



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

FEBRUARY 28, 2018

10:00 A.M.

**COUNCIL CHAMBERS
FORT VERMILION, AB**

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, February 28, 2018
10:00 a.m.**

**Fort Vermilion Council Chambers
Fort Vermilion, Alberta**

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	3
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the February 13, 2018 Regular Council Meeting	7
		b) Minutes of the February 27, 2018 Budget Council Meeting (to be presented at the meeting)	
		c) Business Arising out of the Minutes	
DELEGATIONS:	4.	a) Corny Krahn, Subdivision Request – 1:30 p.m. (in reference to Item 14. a))	
		b)	
		c)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal)	
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	7.	a) Wadlin Lake Campground Caretaker Contract – Request for Proposals	35
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ADMINISTRATION:	9.	a) Caribou Update (to be presented at the meeting)	
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- OPERATIONS:** 13. a)
b)
- PLANNING & DEVELOPMENT:** 14. a) Limit on Agricultural Land Fragmentation 57
b)
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- UTILITIES:** 15. a) Peace Country Gleaners – Sewage Lagoon Disposal Donation Request 65
b)
c)
- INFORMATION / CORRESPONDENCE:** 16. a) Information/Correspondence 69
- IN CAMERA SESSION:** *Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*
17. a)
b)
- NOTICE OF MOTION:** 18. a)
- NEXT MEETING DATES:** 19. a) Regular Council Meeting
March 13, 2018
10:00 a.m.
Fort Vermilion Council Chambers
b) Regular Council Meeting
March 28, 2018
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the February 13, 2018 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the February 13, 2018, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Council Meeting minutes are posted on the County website.

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the February 13, 2018 Regular Council Meeting be adopted as presented.

Author: C. Gabriel Reviewed by: CG CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**February 13, 2018
10:00 a.m.**

**Fort Vermilion Council Chambers
Fort Vermilion, AB**

PRESENT:

Peter F. Braun	Reeve
Lisa Wardley	Deputy Reeve
Jacque Bateman	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Anthony Peters	Councillor (via teleconference)
Ernest Peters	Councillor
Walter Sarapuk	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Byron Peters	Deputy CAO
David Fehr	Director of Operations
Doug Munn	Director of Community Services
Fred Wiebe	Director of Utilities
Karen Huff	Director of Finance
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
Don Roberts	Zama Site Manager
Grant Smith	Agriculture Fieldman

ALSO PRESENT: Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on February 13, 2018 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 18-02-092 MOVED by Councillor Bateman

That the agenda be approved as presented.

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

3. a) Minutes of the January 24, 2018 Regular Council Meeting

MOTION 18-02-093

MOVED by Councillor Sarapuk

That the minutes of the January 24, 2018 Regular Council Meeting be adopted as presented.

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

3. b) Minutes of the February 12, 2018 Budget Council Meeting

MOTION 18-02-094

MOVED by Councillor E. Peters

That the minutes of the February 12, 2018 Budget Council Meeting be adopted as distributed.

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

3. c) None

**COUNCIL COMMITTEE
REPORTS:**

5. a) Council Committee Reports (verbal)

MOTION 18-02-095

MOVED by Councillor Knelsen

That the Council committee reports be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

5. b) Agricultural Service Board Meeting Minutes

MOTION 18-02-096

MOVED by Deputy Reeve Wardley

That the Agricultural Service Board Meeting minutes of January 26, 2018 be received for information.

CARRIED

Reeve Braun recessed the meeting at 10:56 a.m. and

reconvened the meeting at 11:07 a.m.

DELEGATIONS:

- 4. a) Cory Boddy, Director and Investment Counselor –
ATB Investment Management Inc. (Teleconference)**

MOTION 18-02-097

MOVED by Councillor Driedger

That the investment report presentation by ATB Investment Management Inc. be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

- 5. c) Community Services Committee Meeting Minutes**

MOTION 18-02-098

MOVED by Councillor Knelsen

That the Community Services Committee meeting minutes of December 18, 2017 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

- 5. d) Finance Committee Meeting Minutes**

MOTION 18-02-099

MOVED by Councillor Cardinal

That the unapproved Finance Committee meeting minutes of January 22, 2018 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

- 5. e) Fort Vermilion Community Streetscape
Implementation Committee Meeting Minutes**

MOTION 18-02-100

MOVED by Deputy Reeve Wardley

That the Fort Vermilion Community Streetscape Implementation Committee meeting minutes from January 18, 2018 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

- 5. f) Municipal Emergency Advisory Committee Meeting
Minutes**

MOTION 18-02-101

MOVED by Councillor Sarapuk

That the Municipal Emergency Advisory Committee unapproved meeting minutes of January 23, 2018 be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS:

5. g) Municipal Planning Commission Meeting Minutes

MOTION 18-02-102

MOVED by Councillor Bateman

That the Municipal Planning Commission meeting minutes of January 25, 2018 be received for information.

CARRIED

GENERAL REPORTS:

6. a) CAO Report

MOTION 18-02-103

MOVED by Councillor Cardinal

That the CAO report for January 2018 be received for information.

CARRIED

TENDERS:

7. a) None

PUBLIC HEARINGS:

8. a) None

ADMINISTRATION:

9. a) 2018 Municipal Internship Program – Administration Stream

MOTION 18-02-104

MOVED by Councillor Knelsen

That Mackenzie County participate in the 2018 Municipal Internship Program in the administration stream with the County's portion of funding coming from the General Operating Budget.

CARRIED

ADMINISTRATION:

9. b) Zama School Closure

MOTION 18-02-105

MOVED by Deputy Reeve Wardley

That a letter be sent to the Fort Vermilion School Division in

response to their request for potential community impacts regarding the closure of the Zama City School.

CARRIED

Reeve Braun recessed the meeting at 12:15 p.m. and reconvened the meeting at 1:00 p.m.

ADMINISTRATION:

9. c) Caribou Update

MOTION 18-02-106

MOVED by Councillor Sarapuk

That the caribou update be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

10. a) Policy ASB022 Shelterbelt Trees

MOTION 18-02-107

MOVED by Councillor Knelsen

That Policy ASB022 Shelterbelt Trees be adopted as presented.

CARRIED

**AGRICULTURE
SERVICES:**

10. b) Bison/Caribou Monitoring Equipment & “Bison Watch” Signage

MOTION 18-02-108

MOVED by Councillor Jorgensen

That Mackenzie County support the increased awareness of the diseased risk bison/caribou monitoring and that the signage/advertising request be brought back for further information.

CARRIED

MOTION 18-02-109

MOVED by Councillor Jorgensen

That Mackenzie County support the Alberta Biodiversity Monitoring Institute’s pilot wildlife monitoring program using remote cameras, in principle.

MOTION 18-02-110

MOVED by Deputy Reeve Wardley

That Motion 18-02-109 be amended as follows:

That Mackenzie County support, in principle, a wildlife monitoring program using remote cameras. ~~the Alberta Biodiversity Monitoring Institute's pilot wildlife monitoring program using remote cameras, in principle.~~

CARRIED

MOTION 18-02-109

MOVED by Councillor Jorgensen

That Mackenzie County support, in principle, a wildlife monitoring program using remote cameras.

CARRIED

Reeve Braun recessed the meeting at 2:08 p.m. and reconvened the meeting at 2:23 p.m. with all members present with the exception of Councillor Jorgensen.

COMMUNITY SERVICES:

11. a) Bylaw 1089-18 to Repeal Closure of Public Road Allowance Bylaws 1031-16, 1032-16 and 1033-16

MOTION 18-02-111

MOVED by Councillor Bateman

That first reading be given to Bylaw 1089-18 being a bylaw to repeal Closure of Public Road Allowance Bylaws 1031-16, 1032-16 and 1033-16.

CARRIED

MOTION 18-02-112

MOVED by Councillor Knelsen

That second reading be given to Bylaw 1089-18 being a bylaw to repeal Closure of Public Road Allowance Bylaws 1031-16, 1032-16 and 1033-16.

CARRIED

MOTION 18-02-113
Requires Unanimous

MOVED by Councillor Sarapuk

That consideration be given to go to third reading of Bylaw 1089-18 being a bylaw to repeal Closure of Public Road Allowance Bylaws 1031-16, 1032-16 and 1033-16 at this meeting.

CARRIED UNANIMOUSLY

MOTION 18-02-114

MOVED by Councillor Bateman

That third reading be given to Bylaw 1089-18 being a bylaw to repeal Closure of Public Road Allowance Bylaws 1031-16, 1032-16 and 1033-16.

CARRIED

Councillor Jorgensen rejoined the meeting at 2:25 p.m.

COMMUNITY SERVICES:

11. b) Bylaw 1090-18 Regional Emergency Management Bylaw

MOTION 18-02-115

MOVED by Deputy Reeve Wardley

That first reading be given to Bylaw 1090-18 being the Regional Emergency Management Bylaw for Mackenzie County.

CARRIED

MOTION 18-02-116

MOVED by Councillor Bateman

That second reading be given to Bylaw 1090-18 being the Regional Emergency Management Bylaw for Mackenzie County.

CARRIED

MOTION 18-02-117
Requires Unanimous

MOVED by Councillor Sarapuk

That consideration be given to go to third reading of Bylaw 1090-18 being the Regional Emergency Management Bylaw for Mackenzie County at this meeting.

CARRIED UNANIMOUSLY

MOTION 18-02-118

MOVED by Councillor Jorgensen

That third reading be given to Bylaw 1090-18 being the Regional Emergency Management Bylaw for Mackenzie County.

CARRIED

COMMUNITY

11. c) Appointment of Members to Northwest Alberta

SERVICES: Regional Emergency Advisory Committee

MOTION 18-02-119 **MOVED** by Deputy Reeve Wardley

That Councillor Knelsen and Councillor E. Peters be appointed to the Northwest Alberta Emergency Advisory Committee.

CARRIED

FINANCE: 12. a) Policy ADM018 Insurance Coverage for Not for Profit Organizations

MOTION 18-02-120 **MOVED** by Councillor Sarapuk

That Policy ADM018 Insurance Coverage for Not for Profit Organizations be amended as presented.

CARRIED

FINANCE: 12. b) Policy FIN025 Purchasing Authority Directive and Tendering Process

MOTION 18-02-121 **MOVED** by Councillor Bateman

That Policy FIN025 Purchasing Authority Directive and Tendering Process be approved as AMENDED.

CARRIED

FINANCE: 12. c) 2013 Overland Flooding Invoice dated February 4, 2014 (H. Martens)

MOTION 18-02-122 **MOVED** by Councillor Knelsen

That Mr. Henry Martens be advised that Mackenzie County will not be paying the invoice received from him as a result of the 2013 overland flooding.

CARRIED

MOTION 18-02-123 **MOVED** by Councillor Bateman
Requires 2/3

That Mackenzie County request immediate payment for Invoice #13947 due to Mr. Henry Martens receiving payment for this invoice from the Disaster Recovery Program.

CARRIED

OPERATIONS: 13. a) None

PLANNING & DEVELOPMENT: 14. a) **Bylaw 1091-18 Land Use Bylaw Revision to Add Rifle/Skeet Range as a Discretionary Use to the Agricultural "A" and Forestry "F" Districts**

MOTION 18-02-124 **MOVED** by Councillor Knelsen

That first reading of Bylaw 1091-18 being a Land Use Bylaw Revision to add Rifle/Skeet Range as a discretionary use to the Agricultural "A" and Forestry "F" zoning districts, be tabled to later in the meeting.

CARRIED

Reeve Braun recessed the meeting at 3:12 p.m. and reconvened the meeting at 3:20 p.m.

PLANNING & DEVELOPMENT: 14. b) **Development Statistics Report – January to December 2017**

MOTION 18-02-125 **MOVED** by Councillor Bateman

That the development statistics report for January to December, 2017 be received for information.

CARRIED

UTILITIES: 15. a) **A & L Maintenance Request to Waive Sewage Lagoon Disposal Fee**

MOTION 18-02-126 **MOVED** by Councillor Sarapuk
Requires 2/3

That the request by A & L Maintenance to waive sewage lagoon disposal fees for the Peace Country Gleaners be TABLED to the next meeting.

CARRIED

PLANNING & DEVELOPMENT: 14. a) **Bylaw 1091-18 Land Use Bylaw Revision to Add Rifle/Skeet Range as a Discretionary Use to the Agricultural "A" and Forestry "F" Districts**

MOTION 18-02-127 **MOVED** by Deputy Reeve Wardley

That first reading be given to Bylaw 1091-18 being a Land Use

Bylaw Revision to add Rifle/Skeet Range as a discretionary use to the Agricultural "A" and Forestry "F" zoning districts as AMENDED with the removal of Institutional Use and Place of Worship from the Discretionary Uses, subject to public hearing input.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 18-02-128

MOVED by Councillor Knelsen

That Councillor Cardinal and Councillor Jorgensen be authorized to attend the First Nation Consultation focused discussion with municipal stakeholder's session on February 23, 2018 in Edmonton.

CARRIED

MOTION 18-02-129

MOVED by Councillor Sarapuk

That Mackenzie County nominate the Northwest Species at Risk Committee for the Ministers Awards for Municipal Excellence – Partnership.

CARRIED

MOTION 18-02-130

MOVED by Councillor Driedger

That the information/correspondence items be accepted for information purposes.

CARRIED

IN-CAMERA SESSION:

17. a) Tax Forfeiture Property at 4720 – 49 Avenue

MOTION 18-02-131

MOVED by Councillor Sarapuk

That Council move in-camera at 4:11 p.m. to discuss the tax forfeiture property at 4720-49 Avenue. (FOIP, Div. 2, Part 1, s. 17, 24)

CARRIED

MOTION 18-02-132

MOVED by Councillor Knelsen

That Council move out of camera at 4:16 p.m.

CARRIED

MOTION 18-02-133

MOVED by Councillor Cardinal

That Motion 18-01-039 be rescinded.

MOTION 18-01-039 That administration be authorized to enter into a sale agreement with Veronica Batt for the tax recovery property as discussed.

CARRIED

MOTION 18-02-134

MOVED by Councillor E. Peters

That Administration be authorized to enter into a Tax Arrears Payment Plan agreement for the Tax Forfeiture Property at 4720–49 Avenue whereby Ms. Batt is required to make payments of \$1,000 per month for 12 months. At the end of 12 months, Council, if it considers it equitable to do so, can cancel the remaining tax arrears so that only \$1 of arrears remains outstanding. Upon payment of the \$1 of tax arrears outstanding, the County can then transfer title back to Ms. Batt in accordance with s. 426 of the Municipal Government Act.

CARRIED

NEXT MEETING DATE: 19. a) Next Meeting Dates

Budget Council Meeting
Tuesday, February 27, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
Wednesday February 28, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
Tuesday March 13, 2018
10:00 a.m.
Fort Vermilion Council Chambers

MOTION 18-02-135

MOVED by Councillor Sarapuk

That a Council strategy session be scheduled for April 9, 2018 at 10:00 a.m. for the purposes of discussion Intermunicipal Collaboration Frameworks (ICF's) and the Regional Service Sharing Agreement.

CARRIED

ADJOURNMENT:

20. a) Adjournment

MOTION 18-02-136

MOVED by Councillor Jorgensen

That the Council meeting be adjourned at 4:22 p.m.

CARRIED

These minutes will be presented to Council for approval on February 28, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the February 8, 2018 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: B. Peters Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Planning Commission meeting minutes of February 8, 2018 be received for information.

Author: B. Peters Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, February 8, 2018 @ 10:00 a.m.

PRESENT:

Erick Carter	Chair, MPC Member
Jack Eccles	Vice Chair, MPC Member
Jacque Bateman	Councillor, MPC Member
David Driedger	Councillor, MPC Member
Beth Kappelar	MPC Member

ADMINISTRATION:

Caitlin Smith	Planner
Kristin Darling	Planner
Lynda Washkevich	Development Officer
Laura Braun	Administrative Assistant/Recording Secretary

MOTION 1. **CALL TO ORDER**

Erick Carter called the meeting to order at 9:59 a.m.

2. **ADOPTION OF AGENDA**

MPC-18-02-019 **MOVED** by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-18-02-020 **MOVED** by Jack Eccles

That the minutes of January 25, 2018 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) **Business Arising from Previous Minutes**

None

4. **TERMS OF REFERENCE**

For Information.

