

**City of Hamilton
Municipal Alcohol Policy
Schedule 1**

Operating Standards and Procedures

**City of Hamilton
Effective: January 1, 2011**

TABLE OF CONTENTS

PREAMBLE

Purpose of the Municipal Alcohol Policy	8
Purpose of the Operating Standards and Procedures	8
Definitions	9

SECTION 1

1.1 Designation of Properties	12
1.2 Designation of Events	13
1.3 Designation of Roles	13
1.3.1 Role of City Staff	13
1.3.2 Role of the Event Organizers	14

SECTION 2

2.0 Management Practices	
2.1 Conditions for the Use of Alcohol in City Facilities/Properties ...	15
2.2 Advertising	15
2.3 Insurance	15
2.4 Event Workers	16
2.5 Entry and Monitoring and Serving Practices.....	18
2.6 Security Plan	20

SECTION 3

3.0 Safe Transportation Strategy	21
--	----

SECTION 4

4.0 Signage	21
-------------------	----

SECTION 5

5.0 Actions to Enforce

5.1 Duty to Report..... 22

5.2 Failure to Comply 22

5.3 Penalties 23

SECTION 6

6.0 Policy Support23

SECTION 7 – Appendices

B – Designated Properties

PREAMBLE

PURPOSE OF THE MUNICIPAL ALCOHOL POLICY

The purpose of the Municipal Alcohol Policy (MAP) is to allow use of City properties for events which include alcoholic beverages only where full responsibility is assumed by the persons or organization proposing the event. These persons or Organizations are subject to a Special Occasion Permit or sponsoring use of a Caterer's Endorsement as granted by the Alcohol and Gaming Commission of Ontario ("AGCO") allowing such Event Organizers to sell or serve alcohol or have alcohol sold or served on their behalf.

The Event Organizers are third parties and are not the City's servants or agents in holding the event. The MAP is intended to apply to approvals for the use of the City facilities or land by such third parties, so that the Event Organizers take necessary and appropriate steps to provide a safe environment for the general public where the organizers desire alcoholic beverages to be part of the event.

The MAP is designed to inform the Event Organizers requesting permission for use of City properties on strategies to help them limit alcohol related problems and to require them to inform themselves, prepare for the event, train their staff and volunteers, and monitor, manage and assume responsibility for the liability and other risks associated with having alcoholic beverages at their event. The MAP is intended to provide for responsible use of City property by promoting low alcohol consumption, reducing exposure to risk, minimizing the potential for host liability, and providing proactive risk containment guidelines and standardized operating procedures.

PURPOSE OF THE OPERATING STANDARDS AND PROCEDURES

The Operating Standards and Procedures include a series of reasonable conditions, which Event Organizers will be required to agree to adopt where the consumption of alcohol is proposed on City properties under a Special Occasion Permit or Caterer's Endorsement. The MAP and Operating Standards and Procedures rely upon the holders of permits from the Alcohol and Gaming Commission of Ontario to comply with their legal obligations, including but without limiting the generality of those obligations, to not serve minors or apparently intoxicated persons with alcohol, and to not supply alcohol to persons to the point of intoxication.

The Operating Standards and Procedures are intended to inform the Event Organizers as to what practices they must agree to follow in order to carry out an Event which includes alcohol consumption on City properties, and to provide them with information to limit their liability and reduce alcohol consumption. The Operating Standards and Procedures include designated properties, management

strategies, prevention strategies, signage requirements and enforcement protocols for infractions to the procedures. Event Organizers who fail to comply with the MAP and Operating Standards and Procedures may be refused future use of City property. Breach of the requirements at an event may be used to deny Event Organizers future use of City premises for Events and other consequences provided for in this document and in City agreements for the use of premises.

DEFINITIONS: For the Municipal Alcohol Policy and its Operating Standards and Procedures

AGCO

Means the Alcohol and Gaming Commission of Ontario.

