



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, October 21, 2019
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-4** *Motion to adopt the minutes of the meeting of the General Purposes Committee held on **October 7, 2019** and the meeting of the Special General Purposes Committee held on October 15, 2019.*



FINANCE AND CORPORATE SERVICES DIVISION

1. **AWARD OF CONTRACT 6430P–PROVISION FOR MANAGED PRINT SERVICES**
(File Ref. No. 04-1300-01) (REDMS No. 6138283 v. 28)

GP-6

See Page GP-6 for full report

Designated Speaker: Eddie Hung

STAFF RECOMMENDATION

- (1) *That Contract 6430P–Provision for Managed Print Services, for a five (5) year contract with the option to extend for two additional one-year periods, be awarded to Xerox Canada Ltd., for the total amount of \$840,527.85; and*

- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to negotiate and execute a managed print services contract with Xerox Canada Ltd. on the terms and conditions of the contract as outlined in Contract 6430P–Provision for Managed Print Services.*



ENGINEERING AND PUBLIC WORKS DIVISION

2. 2020 POLLINATOR PARTNERSHIP INITIATIVES

(File Ref. No. 10-6161-06) (REDMS No. 6236942 v. 11)

GP-12

See Page GP-12 for full report

Designated Speaker: Chad Paulin

STAFF RECOMMENDATION

That, as described in the report titled ‘2020 Pollinator Initiatives’ from the Manager, Environment, dated September 18, 2019:

- (1) *staff collaborate with Border Free Bees to carry out the Richmond Nectar Trail Pilot Project;*
- (2) *staff inform Council in 2020 with information on the final route for the Nectar Trail route in Richmond; and*
- (3) *the City of Richmond pursues “Bat-Friendly Community” certification from the Community Bat Programs of BC.*



COMMUNITY SAFETY DIVISION

3. FINAL REGULATIONS FOR NEW CANNABIS PRODUCTS: EDIBLES, EXTRACTS AND TOPICALS

(File Ref. No. 09-5350-01) (REDMS No. 6222948 v. 4)

GP-18

See Page GP-18 for full report

Designated Speaker: Cecilia Achiam

General Purposes Committee Agenda – Monday, October 21, 2019

Pg. # ITEM

STAFF RECOMMENDATION

That the report titled “Final Regulations for New Cannabis Products: Edibles, Extracts and Topicals,” dated September 23, 2019, from the General Manager, Community Safety, be received for information.

☐

COMMUNITY SERVICES DIVISION

4. **YOUTH CITY COUNCIL**
(File Ref. No. 07-3000-01) (REDMS No. 6236478 v. 13)

GP-53

See Page **GP-53** for full report

Designated Speaker: Kim Somerville

STAFF RECOMMENDATION

That the Youth Civic Engagement Program (Option 1) as described in the staff report titled “Youth City Council,” dated October 8, 2019, from the Director, Community Social Development be approved.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, October 7, 2019

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day (entered at 4:02 p.m.)
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:01 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on September 16, 2019, be adopted as circulated.

CARRIED

Cllr. Day entered the meeting (4:02 p.m.).

ENGINEERING AND PUBLIC WORKS DIVISION

1. **CITY CENTRE DISTRICT ENERGY UTILITY BYLAW NO. 9895,
AMENDMENT BYLAW NO. 10100**
(File Ref. No. 12-8060-20-009921) (REDMS No. 6285408)

General Purposes Committee
Monday, October 7, 2019

It was moved and seconded

That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10100 presented in the "City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10100" report dated September 6, 2019, from the Director, Sustainability and District Energy be introduced and given first, second, and third readings.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

2. INDEMNIFICATION BYLAW

(File Ref. No. 12-8060-20-8459) (REDMS No. 6092440)

It was moved and seconded

That Indemnification Bylaw No. 9911 be introduced and given first, second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:03 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, October 7, 2019.

Mayor Malcolm D. Brodie
Chair

Evangel Biason
Legislative Services Coordinator



City of Richmond

Report to Committee

To: General Purposes Committee
From: Grant Fengstad
Director, Information Technology

Date: October 1, 2019
File: 04-1300-01/2019-Vol 01

Re: Award of Contract 6430P–Provision For Managed Print Services

Staff Recommendation

1. That Contract 6430P–Provision for Managed Print Services, for a five (5) year contract with the option to extend for two additional one-year periods, be awarded to Xerox Canada Ltd., for the total amount of \$840,527.85; and
2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to negotiate and execute a managed print services contract with Xerox Canada Ltd. on the terms and conditions of the contract as outlined in Contract 6430P–Provision for Managed Print Services.

Grant Fengstad
Director, Information Technology
(604-276-4096)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
Purchasing	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
Clerks	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

As part of daily operations, the City uses a combination of multi-functional print devices, facsimile, scanners, printers, consumables and related maintenance and support services. Over the past seven years, the City's print devices were acquired through a combination of leases and purchases. Most of the City's print devices are now nearing or past their useful life, require frequent maintenance and are not economical to maintain.

This report presents a summary of the bids received and recommends that the City enter into a five (5) year contract (with the option to extend for two additional one-year periods) with Xerox Canada Ltd. for the supply and operation of the City's print equipment.

This report supports Council's Strategic Plan 2018-2022 Strategies as follows:

Strategy #2 A Sustainable and Environmentally Conscious City:

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology

2.1 *Continued leadership in addressing climate change and promoting circular economic principles.*

2.2 *Policies and practices support Richmond's sustainability goals.*

Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.2. *Clear accountability through transparent budgeting practices and effective public communication.*

5.3. *Decision-making focuses on sustainability and considers circular economy principles.*

Analysis

On March 27, 2012, the City entered into an initial five (5) year agreement with Ricoh Canada Inc. to provide print equipment and support services. This agreement was for the supply, installation, configuration, maintenance and support of multifunctional devices that provide printing, copying, facsimile and scanning functionality in a secure environment. Multifunctional devices are critical to the City's operations and are used daily by City staff in 36 facilities.

The current agreement with Ricoh provided the City the option to renew its agreement with Ricoh Canada Inc. for two additional one (1) year terms at the end of five-year term which were subsequently exercised.

Scope of the Work

The scope of work for the new contract is for the provision of managed print services (functional and technical consultant services to assist in the design, configuration, supply, optimization and change/support management of the City's print equipment).

The City is also planning to leverage the contract to improve print functionalities. Some of the primary enhancements include:

- Implementation of sustainability initiatives such as equipment certification with Energy Star, Electronic Product Stewardship Canada (EPSC) and Underwriter Laboratories ECOLOGO, elimination or reduction of toxins in devices and consumables and print release functionalities (automatic deletion of unidentified print jobs)
- Implementation of reporting features on energy consumption, paper and toner usage and end-of-life disposition
- Implementation of a remote asset management system to track and reduce print volume, consumables, power consumption and paper
- Implementation of management print tools at each location to ensure that the City's business needs are matched with equipment that is optimally deployed and sized correctly

This business service is consistent with the following circular economy principles:

- Stimulate energy efficiency
- Reuse of raw materials (Xerox's "Signature Analysis" technology ensures *all equipment no matter the percentage of new and reused parts-meet the same stringent quality specifications for performance, appearance and reliability*)
- Reduce environmental impact by toxic and hazardous materials
- Protection and sustainable use of natural capital (by reducing paper consumption, energy and inks)
- Improve sustainability of City operational management
- Improve sustainability of product and market supply chains
- Resource efficiency maximization and waste generation reduction

Public Bidding

A Request for Proposal (RFP) 6430P was posted on BC Bid in accordance with the City's Procurement Policy on January 10, 2019 and closed on February 1, 2019. The City received proposals from five (5) proponents in response to the RFP:

Table 1 – Proposals received

Proponents	Proposal Amount
Xerox Canada Ltd.	\$828,517
Konica Minolta Business Solutions Canada Ltd.	\$929,860
Ricoh Canada Inc.	\$994,407
Canon Canada Inc.	\$1,068,384
Laser Valley Technologies Corp (HP)	\$1,205,700

A staff team, which included frequent users, evaluated the responses based on predetermined criteria including, but not limited to:

- proposal quality
- proponent qualifications
- financial proposal
- project methodology
- ability to meet supply/service requirements

Proponents were requested to provide both a Lease and a Print per Impression option. An evaluation of total costs over a five-year term concluded that a Lease option is most cost effective for the City.

As a result of the evaluation process, Xerox Canada Ltd. and Ricoh Canada Inc. were shortlisted to proceed to the second stage of the evaluation process which took the form of an interview and rigorous product testing by staff.

The evaluation team noted Xerox products supports the City's sustainability goals by "*meeting or exceeding registration requirements for environmental performance. Along with EPEAT, Xerox offers ENERGY STAR, ECOLOGO and Blue Angel certified office products and with its partnership with PrintReleaf, enables managed print services customers to offset their printing by planting trees in endangered geographies.*" (2018 Corporate Social Responsibility Report, Xerox)

Xerox Canada Inc. also supports the circular economy with their unique processes and technologies ensuring "*that all equipment – no matter the percentage of new and reused parts – meet the same stringent quality specifications for performance, appearance and reliability. The Green Electronic Council (GEC) presented its Catalyst Award to Xerox for the analytical approach of our signature analysis, lending credibility to reuse and providing a quantitative*

metric to support the claim that reused parts meet the same quality specifications as new". (2018 Corporate Social Responsibility Report, Xerox)

As determined by the consolidated evaluations and product testing that was undertaken, Xerox Canada Ltd. received the highest score and was deemed the recommended proponent. Furthermore, Xerox Canada Inc. provided the response that best meets the City's requirements described in the RFP at the lowest cost.

Financial Analysis

The estimated value of the five-year proposed contract is \$828,517 to replace the current fleet of multifunctional devices in scope, for printing devices across all City operations with the exception of Production Centre equipment, Mailroom equipment, and 14 print devices currently under separate contract with Ricoh. This estimate is based on an average annual print volume at 4.7 million impressions over the last three years, the proportion of colour versus black and white printing, and the estimated number of 70 print devices required to support the City's needs.

In addition, a one-time \$12,010.85 payment is recommended for external security card readers to facilitate print release functionalities. This new and innovative feature will facilitate "*Follow me Printing*" which will allow users the ability to send a print job and have it printed from any device on the network using a City access card.

The total amount for the replacement of the current fleet of multifunctional devices and the additional security card readers is \$840,527.85 over the five year term.

The actual contract value may vary, depending on changes in print behaviour over the term of the contract including:

- changes in print volume
- changes in the proportion of black and white versus colour print
- purchase of additional printers above the contracted number

Financial Impact


The funding for Photocopier Contract Costs is approved by Council through the annual operating budget. The 2019 budget amount for the printing devices in scope is \$172,500. The projected five year annual operating budget for devices in scope is \$862,500 while the cost for the anticipated new contract is \$828,517. This represents a five-year savings of \$33,983 for the same level of service.

The additional one-time costs for external card readers will be funded by the Information Technology department's 2019 Operating Budget.

Conclusion

The majority of the City's multifunction print devices are now nearing or past their useful life, require frequent maintenance and are not economical to maintain. These print devices are critical to the City's operations and are used daily by City staff.

It is therefore recommended that RFP Contract 6430P-Provision for Managed Print Services be awarded to Xerox Canada Ltd., who proposed best value to the City in the amount of \$840,527.85, exclusive of taxes.

A handwritten signature in black ink, appearing to read 'Eddie Hung', with a long horizontal flourish extending to the right.

Eddie Hung
Manager, IT Department Solutions
(604-276-4232)

GF:eh



City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 18, 2019

From: Chad Paulin M.Sc., P.Ag.
Manager, Environment

File: 10-6160-06/2019-Vol
01

Re: 2020 Community Pollinator Initiatives

Staff Recommendation

That, as described in the report titled '2020 Pollinator Initiatives' from the Manager, Environment, dated September 18, 2019:

- a. Staff collaborate with Border Free Bees to carry out the Richmond Nectar Trail Pilot Project;
- b. Staff inform Council in 2020 with information on the final route for the Nectar Trail route in Richmond; and
- c. The City of Richmond pursues "Bat-Friendly Community" certification from the Community Bat Programs of BC.

Chad Paulin M.Sc., P.Ag.
Manager, Environment
(604-247-4672)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

This report outlines two community initiatives with Border Free Bees and the Community Bat Programs of BC, recommended to support pollinator species in Richmond.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.4 Foster a safe, caring and resilient environment.

This report supports Council's Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

2.4 Increase opportunities that encourage daily access to nature and open spaces and that allow the community to make more sustainable choices.

Analysis

There is growing evidence that pollinator species such as insects and bats are in decline globally due to the pressures of economic development. Council has long recognized the environmental and economic benefits of pollinators and has endorsed a variety of initiatives aimed at protecting Richmond's biodiversity, community wellness, and economic well-being including the:

- **Ecological Network Management Strategy** – Council adopted the Ecological Network Management Strategy in September 2015 to manage and enhance Richmond's ecological assets.
- **Enhanced Pesticide Management Program** – Council adopted the Enhanced Pesticide Management Program and the *Pesticide Use Control Bylaw No. 8514* in 2009 to reduce the use of traditional pesticides for cosmetic purposes.
- **Bridgeport Industrial Park Pollinator Pasture** – Council endorsed a partnership with Border Free Bees and Emily Carr University of Art and Design in 2015 to convert a 10,500 m² area of industrial land, into an artistic display of wildflowers to support local pollinator species.
- **Terra Nova Public Art Pollinator Meadow** – Council endorsed another partnership with Border Free Bees in 2018 to transform 2,200 m² of underutilized land space at the Terra Nova Rural Park into habitat for pollinators.
- **Riparian Response Strategy** – Council endorsed the Riparian Response Strategy in 2006 to protect local riparian habitat areas in Richmond. Council endorsed additional changes to the City's Riparian Response Strategy in 2018 to promote community stewardship of Riparian Management Areas and to enhance these areas with native riparian species, including a pollinator seed blend.

Additional information regarding the aforementioned initiatives is included in Attachment 1. Staff are seeking Council endorsement for two future initiatives that support local pollinators and promote community education; the 'Richmond Nectar Trail Project' and the 'Bat-Friendly Communities Program'.

Richmond Nectar Trail

Staff is proposing another community initiative with Border Free Bees to pilot the Richmond Nectar Trail Project. The project, if endorsed, would aim to increase habitat availability for native pollinators by connecting 'anchor points' such as the Bridgeport Pasture, Terra Nova Meadow, Garden City Lands and Richmond Nature Park with a series of 'stepping stone' habitats for pollinators to rest and forage while en route between the anchors. Native bees and honeybees have flight ranges of between one and six kilometres. If anchor points are separated by distances larger than this, individuals may not be able to travel effectively between each anchor. Garden City Lands is approximately 5.5 kilometres from the Terra Nova Park while the Bridgeport Pasture is approximately 2 kilometres from Richmond's Nature Park. Stepping stones can bridge the gap between anchors to allow pollinators safe passage, reduce flight stress, and increase pollinator activity along the trail.

The 2020 pilot program will be promoted in the community and will recruit participants along a conceptual flight trail in Richmond that will be developed following Council's endorsement. Staff intend to build upon the success of the City's participation in the Suzuki Foundation's Butterflyway Project. Properties participating along the trail including businesses, institutions and residential homes will plant and maintain a (minimum) one-square metre garden of pollinator-friendly flowers. Residents will be encouraged to maintain each stepping stone with drought-tolerant species that bloom from spring to fall and avoid the use of pesticides pursuant to the City Bylaw No. 8514. Maintenance of privately-owned stepping stones will be the responsibility of the individual resident or organization participating in the program. Richmond Nectar Trail information will be collected and displayed on the Border Free Bees website as an interactive map, similar to the program implemented by Border Free Bees in Kelowna, which has received positive community feedback and enthusiastic enrollment rates.

Border Free Bees will provide in-kind services such as professional expertise, communications support, and facilitating the pre-planting training sessions for participants during 2020. The installation and registration of stepping stones in public spaces such as parks and boulevards will be encouraged but is not required. Staff will develop communications in collaboration with Border Free Bees, produce additional resource materials and training sessions, host data on their website, and provide the participation signs at no cost to the City. Staff will assess the program based on community interest during the 2020 pilot to determine whether future engagement opportunities regarding the natural trail should be included into the City's annual outreach programming.

