of Cultural Heritage Value or Interest for 835 Columbus Road West, Town of Whitby

#### 3. Effective Date

The provisions of this by-law shall come into force and take effect on the day of the final passing thereof.

By-law read and passed this Select date day of Insert Month, 2025.
Elizabeth Roy, Mayor

Christopher Harris, Town Clerk

**SCHEDULE "A"** 

TO

BY-LAW NO. XXXX-25

**LEGAL DESCRIPTION** 

PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645,

NOW PART \_\_\_\_\_, PLAN 40R- \_\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_\_, Town of Whitby

By-law Name: Heritage Designation

By-law # XXXX-25
Page 184 of 330

#### SCHEDULE 'B'

TO

#### BY-LAW NO. XXXX-25

#### **DESCRIPTION OF PROPERTY – 835 Columbus Street**

The property municipally known in 2025 as 835 Columbus Road West in Whitby, is located at the south east quadrant of Columbus Road West and Country Lane, near the village of Brooklin, legally described as PART OF LOTS 29 and 30, CONCESSION 6, PART 1, PLAN 40R-4645, NOW PART \_\_\_\_\_, PLAN 40R-\_\_\_\_\_, BLOCK \_\_\_\_, PLAN 40M-\_\_\_\_

The rural agricultural property contains a nineteenth-century farm complex comprised of a Classical Revival style farmhouse built in the early 1850s, a c. 1880s bank barn, a silo, as well as landscape features. The property is significant for its design/physical, historical and associative value, and contextual value.

#### STATEMENT OF CULTURAL HERITAGE VALUE AND INTEREST

The property has design or physical value because the one and-a-half-storey brick red brick farmhouse is representative of the Classical Revival style. The farmhouse was built with a fieldstone foundation and a one-storey tail that has representative elements of the Classical Revival style. Likely constructed in the early 1850s, the house is a vernacular interpretation of the style, as expressed through its massing, and its features including a centre hall plan with a symmetrical three-bay façade, large window openings and classical details including overhanging returned eaves, wide cornice, and a front entrance with side lights and a wide transom. Fenestration is topped with flat brick arches. The property as a whole was a representative example of a mid-nineteenth century Southern Ontario farm complex, as expressed through its collection of buildings and landscape features. Its components include the farmhouse and the organization of the farmhouse set far back from, and oriented to face the concession road and accessed via a long tree-lined entrance drive.

The property has historical and associative value because of its association with the Campbell pioneer family and with the significant themes of early community development in and around Brooklin, and agricultural land use and development. The property was owned from 1846 to 1870 by John Campbell, who moved to Whitby Township in the 1830s. He established himself as a community leader, building an early mill and store in Winchester (later renamed Brooklin) with his brother Robert and helping to lay out the village. While it does not appear that John Campbell ever lived on the property, his son Hiram Campbell moved onto the property likely by the early 1850s. The 1851 census indicates that prior to becoming a farmer, Hiram Campbell was a blacksmith who owned a blacksmith shop and a wagon shop, likely in Brooklin. As a blacksmith, Campbell was likely an important and well-known member of the community. Hiram Campbell lived and farmed successfully on the property with his

By-law Name: Heritage Designation

By-law # XXXX-25

family until 1870. The residence on the property was likely built by Hiram Campbell in the early 1850s. Historical documentation indicates that Hiram Campbell had a large farm operation with a high valuation. The property continued to be noted as a valuable farm under its subsequent ownership by the Green family. In the 1920s it became known as Greendale Farm and continued to be farmed by subsequent owners. The property's continuous and ongoing use as a farm starting in the mid-nineteenth century strengthens its associations with the theme of agricultural land use and development.

The property has contextual value which lies in its significant historical links to the village of Brooklin. Both John and his son Hiram Campbell would have been well-known members of the Brooklin community, as a founder of the village and a blacksmith, respectively. The successful farm operated on the subject property from the early 1850s into the twentieth century would have had a physical, social, economic and functional relationship to Brooklin as part of Brooklin's agricultural neighbourhood. The property has contextual value because it maintains and supports the historical agricultural character of the area.

#### **DESCRIPTION OF HERITAGE ATTRIBUTES**

Heritage attributes related to its agricultural property as a nineteenth-century farm complex are comprised of:

#### The 1850s farmhouse

- The location, orientation and massing of the farmhouse
- The fieldstone foundation
- The side gable roof
- The overhanging returned eaves and wide cornice
- The window openings with flat brick arches
- The classical front entrance with side lights and wide transom
- Two internal brick chimneys

By-law Name: Heritage Designation By-law # XXXX-25



5400 Yonge Street, Suite 501 Toronto, ON M2N 5R5 Tel.: (416) 227-9005 Fax: (416) 227-9007

August 26, 2025

The Corporation of the Town of Whitby Clerks Department 575 Rossland Road East Whitby, ON L1H 2M8

Attention: Clerk, and Members of Committee of Whole

Reference: Committee of the Whole Meeting September 15, 2025

Whitby Con Seven Developments Limited 725, 740 & 835 Columbus Road West

Dear Clerk and Members of Committee:

We are writing to you as it relates to the properties located at 725, 740 & 835 Columbus Road West which will be considered by Committee on September 15, 2025.

We are amenable to the heritage designation of the current dwellings at 725, 740 & 835 Columbus Road West and are formally requesting an extension of the passage of the Designation By-law. We would appreciate Council's cooperation and assistance in delaying the passage of the Designation By-law.

Thank you for the opportunity to provide these comments to the Committee for their review. We look forward to working collaboratively on these matters.

Yours very truly, Whitby Con Seven Developments Limited

Karen Liu, BES Development Manager



# Town of Whitby Staff Report

whitby.ca/CouncilCalendar

#### **Report Title: Town of Whitby Street Naming Policy**

Report to: Committee of the Whole

Date of meeting: September 15, 2025

Report Number: PDP 48-25

**Department(s) Responsible:** 

Planning and Development Department

(Planning Services)

#### Submitted by:

R. Saunders, Commissioner of Planning and Development

Acknowledged by M. Gaskell, Chief Administrative Officer

#### For additional information, contact:

J. Taylor, Director of Planning, 905-444-2908

K. Kram, Senior Manager Zoning & Regulation, 905-444-2851

#### 1. Recommendation:

1. That Council adopt the Street Naming Policy appended to Report PDP 48-25 as Attachment #1.

#### 2. Highlights:

- The Planning Division maintains a street name reserve list of preapproved street names. Land developers can choose from these names when advancing through the Draft Plan of Subdivision process.
- Pre-approved street names have been vetted by Whiby Fire and Emergency Services as well as the Region of Durham.
- Based on a 1998 resolution of Council, the street name reserve list has mainly been populated with the names of war dead from World War I, World War II and the Korean War.
- Land developers as well as members of the public frequently submit requests for street names which are processed on an ad hoc basis by the Planning Division.
- The proposed Street Naming Policy in Attachment #1 has been drafted to formalize the process for street naming as well as to make the process more efficient.

- The proposed new policy continues to include honoring war dead, veterans and Peter Perry Award winners; it also establishes technical requirements and thematic criteria for street names.
- Moving forward, a Street Name Request Form will be required to be submitted with any proposed new street names for consideration.
- Proposed street names will be reviewed and circulated to Whitby Fire and Emergency Services and the Region of Durham for approval bi-annually.

#### 3. Background:

The Municipal Act gives the Town authority to apply street names to highways (public streets) and private roads. In 1998, Whitby Council adopted a resolution to permit the names of individuals who had perished in World War I, World War 2 and the Korean War, including names engraved on the Whitby Cenotaph, to be used for street naming within the Town of Whitby.

In 1998 these names were added to a street name reserve list. The street name reserve list is a list of pre-approved potential street names. Land developers can choose street names from the street name reserve list when progressing through the draft plan of Subdivision approval process.

The Town of Whitby also has a past practice of street naming in recognition of Peter Perry Award recipients. The Peter Perry Award is endowed annually to an individual who has made significant contributions to the community. Peter Perry Award recipients are afforded the opportunity to have their names placed on the Town of Whitby street name reserve list.

The addition of names to the reserve list is subject to the approval of the Town of Whitby Fire and Emergency Services Department and the Region of Durham Community Growth and Economic Development Department.

In the past, certain land developers have requested specific street names unrelated to war dead or Peter Perry Award recipients. In addition, street name requests are occasionally submitted by members of the public. In such cases, the Planning Division has reviewed the requests in conjunction with the Town of Whitby Fire and Emergency Services Department and the Region of Durham Community Growth and Economic Development Department. These requests are received frequently throughout the year and are dealt with on an ad hoc basis.

The Town of Whitby's population is forecasted to experience significant growth by 2051. Such growth will be accompanied by new development, including new streets. A formal street naming policy is necessary as the current procedures are outdated. A formal policy will also provide criteria for the review and approval of names submitted by developers and members of the public.

#### 4. Discussion:

In drafting the Street Naming Policy, a review was conducted of street naming policies from other Municipalities, including the Town of Ajax, the City of Oshawa, and the Municipality of Clarington. The City of Toronto's Street Commemoration policy was also reviewed.

#### 4.1. Town of Ajax

In 1958, the Town of Ajax adopted a Street Naming By-law with a unique street naming practice. The Town of Ajax is named in honour of the HMS Ajax, one of the three allied British warships that fought in the Battle of the River Plate during the Second World War. To honour those who served on the HMS Ajax, the Town of Ajax names streets after the sailors who served on the ship during the Battle of the River Plate. The Town's Street Naming Reserve List was later expanded to include names of veterans who served on the HMS Exeter and HMS Achilles during the Battle of the River Plate, and those who served on the 8th HMS Ajax during its visit to the Town in 1976.

The Town of Ajax is currently undertaking a review of their Street Naming Bylaw.

#### 4.2. City of Oshawa

In 2003, the City of Oshawa adopted a Street Naming Policy to honour the memory of individuals from Oshawa who fought in war or served in peacekeeping duties.

The City of Oshawa recently updated their Street Naming Policy in 2024. The updated policy continues to include naming streets in honour of local war dead and war veterans. However, new criteria were also added to allow street naming in honour of:

- Local individuals/families who have had a considerable relationship with Oshawa;
- Local individuals/families who have made a significant social, political or cultural contribution to Oshawa;
- Former Mayors and members of City Council; and,
- Names or persons of historic significance which could include significance other than of a local nature.

#### 4.3. Municipality of Clarington

In 2001, the Municipality of Clarington Council approved a Street Naming Policy to name new streets in honour of Canadians who fought in war or served in peacekeeping duties. The policy provides direction for the Municipality to promote the use of war dead and war veteran names; especially those who were residents of the Municipality of Clarington at the time of their enlistment.

The Municipality encourages the use of war dead and war veteran names in accordance with the following defined order of priority:

- Soldiers killed or missing in action;
- 2. War veterans who have died; and,
- 3. War veterans who are still living.

The Municipality of Clarington updated their Street Naming Policy and related procedures in 2024 to include honouring past and present Mayors and Members of Council.

#### 4.4. City of Toronto

The City of Toronto recently completed a Recognition Review, where a new framework was adopted to guide how the city commemorates public figures and events in street names, place names, and monuments. As a result of the Recognition Review, updates were made to Toronto's Street Naming Policy. If a proposed street name seeks to commemorate one or more individuals, communities, organizations, events or ideas significant to Toronto, Ontario or Canada, the name must follow the new Guiding Principles for Commemoration. The guiding principles include being informed by historical research and connecting to Toronto, Ontario or Canada's histories and cultures.

When naming streets in a Draft Plan of Subdivision, a proponent must provide background information on their chosen names. If a name is of a commemorative nature, a proponent must provide a description of alignment with the Guiding Principles for Commemoration.

#### 4.5. Proposed Town of Whitby Street Naming Policy

The proposed Street Naming Policy (refer to Attachment #1) continues the past practice of naming streets to honour war dead, veterans and Peter Perry Award winners. These names will continue to be added to the Street Name Reserve list administratively by staff.

The proposed Street Naming Policy also establishes the technical requirements and thematic criteria for street names in the Town of Whitby. Technical requirements include prohibiting street names that are considered discriminatory or prejudicial, and consideration of the length of name (i.e. # of characters) and use of symbols. Thematic criteria for street names include:

- Recognizing the Town of Whitby's Heritage;
- Recognizing landowners and development themes; and,
- Recognizing public service members including past and present Mayors and Members of Council

Any names submitted under the above thematic criteria will be required to be approved by Council.

The process for submitting a street name request will now include the proponent submitting a Street Name Request Form. Requests will be reviewed by the Planning Division for compliance with the Street Naming Policy and forwarded for input and approval from other Town Departments and the Region of Durham prior to final approval. Requests will be reviewed and presented to Council for approval bi-annually, as necessary.

#### 5. Financial Considerations:

Not applicable.

#### 6. Communication and Public Engagement:

Not applicable.

#### 7. Input from Departments/Sources:

#### **Whitby Engineering Services (Operations)**

Street signs within the Town of Whitby shall not exceed twenty-three characters, which includes spaces, letters and symbols.

The standard street sign blade includes blue backgrounds with white letters. For streets located within heritage areas, sign blades are permitted to have green backgrounds with white lettering.

In recognition of war veterans, a poppy symbol is permitted on sign blades. The poppy symbol occupies three characters.

#### **Whitby Fire and Emergency Services**

Street name requests are forwarded to the Town of Whitby Fire and Emergency Services Department for review and comments.

The Fire and Emergency Services Department does not support street names that are phonetically similar in nature or difficult to pronounce. Such characteristics may cause confusion from a caller when conversing with emergency dispatch or during radio communications between emergency dispatch and responding emergency service personnel.

## Region of Durham Community Growth and Economic Development Department

The Region of Durham Community Growth and Economic Development Department is responsible for approving street name requests from lower tier municipalities. All street name requests are reviewed in consultation with the Durham Regional Police Services to avoid the use of similar surrounding street names.

Durham Regional Police Services will make the final determination as to whether a name is acceptable or needs conditions (certain numbering to avoid duplication).

#### 8. Strategic Priorities:

Adopting a formal Street Naming Policy supports Strategic Pillar 4 of the Community Strategic Plan: Whitby's Government – Accountable and Responsive. Formalizing the street naming process will provide clear direction to staff. It will result in a consistent and accountable process to add street names to the reserve list. Introducing a Street Name Request Form and bi-annual reviews will result in efficiencies compared to the current ad-hoc process.

#### 9. Attachments:

Attachment #1: Proposed Town of Whitby Street Naming Policy



Policy Title: Street Naming Policy

**Policy Number:** To be assigned following Council approval

**Reference:** Legislation, other Policies, Council Resolution #, etc.

**Date Approved:** Click here to enter a date.

**Date Revised:** Click here to enter a date.

Approval: Council

**Point of Contact:** Kathryn Kram, Senior Manager, Zoning and Regulation

#### **Policy Statement**

The Town of Whitby recognizes that due to the highly visible nature of street names and how heavily embedded they are in the daily lives of its residents, it is important to have directives for carefully selecting street names. Inappropriately chosen street names can have lasting repercussions. The selection of street names is important towards promoting a sense of place, safety, inclusion, civic pride, and heritage conservation. The Town of Whitby has encouraged naming its streets in honour of Canadians who perished at war as well as recipients of the Peter Perry Award, an award given to those who have made significant contributions to the community. With this policy, the Town of Whitby continues to recognize the value of selecting street names that commemorate local individuals, in addition to street names that will recognize the Town of Whitby's heritage, culture, and unique features.

#### **Purpose**

The purpose of this policy is to implement a comprehensive policy on street naming including:

- Establishing the technical and thematic requirements for street names in the Town of Whitby; and,
- Establishing the process for street name requests.

#### Scope

This policy applies to the naming of future Town-owned public streets and private streets within the Town of Whitby.

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2. Responsibilities	2
3. Street Naming Request Process	3
4. Street Name Technical Requirements	3
5. Street Name Thematic Requirements	3

#### **Definitions**

**"War dead"** refers to individuals who perished while serving in active military duty during any war, or any peacekeeping mission in which Canada played an active military role, and who was a resident of the Town of Whitby at the time of their enlistment.

"War veteran" refers to individuals who served within the Canadian Forces during any war, military action, or peacekeeping mission in which Canada played an active military role, and who was a resident of the Town of Whitby at the time of their enlistment.

"Public service member" refers to individuals who have served as a municipal politician, public civil servant, local Member of Parliament, or local Member of Provincial Parliament.

"Peter Perry award winner" refers to recipients of the Peter Perry award. The Peter Perry award is given annually by the Whitby Chamber of Commerce to an outstanding individual in Whitby who has made significant contributions to the community.

#### 1. Responsibilities

- 1.1. The Planning and Development Department shall:
  - Maintain the street name reserve list.
  - Review proposed street names submitted by applicants to the Town via the Street Name Request Form.
  - Circulate proposed street names to the Region of Durham and the Town
    of Whitby Fire and Emergency Services for comments prior to approval.
    As identified by the street naming requirements, certain street names will
    also require being presented to Town of Whitby Council.

#### 2. Street Naming Request Process

2.1. The Town shall maintain a street name reserve list with street names that have been reviewed and approved. Applicants are encouraged to select street names that are already listed on the Town's street name reserve list.

Policy Title: Street Naming Policy

Policy Number: To be assigned following Council approval

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- 2.2. In cases where an applicant is proposing a street name not on the street name reserve list, a Street Name Request Form shall be completed and submitted to the Planning and Development Department for review.
- 2.3. Street Naming Request Forms will be reviewed on a semi-annual basis by the Planning and Development Department. Requested street names that comply with the street naming requirements will then be forwarded to the Region of Durham Planning Department and the Town of Whitby Fire and Emergency Services for review prior to final approval. As identified by the street naming requirements, certain street names will require Council review and approval.

#### 3. Street Name Technical Requirements

- 4.1 It shall be prohibited for street names to:
  - (a) be discriminatory or derogatory from the point of view of sex, race, colour, creed, national origin, sexual orientation, religion or other social factors.
  - (b) include sexual overtones, inappropriate humour, parody, or slang.
  - (c) promote religious or political messages that might be deemed prejudicial to other religious or political groups.
- 4.2 The following will be strongly discouraged:
  - (a) Street names that include hyphens, apostrophes, or dashes.
  - (b) Street names that are difficult to spell or pronounce.
  - (c) Street names that exceed twenty-three (23) characters, including symbols, spaces, and the suffix.
  - (d) Street names that exceed three (3) words, including the suffix.

#### 5. Street Name Thematic Requirements

- 5.1 Street names shall be chosen with the aim to:
  - (a) Honour local individuals who have fought in war or served in peacekeeping duties (War dead and War veterans).

War dead and War veteran street names shall apply to those individuals who were residents of the Town of Whitby at the time of their enrolment within the Canadian Forces. Municipal staff will work with the Royal Canadian Legion in identifying individuals that qualify for street naming recognition. Street signs honouring War dead and War veterans will contain a poppy symbol on the sign blade.

Policy Title: Street Naming Policy

Policy Number: To be assigned following Council approval

- (b) Recognize Peter Perry Award Winners.
- (c) Recognize the Town of Whitby's heritage.

Heritage themed street names shall recognize the Town of Whitby's heritage. Such names may recognize local historical figures, events, activities, geographic features, natural landscape features, cultural heritage features, and historic landowners.

Proposed names in an Indigenous language or recognizing an Indigenous individual, organization, event or concept will require consultation with Indigenous communities and adherence to appropriate Indigenous practices or protocols.

Development proposals that create one (1) or more new streets, and which are in proximity to a geographic feature, natural landscape feature, or cultural heritage feature, shall be encouraged to implement street names that relate to such feature(s).

These street names are required to be approved by Council prior to going through the formal agency review process.

(d) Recognize landowners and development themes.

Street names that recognize the names of landowners are permitted. Such names shall be considered for approval by Council.

Street names that adhere to a development theme for the purpose of establishing the image or identity of the new development will also be considered. Street names that pertain to "development themes" shall be considered for approval by Council.

- (e) Recognize public service members.
- 5.2 Street names that do not comply with the street naming policies herein may be considered by Council on a case-by-case basis. Special consideration of street name requests shall be made by completing and submitting a Street Name Request Form to the Planning and Development Department.

This Polic	y is hereby ap	proved by Council Resolution #_	on this	day
of	, 2025.			

Policy Title: Street Naming Policy

Policy Number: To be assigned following Council approval



## Town of Whitby Staff Report

whitby.ca/CouncilCalendar

Report Title: Zoning By-law Amendment Application, 6680 Coronation Road. File No. DEV-25-25 (Z-14-25)

Report to: Committee of the Whole

Date of meeting: September 15, 2025

**Report Number:** PDP 49-25

**Department(s) Responsible:** 

Planning and Development Department

(Planning Services)

#### Submitted by:

R. Saunders, Commissioner of Planning and Development

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

#### For additional information, contact:

- J. Taylor, Director of Planning Services, 905-444-2908
- J. Takeuchi Planner I, 905-444-2807

#### 1. Recommendation:

- 1. That Council approve an amendment to Zoning By-law No.1784 (File: Z-14-25) as set out in Planning Report PDP 49-25;
- 2. That a By-law to amend Zoning By-law No.1784 be brought forward for consideration by Council; and,
- 3. That upon the amending Zoning By-law becoming final and binding, the letter of credit in the amount of \$25,000 be returned to the applicant.

#### 2. **Highlights:**

 A Zoning By-law Amendment Application has been submitted to amend Zoning By-law No. 1784 to increase the maximum size of an Additional Dwelling Unit (ADU) from 75 square metres to 142.9 square metres and to permit an ADU in an accessory building in the front yard of the subject property.

#### 3. Background:

#### 3.1 Site and Area Description

The subject land is located on the west side of Coronation Road, south of Columbus Road West (refer to Attachment #1). It is municipally known as 6680 Coronation Road and is approximately 1.47 hectares (3.65 acres) in size.

The surrounding land uses include:

- Residential to the north and south; and
- Agricultural to the east and west (refer to Attachment #2)

#### 3.2 Application and Proposed Development

The Zoning By-law Amendment Application has been submitted by Mario and Teresea Palumbo to increase the maximum size of a proposed detached Additional Dwelling Unit (ADU) from 75.0 square metres to 142.9 square metres and to permit an ADU in the front yard of the subject property.

The proposed Additional Dwelling Unit (ADU) is an existing dwelling on the subject land. The applicant was granted permission to retain the existing structure on the property while constructing a new dwelling with the commitment that the original dwelling would be removed upon completion of the new dwelling. The applicant posted a letter of credit with the Town to secure the demolition of the original house once the new dwelling was completed. As a result of recent changes to Town of Whitby policies and by-laws regarding ADUs, the applicant is now seeking approval to retain the original dwelling and use it as an accessory dwelling.

#### 3.3 Documents Submitted in Support

A Proposed Concept Plan, prepared by K & I Architecture, was submitted in support of the application (refer to Attachment #3). The Plan has been distributed to relevant internal departments and external agencies for review and comment.

#### 4. Discussion:

#### 4.1 Whitby Official Plan

The subject land is designated Agricultural on Schedule A – Land Use of the Town of Whitby Official Plan (refer to Attachment #4). The predominant use of lands designated Agricultural for agriculture and agriculture related uses. Notwithstanding, residential uses are also permitted on existing lots of record, subject to appropriate provisions in the Zoning By-law.

Policy 4.4.3.9.5 of Town of Whitby Official Plan permits ADU's within any single detached, semi-detached, townhouse dwelling, and/ other forms of ground related dwellings, as well as within accessory structures thereto, in all land use designations that permit residential uses. On lands outside of the Urban Area, a maximum of one ADU may be permitted within a principal dwelling or within an accessory building on the same lot.

#### 4.2 Zoning By-law

The subject land is currently zoned Agricultural within Zoning By-law No. 1784 (refer to Attachment #5). The Town wide ADU By-law No. 8141-24 was passed on December 16, 2024. The effect of the zoning change permits up to three (3) ADU's on parcels of residential urban land, within single detached, semi-detached, linked and townhouse dwelling units, whereby one of the three permitted ADU's may be situated in an accessory structure. In addition, where lands are situated outside of the urban area and are not impeded by sensitive environmental features, up to one ADU may be permitted within a residential dwelling or within an accessory structure.

In accordance with By-law 8141-24, where an ADU is located within an accessory structure, the maximum Gross Floor Area shall not exceed 75.0 square metres and this use shall be located within a rear or side yard.

The gross floor area of the original structure proposed as an ADU is approximately 142.9 square metres and it is situated in the front yard. As such, an amendment to the By-law is required in order to permit the proposed use.

#### 4.3 Conclusion

The applicant has submitted a Zoning By-law Amendment Application to use the existing single detached dwelling as an ADU. The rezoning amendment is to increase the maximum size of the ADU from 75 square metres to 142.88 square metres and to permit an ADU in an accessory structure in the front yard.

The proposed rezoning amendment conforms and is consistent with the Town of Whitby Official Plan which allows for one ADU outside of the urban area. The proposed Zoning By-law Amendment also maintains the general intent of the Town wide Zoning By-law 8141-24.

The commenting departments and external agencies have indicated support for or no objection to the proposed rezoning amendment. Therefore, it is recommended that Council approve the rezoning amendment.

#### 5. Financial Considerations:

Not applicable.

#### 6. Communication and Public Engagement:

A Statutory Public Meeting was held on June 16, 2025, in accordance with the Town of Whitby Official Plan and the Planning Act. This meeting provided the public and interested persons and agencies an opportunity to comment on the Zoning By-law Amendment application.

The meeting minutes are included in Attachment #6. The applicant Mario Palumbo attended the meeting to answer any questions from the public. There were no submissions or comments from the public.

#### 7. Input from Departments/Sources:

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

- Whitby Financial Services;
- Whitby Fire and Emergency Services;
- Whitby Engineering Services;
- Durham Region Planning and Economic Development Department; and,
- Central Lake Ontario Conservation Authority (CLOCA).

Refer to Attachment #7 for detailed comments.

#### 8. Strategic Priorities:

The recommendations contained in the staff report will support Strategic Pillar 1 in the Community Strategic Plan to provide increased diversity in housing.

This report is in a fully accessible format, which addresses the Town's strategic priority on diversity of housing approvals.

