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## COMMITTEE OF THE WHOLE MEETING MINUTES

February 10, 2026, 5:00 p.m.

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

Staff Present: Shaunna Arenburg - Deputy Clerk, Jay Plato - Director of Community & Protective Services / Fire Chief, Kyle Freeborn - Director of Corporate Services/ Treasurer, Grant Bivol - Town Clerk/Manager of Legislative Services, Nick Ruller - CAO, Lauren Kruitbosch - Director, Organizational Performance, Strategy & Transformation, Jordon Frost - Director of Public Works and Infrastructure

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### 1. CALL TO ORDER

Councillor Balasiuk called the meeting to order at 5:00 p.m.

### 2. ADOPTION OF AGENDA

Moved by: Councillor Gary Burroughs  
Seconded by: Lord Mayor Gary Zalepa

That the agenda be adopted, as presented.

**APPROVED**

### 3. CONFLICT OF INTEREST

None were declared.

### 4. CLOSED SESSION

Moved by: Councillor Andrew Niven  
Seconded by: Councillor Wendy Cheropita

That Council convene in a closed session at 5:04 p.m. to consider matters that qualifies under Municipal Act, 2001 as follows:

- Section 239(2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; including communications necessary for that purpose specifically regarding Pickleball Courts; and
- Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees; including communications necessary for that purpose specifically regarding Town Staff; and
- Section 239(2)(f) advice that is subject to solicitor-client privilege; including communications necessary for that purpose specifically regarding threatened litigation and related communications from a media organization.

**APPROVED**

Moved by: Councillor Gary Burroughs

Seconded by: Councillor Andrew Niven

That the proceedings reconvene at 6:23 p.m. in open session; and

That with respect to staffing update and media relations, staff proceed as directed in closed session.

**APPROVED**

Moved by: Councillor Sandra O'Connor

Seconded by: Councillor Gary Burroughs

1. That Council DIRECTS Staff to leave the pickleball courts, located in the Virgil Sports Park, closed for the remainder of 2026.
2. Council DIRECTS Staff to develop a solution for current pickleball players to find an appropriate outdoor court for the 2026 season.

**APPROVED**

**5. MEMBERS' ANNOUNCEMENTS**

**6. DELEGATIONS**

**6.1 Non-Agenda Delegations**

**6.1.1 Ron Gayadeen and Frances Gregotski, Niagara Respite Care Study Group - The Need for Respite Care for Caregivers in our Community**

Frances Gregotski spoke about the need for respite caregivers in the community and asked for Council's support in principle.

Council asked questions about the program.

**6.2 Agenda Delegations**

**7. RESPONSE TO DELEGATIONS**

The Lord Mayor agreed to attend the upcoming conference to represent Niagara-on-the-Lake.

**8. PRESENTATIONS**

**8.1 Beth Plato-Giles, Administrator for Seniors Community Programs at the Niagara Region**

Beth Plato-Giles, Administrator for Seniors Community Programs at the Niagara Region gave her presentation regarding the seniors programs.

Council asked questions about the presentation and the programs.

**9. RECOMMENDATION REPORTS**

**9.1 2026 Discretionary Grant Policy Update, CS-26-008**

Director Freeborn introduced the report.

Council asked questions and discussed the report.

Councillor Burroughs requested to have the items voted on separately.

Moved by: Councillor Wendy Cheropita

Seconded by: Councillor Gary Burroughs

That Appendix I be amended to change the wording from "particularly youth" to "including youth".

**DEFEATED**

Moved by: Lord Mayor Gary Zalepa  
Seconded by: Councillor Wendy Cheropita

That:

1. Council **APPROVE** the attached Discretionary Grant Policy and Procedure as amended (Appendix I);

**APPROVED**

Moved by: Lord Mayor Gary Zalepa  
Seconded by: Councillor Wendy Cheropita

That:

2. Council **DELEGATES** authority to the Director of Corporate Services to execute the Discretionary Grant Program Agreements; and

**APPROVED**

Moved by: Lord Mayor Gary Zalepa  
Seconded by: Councillor Wendy Cheropita

That:

3. Council **APPROVE** the Discretionary Grant Program be opened for applications for 2026 funding on March 2, 2026, for a period of four weeks, with the Discretionary Grant Working Group meetings occurring in April with a Recommendation Report returning to Council in May for approval.

**APPROVED**

## **9.2 Province of Ontario Blue Box Transition – Recycling Collection Update, CS-26-010**

Director Freeborn introduced the report.

Council asked questions and discussed the report.

Moved by: Councillor Andrew Niven  
Seconded by: Councillor Wendy Cheropita

That:

1. Council **RECEIVES** this report as Staff’s follow-up regarding potential recycling service delivery options for non-eligible source (NES) properties following the Province of Ontario Blue Box Transition; and
2. Council **AFFIRMS** that any Enhanced Level of Service (ELOS) recycling collection currently provided within the Downtown Designated Area is intended as a temporary transition measure only, ending no later than December 31, 2026, unless otherwise directed by Council; and
3. Council **DIRECTS** Staff to continue supporting affected businesses through information-sharing, education, and transition support, including referral to private-sector recycling service providers, without assuming a service delivery or contractual role.

**APPROVED**

**9.3 Niagara-on-the-Green (North) Subdivision (26T-95005) Extension of Draft Plan Approval, CDS-26-011**

Director Alderman introduced the report.

