

1635 Dundas Community Liaison Committee

Minutes

Location: Microsoft Teams

Date: 2026-02-19

Time: 7:00 – 8:00 p.m.

Attendees:

Akuah Frempong
Ema Rosa
Eva Guta
Gill Lock
Heather McMillan
Jennifer Bishop

Jocelyn Siciliano
Margaret Eskins
Marla Walters
Paul Johnston
Rachel Small - recorder
Sahar Foroutani

Sarah Klein
Stacey Leadbetter
Stratton Findlay
Travis Tiedge

Regrets:

1. Welcome & Land Acknowledgement

2. Approval of Agenda

- Approved by committee
- Minutes from October 2025 meeting will be circulated and approved via poll

3. Terms of Reference Review

- Reviewing a few additional draft changes that have been proposed by the Region and reviewed by Whitby. Will be sent to the committee for approval in a poll following this meeting.
 - The addition of the line item regarding no AI scribe bots or recording devices could be something that may come up at a later date if it is challenged.
 - This committee is not a public meeting

- Possibly adjust wording for recording or transcript based on requirements (i.e. accessibility needs, etc.)
- Committee would prefer to only allow recording for transcribing, but not recording the actual video
 - A caveat of something such as notes should only be retained for certain the committee members purposes and not public distribution.
- Proposing a change to quarterly meetings with an option for more meetings as required as the building construction moves forward.
 - This would be flexible on when the meetings take place and as well taking into account conflicting Regional committee meetings
 - Wording to be adjusted to:
 - The committee will meet no less than four times a year
 - Wording can be adjusted to remove that a committee member cannot miss a certain number of meetings
 - Ensure that committee members remain active within the committee
- Changes to the TOR will be made and sent to the committee for review and electronic approval

4. Members of the Community Liaison Committee – form

- The first term of the committee ended on December 2025
 - application form for new members will be shared with committee members
 - The form will be sent to surrounding businesses as well as targeted to people within the community
 - Suggestion to share in the Mayor's newsletter – Whitby will confirm if this is possible
- Form will be sent to committee members to confirm who still wants to remain on the committee
 - Co-Chair role is also up for renewal and will be included on the form as well
- No limit to number of terms a committee member can remain on the committee

- Local businesses need to be engaged to try and get a close proximity business owner to join the committee
 - Strategy will be reviewed on how to target the local businesses for engagement if no business comes forward with initial roll out.

5. CFOC Update

- Attached at the end of the minutes

6. Business Arising

- Relocations could have been happening through winter warming as all of our winter warming locations are open and with extreme cold weather, timing as been adjusted as needed
 - Regional Headquarters in Whitby is operating winter warming and has partnered with Whitby for a shower program at the Whitby Recreation Centre
- The majority of the encampments in Whitby are not in close proximity to 1635
- Outreach team has moved out of 1635 and into our Ajax Regional office in the interim. Will return when renovations are completed
- Whitby Mayor hosted a meeting today with local businesses regarding community safety
 - Whitby will go back to that group and engage the businesses to see if any are interested

7. Next Steps

- E-mail to CLC Members
 - Form to determine if committee members would like to remain on committee
 - Question if any committee members are interested in being the next Co-Chair
 - Minutes from October 2025 for virtual poll approval
 - Draft TOR for virtual poll approval
 - Draft form that will be sent to community for interest in becoming a new member
 - Date options for next meeting

Meeting adjourned at 8:27 p.m.

DRAFT