



COMMITTEE OF THE WHOLE MEETING MINUTES

March 18, 2025, 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,

1. CALL TO ORDER

Councillor Burroughs called the meeting to order at 6:00 p.m.

2. ADOPTION OF AGENDA

Councillor Cheropita requested to speak under New Business.

Moved by: Lord Mayor Gary Zalepa

That the agenda be adopted, as amended

APPROVED

3. CONFLICT OF INTEREST

None were declared.

4. DELEGATIONS

4.1 Non-Agenda Delegations

4.1.1 Declaring a Mental Health, Addiction & Housing Affordability Crisis - Steven Soos & Cheryl Rowe

Steven Soos spoke to Council about declaring a Mental Health, Addiction & Housing Affordability Crisis.

Cheryl Rowe spoke to Council about advocating for mental health and an addictions rehabilitation center.

Council had no questions for the delegates.

4.2 Agenda Delegations

4.2.1 Kaneff Group, Kevin Freeman - Item 7.2 - Application for Draft Plan of Subdivision - 353 Townline Road - File: 26T-18-24-01

Kevin Freeman, Kaneff Group spoke in support of the application for Draft Plan of Subdivision - 353 Townline Road.

Mr. Freeman answered questions from Council.

5. RESPONSE TO DELEGATIONS

There was no discussion arising from the non-agenda delegations.

The Lord Mayor lifted item 7.2 for discussion.

7.2 353 Townline Road Draft Plan of Subdivision (26T-18-24-01) – Recommendation Report, CDS-25-032

Council asked questions about the report.

Moved by: Councillor Sandra O'Connor

That item 15 within the Conditions of Draft Plan of Subdivision be amended to include: That this plan will need a robust justification for no negative impact on the existing woodland feature to create a habitat for amphibians.

DEFEATED

Moved by: Lord Mayor Gary Zalepa

That:

1. The Application for Draft Plan of Subdivision (File No. 26T-18-24-01) for lands municipally described as 353 Townline Road, attached as **Appendix I** to this report, subject to the conditions of final approval contained in **Appendix IV** to this report, **BE APPROVED**; and,

2. The Lord Mayor be authorized to **ENDORSE** the Draft Plan of Subdivision for lands municipally described as 353 Townline Road, as approved, 20 days after notice of Council's decision has been given, provided that no appeals have been received.

APPROVED

6. PRESENTATIONS

6.1 Daniel Glasbergen, Carlos Alvarez, - KPMG - Audit Planning Report

Carlos Alvarez and Daniel Glasbergen gave their 2024 Audit Presentation.

Moved by: Councillor Maria Mavridis

That the Audit Planning Report presentation be received.

APPROVED

7. CONSENT AGENDA

7.1 Procedure By-Law Update, CAO-24-001

Moved by: Councillor Sandra O'Connor

That Members' Announcements be included on both Committee of the Whole and Council agendas.

APPROVED

Moved by: Councillor Andrew Niven

That:

1. The draft Procedure By-law attached hereto as Appendix I be endorsed, and presented to Council for formal adoption.
2. The changes to the draft Delegation Policy attached hereto as Appendix II be endorsed and the policy be adopted with the By-law.
3. Staff develop an electronic meeting protocol for Council approval to better establish and define specific requirements and parameters for participation in electronic meetings.

4. Staff investigate the use of proxy voting at Council meetings and return to Council in the second quarter of 2025 with recommendations.
5. Staff implement a tracking system to record and direct Council Members' requests and inquiries at meetings not otherwise encapsulated in the minutes via resolution or By-law.

APPROVED

7.1.1 Further Updates to Report CAO-24-001 - Procedure By-law Updates - CAO-25-009

Moved by: Lord Mayor Gary Zalepa

That item 7.1.1 - Further Updates to Report CAO-24-001 - Procedure By-law Updates - CAO-25-009 be received.

APPROVED

7.2 353 Townline Road Draft Plan of Subdivision (26T-18-24-01) – Recommendation Report, CDS-25-032

This item was lifted and discussed under item 5 - Response to Delegations.