Council asked questions and discussed the report.

Moved by: Councillor Wendy Cheropita

Seconded by: Councillor Gary Burroughs

That:

1. Council **APPROVES** an extension to draft approval for the “Niagara-on-the-Green (North) Draft Plan of Subdivision” (File 26T-95005 Revised) attached as **Appendix II** to this report, for a period of two (2) years until December 28, 2027, subject to the updated conditions of final approval contained in **Appendix III** to this report.

**APPROVED**

**9.4 Parks & Recreation Action Plan, Implementation Framework and Visionary Guide, FES-26-003**

Chief Plato introduced the report.

Council asked questions and discussed the report.

Moved by: Lord Mayor Gary Zalepa  
Seconded by: Councillor Wendy Cheropita

That:

1. Council DIRECTS Staff to prepare an Action Plan & Implementation Framework and a Community Asset Vision for the Parks, Recreation & Facilities Division, and to bring both documents forward to Council for adoption by the end of Q2, 2026.

**APPROVED**

### **9.5 New Site Alteration By-law, OPS-26-004**

Director Frost introduced the report.

Council asked questions and discussed the report.

Moved by: Councillor Wendy Cheropita

Seconded by: Councillor Andrew Niven

That:

1. The changes to the Site Alteration By-law identified in Report OPS-26-004 be **APPROVED**, and that the By-law attached as Appendix II be forwarded to Council for adoption and rescission of the existing Site Alteration By-law 3941-05;
2. The Site Alteration Permit Fees attached as Schedule “C” to the By-law be **APPROVED**;
3. The Short-Form Wording attached as Schedule “G” to the By-law be **APPROVED**; and
4. Staff be **DIRECTED** to present a By-law to amend Schedule “I” of the Administrative Penalty By-law for Non-Parking Related Offences No. 5334-21 to designate the new Site Alteration By-law.

**APPROVED**

### **9.6 535 Niagara Boulevard Municipal Land - OPS-26-005**

Councillor Mavridis left the meeting at 8:12 p.m.

CAO Ruller introduced the report.

Council asked questions and discussed the report.

Moved by: Councillor Wendy Cheropita  
Seconded by: Councillor Andrew Niven

That:

1. Council **DIRECTS** staff to explore the divestiture of approximately 105 m<sup>2</sup> of Town-owned land from 535 Niagara Boulevard (Ryerson Park) to the adjacent landowner;
2. Council **DIRECTS** staff to return with a recommendation report by the end of Q2, 2026, with all the required steps to be taken to determine the appropriate costs and possible resale value of the land.

### **APPROVED**

#### **9.7 Advertising, Sponsorship, Naming, and Naming Rights Policy, CAO-26-008**

Director Kruitbosch introduced the report.

Council asked questions and discussed the report.

Moved by: Councillor Andrew Niven  
Seconded by: Lord Mayor Gary Zalepa

That:

- 1.1 Council **APPROVES** the Advertising, Sponsorship, Naming, and Naming Rights Policy attached to this report as Appendix I;
- 1.2 Council **REPEALS** the existing Advertising and Sponsorship Policy (P-CAO-25-05) upon adoption of the new Advertising, Sponsorship, Naming, and Naming Rights Policy;
- 1.3 Council **DIRECTS** Staff to implement the policy and proceed with administering the program, including the identification, establishment, and management of a consistent menu of advertising, sponsorship, naming, and naming rights opportunities;
- 1.4 Council **DIRECTS** Staff to determine and recommend the proposed fees and/or values associated with each advertising, sponsorship, naming, and naming rights opportunity (including any applicable administrative costs), and report back to Council with a proposed fee schedule for approval; and,

1.5 Council DIRECTS Staff to work with the Town's Legal Services staff and external counsel, as required, to draft a standard agreement template to be used for all forthcoming advertising, sponsorship, naming, and naming rights agreements, to support consistency and risk management.

**APPROVED**

## **10. INFORMATION REPORTS AND INFORMATION ITEMS**

### **10.1 End of 2025 Strategic Plan Update - CAO-26-007**

Council asked questions and discussed the report.

Moved by: Lord Mayor Gary Zalepa

Seconded by: Councillor Andrew Niven

That the End of 2025 Strategic Plan Update - CAO-26-007 be received for information.

**APPROVED**

### **10.2 Procurement Update - Buy Ontario Act - CS-26-004**

Moved by: Councillor Andrew Niven

Seconded by: Councillor Gary Burroughs

That the Procurement Update - Buy Ontario Act - CS-26-004 be received for information.

**APPROVED**

### **10.3 The Town of Plympton-Wyoming Email re: Enhanced School Bus Safety and the Implementation of Stop-Arm Camera Systems**

Council asked questions and discussed the email.

Moved by: Councillor Adriana Vizzari

Seconded by: Councillor Andrew Niven

That The Town of Plympton-Wyoming Email re: Enhanced School Bus Safety and the Implementation of Stop-Arm Camera Systems be received for information.

**APPROVED**

**11. NOTICE OF MOTION**

**11.1 Councillor Mavridis - Request to Amend Christopher's Law (Sex Offender Registry)**

The Town Clerk read out the enactment clauses.

**12. ADJOURNMENT**

Moved by: Councillor Gary Burroughs

Seconded by: Councillor Andrew Niven

That this meeting adjourn at 8:35 p.m. to the Committee of the Whole Meeting on February 17, 2026.

**APPROVED**