



Heritage Whitby Advisory Committee Agenda

Tuesday, May 13, 2025, 7:00 p.m.

Hybrid Meeting

Whitby Town Hall

This Advisory Committee meeting will be held in a hybrid meeting format. Members of the public may attend this meeting virtually or in-person. Those wishing to attend the meeting virtually are required to email clerk@whitby.ca by 8:00 a.m. on the day of the meeting in order to obtain the virtual meeting link.

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 clerk@whitby.ca 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 Advisory Committee meeting either in-person or virtually**, please submit a [Delegation Request Form](#) online to the Office of the Town Clerk by 8:00 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.

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

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1. **Call to Order**
 2. **Declarations of Conflict of Interest**
 3. **Approval of Previous Minutes**
Recommendation:
That the Heritage Whitby Advisory Committee minutes of March 11, 2025 be approved.
 4. **Presentations**
 - 4.1 David Johnson, Planner II, Heritage Policy and Heritage Planning, Town of Whitby
Re: Heritage Designation Presentation for 725, 740, and 835 Columbus Road West
 5. **Delegations**
 6. **General Business and Reports**

- 6.1 Heritage Summer Student Introduction
- 6.2 Whitby Farmers' Market and Home Sweet Home Festival Updates
- 6.3 Official Plan Review Update
- 7. **Council Update**
- 8. **Other Business**
- 9. **Next Meeting**
Tuesday, June 10, 2025 - 7:00 p.m.
- 10. **Adjournment**
Recommendation:
That the meeting adjourn.



Heritage Whitby Advisory Committee Minutes

March 11, 2025, 7:00 p.m.
Hybrid Meeting
Whitby Town Hall

Present: Margaret Clayton
Deanna Hollister, Chair
Lisa Johnson
Richard Klingler
Rick McDonnell
Paul Rolland, Vice-Chair
Vincent Santamaura

Regrets: Don Mitchell
Terry Standish
Brian Winter, Honourary Member

Also Present: Councillor Yamada, Mayor's Designate
Sarah Ferencz, Library Archivist
Lori Tesolin, Principal Planner, Policy and Heritage Planning
David Johnson, Staff Liaison, Planner II, Heritage
Heather Ellis, Council and Committee Coordinator (Recording Secretary)

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1. Call to Order
 2. Declarations of Conflict of Interest

Vincent Santamaura declared a conflict of interest regarding Item 4.2, 25 Way Street, Heritage Permit Application (HP-03-25), Demolition Request of Outbuildings as the property owner is a client of his personal business.

Mr. Santamaura did not take part in the discussion or voting on this matter.

3. Approval of Previous Minutes

Lisa Johnson requested an amendment to the Heritage Whitby Advisory Committee Minutes of February 11, 2025 under Item 8.1, James Rowe House

Update. Ms. Johnson requested that the word "most" be added to the second sentence of the first paragraph and that the sentence read as follows:

"Ms. Johnson advised that most items within the James Rowe House were reproduction displays and photograph prints with no historical value."

Moved by Lisa Johnson

That the Heritage Whitby Advisory Committee minutes of February 11, 2025 be approved, as amended.

Carried

4. Presentations

4.1 Lashia Jones, Senior Cultural Heritage Specialist, representing Stantec

Re: Heritage Conservation District Review and Update

Lashia Jones provided a presentation regarding the Heritage Conservation District (HCD) Review and Update. Highlights of the presentation included:

- details about the Brooklin HCD and Werden's Plan Neighbourhood HCD;
- the purpose of the HCD Review and Update project including improving consistency between the two HCD plans, reflecting the current land use and heritage policy, bringing the HCDs into conformity with recent legislative changes, and to create more user-friendly HCD plans for the public and Staff;
- details about the two phases of the update process and project timelines; and,
- gathering feedback from the Heritage Whitby Advisory Committee.

Discussion ensued regarding:

- enhancing architectural oversight for new buildings within the Brooklin HCD to preserve and reflect the Village of Brooklin's character in the architectural design;
- preventing infill with buildings that are not compatible with the character of the Werden's Plan Neighbourhood HCD;

- ensuring the character of the neighbourhood, including the heights, proportions, setback, and style of new buildings is compatible with the applicable HCD, and ensuring that guidelines are included in Zoning By-laws;
- creating a digital checklist of guidelines that may be accessed by builders to help inform the design of new buildings within the HCDs;
- ensuring that the public consultation process captures the broader public opinion on the value of HCD's as well as the opinion of HCD residents;
- conducting research on the impact of a heritage designation on properties and their values, and including this information as an addendum to the final report.

