



Policy Title:	Cannabis Retailer Fee		Policy Number:	134-02	
Date of Council Approval:	October 15, 2018	Motion No.:	286-2018	Year of Review:	2021
Department Sponsored by:	Office of the City Clerk				

1. Purpose:

- 1.1. To provide focused direction for monies collected from the Business License Bylaw Cannabis Retail Store Fee.

2. Objective:

- 2.1. To dedicate that fees collected as part of the Business License Bylaw Cannabis Retail Store Fee are used towards public safety initiatives.

3. Definitions:

Administration	An employee or contract employee of the City of Lloydminster.
Business License Bylaw Cannabis Retail Store Fee	The fee established by Schedule "B" of Bylaw 11-2018, The Business Licence Bylaw, as amended from time to time that applies to all Cannabis Retail Stores as defined by Bylaw 11-2018.
Funds	Monies collected from the Business License Bylaw Cannabis Retail Store Fee.
Member of Council	An individual elected pursuant to <i>The Local Government Election Act</i> (Saskatchewan) as a Member of Council.

4. Scope:

- 4.1. This Policy applies to all the fees collected through the Business License Bylaw Cannabis Retail Store Fee.

5. Cannabis Retail Store Fees:

- 5.1. All Funds collected by the Business License Bylaw Cannabis Retail Store Fee shall be placed into a reserve fund.

- 5.2. The Funds collected shall be utilized in the following priority:
 - 5.2.1. offsetting operational policing and public safety costs; then
 - 5.2.2. capital purchases for policing or public safety equipment.
- 5.3. Priority shall be given as set out in section 5.2 above, any remaining Funds may be used towards community projects.

6. Community Projects

- 6.1. Council may, through the budgeting process, allocate any remaining Funds to external community projects.
- 6.2. If Council allocates remaining Funds to community projects, Administration shall make a call for applications to access the allocated Funds.
- 6.3. Eligible applications shall pertain to a cannabis related public safety initiative.
- 6.4. To be eligible to access the allocated funds the applicant shall be incorporated in Alberta or Saskatchewan as a:
 - 6.4.1. non-profit or charitable organization;
 - 6.4.2. health region;
 - 6.4.3. school division.
- 6.5. A group of volunteers may be eligible if an organization identified in section 6.4 above submits a written letter of support.
- 6.6. Individuals shall not be eligible to receive Funds from the Business License Bylaw Cannabis Retail Store Fee.
- 6.7. The Family and Community Support Services Advisory Committee shall annually review applications for funding and provide recommendations to Council on the disbursement of the Funds.
- 6.8. Council shall, by resolution, award or deny the allocated Funds.

7. Penalty:

- 7.1. Any member of Administration found to be in violation of this policy may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this policy; discipline may range from a written warning to dismissal with cause.

- 7.2. Any Member of Council found to be in violation of this policy may be dealt with utilizing the "*Code of Conduct Bylaw*" or provisions of "*The Lloydminster Charter*."

8. Responsibility:

- 8.1. City Council shall review and approve all policies.
- 8.2. City Administration shall administer the policy through the use of a supporting procedure.
- 8.3. Sponsoring Department is responsible for creating and amending a supporting procedure.