#### 9. Attachments:

Attachment #1 Location Sketch

Attachment #2 Aerial Context Map

Attachment #3 Proponent's Proposed Concept

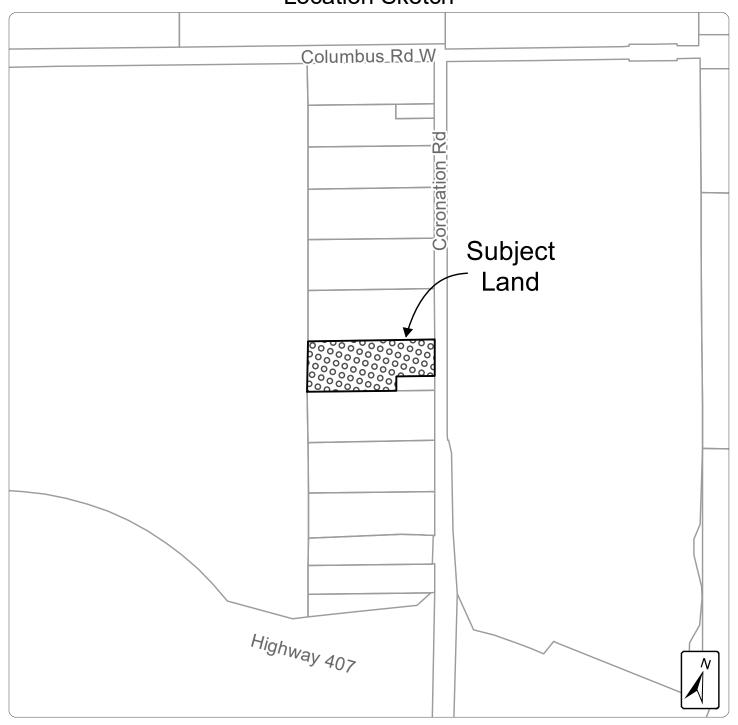
Attachment #4 Excerpt from the Town of Whitby Official Plan – Schedule 'A'

Attachment #5 Excerpt from Zoning By-law No. 1784

Attachment #6 June 16, 2025, Public Meeting Minutes

Attachment #7 Agency and Stakeholder Detailed Comments

## Attachment #1 **Location Sketch**

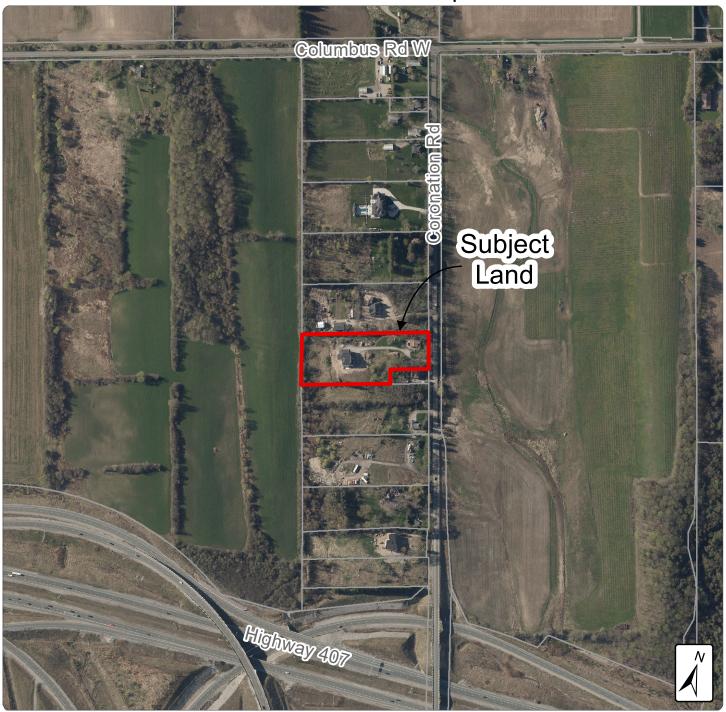


Town of Whitby Planning and Development Department					
Proponent:	File Number:	Date:			
Mario/Teresa Palumbo	DEV-25-25 (Z-14-25)	September 2025			

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## Attachment #2 **Aerial Context Map**



## white Town of Whitby Planning and Development Department

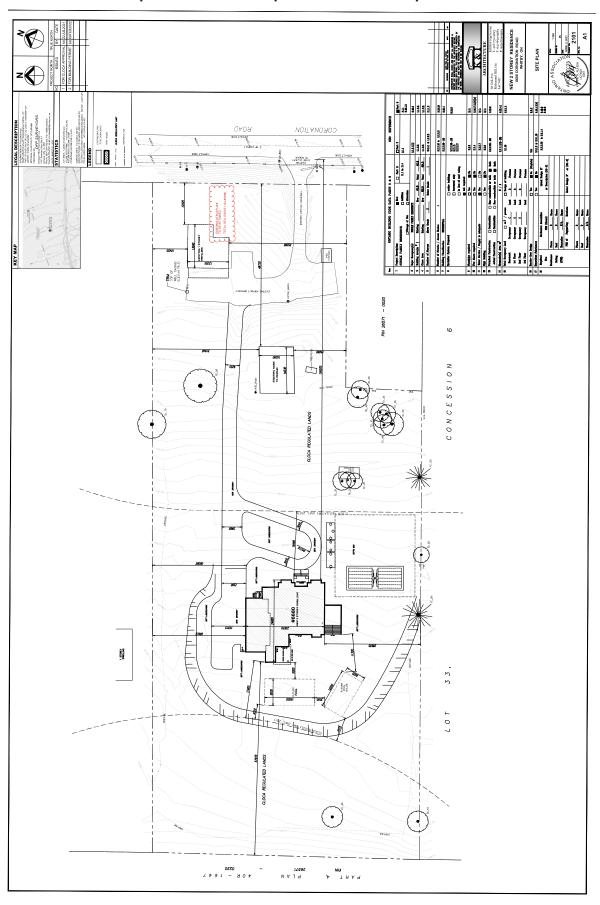
Proponent: File Number: Date: Mario/Teresa Palumbo

September 2025 DEV-25-25 (Z-14-25)

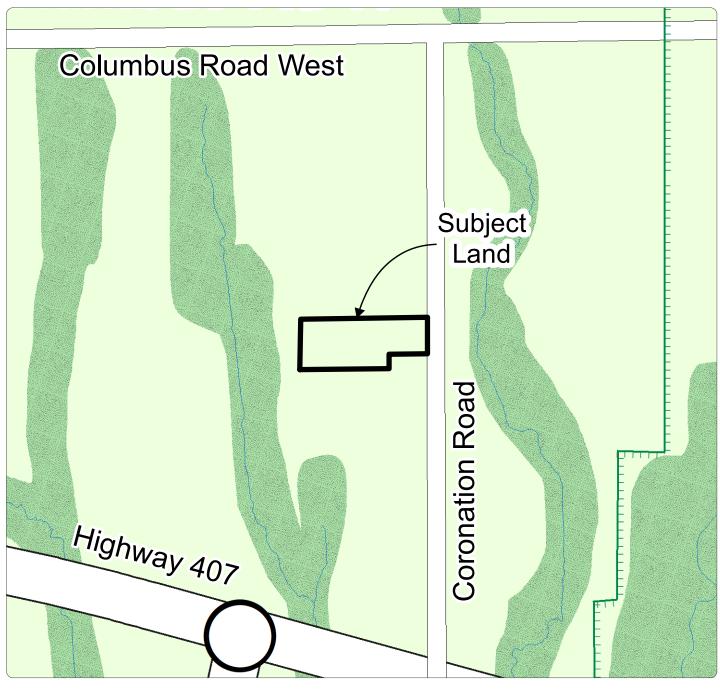
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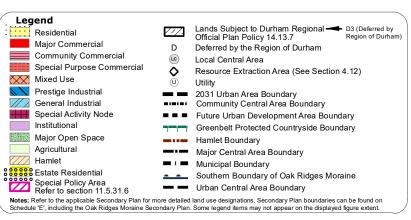
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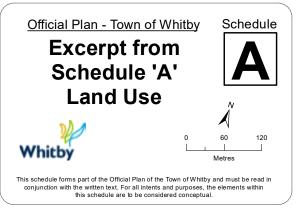
## Attachment #3 Proponent's Proposed Concept Plan



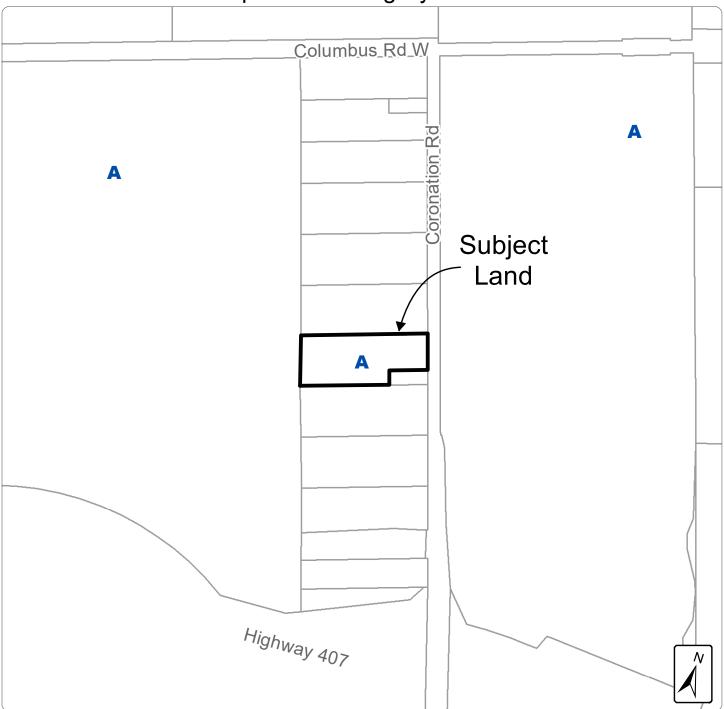
## Attachment #4 Excerpt from the Town of Whitby Official Plan Schedule 'A'







## Attachment #5 Excerpt from Zoning By-Law 1784



Town of Whitby Planning and Development Department					
Proponent:	File Number:	Date:			
Mario/Teresa Palumbo	DEV-25-25 (Z-14-25)	September 2025			

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#### Attachment #6

#### Public Meeting Minutes – June 16th, 2025

DEV-25-25 (Z-14-25)

#### Monday June 16th, 2025, Public Meeting

Jeffrey Takeuchi, Planner I, Development, provided a PowerPoint presentation which included an overview of the application.

Mario Palumbo, Owner, advised that he was available to answer questions.

The Chair indicated that comments would now be received by members of the public.

There were no submissions from the public.

#### Attachment #7

## Internal and External Agency Comments DEV-25-25 (Z-14-25)

#### **Whitby Engineering Services**

Engineering Services does not object to the proposed Zoning By-Law Amendment.

Note: A Grading, Servicing, and Drainage Permit (GSDP) shall not be required for this development. It is assumed that the development was constructed as per the approved Grading Plan dated January 2023.

#### Whitby Fire and Emergency Services

Signage shall be installed to make it clear to emergency responders' location and address of ADU.

#### **Whitby Financial Services**

This development will also be subject to Region of Durham DCs and DDSB/DCDSB education development charges, please contact those agencies directly with any questions pertaining to their policies rates and charges.

DCs will be applicable to the development and must be paid prior to building permit issuance, unless all conditions of a provision from the Development Charges Act ("DCA") permitting alternative payment timing are met.

#### Calculation of Development Charges

- The 'relevant' application is considered the application for approval in a site plan control area. If there is no site plan control application, the relevant application is the application for an amendment to a by-law. In cases where there are multiple applications, the date of the later application is deemed the relevant application.
- Under Section 26.2 of the DCA, the rate(s) in effect on the date the relevant application is submitted, will be used to determine the applicable development charges. If there is no relevant application, the charges are based on the prevailing rates at the time of building permit issuance.
- If the first building permit is issued more than 18 months after the relevant application was approved, the charges are based on the prevailing rates at the time of permit issuance.

• Interest at Prime +1%, adjusted quarterly, will accrue on the development charges payable from the application date of the relevant application until the date development charges are paid.

#### Redevelopment Credit

• If a building is being demolished to make way for this redevelopment, the applicant has five (5) years from the date that the demolition permit was issued, to obtain a building permit to qualify for a redevelopment credit. The credit will be equivalent to the applicable non-residential Gross Floor Area (GFA) being demolished, the number of residential units by type being demolished, or any combination of non-residential GFA and residential units, that would incur applicable development charges if constructed. For example, the demolition of a gas station canopy would not qualify for a credit, as the development of a gas station canopy does not attract any applicable development charges.

#### **Region of Durham Planning and Economic Development**

The Region of Durham has completed its review of the above-noted application and offers the following comments with regards to Regional servicing and Transit.

The subject site is located on the west side of Coronation Road, between Columbus Road West to the north and Highway 407 to the south.

The subject site is currently zoned Agricultural (A) in the Town of Whitby Zoning By-law No. 1784. The maximum ground floor area for an Additional Dwelling Unit (ADU) is 75sqm. The proposed Zoning By-law Amendment application is required to permit an increase to the maximum size of the detached ADU from 75 sqm to 142.88 sqm.

#### **Private Servicing**

The subject site is located outside of the Whitby Urban Area Boundary with no municipal water supply and sanitary sewer services available to the property.

The Regional Health Department has reviewed the application and has no objection to the proposal.

#### **Transit**

The Region has reviewed the proposed application from a transit perspective, and we have no comment.

The proposed application will permit an increase to the maximum size of the detached ADU from 75 sqm to 142.88 sqm. The proposed application supports new housing opportunities and compact built form. We have no objection to the proposed application.

### **Central Lake Ontario Conservation Authority (CLOCA)**

CLOCA staff have no comments about this Planning Act application.

### 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	27 Oct 2025	ASE is being considered through the Traffic Calming Policy. A Draft Traffic Calming Policy and Guidelines were brought forward in Report PDE 09-25. The Final Traffic Calming Policy and Guidelines will be brought to Council for consideration in Fall 2025
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	24 Nov 2025	Boulevard parking will be reviewed and considered as part of the residential parking permit program.
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	TBD		The road has not been constructed. Monitoring, through Radar Message Boards, and observations will occur following the opening of the roadway. Timing is currently unknown. Date to report back will continue to be delayed until construction/opening is known.

### New and Unfinished Business - Planning and Development

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
E S F	PDE 05-24, Planning and Development (Engineering Services) Department Report Re: Update Traffic By-law - No Parking on Hunter Street	This item was deferred at the Committee of the Whole meeting on June 10, 2024 to a future meeting to allow Town Staff and affected residents an opportunity to meet and review.	24 Jun 2024	28 Oct 2024	27 Oct 2025	Further delay until planning pre-consultation resolved.

## **Memorandum to Council**

#### Strategic Initiatives

### Sustainability & Climate Change



Acknowledged by M. Gaskell, Chief Administrative Officer

To: Mayor and Members of Council

**CC:** Sarah Klein, Deputy CAO

From: Sarah Shields, Project Manager,

Sustainability and Climate Change

Date: September 15, 2025

File #: Text

**Subject:** Enhancements to the Durham Greener

**Homes Program** 

#### **Background**

The Durham Greener Homes program was introduced in 2022 and aims to stimulate energy retrofits and reduce Greenhouse Gas (GHG) emissions in existing residential buildings, encouraging homeowners to improve energy efficiency through upgrades such as insulation, windows, and heating systems. The program is led by Durham Region and is delivered by a non-profit program administrator, Windfall Ecology Centre. The program offers free energy coaching, access to preferred lending through credit partners, helps navigate available incentives, and direct incentives of up to \$5,000 through a grant Durham Region received from Federation of Canadian Municipalities (FCM). Since 2022, 603 homes in Whitby have enrolled in the Durham Greener Homes Program, with close to 50 homeowners completing their home energy retrofits. In 2024, the Town introduced an additional \$5,000 top-up through the Housing Accelerator Fund, bringing the total incentive up to \$10,000 for Whitby residents. So far, 13 Whitby residents have taken advantage of the additional incentive available which is available until June 30, 2026.

#### **Updates and Expansion**

On April 23, 2025, Regional Council endorsed enhancements to the Durham Greener Homes Program (Report #2025-COW-17). The enhancements included the launch of "weather-ready" assessment services and the introduction of a direct municipality-to-homeowner loan financing program led by the Region, using the Local Improvement Charge (LIC) mechanism.

#### Weather-Ready Assessment Services

The "weather-ready" assessment services will support home and landscape improvements that reduce the impacts and potential costs associated with extreme weather events (i.e. flooding, extreme heat and wind) on homes through expert advice, program funding supports, industry training, and community engagement. Home and landscape improvements may include measures like downspout redirection and disconnection, installation of rain barrels, rain gardens, soakaway pits, certified sustainable landscape designs, and permeable pavement. Through this program, home assessments (either in-person or online) will be provided as the first step to help residents understand the improvements, they should be making to their homes to make them more resilient to the impacts of climate change.

The "weather-ready" services support the following two actions from the Town's Climate Emergency Response Plan, Phase 1: Resilience:

- 2.1.2 Utilizing the 'Durham Region Climate Resilience Standard for New Houses', develop education materials and support programs for residents to complete resilience upgrades in their home to protect against basement flooding and extreme heat.
- 2.3.4 Provide guidelines and incentives for lot-level stormwater management including rain barrels, native species planting, and grass swales.

Windfall Ecology Centre has been retained by the Region to deliver the proposed weather-ready services through the existing Durham Greener Homes Program for a period of up to four years (April 2025-March 2029).

Regional Council have directed Region staff to prepare and submit a funding proposal through FCM's Local Leadership for Climate Adaptation program Financing Adaptation Stream that will open in Fall 2025 to support the expansion of the Durham Greener Homes Program to include weather-ready components. This funding would support additional incentives for residents and industry, enhanced marketing and communications, and community education and engagement.

Direct Municipality-to-Homeowner Loan Financing Program

Local Improvement Charges (LICs) financing, also known as Property Assessed Clean Energy (PACE) financing are special voluntary temporary charges added to a property tax bill to pay for improvements that benefit the property owners. Enabled by the Municipal Act and O. Reg 586/06, the LIC program will provide homeowners with a voluntary loan to retrofit their properties to make them more efficient. The homeowner will repay the loan via a surcharge added to their property tax bill. The total cost of the program, including all associated administration costs and interest charges, will be included in the loan. The benefits of LIC program include low upfront costs for the owners and availability of long-term low-interest loans with an option to pay it back at any time. The loans are tied to the property and are also available to low-income homeowners.

In terms of scale, the Region is projecting 45-90 loans across Durham Region with an average of \$20,000 to \$40,000 per loan. Based on the number of households in Whitby, this translates to an estimated 9 to 18 homes participating in the loan. The Region is working one-on-one with all local area municipal Treasurers, including Whitby, to:

- ensure there are no local municipal (property tax) system/technical limitations;
- design the administration process (including roles/responsibilities of the Region and locals related to payment default, calculation of late payment charges upon default, how the loan will be disclosed on property tax certificates);
- mitigate any risks; and,
- explore a potential administration fee to recover local municipal costs to administer the loan billing/statement and collection program on behalf of the Region.

In addition, this loan program is anticipated to increase participation in the Durham Greener Homes Program as it addresses one of the main barriers that residents have, which is the high upfront costs of home retrofits.

#### **Next Steps**

The Region has renegotiated the existing Grant and Loan Loss Reserve funding agreement with FCM through their Community Efficiency Financing (CEF) program to enable funds to be redirected to the loan program. The next step will be passing a bylaw at Regional Council that would authorize the loan to be used for this program.

The Region will start promotion of the "weather-ready" services to the existing Durham Greener Homes participants in the fall and will commence a larger media campaign in the spring of 2026 to also promote the new loan program.

Town of Whitby Sustainability staff recommend Council endorsement of the expansion of the Durham Greener Homes Program to include the weather ready assessment services and the direct municipality-to-homeowner loan financing program and that the Town provides a letter of support for the Region's application for FCM funding.

Staff will continue to work with the Region to promote the existing services provided to residents through the Durham Greener Homes Program, provide input into the design of the loan administration process, and will work with Communications and Creative Services to notify residents of the new weather ready assessment services and the loan financing option once it is launched.

# Town of Whitby Staff Report



whitby.ca/CouncilCalendar

Report Title: 2024 Remuneration and Expenses for Members of

**Council and Council Appointees to Boards** 

Report to: Council

Date of meeting: April 14, 2025

Report Number: FS 03-25

**Department(s) Responsible:** 

Financial Services Department

Submitted by:

Fuwing Wong, Commissioner, Financial

Services/Treasurer x4314

Acknowledged by M. Gaskell, Chief

**Administrative Officer** 

For additional information, contact:

Erika Watson, Sr. Manager of Financial Planning, Deputy Treasurer, Financial

Services 289-356-2659

Valerie Mayers-Griffith, Senior Financial

Analyst, Financial Services

#### 1. Recommendation:

That Report FS 03-25 regarding 2024 Remuneration and Expenses for Members of Council and Council Appointees to Boards be received for information.

#### 2. Highlights:

 Attached in Appendices are summaries of the remuneration and expenses for the Mayor, Members of Council, and Council appointees to boards for the year 2024, including remuneration paid by the Town and recovered from the Region of Durham. All Regional remuneration for the Mayor and Regional Councillors is also reported separately by the Region of Durham along with the Region's direct reimbursement for eligible (Regional) business expenses.

#### 3. Background:

The Municipal Act, S.O. 2001, c.25, Section 283 governs Council remuneration and reimbursement of expenses. Section 284 of the Municipal Act requires the

Treasurer to provide Council with a statement of remuneration and expenses that include the following:

- (1) An itemized statement on remuneration and expenses paid in the previous year to:
  - (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by Council or on which the member holds office by virtue of being a Member of Council;
  - (b) each Member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
  - (c) each person, other than a Member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.
- (2) The by-law(s) under which the remuneration or expenses were authorized to be paid.

### Applicable By-laws and Council resolutions

- Mayor and Members of Council By-law No. 6500-11, as amended by By-law No. 6576-12.
- Committee of Adjustment By-law No. 8045-24.
- Municipal Licensing and Standards Committee Remuneration By-law No. 7893-22.
- Election Compliance Audit Committee Council Resolution #36-22

In addition, Council Expense Policy G050 provides Members of Council with guidelines for eligible expenses incurred when fulfilling his or her duties.

### 4. Discussion:

Not Applicable.

### 5. Financial Considerations:

By-law No. 6500-11 (as amended by By-law No. 6576-12) outlines that annual remuneration increases for the Mayor and Councillors are based upon the average remuneration paid to the Mayors and Councillors, respectively, in other lakeshore urban communities in Durham region.

### 6. Communication and Public Engagement:

Not Applicable.

### 7. Input from Departments/Sources:

The Human Resources division provided remuneration details, including salary, statutory and other benefit costs for Members of Council (listed in Appendix A). In addition, expense reimbursement amounts for Members of Council were verified by the Office of Mayor and Council staff.

Remuneration for all Quasi-Judicial Committee Members (shown in Appendix B) was reviewed and confirmed by the respective staff liaison from the Office of the Town Clerk and Planning & Development.

Remuneration or expenses paid to or on behalf of Members of Council by external organizations, such as Elexicon Corporation and CLOCA, and reported to the Town in accordance with the Municipal Act are reported in Appendix C to this report.

### 8. Strategic Priorities:

Not Applicable.

### 9. Attachments:

Appendix A: Summary of Remuneration and Expenses Paid to Members of

Council for 2024

Appendix B: Quasi-Judicial Committee Members

Appendix C: Remuneration for Directors of Elexicon Corporation and CLOCA

### Appendix A to Staff Report FS 03-25

The Town of Whitby Mayor and Councillors' Remuneration and Expenses for 2024

							Durham	Corporate Conf/Seminar	s	Participation in	
	Remuneration	2023 Retro Remuneration	Statutory Benefits	Pension Costs	Other Benefit	Car	Region	Education/	Office/	Community	Communication/
	Town	Town <sup>(1)</sup>	(CPP and EHT)	(OMERS)	Costs <sup>(2)</sup>	Allowance	Remuneration <sup>(3</sup>	Meetings	Administration	Events	Advertising
Name	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Mayor Elizabeth Roy	129,617	1,058	5,781	18,177	11,451	16,953	80,904	302	1,386	2,446	4,038
Councillor Rhonda Mulcahy	50,742	4,656	3,703	7,025	10,040	8,273	74,537	122	373	2,023	34
Councillor Chris Leahy	50,742	4,656	3,697	7,057	10,040	8,496	74,554	2,310	1,319	2,099	6,751
Councillor Steve Yamada <sup>(4)</sup>	50,742	4,656	3,734	7,128	10,040	9,911	74,703	-	938	2,515	9,542
Councillor Maleeha Shahid	50,742	4,656	3,523	6,181	10,040	8,336	74,064	1,013	492	3,931	2,446
Councillor Steve Lee	50,742	4,656	5,498	7,025	10,040	8,273	-	2,614	929	3,582	604
Councillor Matt Cardwell	50,742	4,656	4,903	6,181	10,040	8,273	-	3,065	393	1,666	34
Councillor Niki Lundquist <sup>(5)</sup>	50,742	4,656	5,516	7,160	10,261	8,924	-	880	480	811	34
Councillor Victoria Bozinovski	50,742	4,656	4,903	6,181	3,762	8,273	-	-	386	4,465	34
Total	535,556	38,303	41,259	72,116	85,715	85,712	378,762	10,307	6,697	23,538	23,519

#### Notes:

The 2024 remuneration increases for Members of Council are in accordance with By-law No. 6500-11 (as amended by By-law No. 6576-12).

- (1) Retroactive remuneration for 2023 increases, calculated in accordance with the above by-law, was paid in 2024 due to a labour disruption at the Town in 2023.
- (2) Other benefits costs consist of costs such as Group Life Insurance, Health and Dental, Accidental Death, Dismemberment Insurance & Other Taxable Benefits. Those not enrolled in OMERS or Health and Dental plans are entitled to compensation in lieu as per By-Law 6500-11.
- (3) Durham Region amounts consist of Remuneration, Pension Costs, Life Insurance, Accidental Death & Dismemberment Insurance and Statutory Benefits (CPP and EHT).

  These costs are initially paid by the Town of Whitby and are subsequently recovered from the Region of Durham. Regional business expenses are reported by the Region of Durham directly in addition to the Durham Region remuneration shown in this Appendix.
- (4) Deputy Mayor January 1 to June 24, 2024.
- (5) Deputy Mayor October 9 to December 31, 2024.

