

Township of Admaston/Bromley  
First Monthly Meeting  
Friday, October, 9th 2020 @ 1:00 p.m.

SPECIAL MEETING AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
  - a) **5a** Resolution to adopt [Minutes of Council meeting held October 1st, 2020](#).
6. Delegations and Guests
7. **Planning and Economic Development Committee** – Chair Bob Hall, Committee Member Kevin LeGris
  - a) **7a** [Cannabis Interim Control](#) By-Law Proposal
8. **Community Service Committee** – Chair Kevin LeGris, Committee Member Bob Hall
9. **Operations Committee** – Chair Robert Dick, All of Council.
10. **Waste Management Committee** – Chair Kevin LeGris, All of Council
11. **Finance and Administration Committee** - Chair Michael Donohue, All of Council
12. **Protective Services Committee** – Chair Mike Quilty, Committee Member Robert Dick
13. **County of Renfrew** – Mayor Michael Donohue
14. **By-Laws**
  - a) **14a** [By-Law 2020-47 Interim Control By-Law - Cannabis](#)

15. Motions and Notice of Motion

16. Old Business

17. New Business

18. Confirmatory By-Law

a) **18a By-Law No 2020-48** to confirm proceedings of the Special Council of the Township of Admaston/Bromley at the meeting held October 9th, 2020

19. Question Period

20. In-Camera Session

21. Adjournment

---

**PLEASE NOTE** "Submissions received by the public, either orally or in writing may become part of the public record/package".

**Council Information**

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

FIRST MONTHLY MEETING

Council met for their first monthly meeting at the Municipal Council Chambers on Thursday, October 1<sup>st</sup>, 2020 at 7:30 pm. Present was Mayor Michael Donohue, Deputy Mayor Mike Quilty, Councillors Robert Dick, Kevin Legris and Bob Hall.

Staff members present were Clerk/Treasurer Allison Vereyken, Deputy Clerk/Treasurer Mitchell Ferguson and Public Works Superintendent Chris Kunopaski.

There was one (1) member of the media present.

Agenda Items 1 and 2 – Call Meeting to Order and Moment of Silence:

Mayor Donohue called the meeting to order at 7:30 pm followed with a moment of silence.

Agenda Item 3 – Approval of Agenda:

**Resolution No. 01/10/20**

Moved by: Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council approve the agenda as presented this date.

“Carried”

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes:

The September 17th, 2020 minutes were provided to Council for approval and the following resolution was passed:

**Resolution No. 02/10/20**

Moved by: Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that Council accept the minutes of the meeting held on September 17th, 2020 as presented this date.

“Carried”

Agenda Item 6 – Delegations and Guests

None.

**Agenda Item 7- Planning and Economic Development Committee - Chair**  
Bob Hall, Committee Member Kevin LeGris

None.

**Agenda Item 8 - Community Service Committee** Chair Kevin LeGris,  
Committee Member Bob Hall

8a) Bonnechere Valley Recreation Agreement

Councillor Legris presented the information contained in the report to Council. Following some discussion the following motion was passed:

**Resolution No. 03/10/20**

Moved by: Kevin Legris, seconded by Bob Hall

WHEREAS the Township is in an agreement with the Township of Bonnechere Valley for recreation services;

NOW THEREFORE BE IT RESOLVED THAT Council provide direction to staff to notify the Township of Bonnechere Valley of the intent to maintain the current agreement until the 2021/2022 season.

“Carried”

**Agenda Item 9 - Operations Committee** Chair Robert Dick, All of Council

9a) 1 Tonne Truck Tender

Councillor Dick presented the report on the retendering of the 1 Tonne Truck. The Mayor requested the delivery date that was noted in the RFP from Jim Wilson Chevrolet and the Public Works Superintendent indicated that the delivery date was noted as January 2021 on the RFP. Upon no further discussion the following motion was passed:

**Resolution No. 04/10/20**

Moved by: Bob Hall, seconded by Kevin Legris

WHEREAS Council directed staff to provide notice to Mack Mackenzie Motors rejecting their replacement pricing offer for a 2021-1 Tonne Truck and plow;

AND WHEREAS Council directed staff to re-tender for a 2021 or newer model 1 Tonne Truck and plow;

NOW THEREFORE BE IT RESOLVED THAT Council accepts the tendered amount of \$69,755.00 plus applicable taxes to Jim Wilson Chevrolet for the purchase of a 2021-1 Tonne GMC 3500 Truck and a 2020 Fisher XV2 plow;

AND BE IT RESOLVED THAT Council approve the use of Capital Reserves in the amount of \$3,482.69 to fund the difference in costs versus the debenture amount.

