



TOWN OF LAKE COWICHAN

Finance and Administration Committee

Tuesday, December 12th, 2017 at 5:00 p.m. – Council Chambers

AGENDA

1. CALL TO ORDER

Page #

INTRODUCTION OF LATE ITEMS (if applicable)

2. APPROVAL OF AGENDA

3. BUSINESS ARISING AND UNFINISHED BUSINESS

Ongoing Items Still Being Addressed:

- (a) Municipal Hall Upgrades- Update.
- (b) Columbarium Facility- Update.
- (c) Employment Code of Ethics.

4. DELEGATIONS AND REPRESENTATIONS

None.

5. CORRESPONDENCE

- (a) Liam Edwards, Executive Director Local Government Infrastructure and Finance Branch, re: 2018 Local Government Grants Program- Infrastructure Planning Grants.
- (b) Wendy Booth, UBCM President, re: Gas Tax Agreement Community Works Fund Payment.

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6. REPORTS

- (a) Director of Finance re: Financial Report for Period ending November 30th, 2017.
- (b) Building Inspector re: Building Permits for November, 2017.
- (c) Lake Cowichan Fire Department Incident Report for November, 2017.

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7. NEW BUSINESS

- (a) Cannabis Regulation in B.C.
- (b) Review of Zoning Designations- (see map).

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8. NOTICES OF MOTION

9. PUBLIC RELATIONS ITEMS

10. MEDIA/PUBLIC QUESTION PERIOD

11. ADJOURNMENT

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Ministry of Municipal
Affairs and Housing

Local Government Infrastructure
and Finance Branch
PO Box 9838 Stn Prov Govt
(4th Floor – 800 Johnson Street)
Victoria, BC V8W 9T1
Phone: 250-387-4060
Fax: 250-387-7972

CIRCULAR

Circular No. 17:16
ARCS File #: 195-20

November 29, 2017

To: All Local Government Chief Administrative Officers

Re: **2018 Local Government Grants Program – Infrastructure Planning Grants**

The Infrastructure Planning Grant Program (the Program) offers grants up to \$10,000 to help local governments plan, design and manage infrastructure. The Program can assist in the development of long-term comprehensive plans and feasibility studies that will improve public health and safety, enhance environmental protection and increase infrastructure sustainability. Funding is available for projects that support improved water, sewer, drainage and other environmental infrastructure.

In addition to selection criteria established by the Province of British Columbia, preference will be given to applications that will lead to future capital projects and those that promote innovation, build partnerships, and generate transferable knowledge.

Local governments that are involved in proactive infrastructure planning are better prepared to take advantage of capital grant programs. The Program can be used to help develop the long term plans and feasibility studies that are often key to the success of an application to a capital grant program.

The Program has a year round open intake with two application review deadlines. The next deadline for the 2018 Program is January 17, 2018. Program documents can be downloaded from the Ministry's website at:
http://www.cscd.gov.bc.ca/lgd/infra/infrastructure_grants/infrastructure_planning_grant.htm

Local governments are encouraged to submit applications on behalf of organizations such as improvement districts, registered water utilities or other small water systems if they have been approached by these groups to assist them to benefit from the Program. Please see the Program Guide for more information regarding such partnerships.

Liam Edwards
Executive Director
Local Government Infrastructure and Finance Branch

November 21, 2017

Mayor Ross Forrest
Town of Lake Cowichan
Box 860
Lake Cowichan , BC V0R 2G0

RECEIVED NOV 27 2017

Dear Mayor Ross Forrest:

RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT

I am pleased to advise that UBCM is in the process of distributing the second of two Community Works Fund (CWF) payments for fiscal 2017/2018. An electronic transfer of \$89,850.35 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

Also included with the 2017/18 funding payment is a one-time federal legacy infrastructure funding payment, which was committed by the Government of Canada in *Budget 2016*.

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Renewed Gas Tax Agreement can be found on our website at www.ubcm.ca.

For further information, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Kind regards,



Wendy Booth
UBCM President

Pc: Rajinder (Ronnie) Gill, Director of Finance



Memo

TO: Chief Administrative Officer
FROM: Director of Finance
DATE: December 7, 2017
SUBJECT: Financial Report for the Period Ending November 30, 2017

The statements of revenues and expenditures for the general, sewer and water funds are attached for your review and input.

Point of Note

- Surplus is overstated in the general, water and sewer funds due to outstanding payables and capital projects still in progress.
- 2018 dog tags were available for sale as of Dec. 1st and the 2018 business license renewal letters were mailed out in November.
- Work is progressing on the Greendale Road watermain upgrades. The Town has requested an extension to the timelines in the grant application for the upgrades to the bridge crossings.
- The first phase of Centennial Park ballfield project has been completed. A final claim for the grant funding will be made once all costs have been paid including contractor holdbacks.

Ronnie Gill, CPA, CGA
Director of Finance

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017

	2014	2015	2016	2016	3.0%	2017	2017	2017
	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	YTD Actuals	%
REVENUES								
Taxes	1,817,278	1,871,701	1,937,031	1,934,154	1,999,050	2,012,395		101%
Supplemental Adjustments	-	-	-	-	-	-	-	-
Grants-In-Lieu	49,282	48,514	48,600	48,747	48,600	51,425		106%
Penalties and Interest on Taxes	82,528	75,768	62,000	75,667	64,500	66,054		102%
Business Licences	17,375	17,750	17,000	18,525	17,000	20,125		118%
Building and Other Permits	17,660	20,191	14,200	48,766	21,000	48,860		233%
Storm Drain Connection Fees	180	210	-	640	-	4,980		-
Dog Tags and Fines	4,385	4,120	3,900	3,610	3,500	3,030		87%
Interest on Investments	41,942	41,405	20,000	52,639	30,000	60,318		201%
Fire Service to CVRD	165,532	189,012	216,658	216,658	230,000	239,861		104%
BC Wildfire Recoveries	-	-	-	-	-	59,662		-
Garbage Revenues	338,945	368,636	367,500	375,851	371,300	363,064		98%
Lakeview Revenues	166,612	182,747	159,000	181,951	173,000	204,104		118%
Sale of Assets	870	31,054	-	246,065	-	-		-
Public Works Revenues	8,036	4,707	-	1,400	-	1,874		-
Fire Department Revenues	1,000	19,634	-	484	-	593		-
Other Revenue	13,371	339,335	9,750	68,576	10,250	21,708		212%
Ambulance Building Lease	44,659	44,829	45,000	44,829	45,000	44,829		100%
Public Health Lease	16,100	16,100	16,100	16,359	16,500	16,445		100%
Clec Revenues	368,965	422,890	396,200	414,254	397,000	431,685		109%
Unconditional Transfers	302,816	474,974	443,800	457,917	436,900	469,633		107%
Conditional Transfers	367,449	64,420	347,355	36,940	915,000	293,387		32%
Conditional Transfer - Town Hall Bldg	-	-	-	-	1,620,000	-		0%
Transfers From Reserve Funds	356,721	-	200,000	-	135,000	-		0%
Transfers From Building Reserve	-	-	750,000	-	200,000	-		0%
Transfer From Fire Dept Reserves	150,000	-	-	-	-	-		-
Transfer From Statutory Reserves	-	-	200,000	-	-	-		-
Transfer from Parks Dedication Resen	-	-	-	-	-	-		-
Short term debt	144,860	-	-	-	-	-		-
Prior year Surplus	-	-	425,381	-	-	-		-
Police Tax Levy	133,348	137,228	133,407	137,400	145,171	145,170		100%
Library Levy	116,126	119,314	123,852	123,852	127,782	128,699		101%
Collections For Other Govts.	2,087,106	2,163,113	2,125,350	2,112,124	2,155,326	2,167,143		101%
	6,813,147	6,657,651	8,062,084	6,617,409	9,161,879	6,855,044		75%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017

	2014	2015	2016	2016	3.0%	2017	2017
EXPENDITURES	YTD Actuals	YTD Actuals	Budget	YTD Actuals	Budget	YTD Actuals	2017 %
General Government Services	468,742	484,842	535,550	529,382	555,300	364,555	66%
Fire Department	241,119	275,789	321,800	310,516	370,200	392,946	106%
Police Force	133,349	137,228	133,407	137,400	145,171	133,937	92%
Bylaw Enforcement & Other	48,436	48,767	67,000	49,537	60,000	62,002	103%
Public Works Administration	125,270	91,761	126,700	121,905	108,500	91,159	84%
Public Works Roads	367,202	332,615	428,500	324,432	418,900	345,491	82%
Public Works - Equipment & Other	(121,809)	(157,353)	-	(113,160)	-	(116,549)	-
Garbage Expenses	350,916	370,081	383,000	383,491	385,300	348,307	90%
Planning, Health & Other	35,666	48,673	55,100	40,524	70,500	47,843	68%
Centennial Hall Expenses	-	-	-	-	-	-	-
Info Centre	16,617	17,024	22,000	19,993	22,000	16,499	75%
Parks	200,294	209,793	240,400	204,703	223,600	211,048	94%
Lakeview Park	142,283	146,810	159,000	169,453	169,600	163,724	97%
CLEC Expense	437,834	432,171	431,700	484,687	432,100	491,829	114%
Lakeview Road	1,540	2,754	10,000	-	10,000	440	4%
Transfer To Library	116,128	119,314	123,852	123,852	127,782	127,780	100%
Capital	1,616,603	802,225	2,569,725	1,102,141	3,482,500	970,274	28%
Debt Charges - Interest	2,146	1,852	3,000	2,662	3,000	1,681	56%
Debt Payments - Fire	191,250	175,110	200,000	189,689	195,000	164,610	84%
Amortization	514,621	550,331	-	564,507	-	-	-
Transfers To Reserve Funds	112,645	161,693	126,000	128,700	136,000	-	0%
Transfer Equip. Recovery to Reserve	(123,199)	163,050	-	112,412	-	-	-
Transfer To Surplus	-	-	-	-	91,100	-	0%
Transfers To Other Governments	2,087,106	2,163,113	2,125,350	2,112,124	2,155,326	2,100,273	97%
	6,964,757	6,577,643	8,062,084	6,998,949	9,161,879	5,917,851	65%
Surplus(Deficit)	(151,610)	80,008	-	(381,541)	-	937,194	

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of General Government Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
General Government Services							
Mayor and Council Indemnities	59,017	68,000	69,500	69,360	69,500	65,302	94%
Mayor and Council Expenses	33,481	30,304	41,500	36,889	41,500	35,903	87%
Mildred Child Annex	3,373	2,556	2,600	2,131	2,600	2,863	110%
Municipal Hall	17,353	16,371	21,150	17,234	25,600	16,112	63%
Office Wages	410,356	393,621	414,000	423,929	425,000	377,289	89%
Office Expenses	33,403	29,035	56,100	48,542	56,500	29,839	53%
Data Processing	20,771	20,466	22,200	22,447	24,600	18,535	75%
Legal Expense	7,369	9,215	15,000	25,901	15,000	14,280	95%
Audit	10,500	23,792	26,000	16,748	26,000	8,190	32%
Elections	4,779	-	2,000	-	2,000	-	0%
Insurance	53,623	49,638	72,000	49,758	75,000	62,259	83%
Grants-in-aid	6,199	6,115	5,500	4,050	5,000	2,900	58%
Ohtaki expense	5,251	5,059	7,000	3,885	6,500	-	0%
Ohtaki recoveries	(85)	-	-	(56)	-	-	-
Payroll Benefits Clearing	13,583	40,370	-	27,565	-	(49,417)	-
Insurance and administration recovery	(210,230)	(209,700)	(219,000)	(219,000)	(219,500)	(219,500)	100%
	468,742	484,842	535,550	529,382	555,300	364,555	66%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Protective Services Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Fire Department							
Firefighters indemnities	82,944	101,748	95,000	116,799	100,000	168,652	169%
Other Wage Costs	16,786	17,183	15,000	16,962	17,000	17,097	101%
Town Administration	7,785	7,500	8,000	8,000	13,000	13,000	100%
Fire Hall Operations and Maint.	47,354	45,413	45,200	43,023	48,600	49,198	101%
Miscellaneous Operations	30,741	51,391	67,900	42,095	91,500	71,927	79%
Training	14,788	12,996	24,000	24,172	24,000	24,836	103%
Fire Vehicles & Equipment	40,720	39,557	66,700	59,465	76,100	43,027	57%
	241,119	275,789	321,800	310,516	370,200	387,737	
Firesmart	-	-	-	-	-	3,268	-
Community Wildfire Protection Plan	-	-	-	-	-	1,941	-
	-	-	-	-	-	5,209	-
Total Fire Department	241,119	275,789	321,800	310,516	370,200	392,946	
Bylaw Enforcement & Other							
BC Wildfire - Recoveries	-	-	-	-	-	(59,662)	-
Emergency Measures	-	-	7,000	-	6,500	16,300	251%
Bylaw Enforcement/Animal Control	15,683	14,906	20,000	15,549	16,500	14,191	86%
Building Inspection	32,753	33,861	40,000	33,987	37,000	31,510	85%
	48,436	48,767	67,000	49,537	60,000	62,002	103%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Public Works Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
PW Administration							
Shop and Yard	43,648	32,315	44,300	33,733	35,000	21,527	62%
PW Admin Wages	212,502	199,001	210,000	206,506	210,000	186,783	89%
PW Admin Other	5,244	4,287	14,700	5,083	13,300	19,096	144%
Safety and Training	13,865	21,458	16,300	35,184	27,000	40,554	150%
Office Administration Charge	13,585	14,200	14,300	14,300	14,200	14,200	100%
Recovery from Utilities	(163,575)	(179,500)	(172,900)	(172,900)	(191,000)	(191,000)	100%
	125,270	91,761	126,700	121,905	108,500	91,159	84%
Equipment Costs							
Equipment	141,210	32,614	-	60,770	-	23,762	-
Equipment Allocations	(263,019)	(189,967)	-	(173,930)	-	(140,312)	-
	(121,809)	(157,353)	-	(113,160)	-	(116,549)	-
Other Costs							
Billable Outside Jobs	-	(0)	-	-	-	(0)	-
Billable Outside Jobs - Recoverie	-	-	-	-	-	-	-
	-	(0)	-	-	-	(0)	-

