



April 25, 2013

**City Council
Committee Report**

TO: Mayor and Council

FR: Colleen Neil, Recreation Services Manager

RE: Municipal Alcohol Policy Review and Amendments

Recommendation:

That Council hereby approves a revised City of Kenora Municipal Alcohol Policy #CS-01-01); and

That the appropriate by-law be adopted for this purpose; and further

That By-law Number 24-2012 be and is hereby repealed.

Background:

In 2010 the Municipal Alcohol Policy was reviewed and updated to reflect changes in: policing and enforcement, updated information with regard to permits through the LLCBO, to allow the City Clerk to authorized endorsements and community festivals. This was all completed to ensure that City of Kenora communicates due diligence to the public hosting events on City of Kenora property.

In 2011 a meeting was held to review the City of Kenora's Municipal Alcohol Policy. Present or having input to the meeting was representation from the City of Kenora, O.P.P, Lake of the Woods District Hospital Addictions program staff and the Liquor License Control Board. A second meet was held, 2011 a meeting was held with past special event applicants (KBI, Harbourfest, and Tourism Staff) to review and receive feedback on the current policy and review changes to the Alcohol and Gaming Commission special occasions permits.

In 2012 staff attended an information session held by the Ontario Provincial Police regarding private security at alcohol related events. Staff also participated in an information session hosted by the AMCTO providing information from the AGCO on the changes to Special Occasions Permitting.

The City of Kenora's 2012 Municipal Alcohol policy was amended to meet or exceed all standards set out by all pertinent governing bodies.

As the City is committed to review and update the Municipal Alcohol Policy on an annual basis a 2013 review meeting was call involving and consulting with the following departments: Clerk's office, Tourism staff, Parks Staff, Recreation staff, Museum Staff, Building Inspector's staff, Risk and Loss Prevention Office and the O.P.P.

The policy reflects a belief that events in the City of Kenora are a key component to the promotion and celebration of our city. The Policy states that the City of Kenora will not consider application for the service of alcohol for any public event where children, youth and/or family are the focus.

2013's review focused on making the policy less cumbersome for user groups. The policy was re-written with clear headings, charts setting out clear minimums for event staff and levels of certification and easier to manage timelines for both staff and user groups.

Further consultation was had with our insurance provider to review and amend coverage amounts for user groups taking size, location and public or private events into consideration.

Staff now feel that we have a more comprehensive policy to work with that better addresses diverse events that take place on city property.

Once the policy is passed by council and user friendly version of the policy will be made available to the public.

Communication Plan/Notice By-law Requirements:

The amendments to the approved policy will be reflected in City of Kenora Policy Manual. A user friendly copy of the policy will be made available to the public on the City Portal or by request from the Recreation Services Department, Tourism and Special Events, Parks Department or from the City Clerk's Office.