# Appendix B: Quasi- Judicial Committee Members Remuneration for the Year 2024

Municipal Licensing and Standards Committee <sup>(1)</sup>	Amount
Frank Mielewczyk	\$200.00
Gowri Shakhi	\$200.00
Brandon Walker	\$200.00
Heather Harty	\$200.00
Justin Crichlow	\$100.00

The above payments were authorized under By-law #7893-22, pursuant to the *Municipal Act*, 2001, c. 25, s. 283 (1).

Committee of Adjustment	Amount
Jerry Cardwell	\$1,375.00
John Rinella	\$1,500.00
Kathryn Docherty	\$1,250.00
Scott Haslam	\$1,650.00
Nestor Chornobay	\$1,525.00

The above payments were authorized under By-law #8045-24, pursuant to the *Planning Act*, R.S.O. 1990, c. P.13, s. 44 (9).

Election Compliance Audit Committee	Amount

The were no payments to an Election Compliance Audit Committee.

# **Appendix C**

### Elexicon Corporation - January 1 to December 31, 2024

**Board of Directors Retainer** 

Mayor Elizabeth Roy \$17,434.73

**Board of Directors Meetings** 

Mayor Elizabeth Roy \$6,900.00

TOTAL \$24,334.73

# **CLOCA Board of Directors - January 1 to December 31, 2024**

Appointees	Per Diem	Other Honorarium	Mileage	Statutory Benefits (EHT)	TOTAL
Mayor Elizabeth Roy	\$400.00	\$2,500.00	\$156.80	\$56.55	\$3,113.35
Councillor Chris Leahy	\$400.00	-	\$70.00	\$7.81	\$477.81
Councillor Maleeha Shahid	\$400.00	-	\$50.96	\$7.81	\$458.77
Councillor Rhonda Mulcahy	\$400.00	-	\$0.00	\$7.81	\$407.81
TOTAL	\$1,600.00	\$2,500.00	\$277.76	\$79.98	\$4,457.74

# Town of Whitby Staff Report



whitby.ca/CouncilCalendar

**Report Title: Use of Council Chambers Policy** 

Report to: Committee of the Whole

**Date of meeting:** September 22, 2025

Report Number: CLK 10-25

**Department(s) Responsible:** 

Office of the Town Clerk

Submitted by:

C. Harris, Director, Legislative Services/Town Clerk

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

K. Narraway, Sr. Manager, Legislative Services/Deputy Clerk

### 1. Recommendation:

1. That Council approve the Use of Council Chambers Policy appended to this Report as Attachment 1.

### 2. Highlights:

- There is currently no policy in place to provide guidance about suitable uses of the Council Chambers.
- The Council Chambers is equipped to support hybrid meetings and requests from staff and Council to use the Council Chambers have increased as the space supports both in-person and virtual participation.
- A policy is needed to govern the acceptable use of the Council Chambers and set out reasonable parameters for its use.
- The draft Use of Council Chambers Policy appended to this report provides guidance about the suitable use of the Council Chambers while maintaining its priority use for meetings of Council and Committees of Council.

### 3. Background:

The Council Chambers space is emblematic of governance and the democratic process of the Town, and as such, requires reasonable conditions outlining the acceptable and respectful use of the space.

The primary use of the Council Chambers is for meetings of Council and Committees of Council, however certain secondary uses are appropriate, provided they can be supported by staff.

The Council Chambers contains a comprehensive audio/video equipment and technology solution to support hybrid meetings of Council. Use of the space is coordinated by the Office of the Town Clerk to ensure the space is maintained, that audio/video and technology equipment is serviced and in working order, and that security is coordinated for after-hours uses such as public meetings, open houses, and engagement sessions.

### 4. Discussion:

As noted above, the primary use of the Council Chambers is for meetings of Council and Committees of Council. Acceptable secondary uses of the Council Chambers identified within the policy include the following:

- Civil marriage ceremonies
- Public meetings, open houses, and engagement sessions organized by staff
- Staff training sessions, staff meetings, and meetings organized by staff with external stakeholders
- Program or funding announcements by other levels of government
- Civic engagement presentations, tours, or visits organized by staff
- Recognitions of individuals or organizations by the Mayor
- Corporately supported town hall style meetings or task force meetings
- Hearings by provincial adjudicative bodies such as the Local Planning Appeal Tribunal and Assessment Review Board
- Use of the meeting room area in the Council Chambers by Members of Council for the purpose of conducting meetings with constituents

The draft policy requires requestors seeking to book the Council Chambers to submit requests to the Office of the Town Clerk. This will allow staff in the Office of the Town Clerk to avoid conflicts for use of the space, arrange for cleaning and maintenance between uses, determine if use of the audio/video and technology equipment is required, make arrangements for Town Hall security if required, and work through meeting support and physical setup and takedown needs.

### 5. Financial Considerations:

There are no financial impacts associated with the proposed policy.

The policy sets out acceptable uses of the Council Chambers that can be supported by staff within business hours and on weeknights for traditional uses such as Council and Committee meetings, public meetings, open houses, and engagement sessions.

The policy maintains civil marriage ceremonies as a secondary permitted use of the Council Chambers. Civil marriage ceremonies are conducted during daytime hours by staff in the Office of the Town Clerk and generate approximately \$50,000 in revenue annually.

### 6. Communication and Public Engagement:

The Use of Council Chambers Policy will be made available to the public through the <u>Policy Manual portal</u> and to staff through the corporate intranet.

Requests for use of the Council Chambers will be evaluated against the policy and staff will communicate with requestors to determine if proposed bookings of the Council Chambers meet with the policy objectives.

### 7. Input from Departments/Sources:

The draft Use of Council Chambers Policy was developed based on a review of historic uses of the space and with consideration to acceptable secondary uses of the space considering its primary purpose of supporting meetings of Council and Committees of Council.

### 8. Strategic Priorities:

Not applicable.

### 9. Attachments:

Attachment 1 – Draft Use of Council Chambers Policy



# **Town of Whitby Policy**

Policy Title: Use of Council Chambers

Policy Number: G ###

Category: Governance

**Reference:** Council Resolution # XX-25

**Date Approved:** Click here to enter a date.

**Date Revised:** n/a

Approval: Council

Point of Contact: Town Clerk

### **Policy Statement**

The Use of Council Chambers Policy provides guidelines and criteria that identify suitable uses for the Council Chambers located in Town Hall.

The Council Chambers space is emblematic of governance and the democratic process of the Town, and as such, requires reasonable conditions outlining the acceptable and respectful use of the space.

### **Purpose**

The purpose of this policy is to establish guidelines and a set of criteria to assist in evaluating requests for the use and booking of Council Chambers and to determine whether requests meet the criteria outlined within the policy.

### Scope

This policy applies to all requests, bookings, and the overall use of the Council Chambers, including the attached meeting room area.

### Index

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3.	Acceptable Uses of the Council Chambers	3
4.	Procedures for Requesting Use of the Council Chambers	3

### 1. Definitions

- 1.1. **Council Chambers** means the room on the main level of Town Hall, 575 Rossland Road East, Whitby, where meetings of Council and Standing Committees are regularly held.
- 1.2. **Requestor** means a Town Staff member, a Member of Council, or another level of government requesting use of the Council Chambers in accordance with this policy.

### 2. General

- 2.1. The Council Chambers shall only be used for Town business purposes along with other acceptable uses as noted in Section 3 of this policy.
- 2.2. Staff in the Office of the Town Clerk are required to be made aware of bookings of the Council Chambers in advance of its use for the following reasons:
  - 2.2.1. Determining whether requests meet the criteria outlined in this policy;
  - 2.2.2. Protecting the security of the Town's property and technology within the Council Chambers;
  - 2.2.3. Managing booking requests for the Council Chambers to ensure that bookings are coordinated and that security can be arranged with Corporate Security for after-hours use of the space;
  - 2.2.4. Ensuring that cleaning and maintenance services are provided as necessary; and,
  - 2.2.5. Ensuring the availability of the space for Council and Committee meetings and safeguarding the confidentiality of closed meetings.
- 2.3. Use of the audio/video and technology equipment in the Council Chambers is limited to Town Staff unless otherwise approved by Staff in the Office of the Town Clerk. Prior to using the audio/video equipment and technology in the Council Chambers, requestors must make arrangements with Staff in the Office of the Town Clerk to receive instructions on the operation of the equipment.
- 2.4. Weekend or holiday bookings of the Council Chambers is prohibited unless otherwise approved by the Chief Administrative Officer and arrangements are made to have Facilities Staff and security present.
- 2.5. The Office of the Town Clerk reserves the right to reschedule or cancel Council Chambers bookings if the Council Chambers is needed for urgent,

Policy Title: Use of Council Chambers

Policy Number: G ###

unscheduled, or emergency Town business. Staff in the Office of the Town Clerk will make reasonable efforts to notify Requestors of such conflicts.

### 3. Acceptable Uses of the Council Chambers

- 3.1. Priority use of the Council Chambers will be given to meetings of Council and any of its related Committees.
- 3.2. Other permitted uses of the Council Chambers include:
  - 3.2.1. Civil marriage ceremonies officiated by Staff in the Office of the Town Clerk.
  - 3.2.2. Public meetings, open houses, and engagement sessions organized by Town Staff.
  - 3.2.3. Staff training sessions, Staff meetings, and meetings organized by Town Staff with external stakeholders.
  - 3.2.4. Program or funding announcements by other levels of government with prior notification to the Chief Administrative Officer (see also Grant Announcement Procedure F 270-002).
  - 3.2.5. Civic engagement presentations, tours, or visits to the Council Chambers organized by the Office of the Town Clerk or Staff in the Mayor and Councillors' Office.
  - 3.2.6. Recognitions of individuals or organizations by the Mayor (see also Standard Operating Procedures CLK-MOC 005: Recognitions by Mayor and Council and CLK-MOC 007: Tree Dedication Ceremonies).
  - 3.2.7. Corporately supported town hall style meetings or task force meetings organized by the Chief Administrative Officer or the Mayor and Councillors' Office.
  - 3.2.8. Provincial adjudicative bodies for hearings, including the Local Planning Appeal Tribunal and Assessment Review Board.
  - 3.2.9. Members of Council booking the meeting room area in the Council Chambers in accordance with Section 4 of this policy for the purpose of conducting meetings with constituents.
  - 3.2.10. Other uses of the Council Chambers that relate to the business of the Town if approved by the Chief Administrative Officer.

### 4. Procedures for Requesting Use of the Council Chambers

4.1. Requestors to:

Policy Title: Use of Council Chambers

Policy Number: G ###

- 4.1.1. Submit requests to book the Council Chambers by adding the space as a meeting room through the Town's corporate Outlook directory or by sending an email with information about the request to clerk@whitby.ca.
- 4.1.2. Indicate whether use of the audio/video equipment and technology in the Council Chambers is required.
- 4.1.3. Working with Staff in the Office of the Town Clerk, identify any physical setup requirements for the Council Chambers and provide that information to the Town Hall Building Attendants by email.

This Policy is hereby approved by Council Resolution # Resolution Number from Council Meeting Minutes on this Day Number day of Month, 2025.

Policy Title: Use of Council Chambers

Policy Number: G ###

# Town of Whitby Staff Report



whitby.ca/CouncilCalendar

**Report Title: Elexicon Corporation 2025 Update** 

Report to: Committee of the Whole

**Date of meeting:** September 15, 2025

Report Number: FS 28-25

**Department(s) Responsible:** 

Financial Services Department Legal and Enforcement Services Submitted by:

Fuwing Wong, Commissioner, Financial Services / Treasurer;

Francesco Santaguida, Commissioner, Legal and Enforcement Services / Town Solicitor

Acknowledged by M. Gaskell,

Chief Administrative Officer

For additional information, contact:

Fuwing Wong, 905.430.4314;

Francesco Santaguida, 905.430.4342

### 1. Recommendation:

- 1. That the Mayor be requested to phase-out Elexicon dividend revenue from the Town's operating budget over three years as outlined in Staff Report FS 28-25 and as follows:
  - a. remove \$2,009,643 of Elexicon dividend revenue from the 2026 budget;
  - b. include a \$1,339,762 draw from the Contingency Reserve Fund in the 2026 budget;
  - c. reduce the draw from the Contingency Reserve Fund to \$669,881 in the 2027 budget; and,
  - d. remove the \$669,881 draw from the Contingency Reserve in the 2028 budget;

- 2. That the Mayor be requested to phase-out Elexicon promissory note interest revenue from the operating budget over three years as outlined in Staff Report FS 28-25 and as follows:
  - a. remove \$1,170,357 of Elexicon interest revenue from the 2026 budget;
  - b. include a \$780,238 draw from the Contingency Reserve Fund in the 2026 budget;
  - c. reduce the draw from the Contingency Reserve Fund to \$390,119 in the 2027 budget; and
  - d. remove the \$390,119 draw from the Contingency Reserve Fund from the 2028 budget;
- 3. That future Elexicon dividend revenues be allocated to the Long-Term Financing Reserve (also known as the One-Time Reserve) to be used for capital or other one-time projects/expenditures.

### 2. Highlights:

- In July 2024, the City of Pickering and the Town of Ajax announced their intention to explore the potential sale of their combined (49.708%) stake in Elexicon Corporation;
- In 2024, Town of Whitby Council decided that the Town of Whitby's 32% ownership of Elexicon Corporation will be retained as a long-term investment;
- In July 2025, the City of Pickering and the Town of Ajax issued a joint statement announcing the termination of the process regarding the potential sale of their shares in Elexicon;
- Town of Whitby Council approved execution of a Memorandum of Understanding with Elexicon Corporation which includes governance improvements and an (Elexicon) financing strategy with the goal of increasing the value of the Town's long-term investment in Elexicon. This financing strategy has financial implications for the Town, including:
  - o The temporary suspension dividends starting in 2025; and.
  - The conversion of promissory notes (payable to municipal shareholders) to additional ownership shares.

### 3. Background:

The purpose of this report is to provide Council an update on:

1) The joint Request For Proposal process initiated by Pickering and Ajax related to the potential sale of their shares of Elexicon Corporation;

2) The financial implications of a Memorandum of Understanding recently signed between Elexicon Corporation and other municipal shareholders (including Whitby).

In 2019, Veridian Corporation (which was jointly owned by the City of Pickering, Town of Ajax, Municipality of Clarington, and the City of Belleville) merged with Whitby Hydro (which was wholly owned by the Town of Whitby) to form Elexicon Corporation.

Elexicon Corporation ("**Elexicon**") is a holding company that is owned by five municipal shareholders, the Town of Whitby, the City of Pickering, the Town of Ajax, the Municipality of Clarington, and the City of Belleville (the "**Municipal Shareholders**"). Elexicon wholly owns a subsidiary operating company, Elexicon Energy Inc., which is a regulated local electricity distribution company that delivers electricity to more than 180,000 customers in ten (10) municipalities.

Currently, ownership of Elexicon is as follows:

Table 1

Elexicon Shareholder	% Ownership
Town of Ajax	21.828%
City of Belleville	9.044%
The Municipality of Clarington	9.248%
City of Pickering	27.880%
Town of Whitby	32.000%
Total	100%

Financial Statements for Elexicon for the 2024 fiscal year are provided as Attachment 1 to this report.

### 2021/2022: Pickering to potentially sell its stake in Elexicon

As reported in the January 17, 2022 Staff Report FS 06-22 (**Attachment 2**), the City of Pickering ("**Pickering**") Council approved a Staff Report FIN 15-21, entitled "City Centre Financial and Legal Implications", on October 21, 2021, which included approval of its City Centre project to a maximum of \$207.7 million. At that time, Pickering expressed interest to sell their 27.88% ownership of Elexicon to partially fund the City Centre project.

### 2024: Pickering and Ajax to potentially sell their stake in Elexicon

On July 3, 2024, the City of Pickering and the Town of Ajax ("Ajax") issued a joint statement (see **Attachment 3**) that noted:

- Pickering and Ajax have jointly retained Borden Ladner Gervais LLP to undertake a confidential non-binding Request for Proposal to explore the potential sale of their combined (49.708%) stake in Elexicon Corporation; and,
- An update will be provided once the Request for Proposal process is completed.

On July 4, 2024, <u>local media</u><sup>1</sup> published the following joint statement related to the sale of their share of Elexicon Corporation on behalf of Pickering and Ajax, "We're undertaking the RFP process to explore the potential sale of our municipally-owned holdings/shares. Valuation of shares will occur as part of the RFP process. If a sale does happen, then the final purchase price will be made public."

### 2024: Town of Whitby to Retain Elexicon Ownership as a Long-Term Investment

Prior to the joint Pickering and Ajax announcement, other Municipal Shareholders were asked if they also wanted to participate the RFP process to sell their ownership stake in the electricity utility. On April 8, 2024 the Town of Whitby Council passed Resolution # 67-24, confirming the Town's intention retain the Town's 32% ownership of Elexicon as a long-term investment:

### Resolution # 67-24

- 1. That the Town of Whitby's 32% ownership of Elexicon Corporation be retained as a long-term investment;
- That the Town of Whitby reserves its right to purchase a pro-rata portion of Pickering's/other shareholders' shares subject to receipt of a Purchase Notice; and,
- 3. That the Town phase-out Elexicon dividend revenue from the annual operating budget over the next 10 years (2026 to 2035).

The remaining Municipal Shareholders, the Municipality of Clarington and the City of Belleville, also decided to retain their shares of Elexicon.

### Elexicon Shareholders' Agreement & Next Steps after receiving a Selling Notice

The April 1, 2019, Elexicon Shareholders' Agreement (the "**Shareholders' Agreement**") outlines Elexicon/other shareholders' rights, responsibilities, and prescriptive timelines / sequence of events that must occur when one or more shareholders wish to sell their shares. Details from the Shareholders' Agreement were provided in the 2022 Staff Report FS 06-22 (Attachment 2) and are summarized below:

<sup>&</sup>lt;sup>1</sup> Durham Post article published July 4, 2024 entitled "<u>Ajax, Pickering explore sale of their 49.7% stake in Elexicon</u>" written by DP Staff.

- **Selling Notice** provided from selling shareholder(s) to include purchaser information, terms, conditions, and price;
- Right of First Refusal remaining shareholders and Elexicon have a right to purchase the shares at the same price, terms, and conditions;
- "Piggyback" Right if the sale of shares results in any third-party having control (e.g. greater than 50% of the shares), the remaining shareholders have the right to elect also sell at the same terms, conditions, and price.

### 2025: Pickering and Ajax terminate RFP Process to sell their Elexicon shares

Since the original joint Pickering and Ajax announcement in July 2023, Pickering and Ajax did not issue a Selling Notice to Elexicon (or other Municipal Shareholders). On July 18, 2025, Pickering and Ajax issued another joint announcement noting their formal termination of the Request for Proposal process regarding the potential sale of their shares in Elexicon.

### 4. Discussion:

The Town of Whitby, as one of the municipal shareholders in Elexicon Corporation, is vested in the continued improvement and efficiency of Elexicon to maximize the Town's value in the corporation for our current and future residents. Accordingly, Town Council approved Elexicon Corporation's proposal to improve governance and an (Elexicon) financing strategy that will result in a greater investment in infrastructure (growth and renewal). The Chief Administrative Officer was authorized to execute a Memorandum of Understanding ("MOU") with Elexicon at a Special Council Meeting on August 13, 2025.

At the August 13, 2025, Special Council Meeting, Council also directed Staff to prepare a public report on the financial implications of the MOU/Elexicon's financing strategy for the municipality. There are two main financial implications for the Town of Whitby:

- 1) Suspension of dividends to all shareholders starting in 2025; and,
- 2) Conversion of Promissory Notes to Elexicon shares (i.e. conversion of debt owed to the municipalities to an ownership stake) as of September 2025.

Currently, the Town of Whitby has \$3.2 million in the Town's Operating Budget Revenues related to Elexicon (\$2.0 million in dividends and \$1.2 million in promissory note interest). More details on the suspension of Elexicon dividends and promissory note conversions is included in the Financial Considerations section below.

### 5. Financial Considerations:

Although the Town's Operating Budget is mainly funded from Property Taxes, \$3.2 million (or \$3,180,000 rounded) of the Town's 2025 budget is still funded from Elexicon revenues:

\$2,009,643 Elexicon Dividends

\$1,170,357 Elexicon Interest Revenue from promissory notes (\$28,337,942 principal payable to the Town, Interest rate of 4.13% per annum)

\$3,180,000

Operating budget revenues (including property taxes and the Elexicon revenues, above) pay for the cost for essential Town services like winter maintenance, Fire services, parks maintenance, etc. Accordingly, any reduction in non-tax revenues would mean an increase to property taxes or reduction in services to offset.

Elexicon dividend revenues have fluctuated in recent years, and the Town started a multi-year phase-out of dividend revenues from the operating budget to mitigate the impact to property taxes:

- As noted in the 2022 Staff Report FS 06-22, the Town's Elexicon revenues in 2022 were \$4.3 million;
- Since 2022, \$1.1 million has already been removed/phased-out of the Town's operating budget and \$3.2 million of Elexicon revenues remain in the 2025 budget.

The phase-out of Elexicon revenues from the Town's operating budget will require property tax increases and/or a reduction in expenses (i.e. removal of \$3.2 million of current services provided to the community that was previously offset by Elexicon revenues) as the Town must present a balanced budget annually.

### Impact of Elexicon Dividend suspension:

The suspension of Elexicon dividend revenue starting in 2025 will result in a revenue shortfall of \$2.0 million (\$2,009,643 rounded) in 2025 and a \$2.0 million budget pressure in the 2026 budget for the Town. For fiscal 2025, it is expected that the \$2.0 million revenue shortfall can be offset by 2025 Workplace Safety and Insurance Board ("WSIB") premium rebates. To date, WSIB has provided the Town \$1.1 million in premium rebates and an additional \$1.1 million is expected before the end of the year.

Further, the suspension of Elexicon dividends will result in a \$2.0 million budget pressure for 2026 representing a potential budget/property tax increase of approximately 1.5%. As noted above, the Town had already started to phase-out Elexicon dividend revenue from the operating budget. With the 2025 dividend suspension, it is recommended that the Mayor, through the 2026 Mayor's Budget

Memo, consider phasing out the \$2.0 million dividend revenue from the Town's operating budget over three years (2026, 2027, and 2028) in the following manner:

### • 2026 Budget:

- removal of Elexicon dividend revenues from the Operating Budget, \$2,009,643;
- budget for a draw of \$1,339,762 from the Contingency Reserve to offset two-thirds of the impact in 2026. This will phase-out \$669,881 (= \$2,009,643 - \$1,339,762) of Elexicon dividend revenue in 2026;
- Note: if no offsetting decreases to other operating budget expenditures are identified, this may result in an increase property taxes of \$669,881 for 2026:

### 2027 Budget:

- Reduce the \$1,339,762 budgeted draw from the Contingency Reserve to \$669,881 in the 2027 budget;
- This will phase-out an additional \$669,881 of the Elexicon dividend revenue in 2027;
- Note: if no offsetting decreases to other operating budget expenditures are identified, this may result in an additional increase in property taxes of \$669,881 for 2027;

### 2028 Budget:

- Reduce the remaining \$669,881 budgeted draw from the Contingency Reserve to \$0 in the 2028 budget;
- This will phase-out the remaining \$669,881 of the Elexicon dividend revenue in 2028;
- Note: if no offsetting decreases to other operating budget expenditures are identified, this may result in an additional increase in property taxes of \$669,881 for 2028.

When Elexicon dividend distributions resume in the future, Staff further recommend that the dividend revenues be transferred to the Long-Term Financing Reserve Fund (also known as the "One-Time Reserve") and used to fund Town infrastructure projects in the capital budget and/or one-time projects to avoid future impacts/fluctuations to the Operating Budget and property taxes.

### Impact of Elexicon conversion of Promissory Notes (Elexicon Interest Revenue)

The Town currently holds \$28,337,942 of promissory notes issued by Elexicon Energy. The annual interest rate on the promissory notes is 4.13%. Accordingly, the projected annual financial impact of the conversion of the Town's promissory notes would be a loss of \$1,170,357 million of interest revenue per year and corresponding budget pressure. For 2025, interest will be calculated up-to August, so the financial impact for 2025 is a loss of Elexicon interest income for four months (from September to December) or \$390,119 (= [\$1,170,357 / 12] \* 4). Staff will look to offset the 2025 interest revenue pressure from other operating budget surpluses corporate-wide.

The conversion of the promissory notes into equity (i.e. an increase in ownership share of Elexicon) could mean higher dividend revenues in the future as Elexicon re-starts dividend distributions. Similar to the recommendations related to Elexicon dividends, it is recommended that the Mayor consider phasing-out Elexicon Interest Revenues over three years by removing the \$1,170,357 of Elexicon Interest Revenue from the 2026 multi-year operating budget as follows:

### 2026 Budget:

- remove \$1,170,357 of Elexicon interest revenue from the Town's operating budget;
- budget for a draw of \$780,238 from the Contingency Reserve to offset two-thirds of the impact in 2026. This will phase-out \$390,119 (= \$1,170,357 - \$780,238) of Elexicon interest revenue in 2026;
- Note: if no offsetting decreases to other operating budget expenditures are identified, this may result in an increase to property taxes of \$390,119 for 2026;

### 2027 Budget:

- Reduce the \$780,238 budgeted draw from the Contingency Reserve to \$390,119 in the 2027 budget;
- This will phase-out an additional \$390,119 of the Elexicon interest revenue in 2027;
- Note: if no offsetting decreases to other operating budget expenditures are identified, this may result in an additional increase in property taxes of \$390,119 for 2027;

### 2028 Budget:

- Reduce the remaining \$390,119 budgeted draw from the Contingency Reserve to \$0 in the 2028 budget;
- This will phase-out the remaining \$390,119 of the Elexicon interest revenue in 2028;
- Note: if no offsetting decreases to other operating budget expenditures are identified, this may result in an additional increase in property taxes of \$390,119 for 2028.

# Additional Impact of Elexicon Conversion of Promissory Notes (Return of Principal)

As part of the conversion of promissory notes to equity, the Town (like other Municipal Shareholders) will receive a return on the principal. The Town will receive \$760,763.76 as a return of principal which will be invested in accordance with the Town's Investment Policy.