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Public Works Expenses

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Road Maintenance							
Banners	8,596	2,475	9,000	370	9,000	11,451	127%
Boulevards	30,604	54,719	31,000	42,398	31,000	44,664	144%
Crack Sealing	-	7,880	10,000	-	10,000	2,151	22%
Dangerous Trees	5,215	9,826	13,000	8,795	13,000	5,071	39%
Ditches & Culverts	14,213	2,618	15,000	1,930	10,000	1,866	19%
Dust Control	2,180	2,267	4,000	1,734	4,000	3,068	77%
Landscaping	16,006	2,981	15,400	7,654	10,000	6,974	70%
Litter Control	15,695	9,714	16,000	15,787	16,000	6,825	43%
Marking	14,723	15,063	10,000	14,348	10,000	10,866	109%
Mowing	20,974	5,943	13,000	1,822	13,000	6,105	47%
Patching	9,996	10,263	15,000	10,836	15,000	18,148	121%
Roads-other	19,455	15,907	13,700	3,076	14,000	11,177	80%
Seasonal decoration	11,616	14,588	12,000	11,445	12,000	12,737	106%
Shoulders	6,639	6,587	14,000	6,354	14,000	12,625	90%
Sidewalks	15,670	19,828	16,000	16,617	16,000	14,858	93%
Signs	9,411	7,078	11,000	7,733	11,000	10,086	92%
Snow removal	14,224	5,015	50,000	28,880	50,000	34,549	69%
Storm Drains & Catch Basins	42,165	38,298	50,000	41,147	50,000	33,395	67%
Street Lighting	78,326	72,591	79,000	78,756	79,000	69,077	87%
Street Sweeping	10,612	8,576	11,000	4,349	11,000	8,899	81%
Office Administration Charge	20,880	20,400	20,400	20,400	20,900	20,900	100%
	367,202	332,615	428,500	324,432	418,900	345,491	82%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Garbage Collection

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Garbage Collection							
Revenues							
Regular collections	305,534	309,926	310,000	311,422	314,000	312,049	99%
Toter rentals	3,753	3,804	3,500	4,140	3,500	3,738	107%
Penalties	4,137	4,125	4,000	3,804	3,800	3,737	98%
Recycling	25,522	50,781	50,000	56,485	50,000	43,540	87%
	338,945	368,636	367,500	375,851	371,300	363,064	98%
Expenditures							
Regular collection costs	202,400	237,936	237,000	241,643	237,000	222,742	94%
Office Administration Charges	15,850	16,000	17,100	17,100	17,200	17,200	100%
PW Administration Charges	22,190	22,500	23,900	23,900	24,100	24,100	100%
Tipping Fees	72,156	54,775	60,000	61,645	62,000	51,432	83%
Recycling costs	38,320	38,870	45,000	39,204	45,000	32,833	73%
	350,916	370,081	383,000	383,491	385,300	348,307	90%
Net	(11,971)	(1,445)	(15,500)	(7,640)	(14,000)	14,757	-

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Other Development Services

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Public Health							
Ambulance Building Lease	44,659	44,829	45,000	44,829	45,000	44,829	100%
Public Health Lease	16,100	16,100	16,100	16,359	16,500	16,445	100%
Public Health Expenses	10,497	7,689	13,500	11,060	13,500	11,269	83%
NET	50,262	53,240	47,600	50,128	48,000	50,005	104%
Planning							
Planning and Zoning Expenses	23,012	15,386	32,500	24,280	32,500	16,498	51%
Other Functions							
Town Economic Development	-	2,120	3,500	1,245	14,000	10,666	76%
Age Friendly Grant	-	19,715	-	-	-	-	-
BC Healthy Communities	2,491	-	-	-	-	-	-
BC Healthy Communities Grant	(2,491)	-	-	-	-	-	-
Community Garden - water service	-	-	-	-	5,000	4,863	97%
Pacific Marine Circle Route	-	-	1,000	-	1,000	-	0%
Heritage Advisory	2,157	717	1,500	860	1,000	237	24%
Trail signage	-	-	-	-	-	-	-
Cowichan Aquatic Centre	-	3,046	3,100	3,079	3,500	4,311	123%
Neighbourhood of learning	-	-	-	-	-	-	-
	2,157	25,598	9,100	5,184	24,500	20,076	82%
Total Development Services Expenses	35,666	48,673	55,100	40,524	70,500	47,843	68%
Centennial Hall	-	-	-	-	-	-	-
Info Centre							
PW Labour	612	968	2,500	1,020	2,500	966	39%
Water, Sewer & Garbage	1,207	1,216	700	647	700	-	0%
Contracted Services	11,695	10,687	15,000	15,540	15,000	11,990	80%
Other Expenses	3,104	4,154	5,000	3,986	5,000	4,143	83%
Recoveries - hydro	-	-	(1,200)	(1,200)	(1,200)	(600)	50%
	16,617	17,024	22,000	19,993	22,000	16,499	1

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Parks

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Parks							
Beaver Park	31	31	500	-	500	182	36%
Bell Tower School	2,388	1,378	2,400	1,320	2,400	1,877	78%
Centennial Park	23,062	23,971	24,000	11,512	12,000	6,588	55%
Central Park	19,367	16,593	19,000	18,289	19,000	11,897	63%
Civic Square	2,281	929	2,500	1,005	2,500	614	25%
Communities in Bloom	1,418	379	3,000	36	3,000	260	9%
Community Garden	2,043	1,388	1,500	8,654	-	199	-
Cougar Sign Landscaping	1,499	2,687	3,000	2,632	3,000	2,170	72%
Dashwood Park	231	672	1,200	364	1,200	213	18%
Entrance Sign	7,844	12,622	10,000	8,039	10,000	38,823	388%
Footbridge	5,868	4,771	4,500	4,270	4,500	1,840	41%
Footpath maintenance	3,406	1,506	2,000	357	2,000	-	0%
Forest Ranger Building	1,644	1,091	1,400	1,685	-	-	-
Gillespie Park	488	608	1,000	1,242	1,000	672	67%
Greendale Park	1,720	7,576	5,700	2,410	5,700	3,235	57%
Heritage Garden	3,293	4,089	5,000	5,344	5,000	8,998	180%
Kaatza Museum	8,951	6,772	10,000	9,028	10,000	9,139	91%
King George Roundabout Park	3,623	5,842	10,000	20,258	10,000	24,131	241%
Lakedays Preparation	1,619	1,863	2,000	1,511	2,000	684	34%
Marina Park	1,965	2,713	1,700	1,935	1,700	2,161	127%
Memorial Park	3,790	6,907	6,500	4,505	6,500	5,695	88%
Ohtaki Park/Kasapi Center	1,289	2,807	15,000	4,462	10,000	2,831	28%
Park Bench Maintenance	8,495	5,537	5,000	3,299	5,000	1,188	24%
Parks General	16,719	14,969	16,000	14,560	16,000	22,980	144%
Parkstone Park	912	830	2,000	889	2,000	1,162	58%
Joginder Bains Park - Point Ideal	3,438	1,585	3,500	1,748	3,500	1,980	57%
Pickleball Courts	-	-	-	-	1,400	-	0%
Ravine Park	-	-	500	-	-	-	-
Riverside Park	5,945	5,721	5,900	4,900	5,900	2,664	45%
Sahtlam Park	1,072	1,885	2,500	1,488	2,500	1,179	47%
Saywell Park	24,709	19,623	20,000	13,638	20,000	12,825	64%
Seniors Centre	773	2,711	2,100	1,384	2,100	3,062	146%
Ted Burns Nature Preserve	121	323	1,000	769	1,000	-	0%
Tennis Courts	883	941	1,000	4,570	3,000	2,937	98%
Town Square	930	11,227	3,000	6,582	3,500	3,659	105%
Trans Canada Trail	6,930	2,493	5,000	3,741	5,000	2,050	41%
Trestle Walkway	1,968	1,874	3,000	748	3,000	786	26%
Vandalism	988	874	5,000	2,944	5,000	129	3%
Washrooms	12,363	13,020	15,000	16,271	15,000	15,673	104%
Winter Park	3,527	7,588	7,000	7,314	7,000	5,866	84%
Office Administration Charge	12,700	11,400	11,000	11,000	10,700	10,700	100%
	200,294	209,793	240,400	204,703	223,600	211,048	94%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Parks

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Lakeview Park							
Reservations	106,818	120,276	110,000	125,224	122,000	142,693	117%
Walk Ins	28,034	29,457	22,000	23,687	22,000	24,934	113%
Power Fees	19,623	21,416	18,000	20,475	18,000	24,022	133%
Propane	-	-	-	-	-	-	-
Wood and ice sales	5,005	3,556	3,000	6,433	5,000	3,738	75%
Operating Grant	-	-	-	-	-	-	-
Other Revenue	-	-	-	52	-	-	-
Moorage	7,132	8,042	6,000	6,081	6,000	8,717	145%
	<u>166,612</u>	<u>182,747</u>	<u>159,000</u>	<u>181,951</u>	<u>173,000</u>	<u>204,104</u>	<u>118%</u>
Office Administration Charge	7,185	7,300	7,600	7,600	8,100	8,100	100%
CLEC Admin Charges	30,000	30,000	30,000	30,000	30,000	30,000	100%
Summer Student Wages	35,708	42,923	45,000	54,629	55,000	52,000	95%
Maintenance Wages	7,031	4,861	6,000	6,094	6,000	6,953	116%
Contracted Services	3,926	9,822	10,000	10,381	10,000	14,937	149%
PW Labour	86	849	1,000	1,201	1,000	348	35%
Hydro and Electricity	6,772	6,418	7,600	8,107	8,000	6,064	76%
Materials and Supplies	18,502	10,822	15,000	13,201	15,000	10,284	69%
Other Expenses	7,735	8,246	7,400	7,849	8,000	9,120	114%
Water, Sewer & Garbage	9,921	9,948	7,800	9,978	8,000	9,938	124%
Park Attendant/ Security	11,098	10,472	15,000	15,139	15,000	14,443	96%
Public Works Charges	97	263	500	1,312	500	12	2%
Telephone	2,944	3,136	4,000	2,894	3,000	1,525	51%
Equipment allocations	1,278	1,751	2,100	1,068	2,000	-	0%
	<u>142,283</u>	<u>146,810</u>	<u>159,000</u>	<u>169,453</u>	<u>169,600</u>	<u>163,724</u>	<u>97%</u>
Net	<u>24,329</u>	<u>35,937</u>	<u>-</u>	<u>12,498</u>	<u>3,400</u>	<u>40,380</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of CLEC

	2014 Actuals	2015 Actuals	2016 Budget	2016 Actuals	2017 Budget	2017 Actuals	2017 %
Revenues							
Group Revenues	361,188	417,090	390,000	402,466	390,000	425,185	109%
Programming revenues	2,578	-	1,000	6,588	1,000	1,000	100%
Rental Income	5,200	5,200	5,200	5,200	6,000	5,500	92%
JCP	-	600	-	-	-	-	-
	<u>368,965</u>	<u>422,890</u>	<u>396,200</u>	<u>414,254</u>	<u>397,000</u>	<u>431,685</u>	<u>109%</u>
Expenditures - Variable							
Program Services	10,796	8,662	10,000	7,831	10,000	11,894	119%
Kitchen Wages	70,655	76,563	70,000	72,426	70,000	79,059	113%
Food Supplies	58,477	67,394	60,000	76,105	60,000	77,989	130%
Custodians	27,785	32,046	30,000	34,266	30,000	42,448	141%
Equipment	-	-	-	-	-	-	-
Supplies	3,976	2,499	4,000	3,223	4,000	4,283	107%
	<u>171,689</u>	<u>187,164</u>	<u>174,000</u>	<u>193,852</u>	<u>174,000</u>	<u>215,672</u>	<u>124%</u>
Expenditures - Fixed							
Admin Salaries	174,718	164,005	180,000	180,542	181,000	162,446	90%
Wage Recoveries	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	(30,000)	100%
Housing Allowance	5,200	5,200	5,200	5,200	6,000	5,500	92%
Town Administration	19,135	20,000	21,000	21,000	21,600	21,600	100%
Electricity	18,439	17,749	19,000	19,198	20,000	19,982	100%
Heat	20,080	9,161	19,000	10,819	12,000	15,620	130%
Telephone & other Utilities	9,196	9,815	9,300	9,282	9,300	9,083	98%
Bad Debts	-	-	-	-	-	-	-
Advertising	-	-	1,000	-	-	-	-
Contracted Services	7,472	15,191	6,000	17,839	8,000	18,525	232%
Maintenance	36,410	30,831	21,000	40,336	24,000	41,727	174%
Public Works Charges	5,496	3,017	6,000	14,717	6,000	10,884	181%
Miscellaneous Operations	-	38	200	1,903	200	790	395%
	<u>266,145</u>	<u>245,007</u>	<u>257,700</u>	<u>290,835</u>	<u>258,100</u>	<u>276,156</u>	<u>107%</u>
Total Expenses	<u>437,834</u>	<u>432,171</u>	<u>431,700</u>	<u>484,687</u>	<u>432,100</u>	<u>491,829</u>	<u>114%</u>
NET CLEC OPERATIONS	<u>(68,868)</u>	<u>(9,281)</u>	<u>(35,500)</u>	<u>(70,434)</u>	<u>(35,100)</u>	<u>(60,144)</u>	<u>171%</u>
NET LAKEVIEW AND CLEC	<u>(44,539)</u>	<u>26,656</u>	<u>(35,500)</u>	<u>(57,935)</u>	<u>(31,700)</u>	<u>(19,764)</u>	
Lakeview Park Road							
Road maintenance	<u>1,540</u>	<u>2,754</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>440</u>	
NET	<u>(46,079)</u>	<u>23,902</u>	<u>(45,500)</u>	<u>(57,935)</u>	<u>(41,700)</u>	<u>(20,204)</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Capital Expenses