5. **DEVELOPMENT**

- a) **006-DP-18 Willi Rempel
Home Based Business, Minor (Massage Therapy)
Hamlet Residential 1 A “H-R1A”
Plan 032 3177, Block 06, Lot 07**

MPC-18-02-021 **MOVED** by Beth Kappelar

That Development Permit 006-DP-18 on Plan 032 3177, Block 06, Lot 07 in the name of Willi Rempel be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3252.**
3. **This development permit expires February 14, 2020. Should the Home Based Business Minor still be in operation, a new development permit will be required.**
4. **At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
5. **The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**
6. **The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.**
7. **The Municipality has assigned the following address to the noted property (10101-87 Ave.). You are required to display the address (10101) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four**

- inches in height.
8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
 9. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
 10. The sign shall not be placed within the Road Right of Way.
 11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
 12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
 13. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
 14. Wiring and conduits of any signs must be concealed from view.
 15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
 16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) 008-DP-18 Quantum Massage
Home Based Business, Minor (Massage Therapy)
Hamlet Residential 1 A "H-R1A"
Plan 012 4176, Block 04, Lot 03**

MPC-18-02-022 **MOVED** by David Driedger

That Development Permit 008-DP-18 on Plan 012 4176, Block 04, Lot 03

in the name of Quantum Massage be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3252.**
3. **This development permit expires February 14, 2020. Should the Home Based Business Minor still be in operation, a new development permit will be required.**
4. **At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.**
5. **The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**
6. The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.
7. The Municipality has assigned the following address to the noted property (**8802-101 St.**). You are required to display the address (**8802**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
10. The sign shall not be placed within the Road Right of Way.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

12. The sign shall:

- e. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
- f. Not unduly interfere with the amenities of the district,
- g. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
- h. Not create visual or aesthetic blight.

13. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.

14. Wiring and conduits of any signs must be concealed from view.

15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISION

- a) **01-SUB-18 Matthew Wiebe
10 acre Subdivision (88 Connector)
SE 25-106-13-W5M**

MPC-18-02-023 **MOVED** by Jack Eccles

That Subdivision Application 01-SUB-18 in the name of Matthew Wiebe on SE 25-106-13-W5M be APPROVED with the following conditions:

- 1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
- 2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County

standards at the developer's expense.

- c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
- d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- b) **02-SUB-18 James Driedger
10 acre Subdivision (West La Crete Road)
NW 11-105-15-W5M**

MPC-18-02-024 MOVED by Beth Kappelar

That Subdivision Application 02-SUB-18 in the name of James Driedger on NW 11-105-15-W5M be APPROVED with the following conditions:

- 1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
- 2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the

developer shall obtain a development permit from the Municipality.

- b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
- c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
- d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$7,500 per acre. Municipal reserve is charged at 10%, which is \$750 per subdivided acre. **10 acres times \$750 equals \$7,500.00.**
- g) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**
- h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

**c) 03-SUB-18 Raymond & Gertrude Van Patten
39.66 acre Subdivision (Rocky Lane Area)
SE 1-110-15-W5M**

MPC-18-02-025 **MOVED** by Beth Kappelar

That Subdivision Application 03-SUB-18 in the name of Raymond and Gertrude Van Patten on SE 1-110-15- W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 39.66 acres (16.057 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - I. The existing pump out sewer discharge line shall be relocated, as shown on the Tentative Plan drafted by Borderline Surveys JOB # 170127 to meet the current Alberta Private Sewage Systems Standards of Practice 2015, or the installation of a new sewer system that meets the setback regulation will be accepted. Proof of either the relocation of the existing line is required or an approved private sewage permit for a new system. **This shall be completed prior to registration of the subdivision at Alberta Land Titles.**
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility right-of-way as required by ATCO Electric,

Telus and Northern Lights Gas and others.

- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- d) **04-SUB-18 Nick & Margaret Wiebe
10 acre Subdivision (Blumenort)
SE 12-107-14-W5M**

MPC-18-02-026 **MOVED** by Jack Eccles

That Subdivision Application 04-SUB-18 in the name of Nick & Margaret Wiebe on SE 12-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss**

the requirements for your subdivision.

- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$8,000 per acre. Municipal reserve is charged at 10%, which is \$800 per subdivided acre. **10 acres times \$800 equals \$8000.00.**
- g) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).**
- h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- j) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

7. MISCELLANEOUS ITEMS

- a) **Bylaw 10__-18 Land Use Bylaw Revision
Add Rifle/Skeet Range as a Discretionary Use to the
Agricultural "A" and Forestry "F" Districts**

MPC-18-02-027 MOVED by Beth Kappelar

That the Municipal Planning Commission recommend to Council to approve Bylaw 10__-18 being a Land Use Bylaw Revision to add

Rifle/Skeet Range as a discretionary use to the Agricultural “A” and Forestry “F” zoning districts, subject to public hearing input.

CARRIED

b) Brownfield Redevelopment Options

MPC-18-02-028 MOVED by Jack Eccles

That the Brownfield Redevelopment Options be received for information.

CARRIED

8. IN CAMERA

None.

9. MEETING DATES

- ❖ Wednesday, February 28, 2018 @ 9:00 a.m. in Fort Vermilion
- ❖ Thursday, March 12, 2018 @ 10:00 a.m. in La Crete
- ❖ Thursday, March 29, 2018 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, April 12, 2018 @ 10:00 a.m. in La Crete
- ❖ Thursday, April 26, 2018 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC-18-02-029 MOVED by Jacquie Bateman

That the Municipal Planning Commission Meeting be adjourned at 10:51 a.m.

CARRIED

These minutes were adopted this 28th day of February, 2018.

Chair, Erick Carter



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	TENDER Wadlin Lake Campground Caretaker Contract – Request for Proposals

BACKGROUND / PROPOSAL:

As directed by Council on January 24, 2018 the Campground Caretaker Contracts were advertised and distributed through the County. Proposals are due at 4:30 PM on February 27, 2018.

The first tender packages to be opened are for the Wadlin Lake Campgrounds

The awarding of the contract will be graded on the following:

Evaluation Criteria	Weight	Score
Equipment	15%	
Experience	25%	
Additional services offered to the public	10%	
Proposal Cost	45%	
TOTAL	100%	

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Funds are available in operating budget.

Author: Doug Munn **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

COMMUNICATION:

Campground Caretakers RFP's were advertised as follows:

- ECHO Pioneer on January 31 and Feb 7, 2018
- Big Deal Bulletin – February 1-15 & 16-28, 2018

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Wadlin Lake Campground Caretaker Contract – Request for Proposals be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee review the Wadlin Lake Campground Caretaker Contract – Request for Proposals and prepare a recommendation for the March 13, 2018 Council meeting.

Author: Doug Munn Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	TENDER Machesis Lake Campground Caretaker Contract – Request for Proposals

BACKGROUND / PROPOSAL:

As directed by Council on January 24, 2018 the Campground Caretaker Contracts were advertised and distributed through the County. Proposals are due at 4:30 PM on February 27, 2018.

The second tender packages to be opened is for the Machesis Lake Campground

The awarding of the contract will be graded on the following:

Evaluation Criteria	Weight	Score
Equipment	15%	
Experience	25%	
Additional services offered to the public	10%	
Proposal Cost	45%	
TOTAL	100%	

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Funds are available in operating budget

Author: Doug Munn **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

COMMUNICATION:

Campground Caretakers RFP's were advertised as follows:

- ECHO Pioneer on January 31 and Feb 7, 2018
- Big Deal Bulletin – February 1-15 & 16-28, 2018

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Machesis Lake Campground Caretaker Contract – Request for Proposals be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee reviews the Machesis Lake Campground Caretaker Contract – Request for Proposals and prepares a recommendation for the March 13, 2018 Council meeting.

Author: Doug Munn Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	TENDERS Hutch Lake Campground Caretaker Contract – Request for Proposals

BACKGROUND / PROPOSAL:

As directed by Council on January 24, 2018 the Campground Caretaker Contracts were advertised and distributed through the County. Proposals are due at 4:30 PM on February 27, 2018.

The third tender packages to be opened is for the Hutch Lake Campground.

The awarding of the contract will be graded on the following:

Evaluation Criteria	Weight	Score
Equipment	15%	
Experience	25%	
Additional services offered to the public	10%	
Proposal Cost	45%	
TOTAL	100%	

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Funds are available in the operating budget.

Author: Doug Munn **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

COMMUNICATION:

Campground Caretakers RFP's were advertised as follows:

- ECHO Pioneer on January 31 and Feb 7, 2018
- Big Deal Bulletin – February 1-15 & 16-28, 2018

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Hutch Lake Campground Caretaker Contract – Request for Proposals be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee reviews the Hutch Lake Campground Caretaker Contract – Request for Proposals and prepares a recommendation for the March 13, 2018 Council meeting.

Author: Doug Munn Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	TENDER Removal of Scrap Metal from all Waste Transfer Stations – Request for Proposals

BACKGROUND / PROPOSAL:

Request for proposals for the removal of stocked piled scrap metal from County Waste Transfer Stations were advertised and distributed through the County. Proposals are due at 4:30 PM on February 27, 2018.

The matrix for this is as follows:

Evaluation Criteria (Weight x Score = Total Points)	Weight	Score
Local Contractor	20%	
Supplier/Experience	10%	
Proposal bid	70%	
TOTAL	100%	

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Funds are available in operating budget.

Author: Doug Munn **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Removal of Scrap Metal from all Waste Transfer Stations – Request for Proposals be opened.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee review the Removal of Scrap Metal from all Waste Transfer Stations Request for Proposals and prepare a recommendation for the March 13, 2018 Council meeting.

Author: Doug Munn Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	TENDER Municipal Census Coordinator – Request for Proposals

BACKGROUND / PROPOSAL:

A Request for Proposal (RFP) was advertised on February 2, 2018, asking for proposals to conduct a Municipal Census as a Municipal Census Coordinator. The RFP submission deadline is 2:00 p.m. on February 23, 2018.

The Regional Economic Development Initiative (REDI) conducted a census on behalf of Mackenzie County in 2015. REDI contracted services for a census coordinator for Mackenzie County, Town of High Level and Rainbow Lake on a joint project.

Mackenzie County intends to hire a Municipal Census Coordinator as a contracted manager to complete the Mackenzie County 2018 Census, which includes: hiring, training, and supervision of the enumerators, defining enumeration areas and determining walking/driving routes, quality control of data collected, analysis and reporting of final population numbers, ensuring compliance with the Province of Alberta Legislation.

In the 2016 Federal Census, 11,171 residents were enumerated. The County expects an increase in population as a result of a previous 2015 municipal census that totaled 11,750 residents.

The technical proposals for the Municipal Census Coordinator will be opened at the February 27, 2018 Budget Council meeting and administration will prepare a recommendation for Council at the February 28, 2018 Council Meeting, at which time the Schedule of Costs will be opened for qualifying proposals.

Author: A. O'Rourke Reviewed by: _____ CAO: _____

OPTIONS & BENEFITS:

Higher census numbers contribute to more favorable funding and grant opportunities for Mackenzie County. In the past the municipal census has provided higher population counts than the federal census. The 2018 Mackenzie County census count can be used until the next federal census of 2021.

COSTS & SOURCE OF FUNDING:

The Planning Department has budgeted for the Municipal Census with a \$25,000 contribution from REDI (Regional Economic Development Initiative). The municipality is also responsible for contracting Airdrie Census software system out of this budget.

SUSTAINABILITY PLAN:

Strategy E27.3 Undertake a timely municipal census during major population shifts.

COMMUNICATION:

Successful bidder will be notified.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Census Coordinator – Request for Proposals (Envelope #1 – Schedule of Costs) be opened for the qualifying proposals.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Census Coordinator contract be awarded to_____.

Author: A.O'Rourke Reviewed by: _____ CAO: _____

MACKENZIE COUNTY
2018 CENSUS CO-ORDINATOR SERVICES

Evaluation Criteria	Points	Score	Comments
Relevant Experience <ul style="list-style-type: none"> • Project scope • Qualifications of the persons as they relate to proposed roles • Experience of project team members with systems the same as, or similar to the system proposed for Mackenzie County • Satisfaction of existing customers • Knowledge of Northwest Alberta • Knowledge of technical requirements • Innovation 	30		
Project Comprehension <ul style="list-style-type: none"> • Intentions and expectation indicating how requirements of the RFP will be fulfilled • Services to be provided • Familiarity with proposed technology • Familiarity with Provincial Census Manual and legislated requirements 	20		
Proposed Fee Structure <ul style="list-style-type: none"> • Manpower • Supplies and other related costs • Additional costs identified 	35		
Quality Control/Methodology <ul style="list-style-type: none"> • Project timelines • Methodology to complete each phase • Activities to see the project to successful conclusion 	15		
Total Points	100		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Bison/Caribou Monitoring Equipment

BACKGROUND / PROPOSAL:

At the February 13, 2018 regular council meeting, the following motions were made:

AGRICULTURE SERVICES:

10. b) Bison/Caribou Monitoring Equipment & “Bison Watch” Signage

MOTION 18-02-108

MOVED by Councillor Jorgensen

That Mackenzie County support the increased awareness of the diseased risk bison/caribou monitoring and that the signage/advertising request be brought back for further information.

CARRIED

MOTION 18-02-109

MOVED by Councillor Jorgensen

That Mackenzie County support, in principle, a wildlife monitoring program using remote cameras.

CARRIED

A further update on this matter will be presented by Councillor Jorgensen at the meeting regarding the monitoring equipment.

OPTIONS & BENEFITS:

Author: C. Gabriel Reviewed by: _____ CAO: _____

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Karen Huff, Director of Finance
Title:	2013 Northern Alberta Overland Flooding – Disaster Recovery Program Report

BACKGROUND / PROPOSAL:

On May 3 – 5, 2013 Mackenzie County experienced an overland flood causing damage to public infrastructure, homes, and businesses.

On May 5th, 2013 Council passed the following motion;

MOTION 13-05-311 That Mackenzie County submit an application to the Disaster Recovery Program as a result of overland flooding.

CARRIED

The Disaster Recovery Program assists in covering costs for 3 primary categories:

- 1) **Emergency Operations:** evacuations costs, food & shelter for evacuees, pumping of flood-water, and any reasonable expense related to public safety;
- 2) **Infrastructure Projects:** restoring public infrastructure to pre-event functional condition;
- 3) **Public Building Projects:** public buildings only – damages such as drywall, flooring, furnace, cabinetry, clean up, and contents.

On May 28, 2013 administration submitted an application for an estimated \$1,050,000 in damages to assist in covering the costs for repairs for damages sustained to County roads and infrastructure.

With Mackenzie County submitting an application, and opening up a claim file, this would also allow for home owners and businesses to submit a claim under the County's application umbrella.

Author: Jennifer Batt **Reviewed by:** Karen Huff **CAO:** _____

Administration made 2 submissions over 3 years, for a total of 17 projects identified during and after the overland flood for a total amount of \$2,083,106.31.

All 17 projects were inspected, and submission costs reviewed, by two Disaster Recovery project engineers. Mackenzie County has received payment in the amount of \$1,701,214.33 for these claims, with the final payment being received November, 2017. Administration reviewed the last payment, and confirmed with Disaster Recovery Program administrator, that the 2013 Northern Alberta Overland Flooding Disaster Recovery Program application is now closed.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2013 through 2016 Operating & Capital Budgets

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2013 Northern Alberta overland flooding Disaster Recovery Program report be received for information.

Author: Jennifer Batt **Reviewed by:** Karen Huff **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Karen Huff, Director of Finance
Title:	Financial Reports – January 31, 2018

BACKGROUND / PROPOSAL:

The Finance Department provides financial reports to Council as per Policy FIN010:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date;
- A report on funds invested in term deposits and other securities.

Council shall receive the following reports quarterly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date;
- A report on funds invested in term deposits and other securities.
- Project progress reports including expenditures to budget for the year-to-date
- Reports will be presented in April, July, October, and January.

OPTIONS & BENEFITS:

Please review the following financial reports for the period ending January 31, 2018:

- Investment Report
- Statements of Operations by Object and Department

COSTS & SOURCE OF FUNDING:

N/A

Author: J Batt **Reviewed by:** Karen Huff **CAO:** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for the period ending January 31, 2018 be received for information.