### External Legal assistance

As part of the January 17, 2022, Staff Report FS 06-22 (Attachment 2), Council approved the establishment of a \$100,000 capital project (Project #13227004) to

### **Committee of the Whole**

Page 9 of 9

provide assistance with the then City of Pickering's proposed sale of its shares. The Town retained the services of McCarthy Tétrault LLP ("**McCarthy**"), the external legal firm that also assisted with the Town of Whitby's merger of Whitby Hydro with Veridian to form Elexicon. To-date, the Town has spent \$111,082.57 since 2022 with McCarthy to obtain assistance and their electricity industry experience-backed advice related to Elexicon. This capital budget has been increased by \$35,000 (funded from the Long-Term Financing Reserve Fund) to account for McCarthy's advice/work on the potential sale of Elexicon shares by Pickering and Ajax, and in reviewing the governance improvements / memorandum of understanding.

### Reserve Fund Balances

The Contingency Reserve Fund currently has an uncommitted balance of \$3.9 million. This report recommends potentially drawing up-to \$3.18 million over the next three years to phase-out Elexicon Dividend and Interest Revenues from the Town's Operating Budget, as summarized below:

# Draw From Contingency Reserve to Phase-out Elexicon:

	Dividends	Interest	Total
2026	\$1,339,762	\$780,238	\$2,120,000
2027	\$669,881	\$390,119	\$1,060,000
2028	\$0	\$0	\$0
	\$2,009,643	\$1,170,357	\$3,180,000

### 6. Communication and Public Engagement:

N/A

### 7. Input from Departments/Sources:

N/A

### 8. Strategic Priorities:

N/A

### 9. Attachments:

Attachment 1 – Elexicon Corporation's 2024 Audited Financial Statements

Attachment 2 – January 17, 2022, Staff Report FS 06-22 – "City of Pickering's Proposed Sale of Elexicon Shares"

Attachment 3 – July 3, 2024 "Joint statement from the City of Pickering and the Town of Ajax regarding Elexicon holdings."

Consolidated Financial Statements of

# **ELEXICON CORPORATION**

And Independent Auditor's Report thereon

Year ended December 31, 2024



#### KPMG LLP

Bay Adelaide Centre 333 Bay Street, Suite 4600 Toronto, ON M5H 2S5 Canada Tel 416-777-8500 Fax 416-777-8818

### INDEPENDENT AUDITOR'S REPORT

To the Shareholders of Elexicon Corporation

### **Opinion**

We have audited the consolidated financial statements of Elexicon Corporation (the Entity), which comprise:

- the consolidated balance sheet as at December 31, 2024
- the consolidated statement of income and comprehensive income for the year then ended
- the consolidated statement of changes in equity for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of material accounting policy information

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Entity as at December 31, 2024, its consolidated financial performance and its consolidated cash flows for the year then ended in accordance with IFRS Accounting Standards as issued by the International Accounting Standards Board.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Other Information

Management is responsible for the other information. Other information comprises:

• the information, other than the financial statements and the auditor's report thereon, included in Management's Discussion and Analysis.



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Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

We obtained the information, other than the financial statements and the auditor's report thereon, included in Management's Discussion and Analysis as at the date of this auditor's report.

If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in the auditor's report.

We have nothing to report in this regard.

# Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IFRS Accounting Standards as issued by the International Accounting Standards Board, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.



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#### We also:

Identify and assess the risks of material misstatement of the financial statements, whether
due to fraud or error, design and perform audit procedures responsive to those risks, and
obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit
  procedures that are appropriate in the circumstances, but not for the purpose of expressing
  an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the
  planned scope and timing of the audit and significant audit findings, including any significant
  deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities
  or business activities within the group Entity to express an opinion on the financial statements.
   We are responsible for the direction, supervision and performance of the group audit. We
  remain solely responsible for our audit opinion.

Chartered Professional Accountants, Licensed Public Accountants

Toronto, Canada

KPMG LLP

March 27, 2025

Consolidated Balance Sheet (In thousands of dollars)

As at December 31, 2024, with comparative information for 2023

	Notes	2024	2023
Assets			
Current assets: Cash Accounts receivable Materials and supplies Income taxes recoverable Prepaid expenses	4, 13, 24(c)	\$ 4,196 106,439 10,800 175 2,704	\$ 3,806 97,658 12,403 362 2,425
Total current assets		124,314	116,654
Non-current assets: Property, plant and equipment Intangible assets Goodwill Other assets	5, 23 6, 23 3(g), 6	702,819 18,874 64,348 701	648,000 8,379 64,348 708
Total non-current assets Total assets		786,742	721,435
Regulatory balances	7	911,056 53,757	838,089 56,310
Total assets and regulatory balances	<u> </u>	\$ 964,813	\$ 894,399
· · ·		ψ 004,010	Ψ 00-1,000
Liabilities and Shareholders' Equity  Current liabilities:	9 10 11 15 12 14 20	\$ 77,928 94,332 3,397 4,441 13,458 2 95 193,653	\$ 60,967 89,132 5,179 3,836 16,702 2 124 175,942
Long-term debt Deferred contributions Employee future benefits Unrealized loss on interest rate swap derivatives Deferred tax liabilities Other liabilities Total non-current liabilities	10, 14 15 16 24(e) 8 20	283,463 180,677 6,389 12,289 19,085 115 502,018	253,465 159,354 6,355 11,081 19,842 210 450,307
Total liabilities		695,671	626,249
Shareholders' equity: Share capital Contributed capital Contributed surplus Accumulated other comprehensive income Retained earnings	17	97,692 25 79,301 2,420 75,025	97,692 25 79,301 2,511 77,239
Total shareholders' equity		254,463	256,768
Total liabilities and shareholders' equity	7	950,134	883,017
Regulatory balances	7	14,679	11,382
Total liabilities, shareholder's equity and regulatory balances		\$ 964,813	\$ 894,399

Commitments and contingencies (Notes 10, 18, 19)

Subsequent events (Note 13(c))

Cn behalf of the Board:	K Marshall
Chair,	Chair,
Board of Directors	Audit Finance and Risk Management Committee

Consolidated Statement of Income and Comprehensive Income (In thousands of dollars)

Year ended December 31, 2024, with comparative information for 2023

	Notes		2024		2023
Revenues:					
Commodity revenue	21	\$	464,462	\$	421,522
Distribution revenue	21	•	100,500	*	97,459
Other income	21		10,929		9,945
			575,891		528,926
Expenses:					
Commodity cost			454,320		412,905
Operating and maintenance	22		22,802		17,726
Administration	22		43,905		39,751
Depreciation and amortization			27,337		26,021
			548,364		496,403
Finance costs	14		(15,294)		(15,375)
Unrealized loss on interest rate swap derivatives			(1,208)		(11,081)
			(16,502)		(26,456)
Income before income taxes			11,025		6,067
Income tax recovery (expense)	8		458		(1,828)
Net income			11,483		4,239
Net movements in regulatory balances, net of tax:	7				
Net movements in regulatory balances			(3,409)		(9,088)
Income tax on net movements in regulatory balance	es		(2,441)		5,473
			(5,850)		(3,615)
Net income after net movements in regulatory balances	;		5,633		624
Other comprehensive loss, net of tax:					
Remeasurements of employee future benefits			(91)		(619)
Total comprehensive income		\$	5,542	\$	5

Consolidated Statement of Changes in Equity (In thousands of dollars)

Year ended December 31, 2024, with comparative information for 2023

	Dece	Balance, ember 31, 2023	mover re	income after net ments in gulatory palances	compre	Other ehensive loss	D	ividends paid	Dece	Balance, ember 31, 2024
Share capital	\$	97,692	\$	_	\$	_	\$	_	\$	97,692
Contributed capital	Ψ	25	Ψ	_	Ψ	_	Ψ	_	Ψ	25
Contributed surplus		79,301		_		_		_		79,301
Accumulated other		-								
comprehensive income (loss)		2,511		_		(91)		_		2,420
Retained earnings		122,437		5,633		` _′		_		128,070
Dividends		(45,198)		_		_		(7,847)		(53,045)
Total equity	\$	256,768	\$	5,633	\$	(91)	\$	(7,847)	\$	254,463

	Balance, December 31, 2022		Net income after net movements in regulatory balances		Other comprehensive loss		Dividends paid		Balance, December 31, 2023	
Share capital	\$	97,692	\$	_	\$	_	\$	_	\$	97,692
Contributed capital		25		_		_		_		25
Contributed surplus		79,301		_		_		_		79,301
Accumulated other										
comprehensive income (loss)		3,130		_		(619)		_		2,511
Retained earnings		121,813		624		_		_		122,437
Dividends		(39,083)		_		_		(6,115)		(45,198)
Total equity	\$	262,878	\$	624	\$	(619)	\$	(6,115)	\$	256,768

Consolidated Statement of Cash Flows (In thousands of dollars)

Year ended December 31, 2024, with comparative information for 2023

	Notes		2024		2023
Cash provided by (used in):					
Operating activities:					
Net income after net movements in regulatory					
balances		\$	5,633	\$	624
Net movements in regulatory balances			5,850		3,615
Adjustments:					
Depreciation and amortization			27,337		26,021
Amortization of deferred contributions			(3,400)		(2,936)
Loss on disposal/retirement of property,					
plant and equipment			1,950		3,255
Employee future benefits			(57)		(79)
Unrealized loss on interest rate swap derivatives			1,208		11,081
Realized gain on interest rate swap derivatives			_ (E20)		(694)
Finance income Finance costs			(520) 15,814		(397)
			(458)		15,772 1,828
Income tax expense Other			( <del>4</del> 36) (879)		54
Capital contributions received			25,445		39,846
Deposits and developer obligations	12		(3,244)		(1,799)
Income taxes paid	12		(473)		(839)
Income taxes recovered			362		(000)
			74,568		95,352
Changes in operating working capital	23		(4,015)		(14,016)
Net cash provided by operating activities	-		70,553		81,336
Financing activities:					
Interest received			520		397
Repayment of short-term debt			520		(22,500)
Repayment of long-term debt			(2)		(927)
Proceeds from short-term debt			5,200		(021)
Proceeds from long-term debt			30,000		53,000
Proceeds from settlement on interest rate swap derivatives	i		-		3,529
Dividends paid	18		(7,847)		(6,115)
Interest paid			(15,814)		(15,772)
Net cash provided by financing activities			12,057		11,612
Investing activities:					
Additions to property, plant and equipment	23		(77,364)		(89,444)
Additions to intangible assets	23		(5,043)		(3,839)
Proceeds from disposal of property, plant			( , ,		( , ,
and equipment			177		428
Investment in joint venture	13(a)		10		10
Net cash used in investing activities			(82,220)		(92,845)
Increase in cash			390		103
Cash, beginning of year			3,806		3,703
Cash, end of year		\$	4,196	\$	3,806
Saon, ona or your		Ψ	1,100	Ψ	5,000

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

Elexicon Corporation (the "Corporation") was incorporated on April 1, 2019 under the Business Corporations Act (Ontario) by amalgamation of the former entities: Veridian Corporation ("Veridian") and Whitby Hydro Energy Corporation ("Whitby Hydro"). The Corporation was formed to conduct electricity distribution and non-regulated utility service ventures through its subsidiaries. The Corporation's non-regulated ventures include: solar electricity generation facilities and systems, energy management and procurement consulting services, as well as combined heat and power solutions. The Corporation's registered office is located at 55 Taunton Road East, Ajax, Ontario L1T 3V3.

### 1. Basis of preparation:

### (a) Basis of accounting:

These consolidated financial statements have been prepared in accordance with IFRS Accounting Standards ("IFRS") as issued by the International Accounting Standards Board ("IASB") and include the accounts of the Corporation and its subsidiaries, Elexicon Energy Inc. ("EE") and Elexicon Group Inc. ("EG") from the date that control commences until the date that control ceases. The Corporation controls a subsidiary if it is exposed, or has rights, to variable returns from its investment in the subsidiary and has the ability to affect those returns through its power over the subsidiary.

All intercompany accounts and transactions have been eliminated on consolidation.

The Corporation has evaluated the events and transactions after the consolidated balance sheet date through March 27, 2025 when the Corporation's consolidated financial statements were authorized for issuance by the Corporation's Board of Directors and identified the events and transactions which required recognition in the consolidated financial statements and/or disclosure in these notes to the consolidated financial statements (note 18).

### (b) Functional and presentation currency:

These financial statements are presented in Canadian dollars, which is the Corporation's functional currency. All amounts have been rounded to the nearest thousand, unless otherwise indicated.

### (c) Basis of measurement:

The financial statements have been prepared on the historical cost basis, except for employee future benefits and certain financial instruments that are measured at fair value.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 1. Basis of preparation (continued):

(d) Use of judgements and estimates:

The preparation of the consolidated financial statements requires management to make estimates, judgments and assumptions: within reasonable limits of materiality and within the framework of the material accounting policies, that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the consolidated financial statements and the reported amounts of revenue and expenses during the year. Due to inherent uncertainty involved in making such estimates, actual results reported in future years could differ from those estimates recorded in preparing these consolidated financial statements, including changes as a result of future decisions made by the OEB or the Minister of Energy.

Information about assumptions and estimation uncertainties that have a significant risk of resulting in a material adjustment is included in the following financial notes:

- (i) Note 3(b)(i) recognition and measurement of unbilled revenue; and
- (ii) Note 3(b)(i) and note 24(c) expected credit losses.

Management is required to make significant judgments in the area of:

- (i) Note 3(e), (f) determination of useful lives of property, plant and equipment (PP&E) and intangible assets;
- (ii) Note 2, 3(b)(i) and note 7 recognition and measurement of regulatory balances;
- (iii) Note 3(k)(ii), (iii) and note 16 measurement of employee future benefits: key actuarial assumptions;
- (iv) Note 3(m) recognition and measurement of provisions and contingencies; and
- (v) Note 3(I) and note 8 recognition of deferred tax assets availability of future taxable profit against which deductible temporary differences and tax losses carried forward can be used.

Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected. Estimates and underlying assumptions are reviewed on an ongoing basis and are based on historical experience and other factors that are considered to be relevant

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 2. Regulated environment:

EE is an electricity distributor licensed by the OEB. It is regulated by the OEB under authority of the *Ontario Energy Board Act, 1998*. The OEB is charged with the responsibility of approving or setting rates for the distribution of electricity and the responsibility of ensuring that distribution companies fulfill obligations to connect and service customers.

Electricity distribution rates:

Electricity distribution rates include both fixed monthly rates per customer and variable rates per kWh usage or kW demand. These distribution rates are subject to regulation by the OEB.

The OEB's regulatory framework for electricity distributors is designed to support the costeffective planning and operation of the electricity distribution network and to provide an appropriate alignment between a sustainable, financially viable electricity sector and the expectations of customers for reliable service at a reasonable price.

Revenue requirement is typically established during a Cost of Service ("COS") rate application. Due to the merger between Veridian Connections and Whitby Hydro on April 1, 2019, Elexicon is currently in a 10-year deferred rebasing period.

Between COS applications, the OEB regulates electricity rates for distributors through two different rate setting options: Price Cap Incentive Rate-setting ("Price Cap IR") and Annual IR Index. These incentive rate-setting mechanisms establish rates for a given year by mechanistically adjusting the prior year's rates to account for inflationary changes reduced by an amount to incent productivity. EE has two distinct rate zones for Veridian and Whitby with the rate year effective January 1 and follows the Price Cap IR rate setting option.

Prior to the merger, Veridian Connections Inc. filed a COS application in October 2013 for rates effective May 1, 2014. Whitby Hydro Electric Corporation filed a COS in January 2010 for rates effective May 1, 2010, and, through settlement, received approval for rates effective January 1, 2011. Pursuant to the completion of amalgamation on April 1, 2019 after receiving OEB approval, the Corporation intends to defer a COS rate application for a period of up to 10 years from the date of the merger closing.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 2. Regulated environment (continued):

In December 2022, the OEB approved annual IRM rate applications under the Price Cap IR process for both Veridian and Whitby rate zones for changes to distribution rates effective January 1, 2023. EE had also applied for Incremental Capital Module ("ICM") funding for its Whitby Smart Grid ("Smart Grid") Project and Sustainable Brooklin Project.

In June 2023, the OEB approved recovery of \$4,100 in restoration costs associated with a major windstorm that occurred within EE's service territory on May 21, 2022.

In July 2023, the OEB approved \$8,800 in ICM funding for 2025 for the proposed Smart Grid Project. The OEB's funding approval is contingent on Natural Resources Canada funding of \$4,000 which in turn requires project completion by March 31, 2025.

In December 2024, the OEB approved annual IRM applications under the Price Cap IR process for both rate zones for changes to distribution rates effective January 1, 2025.

### 3. Material accounting policies:

### (a) Regulatory balances:

On January 30, 2014, the IASB issued an interim standard, IFRS 14, Regulatory Deferral Accounts ("IFRS 14") to enhance the comparability of financial reporting by entities that are engaged in rate-regulated activities. IFRS 14 describes regulatory deferral account balances as amounts of expense or income that would not be recognized as assets or liabilities in accordance with other standards, but that qualify to be deferred in accordance with this standard because the amount is included, or is expected to be included, by the rate regulator in establishing the prices that an entity can charge to customers for rate regulated goods or services.

These amounts arising from timing differences are recorded as regulatory debit and credit balances on the Corporation's balance sheet, and represent existing rights and obligations regarding cash flows expected to be recovered from or refunded to customers, based on decisions and approvals by the OEB.

The Corporation regulatory debit balances represent certain amounts receivable from customers or future customers and costs that have been deferred for accounting purposes because it is probable that they will be recovered in future rates. In addition, the Corporation has recorded regulatory credit balances, which represent obligations that are expected to be refunded to customers or future customers.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 3. Material accounting policies (continued):

- (b) Revenue recognition:
  - (i) Electricity distribution and sale:

Revenue from the sale of electricity is recognized over time as the performance obligations are satisfied as the electricity is transferred to the customer. The value is determined on the basis of cyclical meter readings plus the estimated customer usage since the last meter reading date to the end of the year.

Revenue from the sale of electricity includes an estimate of unbilled revenue accrued in respect of electricity delivered but not yet billed at year end. Unbilled revenue is calculated based on OEB-approved rates for electricity consumption and electricity demand driven by number of days between a customer's last meter reading in the year and December 31. Actual billed revenue could differ from estimates due to energy demand, weather, line losses and changes in the composition of customer classes.

The difference between the amounts charged to customers, based on regulated rates, and the corresponding cost of electricity and non-competitive electricity service costs billed monthly by the IESO, is recorded as a settlement variance. In accordance with IFRS 14, the settlement variance represents future amounts to be recovered from or refunded to customers through future billing rates approved by the OEB and is presented within regulatory balances on the balance sheet and within net movements in regulatory balances, net of tax on the statement of income and comprehensive income.

Distribution revenue is recorded based on OEB-approved distribution rates to recover the costs incurred by the Corporation in delivering electricity to customers. There is also a fixed rate component to distribution revenue which is a fixed monthly charge per customer. Distribution revenue also includes revenue related to collection of specific OEB-approved rate riders.

The carrying amount of accounts receivable, including unbilled revenue is measured at amortized cost and reduced through an allowance for doubtful accounts equal to the lifetime expected credit losses to be recognized at the reporting date.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 3. Material accounting policies (continued):

### (ii) Other income:

Other income, which includes revenue from electricity distribution-related services, is recognized as services are rendered. Capital contributions received from electricity customers to construct or acquire property, plant and equipment ("PP&E") for the purpose of connecting a customer to a network fall within the scope of IFRS 15, Revenue from Contracts with Customers ("IFRS 15"). The contributions are received to obtain a connection to the distribution system in order to receive ongoing access to electricity. The Corporation has concluded that the performance obligation is the supply of electricity over the life of the relationship with the customer which is satisfied over time as the customer receives and consumes the electricity. Revenue is recognized on a straight-line basis over the term of the contract with the customer.

Developers are required to contribute towards the capital cost of construction of distribution assets in order to provide ongoing service. The developer is not a customer and therefore the contributions are scoped out of IFRS 15. Cash contributions, received from developers are recorded as deferred contributions. When an asset other than cash is received as a capital contribution, the asset is initially recognized at its fair value, with a corresponding amount recognized as deferred contributions. The deferred contributions, which represents the Corporation's obligation to continue to provide the future customers access to the supply of electricity, is amortized to income on a straight-line basis over the term of the contract with the customer.

Government grants and the related performance incentive payments under Conservation and Demand Management ("CDM") programs are recognized as income in the year when there is reasonable assurance that the program conditions have been satisfied and the payment will be received. Revenues and costs associated with CDM programs are presented using the net basis of accounting and recorded in other income.

### (iii) Deferred revenue:

Amounts received in advance but not yet earned in relation to the IESO supported CDM initiatives and other unearned revenue are presented as deferred revenue (note 11).

The Corporation, through its unregulated subsidiary, EG, may promise to provide distinct goods or services within a contract, in which case the contract is separated into the associated performance obligations as assessed from the customer's perspective.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 3. Material accounting policies (continued):

If a contract contains multiple performance obligations, the Corporation allocates the total transaction price to each performance obligation in an amount based on the estimated relative standalone selling prices of the promised goods or services underlying each performance obligation. When the Corporation is contracted to construct projects, the budgets and overall transaction prices are built up using the Corporation's best estimate of costs associated to complete the project using the appropriate overhead and subcontractor rates for a given project and location. This approach to estimate the overall costs and associated revenue is considered the most appropriate assessment of the standalone selling price for the associated performance obligations. Where costs are determined to be greater than total revenue, losses from any construction contracts are recognized in full in the income statement in the year the loss becomes known.

Contract revenue is recognized in the consolidated statement of income and comprehensive income as the Corporation satisfies the performance obligations under contract. This satisfaction occurs when control of good or service transfer to the customer.

For each performance obligation satisfied over time, the Corporation recognizes revenue by measuring progress towards complete satisfaction of that performance obligation. Using output or input methods based on the type of contract, the Corporation recognizes revenue based on progress towards complete satisfaction of the transfer of control of the promised goods or services to the customer. Revenue from fixed price and cost-plus contracts is recognized using the input method with reference to costs incurred. For agency relationships, such as construction management contracts, where the Corporation acts as an agent for its customers, fee revenue only is recognized, generally in accordance with the contract terms. Some contracts, particularly maintenance and service contracts, do not specify the amount of fixed consideration at contract inception, but will have a transaction price assigned to it once a work order is issued.

For the purpose of revenue recognition and disclosure, only the transaction price of secured work, as evidenced by work orders, would be included in revenue.

Revenue from contract modifications, commonly referred to as change orders and claims, is recognized to the extent that the contract modifications have been approved by the customer and the amount can be measured reliably.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

#### (c) Cash and bank indebtedness:

Cash is defined as cash in bank and bank indebtedness defined as obligations paid by the Corporation and outstanding as at year end.

#### (d) Materials and supplies:

Materials and supplies, which consists of parts and supplies acquired for internal construction or consumption, are valued at the lower of cost and net realizable value. Cost is determined on a weighted moving average basis.

Any write-downs taken on materials and supplies are reversed if and when net realizable value subsequently recovers. Major spare parts and standby equipment are recorded as part of PP&E and depreciated once they are available for use.

An amount of \$nil (2023 - \$292) was written down due to obsolescence in the year.

#### (e) Property, plant and equipment:

PP&E purchased or constructed by the Corporation are recorded at cost less accumulated depreciation. Costs include contracted services, materials, labour, engineering costs, directly attributable overheads and capitalized borrowing costs during construction when applied. Subsequent costs are capitalized only when it is probable that the future economic benefits associated with the costs will flow to the Corporation and the costs can be measured reliably.

Depreciation of PP&E is charged to net income on a straight-line basis over their estimated service lives at the following annual rates:

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

Land rights with fixed term	2.0%
Buildings	2.0% - 6.7%
Distribution station equipment	1.7% - 4.0%
Distribution system	1.7% - 10.0%
Meters	4.0% - 6.7%
Office equipment	10.0%
Computer hardware	20.0% - 33.3%
Vehicle fleet	6.7% - 16.7%
Renewable power generation	4.0%

The depreciation method, useful lives, and residual values are reviewed each financial year-end with the effect of any changes in estimate being accounted for on a prospective basis. Estimated useful lives reflect the best estimate and actual lives of assets may vary from estimated useful lives.

Assets are derecognized at their carrying value upon retirement or when no remaining economic benefits are expected from its use. The related gain or loss arising on the disposal or retirement is determined as the difference between the proceeds from sale and the carrying value of the asset and is included in net income for the related fiscal year. The cost of replacing a part of an item of PP&E is recognized as an addition to the carrying amount of the asset and the carrying amount of the replaced part is derecognized. The cost of the day-to-day servicing of PP&E assets is recognized in net income as incurred.

#### (f) Intangible assets:

Intangible assets are carried at cost, net of any accumulated amortization and accumulated impairment losses.

Amortization of intangible assets is provided on a straight-line basis over the estimated service lives at the following annual rates:

Application software and intellectual property	33.3%
Internally generated software	20.0%

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

Software in development is not subject to amortization. The above-noted amortization rates apply to assets held within the application software and other intangible asset grouping (note 6). The amortization method, useful lives, and residual values are reviewed each financial year-end with the effect of any changes in estimate being accounted for on a prospective basis. Estimated useful lives reflect the best estimate and actual lives of assets may vary from estimated useful lives.

#### (g) Goodwill:

Goodwill represents the future economic benefits arising from other assets acquired in a business combination that are not individually identified and separately recognized. It is allocated from the acquisition date to the Corporation's rate regulated cash generating unit ("CGU") that is expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the acquiree are assigned to those units or groups of units.

Goodwill is measured at cost less accumulated impairment losses, if any, and not amortized. Impairment testing for goodwill is carried out at each reporting date in the context of the CGU by comparing carrying amount with its recoverable amount. The recoverable amount of an asset or CGU is the greater of an asset's or CGU's fair value less costs of disposal and its value in use.

Impairment losses are recognized in net income. Impairment losses relating to the CGU are allocated first to reduce the carrying amount of any goodwill allocated to the CGU and then to reduce the carrying amounts of the other assets in the CGU on a pro rata basis. An impairment loss in respect of goodwill is not reversed.

#### (h) Financial assets/liabilities measured at amortized cost:

Accounts receivable (including unbilled revenue), cash, customer deposits, accounts payable, credit facilities, long-term debt and leases are measured at amortized cost.

A loss allowance for expected credit losses on financial assets measured at amortized cost is recognized at the reporting date. The loss allowance is measured at an amount equal to the lifetime expected credit losses for that asset.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

#### (i) Impairment of non-financial assets:

The carrying costs of non-financial assets: PP&E and finite lives intangible assets are reviewed for impairment at each reporting date to determine whether there is any indication of impairment, in which case, the asset's recoverable amount is estimated.

