

THE MUNICIPALITY OF LAMBTON SHORES

Report DCS 04-2025

Council Meeting Date: February 25, 2025

TO: Mayor Cook and Members of Council
FROM: Ashley Farr, Director of Community Services
RE: Municipal Alcohol Policy Update
RECOMMENDATION:

THAT Report DCS 04 -2025 regarding the “Municipal Alcohol Policy” be received; and

THAT the proposed amendments to Policy CP-CS-POL-001 Municipal Alcohol Policy be approved; and

THAT By-Law 98 of 2024 Fees and Charges be amended to include a \$1,000 refundable damage deposit for stag and does.

SUMMARY

This report provides information related to updates to the Municipal Alcohol Policy, including the addition to permit stag and doe events in Thomas Hall at the Legacy Recreation Centre.

BACKGROUND

During the budget meeting on January 13, 2025, Council requested a review of the Municipal Alcohol Policy to permit Stag and Doe events in municipal facilities. Although the direction was focused on provision of stag and does in municipal facilities, the existing Municipal Alcohol Policy has not been updated since 2013, and staff have taken the opportunity to update the policy to ensure that it complies with current legislation and best practices.

General Policy Amendments

The Liquor Licence Act was repealed in 2019 and replaced with the Liquor Licence and Control Act, 2019. Staff have consulted with inspectors from the AGCO and Staff Sergeant with the OPP. The Municipal Alcohol Policy has been updated to reflect any new changes in the legislation, or at the recommendation of the AGCO and OPP. The chart below highlights these changes:

Section	Amendment
All	Updated to reflect new Liquor License and Control Act, 2019

2 - Objective	Entire section updated to be succinct
3 - Definitions	Entire section updated with necessary definitions and consistent with definitions provided by AGCO
4 – Designation of Properties	Added Thomas Hall, Legacy Centre as being a permitted facility for stag and doe events. Staff recommends stag and does for Thomas Hall only as it is best equipped for these types of events and will be staffed by municipal staff.
8 – Licensed Area Procedures	Removed the requirement for double row of fencing and fencing height requirements for outdoor events. Amendment requires a barrier to separate the licensed area from non-licensed area. Note that AGCO does not have regulations for fencing.
10 – Paid Duty Police Officers and Security	Added the requirement for paid licensed security for stag and doe events.
13 - Violations	Condensed as most violations covered throughout the rest of the policy.

The most significant proposed change to the policy is to permit stag and doe events.

Stag and Does

Historically, stag and does were hosted in Kimball Hall and operated through the Optimist Club of Forest. Under this approach, the hall renter would apply for the Special Occasion Permit (S.O.P.) and the Club was responsible for providing bar service, ticket sales and floor/door monitors. Since the demolition of Kimball Hall, there is no longer a public facility in Lambton Shores that hosts these types of events. The current Lambton Shores Municipal Alcohol Policy prohibits stag and does in municipal facilities:

4.4 Stag and Doe Events

Stag and Doe events and events of a similar nature are prohibited in any Municipal facility.

Rationale: Stag and doe events are considered to be fundraisers for personal benefit/financial gain and are not community oriented. The potential for problems outweigh the benefit to the community and they are therefore prohibited on Municipal property.

Stag and does are eligible to receive a Special Occasion Permit (S.O.P.) as a private event to permit the sale and service of alcohol through the Alcohol and Gaming Commission of Ontario (AGCO). From the AGCO website:

Private events are limited to invited guests only and may not be publicly advertised, such as on social media or through any other medium. The public cannot be admitted and there can be no intent to gain or profit from the sale of liquor at the event.

Examples of a private event would include stag and does, bridal showers, wedding receptions, anniversary parties, baptisms or birthday parties, among

others, where only family, friends and people known to the hosts or permit holders are invited to attend.

Ultimately, Council has the ability to determine if stag and does should be permitted in municipal facilities. Like all private events in municipal facilities, stag and does would need a Special Occasion Permit (S.O.P.) to allow for the sale and service of alcohol. The permit identifies the “Responsible Person” (or “Permit Holder”) that must ensure that all applicable aspects of the Liquor Licence and Control Act, 2019 and the Municipal Alcohol Policy are followed.