Event

Means any gathering, of any kind, whether social business or otherwise, and includes the set-up, tear down, clean-up and other activities including ancillary that occur in, on or around any City properties related to the preparations for, conduct of or finalization of the event and use of City property.

Event Worker

Means any representative, agent, partner, employee, servant, contractor or other individual or entity working on the Event for the Event Organizer, and includes volunteers, the Event Organizer, an Event Organizer's Delegates, Servers and Monitors.

Event Organizer

Means any person or organization applying to hold an event at City premises and includes the person or organization on whose behalf such persons apply or seek permission to hold the event, the person whose name is listed as the permit holder on a Special Occasion Permit, and the person listed as a sponsor on a Caterer's Endorsement for such event.

Delegate, in reference to the Event Organizer

Means an employee, agent, servant, representative, partner or other individual designated by the Event Organizer to manage the Event or to ensure compliance with the Event Organizer's responsibilities under the MAP.

Server

An Event Worker serving or selling alcoholic beverages or selling or providing tickets for redemption for such alcohol, or who is acting as a bartender.

Monitor

An Event Worker for purposes other than being a Server.

Standard Drink

- 12 oz or 341 ml. of beer with 5% alcohol by volume
- 5 oz or 142 ml. of wine with 12% alcohol by volume
- 1 ½ oz or 43 ml. of spirits with 40% alcohol by volume

Each of these standard drinks has 0.6 ounces or 17 ml. of pure alcohol.

Fortified Drinks, Extra-strength drinks

Any drinks with more alcohol content than a standard drink listed above. Many coolers and some brands of beer and wine contain more alcohol than a standard drink

MAP

Means the City of Hamilton's Municipal Alcohol Policy and includes this document, being Schedule 1 "Operating Standards and Procedures".

Caterer's Endorsement

A Caterer's Endorsement, is issued by the AGCO and permits the sale and service of beverage alcohol to an event that is in an area other than a licensed establishment. The catered event must be sponsored by someone other than the licence-holder.

Publicly Advertised

An event which is made known to the public for their attendance, utilizing advertisement sources such as flyers, newspaper, radio, web communities or formal announcements.

SEAT

A committee of City staff and external agencies assigned a role including the giving of approval under City policy for special events as outlined in such policy.

Smart Serve

Smart Serve is a certification program for responsible service training to all individuals who serve alcoholic beverages or who work where alcoholic beverages are served in the Province of Ontario

Third Parties

Third Parties are those individuals, corporations, or partnerships with which the City is at arm's length within the meaning of the Income Tax Act (Canada) and excludes City Affiliates.

City Staff

Where there is a reference to reporting to or contacting staff of the City of Hamilton, means the City of Hamilton staff who are identified by the City as the contact for either MAP purposes or the facility or premises in question as the context requires.

Liquor Licence Act or LLA

Refers to the Liquor Licence Act, R. S. O. 1990. c. L.19 as amended and includes applicable Regulations passed pursuant to the Act.

City Properties

Means those facilities, lands, buildings, structures premises or other real property for which the City of Hamilton is the legal owner or over which the City has authority to grant use

SECTION 1

1.1 Designation of Properties

Alcohol may only be sold or served in facilities that are licensed under the *Liquor Licence Act*. For those facilities and properties that are not licenced, The City of Hamilton has developed a “Designated Properties” list (attached as Appendix B to Report CS10XXX), identifying City properties where events with alcohol being served under an SOP or a Caterer’s Endorsement may be approved.

Approval by the City is required in advance of the issuance of an SOP or Caterer’s Endorsement for the use of City property for an Event which includes the sale or service of alcohol. Separate agreements and approvals will be required to formalize the use of City properties or facilities under the MAP or otherwise depending on the nature of the event and location.

The City of Hamilton reserves the right in its sole discretion to refuse an Event Organizer permission to hold its Event on City property, and for reasons other than the MAP including conflicting events, renovations or uses.