	2014 YTD Actuals	2015 Budget	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 Var
General								
Asset appraisal - Insurance	-	-	-	10,000	6,900	-	-	-
Asset management plan	-	-	-	-	-	30,000	-	0%
Computer Equipment	2,280	10,000	-	12,000	-	12,000	-	0%
Hazmat Inventory	-	20,000	16,770	40,000	10,856	60,000	3,828	6%
Office Equipment	-	-	-	5,000	-	5,000	-	0%
Land Purchase	5,359	32,378	379,129	40,000	195,874	-	75,503	-
Office Improvements	-	-	-	-	-	-	-	-
Town hall renovations	4,862	1,000,000	39,991	1,300,000	144,678	1,800,000	633	0%
Museum Roof	-	-	-	-	-	-	-	-
	<u>12,501</u>	<u>1,062,378</u>	<u>435,890</u>	<u>1,407,000</u>	<u>358,308</u>	<u>1,907,000</u>	<u>79,964</u>	<u>4%</u>
CLEC								
Carpet	-	-	-	-	-	5,000	-	0%
Clec Windows	-	25,000	-	34,000	19,789	-	-	-
Clec Roofing	-	17,000	7,500	16,000	34,771	-	-	-
Clec Renovations	-	20,000	2,118	10,000	8,326	-	-	-
Defibrillators	-	4,000	4,249	-	-	-	-	-
Electrical upgrades	-	-	-	12,300	25,076	-	-	-
Clec JCP	-	-	-	-	-	15,000	-	0%
Matresses	-	-	-	-	-	5,000	4,270	85%
Equipment - Propane Stove	-	-	-	-	-	7,000	8,769	125%
Concrete patio/deck renovation	9,594	13,500	8,500	-	-	-	-	-
Water system/well	-	-	-	-	-	25,000	-	0%
	<u>9,594</u>	<u>79,500</u>	<u>22,367</u>	<u>72,300</u>	<u>87,962</u>	<u>57,000</u>	<u>13,039</u>	<u>23%</u>
Fire Department								
Air Shoring	5,350	5,000	2,675	-	-	-	-	-
Computer Equipment Mobile CAD	840	-	-	-	-	-	-	-
Data Administration	1,000	-	-	5,000	1,726	10,000	-	0%
Compressor fan - firehall	-	4,000	2,449	-	-	-	-	-
Exhaust Nedermon damage #10	3,928	-	-	-	-	-	-	-
Fire/Rescue Truck	254,860	-	-	-	-	-	-	-
Heat Pump/Generator Replacemen	-	15,000	-	15,000	-	15,000	8,832	59%
Inventory-Fire trucks and equipmen	-	-	-	-	-	20,000	2,813	14%
Misc Fire Equipment	8,404	3,000	6,644	3,000	5,173	-	-	-
Pagers	-	-	-	6,000	-	-	-	-
Bi-yearly business inspection / Prep	-	-	-	5,000	-	-	-	-
Projector screen/color printer	1,298	-	-	-	-	-	-	-
ATV Truck Pump	-	-	-	8,000	8,193	-	-	-
Firehall repairs	-	5,000	7,900	5,000	6,800	6,000	1,864	31%
Thermal Camera	-	6,000	7,865	-	-	-	-	-
Turnout Gear Dryer - Cap	-	10,000	8,951	-	-	-	-	-
Training Ground Facilities	-	-	-	10,000	13,846	30,000	-	0%
Truck purchase	57,233	-	-	-	-	-	-	-
Tools and Equipment	9,878	6,000	6,079	3,000	9,318	3,000	-	0%
Holmatro upgrade and used pump	-	-	-	-	-	-	-	-
Hoses and valving	3,275	8,000	6,133	8,000	15,210	8,000	2,353	29%
Ventilation fan	-	-	-	-	-	-	-	-
	<u>346,065</u>	<u>62,000</u>	<u>48,695</u>	<u>68,000</u>	<u>60,266</u>	<u>92,000</u>	<u>15,862</u>	<u>17%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
General Fund - Schedule of Capital Expenses

	2014 YTD Actuals	2015 Budget	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 Var
Public Works								
Equipment Purchase	356,721	-	-	200,000	-	135,000	53,136	39%
Annual Paving Program	-	150,000	75,231	-	-	70,000	443	1%
North Shore Rd Engineering	-	40,000	5,033	10,000	-	-	-	-
Organic Waste Containers	114,687	-	-	-	-	-	-	-
PW Truck Shelter - Cap	-	10,000	-	15,000	10,371	-	-	-
Sidewalks	-	40,000	13,254	50,000	35,547	-	-	-
Signs - Capital	15,255	50,000	15,207	60,000	64,977	-	-	-
South Shore Road Improvements	176,902	-	-	-	-	-	-	-
Renfrew Town Square	499,349	-	-	-	-	-	-	-
Stormwater Mapping	74,156	37,880	4,681	-	-	-	-	-
Small tools	8,716	5,000	2,558	10,000	3,939	5,000	2,133	43%
	<u>1,245,786</u>	<u>332,880</u>	<u>115,963</u>	<u>345,000</u>	<u>114,833</u>	<u>210,000</u>	<u>55,711</u>	<u>27%</u>
Lakeview Park								
JCP Recoveries - Cap	-	-	(30,122)	-	(14,467)	-	-	-
Resurfacing campsites - gravel/san	-	3,000	-	10,000	3,334	5,000	-	0%
Floating walkway repairs	-	7,000	13,500	-	-	-	-	-
Lakeview Washrooms	-	30,000	13,102	60,000	27,863	-	-	-
	<u>-</u>	<u>40,000</u>	<u>(3,521)</u>	<u>70,000</u>	<u>16,729</u>	<u>5,000</u>	<u>-</u>	<u>0%</u>
Parks								
Central Park Washroom/Stage	-	60,000	107,517	-	31,648	10,000	-	0%
Centennial Park	2,658	25,000	18,531	10,000	7,961	-	0	-
Columbarium planning	-	-	-	-	-	10,000	3,497	35%
Misc Parks Capital	-	-	-	-	-	-	-	-
Marina Park Dock Repairs	-	-	-	20,000	18,000	20,000	35,547	178%
Park Benches	-	-	-	-	-	-	-	-
Centennial Park Upgrades	-	-	-	577,425	406,433	1,048,500	732,179	70%
Pickleball/Tennis Courts	-	-	-	-	-	50,000	34,474	69%
Riverside Park - Washrooms JCP	-	-	-	-	-	50,000	-	0%
Saywell Park Improvements	-	40,000	49,162	-	-	23,000	-	0%
Saywell Park JCP	-	-	7,017	-	-	-	-	-
Kaatza Museum JCP	-	-	603	-	-	-	-	-
	<u>2,658</u>	<u>125,000</u>	<u>182,830</u>	<u>607,425</u>	<u>464,042</u>	<u>1,211,500</u>	<u>805,697</u>	<u>67%</u>
Total General Capital	<u>1,616,603</u>	<u>1,701,758</u>	<u>802,225</u>	<u>2,569,725</u>	<u>1,102,141</u>	<u>3,482,500</u>	<u>970,274</u>	<u>28%</u>

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
Sewer Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
Revenues							
User Rates	428,719	434,229	434,000	434,749	440,000	455,026	103%
Connection Fees	180	2,710	700	3,542	1,000	5,927	593%
Penalties And Other Interest	4,979	4,895	4,600	4,750	4,600	4,780	104%
Sewer Facilities Grant	-	-	-	-	1,305,900	-	0%
Conditional Grants	-	1,351,200	-	-	-	-	-
Debt	-	-	-	-	-	-	-
Parcel Tax	164,200	163,900	163,600	163,700	164,100	164,500	100%
Contribution from others	-	-	-	4,075	-	-	-
Transfer From Surplus	-	-	90,100	-	-	-	-
	<u>598,079</u>	<u>1,956,934</u>	<u>693,000</u>	<u>610,815</u>	<u>1,915,600</u>	<u>630,233</u>	<u>33%</u>
Expenditures							
Administration	1,520	1,622	2,700	1,590	2,700	1,690	63%
Office Administration	47,340	47,300	54,000	54,000	47,300	47,300	100%
Consumption Rebates	1,463	838	1,500	275	1,000	275	28%
PW Administration	59,175	75,000	67,000	67,000	83,800	83,800	100%
Discounts	29,848	29,977	29,000	30,908	31,000	32,240	104%
General Maintenance	48,629	65,875	68,000	46,903	68,000	35,124	52%
Connections Maintenance	6,982	6,723	9,500	4,396	9,500	2,527	27%
Chlorination	6,571	7,593	8,000	7,275	8,000	9,058	113%
New Connections	4,414	276	4,000	-	4,000	3,106	78%
Sewer Flushing	6,015	7,120	6,500	29	6,500	6,615	102%
Sewer Pump Maintenance	25,709	40,957	46,500	39,818	46,500	28,323	61%
Sewer Lagoon Maintenance	41,309	89,846	91,300	67,319	91,300	48,171	53%
Transfer to Surplus	-	-	-	-	-	-	-
Amortization - Sewer Fund	56,078	74,943	-	93,805	-	-	-
Capital	37,367	1,558,464	305,000	91,855	1,880,500	2,055	0%
	<u>372,421</u>	<u>2,006,534</u>	<u>693,000</u>	<u>505,171</u>	<u>2,280,100</u>	<u>300,282</u>	<u>13%</u>
Surplus(Deficit)	<u>225,658</u>	<u>(49,600)</u>	<u>-</u>	<u>105,644</u>	<u>(364,500)</u>	<u>329,951</u>	

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
Sewer Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<u>SEWER CAPITAL</u>							
Liftstation Upgrades	-	-	30,000	-	75,000	-	0%
Sewer I&I	10,141	21,550	175,000	82,658	132,200	-	0%
Sewer Treatment Miscellaneous	-	-	-	-	-	-	-
Sewer Treatment Construction	27,226	1,536,914	100,000	9,197	1,673,300	2,055	0%
Wellington Sanitary Sewer	-	-	-	-	-	-	-
Riverside Force Main	-	-	-	-	-	-	-
	37,367	1,558,464	305,000	91,855	1,880,500	2,055	0%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
Water Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
Revenues							
User Rates	516,327	521,729	520,000	521,482	532,000	544,432	102%
Connection Fees	180	6,660	600	9,100	1,000	41,550	4155%
Fire Hydrant Installation & other	6,390	9,622	1,500	4,948	3,000	3,338	111%
Other Penalties And Interest	6,563	6,028	6,500	5,652	5,500	5,756	105%
Grant - Water main upgrades	-	-	-	-	1,129,093	233,670	21%
Infrastructure Grant	-	-	1,200,000	-	5,000,000	-	0%
Debt	-	-	-	-	-	-	-
Parcel Tax	167,400	167,100	233,660	233,800	234,500	235,060	100%
Transfer From Surplus	-	-	153,000	-	-	-	-
	696,860	711,139	2,115,260	774,981	6,905,093	1,063,807	37%
Expenditures							
Administration	1,138	1,060	3,400	1,810	3,400	1,934	57%
Office Administration	65,770	65,600	65,600	65,600	66,500	66,500	100%
PW Administration	82,210	82,000	82,000	82,000	83,100	83,100	100%
Consumption Rebates	1,463	838	1,500	275	1,000	275	28%
Discounts	36,023	36,215	37,800	37,864	37,800	39,646	105%
Safety and Training	364	6,405	4,500	3,797	4,500	1,016	23%
Chlorination	7,943	9,158	8,000	10,981	9,000	12,953	144%
Flushing	9,414	11,618	11,000	12,181	12,500	-	0%
Reservoir	1,474	4,161	4,500	3,170	4,500	1,472	33%
General Maintenance	65,335	83,099	89,000	74,040	89,000	62,977	71%
Hydrants	25,879	14,723	22,660	14,460	22,660	13,615	60%
New Connections	3,038	7,950	8,000	5,416	8,000	16,422	205%
Connection Maintenance	60,983	55,827	75,000	58,635	75,000	44,816	60%
Water Meters	4,822	11,322	6,200	10,253	8,500	17,407	205%
Pump House Maintenance	24,576	33,226	32,800	36,838	32,500	38,605	119%
Booster Pumps Maintenance	7,171	11,239	10,300	10,032	11,300	6,703	59%
Slopes water pump station	6,767	4,791	8,000	5,241	8,000	4,808	60%
Greendale Water Connection	2,782	3,469	5,000	7,844	5,000	14,130	283%
Transfer to surplus	-	-	-	-	-	-	-
Amortization - Water Fund	93,040	103,480	-	103,480	-	-	-
Capital	33,158	16,540	1,640,000	28,534	7,145,354	1,525,819	21%
	533,351	562,721	2,115,260	572,451	7,627,614	1,952,199	26%
Surplus(Deficit)	163,509	148,418	-	202,530	(722,521)	(888,393)	123%

