



**City of
Lloydminster**

Policy

Policy Title:	Lloydminster Tobacco Reduction Grant			Policy Number:	015-2017
Date of Council Approval:	February 27, 2017	Motion No.:	58-2017	Year of Review:	2020
Department Sponsored by:	Community Services	Date of Procedure Revision:			

Purpose:

To reduce the number of individuals consuming tobacco through prevention, education, and the promotion of healthy choices.

Objective:

For the City of Lloydminster to distribute fees collected under Bylaw 16-2016 for Tobacco Retailer (Regular) and Flavored Tobacco Product Retailer to local non-profit agencies to support tobacco reduction strategies.

Definitions:

Tobacco Retailer	Any business that keeps for sale, sells, exposes, or offers for sale, any smoking products or devices including, but not limited to: <ul style="list-style-type: none"> • cigars; • cigarettes; • tobacco; • snuff; • pipe; • hookah; or • electronic cigarettes
Flavored Tobacco Product	Pertains to any tobacco product that: <ul style="list-style-type: none"> • has a characterizing flavor (has a clearly noticeable smell or taste other than tobacco); or • is packaged or labeled as being flavored; or • is listed under the regulations' as a flavored tobacco product.

Scope: This Policy applies to fees collected under Bylaw 16-2016 for Tobacco Retailer (Regular) and Flavored Tobacco Product.

Policy Instructions:

The City of Lloydminster will distribute fees collected under Bylaw 16-2016 from Tobacco Retailers (Regular) and Flavored Tobacco Product Retailers to non-profit organizations to support local tobacco reduction strategies through the Lloydminster Tobacco Reduction Grant (LTRG). Fees collected under this Bylaw are due to the City January 31.

The City of Lloydminster will establish a Lloydminster Tobacco Reduction Grant Review Committee to administer and recommend grant allocations for the Lloydminster Tobacco Reduction Grant on behalf of the City.

The Review Committee will be comprised of 3 primary members and 2 alternate members as follows:

Primary:

1. General Manager, Family and Community Support Services
2. General Manager, Finance
3. Community Development Coordinator

Alternate:

1. Director, Community Services
2. Director, Business Services

The Lloydminster Tobacco Reduction Grant Review Committee will:

- Review program procedures on an annual basis.
- Manage an annual call for applications.
- Review all eligible applications and determine a recommendation of grant allocations.
- Submit recommendations to Council for approval.

Lloydminster Tobacco Reduction Grant

To be Eligible for grant funding:

- The applicant must be an incorporated Alberta or Saskatchewan non-profit or charitable organization, health region, school or school division, or unincorporated volunteer community group that is endorsed by an eligible organization. Endorsing organizations may be Alberta/Saskatchewan non-profits, health regions, schools or school divisions that agree to receive, administer and account for the LTRG on the group's behalf.
- The project must either:
 - Raise awareness of the health risks associated with tobacco.
 - Or support the adoption of a tobacco free lifestyle.
- Projects must take place within the Lloydminster area.

The following expenditures are INELIGIBLE for grants:

- Alcoholic beverages.
- Tobacco, tobacco substitutes, or vaporizers to utilized for purposes other than display/demonstration .
- Unhealthy food items such as chips, pop, and cookies (refer to the Canada's Food Guide for healthy options, www.hc-sc.gc.ca).
- Direct religious activities of religious groups or organizations, and supplies related to faith-based items.
- Projects exclusive to a specific family, business, religious or political group
- Purchase of office equipment/furniture, computers, printers, laptops, scanners, software, gaming systems/ equipment.
- Subsidization of wages for full-time employees.
- Medical research.
- Donations.
- Construction, renovation, retrofit and repairs to buildings/facilities (this includes fixing doors, shingling roofs, installing flooring, moving/hauling dirt, etc.).
- Property taxes.

This policy will be reviewed every 3 years and amended as required.

Responsibility

City Council will review and approve all policies.

City Administration will administer the policy through the use of a supporting procedure.

Sponsoring Department is responsible for creating and amending a supporting procedure.