4.2 Vincent Santamaura, Principal Architect, representing Lesley Lebel, Owner

Re: 25 Way Street, Heritage Permit Application (HP-03-25), Demolition Request of Outbuildings

Having previously declared a conflict of interest, Vincent Santamaura did not take part in the discussion or voting regarding this matter as a Member of the Heritage Whitby Advisory Committee.

Vincent Santamaura provided a presentation regarding 25 Way Street, Heritage Permit Application, Demolition Request of Outbuildings.

Highlights of the presentation included:

- details about the property and its location within the Brooklin Heritage Conservation District;
- information on the existing outbuildings, their heritage significance, and the proposal to demolish the two outbuilding structures;
- a comparison of the original site plan and the proposed site plan;
- details about the proposed new accessory building elevations and hard surface area;
- details about the proposed and building materials; and,
- a summary of the Heritage Impact Assessment, indicating that demolishing the outbuildings would not impact on the heritage character of the Brooklin HCD.

A question and answer period ensued regarding:

- whether the proposed building would have a second floor;
- the location of the outbuildings and visibility of the new accessory building from the street;
- whether a demolition permit was required to demolish a chicken coop; and,
- repurposing the chicken coop into a garden shed.

Recommendation:

Moved by Rick McDonnell

That the Heritage Whitby Advisory Committee supports the Heritage Permit Application (HP-03-25), Demolition Request of the Outbuildings for 25 Way Street, and construction of the new accessory building.

Carried

5. Delegations

There were no delegations.

6. General Business and Reports

6.1 Visitor's Centre - Whitby Waterfront - Shirley Scott Park Update

Lori Tesolin provided a review of the proposed temporary Waterfront Visitor's Centre plans which included:

- details about the proposed temporary Visitor's Centre, including the proposed hours of operation; and,
- details about amenity features including a limestone path, tables and chairs, bike racks, and an accessible kayak dock.

A question and answer period ensued regarding:

- clarification about the C-container as the structure;
- details about washroom facilities;
- whether the Pump House was considered as a location for a Visitor's Centre;
- details about parking facilities;

- whether the Sea Cadets were still using the building at Shirley Park;
- whether the bridge reconstruction at Brock Street South would interfere with the project;
- whether there would be interpretive signage; and,
- preference for printed materials versus QR code materials.

6.2 Doors Open

Mainika Gera from the Events, Tourism and Culture Division provided information regarding the Doors Open event for October 18, 2025, between 10 a.m. and 4 p.m., including a list of potential locations. Ms. Gera requested feedback from the Committee regarding the list of potential locations for 2025.

Discussion ensued regarding:

- tour guides for Camp X, Intrepid Park;
- including Burr Lodge and Iroquois Sports Complex in the list of potential tour locations;
- removing Inverlynn Estate from the tour;
- using a trolley for certain segments of the tour; and,
- advertising the date as soon as possible.

7. Council Update

Councillor Yamada provided updates from the Regular Council meeting of February 3, 2025 and the Committee of the Whole meeting of February 24, 2025 regarding:

- a resolution by Council to combat antisemitism and hate motivated criminal acts;
- a resolution by Council to protect Whitby values by banning the Nazi swastika on Town property; and,
- a resolution by Council endorsing Community Care Durham's vision for implementing the OneConnect Program in Durham Region.

8. Other Business

8.1 Heritage Updates

Lisa Johnson shared the Oshawa Municipal Heritage Advisory Committee's information brochure as a model for creating a similar brochure for the Heritage Whitby Advisory Committee to be distributed at their booths.

Margaret Clayton shared the National Trust Newsletter to highlight an example of honouring history and historical buildings in a new development.

8.2 History In the Park

Lisa Johnson provided an update regarding History in the Park at the Lynde House Museum. Ms. Johnson advised that there were two potential dates, being June 22 and October 4, 2025. She stated that the event would be held from 11 a.m. to 3 p.m.

8.3 Heritage Whitby Advisory Committee Booth at Town Events

Rick McDonnell shared the "Our Sesquicentennial Booklet" from the Whitby Historical Society and suggested it be distributed at the Heritage Whitby Advisory Committee (HWAC) event booths. He also provided a list of significant historical dates related to Whitby for the HWAC booths and recommended that the Planning and Development Department Summer Student review these dates.

9. Next Meeting

Tuesday, April 8, 2025 - 7:00 p.m.

10. Adjournment

Recommendation:

Moved by Vincent Santamaura

That the meeting adjourn.

Carried

The meeting adjourned at 8:50 p.m.