Author: J Batt Reviewed by: _____ CAO: _____

Investment Report at the period ending January 31, 2018

Reconciled Bank Balance on January 31, 2018	
Reconciled Bank Balance	3,449,400
Investment Values on January 31, 2018	
Short term investments (EM0-0377-A)	5,194,803
Short term T-Bill (1044265-26)	238,865
Long term investments (EM0-0374-A)	8,269,949
Short term notice on amount 31 days	6,122,812
Short term notice on amount 60 days	15,205
Short term notice on amount 90 days	24,440
Vision Credit Union - 30 to 59 Days	3,003,207
Vision Credit Union - 2 year	2,034,000
Total Investments	24,903,280
Total Bank Balance and Investements	28,352,680

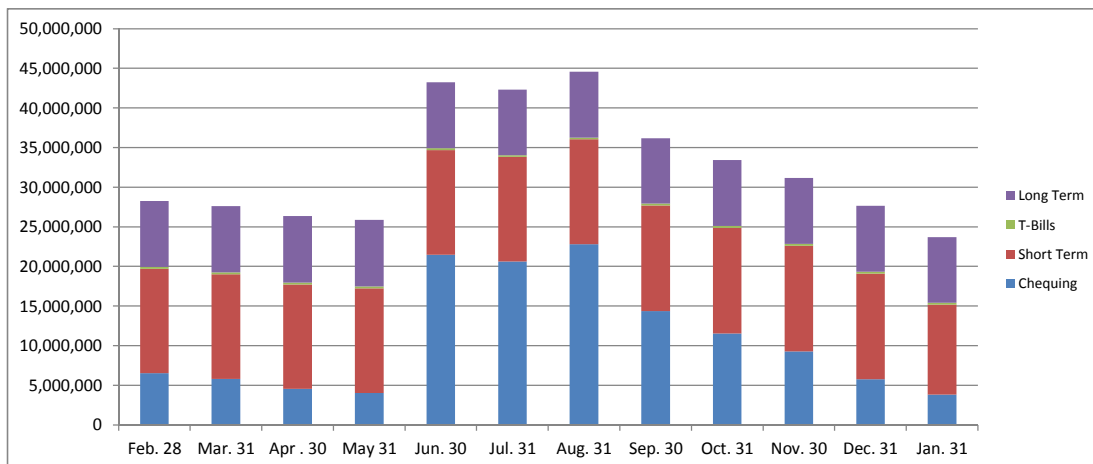
These balances include 'market value changes'.

Restricted Funds	
Restricted Operating	780,011
Restricted Capital	12,446,468
Reserves	21,628,964
Restricted Total	34,855,442
Unrestricted Funds Available	-6,502,763
Total Funds	28,352,680

Revenues

	<i>Total</i>	<i>Short Term</i>	<i>Long Term</i>
Interest received	37,180	23,048	14,132
Interest accrued	85,083	38,816	46,268
	122,264	61,864	60,399
Market value changes	(-184,828)		(-65,060)
Interest received, chequing account	4,518	4,518	
Grand total revenues before investment manager fees	-58,046	66,383	-4,660
Deduct: investment manager fees for investments	(-6,630)	(-950)	(-5,680)
Grand total revenues after investment manager fees	-64,676	65,433	-10,340

Balances in the Various Accounts - Last 12 Months



**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

January-31-18

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2018</u>
	<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Budget</u>
OPERATIONAL REVENUES				
Property taxes	\$33,821,439	\$30,545,799	(\$23,410)	\$30,694,500
User fees and sales of goods	\$4,454,752	\$4,537,835	\$380,490	\$4,573,200
Government transfers	\$1,390,555	\$639,797	\$105,077	\$1,214,200
Investment income (operating)	\$525,474	\$392,488	(\$32,321)	\$500,000
Penalties and costs on taxes	\$1,453,394	\$1,030,335	\$655,920	\$1,300,000
Licenses, permits and fines	\$456,914	\$350,956	\$42,557	\$358,000
Rentals	\$114,094	\$127,969	\$7,659	\$111,500
Insurance proceeds	\$36,663	\$3,234	\$0	\$0
Development levies	\$0	\$21,851	\$0	\$0
Municipal reserve revenue	\$81,789	\$70,980	\$6,000	\$60,000
Sale of non-TCA equipment	\$0	\$5,120	\$0	\$0
Other	\$491,062	\$319,556	\$127,641	\$330,750
Total operating revenues	\$42,826,136	\$38,045,920	\$1,269,613	\$39,142,150
OPERATIONAL EXPENSES				
Legislative	\$647,301	\$687,000	\$60,769	\$845,150
Administration	\$5,321,052	\$5,037,082	\$334,119	\$5,770,400
Protective services	\$1,294,389	\$1,188,835	\$215,831	\$1,730,550
Transportation	\$15,591,048	\$9,352,172	\$962,104	\$19,057,850
Water, sewer, solid waste disposal	\$4,602,650	\$2,693,973	\$317,447	\$5,360,950
Public health and welfare (FCSS)	\$783,038	\$768,407	\$308,310	\$799,850
Planning, development	\$1,150,253	\$1,032,172	\$78,885	\$1,373,600
Agriculture and veterinary	\$1,161,289	\$1,290,322	\$51,602	\$1,442,110
Recreation and culture	\$1,988,845	\$1,713,583	\$534,626	\$2,259,600
School requisitions	\$6,838,317	\$6,512,618	\$0	\$6,520,150
Lodge requisitions	\$852,083	\$461,788	\$0	\$459,700
Non-TCA projects	\$1,059,745	\$1,294,471	\$23,383	\$0
Total operating expenses	\$41,290,010	\$32,032,423	\$2,887,076	\$45,619,910
Excess (deficiency) before other	\$1,536,126	\$6,013,497	(\$1,617,463)	(\$6,477,760)

MACKENZIE COUNTY
Statement of All Units
For the One Month Ending January 31, 2018

	2016 Actual	2017 Actual	2018 Actual	2018 Budget
OPERATING REVENUES				
100-Taxation	\$33,662,714	\$30,442,242	-\$23,019	\$30,591,250
124-Frontage	\$120,584	\$103,557	-\$391	\$103,250
261-Ice Bridge	\$139,640	\$130,000		\$140,000
420-Sales of goods and services	\$561,317	\$463,435	\$52,005	\$498,400
421-Sale of water - metered	\$2,973,367	\$3,075,611	\$257,664	\$3,122,750
422-Sale of water - bulk	\$920,067	\$998,789	\$70,821	\$952,050
424-Sale of land	\$52,900	\$8,000		
510-Penalties on taxes	\$1,453,394	\$1,030,335	\$655,920	\$1,300,000
511-Penalties of AR and utilities	\$53,944	\$59,519	\$3,096	\$65,750
520-Licenses and permits	\$41,246	\$46,704	\$26,857	\$39,000
521-Offsite levy		\$21,851		
522-Municipal reserve revenue	\$81,789	\$70,980	\$6,000	\$60,000
526-Safety code permits	\$249,016	\$241,453	\$3,588	\$225,000
525-Subdivision fees	\$122,477	\$30,350	\$7,900	\$35,000
530-Fines	\$34,589	\$22,685	\$4,125	\$50,000
531-Safety code fees	\$9,587	\$9,764	\$87	\$9,000
550-Interest revenue	\$525,474	\$514,575	\$32,739	\$500,000
551-Market value changes		-\$122,087	-\$65,060	
560-Rental and lease revenue	\$114,094	\$127,969	\$7,659	\$111,500
570-Insurance proceeds	\$36,663	\$3,234		
592-Well drilling revenue	\$34,848			
597-Other revenue	\$127,358	\$98,788	\$6,329	\$15,000
598-Community aggregate levy	\$45,801		\$118,216	\$80,000
630-Sale of non-TCA equipment		\$5,120		
790-Tradeshaw Revenues	\$36,404	\$23,248		\$30,000
840-Provincial grants	\$1,390,555	\$639,797	\$105,077	\$1,214,200
890-Gain (Loss) Penny Rounding	\$168	\$0	\$0	
TOTAL REVENUE	\$42,787,995	\$38,045,920	\$1,269,614	\$39,142,150
OPERATING EXPENSES				
110-Wages and salaries	\$6,668,232	\$6,317,788	\$742,128	\$7,449,750
132-Benefits	\$1,298,355	\$1,377,797	\$175,557	\$1,530,550
136-WCB contributions	\$48,038	\$51,509		\$115,500
142-Recruiting	\$16,839	\$19,227	-\$3,843	\$15,000
150-Isolation cost	\$73,210	\$89,526	\$14,074	\$100,900
151-Honoraria	\$535,071	\$510,517	\$108,253	\$684,200
211-Travel and subsistence	\$314,206	\$340,747	\$22,195	\$419,900
212-Promotional expense	\$63,370	\$69,242	\$2,099	\$84,000
214-Memberships & conference fees	\$105,598	\$117,992	\$22,591	\$157,550
215-Freight	\$94,576	\$92,913	\$2,525	\$116,000
216-Postage	\$46,830	\$53,504	\$3,030	\$46,550
217-Telephone	\$114,524	\$123,099	\$8,629	\$136,510
221-Advertising	\$30,471	\$72,961	\$191	\$72,850
223-Subscriptions and publications	\$5,904	\$7,630	\$2,774	\$11,650
231-Audit fee	\$90,300	\$75,600		\$90,000
232-Legal fee	\$114,060	\$109,152		\$85,000
233-Engineering consulting	\$75,499	\$56,742	\$21,133	\$169,000
235-Professional fee	\$1,614,325	\$1,546,490	\$103,679	\$1,652,000
236-Enhanced policing fee	\$115,450	\$150,067		\$312,600
239-Training and education	\$112,720	\$81,469	\$7,335	\$151,200
242-Computer programming	\$92,126	\$60,370	\$1,911	\$122,100
251-Repair & maintenance - bridges	\$37,194	\$75,406		\$542,000

	2016	2017	2018	2018
	Actual	Actual	Actual	Budget
252-Repair & maintenance - buildings	\$165,527	\$145,599	\$5,333	\$206,250
253-Repair & maintenance - equipment	\$425,609	\$342,194	\$8,268	\$362,200
255-Repair & maintenance - vehicles	\$93,909	\$119,752	\$8,685	\$129,800
258-Contract graders	\$93,830	\$110,488	\$17,181	\$150,850
259-Repair & maintenance - structural	\$1,350,249	\$1,600,930	\$105,242	\$2,023,050
261-Ice bridge construction	\$93,006	\$131,094	\$18,478	\$130,000
262-Rental - building and land	\$38,947	\$28,746	\$16,050	\$65,800
263-Rental - vehicle and equipment	\$66,882	\$73,965	\$1,426	\$89,350
266-Communications	\$79,151	\$103,777	\$12,326	\$119,100
271-Licenses and permits	\$2,441	\$9,850	\$175	\$12,900
272-Damage claims	\$1,565	\$3,560		\$5,000
274-Insurance	\$355,556	\$334,784	\$299,468	\$322,800
342-Assessor fees	\$250,768	\$232,398		\$260,000
290-Election cost	\$3,055	\$12,372		\$5,000
511-Goods and supplies	\$889,141	\$917,485	\$36,218	\$881,700
521-Fuel and oil	\$696,439	\$788,007	\$66,374	\$815,050
531-Chemicals and salt	\$276,742	\$321,301	\$60,563	\$341,800
532-Dust control	\$667,977	\$545,077		\$1,065,000
533-Grader blades	\$160,606	\$141,670	\$14,066	\$144,000
534-Gravel (apply; supply and apply)	\$1,325,735	\$1,597,655	\$1,000	\$3,436,000
535-Gravel reclamation cost	\$42,041			
543-Natural gas	\$79,024	\$88,256	\$28,665	\$92,750
544-Electrical power	\$564,510	\$668,089	\$61,858	\$672,350
550-Carbon Tax		\$71,423	\$16,906	\$112,500
710-Grants to local governments	\$1,408,661	\$1,336,499		\$1,476,400
735-Grants to other organizations	\$1,927,694	\$2,039,399	\$824,785	\$2,188,750
747-School requisition	\$6,838,317	\$6,512,618		\$6,520,150
750-Lodge requisition	\$852,083	\$461,788		\$459,700
810-Interest and service charges	\$32,576	\$24,004	\$1,262	\$25,000
831-Interest - long term debt	\$555,057	\$545,436		\$472,500
921-Bad debt expense	\$956,762			
922-Tax cancellation/write-off	\$4,049			
993-NBV value of disposed TCA	\$322,261			
994-Change in inventory	\$559,623			
995-Depreciation of TCA	\$8,345,075			\$8,969,350
TOTAL	\$41,191,766	\$30,707,965	\$2,838,591	\$45,619,910



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Limit on Agricultural Land Fragmentation

BACKGROUND / PROPOSAL:

There has been a concern from a developer regarding the limit on the number of titles per quarter depending on the size of subdivision (20-80 acre parcel = 2 titles per quarter) (equal to or less than 10 acre parcels = 3 titles per quarter).

The developer would like the opportunity to subdivide out an existing yard site from 78 acres. This is not an option according to the Land Use Bylaw (LUB) 1066-17.

The current LUB states the following to reduce farm land fragmentation:

Section 9.1 Agricultural “A”:

The purpose of the Agricultural (A) district is to conserve intact quarter sections of agricultural lands for a wide range of agricultural uses.

Regulations:

A Quarter* within the Agricultural (A) district shall be:

Subdivision Type A

Subdivided a minimum of 20 acres up to an 80 acre parcel split, limited to two titles per quarter, no further subdivisions will be allowed in the two parcels splits; or

Subdivision Type B

Subdivided into three titles with the balance of the quarter being one of the parcels; with the subdivided parcels being any two of the following:

i. Existing FARMSTEAD or homestead;

Author: C Smith **Reviewed by:** B Peters **CAO:** _____

ii. Vacant parcel; or

iii. FRAGMENTED PARCEL.

SUBDIVISION of land within the Agricultural (A) district for a residential use shall have a parcel area as follows:

Minimum of 1.2ha (3.0acres);

Maximum of 4.1ha (10acres); or

A larger parcel size if needed to provide setback requirements regarding an existing residence, or the subject site is a FRAGMENTED PARCEL that in the opinion of the Development Authority is difficult to farm.

*Quarter being defined as 160 acres more or less (this includes River LOTS)

Any Crown land parcels are not considered as Titled Land for the purpose of this BYLAW

SUBDIVISION of land within the Agricultural (A) district for uses other than agricultural or residential shall require rezoning and must submit an AREA STRUCTURE PLAN for the entire PROPERTY.

Also, the Mackenzie County Municipal Development Plan (MDP) states the following regarding agricultural lands:

Section 3.0: The MDP recognizes that:

- Better Agricultural Lands and agricultural operations are protected to ensure the County has a productive agricultural land base that will provide an abundance of food products and supports families involved in the agri-business.

Section 3.2.5: Mackenzie County shall discourage the removal of Better Agricultural Land from production, or its excessive fragmentation.

Section 4.1

- Preserve Better Agricultural Land for agricultural land uses.
- Minimize the impacts of non-agricultural uses on existing agricultural operations.

Section 4.2.2 In the Agricultural Policy Area, Better Agricultural Land shall be preserved for agricultural operations.

- a) Mackenzie County shall encourage the maintenance of the 64.8 ha (160 acre) quarter section or river lots as the basic farm unit.

Author: C Smith **Reviewed by:** B Peters **CAO:** _____

- b) Mackenzie County recognizes the need to accommodate smaller farmers to allow the rural agricultural lifestyle by permitting subdivisions up to 32.4 ha (80 acres) for farming purposes.

Section 4.2.15 Farmstead separations shall be as small as possible, ideally in the 1.21 ha (3 acres) to 4.05 ha (10 acres) range, or such larger area as is needed to include improvements, shelterbelts, woodlots or other areas with no agricultural value. Woodlots included in a subdivided yard site may be subject to a conservation easement.

In order to approve the developer's request, Council will have to amend the Land Use Bylaw.

OPTIONS & BENEFITS:

Council has applied their interpretation of agricultural protection to both the MDP and LUB as shown above.

Council also has the ability to change the interpretation through public hearings and bylaw amendment.

COSTS & SOURCE OF FUNDING:

No cost at this time.

SUSTAINABILITY PLAN:

Goal N3: Optimal use is made of County farm land.

