



---

## BUDGET REVIEW COMMITTEE MINUTES

Date: February 26, 2025, 10:00 am

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

Members Absent      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)

---

### 1. CALL TO ORDER

The Deputy Lord Mayor Erwin Wiens called the meeting to order at 10:00 a.m.

### 2. ADOPTION OF AGENDA

**Moved By** Councillor Gary Burroughs

That the agenda be adopted as presented.

**APPROVED**

### 3. CONFLICT OF INTEREST

None were declared.

### 4. PRESENTATIONS

#### 4.1 2025 Operating Budget Presentation

Director Freeborn presented his 2025 Operating Budget Presentation.

**Moved By** Councillor Sandra O'Connor

That all \$3,000,000 from the proceeds of Niagara Region Broadband Network sale go into the capital reserves.

**DEFEATED**

**Moved By** Councillor Sandra O'Connor

That the Finance and Tax Clerk position be approved.

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

Council approves the allocation of NRBN proceeds of \$3 Million in the following manner:

- \$500,000 to the ~~a new Legal~~ Contingency Reserve
- \$1.5 Million to the Capital Reserve
- \$1 Million to a new Strategic Priorities Reserve

And the policy regarding spending the funds return to Council for review

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

That the Fire Inspector position be approved.

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

That Law Clerk position be approved.

**APPROVED**

## **5. BUSINESS**

### **5.1 2025 Budget Updates, CS-25-003**

**Moved By** Lord Mayor Gary Zalepa

That Council received report CS-25-003.

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

That the Business Case BC2025-04 proposes a new Customer Relations Management System, with implementation costs of \$125,000 be funded from the newly created Strategic Priorities Reserve an alternative funding source.

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

That Council approves the use of \$1,325,935 in MAT funds for the following Capital Projects for the reconstruction of Mississagua Road:

- C02209 Road Reconstruction for \$950,935
- C025012 Street Lighting Replacement for \$375,000

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

That Council approves the use of MAT funds to fund 25% of the Economic Development Budget for \$32,575.

**APPROVED**

**Moved By** Lord Mayor Gary Zalepa

That Council endorses Staff to further explore a vehicle leasing opportunity with Enterprise Fleet Management, with a Staff Report to come forward to a future Committee of the Whole Meeting.

**APPROVED**

**Moved By** Councillor Maria Mavridis

That Council approve the 2025 Operating budget, as amended, with an operating levy increase of ~~7.34%~~ 7.92% or a change of ~~\$104~~ \$112.56 annually for the average household assessment, with by-laws to be forwarded to a future Council meeting for approval.

**APPROVED**

**5.2 Proposed 2025 User Fees and Charges – Update to CS-24-028, CS-25-001**

**Moved By** Lord Mayor Gary Zalepa

It is respectfully recommended that:

1. The Budget Review Committee approves the proposed 2024 user fees and charges (excluding taxes) be approved for the following areas:
  - a) Corporate Services (Appendix I)
  - b) Fire and Emergency Services (Appendix II)
  - c) Public Works (Appendix III)
  - d) Parks and Recreation (Appendix IV)
  - e) Planning Application Fees (Appendix V)
  - f) Building Fees (Appendix VI)
  - g) Sign Permit and Property Standards (Appendix VII)
  - h) Library Fees (Appendix VIII)
  - i) Parking Fees (Appendix IX)
  - j) Cemetery Marker Fees (Appendix X)
2. A by-law be prepared adopting all user fees and charges that will be forwarded for Council's adoption.

**APPROVED**

**5.3 2025 Capital Budget, CS-24-024**

**Moved By** Lord Mayor Gary Zalepa

That in accordance with Section 4.11 of the procedure by-law Council extend proceedings for an additional 30mins to allow for completion of the agenda

**APPROVED**

**Moved By** Councillor Wendy Cheropita

That a motion to reconsider the Capital Budget be put forth.

**DEFEATED**

**Moved By** Councillor Maria Mavridis

It is respectfully recommended that:

1. Council approve the 2025 Capital Budget in the amount of \$17,215,239 as noted in "Appendix I" attached to this report; and
2. Council approve debenturing a total of ~~\$5,052,607~~ \$3,731,672 relating to the following as part of the 2025 capital program:  
C02360 – Pump 1 Replacement (\$1,352,922); C02209/2519/2512 – Mississagua Street Reconstruction (Roads, Storm, Streetlighting - ~~\$2,394,685~~ \$1,068,750); C02359 – Line 2 Road Culvert replacement (\$910,000); and C02506 – McNab Road Culvert replacement (\$400,000)
3. That the Capital By-Law attached hereto as Appendix V be approved and be forwarded to Council for adoption.

**APPROVED**

**5.4 Motion - Councillor Cheropita - Hiring Freeze**

Councillor Cheropita formally withdrew her motion.

**6. ADJOURNMENT**

**Moved By** Councillor Tim Balasiuk

That this Budget Committee adjourn to the next Council Workshop meeting of February 26, 2024, at 1:00 p.m.

**APPROVED**