Bat-Friendly Community Program

Staff are also seeking Council endorsement for the 'Bat-Friendly Communities Program' to compliment the Richmond Nectar Trail Project and promote community education regarding bat conservation and safety. Bats provide key ecosystem services including pollinating flowers, controlling insect populations, and cycling nutrients. Two of the ten species of bats found in the Lower Mainland are listed in the federal *Species at Risk Act* as 'at risk' of becoming extirpated, and one of those species, the Little Brown Bat, has been identified at Terra Nova Park. Little Brown Bat populations have been decreasing rapidly in eastern Canada and the United States due to white-nose syndrome. White-nose syndrome is considered one of the worst wildlife diseases in modern times and some experts suggest that the Little Brown Bat will be extirpated from much of eastern North America by 2026. The disease has not yet been reported in BC to date but one case was identified in Washington State in 2016. Bats have generally developed a poor reputation due to their ability to host and transfer the rabies virus. Bats are the only animal in BC that can transmit the virus to humans but less than 0.5% of bats carry the virus and known cases of rabies are extremely rare. Five people have died from rabies transmitted from bats in Canada since 1970. The City has been working with Vancouver Coastal Health and the Community Bat Programs of BC to incorporate bat safety, education, and conservation information into outreach events such as the Public Works Open House, and the Mitchell Island Environmental Stewardship Info session. This has included the creation of Richmond's "Batabase", which has become a popular tool to record local bat sightings.

Community Bat Programs of BC promotes conservation of bats on private and public land, provides a resource to landowners dealing with bat issues, engages citizen scientists to collect data on bat populations and recognizes communities that are leaders in bat conservation and education. Communities must demonstrate continued efforts to promote bat habitat conservation and support community awareness. Staff recommend pursuing "Bat-Friendly Community" certification from the Community Bat Programs of BC. Richmond will be the first community in the Lower Mainland to be recognized as a certified 'Bat-Friendly' Community, if successful.

Next Steps

Community registration and training will begin in spring 2020 with the intention of having the nectar trail activated for the 2020 growing season. An application for Bat-Friendly certification will be prepared in 2020 and staff will continue to incorporate bat education into community outreach events and programming including participating in Bat Week in October 2020.

Financial Impact

None.

Conclusion

Endorsement of the Richmond Nectar Trail Project and the Bat-Friendly Community Program will strengthen Richmond's commitment to protect pollinator habitat and strengthen community awareness about the key ecological services they provide. Staff will implement the next steps for each program as described and update Council in 2020.



Chad Paulin M.Sc., P.Ag.
Manager, Environment
(604-247-4672)

Att. 1: Council Endorsed Pollinator Initiatives

Council Endorsed Pollinator Initiatives

Ecological Network Management Strategy (ENMS)	Council adopted the ENMS in September 2015, which identified local hubs, sites, and corridors that connect green spaces throughout Richmond. Larger areas such as the Richmond Nature Park, Terra Nova Rural Park, Sturgeon Bank and the Northeast Bog are listed as hubs. Smaller, semi-natural areas such as backyards, school yards, and fields are identified as sites and the City's Riparian Management Areas make up corridors that connect the sites and hubs in the network. A goal of the ENMS is to manage and enhance Richmond's ecological assets. Pollinators are considered a critical ecosystem component, due to the services they provide.
Enhanced Pesticide Management Program	Council adopted the Enhanced Pesticide Management Program and the Pesticide Use Control Bylaw No. 8514 in 2009 to reduce the use of traditional pesticides for cosmetic purposes. The program was a leading initiative in BC at that time and continues to provide broad-based educational programming, support and training to the community regarding the benefits of pesticide-free gardening techniques.
Bridgeport Industrial Park Pollinator Pasture	Council endorsed a partnership with Border Free Bees and Emily Carr University of Art and Design in 2015 to convert a 10,500 m ² area of industrial land, into an artistic display of wildflowers to support local pollinator species. Border Free Bees is a long-term public art initiative with the mission to create aesthetically pleasing and scientifically viable pollinator pastures in under-utilized urban areas. An apiary was erected to educate community members about the significance of pollinators locally. The Bridgeport Pollinator Pasture has been nominated for, and won the following awards: <ul style="list-style-type: none"> • The Pollinator Advocate Award was presented to Border Free Bees for increasing awareness of the importance of pollinators in 2017; • The City and Border Free Bees were awarded the BC Recreation and Parks Association Award for Program Excellence in 2018; and • The City received a nomination for a UBCM Community Excellence Award in Sustainability in 2018.
Terra Nova Public Art Pollinator Meadow	Council endorsed another partnership with Border Free Bees in 2018 to transform 2,200 m ² of underutilized land at the Terra Nova Rural Park into habitat for pollinators. The project has created new opportunities for the public and students to learn about pollinators at the Terra Nova Nature School and at local events such as the Works on Wheels Tours.
Riparian Response Strategy	Council endorsed the Riparian Response Strategy in 2006 to protect riparian habitat in Richmond. Riparian Management Area setbacks were assigned on minor (5m) and major (15m) designated watercourses that are wet the majority of the time, have a source of ground and surface water, and flow into and support fish life in the Fraser River Estuary. Council endorsed additional changes to the City's Riparian Response Strategy in 2018 to promote community stewardship of Riparian Management Areas and to enhance these areas with native riparian species, including a pollinator seed blend.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Cecilia Achiam
General Manager, Community Safety
Date: September 23, 2019
File: 09-5350-01/2019-Vol
01
Re: **Final Regulations For New Cannabis Products: Edibles, Extracts and Topicals**

Staff Recommendation

That the report titled "Final Regulations for New Cannabis Products: Edibles, Extracts and Topicals," dated September 23, 2019, from the General Manager, Community Safety, be received for information.

Cecilia Achiam
General Manager, Community Safety
(604-276-4122)

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Human Resources	<input checked="" type="checkbox"/>
Community Social Development	<input checked="" type="checkbox"/>
Recreation Services	<input checked="" type="checkbox"/>
Business Licences	<input checked="" type="checkbox"/>
Fire Rescue	<input checked="" type="checkbox"/>
RCMP	<input checked="" type="checkbox"/>
Policy Planning	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CS
APPROVED BY CAO 	

Staff Report

Origin

On October 17, 2019, the final amendments¹ to Schedule 4 of the *Cannabis Act* (the *Act*) authorizing the legal sale of “edibles containing cannabis”, “cannabis extracts” and “cannabis topicals” will be authorized. The following report will provide analysis of these amendments as well as the Health Canada consultation campaign that preceded it.

This report supports Council’s Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

Analysis

The amendments and new regulations to the *Act* were first published on December 20, 2018, and coincided with Health Canada’s launch of a 60 day public consultation campaign. The outreach effort consisted of: bilateral meetings with the provinces and territories, cannabis and industry consultations, public health organizations and featured a questionnaire. There were a total of 6,800 responses to its survey questionnaire. Moreover 1,500 people participated in engagement sessions, roundtables and webinar sessions.

Council provided a response to the survey in the staff report titled "Health Canada Questionnaire on Cannabis Edibles, Extracts and Topicals", dated January 22, 2019, from the General Manager, Community Safety (see attachment 1).

Although Health Canada claims that a majority of participants in its cannabis consultation campaign were supportive of the new amendments, it received significant feedback on three areas of concern:

1. limit of 10 milligram (mg) of Tetrahydrocannabinol (THC)²;
2. prohibition of manufacturing of edible cannabis in the same building as food;
3. packaging and labelling requirements.

10mg THC Limit

While cannabis advocates and industry respondents opposed the 10 mg THC limit, public health stakeholders supported the limit and some requested an even lower limit of 5 mg. In response, to public health stakeholders’ concerns Health Canada stated that it would increase public education efforts to stress that the 10 mg amount was not a universally recommended dosage and advised that new users take a dosage of 2.5 mg. In addition, smaller packages of lower dosage of THC will be permitted. The smaller packs, however, cannot be bundled into multi-package containers which total in excess of 10 mg of THC.

¹ <http://www.gazette.gc.ca/rp-pr/p2/2019/2019-06-26/html/sor-dors206-eng.html>

² THC is the main psychoactive chemical in cannabis.

Manufacturing of Cannabis Edibles

Industry respondents were against the prohibition of cannabis edibles being manufactured in the same building that produces food products. In contrast, public health stakeholders supported the prohibition to ensure public and international confidence that the food supply will be protected from cross-contamination by cannabis products. This prohibition on the co-location of cannabis edibles in food facilities has remained in place.

Packaging and Labelling Requirements

Some respondents were concerned with the environmental waste associated with the packaging and labelling requirements. However, public health stakeholders were in favour of the existing plain packaging and the prohibition of cross-branding with alcohol products. It was further suggested that there be no cross-branding with tobacco or vaping products. In response, Health Canada extended its prohibition on cross-branding with tobacco and vaping products. Health Canada further acknowledged feedback that it should clarify its guidelines around the prohibition in the *Act* of cannabis products that are “appealing to young persons.” Moreover, Health Canada expanded its list of cannabis health warning labels (attachment 2).

Risks Remaining

Health Canada appears to have responded selectively to the feedback it received and it did not address the main concerns of the City of Richmond. While there were numerous concerns cited in the City’s submission, two major risks to the public remain: the ability to consistently control THC levels and the risk of accidental child and illegal youth consumption. Given that Health Canada modelled much of its *Cannabis Act* and regulations regime on research derived from the American state-led legalization movement, it is surprising that the latter two risks were not addressed.

Cannabis Poison Control Studies in the United States

Since 2012 there have been a series of studies published in the United States concerning accidental cannabis exposure and acute toxicity. Following the legalization of cannabis in Washington State and Colorado, a 2016 study found (2013-2015) that poisonings from cannabis brownies, cookies and candies have increased. Particularly, alarming was the increase in the following two age groups: 5 year-olds and younger; and youth aged 13-19.³ Similar results were published in a 2019 study of the states of Oregon and Alaska where children were most likely to have accidentally ingested edibles belonging to an older family member.⁴

These studies have found that the most common effects associated with cannabis toxicity are drowsiness, tachycardia (heart rate greater than 100 beats per minute), ataxia (involuntary muscle

³ Dazhe Cao, Sahaphume Srisuma, Alvin C. Bronstein, and Christopher O. Hoyte. “Characterization of edible marijuana product exposures reported to United States poison centers,” *Clinical Toxicology* 54, no. 9 (2016): 840-846.

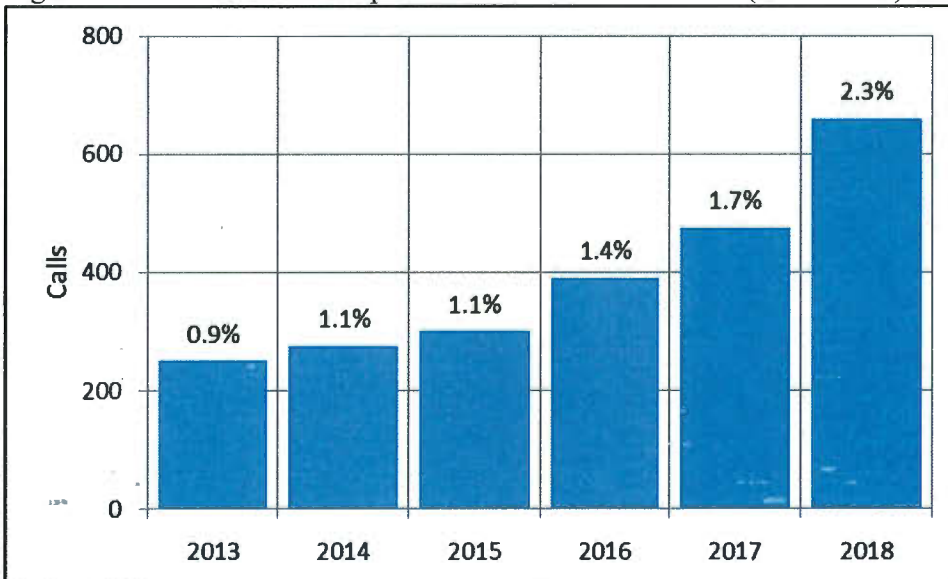
⁴ Mathhew J. Noble, Katrina Hedberg, and Robert G. Hendrickson. “Accute cannabis toxicity,” *Clinical Toxicology* 57, no. 8 (2019): 735-742.

movements) and one subject was reported to have died. Children had the highest likelihood amongst the age groups of being admitted to an intensive care unit and receiving intubation treatment.

Cannabis Poison Control Studies British Columbia

On June 12, 2019, a researcher from BC Centre for Disease Control, Tissa Rahim, presented and published a similar study⁵ of BC Drug and Poison Information (DPIC) centre emergency calls related to cannabis exposure. She found that, in 2018, the DPIC received 644 cannabis exposure calls versus 241 in 2013—an increase of 267%.

Figure 1: DPIC Cannabis Exposure Calls as % of all calls (2013-2018)

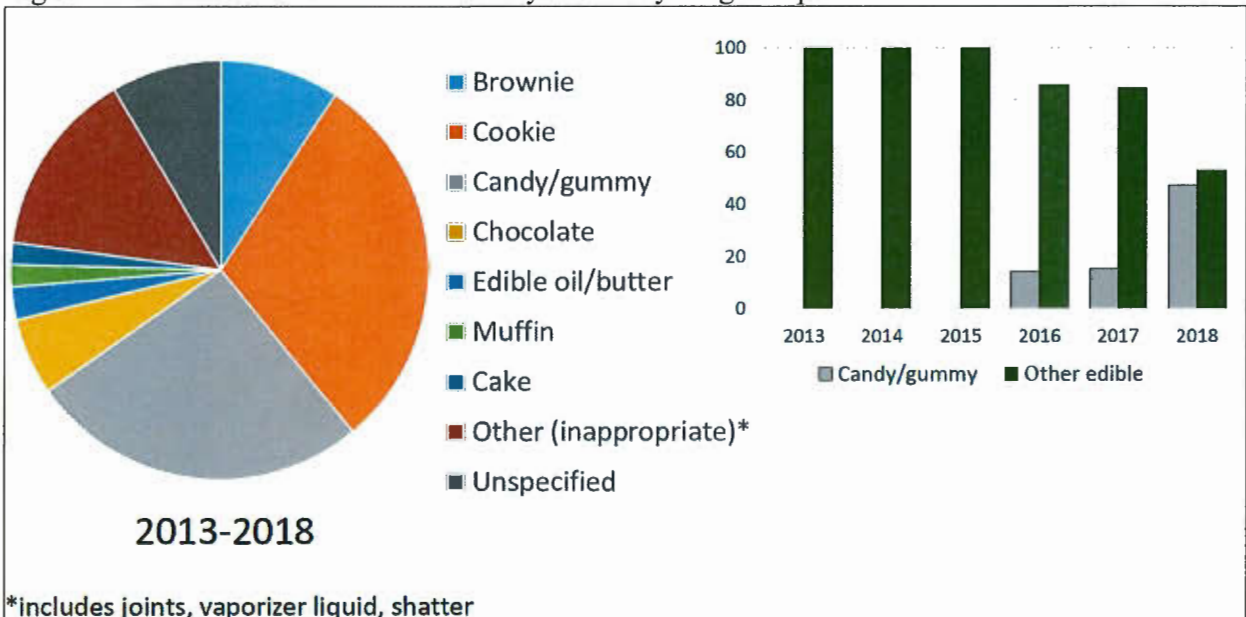


Source: Rahim, 2019.

Rahim also found a similar increase in calls amongst children in relation to exposure to cannabis infused: candy/gummies, cookies and brownies—as shown in Figure 2 below.

⁵ <http://www.nccch.ca/content/calls-bc-drug-and-poison-information-centre-cusp-cannabis-legalization>

Figure 2: What edibles were children 12 years and younger exposed to?



Source: Rahim, 2019.

Rahim's research confirms a similar trend to the United States of child and youth cannabis related exposure incidents at poison control centres.

According to DPIC staff, typically most 911 cannabis related poison calls are not serious in nature and involve novice adult users, which are handled over the phone and do not result in the immediate dispatch of first responders. However, in the case of severe incidents first responders will be dispatched. Moreover the risk of accidental cannabis exposure, in particular to children, and the lure of cannabis edibles to youth, places more emphasis on the City's first responders and staff to increase awareness and outreach efforts to youth and parents. Although Health Canada has acknowledged it received feedback from public health stakeholders who emphasized the importance of public education, no additional resources have been provided.

Given the delayed effects of cannabis edibles, it is possible that users may experience symptoms up to 30 minutes after ingestion. Delayed toxicity/symptomology could have severe consequences should users choose to operate their vehicles under the false assumption that they are fine.

THC Level Testing and the Matrix Effect

Since 2012, American researchers have been increasingly confounded with problems of how to accurately test THC levels in cannabis infused edibles including gummy bears, cookies and chocolates. According to Dr. David Dawson, a THC researcher with CW Analytical Laboratories, based in California, there were alarming variations in his testing between 1 gram and 2 gram samples of the same chocolate source. These findings ran counter to statistical research methodology which suggests that the larger the sample size the better the predictive accuracy. He found that "simply changing how much sample is in the vial could determine

whether a sample passes or fails, which could have a huge impact on the producer of the chocolate bars, as well as the customer who might be under- or overdosing because of this weird quirk of matrix effects.”⁶

While the matrix effect has presented toxicology researchers with a host of problems there are a series of measures and sophisticated methodologies to overcome these problems in relation to alcohol blood testing. However, the complex techniques involved in overcoming the matrix effect in relation to alcohol testing have taken years to develop. Proven techniques to overcome the matrix effect currently do not exist in relation to THC testing in edibles and there is little research infrastructure in place to develop solutions. It remains unclear what studies, if any, Health Canada will fund into the problem of the matrix effect and more generally on the accuracy of THC testing in edibles.