Goodwill and intangible assets with indefinite lives are tested for impairment annually and when circumstances indicate that the recoverable amount of an asset or CGU may be below their carrying value. The recoverable amount of an asset or CGU is the greater of its value in use and fair value less costs of disposal. The value in use calculation requires an estimate of the future cash flows expected to arise from the CGU, a suitable discount rate in order to calculate a present value as a basis for determining impairment and an estimated terminal value calculated by discounting the final year in perpetuity.

For the regulated business, the carrying costs of most of the Corporation's non-financial assets are included in rate base (the aggregate of approved investment in PP&E and intangible assets, excluding work in progress, less accumulated depreciation and amortization and unamortized capital contributions from customers, plus an allowance for working capital) where they earn an OEB-approved rate of return. Asset carrying values and the related return are recovered through approved rates. As a result, such assets are tested for impairment in the event that the OEB disallows recovery, in whole or in part, or if such a disallowance is judged to be probable.

Impairment is tested at the CGU level, which is the smallest identifiable group of assets that generates independent cash flows. An impairment loss is recognized if the carrying amount of an asset or CGU exceeds its recoverable amount and is recognized in net income.

#### (j) Customer deposits and advance payments:

Customer deposits are cash collections from customers to secure electricity or other services. Customer deposits in excess of unpaid account balances are refundable to individual customers upon termination of their electricity distribution services.

The Corporation receives advance payments from customers in relation to construction projects and recognizes them as a liability until the projects are completed.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

#### (k) Employee benefits:

#### (i) Short-term employee benefits:

The Corporation provides short-term employee benefits, such as: salaries, employment insurance, short-term compensated absences, health and dental care. These benefits are recognized as the related service is rendered and is measured on an undiscounted basis. Short-term employee benefits are recognized as an expense unless they qualify for capitalization as part of the cost of an item of materials and supplies, PP&E, intangible assets or recoverable projects. A liability is recognized in respect of any unpaid short-term employee benefits for services rendered in the reporting year.

The Corporation recognizes a current liability for the expected cost of accumulated non-vested sick leave benefits at the end of the reporting year. The assumptions used for estimating the amount of the liability are analogous to those used in the valuation of employee future benefits.

#### (ii) Multi-employer pension plan:

The Corporation accounts for its participation in the Ontario Municipal Employees Retirement System ("OMERS"), a multi-employer public sector pension fund, as a defined contribution plan.

OMERS plan is a multi-employer defined benefit plan providing pension to employees of municipalities, local boards, public utilities and school boards. It is funded by equal contributions from participating employers and employees, as well as by investment earnings of the plan. OMERS does not track its investments by employer and actuarial assumptions are developed based on the entire plan membership on a commingled basis and, therefore, information for individual plans cannot be determined. As a result, the Corporation accounts for the OMERS plan as a defined contribution plan and contributions to the plan are recognized as an employee benefit expense.

#### (iii) Employee future benefits:

The Corporation provides all employees with life insurance benefits, as well as pays certain medical benefits on behalf of some of its retired employees.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

The Corporation actuarially determines the cost of employee future benefits offered to employees. These unfunded plans are accounted for as defined benefit obligations. The Corporation applies the projected benefit method, prorated on service and based on management's best estimates and assumptions. Under this method, the projected employee future benefits is deemed to be earned on a pro rata basis over the years of service in the attribution year commencing at date of hire, and ending at the earliest age the employee could retire and qualify for benefits.

Remeasurements of the net benefit liability comprise actuarial gains or losses that are recognized in the consolidated balance sheet with a credit or charge to other comprehensive income or loss. Current service costs are allocated to operating, maintenance and administration expenses and to capital recognized on the consolidated balance sheet.

#### (I) Income taxes:

The Corporation is currently exempt from taxes under the Income Tax Act (Canada) and the Corporations Tax Act (Ontario). Under the *Electricity Act, 1998*, the Corporation and EE are required to make payments in lieu of corporate income taxes ("PILs") to the Ontario Electricity Financial Corporation. These payments are calculated in accordance with the rules for computing income and other relevant amounts contained in the Income Tax Act (Canada) and the Corporations Tax Act (Ontario) as modified by the *Electricity Act, 1998*, and related regulations. References in these consolidated financial statements to income taxes are with respect to PILs for the Corporation and EE.

The Corporation uses the asset and liability method of accounting for the tax effect of temporary differences between the carrying amount and the tax bases of the Corporation's assets and liabilities. Temporary differences arise when the realization of an asset or the settlement of a liability would give rise to either an increase or decrease in the Corporation's income taxes payable in the year or a later year.

Deferred tax assets and liabilities are measured using enacted or substantively enacted tax rates, at the reporting date, expected to apply to taxable income in the year in which those temporary differences are expected to be recovered or settled. The effect on deferred tax assets and liabilities of a change in tax rates is recognized in the consolidated statement of income and comprehensive income in the year that includes the date of enactment or substantive enactment.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

The carrying amount of deferred tax assets is reviewed at each consolidated balance sheet date and reduced to the extent that it is no longer probable that the related tax benefits will be realized. Previously unrecognized deferred tax assets are reassessed at each consolidated balance sheet date and are recognized to the extent that it is probable that future taxable profits will be available against which the temporary difference can be utilized. A valuation allowance is recorded against a deferred tax asset to the extent that the Corporation determines that it is probable that a deferred income tax asset will not be realized in the future.

Where the Corporation expects the deferred taxes to be recovered from or refunded to customers as part of the rate setting process, the deferred income tax assets and liabilities result in regulatory deferral debit balances or credit balances, respectively. Deferred tax assets that are not included in the rate-setting process result in a deferred tax provision that is charged or credited to the consolidated statement of income and comprehensive income.

#### (m) Provisions and contingencies:

A provision is recognized in the financial statements when the Corporation has a legal or constructive obligation as a result of past events and it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate can be made of the amount of obligation.

A contingent liability is disclosed when the Corporation has a possible obligation as a result of past events, the existence of which will be confirmed only by the occurrence or non-occurrence, of one or more uncertain future events, not wholly within the control of the Corporation; or when the Corporation has a present legal or constructive obligation, that arises from past events, but it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation, or the amount of the obligation cannot be measured with sufficient reliability.

The evaluation of the likelihood of the contingent events requires judgment by management as to the probability of exposure to potential gain or loss. Actual results could differ from these estimates.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

#### (n) Non-derivative financial instruments:

All non-derivative financial assets are classified as loans and receivables and all non-derivative liabilities are classified as other liabilities. These financial instruments are recognized initially at fair value plus any directly attributable transaction costs. Subsequently, they are measured at amortized costs using the effective interest method less any impairment for the financial assets, as described in notes 3(h) and 24(c).

#### (o) Derivative financial instruments:

Derivative financial instruments are measured at their fair value upon initial recognition and on each subsequent reporting date.

The Corporation has not elected to apply hedge accounting for its interest rate swap derivative contracts and does not enter into derivative agreements for speculative purposes. Changes in the fair value of the derivatives are recorded each year in the consolidated statement of income and comprehensive income, as described in note 24(e).

#### (p) Capital disclosures:

The Corporation's objectives with respect to its capital structure are to maintain effective access to capital on a long-term basis, at reasonable rates, and to deliver the appropriate financial returns. The Corporation's definition of capital includes shareholders' equity, short-term debt, bank indebtedness and long-term debt, less cash.

During the year, there have been no changes to how the Corporation assesses its capital structure.

#### (q) Changes in accounting policies:

(i) Classification of Liabilities as Current or Non-current (Amendments to IAS 1 Presentation of Financial Statements ("IAS 1")):

In January 2020, the IASB issued amendments to IAS 1 relating to the classification of liabilities as current or non-current. In October 2022, the IASB issued Non-current Liabilities with Covenants (Amendments to IAS 1), reconfirming that only covenants with which a company must comply on or before the reporting date affect the classification of a liability as current or non-current. The amendments are effective for

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

annual reporting periods beginning on or after January 1, 2024, with early adoption permitted.

The Corporation has adopted the new amendment, and it does not have a significant impact on the Corporation's financial statements.

(r) New standards and interpretations not yet adopted:

The IASB issues new standards, amendments and interpretations which do not have to be adopted in the current year. The Corporation is currently assessing the financial statement impact of adopting the following amendments which will be effective on January 1, 2026 or later to existing accounting standards:

(i) Classification of financial assets (Amendments to IFRS 9 ("Financial instruments") and IFRS 7 ("Financial Instruments: Disclosure")):

The IASB has now amended IFRS 9 following its post-implementation review of the classification and measurement requirements. The amendments include guidance on the classification of financial assets, including those with contingent features.

The IASB has also amended IFRS 7. Companies will now be required to provide additional disclosures on financial assets and financial liabilities that have certain contingent features.

(ii) Settlement by electronic payments (Amendments to IFRS 9):

Companies that recognize or derecognize financial assets or financial liabilities on the payment initiation date could see a change to their accounting following amendments to IFRS 9.

However, companies may be permitted to derecognize financial liabilities settled by an electronic payment system earlier than their settlement date, subject to certain criteria being met.

(iii) Annual improvements process (Amendments to IFRS 1, IFRS 7, IFRS 9, IFRS 10 and IAS 7):

The annual improvements process aims to improve the clarity and internal consistency of IFRS Accounting Standards. In this volume of improvements, the IASB makes minor

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 3. Material accounting policies (continued):

amendments to IFRS 9 and to a further four accounting standards.

The amendments to IFRS 9 address:

- a conflict between IFRS 9 and IFRS 15 ("Revenue from Contracts with Customers") over the initial measurement of trade receivables; and
- how a lessee accounts for the derecognition of a lease liability under paragraph 23 of IFRS 9.

The amendment on trade receivables may require some companies to change their accounting policy.

(iv) Presentation and Disclosure in Financial Statements ("IFRS 18"):

In April 2024 the IASB issued IFRS 18, which replaces IAS 1 and introduces new requirements for presentation and disclosure in financial statements, effective for annual periods beginning on or after 1 January 2027, with early adoption permitted. This new standard is the result of the so-called primary financial statements project and aims at improving how entities communicate in their financial statements, primarily the following:

- the introduction of categories and defined subtotals in the statement of profit or loss that aim at additional relevant information and provide a structure for the statement of profit or loss that is more comparable between entities;
- The introduction of requirements to improve aggregation and disaggregation that aim at additional relevant information and ensure that material information is not obscured:
- The introduction of disclosures on Management-defined Performance Measures (MPMs) in the notes to the financial statements that aim at transparency and discipline in the use of such measures and disclosures in a single location; and
- The targeted improvements to Statement of Cash Flows ("IAS 7") which aims at improved comparability between entities.

In May 2024, the IASB issued IFRS 19 ("Subsidiaries without Public Accountability") which simplifies financial reporting for eligible subsidiaries by allowing them to apply IFRS Accounting Standards with reduced disclosure requirements.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 4. Accounts receivable:

	2024	2023
Energy revenue Unbilled revenue	\$ 47,089 48,749	\$ 42,562 46,856
Project expenditures recoverable Other	11,826 4,076	11,544 1,971
Less: expected credit losses	111,740 5,301	102,933 5,275
	\$ 106,439	\$ 97,658

Accounts receivables do not contain a significant financing component, and lifetime expected credit losses ("ECLs") are recognized as the maturities are typically 12 months or less. A provision matrix is used to determine ECLs on trade receivables. The amount of credit losses recognized is based on forward looking estimates that reflect current and forecast credit conditions.

Unbilled revenue represents amounts for which the Corporation has a contractual right to receive cash through future billings and are unbilled at the year end.

#### 5. Property, plant and equipment:

December 31, 2024

	Dece	ember 31, 2023		Additions/ preciation	sposals/ rements	Dece	ember 31, 2024	
Cost			•					
Land	\$	2,386	\$	_	\$ _	\$	2,386	
Land rights		4,302		_	_		4,302	
Buildings		33,032		613	_		33,645	
Distribution station equipment		72,834		5,399	(1,068)		77,165	
Distribution system		565,538		30,838	(1,138)		595,238	
Meters		28,330		2,033	(235)		30,128	
Office equipment		2,865		75	(115)		2,825	
Computer hardware		12,141		1,586	_		13,727	
Vehicle fleet (a)		17,269		877	(458)		17,688	
Renewable power generation		2,539		_	(1,287)		1,252	
Construction in progress		73,931		39,931	_		113,862	
	\$	815,167	\$	81,352	\$ (4,301)	\$	892,218	

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 5. Property, plant and equipment (continued):

	Dec	ember 31, 2023	Additions/ depreciation		Disposals/ retirements		Dece	ember 31, 2024
Accumulated depreciation								
Land rights	\$	116	\$	12	\$	_	\$	128
Buildings		14,112		1,389		_		15,501
Distribution station equipment		15,517		2,173		(422)		17,268
Distribution system		99,625		15,754		(438)		114,941
Meters		18,464		1,183		(175)		19,472
Office equipment		2,105		153		` _		2,258
Computer hardware		7,715		1,744		_		9,459
Vehicle fleet (a)		8,758		1,285		(257)		9,786
Renewable power generation		755		104		(273)		586
	\$	167,167	\$	23,797	\$	(1,565)	\$	189,399
Net book value	\$	648,000	\$	57,555	\$	(2,736)	\$	702,819

December 31, 2023

	Dece	mber 31, 2022	dditions/ reciation	Disposals/ retirements		ember 31, 2023	
Cost							
Land	\$	2,190	\$ 196	\$ _	\$	2,386	
Land rights		4,302	_	_		4,302	
Buildings		31,742	1,290	_		33,032	
Distribution station equipment		67,804	5,073	(43)		72,834	
Distribution system		519,334	48,121	(1,917)		565,538	
Meters		26,707	1,664	(41)		28,330	
Office equipment		2,728	140	(3)		2,865	
Computer hardware		10,607	1,534	_		12,141	
Vehicle fleet (a)		15,758	2,022	(511)		17,269	
Renewable power generation		2,269	270			2,539	
Construction in progress		50,668	25,402	(2,139)		73,931	
	\$	734,109	\$ 85,712	\$ (4,654)	\$	815,167	

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 5. Property, plant and equipment (continued):

	Dec	ember 31, 2022	Additions/ depreciation		Disposals/ retirements		Dece	ember 31, 2023
Accumulated depreciation								
Land rights	\$	104	\$	12	\$	_	\$	116
Buildings		12,771		1,341		_		14,112
Distribution station equipment		13,479		2,054		(16)		15,517
Distribution system		85,515		14,830		(720)		99,625
Meters		16,431		2,072		(39)		18,464
Office equipment		1,935		170		` _		2,105
Computer hardware		6,169		1,546		_		7,715
Vehicle fleet (a)		7,543		1,332		(117)		8,758
Renewable power generation		597		158		` -		755
	\$	144,544	\$	23,515	\$	(892)	\$	167,167
Net book value	\$	589,565	\$	62,197	\$	(3,762)	\$	648,000

Right-of-use assets related to the leased properties that do not meet the definition of investment property are presented as PP&E.

(a) Includes \$1,658 (2023 - \$1,658) vehicle right-of-use assets and \$1,448 (2023 - \$1,324) accumulated amortization.

During the year, borrowing costs of \$974 (2023 - \$887) were capitalized to PP&E and credited to finance costs. Weighted average cost of long-term borrowings in EE (note 14) is used for capitalizing borrowing costs as part of PP&E with an average rate of 4.61% (2023 - 4.66%).

Additions to construction in progress are net of transfers to other PP&E categories.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 6. Intangible assets and goodwill:

### (a) Intangible assets:

December 31, 2024

	Decer	mber 31, 2023		lditions/ rtization		Disposals/ retirements		mber 31, 2024
Cost								
Application software and other Construction in progress related to	\$	25,415	\$	3,922	\$	(7)	\$	29,330
application software and other Capital contributions (note 19(b))		2,217 2,135		2,060 7,306		_ _		4,277 9,441
	\$	29,767	\$	13,288	\$	(7)	\$	43,048
Accumulated amortization								
Application software and other Capital contributions	\$	20,813 575	\$	2,356 430	\$	- -	\$	23,169 1,005
	\$	21,388	\$	2,786	\$	_	\$	24,174
Net book value	\$	8,379	\$	10,502	\$	(7)	\$	18,874
December 31, 2023	Dece	mber 31, 2022		Iditions/ rtization		oosals/	Decei	mber 31,
Cost		2022	amo	ilzalion	reure	ments		2023
Application software and other Construction in progress related to	\$	22,822	\$	2,593	\$	_	\$	25,415
application software and other Capital contributions (note 19(b))		1,145 2,135		1,072 –		- -		2,217 2,135
	\$	26,102	\$	3,665	\$	_	\$	29,767
Accumulated amortization								
Application software and other Capital contributions	\$	18,458 411	\$	2,355 164	\$	- -	\$	20,813 575
	\$	18,869	\$	2,519	\$	_	\$	21,388
Net book value	\$	7,233	\$	1,146	\$	_	\$	8,379

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 6. Intangible assets and goodwill (continued):

No borrowing costs were capitalized on intangible assets under development in 2024 or 2023.

Application software and other includes externally acquired, as well as internally generated computer software. The remaining amortization period is between one to five years.

#### (b) Goodwill:

	Decer	mber 31, 2023	Add	Additions Impairment			December 31, 2024	
Goodwill	\$	64,348	\$	_	\$	_	\$	64,348

#### (c) Impairment test:

Goodwill with carrying amount of \$64,348 was allocated to the Corporation's rate regulated CGU as a result of business acquisition and amalgamation. Impairment testing was carried out for December 31, 2024 by comparing the recoverable amount with the carrying amount. The recoverable amount of this CGU is based on its value in use, determined by discounting the future cash flows to be generated from the continuing operation of the CGU. The key assumptions used in the estimation of value in use were as follows.

Discount rate Terminal value growth rate	5.8% 2.0%
--	--------------

The cash flow projections included specific estimates for five years and a terminal growth rate thereafter. Revenue growth was projected based on the average growth rate, the estimated sales volume and expected price increases for the next five years.

The discount rate was a post-tax measure based on the return of equity rate issued by OEB on October 31, 2024, and the rates of long-term and short-term debts that EE currently holds.

The terminal growth rate was determined based on management's estimate of the long-term compounded annual earnings before interest, taxes, depreciation and amortization growth rate, consistent with the assumptions that a market participant would make.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 6. Intangible assets and goodwill (continued):

The impairment test was performed by considering the latest developments and economic conditions. The estimated recoverable amount of the CGU was determined to be higher than its carrying amount, therefore no impairment was recorded.

### 7. Regulatory balances:

Debit balances comprise the following:

						Remaining recovery/
		Balances				reversal
Decen	nber 31.	arising in	Recovery/	Other	December 31,	period
2555.	2023	the year	reversal	movements	2024	(years)
		•				<u> </u>
Deferred taxes (a) \$	27,115	\$ (487)	\$ -	\$ -	\$ 26,628	Note 2
Collection of account (b)	3,812	2,940	_	_	6,752	Note 1
IFRS transitional adjustments (c)	5,006	1,027	_	_	6,033	Note 1
Approved settlement variances (d)	1,025	14,969	(15,270)	_	724	1 year
Future settlement variances -						
RSVA (d)	14,821	4,674	(14,712)	_	4,783	Note 1
OEB cost assessment (e)	2,069	818	_	_	2,887	Note 1
Estimated useful life (f)	722	362	_	_	1,084	Note 1
Future settlement variances -						
RCVA (g)	752	43	_	_	795	Note 1
Locates (h)	446	345	_	_	791	Note 1
Cloud (i)	_	632	_	_	632	Note 1
One-time IFRS conversion costs (j)	542	20	_	_	562	Note 1
Other	_	2,086	-	-	2,086	Note 1
\$	56,310	\$ 27,429	\$ (29,982)	\$ -	\$ 53,757	

Dece	mber 31, 2022	а	alances rising in he year		covery/ eversal	mov	Other ements	Decer	mber 31, 2023	Remaining recovery/ reversal period (years)
Deferred taxes (a)	22,188	\$	4,927	\$	_	\$	_	\$	27,115	Note 2
Collection of account (b)	2,856		956		_		_		3,812	Note 1
IFRS transitional adjustments (c)	4,028		978		_		_		5,006	Note 1
Approved settlement variances (d	60		12,337	(	11,545)		173		1,025	1 year
Future settlement variances -				,	,					•
RSVA (d)	22,484		940		(8,430)		(173)		14,821	Note 1
OEB cost assessment (e)	1,616		453		` <u>_</u>		` _		2,069	Note 1
Estimated useful life (f)	406		316		_		_		722	Note 1
Future settlement variances -										
RCVA (g)	725		27		_		_		752	Note 1
Locates (h)	_		446		_		_		446	Note 1
LRAM `´	3.690				(3.690)		_			
One-time IFRS conversion costs (	j) 520		22		_		_		542	Note 1
9	58,573	\$	21,402	\$ (	23,665)	\$	_	\$	56,310	

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 7. Regulatory balances (continued):

Credit balances comprise the following:

	Decer	mber 31, 2023	ari	lances sing in le year	Reco rev	very/ ersal	( moven	Other nents	Decer	nber 31, 2024	Remaining recovery/ reversal period (years)
Tax related variances (k)	\$	7,312	\$	729	\$	_	\$	_	\$	8,041	Note 1
Pole attachment (I) Deferred taxes (a)		2,945 1,089		610 1,954		_		_		3,555 3,043	Note 1 Note 2
Other		36		4		-		-		40	Note 1
	\$	11,382	\$	3,297	\$	_	\$	_	\$	14,679	

	Decer	mber 31, 2022	ar	llances ising in ne year	Reco rev	very/ ersal	( moven	Other nents	Decer	nber 31, 2023	Remaining recovery/ reversal period (years)
Tax related variances (k)	\$	5,957	\$	1,355	\$	_	\$	_	\$	7,312	Note 1
Pole attachment (I)		2,403		542		_		_		2,945	Note 1
Deferred taxes (a)		1,637		(548)		_		_		1,089	Note 2
Other		32		4		_		-		36	Note 1
	\$	10,029	\$	1,353	\$	_	\$	_	\$	11,382	

Note 1 The Corporation intends to seek recovery or refund in future rate applications to the OEB.

The balances arising in the period column are new additions (for both debits and credits). The recovery/reversal column are amounts collected or refunded through rate riders, disposition of OEB-approved regulatory balances, or other transactions which reduce existing regulatory balances. The other movements column consists of impairment (if the OEB disallowed certain amounts), and reclassification between the regulatory debit and credit balances. There is no impairment recorded for 2024 or 2023.

Note 2 The Corporation will not seek disposition of the balance since it will be reversed through timing differences in the recognition of deferred tax assets or liabilities.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 7. Regulatory balances (continued):

Regulatory balances descriptions:

#### (a) Deferred taxes:

The Corporation records deferred tax assets or liabilities with a corresponding regulatory tax liability or asset. The Corporation will not seek disposition of these balances as they will be reversed through timing differences in the recognition of deferred tax assets or liabilities.

The regulatory debit balance is the expected future electricity distribution rate increase for customers arising from timing difference in the recognition of deferred tax assets and the regulatory credit balance is the deferred tax amount reclassified under IFRS 14.

The deferred tax amount related to the expected future electricity distribution rate increase for customers was \$26,628 (2023 - \$27,115) as at December 31, 2024.

The amounts reclassified under IFRS 14 include the deferred tax liability related to regulatory balances of \$3,043 (2023 - \$1,089) as at December 31, 2024.

#### (b) Collection of account:

On March 14, 2019, the OEB issued the *Notice of Amendments to Codes* regarding the non-payment of account service charges for electricity distributors in which the OEB eliminated the Collection of Account charge.

Elexicon requested a new Deferral and Variance Account for Veridian Rate Zone in its 2020 IRM application (EB-2019-0252) to record the lost revenues associated with the elimination of the Collection of Account charge. This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 7. Regulatory balances (continued):

#### (c) IFRS transitional adjustments:

Commencing in 2014, the Corporation's Veridian rate zone has recorded regulatory debit balances arising from derecognition of assets under IFRS. The Whitby rate zone dealt with the derecognition of assets under IFRS in a 2019 OEB proceeding. If the Whitby rate zone calculated value exceeds the approved materiality threshold in its 2019 OEB rate decision, it may request the establishment of a new deferral and variance account.

The Corporation's Veridian rate zone also records the capitalized borrowing costs difference between weighted average long-term borrowing costs under IFRS and the capitalization rate prescribed by the OEB. The Whitby rate zone is not required to record this difference based on the settlement agreement approved in its 2019 rate application.

This regulatory balance will be sought for disposition in the Corporation's first COS rebasing application under IFRS or in a future stand-alone application.

#### (d) Settlement variances:

#### Approved settlement

For the 2024 rate year, the OEB approved:

 Disposition of cost pass-through accounts "Group 1 Deferral and Variance Accounts" for both Veridian and Whitby rate zones. Group 1 accounts represent the variance(s) of the differences between purchased and billed power costs.

#### Future settlement

The amounts include the variances between the amount charged by the IESO for the operation of the markets and grid, as well as various wholesale market settlement charges and transmission charges, as compared to the amount billed to consumers based on the OEB-approved rates. This amount also includes variances between the amounts charged by Hydro One Networks Inc. ("Hydro One") for low voltage services and the amount billed to consumers based on the OEB-approved rates.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 7. Regulatory balances (continued):

#### (e) OEB cost assessment:

The Board issued guidance on February 9, 2016, permitting effective April 1, 2016 the use of Account 1508 Other Regulatory Asset – Sub Account - OEB Cost Assessment Variance to record any material differences between OEB cost assessments currently built into rates and cost assessments that will result from the application of the new Cost Assessment Model ("CAM"), until the utility's next rebasing application.

#### (f) Estimated useful life:

In Whitby's 2019 Annual IR Application EB-2018-0079, the OEB approved the use of a new deferral Account 1508, Sub-account - Changes in Estimated Useful Lives, to record the impact of accounting changes to depreciation as a direct result of changes in estimated useful lives resulting from Whitby Hydro's annual review required under IFRS, per the depreciable asset section of IAS 16 – Property, Plant and Equipment. This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application.

#### (g) Retail cost variance account (RCVA):

The Corporation is recording the differences between the revenue charged to retailers and the incremental costs associated with providing the retail services. This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application.