Strategy N3.1 Ensure that the County's Land Use Bylaw and Municipal Development Plan limit urban or non-agricultural development in unused lands that are best-suited for agriculture.

COMMUNICATION:

None required at this time.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C Smith **Reviewed by:** B Peters **CAO:** _____

Feb 07, 2018

To Members of Council

Re: SW-17-109-19-W5

I would like to thank you for taking the time to review this letter.

In effort to expand my farming operation, I purchased a 78 acre parcel of farmland with an existing residence/farmstead southeast of High Level. Since I already reside in the county and don't need a second residence, I purchased this property with the intent of subdividing and giving someone else the pleasure of country living while retaining the farmland to expand my farming operations. The purposed subdivision size would be approx 13.83 acres /140meters by 400 meters(as per attached drawing , placement of buildings and services will not allow for smaller sizing).

Since the time of the purchase, I have met with the county planner on Feb,05,2018 and been informed that the county made land-use amendments in 2014 that would not make this possible. However the quarter in question was subdivided into two 78 acre parcels many years prior (2005) & the farmstead was established in the same year. The demand for farmland continues to increase as farming practices change and the demand for land far exceeds the availability. Ideally, every farmer would like 160 arable acres however to succeed you need to expand according to availability & opportunity.

The approval of the subdivision would not decrease the arable acres, fragment the farmland, or infringe, devalue or impact any other properties and would benefit the county financially. I am requesting that Mackenzie County would consider the above mentioned circumstances and timelines and make an exemption for this subdivision.

Thank you for supporting and encouraging entrepreneurship & economic growth in Mackenzie County.

Thank you in advance for your consideration

Yours Sincerely

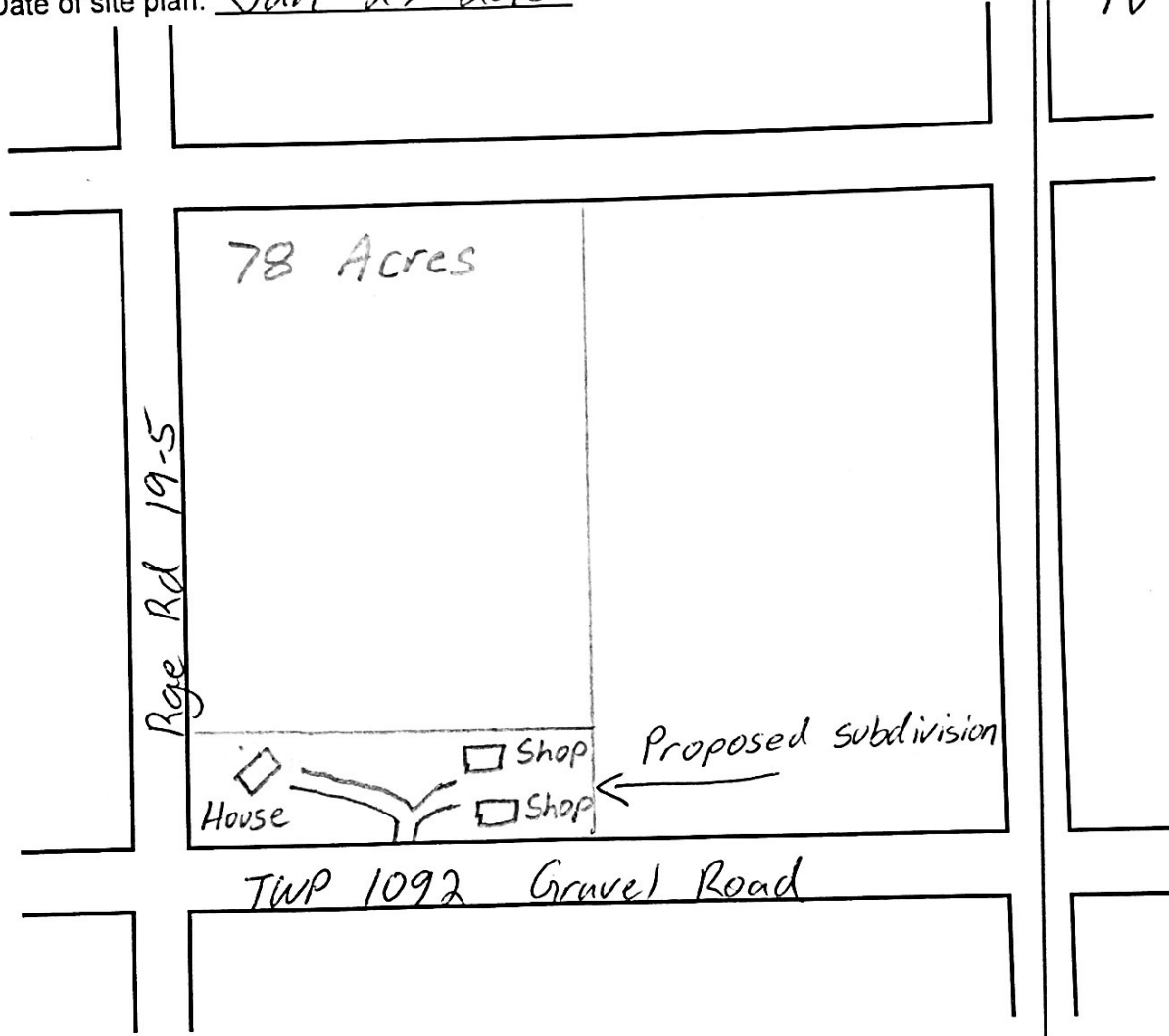
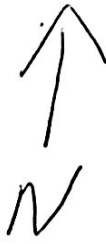
Corny Krahn
Box 592
High Level, AB
T0H 1Z0

SUBDIVISION APPLICATION SITE PLAN

NOTE: Where buildings are existing, the property must be surveyed by a qualified land surveyor.

QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK.	LOT
SW	17	109	19	5	or		

Date of site plan: Jan 27 2018



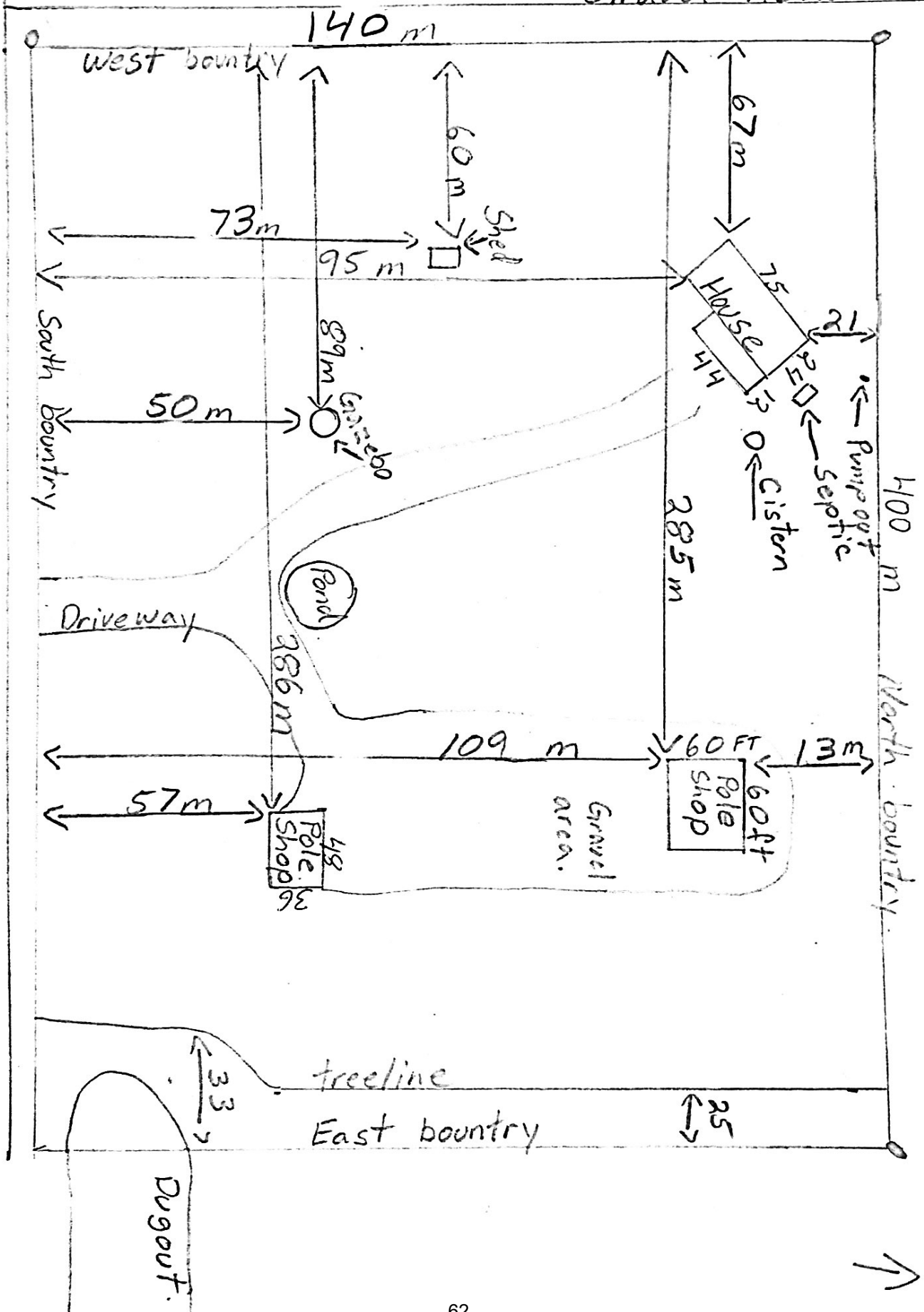
Site Plan Checklist

- Location of existing buildings from property lines
- Location of proposed subdivision from property/quarter lines
- Location of access/driveway and distance from intersections
- Ravines, creeks, lakes, sloughs and any other water bodies
- Location of shelterbelts and/or treed areas
- Location of road (s) and/or road allowances
- Length and width of proposed subdivision

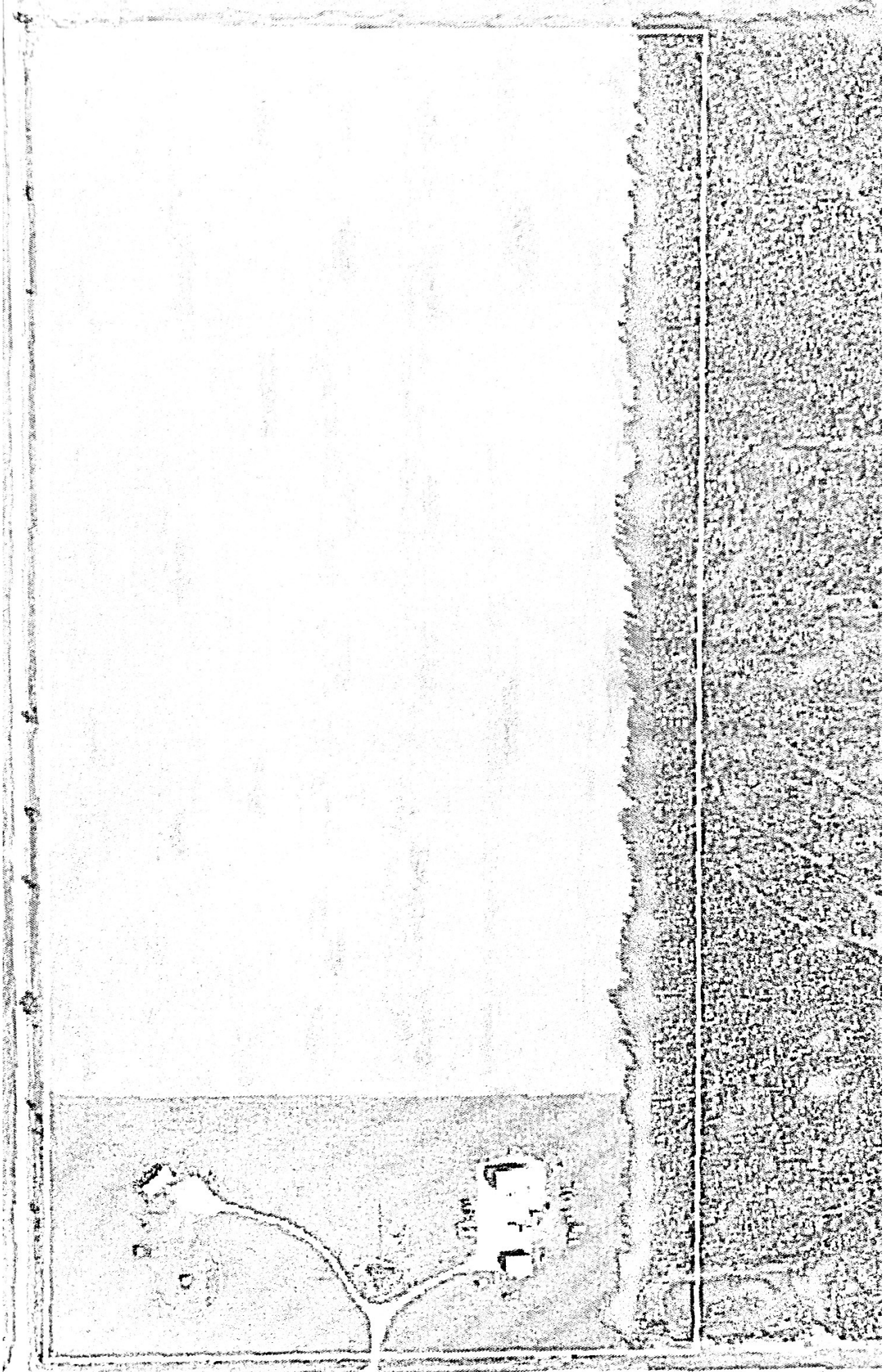
Rge Rd 195

Gravel Road.

Plot Plan. Jan, 27, 2018



TWP 1092 Gravel Road







Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Fred Wiebe, Director of Utilities
Title:	Peace Country Gleaners – Sewage Lagoon Disposal Donation Request

BACKGROUND / PROPOSAL:

At the February 13, 2018 Council Meeting, Council made the following motion:

UTILITIES: **15. a) A & L Maintenance Request to Waive Sewage Lagoon Disposal Fee**

MOTION 18-02-126 **MOVED** by Councillor Sarapuk

Requires 2/3

That the request by A & L Maintenance to waive sewage lagoon disposal fees for the Peace Country Gleaners be TABLED to the next meeting.

CARRIED

See the attached request from Peace Country Gleaners requesting a \$500.00 donation to cover the sewage lagoon disposal fees for their sewage to be disposed. Approximately 10 tandem truck loads are disposed per year.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

As per Fee Schedule Bylaw 1068-17
Tandem Axle - \$50.00/Load x 10 Loads = \$500.00

Author: S. Martens Reviewed by: F. Wiebe CAO: _____

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the request from the Peace Country Gleaners for a \$500.00 donation to cover the sewage lagoon disposal fees be approved or denied.

Author: S.Martens Reviewed by: F. Wiebe CAO: _____

Peace Country Gleaners
Box 707
La Crete AB T0H 2H0

February 22, 2018

Mackenzie County Council
Box 640
Fort Vermilion AB T0H 1N0

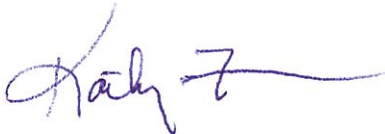
Dear Council:

RE: SEWAGE LAGOON DISPOSAL DONATION REQUEST

Peace Country Gleaners, being a non-for-profit organization, is requesting \$500.00 from Mackenzie County in order to cover Sewage Lagoon Disposal fees for 10 tandem truck loads per year.

Thank you for your consideration.

Sincerely,



Kathy Friesen
Peace Country Gleaners



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 28, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

- Correspondence – Boreal Housing Foundation (Low Natural Gas Pressure)
- Correspondence – AUMA Letter to Minister of Justice (Cannabis Excise Tax Revenue Sharing)
- Correspondence – Fort Vermilion School Division (Zama City School Closure)
- Correspondence – Henry Martens (Disaster Recovery Program Outstanding Invoice)
- Cannabis Legalization in Alberta Municipalities
- Alberta Government News Release – Public Safety Focus on Legal Cannabis Regulations
- Alberta Health Services Recommendations on Cannabis Regulations for Alberta Municipalities

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Author: C. Gabriel Reviewed by: _____ CAO: _____

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the information/correspondence items be accepted for information purposes.