Impact on City Operations and Staff

While the City currently has bylaws that prohibit disorderly or offensive behaviour under s. 2.1.1, Public Parks and School Grounds Regulation Bylaw No. 8771 and s. 1.1, Nuisance Prohibition Bylaw No. 6983, bylaw officers do not have the authority to investigate or enforce the *Cannabis Control and Licensing Act* s. 78 (CCLA). Only police officers and provincial community safety unit investigators have enforcement powers under either federal or provincial law.

Under the Province’s CCLA consumption of cannabis edibles are permitted in most public places under provincial legislation, if an individual becomes intoxicated from cannabis, he or she must not be in or remain in a public place (s. 78(1), Act). Additionally, a person is not permitted to provide cannabis to an individual who is or shows signs of intoxication from alcohol or a drug (s. 79, Act). If an individual appears to be intoxicated as a result of cannabis consumption in a public place, a police officer can arrest them. The evidentiary grounds for the arrest would be based on a behavioural assessment of the alleged offender by the investigator police officer. In addition to the powers to arrest, police officers also have the authority to issue provincial violation tickets under s.78 \$115 and \$230 under s.79. For a complete list of the cannabis related Provincial violations see attachment 3.

In the context of road safety, drug impaired drivers are identified by police officers who are trained as drug recognition experts (DRE) who can administer the Standardized Field Sobriety Tests (SFST). Unlike alcohol, the mere presence of THC in blood, urine or saliva testing does not constitute sufficient evidence to charge a person as being over the limit.⁷

Reducing drug offences is a key priority under the Richmond RCMP Detachment’s Annual Performance Plan. In addition to enforcement measures, the Detachment is engaged in drug prevention efforts and actively supports and promotes the Drug Abuse Resistance Education

⁶ <https://www.sciencedaily.com/releases/2019/08/190825075930.htm>

⁷ “There are two prohibited levels for THC, the primary psychoactive component of cannabis: it is a less serious offence to have between 2 nanograms (ng) and 5 ng of THC per ml of blood. It is a more serious offence to have 5 ng of THC or more per ml of blood. The prohibited levels of alcohol and cannabis, when found in combination, is 50mg or more of alcohol per 100ml blood and 2.5 ng or more of THC per ml of blood.”
<https://www.justice.gc.ca/eng/cj-jp/sidl-rlcfa/>

program (DARE) in Richmond schools. From January 1 to March 31, 2019, a total of 452 students in 18 classes across 12 schools participated in the DARE program.

Given the continued risk of incidents of accidental intoxication of children, based on actual cases in the United States and BC, City staff will require increased vigilance to identify cannabis related packaging of gummy bears and chocolates. It would be prudent for staff at City facilities to be also aware of the delayed onset effect of cannabis edibles that could result in unexpected intoxication of patrons who are engaged in physical and other activities.

UBCM Survey on Local Cannabis Related Costs

According to UBCM's recent findings in their report on "Cannabis Taxation Revenue in British Columbia", published on September 20, 2019, municipalities are estimated to have collectively borne cannabis related costs of \$12.1 million per year (see attachment 4). It should be noted that cities that allow retail cannabis sales have higher associated costs than those who prohibit retail sales. The majority of costs were attributed to increase police response but as the table demonstrates there were other significant costs.

Table 1: Source of Local Government Cannabis Costs

Source of Local Government Cost	Percentage of Total (\$12.1M)
Administration and support	19%
Local government enforcement	19%
Planning/zoning	19%
Policing	33%
Other	10%

Source: UBCM

Despite the above costs associated with cannabis there is no revenue sharing agreement in place between the Province and municipalities. It is uncertain how much more local government costs will increase with the pending legalization of cannabis edibles, topicals and extracts. With the two-year Federal-Provincial-Territorial Agreement on Cannabis Taxation expiring in the winter of 2019, the UBCM is anticipating that the Federal government will seek to ensure the provinces share revenue with local governments. Currently, only Ontario, Quebec and Alberta have provincial-municipal revenue sharing agreements.

Financial Impact

None.

Conclusion

Staff will continue to research the socio-economic impact of the final amendments and regulations to the *Cannabis Act* (the *Act*) authorizing the legal sale of “edibles containing cannabis”, “cannabis extracts”, and “cannabis topicals.” In particular, staff will monitor incidents of impairment at City facilities, impaired driving and accidental cannabis toxicity incidents measured by the DPIC and Vancouver Coastal Health.



Mark Corrado
Senior Manager, Community Safety Policy and Programs
(604-204-8673)

MC:mc

- Att. 1: “Health Canada Questionnaire on Cannabis Edibles, Extracts and Topicals”, dated January 22, 2019, from the General Manager, Community Safety
- 2: Cannabis health warning messages
 - 3: *Cannabis Control and Licensing Act* Provincial Violation Ticket Information
 - 4: UBCM Survey on Local Government Cannabis Related Costs



**City of
Richmond**

Report to Committee

To: General Purposes Committee **Date:** January 22, 2019
From: Cecilia Achiam **File:** 09-5000-01/2019-Vol
 General Manager, Community Safety 01
Re: Health Canada Questionnaire on Cannabis Edibles, Extracts and Topicals

Staff Recommendation

That the responses summarized in the staff report titled "Health Canada Questionnaire on Cannabis Edibles, Extracts and Topicals", dated January 22, 2019, from the General Manager, Community Safety be approved for submission to Health Canada.

Cecilia Achiam
 General Manager, Community Safety
 (604-276-4122)

Att. 2

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Community Bylaws	<input checked="" type="checkbox"/>
RCMP	<input checked="" type="checkbox"/>
Policy Planning	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

On December 20, 2018, Health Canada launched a 60 day public consultation campaign on edible cannabis, cannabis extracts and cannabis topicals including draft regulations (attachment 1) and a background document (attachment 2). These cannabis products are scheduled to be permitted for sale under the *Cannabis Act* by October 17, 2019. This outreach effort consists of an online questionnaire of 13 questions which must be completed by February 20, 2019.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.4. Effective interagency relationships and partnerships.

Analysis

As a result of previous Council direction and research by staff, the following are proposed answers to the questionnaire from Health Canada. Following Council approval, or amendments, these answers will be submitted on behalf of the City of Richmond.

Health Canada Consultation Questionnaire

1. What do you think about the proposed THC limits for the new classes of cannabis products?

The proposed "hard cap" of 10 mg of THC in a single package/container of an edible or beverage based cannabis product is of concern to the City given that there is no rationale or explanation for this limit. While Colorado State uses the 10 mg limit, Health Canada has not provided any of its own evidence or even scientific research to substantiate the health efficacy of this limit. Given that users will likely consume more than 10mg or a single edible unit dose, there should be a warning on the overall amount of THC that will likely lead to either impairment and or a life threatening overdose.

2. Do you think the proposed new rules addressing the types of ingredients and additives that could be used in edible cannabis, cannabis extracts, and cannabis topicals appropriately address public health and safety risks while enabling sufficient product diversity?

The proposed new rules addressing additives are of concern to the City given that there is no restriction for sugars, artificial colours, or sweeteners for cannabis edibles and beverages. At the same time, there is an allowance for limited caffeine additives. The natural taste of THC is reported to be bitter, therefore, this taste is masked by the additives. However, the presence of these sweeteners and caffeine raise the risk that children and youth may consume these products despite proper age restrictive labeling. It is reasonable to assume that these products may accidentally or intentionally be consumed by minors or children given their predilection for sweetened and caffeine-based beverages and foods. Moreover a child of five years and older could easily open child-resistant protected packing.

3. Do you think that the proposed rules for other classes of cannabis will accommodate a variety of oil-based products for various intended uses, even though cannabis oil would no longer be a distinct class of cannabis?

The City is opposed to any additional products containing cannabis due to public health concerns.

4. What do you think about the proposed six-month transition period for cannabis oil? Is a six-month transition period sufficient?

The City views this period as too short and will not provide municipalities with adequate time to prepare for the societal, criminological and policy implications of this new regulatory regime. Neither the Provincial or Federal government have been allocated additional police resources to enforce these new regulations nor have municipal bylaw officers been delegated the authority of enforcement under the Cannabis Act.

5. What do you think about the proposed new rules for the packaging and labeling of the new classes of cannabis products?

While the City views the child-resistant packaging and plain packaging as necessary it will not prevent children above the age of five from accessing these products. As stated above, a major concern is that children or youth will be lured by the additives present in the products.

6. With respect to edible cannabis, what do you think about the requirement for all products to be labeled with a cannabis-specific nutrition facts table?

There should be warning labels, as found on cigarette packages, discussing the harmful effects of consumption. Moreover, independent studies have found discrepancies between what manufacturers identified on their labels and actual nutritional content found in their products. It is probable that there will be instances of mislabeled nutritional and THC content that will have a health impact on consumers.

7. What do you think about the proposal for the labeling of small containers and the option to display certain information on a peel-back or accordion panel?

The City considers that any labeling of small containers should be large enough to accommodate clearly legible warning labels (see question 6).

8. What do you think about the proposal that the standardized cannabis symbol would be required on vaping devices, vaping cartridges, and wrappers?

The City is concerned that the packaging on cannabis products, including edibles, would appeal to youth. The packaging of cannabis should be tamper-evident, child-resistant, prevent contamination and include a basic cannabis symbol and health warnings. The presentation of the cannabis packaging should be plain with standard font and size as well as include public safety and health warnings similar to that of tobacco products which also include photos.

9. Do you think that the proposed new good production practices, such as the requirement to have a Preventive Control Plan, appropriately address the risks associated with the production of cannabis, including the risk of product contamination and cross-contamination?

The City will continue to work with the local health authority, Vancouver Coastal Health, to review food handling procedures to ensure that businesses, specifically producing cannabis edibles, do not become a public health issue. The City recommends that the handling of food safety and prevention controls be reviewed after receiving input from health agencies across the country.

10. What do you think about the requirement that the production of edible cannabis could not occur in a building where conventional food is produced?

The City agrees that cannabis edible production should not be allowed where conventional food is produced. Maintaining a healthy food production sector within the City is of vital importance.

11. What do you think about the overall regulatory proposal?

The City has serious concerns surrounding edible products containing cannabis. The dosage level would be difficult to control and edibles may appeal to youth. In addition, edibles by appearance are indistinguishable from normal food products.

Youth must be discouraged and prevented from accessing cannabis. The proposed regulations should strictly regulate edible products to ensure the dosage is set at a minimum. The packaging of these cannabis products must plainly labeled and marketed towards adults. Public education and outreach on cannabis edibles must focus on restricting youth access to cannabis.

The proposed Cannabis Act regulation updates should also enable local governments to continue to maintain authority over regulation of land use and zoning as it pertains to all cannabis-related activities. There should be firmer controls on public consumption of cannabis, including edibles that match public tobacco and alcohol consumption regulations. Cannabis edibles should clearly be labeled with health warnings similar to cigarettes.

12. Are there any additional comments you would like to share on the proposed regulations for the new classes of cannabis?

Cannabis edibles present a serious risk in terms of encouraging youth consumption of cannabis. Extant edible products, albeit not yet legal in Canada, range from baked goods to processed treats such as chocolates, cotton candy, jelly beans or soft candy. These cannabis edibles are highly desirable and attractive to youth. There are already many cases reported in the media of children and pets admitted to the hospital due to unexpected consumption of cannabis edibles. The federal government needs to consider the public health and public safety perspectives and prescribe tight regulation, control and enforcement of cannabis edibles. In addition, public education should be a top priority and should focus both on communicating the harmful effects of cannabis and the need for proper handling and storage of cannabis edibles to reduce the risks of cross contamination and accidental ingestion. It is anticipated that the legalization of

commercial cannabis edibles will lead to an increase in the general consumption of cannabis that will inevitably impact the public health care system in Canada.

13. Are there any additional comments you would like to share regarding the legalization and strict regulation of cannabis in Canada? For example, are there measures the Government could take to support individuals to be in compliance with the public possession limits for cannabis (i.e. 30 grams of dried cannabis "or equivalent")? Do you have views on how to minimize environmental concerns associated with packaging, while maintaining key aspects, such as child resistant packaging, that help to prevent accidental consumption?

The City has concerns as to the role of municipalities in enforcing the Cannabis Act. Given that police officers are prioritized towards emergency calls and major crime investigations there is likely inadequate resourcing to enforce these new cannabis regulations. However, no new police resources have been allocated to enforce this new cannabis legislation. Moreover, neither federal nor provincial cannabis legislation grant local governments any power to set further restrictions on personal cultivation of non-medical cannabis.

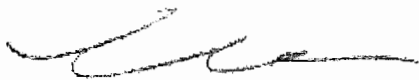
In short, municipalities will bear the societal, health, and criminological costs of this new legislation without any compensation in terms of resourcing or any non-police officer authority to enforce the Cannabis Act.

Financial Impact

None.

Conclusion

Following direction from the General Purposes Committee, staff will submit the above responses to the questionnaire and continue to research the issues surrounding the Federal government's proposed regulatory regime for the *Cannabis Act* as well as the Province's *Cannabis Control and Licensing Act*.



Mark Corrado
Senior Manager, Community Safety Policy and Programs
(604-204-8673)

MC:mc

Att. 1: Proposed Regulations for Additional Cannabis Products
Att. 2: Health Canada Additional Cannabis Products Backgrounder



PROPOSED REGULATIONS FOR ADDITIONAL CANNABIS PRODUCTS

We want to hear from you! Have your say at [Canada.ca/cannabis](https://canada.ca/cannabis)

	EDIBLE CANNABIS (SOLID)	EDIBLE CANNABIS (BEVERAGE)	CANNABIS EXTRACT (INGESTED)	CANNABIS EXTRACT (INHALED)	CANNABIS EXTRACT (CONCENTRATED THC)	CANNABIS TOPICAL
THC LIMIT	<ul style="list-style-type: none"> 10 mg of THC per package 	<ul style="list-style-type: none"> 10 mg of THC per container 	<ul style="list-style-type: none"> 10 mg of THC per unit (such as a capsule) or dispensed amount 1000 mg of THC per package 	<ul style="list-style-type: none"> 1000 mg of THC per package 	<ul style="list-style-type: none"> 1000 mg of THC per package 	<ul style="list-style-type: none"> 1000 mg of THC per package
PRODUCT RULES	<ul style="list-style-type: none"> No added vitamins, minerals Limits on caffeine No added alcohol 	<ul style="list-style-type: none"> No added vitamins, minerals Limits on caffeine No added alcohol 	<ul style="list-style-type: none"> No added vitamins or minerals No sugars, colours or sweeteners No nicotine or caffeine 	<ul style="list-style-type: none"> No sugars, colours or sweeteners No nicotine or caffeine 	<ul style="list-style-type: none"> No sugars, colours or sweeteners No nicotine or caffeine 	<ul style="list-style-type: none"> For use on skin, hair and nails Only cosmetic grade ingredients Not for use in eyes or on damaged skin
PACKAGING	<ul style="list-style-type: none"> Child-resistant Plain 	<ul style="list-style-type: none"> Child-resistant Plain 	<ul style="list-style-type: none"> Maximum package size of 90 mL for liquid extracts Child-resistant Plain Must have dispensing device if not in unit form 	<ul style="list-style-type: none"> Maximum package size of 90 mL for liquid extracts Child-resistant Plain 	<ul style="list-style-type: none"> Maximum package size of 7.5 g Child-resistant Plain 	<ul style="list-style-type: none"> Child-resistant Plain
LABEL	<ul style="list-style-type: none"> Standardized cannabis symbol for products containing THC Health Warning Message THC/CBD content Ingredient list Allergens Nutrition Facts Table 	<ul style="list-style-type: none"> Standardized cannabis symbol for products containing THC Health Warning Message THC/CBD content Ingredient list Allergens Nutrition Facts Table 	<ul style="list-style-type: none"> Standardized cannabis symbol for products containing THC Health Warning Message THC/CBD content Ingredient list Allergens Intended Use 	<ul style="list-style-type: none"> Standardized cannabis symbol for products containing THC Health Warning Message THC/CBD content Ingredient list Allergens Intended Use 	<ul style="list-style-type: none"> Standardized cannabis symbol for products containing THC Health Warning Message THC/CBD content Ingredient list Allergens Intended use Directions for use Warning statement about not swallowing or using on broken skin 	<ul style="list-style-type: none"> Standardized cannabis symbol for products containing THC Health Warning Message THC/CBD content Ingredient list Allergens Intended use Directions for use Warning statement about not swallowing or using on broken skin
OTHER	<ul style="list-style-type: none"> Must not be appealing to kids No health or dietary claims No elements that would associate product with alcoholic beverages or brands of alcohol 	<ul style="list-style-type: none"> Must not be appealing to kids No health or dietary claims No elements that would associate product with alcoholic beverages or brands of alcohol 	<ul style="list-style-type: none"> Must not be appealing to kids No health claims No elements that would associate product with alcoholic beverages or brands of alcohol 	<ul style="list-style-type: none"> Must not be appealing to kids No health claims No elements that would associate product with alcoholic beverages or brands of alcohol 	<ul style="list-style-type: none"> Must not be appealing to kids No health claims No elements that would associate product with alcoholic beverages or brands of alcohol 	<ul style="list-style-type: none"> Must not be appealing to kids No health or cosmetic claims No elements that would associate product with alcoholic beverages or brands of alcohol

Disclaimer: This is not a complete list of proposed regulatory rules for each class of cannabis. It is also not a complete list of product examples. For more information on the proposed amendments to the Cannabis Regulations, please visit Canada.ca/cannabis.

