

**Cannabis Control Committee  
Town of Pelham**

**Minutes of Meeting  
Wednesday, February 12, 2020 - 5:00 p.m.  
Fire Station 1, 177 Highway 20 W, Fonthill**

**PRESENT:** Mike Cioffi, Councillor - Town of Pelham  
Tim Nohara (Chair)  
Jim Jeffs  
Bill Heska  
John Langendoen  
Louis Damm  
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)

**OTHERS:** Mayor Junkin  
Bob Lymburner, Fire Chief - Town of Pelham  
Craig Genesse, Sr. By-Law Officer - Town of Pelham  
Greg Young, By-Law Officer - Town of Pelham  
Public (1)

**REGRETS:** Jim Steele  
Carla Baxter

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**1. Declaration of Quorum**

Chair declared quorum at 5:05 pm.

**2. Approve Agenda**

Committee added review of Sullivan Mahoney letter, Land Use Report, and March 25 LPAT letter to Item 4 (Working Group Session).

Moved by L. Damm, seconded by B. Heska that the agenda of February 12, 2020 as amended, be approved.

CARRIED

**3. Minutes**

- Chair delivered signed Minutes of December 11, 2019, January 8, 2020 and January 15, 2020 to the Secretary.
- Moved by J. Jeffs, seconded by L. Damm that the minutes of January 29, 2020 be deferred to the February 26 meeting.
- Moved by J. Langendoen, seconded by J. Jeffs that the minutes of February 5, 2020 be deferred to the February 26 meeting.

CARRIED

4. **Working Group Discussion**

• **Staff Input on Implementation Plan**

B. Wiens informed the Committee staff is discussing purchasing an olfactometer and will undertake training on its use, in addition to establishing a work-step procedure from odour complaint to investigation time-frame and reporting. This will take approx. 90 days to get into place.

T. Nohara provided an update that he has contacted the Town's Purchasing Co-ordinator concerning the hiring of an odour consultant/expert.

By-law Staff provided input on complaint procedure process.

• **Committee Draft Official Plan and Zoning By-law Amendment**

The Committee handed out a sheet that provided an outline of their proposed amendments to the Official Plan and Zoning By-law. The Committee's planning consultant, Meridian, is currently reviewing the information provided by the Committee. Extensive discussion ensued.

• **Sullivan Mahoney Letter**

The Committee discussed the letter to Council received by Sullivan Mahoney that is on the February 18<sup>th</sup>, 2020 Council agenda and various interactions between CannTrust and Committee members.

• **Land Use Report**

B. Heska inquired what amendments were made. T. Nohara and J. Jeffs each noted they saw some of their comments addressed. S. Larocque confirmed changes were made in response to comments received from T. Nohara and J. Jeffs, no further changes were made.

• **March 25 LPAT Notice of Case Management Conference**

Staff explained why people received a copy of the Notice and further explained how a person can participate but as a member of the community, not as a Cannabis Control Committee member.

5. **Next meeting Date:** Wednesday, February 26, 2020 - Fire Station 1.

6. **Adjournment:**

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

The meeting adjourned at approximately 6:55 p.m.

CARRIED

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Signed by:

Edited By Tim Nohara

Tim Nohara (Chair)

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