Author: C. Gabriel Reviewed by: _____ CAO: _____

Boreal Housing Foundation

Box 350
9913-106 St.
La Crete, Alberta
T0H 2H0
Phone 780-928-4349
Fax 780-928-4345



The Honourable Premier Rachel Notley
307 Legislative Building
10800 – 97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Honorable Premier Rachel Notley:

RE: Low natural gas pressure in Mackenzie County.

The Board of directors of the Boreal Housing Foundation would like to make you aware of a recurring dilemma that is being experienced in our region.

The concern of a shortage of a reliable supply of natural gas is a major concern to Boreal Housing Foundation. We have a lodging facility located in La Crete, also low-income housing in La Crete, Fort Vermilion and High Level. We ask that the Provincial Government work with our local Northern Lights Gas co-op and Alberta Federation of Gas Co-ops to resolve this issue.

Boreal Housing has an 80-bed Supportive Living facility in La Crete, a 34-unit Seniors facility in La Crete, 12-unit Seniors facility in Fort Vermilion and a 21-unit Seniors facility in High Level. We also have 108 low income houses in the region. None of these have any back up heating in case of a natural gas outage. We have had a number of close incidents where some of the residences in the region suffered outages. Please keep in mind that the 80 seniors in the supportive living have limited mobility and some are 100% in bed, while others need wheel chairs and walkers. When, not if, a gas outage occurs, our clients would have to be evacuated to Peace River and further south. That is a distance of 324 kilometers to Peace River by whatever transportation means available. If the ice bridge at Tompkins Landing is not operational the distance to Peace River is 420 kilometers.

It is our seniors and handicapped clients who will suffer if a satisfactory solution is not found. The residents of the region must not be asked, nor can they afford, to pay for the long-term resolution of this growing problem.

In the early 1980's, when natural gas was brought and distributed into the area the local Natural Gas Co-op asked the government of the day to allow them to upsize the line for future growth. At the time the cost would have been minimal to the Government. The response was negative. Had larger lines been installed, even just the line pack would have carried us through the extreme temperatures.

Will these pioneers, who settled and developed this region's agriculture, forestry, oil and gas, have to suffer and help pay for the decisions made by the Alberta Government?

Boreal Housing Foundation

M.L.A. Jabbour, Minister Carlie and Premier Notley, we plead for your assistance to satisfactorily resolve the situation without a negative impact on the residents of this region.

We request that you please pay a visit to the region to familiarize yourself with this dire situation.

Sincerely,



George Friesen, Board Chair
Boreal Housing Foundation

cc:

Honourable Minister of Agriculture and Forestry Oneil Carlier
229 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Honourable Minister of Seniors & Housing Lori Sigurdson
404 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Deputy Speaker and Local M.L.A. Debbie Jabbour
502 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Alberta Federation of Gas Co-ops
115 Portage Close
Sherwood Park, AB T8H 2R5

Northern Lights Gas Co-op
P.O. Box 1600
La Crete, AB T0H 2H0

Mackenzie County
P.O. Box 640
Fort Vermilion, AB T0H 1N0

RECEIVED
FEB 13 2018

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

From: Crystal Zevola
To: [Dan Rude](#)
Subject: AUMA Advocacy on Cannabis Excise Tax
Date: February 16, 2018 1:09:21 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[Ltr to Min JSG re cannabis excise tax revenue sharing.pdf](#)

Dear Members:

As you know, the legalization of cannabis for recreational use will have significant fiscal impacts on municipalities. AUMA is therefore advocating for municipalities to receive their fair share of cannabis excise tax to offset the municipal costs associated with legalization. AUMA has formally requested the provincial government take the following actions:

- Provide 70 per cent of the cannabis excise taxes it receives from the federal government to Alberta municipalities to offset their costs associated with cannabis legalization.
- Establish a \$30 million fund in Budget 2018/19 to help Alberta municipalities offset the costs of transitioning to the new legislative and regulatory framework.
- Conduct a review of the provincial-municipal cannabis tax sharing agreement in three years' time to ensure municipalities have the resources they need to fulfill their new roles and responsibilities.

A copy of AUMA's correspondence to the Honourable Kathleen Ganley, Minister of Justice and Solicitor General on this matter is attached for your information. For more information on AUMA's cannabis-related advocacy, as well as links to municipal resources, visit <https://auma.ca/advocacy-services/programs-initiatives/cannabis-marijuana-legalization>.

Please feel free to contact me if you have any questions or concerns.

Sincerely,

Dan Rude CPA, CGA | Interim Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca

Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA

www.auma.ca



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February 14, 2018

Honourable Kathleen Ganley
Minister of Justice and Solicitor General
424 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Ganley:

The legalization of cannabis for recreational use will have significant fiscal impacts on municipalities. Our members expect to see increased costs due to increased demands on policing, bylaw enforcement, and fire units; amendments to municipal bylaws, policies, and administrative processes; and social impacts (see enclosure for details). As with any significant policy shift, there are also likely to be unintended consequences that result in unexpected costs.

The federal government has expressed its intention that municipalities receive a fair share of cannabis excise tax. On December 13, 2017, Prime Minister Justin Trudeau stated in Parliament that "cities and towns across the country are among our most important partners in our effort to legalize and strictly regulate access to cannabis. That is why we are providing the provinces and territories 75 per cent of collected excise tax from cannabis, so municipalities can get the resources they need to keep cannabis away from kids and profits out of the hands of criminals. This agreement will be reviewed within six months of legalization to confirm that communities, cities, and towns are well supported by the provinces." AUMA strongly believes that the provincial government should ensure adequate funding from cannabis tax revenue flows through to municipalities to cover all municipal costs incurred as a result of legalization.

Using data from jurisdictions that have legalized cannabis for recreational use, as well as cost projections developed by the City of Calgary and the Federation of Canadian Municipalities, we estimate that Alberta municipalities will incur from \$26 to \$42 million in costs due to legalization. We therefore request that the province provide 70 per cent of the cannabis excise taxes it receives from the federal government, to Alberta municipalities to offset their costs associated with cannabis legalization. As the province will generate additional revenues as the sole distributor and online retailer in Alberta, we believe this request is more than fair and equitable.

In addition to ongoing costs associated with legalization, municipalities expect to incur a number of one-time, start-up costs associated with preparing for the implementation of



cannabis legalization. Accordingly, we request that the province establish a \$30 million fund in Budget 2018/19 to help Alberta municipalities offset the costs of transitioning to the new legislative and regulatory framework.

Lastly, we would like to acknowledge the significant uncertainty around existing statistics related recreational consumer use and illicit market sales. Given the corresponding uncertainty inherent in our municipal cost projections, we request that in three years' time, the province conduct a review of the provincial-municipal cannabis tax sharing agreement to ensure that municipalities have the resources they need to fulfill their new roles and responsibilities.

I would be pleased to meet with you to discuss this matter further. Your staff may contact me at president@auma.ca to schedule a meeting at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'Barry Morishita'.

Barry Morishita
AUMA President

If you would like to discuss this matter further, please feel free to contact me by email at president@auma.ca or my cell phone at (403) 363-9224.

cc: Honourable Shaye Anderson, Minister of Municipal Affairs

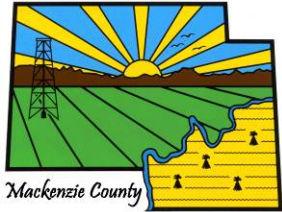
Enclosure

Legalization of Cannabis for Recreational Use - Government Responsibilities and Revenues

Municipal Government	Provincial Government	Federal Government
Responsibilities		
<ul style="list-style-type: none"> • Policing and enforcement <ul style="list-style-type: none"> ○ Training for constables/peace officers ○ Acquisition of testing devices ○ Impaired driving enforcement ○ Possession and youth possession ○ Gangs and illegal activity • Emergency response • Social housing rules and management • Courts operations and prosecutions <ul style="list-style-type: none"> ○ Enforcement staff time and resources • Zoning for commercial operations • Education on municipal bylaws, zoning, and business licensing processes • Bylaw enforcement <ul style="list-style-type: none"> ○ Storefront closure/prevention of re-opening ○ Home grows ○ Complaints regarding cultivation ○ Nuisance complaints ○ Enforcement of consumption venues 	<ul style="list-style-type: none"> • Siting and operation of retail stores <ul style="list-style-type: none"> ○ Training retail and management staff on social responsibility ○ Store licensing and inspections ○ Compliance with packaging and advertising standards • Policy for consumption venues • Public health and education campaigns • Provincial highway driving enforcement • Constabulary training programs (cost recovered) • Defending challenges of new driving offences • Criminal prosecutions for illegal distribution (should decrease over long term) • Primary health care 	<ul style="list-style-type: none"> • Licensing and enforcing grow operations • Regulating edibles • Setting advertising and packaging standards • Prosecuting illegal grows • Defending challenges to regulation and criminal law • Policy development (grow operations, distribution, sales, packaging, etc.) • Public health and educational campaigns • International treaties • Tax administration

<ul style="list-style-type: none"> • Public health <ul style="list-style-type: none"> ○ Safe use programs (interaction with alcohol/tobacco/other drugs) • Fire, licensing, and building inspection <ul style="list-style-type: none"> ○ Consumption venues ○ Retail stores • Updating labour frameworks as needed for front-line workers and public safety • Local youth justice diversion programs 		
Revenues		
<ul style="list-style-type: none"> • Cannabis excise tax • Property tax 	<ul style="list-style-type: none"> • Cannabis excise tax • AGLC distribution sales margins • Online sales • Business (corporate) taxes 	<ul style="list-style-type: none"> • Licensing grow operations • Cannabis excise tax • Business (corporate) taxes

Excise Tax Split	Percent of total		Percent of provincial allocation
Federal government	25%	25%	
Provincial government	22.5%	75%	30%
Municipal governments	52.5%		70%
Total:	100%	100%	100%



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

February 19, 2018

Mr. Clarke McAskile, Chairman
Fort Vermilion School Division No. 52
PO Bag 1
5213 River Road
Fort Vermilion, AB
T0H 1N0

Dear Chairman and Board of Trustees:

Mackenzie County is in receipt of your letter dated January 29, 2018 concerning the closure of the Zama City School. Firstly, Mackenzie County does not feel that the Fort Vermilion School Division provided sufficient time in order to conduct a proper community impact study related to the closure of the school according to your given deadline of February 20, 2018. Therefore, we respectfully request that you provide an extended time line and that the FVSD and Mackenzie County work in conjunction in order to conduct and provide these studies that would outline the impact of the proposed school closure.

A school is a basic necessity in the quality of life and an intricate part of any community and Zama City is no exception. The decline of students in the Zama City School is strongly related to the decline in the oil and gas industry provincially, and further exasperated by the moratoriums that have affected a large portion of industrial crown land starting in 2012, and then further restrictions in 2016. Without a proper study conducted it would be impossible and unreasonable to make a prediction related to future industry in the area.

Mackenzie County has implemented substantial infrastructure initiatives in the recent years to provide residents with basic services and to encourage growth of the hamlet. Some of these initiatives include a new water treatment plant, a new administration building, library, expansion of the park/campground, and some transportation improvements.

...2

We can only assume that an increase in industry would also affect an increase of students in the school, and hence, the growth of the community. The closure of the Zama City School would eliminate any future families with school age children or younger from considering making Zama their home.

Mackenzie County requests that the Fort Vermilion School Division Board of Trustees reconsider their decision and vote in favor of keeping the Zama City public school open and working with Mackenzie County, local businesses, other groups and community to promote educational opportunities in Zama City.

We would also be interested in receiving, in writing, the School Division's requirements with regards to the following:

- Yearly budget for the Zama City School, and last year's actuals and estimated budget of school if closed.
- Educational plan for future Zama City students (K-9).
- Number of students required for the school to remain open.
- Number of students required for the school to reopen (in the event that the closure of the school proceeds
- Timelines relating to the reopening of the school following closure should the adequate number of students be present. These timelines should be reasonable in order to allow students to receive their studies in a timely fashion.

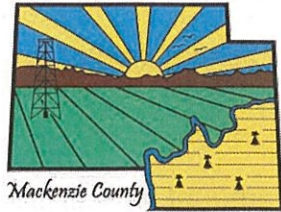
If you have any further questions please feel free to contact me at (780) 926-6238, or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com. We look forward to hearing from you.

Yours truly,



Peter F. Braun
Reeve

c: Hon. David Eggen, Minister of Education
Debbie Jabbour, MLA – Peace River
Mackenzie County Council



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone: 780.927.3718 Fax: 780.927.4266
www.mackenziecounty.com

February 20, 2018

Henry & Tina Martens
Box 1561
La Crete, AB T0H 2H0

Re: Martens Invoice # 37 & Mackenzie County Invoice # 13947

Dear Mr. & Mrs. Martens

On January 5, 2018, Mackenzie County received your statement indicating Invoice #7 was outstanding. Upon receipt and review of the invoice, it was found that the costs were associated to the overland flood in 2013.

Business and Home Owner applications through the Disaster Recovery Program were made available to all ratepayers in the County, one of which you filed a claim under. As the County was not liable to cover the costs of the overland flood, Council made the following motion:

MOTION 18-02-122

That Mr. Henry Martens be advised that Mackenzie County will not be paying the invoice received from him as a result of the 2013 overland flooding.

CARRIED

Please accept this as notice that Mackenzie County will not be paying Invoice #37 in the amount of \$19,888.53.

As part of your claim to the Disaster Recovery Program, you were approved for cost recovery and received payment for Mackenzie County's Invoice # 13947 in the amount of \$5,836.39. This invoice remains outstanding and payable by you to the County.

Page 2

Henry & Tina Marten – Re: *Martens Invoice # 37 & Mackenzie County Invoice #13947*

February 20, 2018

Council made the following motion in regards to your outstanding amount to the County:

MOTION 18-02-123
Requires 2/3

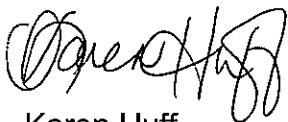
That Mackenzie County request immediate payment for Invoice #13947 due to Mr. Henry Martens receiving payment for this invoice from the Disaster Recovery Program.

CARRIED

A copy of Invoice # 13947 is enclosed for payment. Please remit payment for this invoice in a timely manner

Please feel free to contact me at 780.927.3718 if you have any questions.

Regards,



Karen Huff
Director of Finance

Cc: Mackenzie County Council
Len Racher, Chief Administrative Office, Mackenzie County

Encl.

Cannabis Legalization in Alberta Municipalities

With the federal government set to legalize cannabis this summer, Alberta has passed legislation that will meet that deadline, while also meeting the expectations of Albertans. The legislation, along with associated regulations, establishes overarching rules and guidelines for Alberta's cannabis system and provides municipalities a significant role in shaping how cannabis will be sold and consumed within their communities.

Cannabis Consumption

Albertans who are 18 or older may smoke or vape cannabis at home and in some public places, but not in vehicles, cannabis retail outlets, anywhere smoking or vaping tobacco is restricted, or in areas frequented by children, including school and hospital properties and within five metres of skate parks, spray parks, and playgrounds.

Municipal role

- Using existing authorities (i.e. bylaws), municipalities may decide to place further restrictions on where cannabis may be consumed in public spaces within their community.

Retail Sales for Cannabis

- Albertans may purchase cannabis products online through a website operated by the Alberta Gaming and Liquor Commission (AGLC).
- Albertans may also buy cannabis products through privately owned and operated specialized retailers.

- The AGLC will regulate retail licensing and licensees must follow rules set by government, which include where stores can be located, hours of operation, physical store requirements, age of staff and staff training.
- The maximum hours of operation for cannabis retail stores will be aligned with the limits for alcohol retail stores (10 a.m. - 2 a.m.).
- Provincial regulations will establish minimum setback distances of 100 metres for cannabis stores from sensitive land uses, such as schools and provincial health care facilities.

