

Attachment 2

Liquor Applications – Provincial and City Policies, Processes, and Practices

LIQUOR APPLICATIONS – PROVINCIAL AND CITY POLICIES, PROCESSES, AND PRACTICES

Provincial Liquor Policies and Processes

The Liquor and Cannabis Regulation Branch's process for considering a liquor primary licence can be summarized as follows:

- The applicant must complete a Liquor Primary licence application to the Branch;
- The application for a new Liquor Primary licence is sent to the local government, which can determine whether or not they accept opting in to provide comments on the application to the Branch.
- Accepting the application means that the local government will begin the review and public input process, and provide a formal Council resolution or comments within 90 days.
- Prior to considering a resolution, the local government conducts the public input process to obtain the views of residents/community. The resolution must consider the comments obtained during the public input process, including the potential for negative impacts on the community and the views of residents/community.
- After the local government provides a resolution regarding the application, the Branch proceeds to make a final decision regarding the matter.

The local government may also choose to opt out of the process and not provide comments on the application. If the local government chooses to opt out, the Branch proceeds to implement a public input process and independently assesses the application.

City Practice Regarding Liquor Applications

The City's practice is to opt into the process by providing resolutions regarding Liquor Primary licence applications. The City's practice to obtain public input on liquor licence applications is to have the applicant post a site sign and two newspaper notices to invite public comments on the application. In this instance, as the City is the property owner, staff recommend opting out of the public input process. This is the same process that was followed during the licensing of Anvil Centre. In these situations where municipalities opt out, the Liquor and Cannabis Regulation Branch conducts the public input process.

The City also obtains comments from the Police Service and civic departments regarding the applicant's compliance record, bylaw issues, and potential community impacts. These comments, along with those received from the public, are provided to Council when a resolution to support or not support an application is considered. Despite the City's past practice, given that the City is owner of the land and building, staff recommends opting out of conducting the public input process.

With respect to hours of liquor service, the City's policy is to consider operating hours for restaurants, neighbourhood pubs, and similar businesses to 2:00 am; private clubs to 1:00 am; and no extension of operating hours for existing nightclubs or cabarets, including that no liquor premises shall operate later than 2:00 am.