TOWN OF LAKE COWICHAN
Statement of Expenditure - November 30, 2017
Water Fund

	2014 YTD Actuals	2015 YTD Actuals	2016 Budget	2016 YTD Actuals	2017 Budget	2017 YTD Actuals	2017 %
<u>WATER CAPITAL</u>							
Cowichan Lake Road Loop	-	-	-	-	-	-	-
Fire Hydrant Upgrades	-	-	-	-	-	-	-
Flow meter / recorder equipment	-	-	20,000	7,578	-	-	-
Greendale Road Watermain	-	-	-	-	769,863	13,058	2%
Greendale Trestle Watermain Upgrade	-	-	-	-	164,204	11,253	7%
Ohtaki Bridge Watermain Upgrade	-	-	-	-	77,550	-	0%
Park Rd Watermain Upgrade	-	-	-	-	235,052	-	0%
Wilson Watermain Upgrade	10,445	-	-	-	113,685	307,583	271%
Water metering	-	-	-	-	-	-	-
Water Modelling	5,053	-	-	-	-	1,069	-
Water Treatment Upgrade	17,660	16,540	1,600,000	20,956	5,760,000	1,187,780	21%
Water Service Replacements	-	-	20,000	-	25,000	5,077	20%
	-	-	-	-	-	-	-
	<u>33,158</u>	<u>16,540</u>	<u>1,640,000</u>	<u>28,534</u>	<u>7,145,354</u>	<u>1,525,819</u>	<u>21%</u>



Building Report

TO: Chief Administrative Officer

SUBJECT: Building Permit Summary for the Month of NOVEMBER

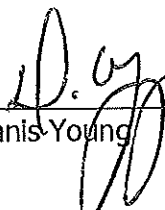
DATE: DEC. 6, 2017

FROM: Building Inspector

Applications

	Outstanding Permits		Applications Completed		Taken out in Current Month
	Previous Years'	Current Year	Previous Years'	Current Year	
Single Family Dwellings	9	24			2
Commercial	2	4			
Carport / garage	2	1	1		
Demolitions	1	1			
Renovations	7	4	2		
Deck	5	2			
Lawn Sprinkler / Woodstove					
Relocated Home					
Other <u>SHEDS</u>	1				
TOTALS	27	36	3		2

Building Permit Fees	Value of construction	Permit fees
For the current month	503,296.00	4,419.00
Year to Date	6,442,061.00	63,681.50



 Dennis Young



Lake Cowichan Fire Department
P.O. Box 31
Lake Cowichan, BC
V0R 2G0
(250)749-3522

November 2017 Monthly Incident Report

3 Practices
1 Business Meeting
1 Truck Check
1 Island Fire Chiefs Zone 1 Meeting
1 Alarms Activated
1 Live Fire 201
1 EOC-Intro to Emergency Management/ICS100 Workshop
1 Structure Fire
2 Chimney Fire
1 MVA
1 Unknown Fire
1 Lift Assist
3 Burning Complaints
1 Medical Aid
5 ICS Online Course
13 NFPA Test
2 Officer Duty Sheets
1 Sec/Treasurer Monthly Stipend

Grand Total

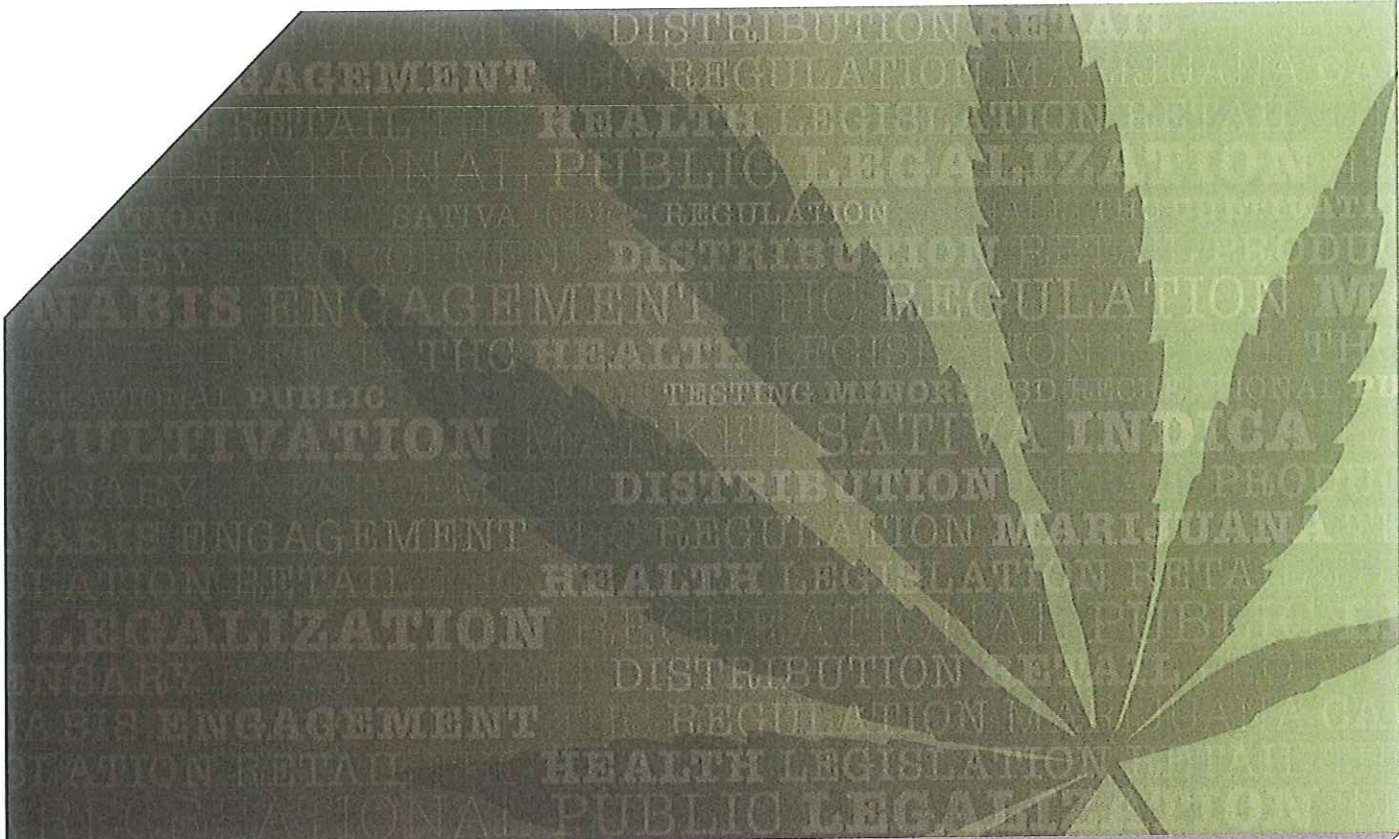
\$7875.20



Lake Cowichan Fire Department
P.O. Box 31
Lake Cowichan, BC
V0R 2G0
(250)749-3522

Fire Stats November 2017

<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Incident</u>	<u>Men</u>	<u>Hrs.</u>	<u>Cost</u>
11/06	7:00 PM	Fire Hall	Business Meeting	26	2	\$963.40
11/07	3:47 AM	127 North Shore Rd	Structure Fire	21	1	\$405.86
11/07	3:48 PM	75 Sahtlam Ave	Burning Complaint	2	1	\$20.06
11/09	7:00 AM	Campbell River	Zone 1 Fire Chiefs Meeting	1	9	\$180.54
11/12	6:27 AM	182 MacDonald Rd	Chimney Fire	14	1	\$272.14
11/12	11:18 AM	20 South Shore Rd	BCAS Lift Assist	13	1	\$252.08
11/13	6:00 PM	Fire Hall	Practice	18	3	\$1045.14
11/16	9:55 AM	106 Beech Cres	Burning Complaint	1	1	Reporting Purposes Only
11/16	6:00 PM	Fire Hall	Truck Check	9	2	\$302.76
11/17	1:03 PM	Unknown Fire	125 South Shore Rd	8	1	\$157.48
11/17	1:47 PM	127 North Shore Rd	Burning Complaint	2	1	\$20.06
11/19	7:00 PM	Fire Hall	Practice	15	2	\$540.88
11/21	6:50 PM	3 North Shore Rd	Medical Aid	12	1	\$233.02
11/24	8:00 AM	Fire Hall	Introduction to Emergency Management, EOC & ICS 100 Workshop	2	8	\$160.48
11/25	8:00 AM	Nanaimo Training Center	Live Fire 201	2	10	\$374.20
11/26	4:49 AM	8885 Lakeview Park Rd	Alarms Activated	10	1	\$194.90
11/27	7:00 PM	Fire Hall	Practice	15	3	\$695.66
11/28	4:13 PM	HWY 18/Skutz Falls Rd	Chimney Fire	16	1	\$310.56
11/30	9:14 PM	7748 HWY 18	MVA	13	1	\$254.78
			Online ICS 100 Course	5	4	\$386.40
			Officer/Member Duty Sheets	1	10	\$200.60
			NFPA Tests	5	30	\$754.20
			Sec/Treasurer Stipend			\$150.00
		Total				\$7875.20

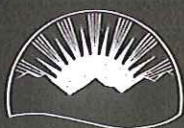


Cannabis Regulation in B.C.

What We Heard

Public and Stakeholder Engagement

September 25 – November 1, 2017



BRITISH
COLUMBIA

*Cannabis Regulation in B.C.
What We Heard
Public and Stakeholder Engagement
September 25 – November 1, 2017*

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Created: November 29, 2017

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The Engagement Process

Between September 25 and November 1, 2017 the Cannabis Legalization and Regulation Secretariat (the Secretariat) and Government Communications and Public Engagement (GCPE) conducted a public and stakeholder engagement initiative on behalf of the Province of British Columbia. The purpose of the engagement was to hear the views of British Columbians on a range of issues related to the legalization and regulation of non-medical cannabis in B.C.

This report represents the results of engagement activities undertaken during the noted time-frame. Several methods were used to solicit public input including an online feedback form (48,151 responses), a random telephone survey (800 participants) and the receipt of written submissions (141) from Local Governments, Indigenous Governments and Organizations, and stakeholder groups.

Engaging with Indigenous Governments and Organizations

The Province is committed to working closely with Indigenous peoples in preparation for the legalization of non-medical cannabis and engagement with Indigenous Governments and Organizations is ongoing and will continue as the Province develops its regulatory framework. Five Indigenous governments and one Indigenous organization provided written submissions during the engagement period.

Working with Local Governments

The Province is committed to working with Local Governments and has established the Joint Provincial-Local Government Committee on Cannabis Regulation. The committee provides a forum for communication and consultation with Local Governments as the Province develops the regulatory framework for legalized non-medical cannabis. Thirty-seven Local Governments and Regional Districts provided written submissions during the engagement period.

Background

In April 2017, the Government of Canada introduced two Bills in relation to the legalization of cannabis; Bill C-45 (the *Cannabis Act*) and Bill C-46 (amending the *Criminal Code* impaired driving provisions). The Bills are currently making their way through the federal parliamentary process with the goal of bringing Bill C-45 into force in July 2018, making non-medical cannabis legal in Canada as of that time. The federal government plans to bring into force the amendments related to drug-impaired driving as soon as Royal Assent is received.

While the federal government plans to regulate commercial production, provinces and territories will be responsible for many of the decisions about how non-medical cannabis is regulated in their jurisdictions including: distribution and retail systems; compliance and enforcement regimes; age limits; restrictions on possession, public consumption and personal cultivation; and amendments to road safety laws.

In B.C., the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General, has the mandate to lead the provincial government's planning for the safe implementation of legalized cannabis. The provincial government's goals of protecting young people, making health and safety a priority, keeping cannabis out of the hands of criminals, and keeping our roads safe are guiding this work. The Province is also committed to developing a made-in-B.C. regulatory framework that supports economic development throughout our province.

Online Feedback Form and Telephone Survey Findings

The Secretariat provided a discussion paper covering priority policy areas the Province is considering to help guide submissions, which included: minimum age, public possession and consumption, drug-impaired driving, personal cultivation, distribution and retail models.

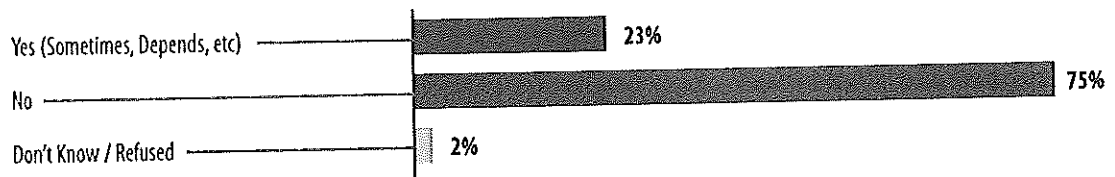
The discussion paper drew heavily from analysis of the federal Task Force on Cannabis Legalization and Regulation and identified policy options to consider in developing a B.C. regulatory framework for non-medical cannabis. The following information captures the feedback form and telephone survey results on those key policy areas.

Note: Due to rounding, telephone survey and feedback form results may not add up to 100%.