Municipal role

- Municipalities will continue to have the authority to set the development rules for new cannabis developments in their existing land use bylaws, and to make decisions on development applications relating to cannabis retail locations.
- Municipalities will now also be responsible for ensuring their land use bylaws are consistent with Gaming, Liquor and Cannabis Regulation requirements for cannabis retail locations.
- Municipalities will have discretion to vary certain rules to be either more or less restrictive than the regulations set by the province. For example:
 - Based on local requirements, municipalities could create more restrictive hours of operation for cannabis stores; or,
 - Establish shorter or further distances from sensitive use areas.
- Where applicable, municipalities will also be responsible for granting development approvals and/or business licences to prospective cannabis retailers. Municipalities will need to develop appropriate application processes, licence conditions and fees, and assessment criteria to ensure that cannabis retailers meet the needs of the communities in which they are located.

Cannabis Legalization in Alberta Municipalities

Cannabis Production

- While the Alberta government is responsible for regulating the distribution and retail system for non-medical cannabis, the federal government will continue to be responsible for developing, licensing and regulating cannabis production facilities.
- Health Canada will be responsible for enforcing matters related to regulating licensed producers and cannabis production. As with the existing retail approach to liquor, the AGLC will be responsible for enforcing all provincial rules and regulations related to the retail sale of cannabis in Alberta.

Municipal role

- Municipalities will continue to be responsible for establishing land use bylaws and considering development applications related to cannabis production facilities.
- Municipalities will need to work with prospective producers and the federal government to determine how production facilities will be treated within their communities.
- When considering how cannabis production facilities in their jurisdictions should be classified under the Alberta Building Code, municipalities can contact Alberta Municipal Affairs for advice as needed.

Enforcement and Impaired Driving

- Federal, provincial and municipal governments will share responsibility for enforcing cannabis-related offences.
- The federal government has introduced legislation that makes changes to impaired driving laws in the Criminal Code. It is working on the approval of roadside screening devices that will assist law enforcement officers in addressing drug-impaired driving. The Alberta government is continuing to work with the federal government to ensure there is adequate support for law enforcement training and equipment.

Municipal role

- Municipalities will be responsible for enforcing municipal guidelines and bylaws created within their jurisdiction (e.g. land use, public spaces, nuisance complaints, etc.). This includes areas where municipalities have created rules above and beyond minimum requirements set by the province.
- Municipal police forces will continue to be responsible for enforcing provincial and federal laws related to cannabis possession and consumption, as well as impaired driving and public safety.

Next Steps

- The Alberta government will continue working closely with municipalities to ensure municipal governments are able adapt to cannabis legalization within their communities.
- The Alberta government is in the process of finalizing our approach to cannabis taxation and exploring potential measures to address workplace safety issues and overall public education related to legalized cannabis.

For more information on cannabis and legalization, please visit www.alberta.ca/cannabis and www.aglc.ca/cannabis

You may also visit the [Federation of Canadian Municipalities](http://www.federationofcanadianmunicipalities.ca) to learn more about how municipalities can prepare for legalization.

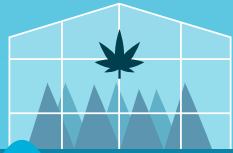
The Future of Cannabis in Alberta

The rules around cannabis in Alberta once it is legal in summer 2018.



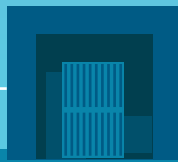
LICENSED GROWERS

Strictly regulated by the federal government.



PROVINCIAL GOVERNMENT OVERSIGHT

The Alberta Gaming and Liquor Commission (AGLC) directly manages how cannabis gets from the licensed grower to the retailer.



AGLC-OPERATED ONLINE SALES

Age verification occurs at point of sale and at delivery.



WORKPLACE

Alberta is reviewing all existing regulations and programs to ensure rules continue to address impairment at work.



PRIVATE CANNABIS RETAIL STORES

May only sell cannabis and cannabis accessories. Minors are prohibited from entering cannabis stores, even if accompanied by an adult.



ADVERTISING

Product advertising will only be allowed inside cannabis stores.



DRIVING

Police are able to suspend licences and seize vehicles if people drive impaired, including impairment by cannabis.



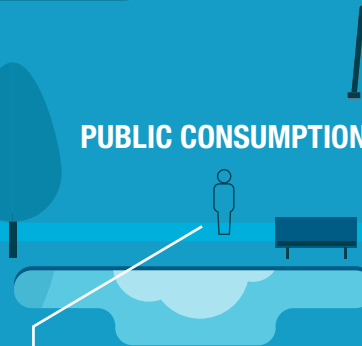
POSSESSION

Adults can possess up to 30 grams of legal cannabis in public.



PUBLIC CONSUMPTION

Smoking and vaping cannabis are prohibited in areas frequented by kids and other public places where smoking tobacco is prohibited.



HOME

Each household is allowed to grow up to four plants. Landlord and tenant agreements or condo bylaws can be used to set rules for consumption and growing.



OWNERS AND STAFF

Must undergo extensive background checks. Qualified employees must be 18 and undertake training.



February 2018

Alberta

alberta.ca/cannabis

Jurisdictional Responsibilities

Activity	Responsible		
	Federal	Provincial	Municipal
Possession limits **	✓		
Trafficking	✓		
Advertisement & packaging **	✓		
Impaired driving	✓	✓	
Medical cannabis	✓		
Seed-to-sale tracking system	✓		
Production (cultivation and processing)	✓		
Age limit (federal minimum) **	✓		
Public health	✓	✓	
Education	✓	✓	✓
Taxation	✓	✓	✓
Home cultivation (growing plants at home) **	✓		
Workplace safety		✓	
Distribution and wholesaling		✓	
Retail model		✓	
Retail location and rules		✓	✓
Regulatory compliance	✓	✓	
Public consumption		✓	✓
Land use/zoning			✓

From: alberta.news@gov.ab.ca
To: [Carol Gabriel](#)
Subject: News Release: Public safety focus of legal cannabis regulations
Date: February 16, 2018 10:18:17 AM

Public safety focus of legal cannabis regulations

February 16, 2018 [Media inquiries](#)

Private cannabis retailers in Alberta will have a strict set of rules to follow, including mandatory background checks, when cannabis becomes legal this summer.

The regulations outline who can own cannabis stores, where they can be located, rules for staff, safety and security requirements, and other operational details for private retailers. While the regulations will be established provincewide, municipalities will have the ability to adjust certain aspects to best suit their communities.

“These regulations focus on keeping our communities safe, while protecting public health and promoting safety on roads, in workplaces and in public spaces. They’ll help keep cannabis out of the hands of youth, while ensuring consumers have access to safe products no matter where they live.”

Kathleen Ganley, Minister of Justice and Solicitor General

The regulations include:

- Mandatory background checks for retail licence applicants.
- Mandatory training and background checks for all retail employees.
- One person, group or organization cannot hold more than 15 per cent of licences in Alberta.
- A 100-metre buffer for stores from schools and provincial health-care

facilities. However, municipalities have the ability to adjust these buffer zones or add additional ones to best suit their communities' needs

- Store hours set between 10 a.m. and 2 a.m., the same as liquor stores, with municipalities able to adjust these hours.
- Mandatory security measures in stores.

The Alberta Gaming and Liquor Commission (AGLC) is providing details on the licensing process for potential cannabis retailers. Licence applications will be accepted starting March 6, with more information available at aglc.ca/cannabis. The AGLC will also be responsible for operating online cannabis sales for the province. Details of the online e-commerce site will be unveiled later this year.

“For more than 20 years, the AGLC has been a regulatory leader in the management of Alberta’s gaming and liquor industries. We will continue to be a leader through age verification processes for online purchases and the promotion of responsible sale and consumption of legal cannabis.”

Alain Maisonneuve, president & CEO, AGLC

“The rapid growth in the cannabis sector is creating economic opportunities in commercial production as well as a variety of ancillary fields from technology to distribution. As a centre for agribusiness as well as a transportation hub and growing tech sector, we see the opportunity as an early mover to be an attractive location for investments in all aspects of the sector.”

Bruce Leslie, VP Trade & Investment Attraction, Calgary Economic Development

The province has set the legal age for consumption and purchase of cannabis at 18. That means no one under the age of 18 can enter a cannabis store, even if accompanied by an adult.

Background:

- The AGLC will oversee distribution, compliance and enforcement of the cannabis retail system in Alberta.
- The AGLC has the authority to set strict regulatory guidelines and licence requirements for private cannabis retailers.

- No co-location of cannabis sales with alcohol, pharmaceuticals and tobacco sales will be permitted.
- Regulations will be aligned with federal rules around advertising, labelling and promotion of cannabis, with the ability to strengthen regulations provincially in the future.

Related information

- [Alberta's approach to cannabis legalization](#)
- [Alberta Gaming and Liquor Commission](#)

Media inquiries

Veronica Jubinville

780-720-0305
Press Secretary, Justice and Solicitor General

Michelle Hynes-Dawson

780-218-1068
Vice President, Corporate Responsibility & Reputation, AGLC

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February 22, 2018

Dear Municipal Elected Officials and Leaders:

RE: Municipalities and Cannabis Regulation

Recently, several municipalities have approached Alberta Health Services (AHS) for information on the health impacts of cannabis and implications of new cannabis legislation, both on an individual level and as it relates to the populations that municipalities serve. We appreciate that municipalities are wishing to consider health information in its decision-making processes, as we all have a role to play in promoting and protecting the health of Albertans.

AHS believes that a public health approach—one that considers health and social outcomes in the development of cannabis policies and bylaws—will benefit all Albertans.

The public health approach (described in the attached) strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease negative impacts on vulnerable populations, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves. At times, a public health lens may result in consideration of more restrictive policies to help minimize unintended consequences if health evidence is incomplete and/or is inconclusive.

As public health professionals and Medical Officers of Health, it is our duty to help reduce and prevent health harms that can be associated with cannabis use.

The potential health harms include: adverse effects to the developing brain; greater risk of mental health problems such as psychosis, mania, suicide, depression and schizophrenia; increased motor vehicle collisions; harms associated with use during pregnancy, reduced cognitive functioning (memory, efficiency); and greater risk of some cancers. Matters are further compounded when cannabis is co-used with other substances such as alcohol and tobacco. For example, simultaneous use of alcohol and cannabis has been found to approximately double the odds of impaired driving, social consequences, and harms to self. We also recognize that municipalities may need strategies to address impacts related to resource utilization, law enforcement and impaired driving, and self-reported cannabis-related risk factors and other substance use.

Given the potential health and social impacts, we agree that collaborative and comprehensive regulation at the federal, provincial and municipal level is a key strategy to reduce the potential harms associated with cannabis and its use. To that end, we hope that the attached information helps you and your local leaders as you undertake consideration of your own local policies and bylaws, in the context of the health of your citizens.

If you would like more information about making healthy and evidence-informed decisions about cannabis legalization, please feel free to contact me. Please ensure this email is forwarded to all municipal elected officials and leaders.

Sincerely,

Original Signed

Dr. Albert de Villiers, Medical Officer of Health
North Zone Lead, North Zone-West (Areas 1, 2, 3, 9)
www.albertahealthservices.ca

Attachments enclosed. 1. Cannabis Information Package

AHS Recommendations on Cannabis Regulations for Alberta Municipalities

Prepared on behalf of AHS by: Dr. Gerry Predy, Senior Medical Officer of Health/Senior Medical Director – Population, Public and Indigenous Health

The following includes information and recommendations that will help municipalities make cannabis policy decisions that promote and protect the health of its citizens. Alberta Health Services (AHS) supports an evidence-informed public health approach (Chief Medical Officers of Health of Canada, 2016) that considers health and social outcomes in the development of municipal cannabis policies and bylaws. Lessons learned from tobacco and alcohol have also been used to inform these positions.

SUMMARY OF RECOMMENDATIONS

Overall

Where evidence is incomplete or inconclusive, AHS is advising that a precautionary approach be taken to minimize unintended consequences. This approach is consistent with the recommendations of Federal Taskforce on the Legalization and Regulation of Cannabis (Government of Canada, 2016).

Business Regulation & Retail

- Limit the number of cannabis stores, and implement density and distance controls to prevent stores from clustering, while also keeping buffer zones around well-defined areas where children and youth frequent.
- Consider requirements for cannabis education and community engagement as part of the business licensing approval process.
- Limit hours of operation to limit availability late at night and early morning hours.
- Restrict signage and advertising to minimize visibility to youth.

Consumption

- Ban consumption in areas frequented by children.
- Align the cannabis smoking regulations with the *Tobacco and Smoking Reduction Act* and/or with your municipal regulations, whichever is more stringent.
- Ban smoking, vaping and water pipes in public indoor consumption venues.

Home growing

- Design a process to ensure households and properties are capable of safely supporting home growing.

Multi-Unit Housing:

- Health Canada (2017) has recommended a ban on smoking in multi-unit housing. AHS recognizes that there are potential health risks associated with second-hand smoke within multi-unit housing environments and therefore recommends municipalities consider bylaws that ban smoking in multi-unit housing.

Research and Evaluation

- Ensure mechanisms to share data across sectors and levels of government are established, and appropriate indicators are chosen to monitor the impacts of policy implementation on communities.

DETAILED RECOMMENDATIONS

The following sections provide evidence and additional details for each of the above recommendation areas.

Overall

Overall, AHS encourages municipalities to proceed with caution for two reasons. First, there is little reliable and conclusive evidence to support what safe cannabis use looks like for individuals and communities. Second, it's easier to prevent future harms, by removing regulations in the future once more knowledge exists, than it is to later add regulation. (Canadian Centre for Substance Abuse, 2015; Chief Medical Officers of Health of Canada, 2016).

Evidence shows commercialization of alcohol and tobacco has resulted in substantial population level morbidity and mortality as well as community level harms. This is of particular importance because adding cannabis use to a community adds multifactorial relationships to already existing social issues, as we know co-use or simultaneous use of cannabis, alcohol and/or tobacco, in some kind of combination is common (Barrett et al. 2006; Canadian Centre for Substance Abuse, 2007; Subbaraman et al. 2015). For example, simultaneous use of alcohol and cannabis has been found to approximately double the odds of impaired driving, social consequences, and harms to self (Subbaraman et al. 2015). According to AHS treatment data, of those using AHS Addiction Services, more than half used cannabis, and of those who use cannabis, 90% have used alcohol and 80% have used tobacco (Alberta Health Services, 2017). Further evidence indicates that legalization of cannabis may have negative impacts related to resource utilization, law enforcement and impaired driving cases, and self-reported cannabis-related risk factors and other substance use (Health Technology Assessment Unit, 2017).

Business Regulations & Retail Sales

Location and Number of Stores

Alberta Health Services recommends municipalities strengthen zoning regulations by using a combination of population and geographic based formulas to restrict the number and location of cannabis outlet licenses. In particular AHS recommends that municipalities:

- Limit the number of business licenses issued in the first phases of implementation.
- Implement a 300-500m minimum distance restriction between cannabis retail outlets
- Implement a 300m distance between cannabis stores and schools, daycares and community centers.
- Implement a 100m minimum distance from tobacco and liquor retailers, in addition to a square kilometer density restriction, adjusted for population, at the onset of legalization.
- Note: additional analysis may be needed to ensure that unintended consequences do not negatively impact existing communities (e.g., clustering, social and health harms, vulnerable populations).

Between 1993 (just before privatization) and 2016, there was a 600% increase in the number of liquor stores in Alberta (208 stores in 1993, 1,435 stores in 2016). Privatization has also resulted in drastic product proliferation, with an increase from 2,200 products in 1993 to 23,072 products in 2016 (AGLC, 2016). Without more restrictive cannabis regulations, business owners will demand and industry will deliver a greater variety of cannabis products, likely resulting in an expansion of consumption in communities across Alberta. U.S. researchers predict a doubling of consumption rates over time as a result of legalization, which means an estimated 40 billion more hours of intoxication in the US (Caulkins, 2017). A privatized system without initial restrictive regulation will likely follow similar trends in Alberta, resulting in significant health and social impacts on communities.

Density limits reduce neighbourhood impacts and youth access (Canadian Centre for Substance Abuse, 2015; Freisthler & Gruenewald, 2014). Research on alcohol and tobacco use highlights the need for stronger controls on density and minimum distances (Ammerman et al., 2015; Chen, Gruenewald & Remer, 2009; Livingston, 2011; Popova et al., 2009; Rowland et al., 2016;) For example, the physical availability of medicinal marijuana dispensaries impact current use and increase frequent use (Morrison et al., 2014). Similarly with liquor stores, higher densities are associated with high-risk consumption behaviours—especially among youth, facilitating access and possession by adolescents, as well as increased rates of violence and crime (Ammerman et al., 2015). In addition, U.S. researchers have found that medical cannabis outlets are spatially associated with market potential which points to a form of “environmental injustices in which socially disadvantaged are disproportionately exposed to problems.” Therefore, jurisdictions should ensure that communities with fewer resources (e.g., low income, unincorporated areas) are not burdened with large numbers of stores and prevent clustering among liquor, tobacco and cannabis stores (Morrison et al., 2014). Other US research shows that zoning laws for location are an effective way to prevent overpopulation of cannabis stores in undesirable areas (Thomas & Freisthler, 2016). Summary tables of some US state and city buffer zones can be found in Nementh and Ross (2014).

