



The Corporation of the Town of Tecumseh

Parks & Recreation Services

To: Policies and Priorities Committee

From: Paul Anthony, Director Parks & Recreation Services

Date to Council: May 25, 2021

Report Number: PRS- 2021-06

Subject: Municipal Alcohol Risk Management Policy

Recommendations

It is recommended:

That the Municipal Alcohol Risk Management Policy # 31 **be repealed**;

And that the amended Municipal Alcohol Risk Management Policy # 31 as provided in PRS-2021-06 report prepared by Parks and Recreation Services **be approved** as the replacement policy.

Executive Summary

In 2019, the Government of Ontario made amendments to the *Liquor Licence Act*. In response to the changes made, Administration reviewed Policy # 31, Municipal Alcohol Risk Management Policy, to ensure that the policy would comply with the provincial regulations while endeavouring to manage the Town's risk and liability. Upon review, changes have been made to incorporate changes to the *Liquor Licence Act* while ensuring that the policy promotes the responsible rental of Town facilities for community events.

Background

In May 2019, the Government of Ontario made amendments to the *Liquor Licence Act*. These changes were intended to enhance consumer choice and convenience, reduce the administrative burden on businesses, and provide additional flexibility for those involved in the sale, service and consumption of alcohol. Changes included:

- Hours of sale for alcohol

- Advertising requirements for alcohol
- Serving sizes for “By-The-Glass” Licences
- Special Occasion Permit (SOP) requirements for boundaries of the permit area
- The addition of “Tailgate Event SOP”, that allows for people 19+ to bring their own liquor

Comments

In response to the changes made to the *Liquor Licence Act* (Act), Administration reviewed Policy # 31, Municipal Alcohol Risk Management Policy, to ensure that the policy would comply with the provincial regulations while endeavouring to manage the Town’s risk and liability. Upon review, amendments were made to the policy to incorporate changes to the Act while ensuring that it promotes the responsible rental of Town facilities for community events. The updated / amended Municipal Alcohol Risk Management Policy (policy) is attached to this report.

The policy outlines to event organizers and permit holders the various stipulations and controls on events involving alcohol. It clearly identifies and outlines the roles and responsibilities for the Event Organizer / Permit Holder and the roles and responsibilities for Town Administration.

Within the policy, there is an extended list of designated properties that identifies where events with alcohol are permitted. The designated properties where alcohol is permitted are:

Tecumseh Recreation Complex and Arena
St. Clair Beach Community Centre
Tecumseh Golden Age Club
Lakewood Park
Lacasse Park
McAuliffe Park

The policy also identifies restricted areas where alcohol may not be consumed or sold within the designated properties. These include dressing rooms, washrooms, ice surface, sports fields and baseball diamonds.

The policy as attached now defines event categories while also identifies events that will not be permitted. The defined event categories are:

Private Events: Events that are closed to the general public for admittance and are invitation only and where only family, friends and people known to the hosts are invited to attend. Examples include showers, weddings, receptions and anniversaries.

Public Events: Events that are open to the general public, either by invitation or by controlled ticket sales to the event, and are typically held to raise funds for a charitable purpose. Examples include festivals and tournaments.

Tailgate Events: Events held in connection with, and in proximity to, a sporting event (Professional, Semi-Professional, or Post-Secondary).

Municipally Significant Events: Events that include one or more of the following criteria: Large capacity event presenting a cultural or athletic event of 'significant' size and scope; Benefit greater community, entire community, local economy; Serves the public good in a broad sense; and Tourism impact.

Events that will not be permitted under the policy include bachelorx¹ parties, demonstrations, and youth events where the majority of the attendees are less than 19 years of age.

Risk management measures continue to be included in the policy such as the review of large public events by the Town's Special Event Resource Team (SERT) as well as the requirement for event organizers to prepare a Safety Plan. The following is a list of the steps an event organizer, private or public event, would be required to follow in order to utilize a Town facility for an event that includes alcohol:

- Reserve facility and sign Facility Use Agreement;
- In accordance with the Fees and Charges Bylaw, provide payment in full for use of the facility and provide a security deposit of \$500 or 50% of the cost of the rental, whichever is less;
- Review the Municipal Alcohol Risk Management Policy and other relevant policies such as the Outdoor Special Events Policy;
- Provide a certificate of insurance in the amount of \$5 million, naming the Town of Tecumseh as additional insured;
- Obtain a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario and provide a copy to the Town;
- Submit a safety plan;
- Attend a SERT meeting as required;
- Post signage

To assist event organizers in coordinating events at municipal facilities that involve alcohol, Parks and Recreation Services (PRS) will continue to provide a checklist to event organizers that outlines the various steps one must complete in order to serve / consume alcohol on municipal property. PRS will provide event organizers with a template to assist event organizers in developing a Safety Plan. These tools will be made available to event organizers that contact PRS with interest in utilizing a municipal property for an event that includes the consumption and sale of alcohol.

Consultations

Corporate Services & Clerk
Fire & Emergency Services
Tecumseh OPP

¹ Bachelorx (pronounced: bachelor-ex) is a gender-neutral wedding term to replace bachelor and bachelorette.

Alcohol and Gaming Commission of Ontario

Comparative review of alcohol policies from other local municipalities

Optimist Club of St. Clair Beach (organizers for the Taste of Tecumseh Festival)

Financial Implications

Not applicable

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Table 1: Link to Strategic Priorities

Communications

Not applicable ☒

Website ☐

Social Media ☐

News Release ☐

Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Kerri Rice
Manager Recreation Special Projects

Reviewed by:

Paul Anthony, RRFA
Director Parks & Recreation Services

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	Attachment Name
1	Amended Municipal Alcohol Risk Management Policy # 1

Table 2: Appendices