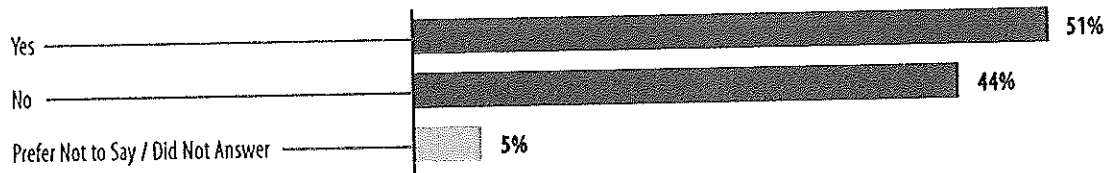
Cannabis Use

QUESTION:
Do you use cannabis?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS

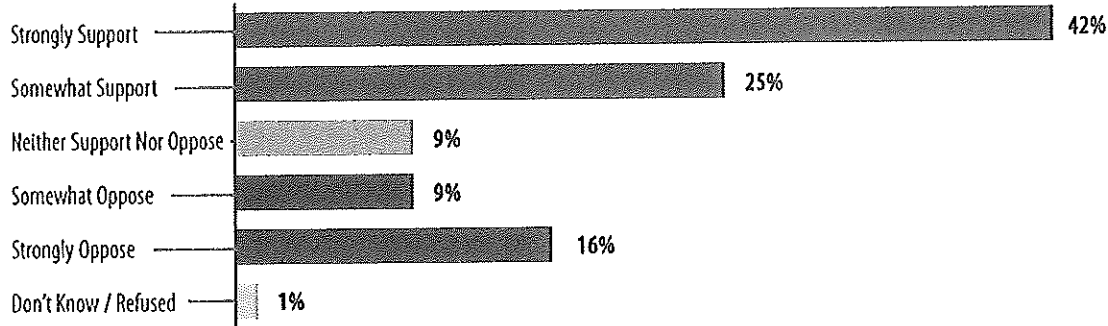


Support for Legalization

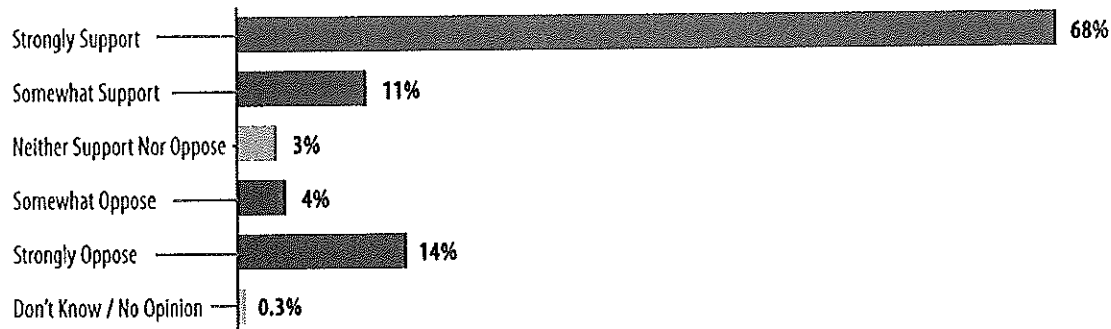
QUESTION:

Do you support legalization of cannabis?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS

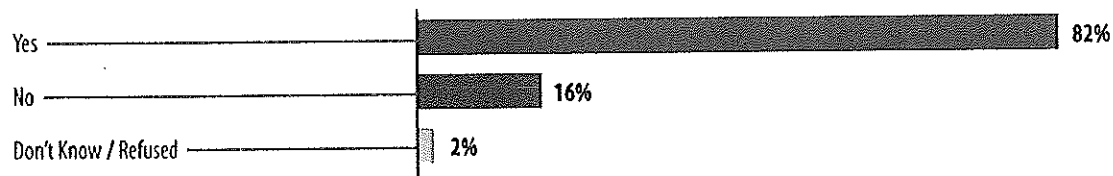


Minimum Age

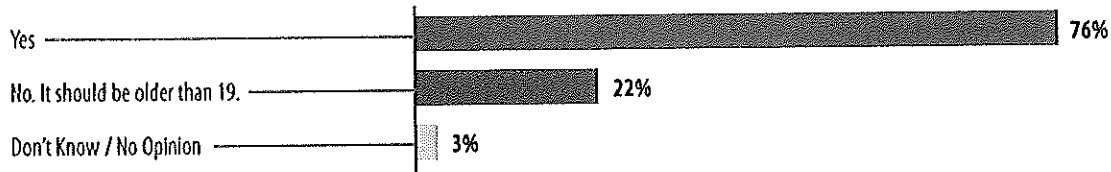
QUESTION:

Do you support setting the minimum age to possess, purchase, and consume cannabis in B.C. to 19?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Summary of Feedback Form Comments

Of those who provided additional comments, the majority said the minimum age should be higher than 19, with suggestions for the age to range from 21 to 25 years old. Many expressed concerns about how cannabis use can affect brain development in those under the age of 25 and suggested public education programs could be beneficial in helping adolescents understand the potential dangers associated with consuming cannabis at a young age. A minority commented that legal age should be lowered to 18, because they thought any other age will not deter young adults from experimenting or acquiring cannabis.

Written Submissions

The majority of submissions indicated support for setting the minimum age at 19, with respondents noting that setting the minimum at 19 aligns with the age of majority and legal age for consumption of alcohol and tobacco products in the province.

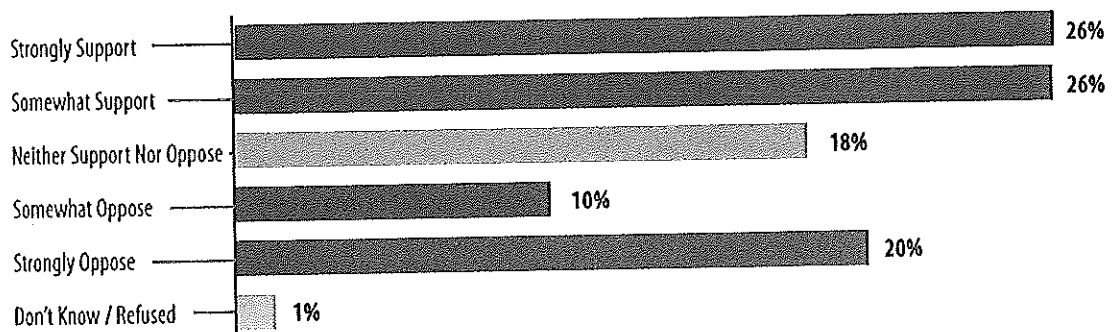
The Doctors of BC were among the stakeholders who recommended a minimum age older than 19 stating, "Doctors of BC recognizes that although it would be ideal to restrict all youth from accessing non-medical cannabis, the setting of a high minimum age will likely result in young cannabis users continuing to purchase unregulated cannabis in the illegal market. Weighing these concerns, the Canadian Medical Association (CMA) recommends that the minimum age for purchasing nonmedical [sic] cannabis be set at 21 years of age."

A number of written submissions expressed concerns about the effects of cannabis use in relation to proper brain development. There were also concerns that the younger a person starts using cannabis, the greater the risk for negative health and social outcomes. Many of those who commented advocated for public awareness initiatives to educate youth, young adults and parents about the potential impacts of cannabis use on the developing brain.

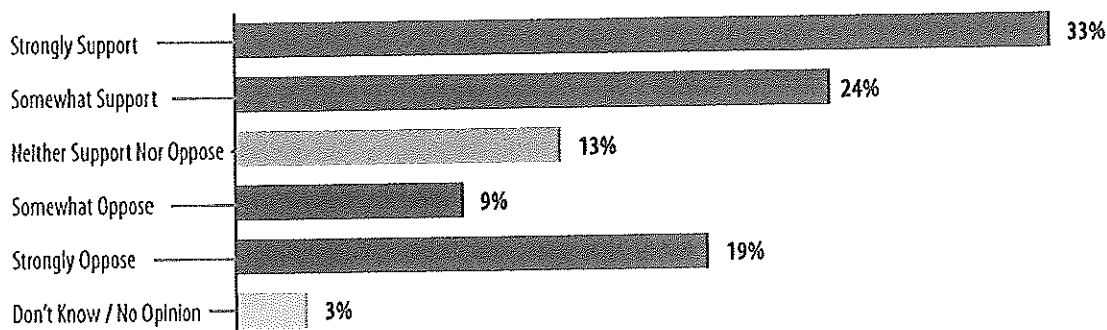
Personal Possession

QUESTION:
Do you support the proposed federal 30 gram possession limit?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Summary of Feedback Form Comments

The majority of those who commented on the proposed federal 30 gram limit said it was too low. A number of these commenters said there should be no legal possession limit, similar to alcohol. Some people said they were concerned about the ability to enforce limitations on possession, or on users' willingness to adhere to such restrictions.

Those who indicated support for the proposed 30 gram possession limit said it is reasonable as it allows for an ounce to be carried with slight overage. Among those in support of possession limits, some suggested serious penalties should be reserved for those with large amounts in their possession.

Many who provided comments regarding personal possession limits and minors said those under 19 should not be allowed to possess any amount of cannabis and those found in possession should not be criminalized. Instead, similar to alcohol, a fine could be imposed.

Written Submissions

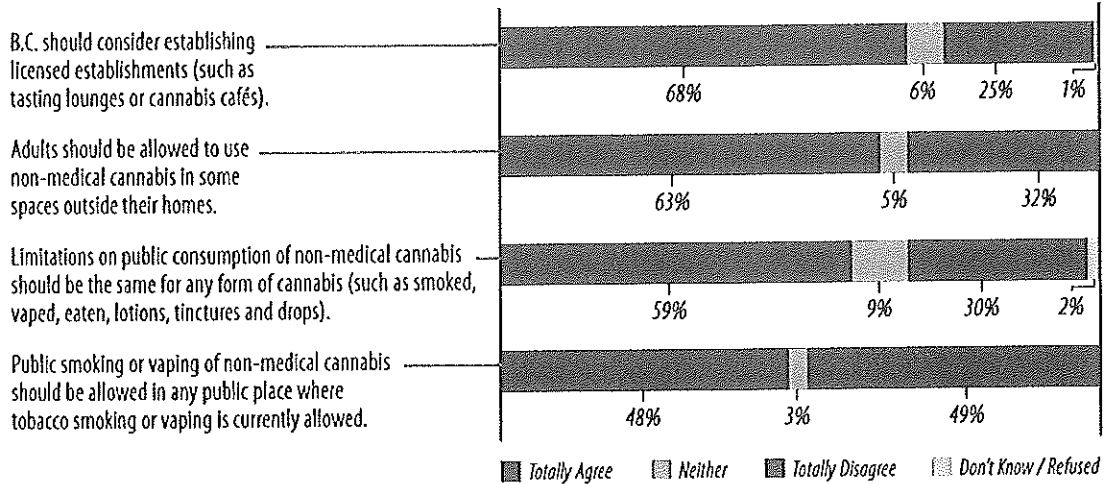
Written submission feedback on the topic of personal possession focused largely on youth possession, with a general consensus that cannabis possession by youth should not result in a criminal charge. A number of submissions called for the Province to prohibit possession by persons under the established provincial minimum age.

The B.C. Representative for Children and Youth recommended that "the enforcement of cannabis regulations should be treated similarly to current regulations related to tobacco and alcohol; and, the province should take steps to avoid the criminalization of youth." Child Health BC (CHBC) also supports treating youth cannabis possession of 5 grams or less similarly to tobacco or alcohol. However, CHBC believes "youth in possession of cannabis greater than 5 grams should continue to face criminal charges."

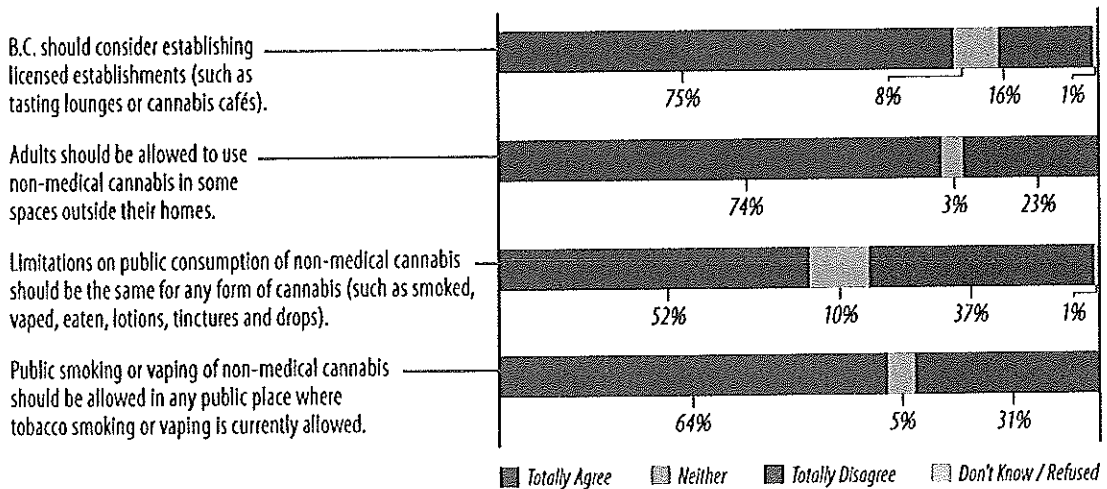
Comments around adult possession varied. A number expressed that imposing possession limits is unnecessary; while others believe establishing a limit is appropriate. The Village of Midway submission is representative of a number of submissions on this topic. The Village supports the proposed 30 gram limit established in federal Bill C-45 "as a way to help law enforcement professionals distinguish between cannabis intended for personal use and illegal possession intended for the purpose of trafficking."

Public Consumption

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Summary of Feedback Form Comments

Two significant points of view emerged from the comments on public consumption: those who do not want to be subjected to second-hand cannabis smoke in public spaces, and those who thought cannabis consumption should be limited to indoor use at a private residence and/or a designated consumption space (similar to alcohol).

Some said cannabis consumption should be treated the same as tobacco. However, others suggested cannabis consumption should not be regulated as heavily as tobacco because cannabis smoking and vaping is less frequent, resulting in less second-hand smoke. Many advocated limiting consumption to use in private residences. Some thought that allowing consumption in common areas and on balconies would affect their quality of life as smoke can easily travel through windows, doors and air intakes.

A number thought smoking should be prohibited in public spaces including: national and provincial parks, beaches, ski hills and trails. Conversely, some thought consumption in these public places should not be over-regulated and designated cannabis smoking areas should be considered. When considering children and youth, many opposed any type of consumption near places where children typically attend, including: daycares, elementary and secondary schools, community centres, etc.

Many comments about public consumption expressed support for the establishment of licensed cannabis cafés/lounges. Those supporting these establishments thought they would offer a safe, friendly and comfortable environment without disrupting others.