Considerations

Staff have reviewed Municipal Alcohol Policies for neighbouring municipalities for the purpose of determining the best practices for offering stag and does in municipal facilities. Policies varied with requirements for security, liability insurance and fees. A summary is provided below.

	Insurance Requirements	Security Requirements	Rental/Other Fees
South Huron	\$ 5 million	Licensed security is required	\$602 + HST \$150 + HST for kitchen (not required) \$239 + HST for licensed event
Warwick Township	\$ 2 million	Not required	\$350.00 + HST
North Middlesex	\$ 5 million	Licensed security is required	\$1,250 per event (50% increase from other events)
Brooke Alvinston	\$ 5 million (for stag and does)	Not required	\$840.00 + HST rental fee (approx. \$200 more than other licensed events) \$1000.00 damage deposit
Plympton-Wyoming – not permitted/under review			
Lambton Shores Current	\$ 2 million for licensed events	Not applicable	\$645.00 + HST rental fee, includes bar and kitchen \$250.00 damage deposit
Lambton Shores Recommended	\$ 2 million for licensed events	Licensed security for stag and does required	Regular rental fee applies, \$1,000.00 damage deposit

a) Insurance

Licensed events held in municipal facilities are required to provide proof of alcohol liability insurance coverage of at least \$2 million, with the Municipality of Lambton Shores listed as an additional insured. Although \$2 million is the minimum acceptable coverage, some municipalities mandate up to \$5 million. Renters have access to a community insurance program provided by Intact, which can be purchased through the Municipality for one-time events. Below is a comparison of the costs for both \$2 million and \$5 million liability coverage offered through Intact. It is worth noting that renters are not required to purchase insurance through the community program and can purchase insurance through another provider, as long as the minimum requirements are met. Costs through other providers have not been investigated by staff.

Number of Attendees	\$2 million liability	\$5 million liability
101 – 200	\$200/day	\$350/day
201 – 500	\$350/day	\$650/day

Staff have consulted with the municipal insurer, Intact Public Entities regarding stag and does in municipal facilities. The insurer did not provide any indication that stag and does should not be permitted in municipal facilities, as long as the proper measures are in place through the Municipal Alcohol Policy including insurance and security requirements.

b) Licensed Security

Some municipalities mandate licensed security for stag and doe events due to varied local experiences and the potential for damage that has historically been associated with these types of events.

Based on feedback from local municipalities, the OPP, and AGCO, staff recommend requiring renters to hire at least two licensed security personnel for stag and does. This measure aims to reduce risks associated with these events. Staff recommends that the Municipality maintain the current requirement for \$2 million liability insurance at this time, provided that licensed security is required for stag and doe events.

c) Fees

The chart above highlights significant variations in rental fees for stag and doe events. Staff believe the current fees for Thomas Hall are appropriate. For these events, renting both the bar and kitchen (required to provide food) facilities will be mandatory.

It is recommended to increase the damage deposit from \$250 to \$1,000 for stag and does. This deposit is fully refundable if no damage is found following the event. However, it may be retained if post-event inspection reveals damage or if the facility requires cleaning beyond the usual expectations for licensed events.

ALTERNATIVES TO CONSIDER

Council may choose not to host stag and does in Thomas Hall (Legacy Centre), however all other amendments to Municipal Alcohol Policy are recommended without alternatives provided.

RECOMMENDED ACTIONS

The recommendation is to approve the amended Municipal Alcohol Policy as presented.

FINANCIAL IMPACT

There is no direct financial impact associated with this report or the associated Municipal Alcohol Policy amendments.

CONSULTATION

Steve McAuley, CAO
Shannon Prout, Facility Booking Coordinator
Lambton OPP
Alcohol and Gaming Commission of Ontario
Intact Public Entities

Attached:

- 1) CP-CS-POL-001 Municipal Alcohol Policy