1/22/2019

Backgrounder: Consultation on the strict regulation of additional cannabis products - Canada.ca

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Backgrounder: Consultation on the strict regulation of additional cannabis products

From: [Health Canada](#)

Backgrounder

December 2018

Health Canada is launching a 60-day public consultation on draft regulations addressing additional cannabis products, namely edible cannabis, cannabis extracts and cannabis topicals.

The draft regulations are designed to better protect the health and safety of Canadians through strict regulatory controls and to enable the legal industry to displace the illegal market. These cannabis products will be permitted for legal sale under the Cannabis Act no later than October 17, 2019.

Stakeholders and Canadians who are interested in participating in the consultation are encouraged to review the draft regulations. This new consultation builds on the extensive consultations conducted by the Task Force on Cannabis Legalization and Regulation. Comments received from this consultation will be carefully reviewed, and the feedback will inform the development of the regulations. The online consultation will be open until February 20, 2019.

Edible cannabis

Draft regulations propose the following:

- Restricting the use of ingredients that could increase the appeal of edible cannabis to young persons, increase the risk of food-borne illness and accidental consumption, and encourage over-consumption.
- Placing a hard cap of 10 mg of THC on the amount of THC that could be in a package of edible cannabis.
- Requiring child-resistant and plain packaging for edible cannabis to lower the risk of accidental ingestion and making packages less appealing to young persons.
 - The label would need to display the standardized cannabis symbol and a health warning message.
 - It would be prohibited to make any claims respecting health benefits or nutrition on the label.
- Putting in place strict new manufacturing controls for the production of edible cannabis products to reduce the risk of food-borne illness; and

- Prohibiting the production of food and edible cannabis in the same facility to ensure the safety and integrity of Canada's food system.

Cannabis extracts

Draft regulations propose the following:

- Restricting the use of certain ingredients that could appeal to young persons, such as sweeteners and colourants, or ingredients that could encourage consumption, such as nicotine.
- Prohibiting certain flavours that are appealing to youth from being displayed on a product label, consistent with rules for other vaping products.
- Placing a hard cap on the amount of THC that could be in a unit of a cannabis extract—such as a capsule—of 10 mg of THC per unit. The total amount of THC in a package would be capped at 1,000 mg (e.g., 100 10-mg capsules).
- Requiring child-resistant and plain packaging for cannabis extracts. All packaging, as well as certain pre-filled accessories, such as a vape pen, would be required to display the standardized cannabis symbol.
- Prohibiting any claims respecting health benefits on the label.
- Putting in place strict new manufacturing controls for the production of cannabis extracts to control the quality of the products.

Cannabis topicals

Draft regulations propose the following:

- Like edible cannabis and cannabis extracts, restrictions would be placed on the types of ingredients that could be added to cannabis topicals.
- A hard cap of 1,000 mg of THC would be placed on each package of a cannabis topical.
- The packaging would need to be child-resistant and display the standardized cannabis symbol and a health warning message.
- Any claims respecting health benefits on the label would be prohibited.

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Date modified:

2019-01-10

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> [Cannabis laws and regulations](#) > [Regulations under the Cannabis Act](#)

Cannabis health warning messages

Part 1: Health warning messages for cannabis products that are dried cannabis or cannabis accessories that contain dried cannabis

WARNING: Cannabis smoke is harmful. Harmful chemicals found in tobacco smoke are also found in cannabis smoke.

WARNING: Do not use if pregnant or breastfeeding. Using cannabis during pregnancy may harm your baby and result in low birth weight.

WARNING: Do not use if pregnant or breastfeeding. Substances found in cannabis are also found in the breast milk of mothers who use cannabis.

WARNING: Do not drive or operate machinery after using cannabis. More than 4,000 Canadians were injured and 75 died from driving after using cannabis (in 2012).

WARNING: Do not drive or operate machinery after using cannabis. After cannabis use, coordination, reaction time and ability to judge distances are impaired.

WARNING: Cannabis can be addictive. Up to half of people who use cannabis on a daily basis have work, social or health problems from using cannabis.

WARNING: Cannabis can be addictive. 1 in 11 people who use cannabis will become addicted.

WARNING: Cannabis can be addictive. Up to 1 in 2 people who use cannabis daily will become addicted.

WARNING: Regular use of cannabis can increase the risk of psychosis and schizophrenia. Higher THC content can increase the risk of psychosis and schizophrenia.

WARNING: Regular use of cannabis can increase the risk of psychosis and schizophrenia. Higher THC content can lower the age of onset of schizophrenia.

WARNING: Regular use of cannabis can increase the risk of psychosis and schizophrenia. Young people are especially at risk.

WARNING: Adolescents are at greater risk of harms from cannabis. Early and regular use increases the risk of psychosis and schizophrenia.

WARNING: Adolescents are at greater risk of harms from cannabis. Using cannabis as a teenager can increase your risk of becoming addicted.

WARNING: Adolescents are at greater risk of harms from cannabis. 1 in 6 people who start using cannabis in adolescence will become addicted.

Part 2: Health warning messages for all other cannabis products

WARNING: Do not use if pregnant or breastfeeding. Using cannabis during pregnancy may harm your baby and result in low birth weight.

WARNING: Do not use if pregnant or breastfeeding. Substances found in cannabis are also found in the breast milk of mothers who use cannabis.

WARNING: Do not drive or operate machinery after using cannabis.

More than 4,000 Canadians were injured and 75 died from driving after using cannabis (in 2012).

WARNING: Do not drive or operate machinery after using cannabis.

After cannabis use, coordination, reaction time and ability to judge distances are impaired.

WARNING: Cannabis can be addictive. Up to half of people who use cannabis on a daily basis have work, social or health problems from using cannabis.

WARNING: Cannabis can be addictive. 1 in 11 people who use cannabis will become addicted.

WARNING: Cannabis can be addictive. Up to 1 in 2 people who use cannabis daily will become addicted.

WARNING: Regular use of cannabis can increase the risk of psychosis and schizophrenia. Higher THC content can increase the risk of psychosis and schizophrenia.

WARNING: Regular use of cannabis can increase the risk of psychosis and schizophrenia. Higher THC content can lower the age of onset of schizophrenia.

WARNING: Regular use of cannabis can increase the risk of psychosis and schizophrenia. Young people are especially at risk.

WARNING: Adolescents are at greater risk of harms from cannabis. Early and regular use increases the risk of psychosis and schizophrenia.

WARNING: Adolescents are at greater risk of harms from cannabis. Using cannabis as a teenager can increase your risk of becoming addicted.

WARNING: Adolescents are at greater risk of harms from cannabis. 1 in 6 people who start using cannabis in adolescence will become addicted.

Updates for October 2019

i This document is for informational purposes only and will not be in force until October 17, 2019.

Part 1: All of the cannabis health warning messages in this Part apply to cannabis products of all classes of cannabis listed in Schedule 4 to the *Cannabis Act*, with the exception of cannabis topicals.

WARNING: The smoke from cannabis is harmful. Toxic and carcinogenic chemicals found in tobacco smoke such as polyaromatic hydrocarbons, aromatic amines, and N-heterocyclics are also found in cannabis smoke.

WARNING: Do not use if pregnant or breastfeeding. Substances in cannabis are transferred from the mother to child and can harm your baby.

WARNING: Do not drive or operate heavy equipment after using cannabis. Cannabis can cause drowsiness and impair your ability to concentrate and make quick decisions.

WARNING: Frequent and prolonged use of cannabis containing THC can contribute to mental health problems over time. Daily or near-daily use increases the risk of dependence and may bring on or worsen disorders related to anxiety and depression.

WARNING: Adolescents and young adults are at greater risk of harms from cannabis. Daily or near-daily use over a prolonged period of time can harm brain development and function.

WARNING: The higher the THC content of a product, the more likely you are to experience adverse effects and greater levels of impairment. THC can cause anxiety and impair memory and concentration.

WARNING: It can take up to 4 hours to feel the full effects from eating or drinking cannabis. Consuming more within this time period can result in adverse effects that may require medical attention.

WARNING: The effects from eating or drinking cannabis can be long-lasting. The effects can last between 6 and 12 hours following use.

Part 2: The cannabis health warning message in this Part applies only to cannabis products that are cannabis topicals.

WARNING: Do not swallow or apply internally or to broken, irritated or itching skin. There may be health effects and risks associated with cannabis topicals that are not fully known or understood.

Date modified:

2019-06-14



Cannabis Control and Licensing Act

Provincial Violation Ticket Information



Limitations: Legislation of non-medical cannabis is new in Canada and future case law decisions may impact the way police officers investigate cannabis offences. Future legislative amendments to the Cannabis Control and Licensing Act (CCLA) and Cannabis Control Regulation may change the accuracy of this document. This document does not constitute legal advice for police officers.

The Violation Ticket Administration and Fines Regulation, B.C. Reg 89/97 has been amended to include cannabis-related offences in the *Cannabis Control and Licensing Act* (CCLA). The official version of these new CCLA offences are located on the BC Government website:

http://www.bclaws.ca/civix/document/id/oic/oic_cur/0529_2018

Provincial cannabis-related violations tickets can be issued on Form A (the same violation ticket form used for provincial *Motor Vehicle Act* offences under the *Offence Act*). The dispute mechanism for provincial cannabis-related violation tickets will be Judicial Justice Court (i.e., traffic court). The total fine amount listed on the right hand side is the total amount (including victim surcharge) that would be included on the provincial violation ticket.

SECTION	VIOLATION TICKET WORDING	TOTAL FINE AMOUNT
SALES		
15	Unlawful sale of cannabis	\$575
SUPPLY		
17	Unlawful supply of cannabis	\$575
STORES		
48(a)	Licensee selling cannabis product by self service display	\$575
48(b)	Licensee selling cannabis product by dispensing device	\$575
49(2)(a)	Licensee or licensee's employee selling cannabis to intoxicated person	\$230
49(2)(b)	Licensee or licensee's employee allowing intoxicated person in establishment	\$230
49(2)(c)	Licensee or licensee's employee's allowing violent or disorderly conduct in establishment	\$230
67	Consume cannabis in retail cannabis store	\$230
67	Consume cannabis in government cannabis store	\$230
POSSESSION IN PUBLIC		
52(1)(a)	Possess more than 30 g of dried cannabis in public place	\$230
52(1)(b)	Possess more than the equivalent to 30 g of dried cannabis in public place	\$230
53(1)	Possess more than 4 cannabis plants in a public place	\$230
53(3)	Possess budding or flowering cannabis plants in a public place	\$230
INTOXICATED PERSONS		
78(1)	Intoxication from cannabis in a public place Note: Intoxicated from cannabis in a public place is also an arrestable offence: CCLA, Section 78	\$115
79	Supply cannabis to intoxicated person	\$230
CONSUMPTION IN PUBLIC		
63(1)	Smoke or hold lighted cannabis in or on an outdoor public place	\$230
63(1)	Vape cannabis or hold activated cannabis vapour device in or on an outdoor public place	\$58
64(1)	Smoke or hold lighted cannabis in indoor public place, workplace or residential common area	\$230
64(1)	Vape cannabis or hold activated cannabis vapour device in indoor public place, workplace or residential common area	\$58
66(a)	Smoke or hold lighted cannabis at bus stop or similar place	\$230
66(a)	Vape cannabis or hold activated cannabis vapour device at bus stop or similar place	\$58
66(b)	Smoke or hold lighted cannabis within prescribed distance from bus stop Note: For the purposes of this VT, the prescribed distance is 6m.	\$230
66(b)	Vape cannabis or hold activated cannabis vapour device within prescribed distance from bus stop Note: For the purposes of this VT, the prescribed distance is 6m.	\$58

67	Smoke or hold lighted cannabis on public patio	\$230
67	Vape cannabis or hold activated cannabis vapour device on public patio	\$58
CONSUMPTION IN RECREATIONAL AREA		
63(3)	Smoke or hold lighted cannabis in prescribed area of park or outdoor recreational area	\$230
63(3)	Vape cannabis or hold activated cannabis vapour device in prescribed area of park or outdoor recreational area	\$58
CANNABIS IN A NON PUBLIC PLACE		
54(3)	Possess at one location more than the maximum allowable amount of cannabis Note: <i>The maximum allowable amount of 1,000 grams or the equivalent.</i>	\$230
GROWING NON MEDICAL CANNABIS		
56(a)	Grow non-medical cannabis at dwelling house where grower does not ordinarily reside	\$230
56(b)(i)	Grow non-medical cannabis at dwelling house licensed to provide specified child care program	\$575
56(c)	Grow more than 4 non-medical cannabis plants at dwelling house	\$230
56(d)	Grow non-medical cannabis plants at different dwelling houses at the same time	\$230
56(e)	Grow more than 4 non-medical cannabis plants at dwelling house where 2 or more adults ordinarily reside Deemed Contravention Note: <i>If 2 or more adults ordinarily reside at the same dwelling house at which more than 4 non-medical cannabis plants are growing and none of the adults is authorized under the Cannabis Act to grow medical cannabis at the dwelling house, each adult is deemed to have committed this offence unless the adult took reasonable steps to prevent the contravention (CCLA, sec. 57).</i>	\$230
56(g)	Grow non-medical cannabis that is visible from public place	\$230
GROWING MEDICAL CANNABIS		
58(a)	Grow medical cannabis without authorization	\$230
58(a)	Grow medical cannabis at unauthorized site	\$230
58(b)(i)	Grow medical cannabis at dwelling house licensed to provide specified child care programs	\$575
58(c)	Grow more than the authorized number of medical cannabis plants at a site	\$230
58(d)	Grow more than the authorized number of medical cannabis plants at dwelling house	\$230
58(f)	Grow medical cannabis that is visible from public place	\$230
SCHOOL PROPERTY		
61(a)	Consume cannabis in or on school property	\$230
67	Consume cannabis in area abutting school property	\$230
HEALTH BOARD PROPERTY		
62	Smoke or hold lighted cannabis on health board property	\$230
62	Vape cannabis or hold activated cannabis vapour device on health board property	\$58
NEAR DOORWAYS WINDOWS AND AIR INTAKES		
64(3)	Smoke or hold lighted cannabis within prescribed distance from doorway, window or air intake. Note: <i>The prescribed distance is 6m</i>	\$230
64(3)	Vape cannabis or hold activated cannabis vapour device within prescribed distance doorway, window or air intake	\$58
VEHICLES AND BOATS		
65(1)(a)	Consume cannabis while operating vehicle or boat	\$575
65(1)(b)	Consume cannabis in vehicle or boat operated by another person	\$230
65(2)	Operate vehicle or boat knowing that another person is smoking or vaping cannabis in it	\$230
81(1)(a)	Adult operating vehicle while in personal possession of cannabis contrary to Act Exception Note: <i>An adult can operate a vehicle, whether or not the vehicle is in motion, if the following conditions are met: If the cannabis was produced by a federal producer, is still in the packaging from its purchase by a consumer and the packaging has never been opened; Cannabis is not readily accessible to the driver and any passengers in the vehicle, or There are no more than 4 cannabis plants that are not budding or flowering. (CCLA, sec. 81(2)).</i>	\$230
81(1)(b)	Adult operating vehicle with cannabis in it contrary to Act Exception Note: <i>An adult can operate a vehicle, whether or not the vehicle is in motion, if the following conditions are met: If the cannabis was produced by a federal producer, is still in the packaging from its purchase by a consumer and the packaging has never been opened; Cannabis is not readily accessible to the driver and any passengers in the vehicle, or There are no more</i>	\$230

	<i>than 4 cannabis plants that are not budding or flowering. (CCLA, sec. 81(2)).</i>	
MINORS		
69(1)	Sell cannabis or cannabis accessory to minor Note: Cannabis accessory is defined as a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of cannabis; or a thing that is deemed to be represented to be used in the consumption of cannabis if the thing is sold at the same point of sale as cannabis (Cannabis Act, sec. 2(1) and 2(3)).	\$575
69(2)	Supply cannabis or cannabis accessory to minor	\$575
69(3)	Allow minor to consume or possess cannabis at place under one's control	\$575
70(2)(a)	Authorized person or employee of authorized person allowing minor to enter or be in place where authorized cannabis activities occur	\$575
70(5)	Person, other than authorized person or employee of authorized person, allowing minor to take part in cannabis production activities	\$575
70(7)(a)	Minor entering or being in place where authorized cannabis activities occur	\$230
70(7)(c)	Minor entering or being in government cannabis store	\$230
73(1)	Minor possessing cannabis	\$230
73(1)	Minor consuming cannabis	\$230
73(1)	Minor producing cannabis	\$230
73(1)	Minor supplying cannabis	\$230
73(1)	Minor selling cannabis	\$230
73(1)	Minor purchasing cannabis	\$230
73(1)	Minor attempting to purchase cannabis	\$230
73(2)	Minor possessing cannabis accessory	\$230
73(2)	Minor supplying cannabis accessory	\$230
73(2)	Minor making cannabis accessory	\$230
73(2)	Minor selling cannabis accessory	\$230
73(2)	Minor purchasing cannabis accessory	\$230
73(2)	Minor attempting to purchase cannabis accessory	\$230
74(1)	Minor operating vehicle with cannabis in it contrary to Act Exception Note: A minor can operate a vehicle, whether or not the vehicle is in motion, with cannabis in the vehicle if there is an adult present who owns the cannabis, the cannabis was produced by a federal producer, is still in the packaging from its purchase by a consumer and the packaging has never been opened; Cannabis is not readily accessible to the driver and any passengers in the vehicle, or there are no more than 4 cannabis plants that are not budding or flowering	\$230
75	Minor presenting false identification	\$230



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Cannabis Taxation Revenue in British Columbia

Findings with Regard to
Local Government Costs

September 20, 2019

Prepared by the Union of B.C. Municipalities

1. Purpose

The purpose of this document is to provide evidence and recommendations that demonstrate the costs to local government as a result of cannabis legalization; and to outline the case for provincial cannabis revenue sharing with local governments to address incremental short- and long-term costs associated with legalization.