Written Submissions

Many submissions from organizations indicated they would like to see restrictions on smoking/vaping of cannabis products mirror those of current smoking/vaping laws. The majority of submissions who expressed concern about public consumption commented that smoking and vaping cannabis should be prohibited in places such as public parks, outdoor restaurant/bar patios and in or around schools, daycares and playgrounds. The Canadian Cancer Society's recommendation aligned with this view: "BC's Tobacco and Vapor Products Control Act should be amended to address smoking and vaping tobacco, cannabis, and all substances should be prohibited at parks, playgrounds, trails, plazas, beaches, recreation facilities and venues, workplaces and on restaurant and bar patios." Other respondents were in favour of a complete ban on any public consumption. Some commented that Local Governments should be able to prohibit consumption of cannabis through bylaws and restrict consumption to designated areas such as lounges. A number of submissions expressed support for the establishment of properly licensed cannabis cafés/lounges and did not support the sale of alcohol in these places.

Drug-Impaired Driving

B.C. must carefully look at strategies to deter drug-impaired driving to keep the public safe. Currently, there are two kinds of penalties, or sanctions, for drugs and driving. Under federal law, if police believe a driver's ability to operate a vehicle is impaired by a drug they may pursue criminal impaired driving charges. Under provincial law, if police believe a driver's driving ability is affected by a drug, other than alcohol, they may serve an administrative 24-hour driving prohibition at the roadside and impound the vehicle for that same period – in conjunction with or instead of criminal impaired driving charges.

The proposed federal Bill C-46 would establish new laws and tools under the *Criminal Code* to help police detect and investigate drug-impaired driving cases. Penalties would depend on the level of THC (Tetrahydrocannabinol is the principal psychoactive constituent of cannabis) in blood and the presence of alcohol or another drug in addition to cannabis at or above set levels. The penalties range from a fine to a maximum penalty of 10 years in jail (doubling the current maximum of 5 years).

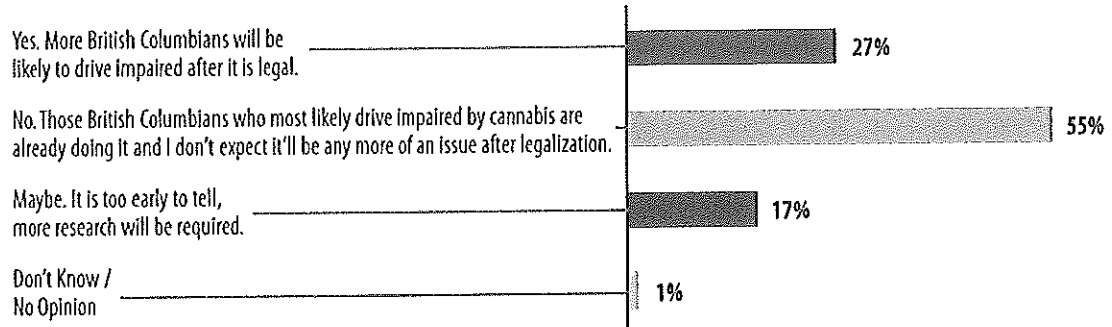
QUESTION

Do you think the legalization of non-medical cannabis will result in increased problems with cannabis-impaired driving in B.C.?

TELEPHONE SURVEY PARTICIPANTS

This question was not asked in the telephone survey.

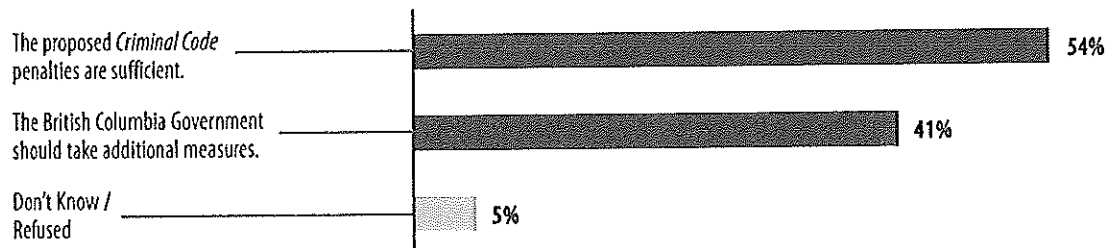
FEEDBACK FORM RESPONDENTS



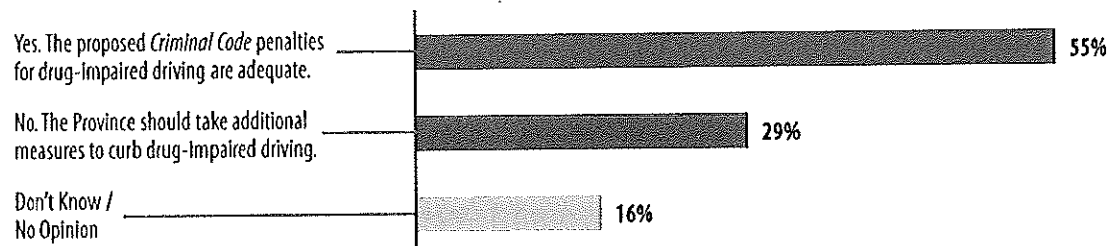
QUESTION

Do you think the proposed *Criminal Code* penalties for drug-impaired driving are sufficient, or should B.C. consider additional actions to deter drug-impaired driving?

TELEPHONE SURVEY PARTICIPANTS



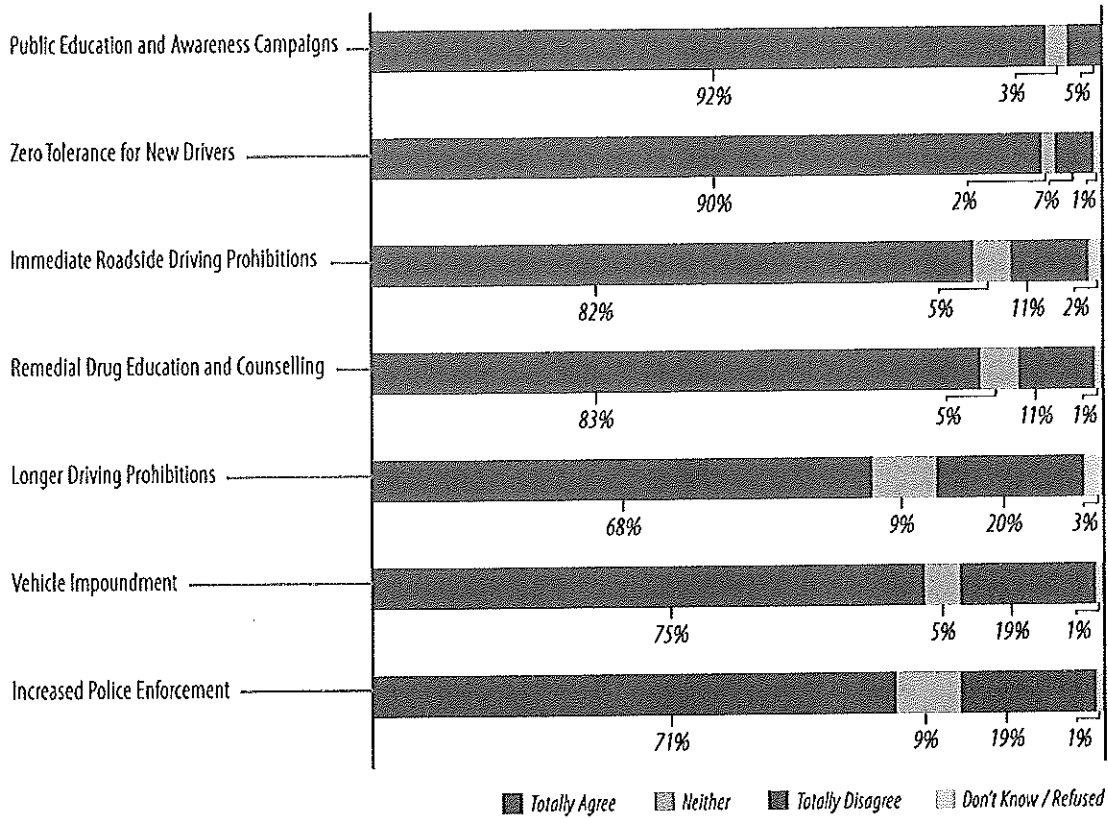
FEEDBACK FORM RESPONDENTS



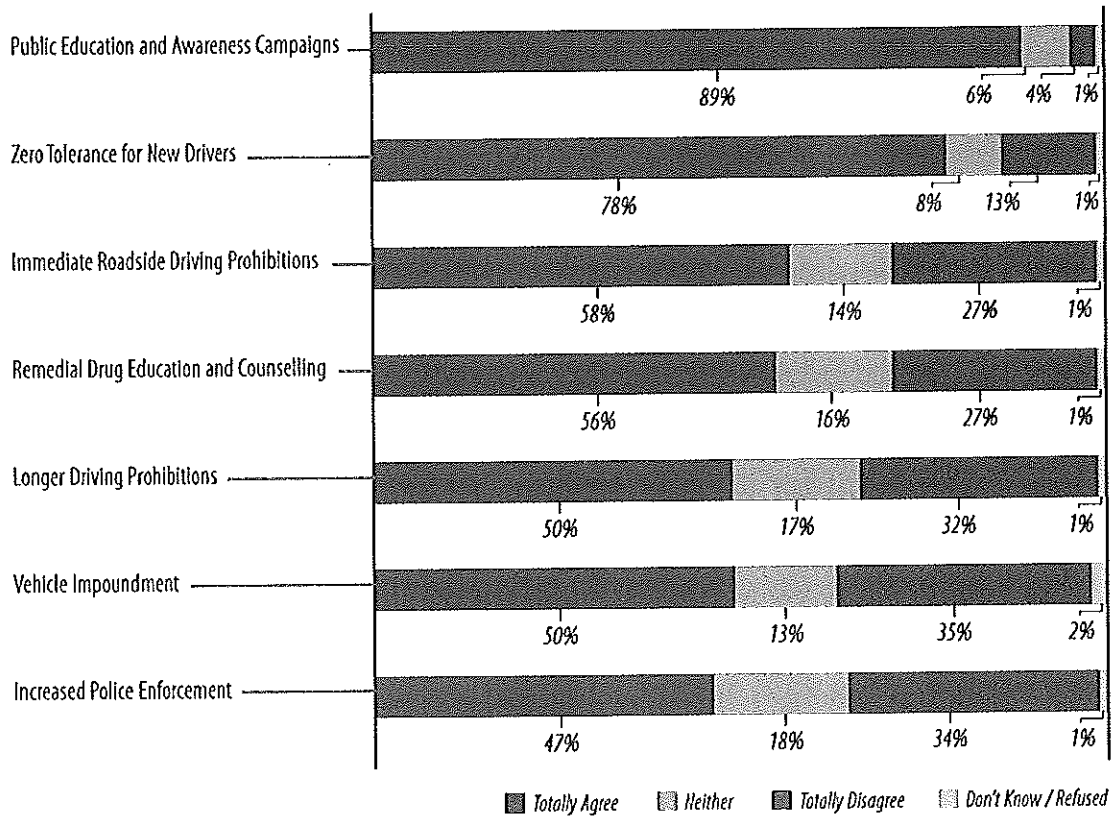
QUESTION

What is your level of agreement for the following actions to reduce drug-impaired driving?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Summary of Feedback Form Comments

Comments on drug-impaired driving reflect polarized views. Some respondents advocated for zero tolerance for driving while affected by cannabis, while others suggested cannabis consumption doesn't cause impairment. Opposing views were also evident on the detection and testing for drug-related impairment. Some said there is no adequate testing to determine drug-related impairment. A number of respondents said police and RCMP need to be trained in detection and testing of drug-impaired driving, and that new funding will be required for that training. Some mentioned police training will need to include information on establishing levels of impairment and intoxication, or said it will be important for police to have the proper forensic tools to adequately measure impairment while others said police already have the necessary training and do not need additional tools for detecting cannabis.

Written Submissions

A significant number of written submissions received by the Secretariat addressed the topic of drug-impaired driving. Although feedback varied to some extent, two priority items stood out as key recommendations: the need for a provincial public education campaign to deter drug-impaired driving and appropriate training for police forces.

Many submissions highlighted the need for further research into the issue of cannabis-impaired driving and encouraged B.C. to consider additional actions to deter drug-impaired driving beyond the proposed federal *Criminal Code* penalties.

Views expressed by the BC Coalition of Nursing Associations (BCCNA) were representative of a number of submissions on this policy issue. BCCNA said: "B.C. should expand the Immediate Roadside Prohibition (IRP) and/or the Administrative Driving Prohibition (ADP) to include drug impaired driving" and "greater investment in Standard Field Sobriety Testing (SFST) and Drug Recognition Expert (DRE) training among police officers across the province in order to better assess impairment."

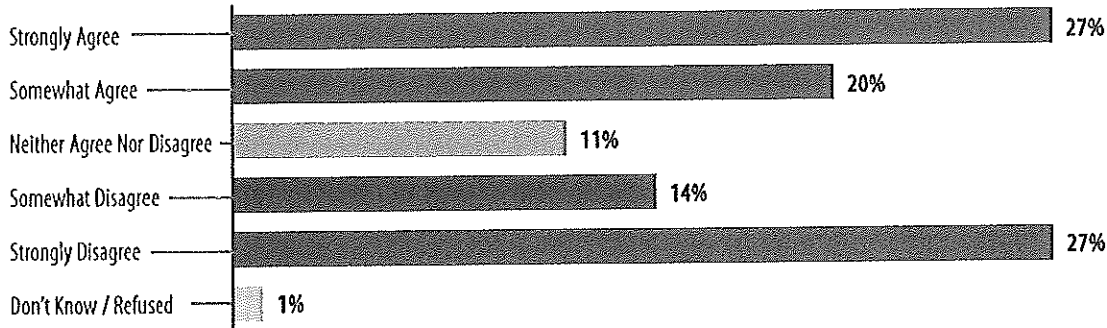
The specific issue of youth drug-impaired driving was raised, with a number of submissions encouraging a zero-tolerance policy for 'New' and 'Learner' drivers. Child Health BC recommended "a zero-tolerance approach for cannabis use among young drivers, regardless of impairment levels for adults."