“Carried”

9b) County of Renfrew Notice – Stone Road and Item 9c) PWC-2020-05 Request for Permission Road Closure Detour

The Public Works Superintendent presented the information provided from the County and from Greenwood Paving regarding the closure of the Stone Road from October 5<sup>th</sup> to October 9<sup>th</sup>. There was discussion around any concerns from Council and/or staff relating to the closure of the roadway. Upon no further discussion, staff will proceed to inform the contractor of the Township approval for the detour route.

**Agenda Item 10 - Waste Management Committee** - Chair Kevin LeGris, All of Council

10a) Recycling Provider

Councillor Legris presented the information provided in the report and noted the positive impact on the budget. Following some discussion the following resolution was passed:

**Resolution No. 05/10/20**

Moved by: Mike Quilty, seconded by Robert Dick

WHEREAS the Township recycling provider ceased operations in July of 2019;

AND WHEREAS the Township deemed it expedient to have a recycling provider for the recyclables from the Township transfer and landfill sites;

NOW THEREFORE BE IT RESOLVED THAT Council approves EmTerra as the recycling provider for the Township of Admaston/Bromley at the price of \$107/MT; AND

BE IT RESOLVED THAT Council requests that EmTerra provide 60 days' notice of any price adjustments.

“Carried”

**Agenda Item 11 - Finance and Administration Committee - Chair Michael Donohue, All of Council**

11a) Administrative Assistant Position

The Mayor provided comment and pleasure for the number of applications to the position. Upon no further discussion the following resolution passed:

**Resolution No. 06/10/20**

Moved by Robert Dick, seconded by Mike Quilty

WHEREAS staff was directed to post publicly a job advertisement for a shared Administrative Assistant position for the Clerk/Treasurer and the Public Works Superintendent;

NOW THEREFORE BE IT RESOLVED that Council approves the hiring of Lindsay Tinney as the Administrative Assistant for the Township of Admaston/Bromley with an anticipated start date of October 5th, 2020.

“Carried”

11b) Adjustment to Taxes Report

The Deputy Clerk/Treasurer presented a brief background on the report and upon no further discussion the following resolution was passed:

**Resolution No. 07/10/20**

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED THAT the application for an adjustment of taxes under section 357 submitted for roll number 4742 042 030 00110 to reflect the removal of three (3) outbuildings be approved;

AND FURTHER THAT the 2020 total taxes be reduced in the amount of \$57.32 for the property presented this date.

“Carried”

11c) Tile Drain Loan

The Deputy/Clerk Treasurer presented the report to Council and upon no further discussion the following resolution was passed:

**Resolution No. 08/10/20**

Moved by Kevin Legris, seconded by Bob Hall

BE IT RESOLVED THAT Council approves Tile Drain Loan Application in the amount of \$10,800, as requested by Mr. Brett Coughlin;

AND FURTHER THAT in accordance with Tile Drainage Act R.S.O. 1990, c. T.8 s.4, the drainage inspector shall be contacted to examine the drainage works and file with the secretary a certificate of completion and inspection in the prescribed form, accompanied by a sketch showing the location, spacing, direction and depth of the pipes as laid. The cost of the services provided by the inspector is in addition to the cost of the drainage work inspected and is paid out of the amounts borrowed and deducted from the amount loaned under section 7.

“Carried”

**Agenda Item 12 - Protective Services** - Chair Mike Quilty, Committee Member Robert Dick

None.

**Agenda Item 13 - County of Renfrew** - Mayor Michael Donohue

13a) RCVTAC Endorsement

The Mayor provided a brief background on the statistics and information of the Renfrew County Virtual Triage Assessment Centre during the pandemic. Upon no further discussion the following resolution was passed:

**Resolution No. 09/10/20**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT the Council of the Corporation of the Township of Admaston/Bromley endorse the Virtual Triage and Assessment Centre (VTAC);

AND FURTHER THAT this resolution be forwarded to the County of Renfrew, all lower tiers within the County of Renfrew, the City of Pembroke and the Township of South Algonquin.

“Carried”

**Agenda Item 14 - By-Laws**

None.

**Agenda Item 15 – Motions and Notice of Motion**

None.

**Agenda Item 16 - Old Business**

The Clerk/Treasurer presented to Council the action tracking list. Following some discussion the following resolution was passed:

**Resolution No. 10/10/20**

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that Council accepts the Action Tracking List presented this date as information.

“Carried”

**Agenda Item 17 - New Business**

None.

**Agenda Item 18 - Confirmatory By-Law**

**Resolution No 11/10/20**

Moved by Kevin Legris, seconded by Bob Hall

THAT By-Law No 2020-46, being a By-Law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held October 1st, 2020 be now numbered, deemed read three times and passed.

