Policy and Priorities Committee

Minutes

Meeting #:	**P&P-03/2019**
Date:	**Monday, April 15, 2019**
Location:	**Town of Pelham Municipal Office - Council Chambers** **20 Pelham Town Square, Fonthill**
Members Present	**Marvin Junkin** **Mike Ciolfi** **Lisa Haun** **Bob Hildebrandt** **Ron Kore** **Marianne Stewart** **John Wink**
Staff Present	**Teresa Quinlin** **Nancy Bozzato** **Bob Lymburner** **Marc MacDonald** **Jason Marr** **Vickie vanRavenswaay** **Barbara Wiens**
Other	**Interested Citizens** **Media**

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1. Call to Order and Declaration of Quorum

Noting that a quorum was present, the Mayor called the meeting to order at approximately 7:55 p.m.

2. Adoption of Agenda

Moved By Marianne Stewart

THAT the agenda for the April 15, 2019 regular meeting of Committee be adopted as circulated.

Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no pecuniary interests disclosed by any of the members present.

4. New Business

4.1 Recommendation Report Regarding Amendment to Interim Control By-law 4046 (2018) 770 Foss Road (File No. AM-01-19)

Councillors Ciolfi, Hildebrandt and Stewart read into the record the open mind statements relating to Item 4.1. This disclosure is due to their signatures appearing on a petition relating to the cannabis industry.

Moved By John Wink

THAT Committee receives this Department of Community Planning and Development Report as it pertains to File No. AM-01-19 regarding 770 Foss Road;

AND THAT Committee recommends that Council approve the by-law, attached hereto as Appendix E, amending By-law No. 1118 (1987) to require site plan control for greenhouses.

AND THAT Committee directs staff to prepare a by-law, authorizing the Mayor and Clerk to execute a Site Plan Agreement with Leviathan Cannabis Group Inc. for 770 Foss Road.

AND THAT Committee directs staff to amend the Interim Control By-law 4046 (2018) to permit a cannabis production facility at 770 Foss Road.

AND THAT Committee directs staff to prepare an amendment to the Town's nuisance by-law or a standalone cannabis by-law which would authorize the Town to issue fines to licensed cannabis producers relating to odour and light.

Moved By John Wink

THAT the Policy and Priorities Committee receive Department of Community Planning and Development Report as it pertains to File No. AM-01-19 regarding 770 Foss Road;

THAT the Report be referred to Legal Counsel for review; and

AND Legal Counsel be requested to provide Council with advice regarding any potential legal implications on the municipality in terms of both approving or denying the request to amend the Interim Control By-law from the proponent.

Carried

4.2 Pelham Street North Reconstruction Project Update

Moved By Bob Hildebrandt

THAT COMMITTEE receive the Report entitled Pelham Street North Reconstruction Update; and THAT Committee recommend that Council *approve the project to be completed as part of the 2019 Capital Budget.*

Carried

4.3 New Health and Safety Policies

Moved By Mike Ciolfi

THAT the Policy and Priorities Committee receive the report New Health and Safety Policies; and

THAT Committee recommend that the Health and Safety Policies (First Aid, Individual Responsibilities and Duties Preventative Maintenance) be submitted to Council for approval at their next regular meeting scheduled for May 6, 2019

Carried

4.4 Workplace Violence and Harassment policy

Moved By John Wink

THAT the Policy and Priorities Committee receive the Workplace Violence and Harassment Policy; and

THAT Committee recommend that the Workplace Violence and Harassment policy be submitted to Council for approval at their next regular meeting scheduled for May 6, 2019

Carried

4.5 Proposed Revisions to Council Correspondence Policy

Moved By Ron Kore

THAT THE Policy and Priorities Committee recommend that Council adopt Policy S201-19, Council Correspondence, as amended.

Carried

4.6 Update to Lottery Licensing Policy

Moved By Mike Ciolfi

THAT Committee recommend that Council approve the Lottery Licensing Policy, S203-05, and that Policy CLERK/R05 be repealed and replaced.

Carried

4.7 Policy: Council/Staff Relationships

Moved By Marianne Stewart

THAT the Policy and Priorities Committee receive the Council-Staff Relationships Policy Report; and

THAT Committee recommend that the Policy be submitted to Council for approval at their next regular meeting scheduled for May 6, 2019.

Moved By Bob Hildebrandt

THAT the Policy and Priorities Committee refer the policy back to staff; and THAT the said policy be brought back to Committee once the Town of Pelham Strategic Plan has been approved.

Carried

4.8 Update to Town of Pelham Procedural By-law – Proposed Amendments

Moved By John Wink

THAT the report, Update to Town of Pelham Procedural By-law – Proposed Amendments, be received; and

THAT Committee recommend that the proposed by-law amendments be presented to Council for First and Second Reading at their next regular meeting; and

THAT the Clerk be directed to provide Notice in accordance with the Town's Notice Policy prior to presentation of the By-law for Third Reading and Adoption.

Amendment:

Moved By Ron Kore

THAT the reference regarding signing of petitions be removed.

Defeated

Amendment:

Moved By Ron Kore

THAT the proposed amendment of including 'and should be vetted through the Town's Public Relations and Marketing Specialist' shall be removed in Section 33 titled Press Releases

Carried

Amendment:

Moved By Marianne Stewart

THAT Section 33 titled Press Release be amended to include 'Prior to a press release being issued, Council shall be notified at a minimum of 12 hours in advance, expect in an emergency situation'

Carried

Moved By John Wink

THAT the report, Update to Town of Pelham Procedural By-law – Proposed Amendments, as amended, be received; and

THAT Committee recommend that the proposed by-law amendments, as amended, be presented to Council for First and Second Reading at their next regular meeting; and

THAT the Clerk be directed to provide Notice in accordance with the Town's Notice Policy prior to presentation of the By-law for Third Reading and Adoption.

Carried

5. Old Business

5.1 Assante sign variance update

Moved By Bob Hildebrandt

THAT Committee receive the report entitled Assante sign variance update 2019; and

THAT Committee recommend approving the variance at the next regular meeting of Council.

Moved By Bob Hildebrandt

THAT Committee refer the report back to staff to report back to Council; and

THAT the report includes measurements for the allowable distance of the proposed sign to be closer to the patio.

Carried

5.2 Trout Unlimited – Principles of Partnership

Moved By Mike Ciolfi

That Committee receive the Public Works report, Trout Unlimited - Principles of Partnership, and

That Committee recommend Council endorse the partnership as outlined.

Carried

5.3 Integrity Commissioner Review and Proposed Amendments to Code of Conduct

Moved By John Wink

THAT the Policy & Priorities Committee receive the report, Integrity Commissioner Review and proposed Amendments to Code of Conduct; and

THAT Committee recommend that the Code of Conduct, as amended, be presented to Council for final approval on May 6, 2019 which shall be in place for the Members of Council and Local Boards; and

THAT staff be directed to prepare the necessary By-law to adopt said Code; and

THAT Policy S201-15 be repealed and replaced with the new Code of Conduct; and

THAT Policy S201-16 (Code of Conduct for Board and Committee Appointees) be repealed.

Carried

6. Adjournment

Moved By Ron Kore

THAT this Regular Meeting of Committee be adjourned until the next regular meeting scheduled for May 6, 2019 following Council.

Carried

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Mayor Marvin Junkin

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Town Clerk, Nancy J. Bozzato