The BC Trucking Association stressed the need for B.C. to work collaboratively with other jurisdictions, stating that "provincial and federal cooperation is imperative to ensure that the regulatory framework is robust, clear, fair, and that it protects all road users."

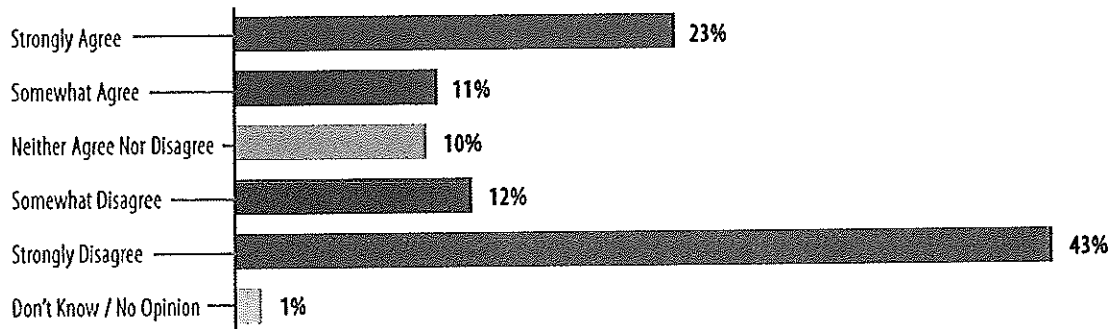
Personal Cultivation

QUESTION
What is your level of agreement with the following statement: B.C. should set additional restrictions on where and how British Columbians can grow non-medical cannabis for personal use at home.

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Summary of Feedback Form Comments

Overall, comments regarding personal cultivation supported permitting personal cultivation, but with a range of views on proposed restrictions regarding indoor vs. outdoor cultivation, the number of plants per household and the limits on plant height. Some respondents were of the view that the fewer restrictions on personal cultivation the better. Numerous responses suggested the proposed federal limits were too restrictive. Some questioned the need to register in order to grow cannabis at home drawing a parallel to making wine and beer or growing tobacco at home.

Many of these comments referenced the challenge of policing home cultivation. A number of participants expressed strong opposition to personal cultivation and some cited opposition by the Canadian Association of Chiefs of Police who stated they strongly oppose in-home production and any provisions related to personal cultivation in their written brief to the federal Standing Committee on Health.

Those who expressed concern said personal cultivation would increase the access of children and youth to cannabis, and called for restrictions on homes with underage children. Others said excess home cultivation product would end up being sold on the illegal market. Some questioned the need for personal cultivation given the many other options to obtain cannabis.

Issues were raised around the impact personal cultivation would have on house values, property insurance and tenants' rights. Many called for requirements to disclose that a home had been used to cultivate cannabis at the time of sale. Others called for landlords to have rights to restrict or ban cultivation in apartments and condos. Many comments cited issues around noxious odour, moisture and mold, and potential fire hazards from home cultivation, particularly in apartment buildings and condos.

Written Submissions

A number of written submissions regarding personal cultivation want home cultivation of cannabis prohibited in multi-unit dwellings, while others said that the proposed limits as set out in the *Cannabis Act* were sufficient.

Among those who responded in favour of prohibition, submissions cited a number of concerns to support this recommendation including: high humidity and temperatures, risk of fire, electrical overloading hazards, use of hazardous chemicals such as pesticides, potential for damage to the property, possible liability for the landlord and risk to the tenant(s) and mortgage holder, organized crime concerns, growth of mould, strong odours and potential for children and underage youth to access cannabis in the home.

The BC Association of Municipal Chiefs of Police "echoes the sentiment of the Canadian Association of Chiefs of Police in its opposition to in-home production" and cited concerns about risk of youth exposure and access, potential contamination in homes, and increased liability and enforcement pressure on police.

LandlordBC was also among the stakeholders in favour of prohibition in multi-unit dwellings. "LandlordBC urges the BC government to prohibit all marijuana growing in multi-unit dwellings, and in rented dwellings of any form or size (including outer buildings and in open air gardens)."

The British Columbia Real Estate Association (BCREA) expressed concerns about "the dangers posed by properties used in the production of drugs, including cannabis..." and recommended that the Province develop a centralized, consistent process for disclosure of property history information.

Conversely, other submissions spoke in support of the federal government's proposal to allow personal cultivation of up to four plants per residence with no additional restrictions. Among those in favour of this limit, some stakeholders commented that Local Governments should be given the authority to prohibit or regulate home cultivation through zoning and building bylaws.

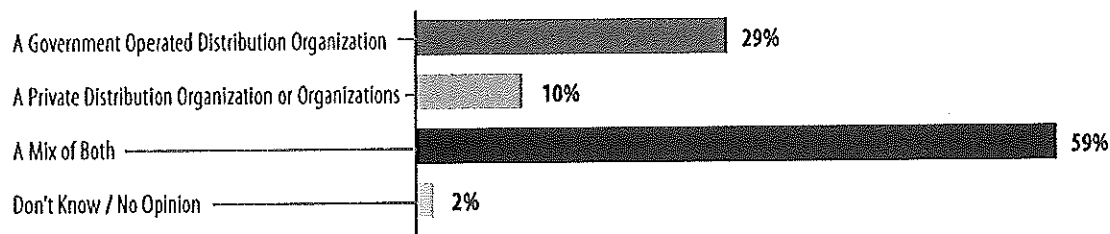
Several submissions suggested that if the retail regime is convenient and affordable, personal cultivation may be less desirable. The Rural Agency Store Advisory Society said their "group, as a whole, does not want to see a black market in our, or anyone else's, neighborhood and do agree that most consumers will not take the time and effort needed to cultivate marijuana if there is a convenient and affordable retail option."

The Canadian Alliance for Responsible Cannabis Production said: "Further restrictions on the 4-plant limit proposed under C-45 is not warranted. As with tobacco or alcohol, while regulation may allow a home micro-scale production, the costs and inconvenience will not be worthwhile; provided of course, that an efficient legal market is allowed to operate."

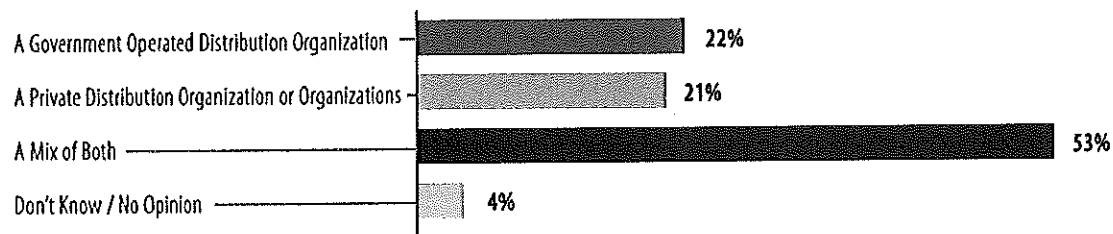
Distribution

QUESTION
Who should be responsible for distribution of non-medical cannabis products?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Summary of Feedback Form Comments

The majority of those who commented on distribution appear to have confused distribution with retail. Some thought that distributors should have licenses. A slim majority favoured government-run distribution; many saying government should fold cannabis distribution into the current liquor distribution system. Others said government should base it on the liquor distribution system because the existing system is reliable and tested.

The majority of the remaining comments said they'd like to see distribution left to the private industry. Many explicitly opposed the model Ontario has chosen for distribution and retail. Most of these individuals preferred to see the existing dispensaries and their supply chain legitimized, licensed and regulated. A few were simply opposed to government involvement in distribution, regardless of the shape it takes. Most did not specifically oppose government distribution, but rather saw the current dispensaries as meeting the needs of the market, a good opportunity for small businesses, and a way to keep cannabis "in the hands of people who know the product best."

There were very few comments about warehousing and distribution practices or standards. Many of those who did comment said that there should be regular inspections and product testing at warehouses/distribution hubs. Only a few touched on how cannabis distributors should transport product.

Written Submissions

A number of stakeholder submissions combined their recommendations on retail and distribution models, with an overarching focus on retail. Several respondents commented that the Province should make use of the current liquor distribution and retail system as opposed to creating something new for non-medical cannabis.

Respondents, such as the Responsible Marijuana Retail Alliance of BC, highlighted the reliability and track record of the current liquor distribution system to responsibly distribute a controlled substance: "Our provincial liquor systems have nearly a century of experience controlling the distribution of a controlled substance. Adding marijuana to the mandate means the established control infrastructure can manage the most problematic features of cannabis consumption that were rooted in illegal trade and focus on introducing it as a managed and controlled product in Canada."

When considering a public distribution model, submissions from the Ucluelet First Nation and Lake Cowichan First Nation suggested the Province "implement a rule that a minimum percentage of products available are from First Nations cultivators."

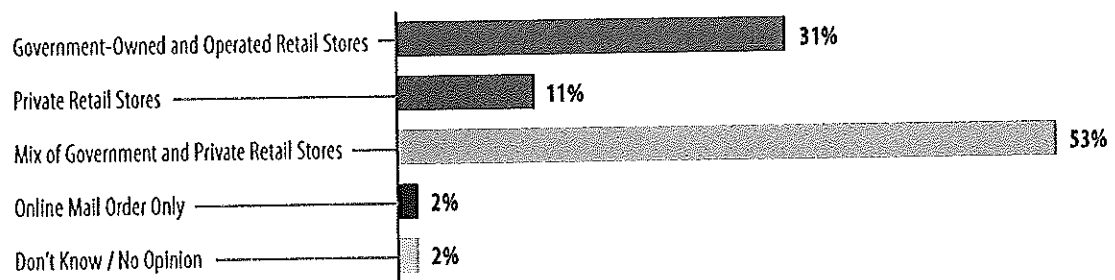
Some stakeholders supported licensed producers distributing directly to retailers. Respondents mentioned this model would cut down on shipping and transportation costs for those in smaller and/or rural communities and would allow for market competition. Several respondents encouraged private distribution noting that this model will allow experienced, safe and well-governed companies to compete for demand in the non-medical cannabis market. A number of respondents commented that the centralized warehousing of fresh cannabis should be avoided.

Retail

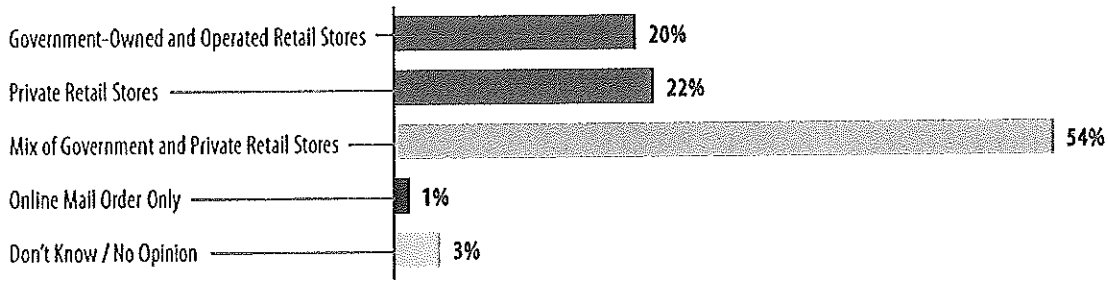
QUESTION

Where should non-medical cannabis be sold?

TELEPHONE SURVEY PARTICIPANTS

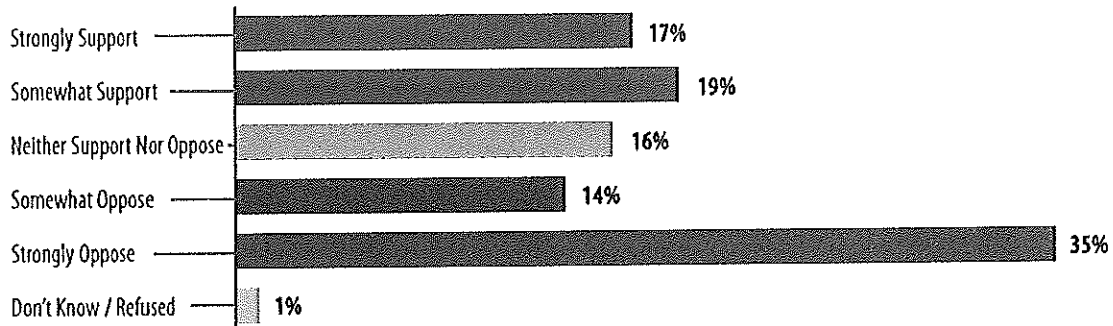


FEEDBACK FORM RESPONDENTS

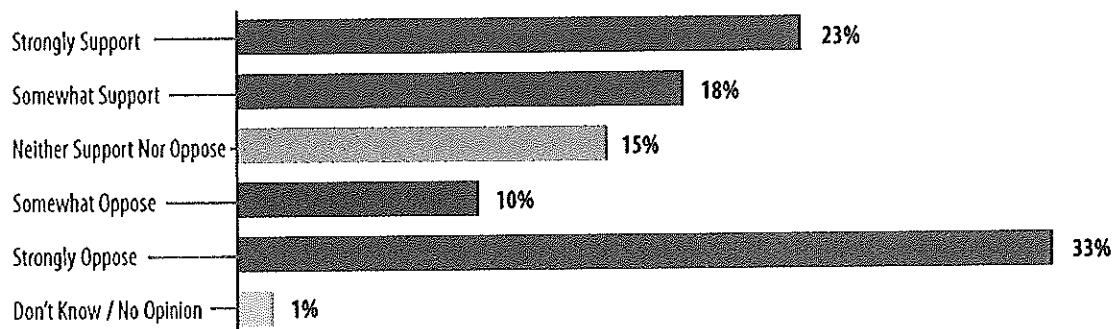


Do you support selling non-medical cannabis in liquor stores?