“Carried”

**Agenda Item 19 – Question Period**

Councillor Legris requested that Council members move the motions for the Committees in which they are the chair.

**Agenda Item 20 - In-Camera Session**

None.

**Resolution No. 12/10/20**

Moved by Bob Hall, seconded by Kevin Legris

BE IT RESOLVED THAT the Thursday, October 1st, 2020 Township of Admaston/Bromley Council meeting be adjourned at 8:13 p.m.

“Carried”

---

Mayor

---

Clerk-Treasurer

**Township of Admaston/Bromley**

**477 Stone Road, R.R. #2**

**Renfrew, ON**

**K7V 3Z5**

**E-Mail Address – info@admastonbromley.com**

**613-432-2885 Stone Road Office  
613-432-4052 Fax**

**613-432-3175 Stone Road Garage  
613-646-7918 Cobden Road Garage**

**REPORT**

Date: October 9, 2020  
To: Council  
From: Allison Vereyken  
Re: Cannabis Interim Control By-Law

---

As Council will recall at the September 3<sup>rd</sup>, 2020 meeting staff was directed to investigate the options to implement a By-Law and/or Site Plan to prohibit Cannabis and/ or what authority the Municipality might have to control grow operations in the Township.

**Discussion:**

Since this meeting staff has been in discussions with other Municipalities that have implemented an Interim Control By-Law to provide the Township time to complete a thorough and comprehensive study on Cannabis prior to implementing Site Plans and/or By-Laws in relation to Cannabis.

What is an Interim Control By-Law? The definition as per the provincial legislation is noted below:

***Interim control bylaws***

*Interim control bylaws put a temporary freeze on some land uses while the municipality is studying or reviewing its policies. The freeze can be imposed for only a year, with a maximum extension of another year.*

*There is no ability to appeal an interim control bylaw when it is first passed, however, an extension to a bylaw may be appealed.*

*The Planning Act provides that an interim control bylaw remains in effect past the two-year period if the new zoning bylaw which replaces the interim control bylaw is appealed to the LPAT.*



The County provided direction for the Township to consult with their lawyer for legal advice and assistance preparing an appropriate Interim Control By-law based on the current zoning By-Law and definitions contained within.

Attached to this report is a draft Interim Control By-Law for Cannabis prepared by Cunningham, Swan, Carty, Little & Bonham LLP. Included in the By-Law are exemptions for existing uses and up to one hundred (100) square feet of medical personal use as well as the four (4) personal use recreational plants that everyone gets. The four (4) personal recreational are legislated as exemptions. Council has the ability to eliminate the exemption or expand the area for the medical personal use although it was the recommendation from legal to provide some personal medical use exception to make the by-law more defensible in the event that the Township is challenged. Council also has the ability to specify if legally existing uses are still legal or not.

Staff also requested additional information from the legal consultant, with response noted below:

1. If someone has a medical license for the growth of personal use Cannabis do they require a zoning compliance letter?

The medical licence does not allow anyone to breach the zoning by-law. It is a use that must comply with the by-law so a compliance letter is not an unreasonable request.

2. Can the Municipality with an Interim Control By-Law prohibit the growth of Cannabis in a field zoned Rural?

Yes – the ICB will define the use that is prohibited and specify which zones that use is prohibited.

3. Does the Township have the ability to require a site plan in a rural zoned area? In Agriculture zoned area?

This depends on your site plan control by-law. There is no reason that site plan for cannabis could not apply in these zones.

4. If the fence height requirements for Health Canada are greater in height than that of our By-Law what should we do?

If Health Canada requires a higher fence there is a strong argument that your by-law would be inoperative to the extent of the inconsistency. You could amend your by-law or simply leave it as is with the understanding that a licence holder is not subject to the maximum heights for a cannabis operation.

5. Does the Township have the ability to use an Odourous Industries Nuisance By-Law? Or an odour control set back By-Law?

You can certainly use that type of public nuisance by-law to control uses that cause or could potentially cause public nuisances.

The recommendation from staff at this time is to pass an Interim Control By-Law to allow time for a complete and comprehensive study to determine what type of controls the Township would wish to implement. Based on the above noted information from the Township legal consultant there is various options available to the Township in relation to Cannabis.

### **Financial Implications:**

Staff has spoken with the County of Renfrew as they act on behalf of the Township as the municipal Planner. The County has offered to complete the study for the Township at a minimal fee. The fee has yet to be discussed at this time.