#### (h) Locates:

In 2023, the OEB established a generic, sector-wide variance account, the Getting Ontario Connected Act ("GOCA") variance account, to specifically track incremental costs of locates in 2023 and future years arising from the implementation of recent provincial

legislation: Bill 93 (the *Getting Ontario Connected Act*, S.O. 2022). This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 7. Regulatory balances (continued):

#### (i) Cloud:

In a letter dated November 2, 2023 the OEB established a deferral account relating to incremental cloud computing implementation costs. The generic deferral account is effective December 1, 2023 and is used to record incremental cloud computing implementation costs incurred by utilities and any related offsetting savings, if applicable. This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application.

#### (j) One-time IFRS conversion costs:

In accordance with an OEB directive, a deferral account has been established for the onetime administrative costs during transition to IFRS for the Veridian rate zone. These amounts will be sought for disposition in the Corporation's first COS rebasing application under IFRS or in a future stand-alone application.

#### (k) Tax-related variances:

The regulatory balance relates to the revenue requirement impact of accelerated capital cost allowance deductions from the Accelerated Investment Incentive tax measure which received Royal Assent on June 21, 2019. This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application. This regulatory balance also includes the revenue requirement impact of additional capital cost allowance deductions from the Immediate Expensing tax measure which received Royal Assent in June 2022.

#### (I) Pole attachment:

On March 22, 2018 the OEB issued the Report of the Ontario Energy Board: Wireline Pole Attachment Charges (EB-2015-0304). The report established a new variance Account 1508 – Sub – Account – Pole Attachment Revenue Variance to be used for recording the incremental revenue arising from the changes to the pole attachment charge applicable to all licensed electricity distributors. This regulatory balance will be sought for disposition in the Corporation's next COS rebasing application or in a future stand-alone application.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 8. Income taxes:

The provision for income taxes differs from the amount that would have been recorded using the combined Canadian federal and Ontario statutory income tax rate. The reconciliation between the statutory and effective tax rates is provided as follows:

	2024	2023
Income before income taxes	\$ 11,025	\$ 6,067
Federal and Ontario statutory income tax rate	26.50%	26.50%
Provision for income taxes at statutory rate Increase (decrease) resulting from: Temporary differences expected to be	\$ 2,922	\$ 1,608
recovered from customers  Current period losses for which no	(3,847)	(4,113)
deferred tax asset is recognized Under provided in prior periods Other	313 73 2,522	976 409 (2,525)
Income taxes recorded in regulatory balances movements	(2,441)	5,473
Income tax (recovery) expense	\$ (458)	\$ 1,828
Effective income tax rate	(4.2%)	30.1%
Allocated:		
Current expense Deferred expense (recovery) Income taxes recorded in regulatory	\$ 299 1,684	\$ 446 (4,091)
balances movements	(2,441)	5,473
Total income tax (recovery) expense	\$ (458)	\$ 1,828

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 8. Income taxes (continued):

Deferred tax assets and liabilities arise from differences between the carrying amounts and tax bases of the Corporation's assets and liabilities. The tax effects of these differences are as follows:

	2024	2023
Deferred tax assets (liabilities):		
Property, plant and equipment		
and intangible assets	\$ (39,156)	\$ (31,925)
Employee future benefits	2,304	2,291
Sick leave liability	353	405
Non-capital losses	14,209	8,049
Unrealized loss on interest rate swap derivatives	3,256	2,936
Deferred revenue and others	3,535	1,373
	(15,499)	(16,871)
Valuation allowance	(3,586)	(2,971)
	(19,085)	(19,842)
Deferred tax liabilities:		
Regulatory balances	3,043	1,089
Moved to regulatory deferral account credit balances	(3,043)	(1,089)
	_	_
Deferred tax liabilities	\$ (19,085)	\$ (19,842)

The Corporation has non-capital losses for income tax purposes of \$13,519 available to reduce future years' income for tax purposes that will expire between 2037 and 2045. The potential deferred tax benefit of these losses has not been recognized since management has determined that it is probable that these amounts will not be realized in the foreseeable future.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 9. Accounts payable and accrued liabilities:

	2024	2023
Cost of power accrual	\$ 32,518	\$ 31,798
Accounts payable	17,547	15,387
Accrued liabilities	14,811	5,142
Customer credit balances	5,724	5,364
Non-vested sick leave liability	1,008	1,094
Other	6,320	2,182
	\$ 77,928	\$ 60,967

#### 10. Credit facilities:

As at December 31, 2024, the Corporation had the following external credit facilities with a Canadian chartered bank (the "Bank"):

- (a) Uncommitted revolving demand credit facility. The facility is required to be no greater than \$60,000, with a letter of credit ("L/C") carve-out availability;
- (b) Committed or demand revolver facility (note 14) with a combined total no greater than \$353,645; and
- (c) Uncommitted revolving demand credit facility with a credit limit of \$5,000.

The financial covenants for the above facilities require a Consolidated Interest Coverage Ratio ("ICR") of not less than 1.75 for the fourth quarter of 2023 and stepping down to 1.40 for the first quarter of 2024 and thereafter, stepping up to 1.75 for the first quarter of 2026. The financial covenants are tested on a consolidated basis of the Corporation. The Corporation is compliant with all bank covenants as at December 31, 2024.

As at December 31, 2024, \$5,200 (2023 - \$nil) was drawn out of facility (a); \$283,390 (2023 - \$253,390) was outstanding from facility (b), and \$nil (2023 - \$nil) was drawn out of facility (c) above (note 14). To cover the risk of fluctuating interest rates, \$253,390 of facility (b) was structured with interest rate swap derivative agreements with the Bank, effectively converting the obligations into two fixed interest rate loans of 5.096% and 4.84%, respectively. During 2024, the Corporation withdrew \$30,000 out of this facility.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 10. Credit facilities (continued):

The Corporation utilized facility (a) for: \$100 to issue an irrevocable L/C in favour of the Ministry of Environment and \$3 to issue an irrevocable L/C in favour of the City of Belleville.

The Ministry of Environment requires security to ensure adequate funds are available, to effect suitable remedial action, if an event occurs resulting in a health and safety hazard to any person, or the natural environment.

The City of Belleville requires security for land site development for the building in the City of Belleville, and it could draw on the L/C if the Corporation does not fulfill the obligations of the site plan agreement.

#### Short-term debt:

As at December 31, 2024, the Corporation had \$89,132 (December 31, 2023 - \$89,132) notes payable due to the Corporation's shareholders on demand at a rate of 4.13%. The noteholders have a right to demand repayment of these notes together with any accrued interest, in whole or part, with 60 days' prior written notice to the Corporation. As the Corporation does not have any unconditional right to defer settlement of this liability for at least twelve months after the reporting period, the notes issued to the shareholders of \$89,132 are classified as short-term debt.

As at December 31, 2024 the Corporation also utilized \$5,200 (December 31, 2023 - \$nil) of the uncommitted revolving demand credit facility above and recognized it as a short term debt.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 11. Deferred revenue:

(a) As at December 31, 2024, \$nil (2023 - \$1,620) of deferred revenue represents the balance of unearned revenue from funding received from the IESO to deliver CDM programs.

An agreement was entered with the IESO on December 16, 2014 and on June 8, 2015, whereby the IESO conditionally approved a CDM plan that was jointly submitted by the Corporation (Veridian and Whitby Hydro) to deliver CDM programs covering the period from January 1, 2015 to December 31, 2020. This CDM plan was most recently updated on April 18, 2017 and conditionally approved by the IESO on May 12, 2017.

All programs under the IESO agreement and all relevant wind down costs are expected to be fully funded and paid by the IESO. The IESO is invoiced monthly for the costs incurred on various CDM programs and wind down expenditures. The Corporation received some initial funding in the form of a pre-payment from the IESO for the delivery of CDM programs under the energy conservation agreement. Amounts received but not yet earned are presented on the consolidated balance sheet under current liabilities as deferred revenue. During 2024, the Corporation received notice from the IESO with respect to bringing the wind-down of the CDM programs to a close. A reconciliation was performed and the prefunding amounts were returned to the IESO.

(b) As at December 31, 2024, \$3,397 (2023 - \$3,476) of deferred revenue represents the balance of unearned revenue related to the ICM projects.

#### 12. Deposits and developer obligations:

	2024	2023
Advance payments - construction deposits	\$ 312	\$ 190
Customer deposits	5,351	5,550
Developer obligations	7,795	10,962
Deposits and developer obligations	\$ 13,458	\$ 16,702

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 13. Related party transactions:

The Corporation provides electricity and services to its principal shareholders, the Town of Ajax, the Municipality of Clarington, the City of Pickering, the City of Belleville and the Town of Whitby (collectively, the "shareholders"). Electrical energy is sold to the shareholders at the same prices and terms as other electricity customers consuming equivalent amounts of electricity.

Summary of transactions with the shareholders:

	-	Town of Ajax	-	Town of Whitby	Ρ	City of ckering		City of elleville		cipality rington	Total
Electricity and services											
revenue	\$	2,710	\$	1,841	\$	2,342	\$	1,687	\$	479	\$ 9,059
Finance costs on the		242								0.40	
notes payable		810		1,171		1,035		322		343	3,681
Property taxes paid		253		251		46		122		36	708
	-	Town of	-	Town of		City of		City of		ipality	
		Ajax		Whitby	Р	ckering	Be	lleville	of Cla	rington	Total
Accounts receivable											
balance	\$	239	\$	264	\$	330	\$	319	\$	39	\$ 1,191
	-	Town of	_	Town of		City of		City of		ipality	
		Ajax		Whitby	Р	ckering	Be	lleville	of Cla	rington	Total
Dividends paid	\$	1,713	\$	2,511	\$	2,188	\$	709	\$	726	\$ 7,847
									2024		2023
Compensation paid to k	cev mar	nageme	nt p	ersonne	el <sup>(i)</sup>			\$	4,657		\$ 4,708

<sup>(</sup>i)Comprising the senior management team and members of the Board of Directors. The compensation includes salaries, performance pay and taxable benefits. This includes OMERS contributions of \$400 (2023 - \$421).

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 13. Related party transactions (continued):

The Corporation has renewable generation projects and holds interest in the following entities, joint operations:

#### (a) Claremont Community Centre Solar:

EE, TREC SolarShare Co-Operative (No. 1) Inc. and Solera Sustainable Energies Company Limited are parties to a joint operation agreement with an equity interest of 39%, 51% and 10%, respectively, to build, own, operate and maintain a solar generation project at Claremont Community Centre owned by the City of Pickering, located at 4941 Old Brock Road, Pickering, Ontario L1V 7E2. This project is approved under the Feed-in Tariff government program.

The joint venture started operation in July 2015. In 2024, the Corporation included its share of net income \$6 (2023 - \$7) in the consolidated financial statements.

In 2016, the Corporation financed the above project for an amount of \$264 for a 15-year term at an interest rate of 5.00%. An amount of \$56 (2023 - \$62) (net of repayments and intercompany funding) is included in other assets of the Corporation as at December 31, 2024. The funding provided by the Corporation was in the same proportion as the equity interest: EE 39%, TREC Solar Share Co-Operative (No. 1) Inc. 51% and Solera Sustainable Energies Company Limited 10%.

#### (b) EE, Lakefront, Solera Joint Operation:

EE, Lakefront Utility Services Inc. and Solera Sustainable Energies Company Limited entered into a joint operation agreement with an equity interest of 42.5%, 42.5% and 15% respectively, to build, own, operate and maintain a solar generation project at the property owned by The Corporation of the Town of Cobourg, located at 739 D'Arcy Street, Cobourg, Ontario (Building 13).

The joint venture started operations in 2019. In 2024, the Corporation included its share of negligible loss in the financial statements.

In 2019, the Town of Cobourg Holding Inc. financed the above project for an amount of \$202 for a 25-year term at an interest rate of 5.75%. An amount of \$75 (2023 - \$77) is included in the Corporation's long-term-debt as at December 31, 2024 (note 14). The funding provided by the Corporation of the Town of Cobourg was in the same proportion as

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 13. Related party transactions (continued):

the equity interest: EE 42.5%, Lakefront Utility Services Inc. 42.5% and Solera Sustainable Energies Company Limited 15%.

EE, as a joint operator accounts for the assets, liabilities, revenue and expenses relating to its interest in the joint operations in accordance with the IFRS applicable to the particular assets, liabilities, revenue and expenses.

#### (c) EVSTART Inc.:

The Corporation's subsidiary, EG, and Wyse Metering Solutions both hold a 50% equity interest respectively in EVSTART Inc. ("EVSTART"), incorporated to own, operate and maintain projects related to electric vehicle infrastructure and own chargers as a service.

This joint venture was created in November of 2021 with a twenty dollar capital injection by EG as at December 31, 2021. In 2022 EG issued a \$500 promissory note to EVSTART with no set repayment terms. The note bears an interest rate of prime plus 3% and the interest is accrued monthly.

EVSTART began operations in 2022 and incurred a loss. These losses have not been accounted for in the Corporation's financial statements since this would reduce the Corporation's interest to below zero. Management has assessed that there is no legal or constructive obligation that exists for the Corporation in relation to EVSTART. The Corporation will record its share of profits, only after its share of losses in EVSTART have been recognized.

The Corporation, as a joint venturer accounts for the assets, liabilities, revenue and expenses relating to its interest in the joint operations in accordance with the IFRS applicable to the particular assets, liabilities, revenue and expenses.

On January 31, 2025, EG sold its Rate Switch business and shares in EVSTART to Wyse Metering Solutions for total proceeds of \$1,059. Pursuant to the terms of the agreement, the sale included the repayment of EG's promissory note to EVSTART, with accrued interest, and all outstanding EVSTART receivables for additional proceeds of \$1,726. EG has 120 days after the transaction date to assign remaining contracts over to Wyse for additional consideration. Once the 120-day period has ended, the activity in EG is expected to be minimal as the restructuring plan will have been completed.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 14. Long-term debt:

	2024	2023
Loan payable to Town of Cobourg Holding Inc., maturing		
on February 1, 2044, at a rate of 5.75%	75	77
Long-term debt from the Bank, maturing on		
November 2, 2028, at a rate of 5.096% (note 10(b))	33,390	33,390
Long-term debt from the Bank, maturing on		
August 2, 2028, at a rate of 4.84% (note 10(b))	220,000	220,000
Long-term debt from the Bank, maturing on		
June 29, 2026 (note 10(b))	30,000	
	283,465	253,467
Land to the second of the seco	•	0
Less: current portion	2	2
	\$ 283.463	\$ 253,465
November 2, 2028, at a rate of 5.096% (note 10(b)) Long-term debt from the Bank, maturing on August 2, 2028, at a rate of 4.84% (note 10(b)) Long-term debt from the Bank, maturing on	220,000 30,000 283,465 2	220 253

Scheduled principal repayments for the next five years and thereafter as of December 31, 2024:

2025	\$	2
2026		30,002
2027		2
2028		253,392
2029		3
Thereafter		64
		283,465
Less: current portion		2
	<b>.</b>	202.462
	\$	283,463

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 14. Long-term debt (continued):

Scheduled interest payments for the next five years and thereafter as of December 31, 2024:

2025 2026 2027 2028 2029 Thereafter	1 1	3,554 3,554 2,354 8,662 4 27
	\$ 4	8,155

Expected weighted average borrowing costs:

4.78% 5.05% 4.87% 6.83% 5.72%

Finance costs related to short-term debt, long-term debt and other comprise:

	2024	2023
Interest on:		
Notes payable and loans	\$ 16,324	\$ 15,829
Customer deposits and other	464	830
·	16,788	16,659
Less:		
Capitalized borrowing costs	974	887
Finance income	520	397
	\$ 15,294	\$ 15,375

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 15. Deferred contributions:

Deferred contributions are the capital contributions received from electricity customers and developers, which have not yet been recognized into other income.

The continuity of deferred contributions is as follows:

	2024	2023
Deferred contributions, beginning of year	\$ 163,190	\$ 126,360
Contributions received	25,445	39,846
Contributions amortized as other income	(3,400)	(2,936)
Contributions removed with asset disposals	(117)	(80)
Deferred contributions, end of year	185,118	163,190
Less: current portion	4,441	3,836
Non-current	\$ 180,677	\$ 159,354

Customer and developer contributions for the acquisition or construction of PP&E are considered to be deferred contributions and amortized over the useful lives of the related assets as other income.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 16. Employee future benefits:

#### (a) Pensions:

During the year, the Corporation made contributions totaling \$3,746 (2023 - \$3,385) to OMERS. These contributions have been recognized as an operational expenditure net of the amount capitalized in assets. The expected payment for 2025 is \$3,920, representing less than 1% of the group plan contributions. As at December 31, 2024, and subject to the estimates, assumptions and valuations of OMERS, the plan obligations are 98% (2023 - 97%) funded by its assets. OMERS has a strategy to return the plan to a fully funded position. The Corporation is not able to assess the implications, if any, of this strategy or of the withdrawal of other participating entities from the OMERS plan on its future contributions.

#### (b) Post-retirement benefits other than pension:

The Corporation pays certain benefits on behalf of its retired employees and recognizes these post-retirement costs in the year in which the employees render the services.

Information about the Corporation's non-contributory defined benefit plan to fund life insurance, health and dental care benefits and a retiree Health Care Spending Account ("HCSA"), is as follows:

	2024	2023
Accrued benefit liability recognized, beginning of year Current service costs	\$ 6,355 135 286	\$ 5,816 120 286
Benefit payments	(475)	(432)
Remeasurements recognized in other comprehensive income	88	565
Accrued benefit liability recognized, end of year	\$ 6,389	\$ 6,355

The amounts presented are based upon an actuarial valuation performed as at December 31, 2022 with an update to the accounting extrapolations for the year ending December 31, 2024.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 16. Employee future benefits (continued):

### (c) Significant assumptions:

2024	2023
%	%
4.7	4.6
5.3	4.9
5.6	5.1
	% 4.7 5.3

### (c) Sensitivity analysis:

Changes in key assumptions would have had the following effect on the benefit obligation:

	Estimated v future pa		% difference
Base (4.70%)	\$	6,389	_
Discount rate: (3.70%) or -1.00% (5.70%) or +1.00%		7,498 5,527	17% (14%)
Health and dental cost trend rates: - 1.00% +1.00%		5,973 6,900	(7%) 8%

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 17. Share capital:

	2024	2023
Authorized:     Unlimited Common Shares Issued:     100,000 Common Shares	\$ 97,692	\$ 97,692

#### 18. Dividends:

On February 29, 2024 the Board of Directors of the Corporation declared dividends of \$7,357 on the issued and outstanding Common shares in respect of the 2023 fiscal year.

Dividends and dividend advances paid in 2024 were \$7,847 and include the following:

- 2023 Q4 dividends of \$2,384
- 2024 Q1, Q2, Q3, and Q4 dividend advances of \$5,463

On March 27, 2025, the Board of Directors of the Corporation declared dividends of \$4,797 on the issued and outstanding Common shares in respect of the 2024 fiscal year. Dividend advances of \$5,463 were paid during 2024 with the excess of \$666 to be deducted from dividends to be paid in the future.

#### 19. Commitments and contingencies:

#### (a) Insurance claims:

The Corporation is a member of the Municipal Electric Association Reciprocal Insurance Exchange ("MEARIE"), which was created on January 1, 1987. A reciprocal insurance exchange may be defined as a group of persons formed for the purpose of exchanging reciprocal contracts of indemnity or inter-insurance with each other. MEARIE provides general liability insurance to member electric utilities. MEARIE also provides vehicle and property insurance to the Corporation.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

#### 19. Commitments and contingencies (continued):

Insurance premiums charged to each member electric utility consist of a levy per \$1 of service revenue subject to a credit or surcharge based on each electric utility's claims experience.

#### (b) Contractual obligation - Hydro One Networks Inc.:

Whitby transformer station:

The Corporation's subsidiary, EE, is party to a connection and cost recovery agreement with Hydro One related to the construction by Hydro One of a transformer station designated to meet EE's anticipated electricity load growth. Construction of the project was completed during 2007 and EE connected to the transformer station during 2008.

To the extent that the cost of the project is not recoverable from future transformation connection revenue, EE is obligated to pay a capital contribution equal to the difference between this revenue and the construction costs allocated to EE. The construction costs allocated to EE for the project are \$19,950.

Hydro One has performed the final true-up based on actual load at the end of the fifteenth anniversary of the in-service date and the Corporation accrued \$4,062 for the shortfall of connection transformation revenue for Hydro One, as at December 31, 2024 (December 31, 2023 - \$nil) and recognized this amount as an intangible asset.

#### Seaton transformer station:

The Corporation constructed a transformer station designated to meet the Corporation's anticipated electricity load growth and connected the transformer station to Hydro One's transmission system in December 2022. The Corporation entered into a connection and cost recovery agreement with Hydro One for the 230kV transmission supply to the transformer station. The construction costs allocated to the Corporation for the transmission supply project are \$10,003 and a capital contribution of \$3,244 was required due to increase in cost and lower incremental load forecast. The Corporation accrued \$3,244 as at December 31, 2024 (December 31, 2023 - \$nil) and recognized this as an intangible asset.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 19. Commitments and contingencies (continued):

To the extent that the cost of the project is not recoverable from future transformation connection revenue, the Corporation is obligated to pay additional capital contributions equal to the difference between this revenue and the construction costs allocated to the Corporation. Hydro One will perform a true-up based on actual load at the end of the fifth, tenth and fifteenth anniversary of the in-service date.

### (c) Contractual obligation - Cloud Computing Arrangements

The Corporation entered into a cloud computing arrangement in December 2024 with an established Canadian supplier for licensing and to implement an integrated technology platform solution implementing electrical utility industry leading standard operating models and business processes for a 10-year term with a cost of \$48,799.

### (d) Prudential support:

Purchasers of electricity in Ontario, through the IESO, are required to provide security to mitigate the risk of default based on their expected activity in the market. The IESO could draw on this security if the Corporation fails to make the payment required on a default notice issued by the IESO. The Corporation has provided a \$64,000 guarantee to the IESO on behalf of EE.

### (e) General claims:

From time to time, the Corporation is involved in various lawsuits, claims and regulatory proceedings in the normal course of business. In the opinion of management, the outcome of such matters will not have a material adverse effect on the Corporation's consolidated financial position and results of operations or cash flows.

#### 20. Leases:

The Corporation is committed to lease agreements for various vehicles.

When measuring the lease liabilities for leases, the Corporation discounted lease payments using the implicit rate of each lease agreement with a range of 5.65% to 7.20%.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 20. Leases (continued):

Future minimum non-cancellable lease payment obligations under finance leases are as follows:

2025 2026 2027			\$	95 71 44
			\$	210

As at December 31, 2024, a lease obligation of \$95 (December 31, 2023 - \$124) is recorded as a current liability and \$115 (December 31, 2023 - \$210) is recorded as a non-current liability.

The Corporation has also recognized \$16 (2023 - \$25) in interest costs (recognized as finance costs in the consolidated statement of income and comprehensive income and the consolidated statement of cash flows) and \$124 (2023 - \$177) in lease repayments (recognized as changes in operating working capital in the consolidated statement of cash flows).

### 21. Revenue and other income:

	2024	2023
Commodity revenue Distribution revenue	\$ 464,462 100,500	\$ 421,522 97,459
Distribution revenue	100,300	97,439
Other income:		
Late payment charges	\$ 1,467	\$ 1,474
Customer charges (a)	779	789
Pole rentals	1,174	1,100
Amortization of deferred contributions	3,400	2,936
Consulting	3,826	4,644
Renewable energy	495	604
Other	(212)	917
Project write-off	_	(2,519)
	\$ 10,929	\$ 9,945

<sup>(</sup>a) Includes reconnection/disconnection, collection and change of occupancy charges from customers.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

# 21. Revenue and other income (continued):

Energy sales and distribution revenue by customer class are as follows:

	2024	2023
Residential service General service Large users	\$ 277,759 266,868 20,335	\$ 245,343 251,395 22,243
Total commodity and distribution revenue	\$ 564,962	\$ 518,981

# 22. Operating, maintenance and administration expenses:

	Operating and maintenance	Administration	Total 2024	Total 2023
Salaries and benefits External services Materials and supplies Vehicle Other	\$ 11,378 9,808 131 1,289 196	\$ 21,155 19,672 343 118 2,617	\$ 32,533 29,480 474 1,407 2,813	\$ 30,724 23,358 443 1,452 1,500
	\$ 22,802	\$ 43,905	\$ 66,707	\$ 57,477

### 23. Consolidated statement of cash flows:

Changes in operating working capital provided by (used in) include the following:

	2024	2023
Accounts receivable Materials and supplies Prepaid expenses Accounts payable and accrued liabilities Deferred revenue	\$ (8,282) 1,603 (279) 4,725 (1,782)	\$ (9,682) (3,582) 513 (1,319) 54
	\$ (4,015)	\$ (14,016)

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 23. Consolidated statement of cash flows (continued):

Reconciliation between the amount presented in the consolidated statement of cash flows and total additions to PP&E and intangible assets:

-		2024		2023
Purchase of PP&E, cash basis	\$	77,364	\$	89,444
Net change in accruals related to PP&E	Ť	3,988	•	(3,732)
Total additions to PP&E	\$	81,352	\$	85,712
Purchase of intangible assets, cash basis Net change in accruals related to intangible assets	\$	5,043 8,245	\$	3,839 (174)
Total additions to intangible assets	\$	13,288	\$	3,665

### 24. Financial instruments and risk management:

#### (a) Market risk:

Market risk refers primarily to risk of loss that results from changes in commodity prices, foreign exchange rates and interest rates. The Corporation does not have commodity risk due to the flow-through nature of energy purchases and costs. All variances due to timing of customer billing or regulated pricing are recorded in retail settlement variance accounts and are recovered from or returned to customers in accordance with regulatory directives. The foreign exchange risk is considered not material and is limited to U.S. dollar cash holdings of \$22 (2023 - \$209) as at December 31, 2024.

### (b) Interest rate risk:

The Corporation enters into fixed interest rate long-term debt agreements to minimize cash flow and interest rate fluctuation exposure. During 2023, the Corporation unwound its interest rate swap derivative maturing March 2, 2045. The Corporation then entered into a new interest rate swap derivative agreement of \$33,390 maturing on November 2, 2028. Additionally, the Corporation entered into a new interest rate swap derivative agreement of \$220,000 maturing on August 2, 2028. The Corporation entered into interest rate swap derivative agreements with the Bank to exchange interest rate cash flows.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 24. Financial instruments and risk management (continued):

Under these agreements, the Corporation and the Bank have the periodic exchange of payments without exchanging the notional principal amount on which the payments are based. This effectively provided the Corporation with a fixed rate loan, which reduces the impact of fluctuating interest rates on long-term debt. The Corporation does not enter into any such financial instrument for speculative purposes.