2. UBCM Policy

Last year, UBCM's members unanimously endorsed resolution 2018-SR1, *Cannabis Excise Tax Revenue Sharing with Local Governments* (see attachment). This resolution proposes short- and long-term strategies for cannabis excise tax revenue sharing in British Columbia.

The short-term strategy seeks to adopt a revenue sharing framework that would see the provincial government provide local governments with 40% of projected provincial cannabis excise tax revenue over the first two years of legalization. Any excess revenue would be shared 50-50 between the Province and B.C. local governments. Excise tax revenue would be distributed to BC local governments on a per capita basis, with all municipalities and regional districts receiving a minimum of \$10,000 regardless of population.

The long-term strategy proposes developing a permanent agreement that either extends the short-term framework; or increases the provincial sales tax on cannabis from 7% to not more than 10% with a commitment of this portion to local governments in place of excise tax revenue sharing.

The overall objective is to provide predictable revenue for local governments to use in addressing their incremental cannabis-related costs. These strategies are guided by a principled approach designed to ensure local governments receive sufficient tax revenue to recover all costs associated with legalization, and that all remaining net revenue (after provincial costs are addressed) be shared between local governments and the Province.

3. Survey of Local Government Costs

The tracking of incremental costs has been of interest to provincial governments, including British Columbia. The Province has sought evidence to support the assertion that local governments will incur tangible one-time and ongoing costs related to cannabis legalization. UBCM developed a survey (see attachment) for local governments to quantify their incremental expenditures. The intent is to use

the data obtained through this survey to inform ongoing discussions regarding the appropriate sharing of cannabis excise tax revenue.

Between May and August 2019, UBCM received responses from 34 communities, representing 44% of British Columbia's population. The respondents were evenly distributed among regions, community sizes, and types of permitted retail. Survey results also show a number of clear findings, including but not limited to:

- 1) Source of Local Costs: Results show that over the first three years, almost 90% of all reported incremental local government costs can be attributed to:
 - Municipal Administration and Support (19%)
 - Local Government Enforcement (19%)
 - Planning / Zoning (19%)
 - Policing (33%)
- 2) Cost Distribution: Local governments that permit non-medical cannabis retail operations within their boundaries are reporting significantly higher incremental costs (especially related to policing) than those that do not.
- 3) Overall Costs: An extrapolation of the three-year total reported incremental cost of \$15.9 million (using 44% of the population) would equate to \$36.2 million for an average of approximately \$12.1 million per year in incremental costs to BC local governments. This represents 31.2% of the Province's most recent cannabis excise tax revenue projection for the first three years of legalization.

4. Cannabis Excise Tax Agreements

The two-year Federal-Provincial-Territorial Agreement on Cannabis Taxation will expire in the coming months. This Agreement was concluded after the federal government increased the provincial share of excise tax revenue by 25% in recognition of the costs and responsibilities that would be assumed by local governments.

It is UBCM's understanding that the federal government will seek to ensure that its expectation that excise tax revenue be shared with local governments is met under a new agreement. Along with the Federation of Canadian Municipalities (FCM), UBCM is supportive of a new agreement that provides predictable funding for local governments.

Thus far, three provinces (Ontario, Québec and Alberta) have committed to transferring cannabis taxation revenue to local governments. The Ontario excise tax transfer framework sees 40% of the Province's projected cannabis excise tax

revenue (\$40 million) allocated to Ontario local governments. The majority of this revenue has been distributed to local governments that agreed to host non-medical cannabis retail operations.

While UBCM understands the excise tax revenue realized by B.C. thus far is significantly less than was originally expected, that should not be a barrier to an agreement that acknowledges that, a) both orders of government are incurring costs that should be offset by excise tax revenues; and, b) the intent of the federal government when it increased the provincial share of the excise tax by 25%. The retail market is still in its infancy, and the introduction of more retail outlets combined with the emerging legalized market for edibles, extracts and topicals will increase excise tax revenue.

5. Recommendations

At the 2017 UBCM Convention, the Province announced the formation of a joint working group with UBCM on cannabis legalization. This process has been an unequivocal success, and has contributed to the successful implementation of BC's cannabis system. Together, we have collaboratively addressed numerous key issues as part of the process to implement a province-wide system. An outstanding issue that requires our immediate attention is that of revenue sharing.

Based on findings from UBCM's cannabis cost survey, policy (through endorsed resolutions), and developments throughout Canada, UBCM recommends that the Ministry of Finance transfer a portion of cannabis taxation revenue to local governments, with consideration towards the following:

- Short- and long-term options contained within UBCM's endorsed policy (resolution 2018-SR1);
- Findings from UBCM's cannabis cost survey, including the primary sources of incremental local government costs related to the legalization of non-medical cannabis; and,
- Expectations from federal and local orders of government that local governments be compensated for incremental costs and responsibilities related to the legalization of cannabis.

6. Concluding Remarks

UBCM would like to thank Minister of Finance, Carole James, for the opportunity to meet. We also appreciate previous opportunities to discuss this issue, and hope we can once again collaborate to reach a positive solution.

SR1 Cannabis Excise Tax Revenue Sharing with Local Governments

Whereas the Government of Canada intends to legalize non-medical cannabis on October 17, 2018; and has taken the following actions regarding cannabis excise tax revenue sharing:

- agreed to the Federal-Provincial-Territorial Agreement on Cannabis Taxation, which provides for the federal transfer of cannabis excise tax revenue to provinces and territories; and,
- increased the percentage of cannabis taxation revenue to be transferred to provinces and territories in order to help local governments manage impacts associated with the legalization of non-medical cannabis.

And whereas in the absence of fulsome data the Union of BC Municipalities (UBCM) Executive has endorsed:

- a principled approach to guide the negotiation of a cannabis excise tax revenue sharing agreement with the Government of British Columbia:
 - 1) Cannabis legalization should not result in additional local government funding by property taxpayers.
 - 2) Local governments should be reimbursed for costs associated with the implementation of legalized cannabis.
 - 3) Local governments should be reimbursed for any additional policing costs resulting from cannabis legalization.
 - 4) Remaining excise tax revenue (after taking out expenses incurred as part of principles 1-3, and the federal share) should be shared between the Province of BC and local governments.
- a short- and long-term cannabis excise tax revenue sharing strategy, which among other things seeks to adopt the Ontario cannabis excise tax sharing model as the framework for determining an agreement in British Columbia.

Therefore be it resolved that UBCM advance its short- and long-term strategy for cannabis excise tax revenue sharing to the Province of British Columbia for the purpose of negotiating a provincial-local government revenue sharing agreement.

Resolutions Committee Comments:

The Resolutions Committee advises that the UBCM membership has not previously endorsed a resolution requesting that provincial and local governments negotiate a cannabis excise tax distribution framework.

However, the UBCM membership has endorsed several resolutions related to the equitable distribution of cannabis taxation revenue, including resolutions 2017-LR1 and 2016-A3.

In response to resolution 2017-SR1, the Province cited the current work of the Joint Provincial-Local Government Committee on Cannabis Regulation (JCCR), and committed to working with

local governments to address issues such as revenue sharing, and costs experienced by local governments as a result of cannabis legalization.

In response to resolution 2016-A3, the Provincial Government noted that the issue of cannabis taxation would be addressed after the regulatory framework was completed; and that any transfer of taxation revenue to local governments must first consider the Province's need to fund the regulatory framework and essential services impacted by cannabis.

UBCM STRATEGY PART 1: Short-Term Recommendations

- That UBCM adopt the Ontario model as the framework for determining a revenue sharing agreement with the BC Ministry of Finance.
- And that UBCM adopt the following negotiating position that parallels the Ontario agreement:
 - 2-year agreement;
 - 40% (\$50 million) of the projected provincial excise tax revenue is provided to BC local governments;
 - 50% of the local share (\$25 million) is provided up-front upon formalization of the agreement, with the other 50% provided one year later;
 - Any revenue in excess of the projected \$125 million provincial projection is to be shared 50-50 between the Province and BC local governments.
 - This revenue shall not be reduced (i.e. clawed back) for any reason.
 - Excise tax revenue will be distributed to BC local governments on a per capita basis.
 - Municipalities and regional districts will receive a minimum of \$10,000 regardless of population.
 - A process will be developed, with oversight by the JCCR, for tracking of costs on an ongoing basis.

UBCM STRATEGY PART 2: Long-Term Recommendations

- That UBCM and the Province work cooperatively to develop an agreement (beyond year two of legalization) that will explore the following options:
 - A) Continue with the framework used for the first 2 years, particularly if projected costs and revenues are within a reasonable variance from the original projection; OR
 - B) Determine the potential to increase the provincial sales tax on cannabis from 7% to not more than 10% with a commitment of this portion to local governments in place of excise sales tax revenue sharing.
- And that consideration be given to development of a reporting template for cannabis related incremental costs as part of the Local Government Division's annual financial reporting process.
- And that the final cannabis excise tax revenue sharing agreement provide certainty for BC local governments, and therefore, not be deemed a provincial grant, whether conditional or unconditional.
- And that revenues received by local governments in excess of reported incremental costs be approved for projects/expenditures that are dedicated to improving community health, which may include programs as well as infrastructure (the objective being to provide tangible benefit for the community as a positive outcome of legalized non-medical cannabis).

The Province of Ontario has agreed in principle to provide its local governments with \$40 million in cannabis excise tax revenue over 2 years, representing 40% of the projected provincial cannabis excise tax revenue (\$100 million over 2 years).

The JCCR provides a forum for local governments to share their experiences and knowledge, and discuss issues of interest or concern with the Cannabis Legalization and Regulation Secretariat. Since October 2017, local governments and the Province have worked collaboratively to develop a BC framework for non-medical cannabis legalization.

See also resolutions 5.07, 6.03, 6.05, 6.13

	Local Government	Type of LG	Region	Retail	Population	2018			2019			2020			TOTAL
						Capital	Operat-Time	Operat-Ong	Capital	Operat-Time	Operat-Ong	Capital	Operat-Time	Operat-Ong	
1	Fraser-Fort George	Regional District	NCLGA	None	15,000 - 49,999	\$0.00	\$6,200.00	\$10,475.00	\$0.00	\$6,200.00	\$9,240.00	\$0.00	\$6,200.00	\$9,240.00	\$47,555.00
2	North Vancouver	City	LMILGA	Both	50,000 - 99,999	\$0.00	\$74,900.00	\$100.00	\$0.00	\$19,000.00	\$5,400.00	\$0.00	\$8,100.00	\$4,700.00	\$112,200.00
3	Kent	District	LMILGA	None	5,000 - 14,999	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$371,800.00	\$0.00	\$0.00	\$379,200.00	\$751,000.00
4	Prince George	City	NCLGA	Both	50,000 - 99,999	\$0.00	\$112,147.00	\$33,676.00	\$0.00	\$10,000.00	\$97,753.00	\$54,000.00	\$10,000.00	\$125,797.00	\$463,373.00
5	Pitt Meadows	City	NCLGA	None	15,000 - 49,999	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00
6	Kamloops	City	SILGA	Both	50,000 - 99,999	\$12,000.00	\$55,700.00	\$112,900.00	\$0.00	\$2,000.00	\$47,800.00	\$0.00	\$2,000.00	\$47,800.00	\$280,200.00
7	Fort St. John	City	NCLGA	Both	15,000 - 49,999	\$21,474.00	\$3,880.00	\$20,320.00	\$30,616.00	\$0.00	\$61,627.00	\$107,048.00	\$60,000.00	\$71,017.00	\$375,982.00
8	Alberni-Clayoquot	Regional District	AVICC	Both	5,000 - 14,999	\$0.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$44,500.00	\$0.00	\$0.00	\$44,500.00	\$115,000.00
9	East Kootenay	Regional District	AKBLG	Private	15,000 - 49,999	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
10	Abbotsford	City	LMILGA	Public	Over 100,000	\$0.00	\$63,131.90	\$0.00	\$0.00	\$124,192.38	\$0.00	\$0.00	\$90,398.00	\$0.00	\$277,722.28
11	Cranbrook	City	AKBLG	Private	15,000 - 49,999	\$0.00	\$0.00	\$5,840.00	\$0.00	\$5,000.00	\$4,680.00	\$0.00	\$0.00	\$0.00	\$10,520.00
12	Armstrong	City	SILGA	None	5,000 - 14,999	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$14,000.00
13	Enderby	City	SILGA	Private	Under 5,000	\$0.00	\$18,506.30	\$0.00	\$0.00	\$1,642.00	\$5,357.00	\$0.00	\$0.00	\$5,364.14	\$30,869.44
14	Comox Valley	Regional District	AVICC	None	15,000 - 49,999	\$0.00	\$49,527.00	\$0.00	\$0.00	\$0.00	\$11,799.00	\$0.00	\$0.00	\$11,762.00	\$73,088.00
15	Richmond	City	LMILGA	None	Over 100,000	\$317,500.00	\$228,423.00	\$440,231.00	\$79,400.00	\$53,369.00	\$49,237.00	\$32,900.00	\$45,563.00	\$503,955.00	\$2,193,578.00
16	Creston	Town	AKBLG	Private	5,000 - 14,999	\$0.00	\$25,900.00	\$10,000.00	\$0.00	\$20,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$85,900.00
17	North Okanagan	Regional District	SILGA	None	15,000 - 49,999	\$0.00	\$55,443.96	\$0.00	\$0.00	\$32,285.17	\$0.00	\$0.00	\$0.00	\$0.00	\$87,729.13
18	Chilliwack	City	LMILGA	Both	50,000 - 99,999	\$0.00	\$13,000.00	\$0.00	\$0.00	\$61,000.00	\$26,000.00	\$0.00	\$60,000.00	\$105,000.00	\$265,000.00
19	Coultam	City	LMILGA	None	Over 100,000	\$0.00	\$252,000.00	\$0.00	\$0.00	\$118,300.00	\$0.00	\$0.00	\$1,171,300.00	\$0.00	\$1,541,600.00
20	Burnaby	City	LMILGA	Public	Over 100,000	\$0.00	\$0.00	\$41,750.00	\$0.00	\$0.00	\$72,480.00	\$0.00	\$0.00	\$76,210.00	\$190,440.00
21	Queen Charlotte	Village	AVICC	Public	Under 5,000	\$0.00	\$2,350.00	\$0.00	\$0.00	\$1,750.00	\$0.00	\$0.00	\$500.00	\$0.00	\$4,600.00
22	Vancouver	City	LMILGA	Both	Over 100,000	\$43,000.00	\$265,500.00	\$1,301,000.00	\$24,500.00	\$377,000.00	\$1,428,200.00	\$45,500.00	\$930,000.00	\$3,167,300.00	\$7,582,000.00
23	Vanderhoof	District	NCLGA	Public	Under 5,000	\$0.00	\$2,400.00	\$0.00	\$0.00	\$2,750.38	\$600.00	\$0.00	\$0.00	\$400.00	\$6,150.38
24	North Cowichan	District	AVICC	Both	15,000 - 49,999	\$4,000.00	\$15,000.00	\$49,294.00	\$0.00	\$15,000.00	\$49,294.00	\$0.00	\$5,000.00	\$48,294.00	\$185,882.00
25	qathet	Regional District	AVICC	Both	5,000 - 14,999	\$0.00	\$15,230.00	\$0.00	\$0.00	\$18,577.00	\$0.00	\$0.00	\$0.00	\$7,670.00	\$41,477.00
26	Victoria	City	AVICC	Private	50,000 - 99,999	\$0.00	\$341,000.00	\$113,000.00	\$0.00	\$0.00	\$39,000.00	\$0.00	\$0.00	\$30,000.00	\$523,000.00
27	Invermere	District	AKBLG	Private	Under 5,000	\$0.00	\$9,745.00	\$1,350.00	\$0.00	\$7,000.00	\$1,350.00	\$0.00	\$0.00	\$1,400.00	\$23,845.00
28	Tofino	District	AVICC	Private	Under 5,000	\$6,365.00	\$12,470.67	\$0.00	\$1,260.32	\$8,565.59	\$0.00	\$545.80	\$6,419.97	\$0.00	\$35,627.35
29	Montrose	Village	AKBLG	None	Under 5,000	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
30	Langley	City	LMILGA	None	15,000 - 49,999	\$0.00	\$11,000.00	\$7,200.00	\$0.00	\$0.00	\$5,200.00	\$0.00	\$0.00	\$5,200.00	\$28,600.00
31	Valemount	Village	NCLGA	Both	Under 5,000	\$0.00	\$0.00	\$0.00	\$85.00	\$5,650.00	\$1,000.00	\$0.00	\$0.00	\$800.00	\$7,535.00
32	New Westminster	City	LMILGA	Both	50,000 - 99,999	\$25,550.00	\$59,275.00	\$25,250.00	\$28,500.00	\$32,090.00	\$23,900.00	\$0.00	\$31,950.00	\$23,900.00	\$250,415.00
33	Nelson	City	AKBLG	Private	5,000 - 14,999	\$30,000.00	\$109,034.00	\$0.00	\$0.00	\$0.00	\$38,880.00	\$0.00	\$0.00	\$38,880.00	\$216,794.00
34	View Royal	Town	AVICC	None	5,000 - 14,999	\$0.00	\$8,225.00	\$2,500.00	\$0.00	\$14,000.00	\$3,500.00	\$0.00	\$7,500.00	\$3,000.00	\$38,725.00
TOTAL						\$459,889.00	\$1,822,488.83	\$2,722,886.00	\$164,361.32	\$945,871.52	\$2,860,097.00	\$289,993.80	\$2,437,930.97	\$4,729,889.14	\$15,933,407.58
AVG						\$13,526.15	\$53,602.61	\$65,379.00	\$4,834.16	\$27,819.75	\$84,120.50	\$8,529.23	\$71,703.85	\$139,114.39	\$468,629.63
TOTAL AVG						\$132,507.76			\$116,774.41			\$219,347.47			
% of Total Costs						2.89%	11.44%	13.95%	1.03%	5.94%	17.95%	1.82%	15.30%	29.69%	
% of Yearly Costs						10.21%	40.45%	49.34%	4.14%	23.82%	72.04%	3.89%	32.69%	63.42%	

