



District of West Vancouver

Municipal Alcohol Policy

Policy Number 02-70-364

Effective Date: March 7, 2016

District of West Vancouver

CORPORATE POLICY

Parks, Culture & Community Services Division	Municipal Alcohol Policy
Policy # 02-70-364	
CIS File: 01.0282.02/70-364	

1.0 Purpose

The purpose of the Municipal Alcohol Policy is to guide the management of alcohol consumption in municipal parks while considering the needs of the community, the health and safety of individuals, the protection of property, the diverse views of the community and the need to minimize the potential harms associated with alcohol use at public events in West Vancouver's parks.

2.0 Glossary:

District: Unless otherwise stated, refers to the District of West Vancouver.

Event Organizer: An event organizer is any person or organization applying to hold an event on District of West Vancouver property.

Harm Reduction Plan: A plan that forms part of the Special Event Application when alcohol is requested to be served as part of the event. The Harm Reduction Plan articulates the strategies to ensure accountability and responsibility of the event organizers to reduce alcohol related concerns and issues, as noted in Section 4.1 b) of this Policy.

Liquor Control and Licensing Branch (LCLB): The British Columbia Liquor Control and Licensing Branch regulates and monitors the liquor industry in the Province of BC. Among the LCLB responsibilities is the regulation of liquor service at catered and special occasion events and liquor service in bars and restaurants.

Municipal Alcohol Policy (MAP): A local policy that specifies the requirements and conditions under which alcohol may be sold and served at municipally owned properties and facilities under the authority of a Special Event Permit (alcohol). In this document, MAP refers to the District of West Vancouver Municipal Alcohol Policy.

Park: For the purpose of the MAP, a park is land owned by the District of West Vancouver and listed in section 5.0 of this policy.

Public Event (alcohol): An event taking place in a park which may include special events, sport tournaments and similar activities, whether organized by the District or a partner group, which is accessible to the general public where alcohol could be served.

Special Event Application (alcohol): The District's application process for all Public Events (alcohol) proposed to be hosted in the District.

Special Event Permit (alcohol): The permit issued by the District upon a successful Special Event Application.

Special Occasion Licence (SOL): A LCLB Special Occasion Licence is required for those who wish to provide temporary or infrequent liquor service at events. A SOL permits the event organizer to serve or sell liquor in accordance with BC's liquor laws and regulations. Event organizers are considered liquor licensees and are responsible for the safety of their guests.

3.0 Goals

The goals of this Policy are to:

- a) Provide to the public an understanding of the process for consideration and approval of applications to serve alcohol at public events (including various special events like sport tournaments) in West Vancouver parks.
- b) Comply with the provincial Liquor Control and Licensing Act and foster understanding of the provincial Liquor Control and Licensing Branch (LCLB) requirements.
- c) Recognize that public events contribute to quality of life and provide community benefits.
- d) Introduce a requirement for a Harm Reduction Plan as part of the approval requirements for Special Event Applications (alcohol) proposing to serve alcohol. The Harm Reduction Plan will outline how event organizers will minimize the potential individual and community harms that could occur as a result of alcohol use in association with a Public Event (alcohol).
- e) Assist municipal staff, community organizations, volunteers and participants in creating safe and enjoyable Public Events (alcohol) while minimizing potential negative impacts and potential liability associated with consumption of alcohol.

4.0 Approval of Special Event Applications (alcohol)

- 4.1 To host an event involving alcohol in a West Vancouver park, a Special Event Application (alcohol) must be completed and approved resulting in a Special Event Permit (alcohol). Each Special Event Application (alcohol) will be reviewed individually. Approvals may be made by the Director of Parks, Culture and Community Services, or designate, using the following criteria:
- a) Completeness of the Special Event Application (alcohol) and Harm Reduction Plan;
 - b) A Harm Reduction Plan that is thorough in listing potential issues related to alcohol, and demonstrates ability to effectively address those issues;
 - c) Proposed location for the Public Event (alcohol);
 - d) Expected number of attendees for the Public Event (alcohol);
 - e) Proposed hours of operation for the Public Event (alcohol);
 - f) Reason for the Public Event (alcohol).
- 4.2 The District reserves the right to deny the serving of alcohol at a Public Event.
- 4.3 Council may waive the requirements of the MAP in respect of a Public Event (alcohol).