The Corporation is also exposed to fluctuations in interest rates as the regulated rate of return for the Corporation's distribution business is derived using a formulaic approach which is in part based on the forecast for long-term Government of Canada bond yields. This rate of return is approved by the OEB as part of the approval of distribution rates.

### (c) Credit risk:

Financial assets create credit risk that a counterparty will fail to discharge an obligation, causing a financial loss. The Corporation's distribution revenue is earned on a broad base of customers. As a result, the Corporation did not earn a significant amount of revenue from any individual customer.

The inflationary pressures and a higher interest rate environment create a higher degree of uncertainty due to economic and business disruption. Management considers current economic and credit conditions in revising the estimates and judgments used in preparation of the expected credit losses provision on its accounts receivable balances. The Corporation applies provision rates based on recent and changing trends to customer aging balances, customer collection patterns and risk of customer default and has recorded an increase to the expected credit loss allowance of \$26. The impact of the OEB's moratorium on disconnections impacted the Corporation's ability to mitigate credit risk from customer accounts receivable balances.

The Corporation manages counterparty credit risk through various techniques, including limiting total exposure levels with individual counterparties consistent with the Corporation's policies and monitoring the financial condition of counterparties.

Management believes that the credit risk of accounts receivable is limited due to the following reasons:

(i) There is a broad base of customers with no one customer that accounts for revenue or an accounts receivable balance in excess of 10% of the respective balance.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 24. Financial instruments and risk management (continued):

- (ii) The Corporation, as permitted by the OEB's Retail Settlement and Distribution System Code, may obtain a security deposit or L/C from customers to mitigate risk of payment default.
- (iii) The percentage of accounts receivable that is outstanding more than 90 days is approximately 7.5% (2023 6.7%) of the total net outstanding balance.
- (iv) The Corporation includes an amount of accounts receivable write-offs within net income for rate-setting purposes.

Expected credit risk losses:

2023	\$ 5,275
Additional allowances Write-offs	1,920 (1,894)
	26
2024	\$ 5,301

Pursuant to their respective terms, accounts receivable are aged as follows as at December 31:

	2024	2023
Total accounts receivable	\$ 111,740	\$ 102,933
Less: expected credit losses	5,301	5,275
Total accounts receivable, net	\$ 106,439	\$ 97,658
Of which:		
Unbilled revenue	\$ 48,749	\$ 46,856
Outstanding less than 30 days	47,835	43,511
Outstanding 31 days but not more than 60 days	4,990	4,211
Outstanding 61 days but not more than 90 days	2,206	1,821
Outstanding 91 days but not more than 120 days	1,497	1,223
Outstanding more than 120 days	6,463	5,311
	111,740	102,933
Less: expected credit losses	5,301	5,275
	\$ 106.439	\$ 97.658

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 24. Financial instruments and risk management (continued):

### (d) Liquidity risk:

Liquidity risk is the risk that the Corporation will not be able to meet its financial obligations as they become due. The Corporation has access to credit facilities and monitors cash balances daily. Short-term liquidity is provided through cash on hand, funds from operations and a revolving credit facility. Short-term liquidity is expected to be sufficient to fund normal operating requirements.

The current challenging economic climate affected by factors including but not limited to uncertain macroeconomic conditions like a global recession may lead to material adverse changes in cash flows, working capital levels and/or debt balances, which may also have a direct negative impact on the Corporation's operating results and financial position in the future. Accordingly, the Corporation continues to monitor and adapt its response plan as the economic climate evolves.

The liquidity risks associated with financial commitments are as follows:

Financial commitments as of December 31, 2024:

	Due within one year			e between e and five years	ie past years
Financial liabilities: Accounts payable and					
· · · · · · · · · · · · · · · · · · ·	\$	77,928	\$	_	\$ _
Short-term debt - undiscounted (note 10)		94,332		_	_
Long-term debt - undiscounted		2		283,399	64
Leases - discounted		95		115	_
-	\$	172,357	\$	283,514	\$ 64

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

### 24. Financial instruments and risk management (continued):

Financial commitments as of December 31, 2023:

	Due within one year			e between e and five years	Due past five years	
Financial liabilities:						
Accounts payable and accrued liabilities - undiscounted	\$	60,967	\$	_	\$	_
Short-term debt - undiscounted (note 10)		89,132		_		_
Long-term debt - undiscounted		2		253,398		67
Leases - discounted		124		210		_
	\$	150,225	\$	253,608	\$	67

### (e) Fair values:

The Corporation included \$12,289 of unrealized loss (2023 - \$11,081) in its consolidated financial statements. This is the fair value, using a discounted cash flow model, of the interest rate swap derivatives which represents the amount that the Corporation would pay if it decided to settle its interest rate swap obligations as at December 31, 2024.

Fair value measurements recognized in the consolidated statement of income and comprehensive income are categorized using a fair value hierarchy that reflects the significance of inputs used in determining the fair values.

- Level 1 unadjusted quoted prices in active markets for identical assets or liabilities;
- Level 2 inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly; and
- Level 3 inputs for assets and liabilities that are not based on observable market data.

The interest rate swap derivatives are all Level 2 as at December 31, 2024.

There were no transfers between levels during the year.

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

# 24. Financial instruments and risk management (continued):

The carrying amounts of all financial instruments, except the short-term debt and long-term debt approximate fair values due to the immediate or short-term maturity of these financial instruments.

The estimated fair values of the loans payable, including related party loans, are as follows:

	•	2024				2023		
	Fair		Carrying		Fair		Carrying	
Instrument	value		value		value		value	
<b>-</b>								
Town of Ajax promissory notes,				_				
due on demand	\$ 19,610	\$	19,610	\$	19,610	\$	19,610	
Town of Whitby promissory note,								
due on demand	28,338		28,338		28,338		28,338	
City of Pickering promissory notes,								
due on demand	25,069		25,069		25,069		25,069	
City of Belleville promissory notes,								
due on demand	7,794		7,794		7,794		7,794	
City of Clarington promissory notes,								
due on demand	8,321		8,321		8,321		8,321	
Loan payable to the Town of Cobourg								
Holding Inc., maturing on								
February 1, 2044	80		75		84		77	
Long-term debt from the Bank, maturing on								
November 2, 2028	35,374		33,390		35,282		33,390	
Long-term debt from the Bank, maturing on								
August 2, 2028	230,305		220,000		229,189		220,000	
Long-term debt from the Bank, maturing on	•				•		·	
June 29, 2026	29,811		30,000		_		_	
Short-term debt	5,200		5,200		_		-	
Total	\$ 389,902	\$	377,797	\$	353,687	\$	342,599	

Notes to the Consolidated Financial Statements (continued) (In thousands of dollars)

Year ended December 31, 2024

# 24. Financial instruments and risk management (continued):

# (f) Capital management:

The Corporation considers its capital structure to consist of shareholders' equity, short-term debt, long-term debt, bank indebtedness, less cash. The Corporation's capital structure was as follows:

	2024	2023
Cash	\$ (4,196)	\$ (3,806)
Short-term debt	94,332	89,132
Long-term debt	283,465	253,467
-	377,797	342,599
Share capital	97,692	97,692
Retained earnings	75,025	77,239
Contributed surplus	79,301	79,301
Contributed capital	25	25
Accumulated other comprehensive income	2,420	2,511
	254,463	256,768
Total capital	\$ 628,064	\$ 595,561



# Town of Whitby Staff Report

whitby.civicweb.net

Report Title: City of Pickering's Proposed Sale of Elexicon Shares

Report to: Committee of the Whole

**Date of meeting:** January 17, 2022

Report Number: FS 06-22

**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:

Fuwing Wong, Commissioner, Financial Services & Treasurer, x4314

# 1. Recommendation:

- 1. That a new capital project for the Town's consulting costs related to the City of Pickering's proposed sale of Elexicon shares be established, in the amount of \$100,000, funded from the 2021 Operating Budget;
- 2. That the Chief Administrative Officer and Treasurer be provided delegated authority, within the overall approved funding for the project, to obtain consulting and other services required to develop a recommended course of action for the Town, in a timely manner, related to the proposed sale of Elexicon shares; and
- 3. That staff be authorized to pay the Municipality of Clarington the Town's proportionate share of consulting costs to perform valuation and other analysis related to the proposed sale of Elexicon shares.

# 2. Highlights:

- This report provides some background and options available to the Town of Whitby and other Elexicon shareholders if/when the City of Pickering provides an official Selling Notice to sell their shares of Elexicon;
- Due to timelines, outlined in the Elexicon shareholders agreement, for the Town to consider options and act following Elexicon's receipt of a Selling Notice, it is recommended that a capital project be established for the Town's consulting costs related to the City of Pickering's proposed sale of Elexicon shares. It is further recommended that the CAO and Treasurer be provided delegated authority to obtain consulting and other services required to develop a recommended course of action for the Town, in a timely manner, related to the proposed sale of Elexicon shares.

# 3. Background:

Elexicon Corporation ("**Elexicon**") is a holding company that is owned by five municipal shareholders, the Town of Whitby, the City of Pickering, the Town of Ajax, the Municipality of Clarington, and the City of Belleville. Elexicon consists of two wholly owned subsidiary operating companies:

- Elexicon Energy Inc., a regulated electricity or local distribution company that delivers electricity to homes and businesses located in east-central Ontario. Elexicon Energy Inc. also operates a non-regulated small business focused on renewable energy generation.
- Elexicon Group Inc., a non-regulated energy services business offering energy management and procurement consulting services, combined heat and power solutions, and specialty metering.

Elexicon was created in 2019 by the merger of Whitby Hydro Energy Services and Veridian Corporation (previously owned by the City of Pickering, the Town of Ajax, the Municipality of Clarington, and the City of Belleville). As noted above, Elexicon is currently 100% municipally owned by the following municipalities:

<u>Common</u>			
<b>Shares</b>	<u>Other</u>	Share Classes	<u>Percentage</u>
21,828	21,828	Class A Special	21.828%
9,044	9,044	Class A Special	9.044%
9,248	9,248	Class A Special	9.248%
27,880	27,880	Class A Special	27.880%
32,000	32,000	Class B Special	32.000%
100,000	100,000	=	<u>100.000%</u>
	Shares 21,828 9,044 9,248 27,880 32,000	Shares         Other           21,828         21,828           9,044         9,044           9,248         9,248           27,880         27,880           32,000         32,000	Shares         Other Share Classes           21,828         21,828         Class A Special           9,044         9,044         Class A Special           9,248         9,248         Class A Special           27,880         27,880         Class A Special           32,000         32,000         Class B Special

On October 21, 2021 the City of Pickering ("**Pickering**") Council approved staff report FIN 15-21, entitled "City Centre Financial and Legal Implications" which included approval of the project at a maximum of \$207.7 million. According to reporting in the media, Pickering anticipates to utilize the proceeds from the Elexicon sale to fund/partially fund their share of the downtown project, that was planned to be debt-financed. The new debt-financing portion of the project listed in Pickering report FIN 15-21 is \$204.13 million, which the report notes is allocated between Development Charge Funded Debt of \$110.13 million and City Share Debt of \$94.00 million.

A Special Purpose Elexicon Corporation Board meeting was held on November 4, 2021 to discuss the City of Pickering's recent announcement to sell their Elexicon shares where the following was shared:

- Pickering currently does not have a purchaser for the shares but has hired the consulting firm, Deloitte, to conduct some valuation and other financial analysis work;
- Official notice, known as a Selling Notice, in accordance with the Elexicon Shareholders' Agreement has not been provided yet by Pickering. This means that timelines for the remaining shareholders (including the Town of Whitby) to conduct their own due diligence and act, if appropriate, has not started yet.

### 4. Discussion:

The April 1, 2019 Elexicon Shareholders' Agreement (the "**Agreement**") outlines Elexicon/other shareholders' rights, responsibilities, and prescriptive timelines / sequence of events that must occur when one or more shareholders wish to sell their shares. As noted above, Pickering currently does not have an offer from a purchaser for their Elexicon shares and, as a result, has not formally provided Elexicon a Selling Notice in accordance with the Agreement.

# Selling Notice:

In accordance with the Agreement, notice (known as a "**Selling Notice**") must be provided by the selling shareholder to Elexicon containing the following information: Purchaser information, Terms, Conditions, and Price. Note: the offer to the selling shareholder must be for all of the selling shareholder's shares.

# Right of First Refusal (120 days):

Once a Selling Notice is received:

 Elexicon has 15 business days to notify the non-selling shareholders (the "Remaining Shareholders") and provide an offer to the Remaining Shareholders a right of first refusal to purchase the selling shareholder's shares, (at the same price, terms, and conditions), in proportion to the number of shares that they each already own;

- Any Remaining Shareholder may accept the offer to purchase pro-rata shares within 120 days from the date Elexicon was notified; and
- The Agreement also provides for:
  - The Right of First Refusal only applying if all of the seller's shares are purchased by the Remaining Shareholders/Elexicon;
  - Remaining Shareholders able to purchase more than their pro-rata share if other Remaining Shareholders decide not purchase their pro-rata share;
  - Elexicon to purchase some or all of the seller's shares as part of the right of first refusal (if directed by the Remaining Shareholders); and
  - Special provisions before any shareholder may obtain control or greater than 50% of Elexicon shares

# Piggyback Right:

In a situation where the sale of Elexicon shares results in any third party having control over Elexicon (e.g. greater than 50% of the shares), the Remaining Shareholders have a right to elect to "**Piggyback**" on the deal that the original seller negotiated and also sell at the same price, terms and conditions to the third party purchaser. Shares are sold on a pro-rata basis if the purchaser does not wish to purchase all of the shares being offered in a Piggyback right situation.

# **Options**

Following Pickering's submission of a Selling Notice, the Town of Whitby has several options, including:

- 1. Provide notice to purchasing some of Pickering's Elexicon shares;
- 2. Doing nothing (e.g. not responding with a Purchase Notice) in this case, the other Remaining Shareholders may purchase Whitby's pro-rate portion, per the Right of First Refusal section of the Agreement, of Pickering's Elexicon shares;
- 3. Exercise the Piggyback Right and sell Whitby's shares at the same price, terms, and conditions, also. Note: Pickering's shares alone, at 27.88%, would not trigger the Piggyback Right option. This option is available if the purchaser could potentially obtain over 50% of the shares from Pickering and a combination of some of the Remaining Shareholders following no purchase by the Remaining Shareholders through the Right of First Refusal.

The Town would have only 120 days to proceed with Option 1. Otherwise, the Town is defaulted with Option 2, i.e. not wishing to exercise our Right of First Refusal. To help form the Town's decision, an independent valuation of the Elexicon shares and comparing that value to a future Selling Notice would be prudent.

# Recommended Next Steps

As noted above, Pickering is currently conducting work to determine valuation of their Elexicon shares, costs of selling / net proceeds. While there is a risk to expend funds to conduct valuation and other analysis before receiving a Selling Notice from Pickering (e.g. Pickering may not proceed with their sale of Elexicon), the remaining shareholders (Ajax, Belleville, Clarington, Whitby) only have 120 days, or approximately 4 months, from Elexicon receiving Pickering's Selling Notice to complete analysis and determine which option to exercise. Accordingly, it is recommended that the Town complete due diligence (including determination of a fair valuation of the Elexicon shares, costs, etc.) in advance. Further, the Town may obtain independent legal and or financial advice on the implications and complexities of other municipalities potentially electing to Piggyback on Pickering's proposed sale (should the situation arise). Subject to Council approval of this report, a capital project, in the amount of \$100,000, funded from the 2021 operating budget, will be established for review of Pickering's Proposed Sale of Elexicon shares. The \$100,000 funding to establish this capital project will reduce the dividend and interest income received from Elexicon in 2021 and included in the Town's 2021 operating budget (see the Financial Considerations section for more information).

It is further recommended that the Chief Administrative Officer and the Treasurer be provided delegated authority to obtain consulting and other services required to develop a recommended course of action for the Town, in a timely manner, related to the proposed sale of Elexicon shares. The Town's Purchasing Policy requires that contract awards, in excess of \$250,000, related to tenders/request for proposal and sole source awards, in excess of \$50,000, be approved by Council prior to the award. Delegated authority is being sought as the Town's timeline to complete analysis, formulate a recommendation, and inform/obtain Council authorization is limited to 120 days (or approximately 4 months) from the Selling Notice date and the Town of Whitby generally has one Council meeting per month.

The Municipality of Clarington has offered to take the lead on hiring a consultant to perform valuation and other analysis related to the proposed sale of Elexicon shares. Since the Remaining Shareholders (namely, the Town of Clarington, the Town of Ajax, the Town of Belleville and the Town of Whitby) would likely all be conducting the same work to determine the value of Pickering's shares related to Right of First Refusal or Piggyback Right considerations, staff recommend that the

Town of Whitby participate in Clarington's valuation work and pay the Municipality of Clarington directly for a proportionate share of the consulting costs.

# 5. Financial Considerations:

The Town's operating budget includes \$4.3 million in revenues from Elexicon annually (approximately \$3.1 dividend revenue through the Town's 32% ownership and approximately \$1.2 million interest revenue from Elexicon promissory notes).

# 6. Communication and Public Engagement:

N/A

# 7. Input from Departments/Sources:

This report was prepared in consultation with Legal staff.

# 8. Strategic Priorities:

Proactively initiating and conducting comprehensive due diligence on Pickering's proposed sale of Elexicon shares continues Whitby tradition of responsible financial management and respect for taxpayers; and to understand the importance of affordability to a healthy, balanced community.

# 9. Attachments:

N/A

# Joint statement from the City of Pickering and the Town of Ajax regarding Elexicon holdings

July 03, 2024

News and Announcements (/news/categories/news-and-announcements/)

"Together, we have retained Borden Ladner Gervais LLP to undertake a confidential non-binding Request for Proposal (RFP) to explore the potential sale of our municipally-owned holdings in Elexicon Corporation. As the electricity landscape continues to evolve and transform, we believe the time is right to assess our role in the sector and explore the financial value of our investment in a competitive manner. This is a responsible step to ensure we secure optimum value of our investment for our long-term financial objectives and needs. Once the RFP process is complete, the City and Town will provide an update on any next steps."

# **About Elexicon Energy**

Elexicon Energy, a subsidiary of Elexicon Corporation, is the local distribution utility that delivers electricity to Pickering, Ajax, Clarington, Whitby, Belleville, Port Hope, Brock, Scugog, Uxbridge and Gravenhurst. Elexicon Corporation and its predecessor firm, Veridian Corporation, has existed since the Ontario electricity sector was restructured in 2000. As a regulated electricity distribution utility, Elexicon Energy's rates are approved by the Ontario Energy Board.

### **Media Contacts**

BLG - Mark Rodger, 416.367.6190, mrodger@blg.com

City of Pickering – Mark Guinto, 905.767.2670, mguinto@pickering.ca

Town of Ajax – Christie McLardie, 905.999.8254, christie.mclardie@ajax.ca

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(/subscribe/)

# **Contact Us**

One The Esplanade Pickering, Ontario Canada L1V 6K7

905.683.7575 (tel:9056837575)

Department Contacts (/council-city-administration/contact-us/)

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# Town of Whitby Staff Report



whitby.ca/CouncilCalendar

**Report Title: New 9-1-1 System Agreement** 

Report to: Committee of the Whole

**Date of meeting:** September 15, 2025

Report Number: CAO 18-25

**Department(s) Responsible:** 

Office of the Chief Administrative Officer

Submitted by:

M. Gaskell, CAO

Acknowledged by M. Gaskell, Chief Administrative Officer

For additional information, contact:

Chief Mike Hickey, WFES

### 1. Recommendation:

- 1. That Report CAO 18-25 be received for information;
- 2. That the Mayor and Clerk be authorized to sign the new 9-1-1 System Agreement as described in the Memorandum of Elaine Baxter-Trahair, CAO dated August 28, 2025; and
- 3. That a copy of this motion be sent to the Region of Durham and other signatories to the 9-1-1 System Agreement.

# 2. Highlights:

- The Town of Whitby has been a signatory to the 9-1-1 Joint Powers Agreement for the 9-1-1 emergency Telephone Reporting System since its inception. Periodically changes are recommended and the area municipalities are required to approve by Council resolution any amendments to the agreement and corresponding policy and procedures.
- The parties have been developing a new modernized System Agreement on the governance and responsibilities of the 9-1-1 system within Durham Region for several years.

- The changes to the agreement shift operational responsibility to the Durham Regional Police Service as service provider and defines expectations and related funding.
- The new form of System Agreement attached hereto as Appendix "A" has been developed by the Region's Treasurer and Regional Solicitor. The form of this agreement has been reviewed and approved by the Town's Treasurer and Town Solicitor.

# 3. Background:

Consideration and approval of the negotiation and preparation of a new form of System Agreement with the Durham Regional Police Service was addressed by the Region of Durham Council on May 25, 2022.

Correspondence from Elaine Baxter-Trahair, CAO of the Regional Municipality of Durham dated August 28, 2025 has been received requesting the Town's approval, by Council resolution of the new 9-1-1 System Agreement. Attached hereto as Appendix "B".

### 4. Discussion:

Staff have reviewed the draft System Agreement and are in agreement with its terms recognizing that it reflects the direction given to the Region of Durham CAO to negotiate the final System Agreement for the operation of the 9-1-1 Emergency System based upon the intent provide in The Regional Municipality of Durham Report 2022-F-10, Attached hereto as Appendix "C".

# 5. Financial Considerations:

Not Applicable.

# 6. Communication and Public Engagement:

Not Applicable.

# 7. Input from Departments/Sources:

The Chief Hickey of the Whitby Fire and Emergency Services Department has reviewed the documentation attached hereto and concurs with the signing of the new 9-1-1 System Agreement by the Mayor and Clerk.

# 8. Strategic Priorities:

The information in this report supports the Town of Whitby's Community Strategic Plan, specifically Strategic Pillar.

### 9. Attachments:

Appendix A: New 911 System Agreement

Appendix B: Correspondence from Elaine Baxter-Trahair, CAO of the Regional

Municipality of Durham, August 28, 2025 Appendix C: The Regional Municipality of Durham Report 2022-F-10

### **REGIONAL MUNICIPALITY OF DURHAM 9-1-1 SYSTEM AGREEMENT**

This Agreement is made as of the	of	, 2025	("Effective Date")
3		·	,

### **BETWEEN:**

THE REGIONAL MUNICIPALITY OF DURHAM ("Durham Region")

- and -

DURHAM REGIONAL POLICE SERVICES BOARD ("DRPS Board" or "DRPS")

- and -

THE CORPORATION OF THE TOWN OF AJAX,
THE CORPORATION OF THE TOWNSHIP OF BROCK,
THE CORPORATION OF THE MUNICIPALITY OF CLARINGTON,
THE CORPORATION OF THE CITY OF OSHAWA,
THE CORPORATION OF THE CITY OF PICKERING,
THE CORPORATION OF THE TOWNSHIP OF SCUGOG,
THE CORPORATION OF THE TOWNSHIP OF UXBRIDGE,
THE CORPORATION OF THE TOWN OF WHITBY
(Collectively "Area Municipalities" and individually "Area Municipality")

### WHEREAS:

- A. Municipalities may establish, maintain and operate a centralized communication system for emergency response purposes pursuant to the Municipal Act, 2001, S.O. 2001, c. 25;
- B. Durham Region is responsible for providing ambulance services and establishing a police services board for the provision of policing within the municipal limits of Durham Region;
- C. The Area Municipalities are responsible for fire services within each of their respective municipalities within Durham Region;
- D. Durham Region has approved the creation and implementation of a central communication system providing an emergency reporting service for police, fire and ambulance services known as the 9-1-1 EMERGENCY TELEPHONE REPORTING SYSTEM ("9-1-1 System") for the persons within its municipal limits;

- E. The creation and implementation of the 9-1-1 System does not oblige Durham Region and the Area Municipalities to provide 9-1-1 System service to persons not residing within the municipal limits of Durham Region but who may nevertheless have access to the 9-1-1 System; and,
- F. The Parties have participated in the development of operating procedures, technical requirements, financial obligations and management structure of the 9-1-1 System.

**NOW THEREFORE** in consideration of the mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

# 1.0 PROVISION OF 9-1-1 SYSTEM

- 1.1 Durham Region agrees to maintain a 9-1-1 Primary Public Safety Answering Point (the "PPSAP") for the police, ambulance and fire services ("User Agencies") operated by the Parties within Durham Region for the purposes of providing a 9-1-1 System.
- 1.2 The PPSAP shall be located in the Communications Centre of the DRPS, subject to the terms and conditions of this Agreement and the terms of a separate service agreement between Durham Region and the DRPS Board respecting funding considerations of the PPSAP.
- 1.3 Durham Regional Council may alter the manner in which the 9-1-1 System service is delivered or terminate the delivery of the service at its sole discretion.
- 1.4 The Parties agree that a board as depicted in Appendix "A" to this Agreement shall be established for the purposes of administering the operation and delivery of the 9-1-1 System service (the "9-1-1 Board").
- 1.5 The service delivery provisions and related funding responsibilities and obligations for the administration, operation and delivery of the 9-1-1 System shall be set out in a separate service agreement between Durham Region and the DRPS Board.
- 1.6 The capital assets, software licenses, logos, and literature relating to the 9-1-1 System shall remain the property or under the responsibility of Durham Region.
- 1.7 Each User Agency operating a Secondary Public Safety Answering Point (SPSAP) for the 9-1-1 System agrees to participate in the operation and implementation of the 9-1-1 System and to promptly handle calls received on the 9-1-1 System and relayed to it.

- 1.8 Each User Agency agrees to submit an annual report to the 9-1-1 Board by March 1st of each calendar year that attests to their compliance with the 9-1-1 System Policy Manual approved by the 9-1-1 Board and summarizes the public complaints received by the User Agency relating to the 9-1-1 System and feedback of the User Agency and/or public on the operations of the 9-1-1 System and the PPSAP for the previous calendar year.
- 1.9 Each User Agency agrees to be accountable for their own privacy responsibilities related to their SPSAP, including but not limited to: incident and breach management response policies and procedures, risk and privacy impact assessments and mitigations, audits, software safeguards and security configurations.
- 1.10 In the event a User Agency becomes aware of a threat to the security of the PPSAP or personal or confidential information associated therein, a User Agency will immediately notify the Durham Regional Police Service ("DRPS") and Durham Region.