Local Government	Type of LG	Region	Retail	Population	General Government		Develop. Serv.	Hlth, Soc., Hous.	Protective Services			Solid Waste	Trans. & Transit	Airport Serv.	Other
					Mun Admin & S	HR / Lab. Rel.			Enforcement	Fire & Emerg.	Policing				
1 Fraser-Fort George	Regional District	NCLGA	None	15,000 - 49,999	\$0.00	\$0.00	\$23,555.00	\$0.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2 North Vancouver	City	LMLGA	Both	50,000 - 99,999	\$4,100.00	\$0.00	\$10,000.00	\$0.00	\$71,300.00	\$26,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3 Kent	District	LMLGA	None	5,000 - 14,999	\$289,000.00	\$27,304.00	\$33,000.00	\$0.00	\$241,300.00	\$0.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$0.00
4 Prince George	City	NCLGA	Both	50,000 - 99,999	\$10,000.00	\$27,304.00	\$33,000.00	\$0.00	\$64,363.00	\$0.00	\$328,706.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Pitt Meadows	City	LMLGA	None	15,000 - 49,999	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6 Kamloops	City	SILGA	Both	50,000 - 99,999	\$0.00	\$0.00	\$236,200.00	\$0.00	\$0.00	\$0.00	\$44,000.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Fort St. John	City	NCLGA	Both	15,000 - 49,999	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375,982.00	\$0.00	\$0.00	\$0.00	\$0.00
8 Alberni-Clayoquot	Regional District	AVICC	Both	5,000 - 14,999	\$24,000.00	\$0.00	\$91,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9 East Kootenay	Regional District	AKBLG	Private	15,000 - 49,999	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10 Abbotsford	City	LMLGA	Public	Over 100,000	\$13,328.00	\$1,000.00	\$76,490.00	\$0.00	\$6,500.00	\$5,500.00	\$40,108.00	\$0.00	\$0.00	\$0.00	\$134,796.28
11 Cranbrook	City	AKBLG	Private	15,000 - 49,999	\$2,400.00	\$0.00	\$7,700.00	\$0.00	\$0.00	\$210.00	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00
12 Armstrong	City	SILGA	None	5,000 - 14,999	\$3,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13 Enderby	City	SILGA	Private	Under 5,000	\$4,263.44	\$1,642.00	\$14,974.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14 Comox Valley	Regional District	AVICC	None	15,000 - 49,999	\$6,330.00	\$19,192.00	\$34,192.00	\$0.00	\$7,130.00	\$954.00	\$0.00	\$990.00	\$0.00	\$0.00	\$4,300.00
15 Richmond	City	LMLGA	None	Over 100,000	\$67,000.00	\$0.00	\$131,597.00	\$0.00	\$299,916.00	\$932,176.00	\$597,087.00	\$148,002.00	\$0.00	\$0.00	\$17,800.00
16 Creston	Town	AKBLG	Private	5,000 - 14,999	\$15,000.00	\$25,000.00	\$39,900.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17 North Okanagan	Regional District	SILGA	None	15,000 - 49,999	\$0.00	\$0.00	\$87,729.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18 Chilliwack	City	LMLGA	Both	50,000 - 99,999	\$0.00	\$1,000.00	\$904,000.00	\$0.00	\$131,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19 Coquitlam	City	LMLGA	None	Over 100,000	\$29,000.00	\$0.00	\$904,000.00	\$0.00	\$459,000.00	\$300.00	\$149,300.00	\$0.00	\$0.00	\$0.00	\$0.00
20 Burnaby	City	LMLGA	Public	Over 100,000	\$17,500.00	\$17,500.00	\$66,040.00	\$0.00	\$22,350.00	\$22,350.00	\$22,350.00	\$22,350.00	\$0.00	\$0.00	\$0.00
21 Queen Charlotte	Village	AVICC	Public	Under 5,000	\$750.00	\$0.00	\$1,100.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
22 Vancouver	City	LMLGA	Both	Over 100,000	\$2,193,500.00	\$274,700.00	\$361,800.00	\$0.00	\$1,488,000.00	\$41,000.00	\$3,223,000.00	\$0.00	\$0.00	\$0.00	\$1,350.38
23 Vanderhoof	District	NCLGA	Public	Under 5,000	\$3,500.00	\$0.00	\$900.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 North Cowichan	District	AVICC	Both	15,000 - 49,999	\$18,000.00	\$0.00	\$22,054.00	\$0.00	\$4,500.00	\$0.00	\$141,382.00	\$0.00	\$0.00	\$0.00	\$0.00
25 qahet	Regional District	AVICC	Both	5,000 - 14,999	\$19,423.00	\$0.00	\$22,054.00	\$0.00	\$0.00	\$0.00	\$156,000.00	\$0.00	\$0.00	\$0.00	\$0.00
26 Victoria	City	AVICC	Private	50,000 - 99,999	\$94,000.00	\$0.00	\$135,000.00	\$0.00	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
27 Invermere	District	AKBLG	Private	Under 5,000	\$3,270.00	\$9,000.00	\$9,375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28 Tofino	District	AVICC	Private	Under 5,000	\$24,064.88	\$0.00	\$11,562.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29 Montrose	Village	AKBLG	None	Under 5,000	\$1,800.00	\$0.00	\$24,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30 Langley	City	LMLGA	None	15,000 - 49,999	\$4,000.00	\$0.00	\$24,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
31 Vallemount	Village	NCLGA	Both	Under 5,000	\$3,400.00	\$0.00	\$4,135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
32 New Westminster	City	LMLGA	Both	50,000 - 99,999	\$0.00	\$5,615.00	\$218,450.00	\$0.00	\$25,800.00	\$0.00	\$0.00	\$550.00	\$0.00	\$0.00	\$0.00
33 Nelson	City	AKBLG	Private	5,000 - 14,999	\$4,000.00	\$0.00	\$72,594.00	\$0.00	\$15,800.00	\$0.00	\$125,200.00	\$0.00	\$0.00	\$0.00	\$0.00
34 View Royal	Town	AVICC	None	5,000 - 14,999	\$0.00	\$0.00	\$38,725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL					\$2,924,619.32	\$381,953.00	\$3,019,609.00	\$0.00	\$3,019,609.00	\$1,029,890.00	\$5,203,325.00	\$174,892.00	\$0.00	\$0.00	\$161,246.66
AVG					\$66,018.72	\$11,233.91	\$69,349.19	\$0.00	\$68,812.03	\$50,290.88	\$153,038.97	\$5,143.88	\$0.00	\$0.00	\$4,742.55
% of Total Costs					18.36%	2.40%	19.07%	0.00%	18.95%	6.46%	32.66%	1.10%	0.00%	0.00%	1.01%

ONLY THOSE WHO PERMIT RETAIL

Local Government	Type of LG	Region	Retail	Population	General Government		Develop. Serv.	Hlth, Soc., Hous.	Protective Services			Solid Waste	Trans. & Transit	Airport Serv.	Other
					Mun Admin & S	HR / Lab. Rel.			Enforcement	Fire & Emerg.	Policing				
2 North Vancouver	City	LMLGA	Both	50,000 - 99,999	\$4,100.00	\$0.00	\$10,000.00	\$0.00	\$71,300.00	\$26,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Prince George	City	NCLGA	Both	50,000 - 99,999	\$10,000.00	\$27,304.00	\$33,000.00	\$0.00	\$64,363.00	\$0.00	\$328,706.00	\$0.00	\$0.00	\$0.00	\$0.00
6 Kamloops	City	SILGA	Both	50,000 - 99,999	\$0.00	\$0.00	\$236,200.00	\$0.00	\$0.00	\$0.00	\$44,000.00	\$0.00	\$0.00	\$0.00	\$0.00
7 Fort St. John	City	NCLGA	Both	15,000 - 49,999	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375,982.00	\$0.00	\$0.00	\$0.00	\$0.00
8 Alberni-Clayoquot	Regional District	AVICC	Both	5,000 - 14,999	\$24,000.00	\$0.00	\$91,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9 East Kootenay	Regional District	AKBLG	Private	15,000 - 49,999	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134,796.28
10 Abbotsford	City	LMLGA	Public	Over 100,000	\$13,328.00	\$1,000.00	\$76,490.00	\$0.00	\$6,500.00	\$5,500.00	\$40,108.00	\$0.00	\$0.00	\$0.00	\$0.00
11 Cranbrook	City	AKBLG	Private	15,000 - 49,999	\$2,400.00	\$0.00	\$7,700.00	\$0.00	\$0.00	\$210.00	\$210.00	\$0.00	\$0.00	\$0.00	\$0.00
13 Enderby	City	SILGA	Private	Under 5,000	\$4,263.44	\$1,642.00	\$14,974.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16 Creston	Town	AKBLG	Private	5,000 - 14,999	\$15,000.00	\$25,000.00	\$39,900.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18 Chilliwack	City	LMLGA	Both	50,000 - 99,999	\$0.00	\$1,000.00	\$91,000.00	\$0.00	\$131,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20 Burnaby	City	LMLGA	Public	Over 100,000	\$17,500.00	\$17,500.00	\$66,040.00	\$0.00	\$22,350.00	\$22,350.00	\$22,350.00	\$22,350.00	\$0.00	\$0.00	\$0.00
21 Queen Charlotte	Village	AVICC	Private	Under 5,000	\$750.00	\$0.00	\$1,100.00	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
22 Vancouver	City	LMLGA	Both	Over 100,000	\$2,193,500.00	\$274,700.00	\$361,800.00	\$0.00	\$1,488,000.00	\$41,000.00	\$3,223,000.00	\$0.00	\$0.00	\$0.00	\$1,350.38
23 Vanderhoof	District	NCLGA	Public	Under 5,000	\$3,500.00	\$0.00	\$900.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 North Cowichan	District	AVICC	Both	15,000 - 49,999	\$18,000.00	\$0.00	\$22,054.00	\$0.00	\$4,500.00	\$0.00	\$141,382.00	\$0.00	\$0.00	\$0.00	\$0.00
25 qahet	Regional District	AVICC	Both	5,000 - 14,999	\$19,423.00	\$0.00	\$22,054.00	\$0.00	\$0.00	\$0.00	\$156,000.00	\$0.00	\$0.00	\$0.00	\$0.00
26 Victoria	City	AVICC	Private	50,000 - 99,999	\$94,000.00	\$0.00	\$135,000.00	\$0.00	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
27 Invermere	District	AKBLG	Private	Under 5,000	\$3,270.00	\$9,000.00	\$9,375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28 Tofino	District	AVICC	Private	Under 5,000	\$24,064.88	\$0.00	\$11,562.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
31 Vallemount	Village	NCLGA	Both	Under 5,000	\$3,400.00	\$0.00	\$4,135.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
32 New Westminster	City	LMLGA	Both	50,000 - 99,999	\$0.00	\$5,615.00	\$218,450.00	\$0.00	\$25,800.00	\$0.00	\$0.00	\$550.00	\$0.00	\$0.00	\$0.00
33 Nelson	City	AKBLG	Private	5,000 - 14,999	\$4,000.00	\$0.00	\$72,594.00	\$0.00	\$15,800.00	\$0.00	\$125,200.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL					\$2,454,489.32	\$362,761.00	\$3,564,274.47	\$0.00	\$1,988,563.00	\$96,460.00	\$4,456,938.00	\$22,900.00	\$0.00	\$0.00	\$139,146.66
AVG					\$106,716.93	\$15,772.22	\$68,011.93	\$0.00	\$86,459.26	\$4,193.91	\$193,779.91	\$995.65	\$0.00	\$0.00	\$6,049.85
% of Total Costs					22.14%	3.27%	14.11%	0.00%	17.94%	0.87%	40.20%	0.21%	0.00%	0.00%	1.26%

THOSE WHO DO NOT PERMIT RETAIL

THOSE WHO DO NOT PERMIT RETAIL																	
	Local Government	Type of LG	Region	Retail	Population	General Government		Develop. Serv. Plan. / Zon.	Hlth, Soc., Hous.	Protective Services			Solid Waste	Trans. & Transit		Airport Serv.	Other
						Mun Admin & S	HR / Lab. Rel.			Enforcement	Fire & Emerg.	Policing		Transit	Airport Serv.		
1	Fraser-Fort George	Regional District	NCLGA	None	15,000 - 49,999	\$0.00	\$0.00	\$23,555.00	\$0.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	Kent	District	LMLGA	None	5,000 - 14,999	\$289,000.00	\$0.00	\$218,000.00	\$0.00	\$241,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
5	Pitt Meadows	City	LMLGA	None	15,000 - 49,999	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	Armstrong	City	SILGA	None	5,000 - 14,999	\$3,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	Comox Valley	Regional District	AVICC	None	15,000 - 49,999	\$6,330.00	\$19,192.00	\$34,192.00	\$0.00	\$7,130.00	\$954.00	\$0.00	\$990.00	\$0.00	\$0.00	\$0.00	\$4,300.00
15	Richmond	City	LMLGA	None	Over 100,000	\$67,000.00	\$0.00	\$131,597.00	\$0.00	\$299,916.00	\$932,776.00	\$597,087.00	\$148,002.00	\$0.00	\$0.00	\$0.00	\$17,800.00
17	North Okanagan	Regional District	SILGA	None	15,000 - 49,999	\$0.00	\$0.00	\$87,729.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	Coquitlam	City	LMLGA	None	Over 100,000	\$29,000.00	\$0.00	\$904,000.00	\$0.00	\$459,000.00	\$300.00	\$149,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	Montrose	Village	AKBLG	None	Under 5,000	\$1,800.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	Langley	City	LMLGA	None	15,000 - 49,999	\$4,000.00	\$0.00	\$24,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
34	View Royal	Town	AVICC	None	5,000 - 14,999	\$0.00	\$0.00	\$38,725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL						\$470,130.00	\$19,192.00	\$1,473,598.13	\$0.00	\$1,031,046.00	\$933,430.00	\$746,387.00	\$151,992.00	\$0.00	\$0.00	\$0.00	\$22,100.00
AVG						\$42,739.09	\$564.47	\$43,341.12	\$0.00	\$30,324.88	\$27,453.82	\$21,952.36	\$4,470.35	\$0.00	\$0.00	\$0.00	\$650.00
% of Total Costs						9.70%	0.40%	30.40%	0.00%	21.27%	19.25%	15.40%	3.14%	0.00%	0.00%	0.00%	0.46%

