

**Cannabis Control Committee
Town of Pelham**

**Minutes of Meeting
Wednesday, June 24, 2020 - 5:00 p.m.
Teleconference**

PRESENT: Bob Hildebrandt, Councillor - Town of Pelham
Tim Nohara (**Chair**)
John Langendoen
Louis Damm
Jim Jeffs
Bill Heska
Jim Steele
Carla Baxter
David Cribbs, CAO - Town of Pelham
Barbara Wiens, Director, Community Planning & Development - Town of Pelham
Shannon Larocque, Senior Planner, Community Planning & Development-Town of Pelham
Jodi Legros, Administrative Assistant, Community Planning & Development-Town of Pelham
(**Secretary**)

OTHER: Nick McDonald, Meridian Planning

1. **Declaration of Quorum**

Chair declared quorum at 5:01pm.

2. **Approve Agenda**

Agenda amended to combine items 3 and 4.

Moved by B. Heska, seconded by J. Steele that the agenda of June 24, 2020 be approved, as amended.

CARRIED

3. **Review and approval of revised Official Plan Amendment and Zoning By-law Amendment & review of revised Meridian Planning Consultant's Addendum Report**

N. McDonald, Meridian Planning, provided an overview of the amendments to the Official Plan and Zoning By-law. He believes the amendments to the OPA would satisfy the concerns raised by the Region. N. McDonald noted Aird & Berlis have reviewed the draft documents and believes they support his approach in the documents.

N. McDonald also reviewed the Addendum to his prior Planning Report. Public comments have been addressed since the drafts were circulated and has outlined the Official Plan and Zoning By-law amendments.

Moved by J. Steele, seconded by C. Baxter that the revised MPC Addendum Report dated June 22, 2020 be received for information and be approved for release by the CCC as authorized by the Chair in support of bringing the OPA/ZBA to the Council Meeting of 13 July 2020 for consideration and approval.

CARRIED

4. **Minutes of May 27, 2020**

Chair has provided the executed Minutes of May 27, 2020 to the Secretary via email.

5. **Minutes of June 3 and June 10, 2020**

- Moved by J. Jeffs, seconded by B. Heska, that the minutes of June 3, 2020 be approved, as amended.

CARRIED

- Moved by C. Baxter, seconded by J. Steele that the minutes of June 10, 2020 be deferred to the next meeting date.

CARRIED

6. **Review of Aird & Berlis comments on proposed amendment to Site Plan Control By-law**

Chair presented the comments and proposed wording from Aird & Berlis for amending the Site Plan Control By-law to ensure site plan control for cannabis and industrial hemp. After discussion, Chair proposed to draft a resolution to incorporate the legal wording recommendations in an amendment for B. Wiens to review.

J. Langendoen noted that the greenhouse growers are still in discussion with the Town concerning the 2019 amendment.

B. Wiens confirmed the Site Plan Control By-law was originally amended last year to bring it to conformity to the Official plan, which included requirements for all greenhouse growers.

7. **Review of Aird & Berlis comments on proposed amendments to Odorous Industries Nuisance By-law**

Chair noted that Aird & Berlis do not recommend the changes proposed to the Odorous Industries Nuisance By-law drafted by the By-law Department. Rather, a new section would be included for administrative penalties after the Penalties Section.

Chair noted he will draft the amendment for review by Aird & Berlis. B. Wiens will first bring the suggestion to the attention of the By-law Department.

8. **Review of Dark Sky By-law**

B. Wiens presented the Committee with a draft by-law for review and comments, and informed the committee the by-law is referred to as the Outdoor Lighting By-law and covers many light trespass features for compliance, i.e. nuisance lighting, outdoor area lighting, building, lots, private streets, laneways, et cetera.

D. Cribbs noted this by-law was necessary for various reasons and is not intended to only address lighting at cannabis production facilities.

As for any existing use not in compliance, a 10-year grandfathering clause is proposed to comply with the by-law. B. Heska noted concern with the 10-year allowance. Considerable discussion followed.

Committee members undertook to review the Outdoor Lighting By-law over the coming weeks and town staff offered to answer any inquiries they may have at the next committee meeting.

9. **Other Items discussed**

Council Meeting

B. Wiens informed the Committee that any reports need to be properly submitted by the Committee in order to be on the Agenda; they can not simply be presented at the council meeting. The Chair noted that the Committee will arrange to file all necessary material with the Clerks Department for the July 13th council meeting.

RFP to retain an environmental consultant/odour expert to design and implement the ambient neighbourhood monitoring program

The Chair asked for when purchasing expects to issue the RFQ for the odour consultant. B. Wiens is following up with the Town's Purchasing Coordinator and will inform the committee on the progress.

10. **Next meeting Date:** Wednesday, July 8, 2020 (teleconference)

11. **Adjournment:**

Moved by J. Langendoen, seconded by L. Damm that the meeting be adjourned.

The meeting adjourned at approximately 6:35 p.m.

CARRIED

Signed by:

Tim J. Nohara

*Edited
By:*

Tim Nohara (Chair)

J. Legros

Prepared by: Jodi Legros, Administrative Assistant
Community Planning & Development-Town of Pelham