# 2.0 <u>DESCRIPTION OF THE 9-1-1 PPSAP FUNCTION</u>

- 2.1 The 9-1-1 System Policy Manual provides specifics of all policies which will govern the operations of the PPSAP.
- 2.2 The basic function of the PPSAP shall be the initial screening of the 9-1-1 calls from the public and the immediate transfer of those calls to the appropriate User Agency or User Agencies. "Immediate Transfer" means that the 9-1-1 caller would be put in communication with the appropriate User Agency as soon as is reasonably practicable. In the case of those calls requesting police service, the 9-1-1 Call Taker will continue with the call and obtain all information as required by DRPS. In the case of fire services, the call will be directed to the Oshawa Fire SPSAP to be transferred to the Brock, Clarington, Oshawa, Scugog, Uxbridge, Whitby, Ajax and Pickering fire services, as applicable. In the case of ambulance services, the call will be directed to Durham's Central Ambulance Communications Center (CACC), operated by the Ministry of Health.
- 2.3 The Parties agree that the performance expectation for the PPSAP shall be the National Emergency Number Association (NENA) Call Answering Standard/Model Recommendation NENA-STA-0.20.1-2020, as amended from time to time.
- 2.4 All User Agencies shall have access at no cost to review digital audio recordings and time records of the PPSAP pertaining to any 9-1-1 situation that involves the User Agency. The Parties hereby specifically consent, each with the other, to the release of such information for the purposes of this Agreement and such consent

shall operate as a specific consent to disclosure in accordance with any legislation governing the access to and release of such information. Any further dissemination of such information shall be in accordance with any requirements of the law and subject to the specific agency policy.

2.5 The PPSAP function is subject to alteration as required by the 9-1-1 Board and approved by Durham Regional Council or its designate.

# 3.0 <u>9-1-1 BOARD</u>

- 3.1 The 9-1-1 Board shall be responsible to ensure that the DRPS Board, through the DRPS, carries out its responsibilities for the normal day-to-day operation of the 9-1-1 System and PPSAP together with development and training of 9-1-1 System personnel. The 9-1-1 Board shall submit a written annual report and an annual operating budget and forecast to Durham Regional Council and such other reports as are requested of it from time to time by Durham Regional Council.
- 3.2 The 9-1-1 Board shall approve the 9-1-1 System Policy Manual, which shall contain the full particulars of the performance expectations, together with all operational and administration considerations for the 9-1-1 System. The 9-1-1 Board shall review the 9-1-1 System Policy Manual on an annual basis and may amend the manual as needed.
- 3.3 Administrative liaison between the 9-1-1 Board and the governing authority of any particular User Agency shall be the responsibility of the Board member representing the User Agency group of which that particular User Agency is a member.
- 3.4 The 9-1-1 Board shall meet every three months, at a minimum.

# 4.0 THE PPSAP MANAGER

- 4.1 The DRPS Inspector of the DRPS Communications/9-1-1 Unit shall be designated as the PPSAP Manager and shall be responsible to the 9-1-1 Board for the functioning of the PPSAP. The DRPS Inspector shall ensure that the PPSAP operates in accordance with the 9-1-1 System Policy Manual approved by the 9-1-1 Board.
- 4.2 The DRPS Inspector may delegate such operational responsibilities and duties relating to the PPSAP to managers or supervisors within the DRPS Communications/9-1-1 Unit as the DRPS Inspector deems appropriate with the exception of financial approval authorities as defined in the separate service agreement between Durham Region and the DRPS Board. These duties are in addition to the Inspector's DRPS role as defined by the DRPS Chief of Police.

- 4.3 The DRPS Inspector shall report to and be responsible to the 9-1-1 Board and shall be present or shall appoint a delegate to be present at all 9-1-1 Board meetings to respond to questions or inquiries.
- 4.4 The DRPS Inspector shall be responsible for the efficient operation of the PPSAP and the rapid and accurate discharge of the duties of the PPSAP. The DRPS Inspector's duties include:
  - a) through the DRPS Technical Manager, provide reports to 9-1-1 Board on compliance on call taking standards;
  - b) through the DRPS Technical Manager, provide reports on complaints from the public and recommendations to remedy any issues;
  - c) provide recommendations in response to complaints by User Agencies when brought to the 9-1-1 Board;
  - d) liaise with Communications Training Coordinator for Call Takers, their selection, and training;
  - e) through the DRPS Technical Manager meet with User Agencies as needed to share technical information on changes to the 9-1-1 network;
  - f) provide recommendations for change to the PPSAP to the 9-1-1 Board;
  - g) provide recommendations for changes to the 9-1-1 System Policy Manual to the 9-1-1 Board; and,
  - h) such other duties as are assigned by the 9-1-1 Board, in consultation with the DRPS Chief of Police.

# 5.0 TERM

- 5.1 This Agreement will commence as of the Effective Date and will renew annually on the anniversary of the Effective Date unless this Agreement is terminated in accordance with the provisions of this Agreement.
- 5.2 Any amendment to this Agreement must be in writing and signed by all Parties, unless otherwise stated in this Agreement.
- 5.3 Durham Region or the DRPS Board may terminate this Agreement with 24 months written notice to all other Parties.
- 5.4 An Area Municipality may terminate its participation with 12 months written notice to the Parties. The decisions of an Area Municipality to terminate its participation

in this Agreement shall not affect the application of the Agreement with respect to the remaining Parties.

# 6.0 <u>DISPUTE RESOLUTION</u>

6.1 Administration or operational disputes between any or all of the Parties hereto concerning the 9-1-1 System or the PPSAP (excluding any such dispute arising from a claim by any person who is not a Party hereto against Durham Region or any User Agency or Agencies) shall be finally decided by the Durham Regional Council or its delegate.

# 7.0 INDEMNIFICATION

7.1 The DRPS Board shall defend, indemnify and save harmless Durham Region, the Area Municipalities, the User Agencies and their respective past, current and future elected or appointed officials, officers, employees and agents from and against all claims of any nature, actions, causes of action, losses, expenses, fines, costs, interest or damages of every nature and kind whatsoever, arising out of or allegedly attributable to the negligent acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the DRPS Board, its directors, officers, employees, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this Agreement. This indemnity shall survive the termination or expiration of this Agreement.

# 8.0 **GENERAL**

- 8.1 The recitals and paragraph headings form part of this Agreement.
- 8.2 Appendices "A" and "B" form part of this Agreement.
- 8.3 The 9-1-1 System Policy Manual is determinative, and for the purposes of this Agreement, of such matters as are contained therein but which are not otherwise addressed in the body of this Agreement.
- 8.4 This Agreement may be executed in any number of counterparts with the same effect as if all Parties had signed the same document. All counterparts shall be construed together and shall constitute one and the same Agreement. With the exception of Appendix "B" which can change without total execution of this document.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement under the hands of their authorized signing officers as of the Effective Date:

Date:	THE REGIONAL MUNICIPALITY OF DURHAM
	Name: Title: I have the authority to bind the Corporation
Date:	DURHAM REGIONAL POLICE SERVICES BOARD
	Name: Title: I have the authority to bind the Corporation
Date:	THE CORPORATION OF THE TOWN OF AJAX
	Name: Title: I have the authority to bind the Corporation
Date:	THE CORPORATION OF THE TOWNSHIP OF BROCK
	Name: Title: I have the authority to bind the Corporation

Date:	THE CORPORATION OF THE MUNICIPALITY OF CLARINGTON
	Name: Title: I have the authority to bind the Corporation
Date:	THE CORPORATION OF THE CITY OF OSHAWA
	Name: Title: I have the authority to bind the Corporation
Date:	THE CORPORATION OF THE CITY OF PICKERING
	Name: Title: I have the authority to bind the Corporation
Date:	THE CORPORATION OF THE TOWNSHIP OF SCUGOG
	Name: Title: I have the authority to bind the Corporation

Date:	THE CORPORATION OF THE TOWNSHIP OF UXBRIDGE
	Name: Title: I have the authority to bind the Corporation
Date:	THE CORPORATION OF THE TOWN OF WHITBY
	Name: Title: I have the authority to bind the Corporation

# **APPENDIX 'A'**

Administration of the Durham Regional 9-1-1 Telephone System is the responsibility of a Seven (7) Member Board.

Board Members are appointed as follows:

REPRESENTATIVE	APPOINTED BY
Regional Council (elected official)	Durham Regional Council
Police (Inspector, Communications / 9-1-1 Unit)	Police Chief, DRPS
Police (Technical Manager, Communications 9-1-1 Unit)	Police Chief, DRPS
Fire Agency (appointee)	Fire Chief's Committee
Ambulance Communications Centre (Province)	Ministry of Health
Paramedic Services	Commissioner & Medical Officer of Health, Region of Durham
Regional Council (Finance Department staff member)	Regional Council, Region of Durham

The Chairperson will be a representative of either the Police or Fire Agencies, on a rotating annual basis.

The list of current 9-1-1 Board Members is identified in Appendix "B".

# **APPENDIX 'B'**

Councilor Garrod 416-788-5388

Regional Council representative <a href="mailto:bgarrod@uxbridge.ca">bgarrod@uxbridge.ca</a>

(as appointed by Council)

**Gord O'Blenes** 905-579-1520 Ext. 6420

(Superintendent, DRPS) <u>683@drps.ca</u>

**Shaun Carter** 905-579-1520 (Inspector, DRPS) scarter@drps.ca

**Jerrett Wichman** 905-579-1520 Ext. 3327

(Technical Manager, DRPS) jwichman@drps.ca

Stephen Boyd905-420-4660 Ext.8101(Chief, Pickering Fire Servicessboyd@pickering.ca

Department)

Department, Region of Durham)

**Wayne Spindler** 905-430-0205

(Manager, Oshawa CACC) <u>wayne.spindler@ontario.ca</u>

**Troy Cheseboro** 905-665-6313 Ext. 2250 (Chief, Region of Durham Paramedic 905-444-2042 FAX

Services) troy.cheseboro@durham.ca

**Mary Simpson** 905-668-7711 Ext. 2301

(Director of Risk Management, Economic <u>mary.simpson@durham.ca</u> Studies and Procurement, Finance

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The Regional Municipality of Durham CAO's Office

605 ROSSLAND RD. E. LEVEL 5 PO BOX 623 WHITBY, ON L1N 6A3 CANADA

905-668-7711 1-800-372-1102

durham.ca

Elaine Baxter-Trahair Chief Administrative Officer

# Interoffice Memorandum

**Date:** August 28, 2025

To: Area Municipal CAO's and Bill Clancy, Executive

**Director, DRPS Board** 

From: Elaine Baxter-Trahair, Chief Administrative Officer

**Subject: 9-1-1 System Agreement for Execution** 

Further to my memo of March 7, 2024, which provided the draft modernized 9-1-1 System Agreement, please find attached the final copy of the new System Agreement between the Region of Durham (the Region), The Durham Regional Police Services Board (the DRPS Board) and the Area Municipalities (Attachment #1) for execution.

As you may recall, the modernized System Agreement focuses on the governance and responsibilities of the 9-1-1 system within Durham Region, while the new Service Agreement between the Region and the DRPS Board sets out the expectations for performance and delivery of such services and addresses financial matters. The new approach reflects modern service levels, incorporates best practice board governance practices, shifts operational responsibilities to the service provider (DRPS) and defines service delivery expectations and related funding. This new service agreement also sets out the budget process and financial approvals for the 9-1-1 system to define appropriate roles, reporting responsibilities and accountability.

Please note that membership of the 9-1-1 Board remains unchanged. Participation of the local municipalities continues to occur through the long-standing membership of a local Fire Chief. The local Fire Chief remains as an appointee of the Fire Chiefs' Committee to ensure that all first responders and local PSAPs are directly involved.

For your information, this agreement was prepared with the assistance of DRPS staff, the Corporate Privacy Officer, both the Region's and DRPS' Legal Services and Regional Finance staff, including the Internal Auditor. All parties are recommending these agreements be executed.

Thank you for your assistance in modernizing the 9-1-1 system agreement for this essential service.

Claine Barter-Trahair Elaine Baxter-Trahair

Chief Administrative Officer

Cc Nancy Taylor, Commissioner, Finance, Durham

Mary Simpson, Director of Risk Management, Economic Studies and Procurement, Durham

Jason Hunt, Director, Legal Services and Regional Solicitor, Durham

Robert Woon, Solicitor, Legal Services, Durham

Gord O'Blenes, Superintendent, DRPS

Shaun Carter, Inspector, Communications – 911 Unit, DRPS

Teresa Fetter, Director, Business Services, DRPS

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2304



# The Regional Municipality of Durham Report

To: Finance and Administration Committee

From: Commissioner of Finance

Report: #2022-F-12 Date: May 10, 2022

# Subject:

Modernization of the 9-1-1 Agreement with the Region of Durham, User Agencies and the Area Municipalities and Introduction of a Service Agreement between the Region of Durham and the Durham Region Police Services Board

### **Recommendation:**

The Finance and Administration Committee recommend to Regional Council that the legacy 9-1-1 agreement be replaced and a new service agreement be established while maintaining Regional Council's responsibility for the 9-1-1 Emergency System with Durham Regional Police Services to continue to provide the 9-1-1 operations through the following actions:

- A) The draft modernized system agreement be circulated to the Area Municipal CAOs by the Regional CAO for their input and presentation to their Councils for execution as users of the 9-1-1 system through the fire services and the Regional CAO be authorized to negotiate the final language of the agreement, while maintaining the intent as outlined in this report;
- B) The Regional CAO be authorized to negotiate with the DRPS CAO to finalize the new service agreement and present to the DRPS Board for execution, while maintaining the intent as outlined in this report; and
- C) The Regional Chair and Clerk be authorized to execute the modernized system agreement between the Region, the Durham Regional Police Services Board and the Area Municipalities, and a new service agreement between the Region and the Durham Regional Police Services Board, in a form satisfactory to the Regional Treasurer and Solicitor.

# Report:

# 1. Purpose

The purpose of this report is to provide an update to the Finance and 1.1 Administration Committee and Regional Council regarding the need to replace the legacy 9-1-1 Agreement between the Region of Durham (the Region), the Durham Regional Police Services Board (the DRPS Board) and the Area Municipalities and obtain authorization to enter into new agreements with the parties. It is proposed that the legacy agreement be replaced with a modern system agreement complimented by a service agreement between the Region and the DRPS Board and an updated Policy Manual. The modernized System Agreement would focus on the governance and responsibilities of the 9-1-1 system within Durham Region, while the new Service Agreement between the Region and the DRPS Board would set out the expectations for performance and delivery of such services and address financial matters. The Policy Manual would set out the operational and procedural aspects and continue to be approved by the 9-1-1 Board and used by DRPS and User Agencies (i.e. police, fire, ambulance services) in the provision of 9-1-1 services.

# 2. Background

- 2.1 In 1989, on the recommendations of an inter-municipal task force, an emergency 9-1-1 telephone dialing system was established as a separate organization (Report #A/15-89), with the commitment of 100% Regional funding. It was created using the existing DRPS emergency answering bureau under the direction of an implementation committee of police, fire, ambulance services and the Region.
- 2.2 On April 3, 1991, Regional Council approved the execution of the 1991 agreement with the DRPS Board and the Area Municipalities (Report #91-A-14), which established the current 9-1-1 Board, along with the following provisions:
  - Regional Council is responsible for the 9-1-1 Emergency Telephone Reporting System within the Durham Region boundaries with the 9-1-1 operations to be within the DRPS' Communication Service; and
  - The voting representatives on the 9-1-1 Board were one Regional Councilor; one Regional staff member; the 9-1-1 Manager (from DRPS); and one each of DRPS, Fire and Ambulance (then Ministry of Health).
- 2.3 That agreement approved via Report #91-A-14 continues largely intact today including the statements of responsibility and funding for 9-1-1 as the following:
  - "1.4 The 9-1-1 system shall be operated as a Durham function with the ultimate responsibility resting with the Council of the Regional Municipality of Durham and the 9-1-1 PPSAP [Primary Public Safety Answering Point] shall be, for budgetary

purposes, an entity of Durham and shall adhere to the financial management policies and practices thereof."; and

- "1.5 Durham shall pay to the Durham Regional Police Service the annual cost of those persons whose employment is necessary for the delivery of 9-1-1 service together with any Bell Canada charges related to the 9-1-1 service for which the Durham Regional Police Service is billed direct".
- 2.4 The 9-1-1 Agreement has been updated over the years to add a board position for Region of Durham Paramedic Services (after transfer of those responsibilities from the Ministry of Health to the Region) and periodic updates for signing authorities and other technical updates.
- 2.5 A working group of senior Regional and DRPS staff have undertaken a comprehensive review of the existing agreement and current practices. As a result of that review, staff are recommending to the Regional Finance and Administration Committee and Council that these long standing arrangements be modernized. These modernized agreements will include an updated System Agreement between the Region (responsible for the provision and funding of 9-1-1 system as well as police and paramedic services), and the Area Municipalities (on behalf of the fire services and related dispatch services) as well as a Service Agreement between the Region and the DRPS Board as the service provider. The Ministry of Health (which still provides dispatch from the 9-1-1 system to the RDPS) would remain a Board member and participate in the oversight of the service but would continue not to be a signatory agency. Renewal of the legacy agreement is required to reflect modern service levels, incorporate best practice board governance practises; shift operational responsibilities to the service provider (DRPS) and define service delivery expectations and related funding through a new service agreement between the Region and the DRPS Board. This new service agreement will also more clearly set out the budget process and financial approvals for the 9-1-1 system to reflect appropriate roles, reporting responsibilities and accountability.
- 3. Proposed 9-1-1 System Agreement with the Region and the User Agencies of RDPS, DRPS and Area Municipalities
- 3.1 The proposed 9-1-1 System Agreement will preserve and clarify the following general terms and conditions:
  - The parties agree to maintain a 9-1-1 Primary Public Safety Answering Point (the PPSAP) in the Communications Centre of the DRPS, subject to the terms of the separate Service Agreement between the Region and the DRPS Board.
  - Regional Council may alter the way the 9-1-1 System service is delivered or terminate the delivery of the service at its sole discretion.
  - The 9-1-1 Board would remain as currently constituted as three Regional representatives (one Councilor, one appointed by the Commissioner of Health

- to represent Paramedics and one senior Finance staff); two DRPS representatives; a representative appointed by the local Fire Chiefs and a representative of the Ambulance Communication Centre appointed by the Ministry of Health;
- The 9-1-1 Board will remain responsible to oversee that the DRPS carries out its responsibilities for the operation of the PPSAP and 9-1-1 System including the development and training of 9-1-1 System personnel and the periodic updating of the 9-1-1 Policy Manual.
- The 9-1-1 Board would remain responsible for approval of the 9-1-1 System Policy Manual, which shall contain the full particulars of the performance expectations, together with all operational and administration considerations for the 9-1-1 System.
- The 9-1-1 Board would now be required to submit a written annual report as well as the existing annual operating budget and forecast to Regional Finance and Administration Committee and Council along with such other reports that maybe requested of it from time to time by Regional Council;
- The proposed agreement would more explicitly establish the responsibility of the DRPS Inspector of the DRPS Communications/9-1-1 Unit as the PPSAP Manager who is responsible to the 9-1-1 Board for the functioning of the PPSAP. The DRPS Inspector shall ensure that the PPSAP operates in accordance with the 9-1-1 System Policy Manual approved by the 9-1-1 Board.
- Sets out responsibility of each User Agency to participate in the operation and implementation of the 9-1-1 System and to promptly handle calls received on the 9-1-1 System as well as to provide annual reports to the 9-1-1 Board: and
- The proposed system agreement would also set out modern performance standards for the 9-1-1 system, ensure regular performance measurement reporting, provide for dispute resolution, and permit termination with notice.

# 4. Proposed Service Agreement with the DRPS Board

- 4.1 The proposed Service Agreement between the Region and the DRPS Board will establish the following general terms and conditions:
  - The Region is retaining DRPS to staff and operate the PPSAP, as part of the DRPS Communications/9-1-1 Unit, with funding being provided by the Region through the annual Regional budget process.
  - DRPS will provide 9-1-1 services within Durham Region, with service to be at the minimum (or greater) of the approved standards for call taking and record keeping.
  - Sets out the formula for the sharing of capital, operating and administrative costs related to assets and services jointly used by DRPS Communications and 9-1-1.
  - DRPS with the Regional Finance Department will prepare an annual budget for approval by the 9-1-1 Board and then presentation for approval by the Finance and Administration Committee and Regional Council.

- Provides that procurement shall be undertaken in accordance with the DRPS Board policies.
- DRPS will ensure that costs remain within the approved annual spending and any use of the 9-1-1 Regional Reserve will be on the recommendation of the Regional Treasurer and with the approval of Regional Council.
- Any non-staff related expenditure greater than \$100,000 must be pre-approved by the Regional Treasurer.
- Any unbudgeted expenditure greater than \$50,000 must be pre-approved by the Regional Treasurer.
- Any long-term financial obligations, including leases and maintenance agreements, will be pre-approved by the Regional Treasurer.
- The Region shall have a right to inspect the records of DRPS and the right to conduct an audit, by external and/or internal regional auditors, of DRPS' operation of the PPSAP, including the cost allocation.
- Sets out reporting requirements to the 9-1-1 Board regarding operating performance, system complaints, budget status and capital projects: and
- The proposed agreement also provides for indemnification causes, termination rights and prohibits the sub-contracting of the service.

# 5. Relationship to Strategic Plan

5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:

Service Excellence - to provide exceptional value to Durham taxpayers through responsive, effective, and fiscally sustainable service delivery.

# 6. Next Steps

- An overview of this modernization initiative has been presented to the April meeting of the 9-1-1 Board for their information.
- 6.2 It is recommended that these two agreements be endorsed in principle and the Regional CAO be authorized to discuss the particulars with the local CAO's and then circulate the final agreement, assuming it is in keeping with those principles and the Regional Treasurer and Solicitor concur, to the Area Municipalities for execution.
- 6.3 The proposed service agreement between the Region and the DRPS Board has been agreed to in principle by senior management for both parties. It is recommended that the Regional CAO be authorized to finalize the agreement with the DRPS CAO and presentation to the DRPS Board for execution, while maintaining the intent outlined in this report and with the concurrence of the Regional Treasurer and Solicitor.

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# 7. Conclusion

7.1 This report has been prepared with the assistance of the DRPS and Regional staff representative on the 9-1-1 Board and the Region's Corporate Services - Legal Services.

Respectfully submitted,

Original signed by

N. Taylor, BBA, CPA, CA Commissioner of Finance

Recommended for Presentation to Committee

Original signed by

Elaine C. Baxter-Trahair Chief Administrative Officer

# **New and Unfinished Business - General Government**

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
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	01 Dec 2025	
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 2023	25 Mar 2024	19 Jan 2026	Following the recommendations of the Parks and Recreation Master Plan.
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 2023	04 Dec 2023	24 Nov 2025	This recommendation is to create a plan that will help guide a Tree Protection Bylaw
GG-0031	Requiring the Region of Durham to consult with the Town of Whitby prior to proposed expropriation requests or orders	That Staff report to Council through a memorandum on the Council Information Index on the legal feasibility of requiring Durham Region to consult with Town of Whitby Planning & Development Staff, CAO, and Council prior to a proposal of expropriation requests on private lands, or orders (for any buildings or lands) not being used for the purpose of providing utilities, (especially if the building is 70,000+ square feet). Which the purpose is to include a request for mandatory consultation with the Town and the Region.	18 Dec 2023	TBD		

# **New and Unfinished Business - General Government**

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0037	FS 38-24, Financial Services Department Report Re: Declaration of Surplus - Town-owned lands at Cochrane Street and Highway 407	That FS 38-24, Financial Services Department Report re: Declaration of Surplus – Town-owned lands at Cochrane Street and Highway 407 be tabled.	28 Oct 2024			This item was tabled at the October 28, 2024 Committee of the Whole meeting.
GG-0041	Rental Renovation By-law and Renoviction Licence Program	1. That Staff be directed to investigate the feasibility, benefits, and cost of adopting a rental unit renovation by-law that would require landlords who issue an eviction notice (N-13) to a tenant to demolish, repair or renovate a unit to apply to the Town within a defined timeframe for a renovation licence prior to starting any work; and, 3. That Staff be directed to investigate the feasibility, benefits, and cost of a by-law and permitting program regarding the demolition or conversion to non-residential rental units of six (6) or more residential rental units pursuant to Section 99.1 of the Municipal Act, 2001.	03 Feb 2025			
GG-0042	Combatting Antisemitism and Hate Motivated Criminal Acts	That Town Council direct the Chief Administrative Officer to report on the possibility of establishing a protocol or policy to notify various human rights organizations when all hate motivated criminal acts are identified by Town staff and consult with DRPS. The intent of the protocol or policy is to assist them in the collection of empirical evidence related to hate crimes.	03 Feb 2025			

# **New and Unfinished Business - General Government**

Item Number	Description	Resolution	Meeting Date	Due Date	Revised Date	Explanation/Comments
GG-0043	LS 04-25, Legal and Enforcement Services Department Report Re: Business Licensing Proposed Amendments - Lodging House and New Proposed Boarding House Provisions	That Report LS 04-25 be referred to Staff to further examine the proposed lodging house and boarding house regulations with a view to including provisions to limit the number of lodging and boarding houses in close proximity to each other.	24 Mar 2025	23 Jun 2025	24 Nov 2025	
GG-0044	CMS 03-25, Community Services Department Report Re: Animal Shelter and Enforcement Services Facility – Design and Approach Update	3. That staff be directed to report back to Council for direction following the completion of the detailed design including final construction cost estimate, prior to issuing tender documents.	28 Apr 2025	22 Sep 2025	23 Feb 2026	
GG-0045	CMS 04-25, Community Services Department Report Re: Community Engagement for the Proposed Future Use of Luther Vipond Memorial Arena	4. That Staff be directed to report back to Council with the recommended program options considering the feedback received through engagement on the project.	28 Apr 2025	22 Sep 2025	15 Sep 2025	
GG-0048	CMS 08-25, Community Services Department Report Re: Gateway Removal Grant Pilot Program	That staff report back with the results of the program and recommendations on continuation or conclusion of the one-year grant pilot program	23 Jun 2025	21 Sep 2026		
GG-0049	Request to Establish Protected Access Zones Around Sensitive Places	That the motion regarding Establishing Protected Access Zones around Sensitive Places be referred to Staff to prepare a report on the matter in the fall of 2025 prior to consideration of a draft by-law.	23 Jun 2025			