UNION OF BRITISH COLUMBIA MUNICIPALITIES
INCREMENTAL COSTS ASSOCIATED WITH CANNABIS LEGALIZATION
FOR THE YEARS 2018 - 2020

[PLEASE SEND COMPLETED SURVEYS TO BSIHOTA@UBCM.CA](mailto:BSIHOTA@UBCM.CA)

NAME OF LOCAL GOVERNMENT:

POPULATION:

RETAIL STORES APPROVAL:

SERVICE AREA	2018			2019			2020			TOTALS 2018 - 2020		
	CAPITAL COSTS	OPERATING COSTS ONE-TIME	OPERATING COSTS ONGOING	CAPITAL COSTS	OPERATING COSTS ONE-TIME	OPERATING COSTS ONGOING	CAPITAL COSTS	OPERATING COSTS ONE-TIME	OPERATING COSTS ONGOING	CAPITAL COSTS	OPERATING COSTS ONE-TIME	OPERATING COSTS ONGOING
<u>GENERAL GOVERNMENT</u>												
Municipal Admin and Support												
Human Resources/Labour Relations												
<u>DEVELOPMENT SERVICES</u>												
Planning / Zoning												
<u>HEALTH, SOCIAL AND HOUSING</u>												
Housing												
<u>PROTECTIVE SERVICES</u>												
Enforcement Services												
Fire and Emergency Services												
Policing												
<u>SOLID WASTE</u>												
<u>TRANSPORTATION AND TRANSIT</u>												
Transit												
<u>AIRPORT SERVICES</u>												
<u>OTHER SERVICES</u>												
Add Service Area Here												
Add Service Area Here												
Add Service Area Here												
TOTALS	-	-	-	-	-	-	-	-	-	-	-	-
			TOTAL 2018			TOTAL 2019			TOTAL 2020			TOTAL 2018-2020
			-			-			-			-



City of Richmond

Report to Committee

To: General Purposes Committee
From: Kim Somerville
Director, Community Social Development
Re: Youth City Council

Date: October 8, 2019
File: 07-3000-01/2019-Vol
01

Staff Recommendation

That the Youth Civic Engagement Program (Option 1) as described in the staff report titled "Youth City Council," dated October 8, 2019, from the Director, Community Social Development be approved.

Kim Somerville
Director, Community Social Development
(604-247-4671)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
City Clerk Recreation and Sport Services	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	 _____
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CS	APPROVED BY CAO _____

Staff Report

Origin

On June 10, 2019, a group of Richmond students delegated to City Council requesting that a Youth City Council be instituted (Attachment 1) resulting in the following referral to staff:

That staff analyse the proposed implementation of a Richmond Youth Council and provide recommendations.

This report responds to the referral by providing detailed program and funding options for youth civic engagement opportunities.

This report also supports Council's Strategic Plan 2018–2022 Strategy #8 An Engaged and Informed Community:

8.1 Increased opportunities for public engagement

This report also supports the following actions defined in the Youth Service Plan 2015–2020 Theme 2: Youth Engagement, Leadership and Empowerment:

- *2.2 Increase the number of (and access to) meaningful youth volunteer opportunities in civic and community based programs and activities.*
- *2.3 Provide leadership skills development programs that are specifically designed for youth.*

Analysis

Background

The City, its partners and community organizations, have a long history of providing opportunities for youth civic engagement in Richmond. In 1991, the City of Richmond Parks and Leisure Services Department initiated a Youth Council for youth ages 12–18 years that focussed specifically on events (e.g. Halloween fireworks). After one year, the youth participating shifted their focus from events to issues and proposed to expand the Youth Council's scope. In 1992, City Council endorsed the development of a Richmond Youth Advisory Council to provide opinions and recommendations from a youth perspective to City Council. The Richmond Youth Advisory Council existed from 1992–2003.

Youth Services Delivery Model

Recently, the City embarked on an internal review of the City's Youth Services Section that identified the need to focus on a more inclusive program and service delivery model for all youth. The revised Youth Services program and service delivery framework is consistent with the City's 2015–2020 Youth Service Plan and focusses on four key areas: Engagement; Partnerships; Programs and Events; and Training and Education. Creating and implementing refreshed programs and services that focus on opportunities to develop youth's capacity and

connection to their peers and community along with enhancing volunteering opportunities, employment and civic engagement opportunities is the priority. Staff are currently launching the new Youth Services programs and initiatives to the community.

Existing Youth Civic Engagement Opportunities in Richmond

Currently, there are a number of opportunities for youth in the community; however, a Richmond Youth City Council does not exist. The other leadership opportunities for youth in the community are provided by the City, community partners and youth serving organizations. These formalized engagement opportunities are as follows:

1. Youth on City Council Appointed Advisory Committees – This initiative provides opportunities for youth (18–24 years) to serve on Council appointed Advisory Committees. Youth who are appointed to committees are given an orientation and paired with a staff liaison that provides coaching and mentoring. This youth engagement initiative provides youth with exposure to civic life and the ability to develop leadership and employment skills.
2. Green Ambassadors Program – This program, coordinated by the City in partnership with the Richmond School District, provides opportunities for high school students to participate in monthly symposiums to learn about environmental sustainability. These youth apply what they learned as volunteers at City events and activities and also manage green initiatives at their schools, including the annual Richmond Earth Day Youth Summit.
3. Community Association/Society Youth Groups – These leadership skill development opportunities for youth include Community Centre Youth Councils and specialized youth groups such as the Green Initiatives Environmental Education group; Beta U Business and Entrepreneurship group; Holla Bak Youth Leadership Program and C-Change Social Development and Social Change groups.
4. Richmond Cares, Richmond Gives (RCRG), Youth Now Program – This program provides candidates (26 years and under) the opportunity to serve on a non-profit board (e.g. West Richmond Community Association) for one year while receiving guidance from a board mentor. Concurrently, youth take part in an education series on topics ranging from strategic planning to board governance.
5. Richmond Student District Council Organization (RSDCO) – This youth-led group strives to unify and represent all students in the Richmond School District by cultivating leadership and passion in schools through hosting events and initiatives. RSDCO builds leaders, showcases youth talent and amplifies the youth voice.
6. The Association for Building Leadership Excellence in the Richmond School District (TABLE38) – This initiative has been in existence for 25+ years. A network of student leaders meets monthly to learn concepts and skills about leadership, how to organize events and how to enhance school spirit.

7. Richmond Model United Nations (RICHMUN) – This non-profit organization focusses on providing engaging and meaningful experiences for youth delegates by participating in a condensed Model United Nations experience that focuses on enlightening discussions and heated debates.

These opportunities in the community offer a wide-range of meaningful experiences for youth to gain leadership skills, be connected and to provide a conduit to voice their views.

Review of Other Municipalities

In addition to the Richmond examples, City staff reviewed nine municipalities in the Lower Mainland. Of those, five offer a Council appointed Youth Advisory Committee (Vancouver, New Westminster, Langley, West Vancouver and Port Moody). These staff-led Committees typically meet on a monthly basis, have a term length and act as a resource to City Council and staff on issues affecting youth. The Committees have a formal application process with appointments selected by City Council along with a Council Liaison and City staff person as a resource. A Youth Advisory Committee provides a meaningful volunteer opportunity for youth to provide their perspective on municipal matters; however, the Committee requires significant resources to coordinate and recruitment and retention can be a challenge due to the lengthy commitment and youth aging out.

The other four municipalities reviewed offer an event focussed City Wide Youth Committee (Burnaby, Coquitlam, Surrey and Port Coquitlam). These youth-led City Wide Youth Committees provide planning and input for events and initiatives that impact youth. Members of City Wide Youth Committees do not require a formal application process and the committee typically meets more frequently (ranging from weekly to biweekly). A city wide Youth Committee requires a part-time staff person to coordinate, a budget for incidentals, and it can be difficult to recruit and retain youth due to the higher frequency of meetings.

The City of Vancouver and City of New Westminster also offer registered youth civic engagement programs. The City of Vancouver Women4Politics is a 10-week program aimed at encouraging women 18–23 years to become more involved in local politics. Participants are mentored by a City Councillor, take part in a mock Council meeting and learn about the role and function of local government. The City of New Westminster recently launched the New West City 101 civic engagement program for youth where participants learn about the City of New Westminster and have the opportunity to co-design projects and present back to Council. A registered Youth Civic Engagement Program requires resources for both curriculum development and program coordination and it may be difficult to recruit youth due to the perceived need of political knowledge prior to participation.

Additional details on the municipalities noted above are available in Attachment 2. All of the municipal examples have elements that are aligned with the Youth Services Delivery model; however, if implemented in Richmond, a number of these would replicate existing programs in the community.

Potential City-lead Youth Opportunities

With many existing opportunities for youth to engage in leadership and civic engagement, it is important that the City does not duplicate a program or service. After analysis of the request to institute a Richmond Youth Council and taking into account the leadership opportunities currently available, staff have provided three options for Council's consideration. These proposed options outline the resources required along with the advantages and disadvantages of each opportunity.

Option 1 –Youth Civic Engagement Program (Recommended)

The Youth Civic Engagement Program would be a free registered education-to-action program offered for youth three times per year (i.e. Fall/Winter/Spring). During this eight-week program, up to twelve youth would learn about local government, how City decisions are made and have the opportunity to co-design projects that spark their interest and with the potential to present back to a group or committee. Developed with youth input topics such as City services, civic engagement, and City planning will be included in the program delivery. These informative sessions would be highly interactive with the opportunity for lively discussion and debate. The City's relationship with community partners would assist in the recruitment of youth to the program (e.g. Community Association Youth Development Coordinators could refer youth).

This program would be a great addition to the offerings within the refreshed Youth Services program and service delivery model, which now has enhanced capacity to offer additional programming. The program would require a portion of the City's Youth Coordinator's time however it would be predominately led by a contract instructor. Option 1 could be achieved within existing resources in the Youth Services budget.

The following chart outlines the advantages and disadvantages of a Youth Civic Engagement Program:

Advantages	Disadvantages
<ul style="list-style-type: none"> • Short-term commitment (8 week program); • A youth perspective on municipal matters; • Meaningful educational opportunity; • Opportunity for youth to co-design a project that is important to them; • Can be tailored to the needs of the group (e.g. small group work); • Serves a greater number of youth as well as diverse youth (up to 36 youth annually); • Youth gain leadership and employment skills; • Increased opportunity to recruit youth from the program to participate in City 	<ul style="list-style-type: none"> • Youth may want the experience to participate on a City Council appointed Committee; and • Recruitment may be difficult due to the perceived need of political knowledge.

initiatives (e.g. Youth on City Council appointed Advisory Committees); <ul style="list-style-type: none"> • Flexible curriculum that can evolve and be transferred to other audiences (e.g. newcomers); and • Enhanced youth engagement. 	
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Staff recommend this option for its opportunity to reach and engage youth interested in local government, program flexibility, ability to deliver the program within existing resources and the prospect for youth to provide input on City projects or initiatives.

Option 2 – Youth City Council (Not Recommended)

This option is based on the presentation by the June 10, 2019 delegation (Attachment 1). A Youth City Council would be a City Council appointed committee that would engage youth, raise awareness on issues that affect Richmond youth, encourage understanding of government and provide an opportunity for youth to voice their opinions.

With a formal application process, the Youth City Council would be comprised of up to 9 youth, each with one-year terms that meet monthly, plus an appointed City Council Liaison and City staff person that coordinates and acts as a resource. To follow the structure of other City Council Appointed Advisory Committees, the City's Youth Coordinator would be required to coordinate the Youth City Council, which would have an operational impact to the Youth Services section (i.e. reduced focus on other areas). Option 2 could be achieved within existing resources in the Youth Services budget.

The following chart outlines the advantages and disadvantages of a Youth City Council:

Advantages	Disadvantages
<ul style="list-style-type: none"> • A youth perspective on municipal matters; • A meaningful volunteer opportunity for youth; • Youth gain leadership and employment skills; • Improves the quality and effectiveness of City policies, strategies, programs and services; • Increased opportunity to recruit youth from the program to participate in City initiatives; • Intentional leadership development for youth when taking on particular roles (e.g. role of Chair); and • Enhanced youth engagement. 	<ul style="list-style-type: none"> • Recruitment and retention may be difficult (i.e. high turnover of youth); • Formal structure in civic and political processes may deter youth from participating; • Serve a limited number of youth (up to 9 youth annually); and • Significant Council Liaison and staff resources.

A Youth City Council is an option that provides an opportunity to engage youth, however, there would be considerable internal resources required to implement the Youth City Council that may impact other youth programs and services.

Option 3 – Status Quo (Not Recommended)

With Status Quo, the City would continue to work collaboratively with community partners and youth serving organizations to provide programs and services that meet the needs of youth. Currently, the new Youth Services program and service delivery model strengthens connections with youth, community partners and key stakeholders through the creation of opportunities in four focus areas: Engagement; Partnerships; Programs and Events; and Training and Education. In addition to the delivery of programs and services for youth, City staff continue to place emphasis on youth for participation on Council Appointed Advisory Committees and also highlight other existing leadership opportunities offered in the community. Option 3 would maintain the current level of program and service delivery.

The following chart outlines the advantages and disadvantages of Status Quo:

Advantages	Disadvantages
<ul style="list-style-type: none"> • Leadership development for youth; • Continued youth engagement. • Youth gain leadership and employment skills; and • Opportunity to recruit youth to participate in City initiatives (e.g. Youth on City Council appointed Advisory Committees). 	<ul style="list-style-type: none"> • May not focus on civic engagement and politics to the level of the other two options; and • Youth may want the experience to participate in formalized local government civic engagement.

All three options provide opportunities for youth to actively engage, develop competencies, make decisions, have a voice and be connected to community. However, the Youth Civic Engagement Program (Option 1) is recommended for its ability to provide a registered program to serve a greater number of youth in shorter time commitments that offers youth exposure to civic engagement, creates an outlet for youth to learn about how a city runs, as well as to engage in topics that impact Richmond. In addition, the program complements other programs and services offered in the Youth Services delivery model.

Financial Impact

None. The proposed Youth Civic Engagement program (Option 1) can be offered within existing City resources in the Youth Services budget.

Next Steps

Should City Council approve the recommended Youth Civic Engagement Program (Option 1), staff will proceed with curriculum design. This process would also include further discussion with youth, City staff and community partners to identify prioritized content, program delivery

methods, recruitment and promotion strategies. Staff will aim to commence the program in Spring 2020.

Conclusion

The City, in collaboration with community partners and youth serving organizations, continues to work collaboratively to create opportunities for Richmond youth (13–24 years) to be actively engaged, develop skillsets, have a voice and be connected to the community. Civic engagement opportunities enhance the leadership and employment skills of young people and highlight the importance of youth being involved in the decisions that affect them. A registered Civic Engagement Program (Option 1) provides a short-term educational opportunity that engages more youth over the course of a year and can be integrated seamlessly within the new Youth Services delivery model.

A handwritten signature in black ink, appearing to read 'H. Muter', with a long, sweeping horizontal line extending to the right.

Heather Muter
Program Manager, Community Social Development
(604-204-8599)

- Att. 1: Proposal for the Implementation of the Youth City Council
2: Municipal Youth Civic Engagement Opportunities in the Lower Mainland

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PROPOSAL FOR THE IMPLEMENTATION
OF THE YOUTH CITY COUNCIL

COMMUNITY- ADVOCACY - GOVERNMENT - GLOBAL ISSUES

ANNIE LAI

May 2nd, 2019

Submission to the City Council on the Implementation of a Youth City Council in the City of Richmond

RATIONALE FOR THIS PROPOSAL AND SUMMARY OF FOUR KEY POINTS:

1. **Engagement of Youth in Community:** Nowadays, youth are heavily focused on gaining admission to university, leading them to be academically ahead, but lacking in soft skills that will carry into their adulthoods, in the resources that will help them advocate for themselves in a professional manner, and in the ability to improve and recognize the state of their mental well-being.
2. **Raising Awareness and Supporting the Development of Opinions on Global Issues:** It is crucial that we encourage and support discussion of issues such as environment, education, community safety, and recreation in the community of youth, and provide them with the education and resources to do so.
3. **Encouragement of Richmond Youth's Understanding of Government:** Providing a platform for youth to observe and learn firsthand, as well as sharing their knowledge of how municipal governments work will lay a concrete foundation for them to participate in political electoral activities as well as further exploring their passions for politics.
4. **Advocacy for Youth Voices:** Youth in Richmond have stances, opinions, and ideas about issues concerning our community and the youth in Richmond, and a liaison between the Junior City Council and the City Council will provide them with an opportunity to voice them.