The General Manager of Community Services or the General Manager of Public Works or their designate has the right to approve or deny requests for alcohol at events for city properties that are not on the Designated List following a complete review by the Special Events Advisory Team with consultation and advisement from the Ward Councillor(s).

Regardless of an approval for a property not on the Designated Properties List, the Event Organizer and their event will be subject to the MAP unless the approval specifically provides otherwise.

As of the date of Council approval for the MAP, no approvals for events involving the use and/or sale of alcoholic drinks shall be permitted on City Properties unless the Event Organizer has entered into an appropriate contract with the City in a form acceptable to the City Solicitor prior to the Event.

For greater certainty, upon the date the MAP comes into effect the MAP is intended to apply to all City Properties, with the following exceptions:

(a) those City Properties under the care, management or control of City Affiliates who only allow Events on City Properties pursuant to a Liquor Licence. For the purpose of the MAP “City Affiliates” means those Boards, corporations or other

corporate entities who are not at arm's length with the City within the meaning of the *Income Tax Act (Canada)* ;

(b) those City Properties under the care, management or control of City Affiliates for which Board approval is required before adoption of the MAP unless the existing leasing, licensing or other contract between the City and the City Affiliate contains provisions mandating the adoption of City policies or the contract otherwise allows the City to impose compliance with the MAP;

(c) those City Properties for which the City has an existing and valid contract with Third Parties with respect to the use of the City Properties except to the extent that the City is permitted under the terms of said contract to mandate the adoption of City policies or the contract otherwise allows the City to impose compliance with the MAP.

1.2 Designation of Events

The serving of alcohol will not be permitted at any events where the focus of the event is for youth under the age of 19.

1.3 Designation of Roles

1.3.1 Role of City Staff

City Staff will provide written educational information or sources to the Event Organizer identifying the conditions and requirements of the MAP and its Operating Standards and Procedures upon request. Upon application City Staff will complete an Event Checklist to ensure the Event Organizer has been made aware of the requirements under the MAP.

The appropriate General Manager or their designate for the property in question, will approve or reject the application and use of City property for the Event involving alcohol based upon compliance with MAP requirements, and may add such conditions as in their sole discretion are advisable for the particular property or event. Separate approvals may still be required depending upon the location and event. Additionally, where necessary approvals have been obtained, agreements as required for use of City property may be executed under existing delegated authority in a form and content satisfactory to the City Solicitor for the City of Hamilton.

The appropriate General Manager or designate may, provided it is in writing, waive minor specific requirements of serving alcohol as in clause 2.5.3 of this document, or Event Worker identification and clothing in clause 2.4.7, such waiver being in the General Manager's or designates sole discretion as to whether it is appropriate for the Event,

provided that no such waiver is effective for relieving the Event Organizer, the SOP holder, alcohol caterer or Event Workers from their legal obligations. Examples of such minor waivers that might be considered are having wine served to tables in bottles or the use of real glasses for weddings or similar receptions.

1.3.2 Role of the Event Organizer

The Event Organizer is responsible for the management and control of the event in every aspect, including but not limited to organization, planning, set up of the event, training of their designates and other Event Workers, inspection of the premises or facility, alcohol service and sales including the choice of beverages so as to avoid the supply of Fortified Drinks or Extra-Strength Drinks, the safety and sobriety of people attending the event including those persons turned away to control the event or because of intoxication, control of access to the premises at any time during the occupation of City premises, response to emergencies including contacting police or other emergency services, the return of City premises in vacant and proper condition, as well as compliance with the Liquor Licence Act and the City of Hamilton's MAP and any other conditions of the permission for use of City property granted by the City.

Where the Event Organizer is not the person named as the holder or the SOP or as the sponsor for a Catering Endorsement, or the person applying for such permit or sponsorship for the liquor permit required for the Event, such person shall also be a signatory to the agreement required with the City.

