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## COMMITTEE OF THE WHOLE - PLANNING MEETING MINUTES

**December 3, 2024, 6:00 p.m.**

Council Members Present: Councillor Tim Balasiuk, Councillor Gary Burroughs, Councillor Wendy Cheropita, Councillor Maria Mavridis, Councillor Sandra O'Connor, Councillor Adriana Vizzari, Councillor Erwin Wiens, Lord Mayor Gary Zalepa, Councillor Andrew Niven

Staff Present: Shaunna Arenburg - Deputy Clerk, Kirsten McCauley - Director of Community and Development Services, Jay Plato - Fire Chief, Kyle Freeborn - Director of Corporate Services/ Treasurer, Grant Bivol - Town Clerk/Manager of Legislative Services, Bruce Zvaniga, CAO (Interim)

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### 1. CALL TO ORDER

Deputy Lord Mayor Wiens called the meeting to order at 6:00 p.m.

### 2. ADOPTION OF AGENDA

The following members requested to speak under New Business:

- Councillor Cheropita
- Councillor Mavridis
- Councillor Burroughs

That item 4 - Closed Session be moved to occur after the conclusion of item 10 - New Business.

Moved by: Councillor Maria Mavridis

That the agenda be adopted, as amended.

**APPROVED**

**3. CONFLICT OF INTEREST**

None were declared.

**4. CLOSED SESSION**

This item was moved to occur after item 10 - New Business.

**5. DELEGATIONS**

**5.1 Non-Agenda Delegations**

**5.2 Agenda Delegations**

- 5.2.1 James Webb, WEBB Planning Consultants - Item 8.1 - Glendale Secondary Plan – Official Plan Amendment (OPA-06-2022), CDS-24-182

James Webb gave his presentation regarding recommended Secondary Plan modifications.

Mr. Webb answered questions of clarity from Council.

- 5.2.2 David Falletta, Bousfields Inc, - Item 8.1 - Glendale Secondary Plan – Official Plan Amendment (OPA-06-2022), CDS-24-182

David Falletta gave his presentation regarding the Glendale Secondary Plan.

Council had no questions.

**6. RESPONSE TO DELEGATIONS**

Council asked Director McCauley to comment on the feedback provided by the delegations.

Director McCauley provided information regarding the recommendations made by the delegations.

**7. PRESENTATIONS**

There were none.

**8. CONSENT AGENDA**

**8.1 Glendale Secondary Plan – Official Plan Amendment (OPA-06-2022), CDS-24-182**

Lord Mayor Zalepa moved to put the recommendations from the report on the floor for discussion.

Council asked questions and discussed the report.

Moved by: Lord Mayor Gary Zalepa

That Staff be directed to amend 8.2.3 a) to include Schedule 4 alongside Schedule 1 in policy H23A.

**APPROVED**

Moved by: Councillor Adriana Vizzari

That Staff be directed to continue the discussions with the School Board to keep them abreast of the developments in the Glendale area and work with them on their needs; including the possibility of both a new elementary and high school.

**APPROVED**

Moved by: Councillor Sandra O'Connor

Move to defer approval of the Glendale Secondary Plan as well as the endorsement of the Glendale Urban Design Guidelines Appendix V to Appendix X, until the January 2025 COTW Planning meeting to enable Councillors adequate time for review.

**APPROVED**

**8.2 Official Plan Update, CDS-24-185**

Council discussed and asked questions about the report.

Moved by: Councillor Sandra O'Connor

That Council direct staff to add a step to the workplan for the consultation with the advisory committees whose mandates are related to the OP sections being revised;

**APPROVED**

Moved by: Councillor Andrew Niven

That:

1. Council **RECEIVE** the work plan outline for the completion and approval of a new Niagara-on-the-Lake (NOTL) Official Plan, as presented in this report.

2. Council **DIRECT** Staff to implement the work plan and bring a revised NOTL Official Plan to Council for approval by October 2025.

**APPROVED**

**8.3 2025 Corporate Insurance Renewal, CS-24-022**

Council discussed and asked questions about the report.