5.0 Policy

- The District recognizes that special events and sport tournaments promote health and contribute to quality of life and provide community benefits. Through this Policy, the District is implementing criteria for granting Special Event Permits (alcohol) at events, and recognizes the requirement for accountability and responsibility to ensure that events are conducted in a manner that promotes health and reduces harm and alcohol misuse. This policy will assist municipal staff, community organizations, volunteers and participants in creating a safe and enjoyable event while minimizing potential negative impacts and liability associated with consumption of alcohol.
- 5.1 All Public Events (alcohol) in District of West Vancouver parks require approval of the District through a Special Event Application (alcohol). Applications must include:
- a) A Special Occasion Licence (SOL) issued by the BC Liquor Control and Licensing Branch (LCLB).

- b) A Harm Reduction Plan that includes strategies to ensure accountability and responsibility of the event organizers to reduce alcohol-related concerns and issues including:
 - (i) under age consumption;
 - (ii) liability related to alcohol in municipal property and local neighbourhoods;
 - (iii) inappropriate use before and during the event (such as pre-drinking or binge drinking);
 - (iv) impact to local neighbourhoods (including noise, parking, and litter);
 - (v) options for non-drinkers;
 - (vi) transportation options for event attendees including options to reduce possibility of drinking and driving;
 - (vii) appropriate security to prevent issues that can be associated with alcohol use; and
 - (viii) signage that informs event attendees and the public of legal requirements and highlights the District's expectations regarding the consumption of alcohol on municipal property.

5.2 Minors

- a) Youth events and all sport events where the primary audience is youth under 19 years of age will not be granted permission from the District for a Special Event Permit (alcohol).
- b) Minors may not serve, handle or consume liquor during events where a Special Event Permit (alcohol) is issued.

5.3 Community Impacts

- a) Public Events (alcohol) holding a Special Event Permit (alcohol) must stop serving alcohol no later than 10:00 p.m.
- b) Non-alcoholic beverages must be served at all Public Events (alcohol). The price of non-alcoholic beverages must not exceed 50% of the lowest priced alcoholic beverage.
- c) Police, Fire, and/ or Bylaw personnel may be required to monitor compliance with legislation, including municipal bylaws, before, during and/or after an event. This will be determined by the Special Event Application (alcohol) process. Costs for these services will be charged to and payable by the Event Organizer.

6.0 Parks Eligible for Special Event Permit (alcohol) for Public Events (includes facilities within park unless otherwise noted):

- a) Ambleside Park North and South (excluding the Ambleside Youth Centre, Ambleside Park Child Care, and the Society for the Prevention of Cruelty to Animals buildings);
- b) Ambleside Waterfront Park from 13th Street to 18th Street;
- c) Dundarave Park (excluding the building that houses the Dundarave by the Sea Preschool);
- d) Gleneagles Golf Course and Par 3 Golf Course (excluding Gleneagles Clubhouse building);
- e) Horseshoe Bay Park;
- f) Hugo Ray Park (excluding Pavilion building);
- g) Klahanie Park (excluding Capilano Rugby Clubhouse);
- h) Memorial Park; and
- i) Whytecliff Park.

7.0 Compliance and Enforcement

The Special Events and Festivals Manager or designate, in conjunction with the Bylaw Department, is authorized to monitor compliance with this policy. A violation of the policy may result in liquor service and/or event termination.

8.0 Procedures

After adoption of the Municipal Alcohol Policy (MAP), the District of West Vancouver will implement procedures to support the MAP, including Special Event (alcohol) approval procedure and Harm Reduction Plan. Municipal staff will receive orientation on the MAP and procedures; and community groups will be updated on the new policy and procedural requirements.

<p>Approval Date: March 7, 2016</p>	<p>Approved by: Council</p>	
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