It is the Event Organizer's responsibility to ensure that Event Workers and patrons are following the conditions and requirements laid out in the LLA, the MAP and other agreements for use of City premises, and that sufficient numbers of trained Event Workers are in attendance and applied as needed to monitor, manage and control the Event and use of City property for the purposes of their responsibilities. The Event Organizer may nominate an individual or individuals as their Delegate to help with management of the event and compliance with the MAP, but in no event shall such delegation relieve the Event Organizer of their responsibilities, liabilities or duties pursuant to the MAP or pursuant to any contract with the City.

The Event Organizer has a duty to report to City Staff any incident that involves bodily injury or property damage, where Liquor Inspectors under the LLA have made a report, or where the Event Organizer is aware or has been made aware of any LLA or MAP violations. The report will generally be provided after the event or event day and allow the City to consider future requests for use of City property by the

Event Organizer, and to collect information on incidents occurring on City property or carry out necessary repairs.

SECTION 2

2.0 Management Practices

2.1 Conditions for the Use of Alcohol in City Facilities/Properties

The MAP will apply to all Events where alcoholic beverages are served under an SOP or a Caterer's Endorsement. The Event Organizer must comply with the *Liquor Licence Act*, R.S.O. 1990, Chapter L.19 (LLA) and all of the provisions of the City of Hamilton's Municipal Alcohol Policy, and ensure compliance by other persons involved in the Event, including but not limited to the caterer for alcohol service, and if different from the Event Organizer including the person to whom the SOP was issued or the sponsor for the purposes of the Caterer's Endorsement.

2.2 Advertising

The Event Organizer shall not permit, cause or allow promotional advertising of alcoholic beverages' names, brands or manufacturers at an Event frequented by youth.

2.3 Insurance

The Event Organizer must provide proof of insurance by way of submitting an original Certificate of Insurance and obtain confirmation of acceptable form and content of insurance from the City before occupying City premises for the Event. The Certificate of Insurance must be in effect for date(s) where City property is being used or occupied by the event organizer (this should include dates needed for set up and take down):

- Provide proof of a minimum of five million dollars (\$5,000,000) Commercial General Liability issued by an insurance company satisfactory to the City that is licensed to carry on business in Ontario and which must at a minimum include the following:
 - A Host Liquor Liability endorsement
 - Coverage for bodily injury and property damage liability.
 - The City of Hamilton shown as an additional insured to the policy.
- Show that coverage is in effect on the date(s) of the Event
- Be delivered to the supervisor having operational jurisdiction at the Event location at least 14 days prior to the start of the event

The actual insurance limits and provisions required may be amended at any time at the discretion of the Manager of Risk Management.

2.4 Event Workers

- 2.4.1 It is the Event Organizer's responsibility to ensure that all Event Workers participating in the Event are at least 18 years of age, are familiar with and carry out the requirements of the City's MAP and Liquor Licence Act responsibilities, and that they are familiar with the City premises or facility in use for the event. The Event Organizer shall not use any Event Worker unless the Event Organizer is satisfied they have been adequately trained and prepared to carry out the responsibilities assigned.
- 2.4.2 The Event Organizer and all other Event Workers must not consume alcoholic beverages during their attendance on City premises or facilities and including specifically while working the Event, while the bar is closed or after the Event is over.
- 2.4.3 The Event Organizer or their delegate, must attend the Event for the entire duration, including the post Event clean up, and remain in attendance until the premises are vacated, and be responsible for making decisions regarding the operation of the Event and safe transportation.
- 2.4.4 The Event Organizer must provide sufficient trained Event Workers, 18 years of age or older, to ensure in the interest of public safety that the conditions of the SOP permit or Caterer's Endorsement, any agreement with the City or approval granted by the City, the requirements of the LLA and the MAP are observed.
- 2.4.5 Minimum Event Worker numbers are required on an Event Worker versus guest ratio herein, but the actual number and types of Event Workers above minimums shall be decided by and be the responsibility of the Event Organizer based on their ensuring compliance with the MAP and their other responsibilities. A minimum of two (2) Smart Serve trained Event Workers shall be required for events with less than 100 people. At minimum one additional trained Event Worker is required if guests exceed 99 in number, and a further minimum of one additional trained Event Worker is required at a ratio of one additional Event Worker for each 100 participants over the initial 100 participants. The Event Organizer shall decide the actual numbers, training and types of Event Workers above minimums as required for management and control of the event, control of the premises and compliance with the SOP. The City reserves the right to adjust the minimum Event Worker versus guest ratio on an event-by-event basis. The following chart is provided as a guide for event organizers.