### **People Consulted:**

Cunningham, Swan, Carty, Little & Bonham LLP– Tony Fleming  
County of Renfrew – Planning Division  
Other Lower Tier Municipalities in the County of Renfrew

### **Recommendation for Council:**

WHEREAS Council has provided direction to investigate the options to implement a By-Law and/or Site Plan to prohibit Cannabis and/ or what authority the Municipality might have to control grow operations in the Township;

AND WHEREAS Council has not considered whether cannabis cultivation, production and processing should be permitted in all zones in the Township;

NOW THEREFORE BE IT RESOLVED THAT Council for The Corporation of the Township of Admaston/Bromley direct staff to undertake a land use planning study to examine the land use impacts and methods of regulation of cannabis cultivation, production and processing;

AND BE IT RESOLVED THAT Council direct staff to request pricing from the County of Renfrew to complete the study;

AND FURTHER BE IT RESOLVED THAT Council adopt By-Law 2020-47 being a By-Law to establish an Interim Control By-Law within the Township of Admaston/Bromley to prohibit the cultivation, production and processing of cannabis.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2020-47

**A BY-LAW TO ESTABLISH AN INTERIM CONTROL BY-LAW WITHIN THE TOWNSHIP OF ADMASTON/BROMLEY TO PROHIBIT THE CULTIVATION, PRODUCTION AND PROCESSING OF CANNABIS**

**WHEREAS** the Township of Admaston/Bromley permits agricultural uses in all lands zoned Rural and Agricultural;

**AND WHEREAS** the current Zoning by-law was drafted prior to the legalization of cannabis;

**AND WHEREAS** Council has not considered the impact of cannabis cultivation, production and processing on adjacent uses;

**AND WHEREAS** Council has not considered whether cannabis cultivation, production and processing should be permitted in all zones in the Township;

**AND WHEREAS** a number of potential incompatible land use impacts have been identified that must be studied in order to properly plan for the introduction of cannabis cultivation, processing and production facilities into the Township, including without limitation, odour, noise, light trespass and separation distance;

**AND WHEREAS** Section 38 of the *Planning Act* permits Council of a municipality to pass an Interim Control By-Law that may be in effect for up to one (1) year, which prohibits the use of land, buildings or structures within the municipality or within any defined area thereof for such purposes as set out in the by-law, but only if the Council of the municipality has directed that a review or study be undertaken with respect to land use planning policies that apply to the subject area;

**AND WHEREAS** Council for The Corporation of the Township of Admaston/Bromley has passed a resolution directing that a land use planning study be undertaken to examine the land use impacts and methods of regulation of cannabis cultivation, production and processing.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of The Corporation of the Township of Admaston/Bromley hereby enacts as follows:

1. For the purposes of this By-law:
  - a. "Cannabis Production Facility" means a use of land, buildings or structures for the purpose of growing, drying, harvesting, packing,

raising, treating, testing, destroying, storing or distributing Cannabis or dried Cannabis as defined by the *Cannabis Act*, 2018 (Canada) as amended from time to time.

- b. "Cannabis" means a cannabis plant, including the phytocannabinoids produced by or found in such a plant regardless of whether that part has been processed or not and any substance or mixture of substances that contains or has on it any part of such plant and any substance that is similar to a phytocannabinoid produced by or found in such a plant regardless of how the substance was obtained.
2. This By-law shall apply to all lands, buildings and structures located within the Township of Admaston/Bromley.
3. No land, building or structure subject to this By-law shall be used as a Cannabis Production Facility or any accessory use associated therewith.
4. The prohibition in paragraph 3 above shall not apply to the cultivation of up to four (4) Cannabis plants on any property for personal consumption.
5. The prohibition in paragraph 3 above shall not apply to the cultivation of Cannabis pursuant to a valid license issued by Health Canada for medical Cannabis production provided that the Cannabis Production Facility is limited to a maximum of one hundred (100) square feet.
6. The prohibition in paragraph 3 above shall not apply to any Cannabis Production facility that legally existed as of the date this By-law is passed.
7. Where any conflict exists between the provisions of this by-law and any other by-law of The Corporation of the Township of Admaston/Bromley, this by-law shall prevail.
8. This by-law shall come into force and take effect on the date of its passing and shall remain in effect for a period of one (1) year from the date of its passing, unless otherwise extended in accordance with Section 38 of the *Planning Act*, or repealed by Council at an earlier date.

READ a first and second time this 9th day of October 2020.

READ a third time and finally passed this 9th day of October 2020.

---

Mayor

---

Clerk-Treasurer

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2020-48

**A BY-LAW TO CONFIRM PROCEEDINGS OF  
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY  
AT THE SPECIAL MEETING HELD October 9th, 2020**

**WHEREAS** Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

**AND WHEREAS** it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

**THEREFORE** the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 9th day of October 2020 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 9th day of October 2020.

READ a third time and finally passed this 9th day of October 2020.

---

Mayor

---

Clerk-Treasurer