

SER-004-001

Strathcona County  
Municipal Policy Handbook

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## Consumption and/or Storage of Alcoholic Beverages

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Date Approved by Council: 06/16/83; 02/04/2010

Resolution No.: 926/83; 50/2010

Lead Role: Chief Commissioner

Replaces: n/a

Last Review Date: February 4, 2010

Next Review Date: 02/2013

Administrative Responsibility: Chief Commissioner and Department Managers

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### Policy Statement

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Alcoholic beverages shall not be stored or consumed by staff on County premises, except in accordance with the terms of this Policy.

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### Guidelines

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1. Where County Council hosts a County staff function, alcoholic refreshment may be permitted on a cash bar basis, unless Council determines otherwise.
2. For all other County staff functions, prior approval must be received from the Chief Commissioner for each specific occasion or event.

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### Roles and Responsibilities

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**Department Managers** or their designates are responsible to:

- submit a written request to the Chief Commissioner for approval of beverage service at a special event, providing all relevant details including the reason for the event;
- obtain a special event liquor license where required; and
- provide responsible supervision to oversee the event.

**Chief Commissioner** is responsible to review requests for beverage service at special events and may give approval for special events upon conditions he/she deems acceptable in the circumstances.