



The Corporation of the District of Tofino

Municipal Alcohol Policy - Events

CATEGORY: Protective Services

Adopted:

12/21

Resolution Number

1. PURPOSE

This purpose of the Municipal Alcohol Policy – Events is to reduce potential harms at public events serving alcohol and to promote inclusivity at events on public property.

This policy ~~recognizes that~~ manages ~~responsible~~ alcohol use on public property, ~~is~~ based on the following foundational principles:

- Community Health and Safety
- Engagement and Support
- Inclusivity

2. SCOPE

This Municipal Alcohol Policy (MAP) applies to public events occurring on municipal property which have applied to serve alcohol under the process governed by the Liquor and Cannabis Regulation Branch.

3. DEFINITIONS

Private Events vs. Public Events – *NOTE: These definitions are assigned and governed by the Provincial Liquor & Cannabis Regulation Branch and are subject to change.*

For clarity:

- A public event is an event in which anyone may attend, either by obtaining a ticket at the door or by entering the event location AND/OR advertising the presence of liquor at the event in any form of media (print, digital, Etc.).
- A private event is an event in which attendance is limited to invited guests, members and staff of an organization, or persons who have bought or received advance tickets. Tickets at these events cannot be sold at the door. Private events include weddings, birthdays, anniversaries, retirements, memorials, etc.

4. FOUNDATIONAL PRINCIPLES

PRINCIPLE 1: Community Health & Safety – This policy aims to promote the health and safety of all people by creating safety protocols and harm-reduction tools to promote thoughtful approaches to the consumption and promotion of alcohol.

PRINCIPLE 2: Engagement and Support – This policy and any amendments thereto will be developed by meaningfully engaging with the public and event producers to support the provision of responsible events.

PRINCIPLE 3: Inclusivity – This policy is drafted with the intent to include people who might otherwise be excluded or marginalized at public events, and to recognize and respect the experiences of all community members.

5. POLICY

5.1. Authority to Approve Applications:

- 1) Public events serving alcohol on municipally owned property require approval from the District of Tofino to qualify for a Special Event Permit from the provincial Liquor and Cannabis Regulation Branch.

- 2) Authority to approve the use of municipally owned property for public events serving alcohol must be approved by Council for the first assembly. All subsequent permits may be issued annually by staff, pursuant to the District of Tofino Delegation of Council Authority Bylaw for an assembly, as defined by the Public Property Use Bylaw, where the event is an annual occurrence and the details of the event are substantially the same from year to year. For certainty, all first time applicants applying to serve alcohol for a public event will be required to receive Council approval for the first event. Additionally, should the District of Tofino
 - i) receive or be made aware of any internal or external complaint, or;
 - ii) a new event is being proposed; or
 - iii) the event is substantially different from the previous application;

a special event permit approval will be required from Council.

5.2. Applications to serve alcohol will not be approved on the following District property:

- a) Public parks (playgrounds, fields, skate park, bike park, etc.)

Rationale – Inclusivity: Public parks are intentionally set aside as inclusive community spaces. Public parks should not be designated for exclusive, adult-only uses such as those that serve alcohol.

- b) Municipally-owned docks

Rationale - Community Health & Safety: The use of alcohol on docks presents a significant safety concern for participants and first responders.

- c) Trail networks

Rationale - Community Health & Safety: The use of alcohol on trail networks presents a significant safety concern for participants and first responders.

5.3. Applications to serve alcohol will not be approved for community events targeting the inclusion of families and children, including Family Day, Canada Day, Parades, etc.

Rationale – Inclusivity: The provision of alcohol does not add significantly to the atmosphere or quality of events that intentionally target the inclusion of families and children, and may jeopardize the overall appeal to a multi-generational audience.

5.4. Events serving alcohol must adhere to the following harm reduction strategies:

a) Event Signage and Marketing Materials: Events must state whether alcohol will be served in marketing materials, and post signage at the event as described in Appendix 1.

Rationale – Inclusivity: An important part of inclusivity is telling people what to expect about an event. Sober individuals, people with children and people with substance use issues should be aware if the event intends to serve alcohol so that informed choices can be made.

Rationale – Community Health and Safety: Event signage is an important tool to reinforce positive, accurate, and destigmatizing messages regarding the use of alcohol.

b) Safe Transportation Program: Applications must provide details of options for patrons to safely leave the event, and indicate how patrons will be made aware of the options.

