

## POLICY L

### **TOWNSHIP OF SCHREIBER** **MUNICIPAL ALCOHOL POLICY**

#### ***The Goal of the Municipal Alcohol policy is:***

*To provide for the management of alcohol in all facilities owned and / or operated by the municipality in a manner that ensures the health and safety of the participants and the protection of facilities, while at the same time meeting the needs of the community and reflecting the philosophy and requirements of the municipality.*

#### **POLICY OBJECTIVES**

- 1) To provide appropriate procedures and education to ensure that all Liquor License Board of Ontario legislation to Special Occasion Permits is properly understood and is strictly adhered to.
- 2) To provide management with procedures and education to protect the participating public, volunteers, the corporation, and its staff from legal liabilities which could result from lack of proper supervision and operation of Special Occasion Permit functions.
- 3) To encourage and reinforce responsible moderate drinking practices through the development of appropriate operational procedures, controls, and education rather than through value judgements.
- 4) To provide for a balanced use of alcohol through Special Occasion Permits so that alcohol becomes a part of a special function rather than the reason for the function.
- 5) To provide a balance of wet and dry facilities and program involvement's.
- 6) To provide wherever possible within the context of the law for the option of consumer's, non-consumer's, and youth.
- 7) Through continuous monitoring, evaluation and education measure and assess the impact and effectiveness of the policy.

## **MUNICIPAL ALCOHOL POLICY**

### **Page 2**

In accordance with the Municipal Alcohol Policy approved by the Council of the Township of Schreiber, which provides for the management of alcohol in all facilities owned and operated by the municipality the following applies:

The current Liquor License Act of Ontario provides a municipality with authority to designate by By-Law, recreation areas within the municipality, owned by or controlled by the municipality as places where possession of liquor is prohibited.

The following areas have been designated as alcohol prohibited and may be eligible for Special Occasions Permits only by request to Township Council:

1. All parks and open spaces.
2. Recreation Complex Parking lot.
3. All rooms of the Recreation Complex not otherwise specifically referred to in this policy.
4. High School Ball Field (when under municipal functions).
5. Holy Angels School Multi Use Sports Facility (when under municipal functions).
6. Centennial Fire Station.

The following areas have been approved for liquor related functions:

1. **COMMUNITY HALL**

Alcohol may be made available under a Special Occasion Permit only, except during youth oriented sports events, in which case no alcohol related functions, may be held. Evening dinners or dances are excluded from this statement.

2. **COMMUNITY ARENA**

Alcohol may be made available under a Special Occasion Permit only and then it will be restricted to the ice surface portion of the arena only.

All areas that have been approved for Special Occasion Permit functions are subject to all rules and regulations of the current Liquor License Act of Ontario, the procedures of the Municipal Alcohol Policy and the management responsible for the rental of the facilities.

Any outdoor function must include an updated sketch of the facility.

## MUNICIPAL ALCOHOL POLICY

Page 3

### DEFINITIONS

In this Policy:

- a) "*Alcohol*" means a product of fermentation or distillation of grains, fruits, or other agricultural products, and includes synthetic ethyl alcohol.
- b) "*Beer*" means any beverage containing alcohol in excess of the prescribed amount obtained by the fermentation of an infusion or decoction of barley, malt, and hops or any similar products in drinkable water.
- c) "*Liquor*" means spirits, wine, beer, or any combination thereof and includes any alcohol in a form appropriate for human consumption as a beverage, alone or in combination with any other matter.
- d) "*Wine*" means any beverage containing alcohol in excess of the prescribed amount obtained by the fermentation of the natural sugar contents of fruits, including grapes, apples, and other agricultural products containing sugar, and including honey and milk.
- e) "*Permit*" means a permit issued under the Liquor License Act.
- f) "*Special Occasion Permit Supervisor*" means a person who has attended a Smart Serve Training Workshop, A Special Occasion Permit Supervisor Training Workshop, and has been approved by the municipality to act in the capacity of a Special Occasion Permit Supervisor.
- g) "*Municipality*" means the Incorporated Municipality of the Township of Schreiber.
- h) "*Liquor License Act*" means the current Liquor License Act of Ontario and its revised statutes and regulations.
- i) "*Smart Serve Training Workshop*" means the approved course designed to train personnel in the service of alcohol.
- j) "*Special Occasions Permit Function*" means any function in which alcohol is served under the authority of a Special Occasion Permit.

## MUNICIPAL ALCOHOL POLICY

Page 4

### PROCEDURES

1. Groups or individuals who rent municipal facilities for a Special Occasion Permit function are encouraged to obtain the services of qualified persons, who have attended a Smart Serve Training Workshop, to work behind the bar.
2. The Recreation Department will be responsible for renting the facilities that it maintains or manages on behalf of the Township.
3. Each and every rental where a Special Occasion Permit is involved will require a completed rental agreement form by the Special Occasion Permit holder and must be signed by same.
4. The Special Occasion Permit applicant must be in receipt of a Facility Rental Agreement before a Special Occasion Permit is applied for.
5. The Township shall provide a Special Occasion Permit Supervisor for every Special Occasion Permit Function whose services will be paid for by the Special Occasion Permit applicant. It will be the responsibility of the Special Occasion Permit Supervisor to ensure that the Special Occasion Permit Holder adheres to all policies and procedures of the Township of Schreiber related to the facility rental. **The Special Occasion Permit Supervisor has approval of the Township to call proper authorities (i.e. police, fire, etc.) if and when the need arises.**
6. It will be the responsibility of the Permit Holder to consultation with the Township to ensure an adequate supply of trained personnel to act as Special Occasion Permit Function Supervisor.
7. For functions requiring a "Sale" Special Occasion Permit, facilities will only be available to bonafide organizations or groups as defined in Regulations 389/91 Section 3 to 6 inclusive.
8. Only the following types of identification are acceptable for proof of age.
  - 1) A driver's license issued by the Province of Ontario with a photograph of the person to whom it license is issued.
  - 2) A Canadian passport
  - 3) A Canadian citizenship card with a photograph of the person to whom the card is issued.
  - 4) A Canadian armed forces identification card.
  - 5) A photo card issued by the board.

## **MUNICIPAL ALCOHOL POLICY**

### **Page 5**

9. Management in the best interest of the community reserves the right at all times to refuse any rental of their facilities.
  
10. The Special Occasion Permit Supervisor on behalf of the Township reserves the right to discontinue the sale of alcohol or close any function in which the holder of the Special Occasion Permit Supervisor is not properly conducting, supervising, or operating said function.