

**MINUTES OF THE WORKSHOP MEETING
CITY COUNCIL
LITTLE CANADA, MINNESOTA**

JANUARY 12, 2022

Pursuant to due call and notice thereof a Workshop meeting of the City Council of Little Canada, Minnesota was convened on the 12th day of January, 2022 in the Conference Room of the City Center located at 515 Little Canada Road in said City.

Mayor John Keis called the meeting to order at 6:00 p.m. and the following members of the City Council were present at roll call:

CITY COUNCIL: Mayor Keis, Council Members Fischer, Torkelson, McGraw and Miller.
Absent: None.

ALSO PRESENT: City Administrator Chris Heineman and City Clerk/HR Manager Heidi Heller.

DISCUSS AMENDING CITY CODE CHAPTER 802, TOBACCO PRODUCTS

The City Clerk/HR Manager stated that last summer when the tobacco license renewals were being considered, Council members stated that they would like to consider amendments to the tobacco code. She reported that Council questioned why the City was still issuing licenses for tobacco product sales when there is so much information about how harmful tobacco is to public health. She explained that Little Canada has two types of tobacco licenses: Tobacco Store or General Sales & Display. The tobacco store license is for a business whose primary business is tobacco products, and the sales & display license limits the amount of square footage in the store that can be dedicated to tobacco products. This license type is for retailers like a gas station or liquor store. The City Code limits the number of tobacco stores licenses to two, but has no limit on the number of sales & display licenses that can be issued. There are currently five general sales licenses issued and two tobacco store licenses.

The City Clerk/HR Manager explained that this is the first discussion for staff to receive feedback to see if Council is interested in making any changes to the tobacco products chapter of the City Code. She stated that if Council would like to proceed with any changes, staff would notify the current tobacco license holders in order to give them an opportunity to review potential City Code changes and comment on the changes.

Discussion ensued and all Council members agreed that they wanted to end the indoor smoking and limit tobacco licenses. They opted to not restrict flavors or add point of sale requirements at this time.

There was Council consensus to amend Chapter 802 by adding a limit of zero tobacco general sales & display licenses and zero tobacco store licenses, but allowing existing licensed business owners to have their tobacco licenses renewed as long as they remain in compliance with City Code; and ending the allowance of indoor smoking on June 30, 2024. Direction was given to staff to move forward with drafting an ordinance with these amendments, and notify the seven current tobacco licensees of the proposed changes and the date when the ordinance will be scheduled for City Council consideration.

**WORKSHOP MINUTES
CITY COUNCIL
JANUARY 12, 2022**

CITY COUNCIL CODE OF CONDUCT POLICY

The City Clerk/HR Manager reported that in November 2021, when Council was reviewing the updated City Staff Personnel Policy, Councilmember McGraw stated that he would like to have a Code of Conduct adopted for the City Council. She explained that a few examples were provided in the Council report, and stated that staff can draft a policy for Council to review. Fischer suggested making a one-page summary that goes along with the Oath of Office for newly elected Council members. There was Council consensus for the City Clerk to draft a policy for the Council to consider at a future meeting.

There being no further business, the meeting was adjourned at 7:25 p.m.

John T. Keis, Mayor

Attest:

Christopher Heineman, City Administrator