It is clear that locating cannabis stores away from schools, daycares and community centers is essential to protecting children from the normalization of Cannabis use (Rethinking Access to Marijuana, 2017). Therefore, municipalities should ensure that all provincially recognized types of licensed and approved childcare options are included in their regulations. For example, daycare facilities, account for 39.9% of licensed childcare spaces in the province. Pre-schools, out-of-school programs, family day-homes, innovative child care, and group family child care programs account for the remaining 60% of licensed child care in the province.² Through business licensing and zoning, municipalities have the opportunity to protect all childcare spaces by including these locations in local buffer zones. Many preschools and childcare facilities are already located in strip malls or community associations or churches adjacent to liquor outlets (bars or liquor stores). Cannabis stores should not be allowed to be located within a buffer zone of any type of childcare facility or school. AHS also suggests that municipalities include other places that children and youth frequent as part of minimum distance bylaws such as parks, churches, and recreation facilities (Canadian Centre for Substance Abuse, 2015; Rethinking Access to Marijuana, 2017).

Business/Development License Application Processes

AHS suggests that a cannabis education component and community engagement plan be added to the application processes for retail marijuana business licenses. As cannabis legalization is complex, there are many new legal implications, and potential health and community impacts. Potential business owners should demonstrate a base knowledge of cannabis safe use and health harms, as well as the new rules. It is also important to foster a healthy relationship between cannabis retailers and the community with the common goal of healthy community integration. The City of Denver has implemented a community engagement requirement where applicants must list all registered neighborhood organizations whose boundaries encompass the store location and outline their outreach plans. Applicants must also indicate how they plan to create positive impacts in the neighbourhood and implement policies/procedures to address concerns by residents and other businesses (City of Denver, 2017).

Municipalities are encouraged to require applicants to outline proper storage and disposal of chemicals, as well as proper disposal of waste products. In addition, applicants should outline how they will be managing odor control to prevent negative impacts on neighbours.

Hours of Operation

AHS recommends restricting hours of operation as a means to reduce harms to communities (Rethinking Access to Marijuana, 2017). In regards to alcohol-related harm, international evidence on availability indicates that

longer hours of sale significantly increase the amount of alcohol consumed and the rates of alcohol related harms (Griesbrecht et al., 2013). The Centre for Addiction and Mental Health suggests restricting alcohol sales to 9 business hours per day, with limited availability late at night and in the early hours of the morning (D'Amico, Miles & Tucker, 2015). Most regulations in the US legalized states limit hours of operation to 10pm or midnight (California, 2017; Oregon, 2017; State of Colorado, 2017; Washington State Liquor and Cannabis Board, 2017). AHS recommends limiting the number of and late night/early morning hours of operation for cannabis stores (Griesbrecht et al., 2013; Rethinking Access to Marijuana, 2017).

Advertising and Signage

AHS recommends that municipalities include policy/bylaw considerations to limit advertising to dampen favorable social norms toward cannabis use (D'Amico, Miles & Tucker, 2015). Further, while it is important to implement the principles of Crime Prevention through Environmental Design (i.e., the physical space should be well lit, tidy, include proper parking etc.), the physical appearance should not encourage or engage patrons. A similar policy has been implemented in Denver, Colorado. This approach is supported by a large body of evidence related to alcohol and tobacco. (Joseph, et al., 2015; Hackbarth et al., 2001; Lavack & Toth, 2006; Malone, 2012).

Consumption

AHS recommends that municipalities align their regulations with the *Tobacco and Smoking Reduction Act*. In addition, municipalities may also want to consider enacting bylaws that consider banning tobacco-like substances such as shisha.

AHS recommends that municipalities implement regulations banning consumption in public places, as well as for public intoxication (see Alberta Liquor and Gaming Act). The rationale for this is two-fold: (i) cannabis is an intoxicating substance and should therefore be treated similarly to alcohol, and (ii) harms related to second and third-hand smoke, especially for children and youth. Second-hand cannabis smoke is more mutagenic and cytotoxic than tobacco smoke, and therefore second-hand inhalation of cannabis should be considered a health risk (Cone et al., 2011; Health Technology Assessment Unit, 2017; Maertens, White, Williams & Yauk, 2013).

Special attention should be directed at banning consumption in areas frequented by children, including: all types of parks (provincial, municipal, athletic parks, baseball, urban, trails/pathways, etc.), playgrounds, school grounds, community centers, sports fields, queues, skateboard parks, amphitheaters, picnic areas and crowded outdoor events where children are present (i.e., all ages music festivals, CFL football games, rodeos, parades, Canada Day celebrations, outdoor festivals, outdoor amusement parks (private), golf courses, zoos, transit and school bus stops, ski hills, outdoor skating rinks or on any municipal owned lands) (Rethinking Access to Marijuana, 2017). Public consumption bans should also be enacted for hospitals (all points of health care, urgent care clinics, clinics, etc.), picnic areas (alcohol limits for outdoor consumption). Currently, consumption of tobacco and tobacco-like products is not permitted on any AHS property.

Venues for consumption

Until adequate evidence-based rationale can be provided, AHS does not support having specific venues for indoor consumption (smoking, vaping, water pipes) as this would expose people to second-hand smoke, promote renormalization of smoking, reverse some of the progress made with public smoking bans, and present occupational health issues (i.e., second and third hand smoke exposures, and inadvertent intoxication of staff and patrons).

Home Growing

AHS recommends households interested in personally cultivating cannabis go through a municipal approval process and that owners have access to reference educational materials related but not limited to: mitigating child safety, security, water use, electrical hazards, humidity, and odor concerns. These materials will help ensure the property is capable of safely supporting home growing and help reduce the negative impacts to surrounding properties (Rethinking Access to Marijuana, 2017).

While allowing citizens to grow cannabis plants at home may provide more options for access, there are risks to public health and safety. Further, as Bill 26 currently reads, as it pertains to personal cultivation, municipalities can expect an increase in nuisance complaints. Cannabis is also known to be a water and energy intensive crop, as such; this impacts municipalities in a number of ways (Bauer et al., 2015; Cone et al., 2011; Health Technology Assessment Unit, 2017; Mills, 2012). For example, personal cultivation brings risks related to air quality, ventilation, mold, odors, pests, chemical disposal, indoor herbicide/pesticide use, increased electrical use and fire risk, and accidental consumption. Further, all of these risks are amplified when children are present in the home and/or multi-unit dwelling.

In Colorado, it is estimated that one-third of the total cannabis supply comes from personal cultivation as permitted to medical cannabis users (Canadian Centre on Substance Abuse, 2015). As such, municipalities alongside AHS should anticipate requiring additional resources as a system cost to be able to adequately respond to public health and community nuisance complaints. Furthermore there may be additional municipal human resource needs, as well as an increase in hazards, as it relates to indoor personal cultivation, impacting departments like waste services, fire, police and bylaw services. Finally, additional building codes and safety codes may be required in order to effectively manage and address hazards pertaining to heating, ventilation and air cooling systems, as well as building electrical.

Multi-Unit Housing

Existing tools for managing the issue of cannabis consumption and personal cultivation in multi-unit housing will likely not be sufficient to manage this issue. It will be important to recognize the negative health effects of second and third-hand smoke and risks related to personal cultivation when considering municipal regulations for multi-unit housing.¹ Other changes that are needed to address both indoor consumption and personal cultivation in multi-unit housing include:

- additional building codes and safety codes to effectively manage and address hazards pertaining to heating, ventilation and air cooling systems, as well as building electrical,
- appropriate language in bylaws as they pertain to alcohol and/or public intoxication.

Health Canada (2017) has recommended a ban on smoking in multi-unit housing. AHS recognizes that there are potential health risks associated with second-hand smoke within multi-unit housing environments and therefore recommends municipalities consider bylaws that ban smoking in multi-unit housing.

Finally, as mentioned above, AHS Environmental Public Health is not currently in a position to effectively respond to the anticipated number of nuisance complaints received if smoking cannabis is allowed in multi-unit housing, both in terms of staffing, as well as in terms of enforcement. AHS encourages municipalities to plan for additional human resources if pre-emptive measures are not considered.

Additional Considerations

Education and Awareness

Evidence-informed public education and consistent messaging will be critical for promoting and protecting health of citizens. Many areas of education and awareness will be needed including: new/amended bylaws and regulations, home growing rules, and health impacts. As messages are developed it is important that municipalities, along with other stakeholders provide balanced, factual and unsensational messages about cannabis use and its impacts on communities (Canadian Centre on Substance Abuse, 2015).

Public education alone is only effective at creating awareness in a population. Comprehensive, multi-layered strategies that include social normative education, harm reduction, fact based information and targets multiple environments and populations should be used (Chief Medical Officers of Health of Canada, 2016). As municipalities move through this process it is important to note that public education should not be used as a substitute for effective policy development with strong regulations to protect communities from harms.

Capacity to Administer and Enforce

Regulatory frameworks are only successful if there is the capacity to implement them. Other jurisdictions have reported significant human resource needs to administer new regulations. For example, the City of Denver added over 37 FTEs across sectors including administration, health-related issues, public safety, and inspections (Canadian Centre on Substance Abuse, 2015).

Research and Evaluation

Moving forward, Alberta Health Services would like to strengthen their partnerships with municipalities to set up data sharing mechanisms between sectors. A key lesson learned from some US jurisdictions is to ensure mechanisms to share data across sectors are established (i.e., public health, transportation, public safety, seed-to-sale tracking, finance, law enforcement) (Freedman, 2017). This has been shown to help identify problematic trends sooner and more efficiently. Further, AHS encourages municipalities to advocate for provincial legislation to support data sharing and system integration.

Lessons learned from Washington State and Colorado indicate that baseline data was difficult to come by. Therefore, it is recommended that all levels of government and school boards review data collected and wherever possible separate variables that relate to cannabis use from other aggregate level data.² Further, monitoring impacts will be important to determine if policy goals are being met and to identify unintended consequences more quickly.

Notes

¹ (a) Health Canada has recommended a ban on smoking in multi-unit housing. (<https://www.canada.ca/en/health-canada/programs/future-tobacco-control/future-tobacco-control.html>).

(b) Real scenario: Consider a mom with 2 young children in an apartment complex. A neighbour is (legally) smoking pot in their suite. It is coming into her suite and believes it is negatively affecting her and her 2 small children. She is on a limited budget and does not have the resources to move. The landlord tells her that the neighbour is doing nothing wrong and police advise her there is nothing illegal about it. She has read the public health information and knows about the potential harms of cannabis. She then calls the municipality. Municipalities will need to have mechanisms in place to handle the potential increase in cannabis-related calls and mitigation strategies to address the complaints.

² Many preschools and childcare facilities are already located in strip malls adjacent to liquor outlets (bars or liquor stores). Cannabis stores should not be allowed to be located within a shopping complex that has any type of childcare facility.

Childcare programs in Alberta as of June 2017

Type	# of regulated spaces	% of spaces	# of programs/locations	% of programs	% of locations
Day care	47,155	39.9%	842	18.8%	33%
Day home	11,773	10.0%	67 agencies with est. 1,962 locations (Based on 6 children per home)	3%	43.8%
Pre-school	17,699	15%	686	27%	15.3%
Out of School	40,817	34.6%	958	37%	21.4%
Innovative childcare program	604	0.5%	22	1%	0.5%
Group family childcare program	40	0.03%	5	0%	0.1%
Total	118,088		4,475		

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PUBLIC HEALTH PERSPECTIVES ON CANNABIS LEGALIZATION IN ALBERTA

Written Submission to:

Alberta Cannabis Secretariat

Submitted on behalf of AHS by:

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Date: July 31, 2017

PUBLIC HEALTH APPROACH

Alberta Health Services (AHS) supports an evidence-based public health approach to the development and implementation of legislation for the legalization and regulation of cannabis in Alberta. This means promoting and protecting the health of Albertans, and considering the impact on the health of our most vulnerable populations.

A public health approach strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease inequities, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves. ¹ The outcome of a public health approach (see Figure 1) shows how health/social harms and supply/demand are related. Harms related to substances are at a maximum when governance and control are at the extremes. Lower harms occur when a public health approach is used.

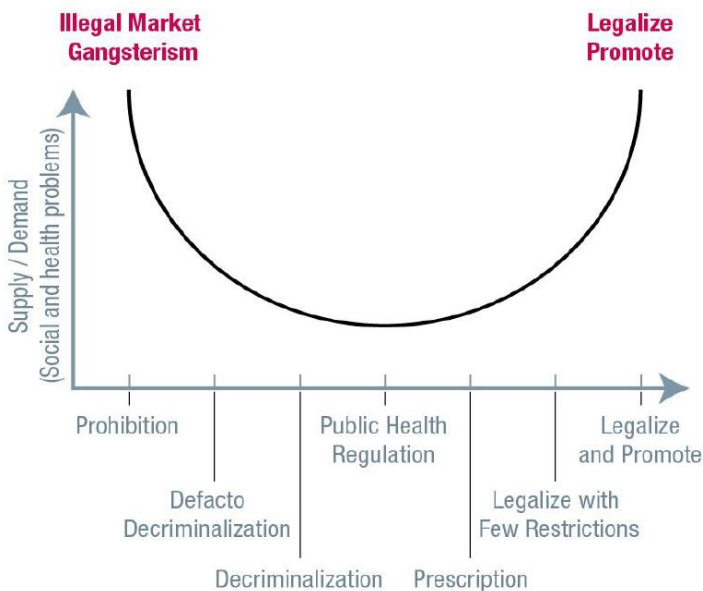


Figure 1. “The Paradox of Prohibition” Marks (1990) ¹

Legalizing cannabis without considering the key elements of a public health approach is likely to result in greater social and health harms. Key considerations when developing policy from a public health lens includes:

- Minimizing harm
 - Consider the risks of cannabis use including the risks of harms to youth, risks associated with patterns of consumption (e.g., frequent use, co-use with alcohol and tobacco, harmful routes of consumption, consumption of concentrated products, increases in proportion of population consuming), and risks to vulnerable populations (e.g., youth, people with mental health problems, pregnant women, socio-economically disadvantaged populations).
- Protecting the health and safety of Albertans
 - Carefully consider evidence related to the public consumption of cannabis, workplace safety, and the scientific and legal issues associated with impaired driving.
- Preventing the likelihood of use and problematic use
 - Ensure early and on-going public education and awareness that seeks to delay use by young people, and prevent normalization.
- Assessing population health outcomes
 - Include baseline understandings of current situation; potential impact of policies and programming; disease, injury and disability surveillance (effects on society).
- Providing services
 - To assist those who are most at risk of developing or have developed substance use issues, expand access to treatment and prevention programs.
 - Consider the ongoing public health costs and ensure that public health programs are adequately resourced to address the risks.
- Addressing the determinants of health and health equity
 - Consider issues of social justice, racism, human rights, spiritual and cultural practices, as well as populations vulnerable to higher risk of cannabis-related harms.
 - Complete a health equity impact assessment to ensure unintended consequences of legalization are minimized.

It is also critical to begin conservatively and establish more restrictive regulations as it is very difficult to tighten regulations once in place. As there is little research on the impact of legalization on health and social outcomes, proceeding cautiously with implementation will help ensure that the promotion and protection of the health and safety of Albertan remains the priority.

As recommended by the Chief Medical Officers of Health of Canada,¹ the overarching goal to this legislation should be to improve and protect health—maximizing benefits, minimizing harms, promoting health, and reducing inequities for individuals, communities and society. This goal needs to be applied at every stage of the policy development process.