Guest to Event Worker Ratio

Number of Guests	Minimum Number of Event Workers	Breakdown of Minimum Number of Event Workers		
		Bartenders (All to be Smart serve trained)	Door Monitors (Each access point must be monitored)	Ticket Sellers
Up to 99	2	2	Monitor at each access point	0
100-199	3	2	Monitor at each access point	1
200-299	4	2	Monitor at each access point	2
300-399	5	3	Monitor at each access point	2
400-499	6	3	Monitor at each access point	3

All Access points to the licenced area must be monitored. Each venue will require a varying number of door monitors dependant on the layout of the venue.

2.4.6 Regardless of the chart above, the Event Organizer is required;

- (a) to consider the need for their own training, and for additional staff above minimums including without limiting the generality of the needs for staffing, planning for possible attendance for the event and sufficient staff to limit attendance to ensure they meet their responsibilities in this clause;
- (b) to decide the actual numbers and types of Event Workers or other security above minimums, and to provide for their training, supervision and instruction, all as necessary to manage and control their event, to control use of the premises, to control access to areas where alcohol is allowed to be served or consumed, and to comply with their SOP, Caterers' Endorsement, the Liquor Licence Act and their MAP responsibilities;
- (c) to ensure that all persons acting as Servers be certified as trained under Smart Serve;
- (d) to meet their obligations in clauses (a), (b) and (c) immediately above, regardless that the City reserves the right to adjust the minimum number or types of Event Workers on an event-by-event basis.

2.4.7 Event Workers shall wear an I.D. name tag and/or clothing, highly visible in a crowd so that they can be easily identified. Provision of this identification and clothing is the responsibility of the Event Organizer.

2.4.8 Event Workers must ensure that participants do not engage in activities that could potentially harm themselves or others, and be trained by the Event Organizer on their responsibilities and safe transportation options.

2.4.9 The Event Organizer shall provide a list of all Servers with proof of Smart Serve certification (including their certification numbers), and shall provide such information on all Monitors involved in the Event where Monitors have such training, and supply such lists to City Staff, at least two (2) weeks prior to the event.

2.5 Entry, Monitoring and the Serving of Alcohol

2.5.1 Entry and Monitoring

It is the added responsibility of the Event Organizer to train and inform the Event Workers of the following:

Persons who appear to be under 25 years of age shall be required to show their photograph identification at the ticket purchase area and/or the alcohol service area, in a form specified under the Liquor Licence Act.

Acceptable identification for a person includes any of the following, provided the identification is not expired, contains a photograph of the person, the person's birth date, and that it has been issued by the listed government or government agency:

- A driver's licence issued by the Province of Ontario
- A Canadian passport.
- A Canadian citizenship card.
- A Canadian Armed Forces identification card.
- A Liquor Control Board of Ontario "Bring Your Identification" (BYID) card.

2.5.2 Refusal of Entry, Removal of persons

The Event Organizer is responsible for and shall ensure that any imposed capacities for facilities and outdoor areas are not exceeded during the course of the Event, and regardless of clauses 2.4.5 and 2.4.6 the Event Organizer shall ensure sufficient staffing to control all access points to the Event.