Moved by: Councillor Maria Mavridis

That:

1. Council approve the Town entering into an agreement with Marsh Canada Ltd. for Municipal Insurance Coverage and Risk Management Services for the 12-month term (January 1 to December 31, 2025) in the amount of \$815,333 plus applicable taxes with a 2-year Long Term Agreement option;
2. That Council authorize the Director of Corporate Services to process the renewal of Insurance Coverage and execute all required acceptance documents on behalf of the Corporation.

**APPROVED**

**8.4 Proposed 2025 Development Charges Indexing, CS-24-023**

Council asked questions and discussed the report.

Councillor O'Connor gave a Notice of Motion regarding the inclusion of the exploration of area specific rates in the Development Charges Background Study.

Moved by: Councillor Wendy Cheropita

That:

1. Council approves the annual indexing of Development Charge fees, with a fee increase of 3.3%, effective January 1, 2025, as detailed in Appendix I, attached to this report.

**APPROVED**

#### **8.5 Proposed 2025 Cash-in-Lieu of Parking Indexing, CS-24-029**

Lord Mayor Zalepa left the meeting at 7:35 p.m.

Council discussed and asked questions about the report.

Moved by: Councillor Wendy Cheropita

That:

1. The annual indexing of Cash-in-Lieu of Parking be approved and set at \$72,664 per stall, a 3.3% increase, effective January 1, 2025.

**APPROVED**

#### **8.6 Road Closure – 1634 Four Mile Creek Road, CAO-24-053**

Council discussed and asked questions about the report.

Moved by: Councillor Maria Mavridis

That:

1. Council approve stopping up and closing a portion of road allowance located within the boundaries of the property located at 1634 Four Mile Creek Road in Virgil and direct staff to present the draft by-law attached as Appendix I.

**APPROVED**

### **9. INFORMATION PACKAGES**

#### **9.1 Information Report - Additional Dwelling Units (ADUs) in the Town - CDS-24-173**

Council discussed and asked questions about the report.

Moved by: Councillor Gary Burroughs

That item 9.1 - Information Report - Additional Dwelling Units (ADUs) in the Town - CDS-24-173 be received.

**APPROVED**

## **9.2 325 King Street - Site Plan Approval Application - CDS-24-186**

Moved by: Councillor Sandra O'Connor

That Staff be directed to post the site plan documents on the Town's website so that they are publicly available.

### **APPROVED**

Deputy Lord Mayor Wiens passed the chair to Councillor Balasiuk at 8:02 p.m. in order to participate in the discussion and resumed the chair at 8:42 p.m.

Council discussed and asked questions about the motion.

Moved by: Councillor Tim Balasiuk

That item 9.2 - 325 King Street - Site Plan Approval Application - CDS-24-186 be received.

### **APPROVED**

## **9.3 Information Report - NPCA Strategies - CDS-24-191**

Moved by: Councillor Maria Mavridis

That item 9.3 - Information Report - NPCA Strategies - CDS-24-191 be received.

### **APPROVED**

## **9.4 Great Lakes and St. Lawrence Cities Initiative 2024 Annual Report**

Deputy Lord Mayor Wiens provided an update on the Great Lakes and St. Lawrence Cities Initiative.

Council discussed and asked questions about the report.

Moved by: Councillor Gary Burroughs

That item 9.4 - Great Lakes and St. Lawrence Cities Initiative 2024 Annual Report be received.

### **APPROVED**

## **10. NEW BUSINESS**

The following members provided Notices of Motion:

- Councillor Burroughs regarding Contextual Zoning and a second one regarding pausing Committees
- Councillor Cheropita regarding hiring and contract conversions
- Councillor Mavridis regarding licensed Short Term Rentals

## **4. CLOSED SESSION**

Moved by: Councillor Maria Mavridis

That Council proceed into a closed meeting at 8:47 p.m. under Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board specifically relating to claims against the municipality;

**APPROVED**

Moved by: Councillor Maria Mavridis

That Council rise from a closed meeting at 920p.m. under Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board specifically relating to claims against the municipality and that Staff proceed as directed.

**APPROVED**

## **11. ADJOURNMENT**

Moved by: Councillor Gary Burroughs

That this Committee adjourn at 9:22 p.m. to the next regular meeting of Council on December 10, 2024 and if a special meeting is required, it will be held at the call of the Lord Mayor.

**APPROVED**