7.3 Unaddressed Parcel, Elden Street - OPA-03-2024, ZBA-09-2024, 26CD-18-24-03 - Recommendation Report - CDS-25-023, CDS-25-023

Council discussed and asked questions about the report.

Moved by: Councillor Tim Balasiuk

That:

1. The Application for Official Plan Amendment (File No. OPA-03-2024) for unaddressed lands located south of Penner Street, east of Elden Street, north of Field Road, and west of Niagara Stone Road, **BE APPROVED**, and that the draft Official Plan Amendment, attached as **Appendix IV**, be forwarded to Council for adoption;
2. The Application for Zoning By-law Amendment (File No. ZBA-09-2024) for unaddressed lands located south of Penner Street, east of Elden Street, north of Field Road, and west of Niagara Stone

Road, **BE APPROVED**, and that the draft Zoning By-law Amendment, attached as **Appendix V**, be forwarded to Council for adoption;

3. The Application for Draft Plan of Vacant Land Condominium (26CD-18-24-03) for unaddressed lands located south of Penner Street, east of Elden Street, north of Field Road, and west of Niagara Stone Road, attached as **Appendix I** to this report, **BE APPROVED** subject to the conditions contained in **Appendix VI** to this report; and
4. The Lord Mayor be authorized to **ENDORSE** the Draft Plan of Vacant Land Condominium entitled “Cornerstone Condominium” for unaddressed lands located south of Penner Street, east of Elden Street, north of Field Road, and west of Niagara Stone Road, as approved, 20 days after notice of Council’s decision has been given, provided that no appeals have been received.

APPROVED

7.4 Encroachment Agreement for 187 Queen Street, OPS-25-006

Council asked questions and discussed the report.

Moved by: Councillor Wendy Cheropita

That:

1. Council approve the attached encroachment agreement for the property known as 187 Queen Street to recognize an existing heritage building encroaching into the municipal right of way, and that the agreement be forwarded to the Owners for signature; and
2. That the draft by-law attached as Appendix I hereto be forwarded to Council for adoption.

APPROVED

7.5 Grinder Pump Service Update, OPS-25-009

Council asked questions and discussed the report.

Moved by: Councillor Wendy Cheropita

That:

1. Council **Endorse** the new Service Agreement provided by Kimbel Donayre Plumbing to provide residents with grinder pumps an alternative to the Service Line Warranties coverages as they expire and are no longer renewable.
2. Council **Directs** Staff to continue to enhance and improve communications related to grinder pump use, maintenance, service providers available, and troubleshooting with special attention in the future to homebuyers who own a grinder pump for the first time.
3. Council **Approve** a partial reimbursement in the amount of \$100 for the property owners who currently have grinder pump coverage and sign up for the new Service Agreement upon cancellation of their current coverage.

APPROVED

8. INFORMATION PACKAGES

8.1 2024 Summary Report for the Town's Drinking Water Systems - OPS-25-008

Council asked questions and discussed the report.

Moved by: Lord Mayor Gary Zalepa

That item 8.1 - 2024 Summary Report for the Town's Drinking Water Systems - OPS-25-008 be received.

APPROVED

8.2 By-law Enforcement Metrics 2024 - FES-25-004

Council asked questions and discussed the report.

Moved by: Councillor Maria Mavridis

That item 8.2 - By-law Enforcement Metrics 2024 - FES-25-004 be received.

APPROVED

8.3 News Release - Niagara-on-the-Lakes Temporary Patio Program to Conclude in 2025

9. NOTICE OF MOTION

10. NEW BUSINESS

Councillor Cheropita gave a Notice of Motion regarding the patio program.

11. ADJOURNMENT

Moved by: Councillor Maria Mavridis

That this Committee adjourn at 7:12 p.m. to the next regular meeting of the Council on March 25, 2025, and if a special meeting is required, it will be held at the call of the Lord Mayor.

APPROVED