The Event Organizer shall ensure the event is managed and controlled to prevent dangers to attendees and other persons present, and shall not allow persons to enter the premises that are or appear to be intoxicated. The SOP Holder and Event Workers shall exercise their rights to remove or deny entry to intoxicated persons, aggressive persons, or to unauthorized

youths or youths found drinking alcohol. The Event Organizer is responsible for ensuring that the SOP holder and Event Workers are supported or assisted as required, and that safe transportation options are offered or arranged where required, and the SOP holder and Event Workers carry out their responsibilities.

If underage drinking is encountered, Event Workers must also report the findings to the SOP holder or caterer under the Caterer's Endorsement.

No persons shall be allowed to consume alcohol provided outside of the areas designated for consumption either by the SOP or City agreement.

If intoxication, riotous, quarrelsome, violent, aggressive or disorderly conduct is observed at the Event, the Event Organizer and their Event Workers will:

- first ask the person to leave, and
- if the individual refuses to leave, call the Police
- seek any necessary assistance and transportation to maintain control and management of the Event and ensure the safety and protection of persons including Event Workers

2.5.3 Serving of Alcohol

In hosting an Event the Event Organizer must ensure and carry out the following:

- Alcohol tickets will not be sold to anyone under the age of 19 years, or to persons apparently under the age of 25 who do not produce proper identification
- Alcoholic beverages will not be sold or served to anyone under the age of 19 years, or to persons apparently under the age of 25 who do not produce proper identification
- Alcohol will not be served to anyone who may appear to be intoxicated
- Ticket sales for alcohol shall be limited to 2 tickets at one time per person.
- Alcohol service shall be limited to 2 drinks per person at one time.
- Where beer is available a light variety (being beer with 4% alcohol by volume or less) shall also be available. Otherwise only Standard Drinks shall be available, allowing only that drinks of the same size may be provided but which have lower percentages of alcohol (for example beer with less than 5% alcohol by volume, wine with less than 12% alcohol by volume, and spirits with less than 40% alcohol by volume).

- No Fortified Drinks or Extra-Strength Drinks shall be available.
- All beverages served at the event shall be served only in plastic or paper containers.
- The appropriate GM or designate may, provided it is in writing waive minor specific requirements of serving alcohol as specified above in clause 1.3.1 of this document..
- All beverage containers whether containing alcohol or not, must remain in the designated service area.
- Non-alcoholic beverages and food shall be available for the duration of the event.
- Food shall be provided and is not satisfied by snack foods such as chips, peanuts, popcorn.
- “Last call” will not be announced.
- Ticket sales and alcohol service will cease 60 minutes prior to the end of the Event or at the time shown on the SOP or Caterer’s Endorsement, whichever is the earlier.
- It is suggested that persons be allowed to redeem their unused tickets for alcoholic beverages at anytime during the Event as shown on the SOP or Caterer’s Endorsement
- Marketing practices which encourage increased consumption of alcohol shall be prohibited (eg. oversized drinks, double shots, pitchers, drinking contests, volume discounts).
- Alcohol shall not be offered as a prize in a contest.
- No persons shall be allowed to bring in their own alcohol to the event or allowed to pour their own alcoholic drinks.

2.6 Security Plan

- 2.6.1 The Event Organizer, if determined necessary by the General Manager or designate, shall submit a security/operational plan when an Event is publicly advertised or when anticipated attendance or the type of event warrants such a plan. Regardless, this clause does not prevent SEAT from requiring security/operational plans or other requirements for the Event.
- 2.6.2 Security/operational plans required to be submitted under MAP shall be approved by Police, Fire, EMS and a Liquor Licence Inspector under the LLA and, at the discretion of the Police, Fire, EMS and such Liquor Licence Inspector, must be amended to cover their requirements. All costs associated with the preparing and complying with security/operational plan shall be borne by the Event Organizer. The General Manager or designate has authority to decide disputes with such requirements that do not involve compliance with statutes or regulations.