Examples of Safe Transportation Programs include: Hiring an event shuttle, organizing volunteer drivers, implementing a designated driver program, or actively promoting alternative transportation options such as taxi, bus, or ride share.

Rationale – Community Health and Safety: Event organizers have a duty of care to event attendees, and are legally responsible for ensuring that attendees do not drive while intoxicated and that potentially intoxicated persons arrive home safely.

c) No ‘Last Call’: There must be no last call announced or any signal indicating the bar is closing at events. Entertainers / DJs must be informed that there is to be no last call.

Rationale – Community Health and Safety: Announcing a “Last Call” can encourage binge-drinking at the end of the event, resulting in high blood alcohol levels that may peak after the event and lead to impaired driving and other issues. Entertainers and DJs often announce last call without being requested to do so.

d) Drink Ticket Stations: Events must have a separate station for drink tickets that cannot be combined with the bar area.

Rationale – Community Health and Safety: Selling tickets slows down the rate of consumption as people are required to make two stops before getting each set of drinks. Ticketing schemes also allow ticket-sellers to assess patron sobriety without

having to serve alcohol as well, and can prevent confrontations and pressure on servers at the bar.

- e) **Separate Stations for Non-Alcoholic Drinks: Events must have at least one separate station for non-alcoholic drinks that cannot be combined with the bar.**

Rationale – Community Health and Safety: Providing guests access to non-alcoholic beverages during an event is a requirement of a provincial Special Event Permit. Events are required to provide separate station to ensure that access is as easy as possible so that guests do not have to stand in the same line-up for alcohol to receive a non-alcoholic drink.

- f) **Event Security Plans: Applications for events must provide a security plan with the event layout and floor plan, name and contact information of the primary security contact, and an outline of how security concerns will be addressed.**

The size, scale and scope of a Security Plan will be dependent on the size and type of event. For example, large public events will require a more detailed plan with regard to potential concerns such as violence, intoxicated persons or unauthorized guests, whereas small private events, such as weddings, will require a smaller scale plan. Staff will work with applicants to ensure adequate information is provided.

Rationale – Community Health and Safety: Event organizers have a duty of care to event attendees. Early attention to potential safety concerns will help organizers plan and prepare for a safe event.

- g) **Notification to Responding Agencies: RCMP, Tofino General Hospital and BCAS are to be notified by the permit holder of events serving alcohol with over 100 participants.**

Rationale – Community Health and Safety: Most licensed events are held on Friday or Saturday night, which is prime time for other occurrences requiring first responder attention. Early notification of potential problems will facilitate the ability of responders to plan their availability should they be required.

6. RESOURCES

Appendix 1 – Event Signage List.

7. OTHER APPLICABLE POLICIES AND DOCUMENTS:

- [District of Tofino Delegation of Council Authority Bylaw](#)
- *Community Hall Use Policy*
- *District of Tofino Public Property Use Regulation No. 1098, 2009*
- *Sustainable Events Toolkit*

8. POLICY REVIEW DATE

This policy is to be reviewed by Council in 2023.

Rationale – Engagement and Support: Policy to be reviewed to ensure alignment with District priorities and community needs.

ISSUED BY: Manager of Corporate Services

Municipal Alcohol Policy - Events

Appendix 1: Event Signage List

General: All signage must be sized appropriately to the facility, written in legible font and colours, and placed at eye-level.

No Last Call

Signage must be located at the bar area indicating that there will be no last call before the closing of the bar. **Example:** *"There will be no last call"*.

Rationale:

- This sign indicates clearly to participants that the event producer is committed to safe serving practices and that last minute "stocking up" will not be facilitated.
- This sign reduces conflict with patrons.
- This sign supports staff who are responsible for serving and enforcing regulations.

Safe Transportation Awareness

Signage must be posted in prominent areas such as washrooms or exits to indicate how to access the safe transportation options indicated in the event application.

Rationale:

- This sign encourages positive behaviour and highlights strategies for ensuring a safe ride home.

Community Outreach Signage

Signage that engage the community in addressing alcohol related issues must be posted in prominent areas such as washrooms or exits. Signage must include, but it not necessarily limited to, the following contact information:

- West Coast Mental Health & Substance Use
- Kuu-us Crisis Line
- Westcoast Community Resources Society and Transition House

Rationale:

- This sign provides important information about where to access care and assistance at the local level.