TELEPHONE SURVEY PARTICIPANTS



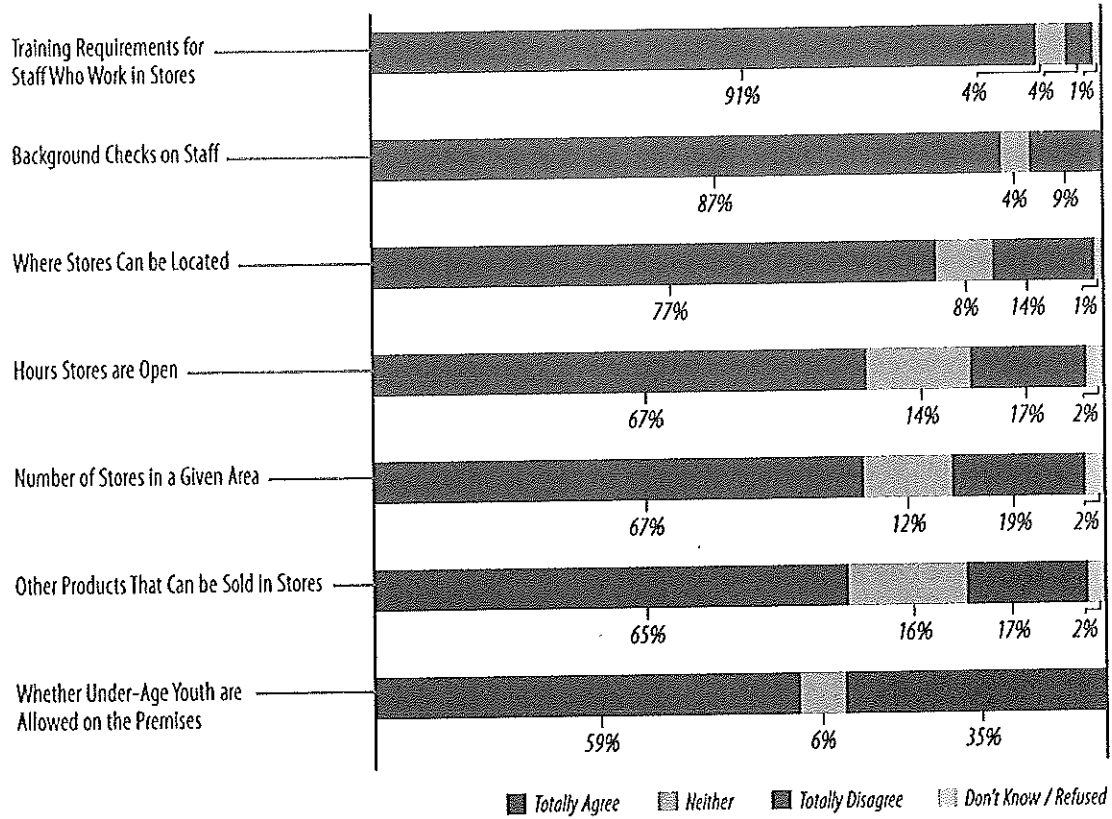
FEEDBACK FORM RESPONDENTS



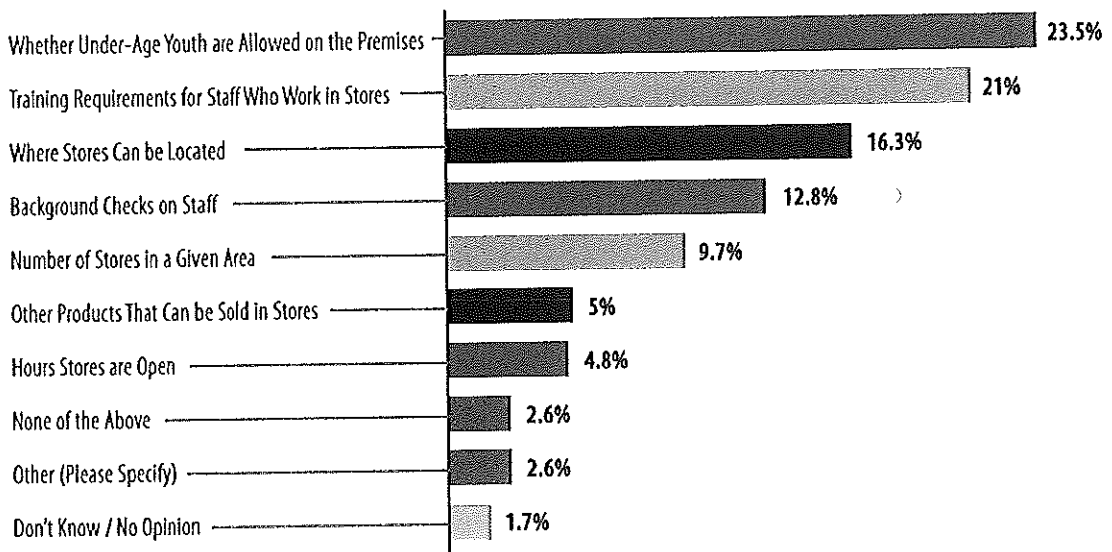
QUESTION:

If sold in retail stores, which requirements should be considered for regulating retail regardless of who operates the store?

TELEPHONE SURVEY PARTICIPANTS



FEEDBACK FORM RESPONDENTS



Note: Feedback form respondents were asked to provide their top three choices, telephone survey participants were asked to indicate their level of agreement on all.

Summary of Feedback Form Comments

The majority of online comments indicated support for private stores. For most, that meant keeping the existing dispensaries. They see the dispensaries as knowledgeable and customer-friendly businesses that are currently meeting all of their needs. Others said that too much government regulation would ruin the market that currently exists. A few were simply opposed to a government-only retail model. Only a small number of those who provided additional comments were of the opinion that government should shut the dispensaries down; they were opposed to the idea of legitimizing businesses that have been breaking the law.

A smaller number indicated support for cannabis sales in government-run storefronts. For the most part, they saw government-run stores as the best way to ensure rules and regulations are enforced and to combat the illegal market. A number of commenters said liquor stores would be a suitable place to sell cannabis, given their experience handling a controlled substance.

Comments about pharmacies selling cannabis were varied and ranged from full support to total opposition. Those in support viewed pharmacies as a suitably controlled environment in which to sell a regulated product; those opposed were concerned about pharmacies being too restrictive.

Those who advocated in favour of small business retail over large commercial retailers, indicated opportunities should be created for small businesses to enter the new legal market. These commenters indicated the local, small business culture of the current dispensaries was the best environment in which to make a purchase.

Very few comments supported a completely free market for retail licensing. Some suggested support for having licensed retailers (who would need to meet criteria in order to operate), but there was a significant discrepancy around what those requirements should be. A number thought that dispensaries deserve to receive a license to continue operating. Only a small number opposed private retail stores, or said that dispensaries should be excluded from the market. A number suggested folding cannabis sales into the Province's existing liquor distribution and retail system would eliminate the need for a brand new licensing scheme.

A notable number of comments favoured establishing dedicated inspectors instead of relying on police to enforce retail license conditions.

Written Submissions

Written responses on the topic of retail varied. Submissions showed there is some level of support for all retail options outlined in the discussion paper. Comments in support of a private retail system, or mix of public and private, provided a number of reasons, including B.C.'s positive experience with private sector liquor retail and the need for private retail to compete with the illegal market.

An excerpt from the BC Alliance for Healthy Living's submission provides a good representation of those in support of a public only retail system: "From alcohol retail studies, we know that sales in government controlled outlets (government monopolies) result in fewer sales to minors, reduced intoxication and more opportunities to apply minimum pricing and other measures to promote a culture of moderation."

Regarding co-location of cannabis and alcohol, written submissions were divided. The most common reason provided from those opposing co-location was potential negative impact to public health. The BC Government and Service Employees Union (BCGEU) provided the following reasoning in support of co-location, "Other controlled substances are already co-located in retail stores. For example, grocery stores across B.C. sell both cigarettes and painkillers, and several now sell wine as well." The BCGEU also mentioned that the Centre for Addiction and Mental Health has stated that "there is no evidence as to whether selling cannabis and alcohol alongside one another encourages or facilitates co-use."

Several respondents commented that mail delivery should remain an option and some support the option of retail through pharmacies.

Summaries of Participant Comments: Other Topics

The online feedback form posed a number of questions aimed at obtaining opinions on key policy areas for B.C. related to cannabis legalization and regulation. The feedback form also provided an opportunity for respondents to share additional written comments on the topic of cannabis regulation. The following is a brief summary of additional themes that emerged from feedback form participant comments.

Economic Development

The majority of comments regarding economic development reflected a strong interest in various aspects of cannabis production, sale and licensing and the potential for economic development. Many comments regarding economic development expressed the desire for the Province to capitalize on its existing reputation in relation to cannabis. The benefits of cannabis-related tourism were mentioned frequently.

Many stressed the importance of creating opportunities for small businesses. Some called for licensing of cannabis ventures as a way of increasing tourism and encouraging small craft producers. The current economic benefits to small communities was mentioned often, as was the idea that independent producers help eliminate the illegal market. Comments indicated allowing current small growers to become legal businesses, pay taxes and contribute openly in their communities would be very beneficial to local economies.

Edibles

Although cannabis concentrates and edibles containing cannabis will not be authorized for retail sale immediately upon legalization, a significant number of commenters provided feedback regarding these cannabis-related products. The federal government recently amended Bill C-45 to authorize cannabis concentrates and edibles containing cannabis for retail sale no more than 12 months after the date the *Cannabis Act* comes into force.

Opinions regarding edibles ranged from those extremely supportive to those who were opposed. The main themes that emerged were the need for regulation, safety, packaging, and enforcement of edibles containing cannabis.

Medical Cannabis

Although the federal government has decided to maintain a separate system for medical cannabis, many comments discussed cannabis for medical use, mostly focusing on clarifying medical vs. non-medical use, distribution, senior citizen use, and medical coverage. Some comments regarding cannabis for medical reasons expressed a need to fully separate medical cannabis from non-medical cannabis.

Opinions varied regarding how medical cannabis should be distributed, with some stating that cannabis for medical use should be strictly regulated by the government and sold only in pharmacies but not dispensaries. Many mentioned they think insurance should cover the cost of medical cannabis to treat certain illnesses. Some commenters encouraged government to consider setting up medical cannabis tax subsidies and tax incentives to ensure medical producers don't abandon medical cannabis production in favour of non-medical cannabis.

Production

The majority of comments expressed strong support for the concept of craft cannabis, a model that supports small scale growers and producers, and licenses smaller craft producers similar to craft breweries, small craft distilleries, and small vineyards. Some suggested a certification process similar to that of the BC VQA for wine to encourage small and medium-sized cannabis producers to participate. Some commented cannabis could be a good crop to help reinvigorate small farms and homesteads. Many comments on this topic wanted to see an accountable provincial body established to oversee the quality, training, and adherence to standards, and to be clear about what happens if those standards are not met.

Public Education and Advertising

The majority of those commenting on public education highlighted the importance of educating children and youth, while many others emphasized the importance of broad-reaching cannabis public education campaigns across the entire population. The majority of comments on advertising suggested advertising regulations for cannabis should be similar to those in place for alcohol and tobacco. Placement of advertising was mentioned frequently with many saying cannabis advertising should only target adults and only be placed in areas accessible by adults. Some respondents said packaging should not be enticing, nor should displays be attractive. Some highlighted the importance of packaging labels including information about THC content and health risk warnings similar to alcohol and tobacco products.

Public Health

Comments regarding public health expressed opposing viewpoints about whether cannabis is harmful to health and if it is addictive. Some suggested cannabis can be used to help people transition away from addiction to alcohol or stronger drugs like heroin. Comments about addictive properties of cannabis were also contrasting; some suggested it is not addictive, while others differed. Several comments suggested cannabis can be used to treat pain instead of opioids.

Revenue and Taxation

Comments on level of taxation ranged from suggesting cannabis should be taxed at a high rate, like tobacco and alcohol, to comments advocating for minimal taxation. Those who advocated for higher rates commented that taxation at too low a rate would cause government to lose out on tax revenue. Those who encouraged a lower level of taxation said a high rate of tax could drive buyers into the illegal market and suggested a reasonable level of taxation would help extinguish the illegal market. Some commented that medical cannabis should be taxed at a lower level, just like prescription drugs.

In terms of what the tax revenue could be used for, some said they want to see revenue shared between federal, provincial and municipal governments, while others advocated for revenue going only to the province and/or the municipality.

The majority of comments about how tax revenue should be used suggested these funds should be invested in public education, particularly youth education, and the health care system, including cancer research and treating chronic illnesses. Many commented that revenue should be used to address the policing and enforcement costs associated with legalization, including training and screening devices.

Workplace Safety

Workplace safety was a key concern for a large number of respondents, and many said cannabis use should not be permitted at any worksite, or in conjunction with the operation of any motorized transportation. Others were concerned about a perceived inability to discipline an impaired employee, which would result in an unsafe workplace. Many expressed a strong opposition to impaired operation of any type of potentially dangerous equipment. Many were of the view that businesses need further support related to drug testing of employees, treatment programs, and guidance on zero tolerance for impairment at work.

Next Steps

Information updates about cannabis regulation in B.C. will be posted to:
<https://www2.gov.bc.ca/gov/content/safety/public-safety/cannabis>

Federal updates on legalization and regulation are available at:
<https://www.canada.ca/en/services/policing/justice/legalization-regulation-marijuana.html>