COMMUNITY- ADVOCACY - GOVERNMENT - GLOBAL ISSUES

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DISCUSSION OF FOUR KEY POINTS

1. Engagement of Youth in Community

Having spoken to various students and adults in Richmond, a common concern that has been brought up time and time again is the engagement of youth in our community. Students need to feel connected with and supported by their larger community in order to thrive when faced with adversities and challenges that are difficult to overcome. In order for us to best support them, we must create opportunities that allow them the room to grow as empowered individuals in our community.

Although academic success is important, when students graduate, they will be valued for their leadership skills, adaptability skills, interpersonal skills, as well as many other soft skills that they can continue to develop through their work with the Youth City Council. These skills will carry into their adulthood and provide them with a strong foundation in communicating and articulating their ideas, taking initiative, and empowering others, all of which are strengths that cannot be taught in a classroom setting, and that future employers and clients will place a great deal of emphasis on when choosing who to work with. The Youth City Council will also teach students how to advocate for their ideas in a professional and appropriate manner, helping them learn how to voice their passions clearly and how to easier transition into university. Being involved in the community, and interacting with peers also gives youth the opportunity to recognize the importance of mental well-being, and providing them an opportunity to be in an environment surrounded by supportive students, something they may not be able to experience at school. The most important aspect that the Youth City Council will offer is the opportunity for youth to explore their passions and ideas, helping them to avoid risky behaviour and activities, and being a place where they can relieve their stress.

Through their work with the Youth City Council, students will have more chances to meet new people, experience and celebrate the diversity in culture that Richmond has, influence change in the community as well as their schools, and build confidence, self-esteem and structure in their lives. Being engaged in the community through the Youth City Council means that they will be able to experience politics, which may be a new area of interest for them, expand their social networks, strengthen their university applications, and understand what it means to be an active citizen. I believe that encouraging them to be

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active citizens in the community will help them become more responsible, understand challenges locals face, and work to improve the quality of life in Richmond through political and non-political processes. The Youth City Council will also allow them the opportunity to engage with adults, because youth are starting to recognize that the lack of communication between adults and youth is impactful and important in the creation of a community where there is a sense of closeness.

Encouraging youth engagement benefits students, teachers, families, and the community as well. When Council actively encourages youth engagement through a program that is student-led, Council will be reaching youth through the voices and reaches of other students, resulting in a higher participation rate. Some positive results done by academic studies show that:

- Attending after school programs can improve students' academic performance. A national evaluation found that over 40 percent of students attending 21st Century Community Learning Center programs improved their reading and math grades, and that those who attended more regularly were more likely to make gains (Naftzger et. al., 2007).
- Effective afterschool programs can improve classroom behavior (Wisconsin Department of Public Instruction, 2010), school attendance, academic aspirations, and can reduce the likelihood that a student will drop out (Huang, Leon, La Torre, Mostafavi, 2008).
- Participation in afterschool programs has been associated with reduced drug use (Investing in Our Young People, University of Chicago, 2006) and criminal behavior (UCLA National Center for Research on Evaluation, Standards and Student Testing, 2007).

Advocating for engagement of youth in community will ultimately lead to promoting students to become role models to their peers, allowing them and teaching them the skills to stand up for social, recreational, environmental, or educational causes that they believe in, and creating opportunities for them to meet supportive and caring adults in the community, therefore fostering a safe environment for them to thrive in.

2. Raising Awareness and Supporting the Development of Opinions on Global Issues

In order to achieve goals of living sustainable lifestyles, helping those in poverty, creating equal rights, and combatting other global issues, youth need to first understand the depth and impact that these issues have on people. By introducing these topics and encouraging discussions, youth will be given the

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chance to learn outside of the classroom and be able to discover where their passions lie in humanitarian causes. Encouraging discussions about issues that impact the world does not stop there; emphasis will also be placed on discussions about community issues, and Canadian politics. There are millions suffering in our world, and Youth City Council members will be able to expand and deepen their knowledge on humanitarian issues and be given a platform where they can learn how to create awareness for the issues that they are passionate about. Raising a generation of youth that are not only passionate about community, but other countries as well results in a population that is aware, empathic, and are change-makers. The Youth City Council will create a warm and friendly environment, where opinions and ideas are respected and valued, therefore creating further discussion that is unable to occur at school for reasons such as limited time.

As Richmond strives to prioritize *Leadership in Sustainability*, youth must first be given a platform where the impacts of climate change are thoroughly explored. Young people can easily adapt to low-carbon lifestyles, and are the key to spreading awareness about the new technologies, policies, and habits in place to fight climate change. This population will be the one who suffers from the consequences of global warming, and deserve a chance to truly understand the consequences, as well as a platform to help them advocate for environmental friendly habits and lifestyles. As *advancing green and sustainable initiatives* are important to the Council, I urge Council to allow the Youth City Council to be the driving force behind the initiative of fighting climate change in the City of Richmond.

3. Encouragement of Richmond Youth's Understanding of Government

Encouraging the understanding of how government functions outside of the classroom has been proven to be successful, and will aid youth in the comprehension of the governmental systems of Canada, thus providing them with, or supporting a foundational level of interest in politics which will in turn increase the likelihood of youth participating in electoral activities in their future. Youth make up 1.8 billion of the world's population, yet play an incredibly minor role in politics. The lack of representation from youth in decision-making processes stems from a lack of knowledge, awareness and understanding of politics, civic engagement, and how they can contribute to their community.

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The British Columbia Youth Parliament recently hosted the first Richmond Delta Youth Parliament in February—this parliamentary session attracted over forty youth from all over Richmond. At this session, a plethora of young voices eagerly pitched their voices and opinions, debating various issues, and learning how to develop and pass bills. Although this is a great program that teaches youth about our Parliament, it only lasts for one weekend in an entire year. Many members finished the program yearning to learn more about government, discuss issues they are passionate about, and meet like-minded peers. I am committed to bringing a local, easily accessible program that immerses these passionate individuals in the workings of our municipal government and provides them the resources that they continuously search for.

As the generations pass by, interest in voting drops among the younger age groups, leading to a large demographic of youth and young adults who are not well-versed in the political, socio-cultural, economic and environmental development, growth, and issues of their local community as well as their country.

In his study, *Political participation and civic engagement of youth*, Martin Turcotte states his findings in which he learned that:

- In 2013, 47% of youth aged 15 to 19 and 61% of youth aged 20 to 24 indicated that they were very likely to vote in the next federal election. This compared with 84% of seniors aged 65 to 74. [Turcotte, 2015]
- In 2013, just over one-half of youth aged 15 to 19 and 20 to 24 indicated that they were at least somewhat interested in politics, compared with three-quarters of seniors aged 65 to 74. [Turcotte, 2015]
- Among youth aged 15 to 19 who reported that they were not very or not at all interested in politics, 25% were very likely to vote in the next election, compared with 63% of seniors aged 65 to 74 who had the same level of interest in politics. [Turcotte, 2015]
- The proportion of “politically inactive” persons, defined as those who did not participate in non-electoral political activities and who were not very likely to vote in the next election, was 32% among youth aged 15 to 19 and 26% among youth aged 20 to 24, compared with 12% among seniors aged 65 to 74. [Turcotte, 2015]

This data shows readers that interest in electoral and political activities substantially decreases as the pool of individuals ages lowers. The solution to this growing problem would be to implement a Youth City Council because by showing other municipalities that a Youth City Council can and should be

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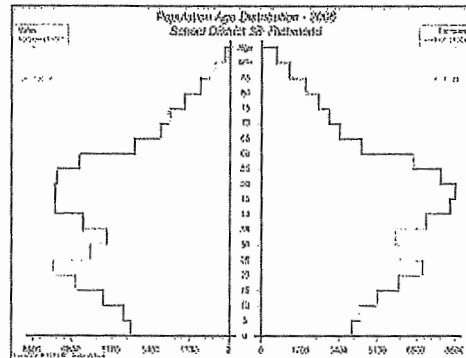
integrated into their community, the City of Richmond would effectively help initiate the movement of making more resources and opportunities available for youth in Canada, increasing interest as well as understanding of politics, and therefore resulting in more young adults and youth participating in electoral as well as political activities.

4. Advocacy for Youth Voices

The importance and relevance of youth voices needs to be emphasized in our community; youth around the world are leading global movements such as Fridays for Future, standing up for causes they believe in, and empowering other young leaders to take initiative as well, but the young voices of Richmond rarely gather to discuss important matters such as their education, sustainability and environment in the City, social causes that are ongoing in the community, and various other issues. I can attest that youth in Richmond are extremely capable in the formation of opinions and ideas on such matters, and merit a City who places emphasis on these congregations and encourages discussion of important issues affecting the City, as well as Canada. The Youth City Council will allow students the chance to refine their voices on specific matters by conversing with their peers and presenting their ideas to the Youth City Council. It will also provide them the opportunity to be **heard** by Council, and then able to implement their ideas into **action plans**, an experience that benefits both parties, as the City's values align with those of the Youth City Council whereas the City would like to:

- 1) *see an increase in community engagement for all ages and segments of the community to ensure everyone has a voice and is involved in building a better Richmond together*
- 2) *[provide an opportunity for youth to] engage in various levels of dialogue and decisions with the City*

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Having a Youth City Council would promote a well-informed youth demographic in Richmond, and this is becoming extremely vital for future political and electoral activities. Our current political crisis involves an apathetic population who chooses to opt out of voter activities; equipping our youth with the knowledge and motivation of current politics will create a generation who is eager to vote when they reach the age. According to the 2006 Age Distribution data from BC Statistics, 18.2 % of Richmond's population is below the age of 17, and this number is continuously growing. One fifth of our City's demographic is unable to vote, unseen and unheard by their community, and considered too young to be mature enough to have valuable ideas. This stigmatization that students are too young to understand the depth, impact, and importance of social issues, economical issues, educational issues, as well as other problems that affects our community needs to be challenged as the young members of our community should be valued and treated as equal citizens by the adults in our community.

FOUNDATION FOR YOUTH CITY COUNCIL

The internal structure of how the Youth City Council runs is completely flexible and open to suggestions from Council.

Various cities such as Kamloops, Edmonton, and Victoria run successful student-led Youth City Councils that are supported by their Councils. The City of Tecumseh in Ontario provides their Youth City Council with an annual budget of \$5000. Students are able to share youth perspectives and experiences with the City Councils.

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The following structure and policies for the Youth City Council are subject to change at Council's discretion.

PART I- ESTABLISHMENT

PURPOSE

- 1 To establish the City of Richmond's Youth City Council

MANDATE

- 2 a) The Youth City Council's mandate is to provide information and advice to Council in relation to issues involving or affecting youth, and will perform the following tasks:

- I. Research and write policies and bylaws for Council's review
- II. Educate youth on the three levels of government in Canada
- III. Promote initiatives that support community and youth
- IV. Develop relations with organizations and youth to address concerns regarding youth and community
- V. Educate youth on City governance, policy-making, and procedures
- VI. Consult with Council about supporting youth initiatives
- VII. Provide networking opportunities to youth
- VIII. Receive direction from Council on work or reports regarding youth or other issues, at Council's discretion
- IX. Inform Council on issues affecting Richmond's youth
- X. Establish the General Assembly of Youth City Council, oversee its meetings, and report all minutes to Council
- XI. Establish a presence in the City of Richmond

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- XII. Promote friendly debate and discussion on a variety of topics concerning the City of Richmond and Canada, as well as global issues

PART II- STRUCTURE

- 3 a) General Assembly of Youth City Council will comprise of up to ten members
- b) Members will serve a full term of up to a year
- c) One Councillor will be appointed by City Council to act as a liaison between Council and Youth City Council
- d) Members meet once a month in City's Chambers
- e) Chair and Vice Chair of the Youth City Council will be appointed at Council's discretion

PART III- CITY COUNCILLOR'S ROLE

- 4 a) Presents budget requirements to Youth City Council for their initiatives and events
- b) Facilitates the preparation of Youth City Council's reports to Council every three months/once a year
- c) Acts as Youth City Council's liaison to Council until new liaison is appointed by Council

PART IV- CITY COUNCIL'S ROLE

- 5 a) Appoints a Councillor as a liason
- b) Determines a budget for Youth City Council; finances used at Youth City Council's discretion to either create events, and initiatives, or to support and sponsor ones held by youth in community
- c) Allows Youth City Council to convene once a month in Chambers

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d) Allows the Chair of Youth City Council to present reports and policies on issues of significance decided upon by Youth City Council and progress on it's mandate once every three months

e) Council reviews the Youth City Council's progress on it's mandate at the end of the term

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Municipal Youth Civic Engagement Opportunities in the Lower Mainland

A review of civic engagement opportunities offered by municipalities across the Lower Mainland for youth in their jurisdiction is summarized in Table 1 below.

Table 1 – Youth Civic Engagement Opportunities in the Lower Mainland

Civic Engagement Opportunity	Municipalities	Financial Commitment & Advantages/Disadvantages
<p>Council Appointed Youth Advisory Committee A Council appointed committee to:</p> <ul style="list-style-type: none"> Act as a resource to City Council and staff on issues affecting youth; Provide a youth perspective on matters that relate to youth; and Encourage youth's understanding of government. <p>Details include:</p> <ul style="list-style-type: none"> Formal application process with appointments selected by City Council; One to two year terms depending on municipality; Monthly meetings; Formal meeting process (e.g. Robert's Rules of Order); Council Liaison and City staff sit on the Committee as a resource. 	<ul style="list-style-type: none"> City of Vancouver* City of New Westminster City of Langley City of West Vancouver City of Port Moody 	<p>Financial Commitment:</p> <ul style="list-style-type: none"> Part-time City staff (approximately 5–10 hours/month); Participant training budget; and Incidentals (e.g. meals and refreshments). <p>Advantages:</p> <ul style="list-style-type: none"> Raise the profile of youth; Meaningful volunteer opportunity for youth; Increased youth voice in municipal matters; Increased youth engagement; and Opportunity for youth up to age 24 years. <p>Disadvantages:</p> <ul style="list-style-type: none"> Significant staff resources (part-time staff person required); Transient nature of youth may affect participation; May only attract high achieving youth; and Recruitment and retention may be difficult due to long-term commitment.
<p>City Wide Youth Committee A youth-led committee that plans and provides input on events or initiatives that impact youth.</p> <p>Details include:</p> <ul style="list-style-type: none"> Informal application process (not Council appointed); Informal meeting process; and Collaborate with staff to plan and implement city wide events and initiatives (e.g. Youth Week). 	<ul style="list-style-type: none"> City of Burnaby City of Coquitlam City of Surrey City of Port Coquitlam 	<p>Financial Commitment:</p> <ul style="list-style-type: none"> Part-time City staff (approximately 10–20 hours/month); and Incidentals (e.g. meals and refreshments). <p>Advantages:</p> <ul style="list-style-type: none"> Increased youth interest in City events and initiatives; Intentional leadership development for youth when taking on particular roles (e.g. marketing and budgeting); and

Civic Engagement Opportunity	Municipalities	Financial Commitment & Advantages/Disadvantages
		<ul style="list-style-type: none"> Increased youth engagement. <p>Disadvantages:</p> <ul style="list-style-type: none"> Significant staff resources (part-time staff person required); Transient nature of youth may affect participation; and Recruitment and retention may be difficult due to higher frequency of meetings related to timing of initiative or event.
<p>Registered Civic Engagement Program</p> <p>Women4Politics is a 10-week program aimed at encouraging women who are between the ages of 18 to 23 years to become more involved in local politics.</p> <p>Details include:</p> <ul style="list-style-type: none"> Formal application process; Mentorship with a City Councillor; Learn about the role and function of municipal government; and Take part in a mock Council meeting. <p>New West City 101 is an 8-week program delivered in collaboration with the non-profit CityHive.</p> <p>Details include:</p> <ul style="list-style-type: none"> Formal application process; Learn about the role and function of municipal government; and Participants will have the opportunity to co-design projects and present them back to City Council. 	<ul style="list-style-type: none"> City of Vancouver (Women4Politics) City of New Westminster (New West City 101) 	<p>Financial Commitment:</p> <ul style="list-style-type: none"> Resources to hire a consultant or for staff to create content; and Incidentals (e.g. meals and refreshments). <p>Advantages</p> <ul style="list-style-type: none"> Short-term commitment; Enhanced youth engagement; Meaningful educational opportunity; Provides an opportunity for a broader range of youth; Participants gain leadership and employment skills; and Flexible curriculum that can evolve. <p>Disadvantages</p> <ul style="list-style-type: none"> Transient nature of youth may affect participation; and Recruitment may be difficult due to the perceived need of political knowledge.

Please note: The above list is a sample of the formalized offerings for youth in the Lower Mainland and is not an exhaustive inventory of youth civic engagement opportunities.