SECTION 3

3.0 Safe Transportation Strategy

The Event Organizer is responsible for promoting safe transportation options for attendees of the Event or contacting police as appropriate, including for persons who may be denied entry or removed from the event under the MAP. These safe transportation options include:

- Promote a designated driver strategy, such as the names of persons(s) that will use a vehicle to transport intoxicated persons to a place of safety (the designated driver strategy should also include plans for backup transportation options for safe transport of participants including those for whom the intoxicated person may be responsible); and/or,
- The promotion of taxis, buses, or other forms of alternate transportation; and/or,
- Request a friend, relative, or taxi to assist a potentially intoxicated person
- Police shall be notified in the event an apparently intoxicated person attempts to drive a vehicle.

The Event Organizer must remain on the premises at least until all attendees have left the property at which the Event is located.

SECTION 4

4.0 Signage

The Event Organizer shall post signage for the event as required under the guidelines of the AGCO, LLA and this MAP:

- SOP permit (acquired from AGCO)
- SOP Accountability (acquired from City Staff)
- Fetal Alcohol Spectrum Disorder as specified in the LLA (to be posted regardless of the requirements under the Liquor Licence Act)
- Signage clearly outlining the licensed area and unlicensed areas in which signs specify no alcohol consumption is allowed

During events, where alcohol is to be served, an approved sign with the following wording shall be displayed in addition to the signs listed above, in a prominent location immediately within each licensed area.



SERVICE GUIDELINES

Servers are prohibited from serving alcohol to participants under 19 years of age.

Proper I.D. must be presented to Event Staff when requested.

Service is limited to 2 drinks per person at one time.

Intoxicated persons or anyone who appears to be at the point of intoxication will be refused entry and/or service.

**ASK YOUR SERVER ABOUT SAFE TRANSPORTATION
OPTIONS**

SECTION 5

Actions to Enforce

5.1 Duty to Report

The Event Organizer has a duty to report to the City Staff issues with details of any incident that involves bodily injury or property damage, where a Liquor Inspector under the LLA has made a report on any incident or violation, or where the Event Organizer or SOP Holder is aware or has been made aware of any LLA or MAP violations. Police shall be informed by the Event Organizer as appropriate. Reports shall be made no later than two days after the conclusion of the event, but shall be made immediately where repairs or other action is required to make City property secure or safe for use. The Event Organizer is responsible to make an immediate report to City Staff if the facility or premises becomes unsafe for use, and to take all necessary steps to protect and exclude persons, erect barriers, give warnings and provide any other protection needed until City Staff take control over the unsafe area.

5.2 Failure to Comply

5.2.1. Where there has been a failure to comply with the Liquor Licence Act the police or the AGCO through a Liquor Inspector under the LLA may intervene for enforcement purposes and may, at their discretion or other authority, terminate the event. The City of Hamilton may similarly cancel, intervene in or terminate the Event for violations of the MAP. It remains the responsibility of the Event Organizer to manage the event and to take appropriate actions, including ending the Event, vacating City property, maintaining insurance and any conditions of insurance, and providing safe transportation options. Regardless of the reason for termination of the event, the City will not be responsible for any

compensation to the Event Organizer or affected persons or their resulting financial losses.

5.2.2 The General Manager or their designate of the Division having jurisdiction over the City property will subsequently inform the Event Organizer and any organization they represent via registered letter that there has been a violation of the policy and any imposed consequences or penalties.

5.3 Penalties

5.3.1 Where the Event is terminated under the MAP or agreement with the City there will be no financial compensation by the City. Additional penalties for failure to comply may include, but are not limited to:

- Loss of privilege to hold an event involving alcohol in a City of Hamilton facility or property;
- Loss of any future use or rental of any or all City property;
- Individual ban or suspension of persons involved in the infractions from any or all City property for any term
- The loss of privileges, opportunities for use or rental, ban or suspension are subject to terms that include failure to provide compensation or indemnity to the City.

SECTION 6

6.0 Policy Support

The MAP will undergo a periodic review based on change within the industry standard and updated as required. A call for review could be initiated by the following: Community Services, Public Health Services, Public Works or Corporate Services.