HARMS OF USE

While there is evidence that there is less impact on public health than alcohol and tobacco, cannabis still has significant health risks which include increased risk of some cancers, mental health issues, and

functional changes (e.g., memory loss) as well as social effects such as impaired driving.^{2,3,4} These health risks are more prevalent with frequent (daily or near-daily) and early age use. Recent research has reported significant increases in marijuana-related hospitalizations, emergency department visits, and calls to the regional poison center following legalization of marijuana in Colorado.⁵ Many reports also identify cannabis use being associated with an increased risk of motor vehicle collisions.^{6,7,8}

In addition, there are disproportionate impacts among vulnerable populations that need careful consideration. Lower-risk guidelines for cannabis use should be adopted as outlined by Fischer et al. (2011)⁹ focusing on populations that are more vulnerable to poor health outcomes such as youth, those with lower literacy and education, as well as gender specific populations. These lower risk guidelines¹⁰ have been endorsed by the Centre for Addiction and Mental Health, Canadian Public Health Association, Canadian Medical Association, Canadian Society of Addiction Medicine, Council of Chief Medical Officers of Health, and Canadian Centre on Substance Use and Addiction.

Research and evidence related to cannabis-impaired driving, brain development, dependence, mental health, chronic diseases (respiratory and cardiovascular), co-disease, co-occurring other drug use, passive exposure to smoke, among other issues, should also be considered in the development of cannabis legislation and regulation. Some specific evidence includes:

- Brain development – evidence suggests using cannabis in early adolescence can cause adverse effects to the developing brain and are at greater risk for long term cognitive impairments.^{11,12,13} While more research is needed in this area, there are reports that early, regular use is associated with higher risk of dependency, higher risk of health harms, and low levels of educational attainment.^{14,15,16,17}
- Dependence – The risk of dependency is a concern. It is reported that the global burden of cannabis dependence was 13.1 million people in 2010 (0.20%), and that dependence is greater among males and more common in high-income areas (compared to low-income areas).¹⁸ In addition, researchers in the U.S. indicate that the prevalence of lifetime dependence is approximately 9% among people that had used cannabis at least once.¹⁹
- Chronic Disease – Consumption of combusted cannabis is associated with respiratory disease such as a chronic cough. Other significant concerns that require further research include chronic obstructive pulmonary disease, asthma and lung cancer. Cannabis consumption, both inhaled and ingested affects the circulatory system, and there is some evidence associating cannabis with heart attacks and strokes.²⁰
- Mental health – Research suggests that cannabis users (mostly frequent and high potency use) are at greater risk of developing mental health problems such as psychosis, mania, suicide, depression, psychosis or schizophrenia.^{21,22} For example, it is reported that there is a 40-50% higher risk of psychosis for people with a pre-existing vulnerability than non-users.²³
- Passive exposure – Second-hand cannabis smoke is more mutagenic and cytotoxic than tobacco smoke, and therefore second-hand inhalation of cannabis should be considered a health risk.^{24,25,26}
- Driving -- Substantial evidence shows a link between cannabis use and increased risk of motor vehicle collisions.^{27,28} More research is needed to understand the association between THC levels and impairment, thus any limits set should be re-evaluated as evidence becomes available. In

addition, concerns about the reliability of current roadside testing technology has been expressed by many organizations and researchers. As such, investment for research related to impairment testing technology should be included in the implementation plan. A public education campaign about the risk of driving after consuming or smoking any cannabis or while impaired will be critical throughout the implementation of this legislation. This will be particularly important for youth, as the Canadian Paediatric Society reports that cannabis-impaired driving is more common than alcohol-impaired driving and youth are less likely to recognize driving after consuming cannabis as a risk.²⁹

HEALTH PROTECTION AND PREVENTION

Age of use. Researchers and public health organizations are in agreement—there is no safe age for using cannabis. Delaying use is one of the best ways to reduce the risk of harm to the developing brain. Scientifically-based minimum age recommendations are generally early-to-mid-20's but also recognize that a public health approach includes consideration for balancing many variables related to enforcement, the illicit market and public acceptance. Some public health organizations recommend the minimum age be set at 21 and others recommend bringing alcohol, tobacco and cannabis in alignment. Experience with tobacco has shown that there is a higher impact on initiation by persons under 15 and age 15-17 when setting the minimum age of purchase and possession at 21 versus 19 (Institute of Medicine in US). With the U.S. states who have legalized cannabis, all have chosen age 21 for cannabis minimum age and three states and over 230 cities/counties have implemented age 21 for tobacco. Cannabis legalization represents an opportunity for Alberta to consider raising the tobacco and alcohol minimum age.

Packaging/labelling. Plain, standardized and child-proof packaging is recommended to decrease the appeal to young people and avoid marketing tactics that make cannabis use attractive. Labelling should include health warnings and clearly defined single serving/dose information.

Marketing and promotion. Evidence has shown that advertising has a significant impact on youth health risk behaviours,³⁰ therefore promotion of cannabis use should be banned. Restrictions for marketing and promotion should follow the Alberta Tobacco and Smoking Reduction Act, with further consideration added such as movies, video games, online market, social marketing and other media accessible to and popular with youth. It is also important to note that language to describe cannabis can have a marketing affect. Therefore, as noted by the Chief Medical Officers of Health of Canada, the term “recreational” should not be used as this infers that cannabis use is fun. A more appropriate term is “non-medical.”

Distribution and retail. A government controlled system of distribution and retail would be most effective to ensure that public health goals (not profit) are the primary consideration for policy development. Taxation and other price controls should be appropriate to limit consumption and offset the illegal market. Tax revenues should be directed to support services impacted by legalizations including health, public safety, addictions and mental health services, prevention, and public

education. Co-location with alcohol or tobacco is not recommended and retail outlets should be non-promoting. Limits to density and location of retail stores is essential, including proximity to schools, community centres, residential neighbourhoods, youth facilities and childcare centres. While online and home delivery may be suitable for medical cannabis, there are many regulatory challenges and risks to public health for non-medical cannabis. Finally, training and education programs should be developed to ensure well-trained and knowledgeable staff. AHS is a key partner to help lead the development of this training.

Public consumption. The research regarding negative harms due to passive exposure of smoke is clear.^{31,32,33} Passive exposure to cannabis smoke can result in a positive test for cannabis and sometimes causes intoxication. Therefore, public smoking and vaping should not be permitted.³⁴ It is recommended that regulations similar to the Tobacco and Smoking Reduction Act, which includes a ban on water pipe smoking in establishments and e-cigarette use in public areas. This also suggests banning cannabis lounges/cafes as these facilities would expose people to second-hand smoke, promote renormalizing smoking, present occupational health issues, and reverse some of the progress made with public smoking bans. Additional considerations to protect public health include exploring policy options to address smoke-free multi-unit housing.

Public education. Evidence-informed public education is critical to promoting and protecting the health and wellbeing of Albertans. The potential, particularly for youth, to hear “mixed messages” about cannabis use requires the development, implementation and evaluation of a more nuanced set of health promotion and harm prevention messages and interventions to support people in their decision-making around cannabis use.³⁵ Alberta Health Services can play a major role in public education, applying its significant experience in developing and implementing education and awareness campaigns. It will be critical to work with partner organizations and audiences particularly youth and those who are current users of cannabis to implement evidence-informed health promotion messaging that includes (but not limited to): delay of use, effects of use/co-use, long-term impact, reliable information sources, harm reduction, edible versus smoking effects, pregnancy and effects on fetus, medical and non-medical cannabis differences, workplace safety, impaired driving, culturally appropriate messaging, health impacts and youth-focused messaging.

Addiction and treatment services. Strengthening treatment services for people with substance use issues and mental health disorders will be necessary as these treatment systems are already under resourced which in turn have significant health and social consequences. For example, the Alberta Mental Health Review in 2015 reported that almost half of Albertans said that at least one of their needs was not met when they attempted to get assistance for addiction and mental health issues.³⁶ It is anticipated that there will be an increase in demand to address problematic cannabis use and for that reason investments in evidence-based interventions will be needed.^{37,38} It will also be necessary for those who use cannabis for medical purposes to have access to accurate, reliable information such as indicators, adverse effects, methods of use and risk reduction.

ASSESSMENT, SURVEILLANCE AND RESEARCH

Currently, reliable cannabis-related research and evidence is limited. Therefore, dedicated funding and resources will be needed to ensure proper monitoring and surveillance, and improve the body of research and evidence related to cannabis use and the impact of legalization.³⁹

While there have been several other jurisdictions who have recently implemented legislation to legalize cannabis, many have faced significant challenges in implementing effective evaluation programs. Lessons learned from these jurisdictions will be critical to determining baseline measures and selecting indicators for ongoing surveillance.⁴⁰ A consistent approach, working across all provinces and territories, is central to measuring impact and providing comparable data.^{41,42} In Canada, there have already been some efforts to establish this coordinated approach including Health Canada's Annual Cannabis Use survey and Canadian Institutes for Health Research's (CIHR) catalysts grants. Not only is this national view important, but a provincial collaborative approach is needed. This would require a coordinating body to ensure municipal, provincial and federal research and evaluation efforts are well-coordinated.

OTHER RECOMMENDED REPORTS/POSITIONS

It is highly recommended that the Alberta government considers the information and recommendations from the following:

- Chief Medical Officers of Health of Canada & Urban Public Health Network (2016)
<http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>
- Toronto Medical Officer of Health (2017)
<http://www.toronto.ca/legdocs/mmis/2017/hl/bgrd/backgroundfile-104495.pdf>
- Canadian Public Health Association (2016)
https://www.cpha.ca/sites/default/files/assets/policy/cannabis_submission_e.pdf
- Centre for Addiction and Mental Health (2014)
https://www.camh.ca/en/hospital/about_camh/influencing_public_policy/documents/camhcanabispolicyframework.pdf
- Canadian Centre for Substance Use and Addiction
 - <http://www.ccsa.ca/Resource%20Library/CCSA-Non-Therapeutic-Marijuana-Policy-Brief-2014-en.pdf>
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 - <http://www.ccsa.ca/Resource%20Library/CCSA-National-Research-Agenda-Non-Medical-Cannabis-Use-Summary-2017-en.pdf>
- Ontario Public Health Association
<http://www.opha.on.ca/getmedia/6b05a6bc-bac2-4c92-af18-62b91a003b1b/The-Public-Health-Implications-of-the-Legalization-of-Recreational-Cannabis.pdf.aspx?ext=.pdf>
- Canadian Paediatric Society
<http://www.cps.ca/en/documents/position/cannabis-children-and-youth>

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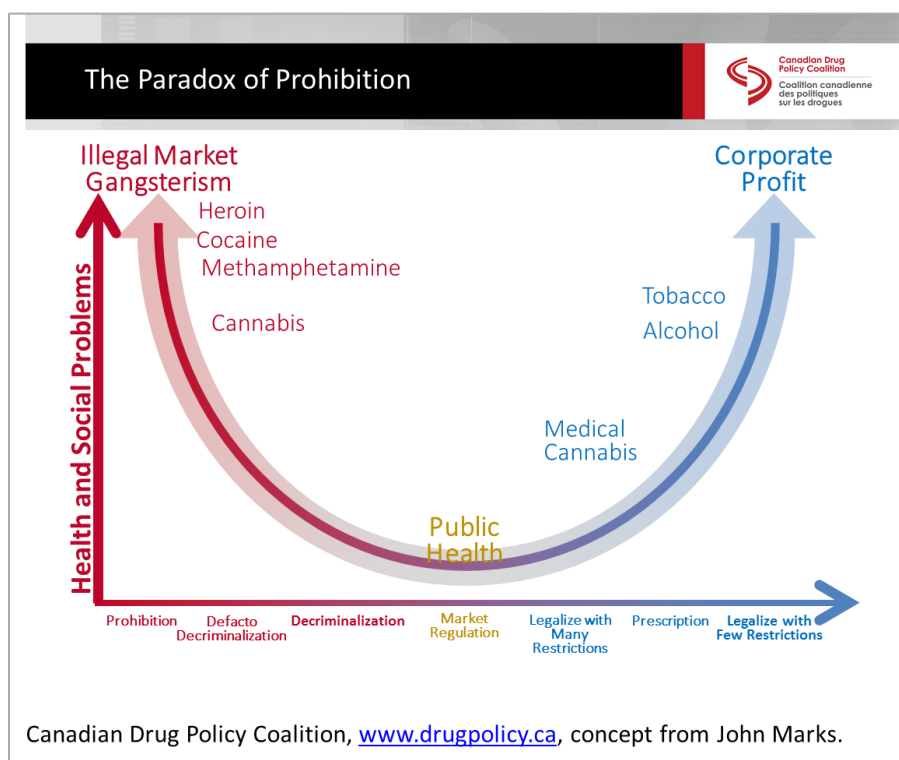
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A Public Health Approach¹ to Cannabis Legalization

A public health approach strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease inequities, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves.

A public health lens to cannabis legalization also involves taking a precautionary approach to minimize unintended consequences. This precautionary approach helps minimize unintended consequences, especially when evidence is incomplete and/or inconclusive. In addition, it is easier to prevent future harms, by removing regulations in the future once more knowledge exists, than it is to later add regulation.¹



- The outcome of a public health approach shows how health/social harms and supply/demand are related.
- Harms related to substances are at a maximum when governance and control are at the extremes. Note that harms are similar to prohibition if commercialization/privatization is at the extreme.
- Lower health and social harms occur when a public health approach is used. (Note: the curve doesn't go to zero—there are always problems associated with substance use, but they can be minimized).
- Legalizing cannabis without considering the key elements of a public health approach may result in greater social and health harms.

Key considerations when developing policy from a public health lens includes:

- Minimizing harms
- Protecting health and safety of citizens
- Preventing the likelihood of use and problematic use
- Assessing population health outcomes
- Providing services
- Addressing the determinants of health and health equity

¹ Chief Medical Officers of Health of Canada & Urban Public Health Network. (2016). *Public health perspectives on cannabis policy and regulation*. Available from <http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>

ADDITIONAL RESOURCES:

- Alberta Health Services – Public Health Perspectives on Cannabis
https://drive.google.com/drive/folders/0B6lL8pRONuu_UDB6WTBnU2lNRmc
- Chief Medical Officers of Health of Canada & Urban Public Health Network (2016) <http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>
- University of Calgary Evidence Series
<https://open.alberta.ca/dataset/0239e5c2-5b48-4e93-9bcc-77f72f7bdc5e/resource/021d8f84-5d8b-4e21-b0bb-81340d407944/download/AHTDP-Cannabis-Evidence-Series-2017.pdf>
- The Federation of Canadian Municipalities
https://fcm.ca/Documents/issues/Cannabis_Legislation_Primer_EN.pdf
- Centre for Addiction and Mental Health (2014)
 - https://www.camh.ca/en/hospital/about_camh/influencing_public_policy/documents/camhcanabispolicyframework.pdf
 - https://www.camh.ca/en/research/news_and_publications/reports_and_books/Documents/Provincial%20alcohol%20reports/Provincial%20Summary_%20AB.pdf
- Canadian Centre for Substance Use and Addiction
 - <http://www.ccsa.ca/Resource%20Library/CCSA-Non-Therapeutic-Marijuana-Policy-Brief-2014-en.pdf>
 - <http://www.ccsa.ca/Resource%20Library/CCSA-Cannabis-Regulation-Lessons-Learned-Report-2015-en.pdf>
 - <http://www.ccsa.ca/Resource%20Library/CCSA-National-Research-Agenda-Non-Medical-Cannabis-Use-Summary-2017-en.pdf>
- Canadian Paediatric Society: <http://www.cps.ca/en/documents/position/cannabis-children-and-youth>
- Canada's Lower-Risk Cannabis Use Guidelines
http://www.camh.ca/en/research/news_and_publications/reports_and_books/Documents/LRCUG.KT.PublicBrochure.15June2017.pdf
- Drug Free Kids Canada
<https://www.drugfreekidscanada.org/>
- AHS Medicinal Marijuana Series
<https://www.youtube.com/playlist?list=PL4H2py77UNuXVGFm2qbl288PDA4LcJg9z>
- Government of Alberta & Government of Canada
 - <https://www.alberta.ca/cannabis-legalization.aspx>
 - <https://www.canada.ca/en/services/health/campaigns/legalizing-strictly-regulating-cannabis-facts.html>
- Rethinking Access to Marijuana
http://www.lacountyram.org/uploads/1/0/4/0/10409636/ram_cb_inlayout4.pdf
- Canadian Medical Association Journal: <http://cmajopen.ca/content/5/4/E814.full>

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