

NO: **R121**

COUNCIL DATE: **June 17, 2013**

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **June 14, 2013**

FROM: **City Clerk  
General Manager, Parks, Recreation  
and Culture**

FILE: **6140 - 20/S/C**

SUBJECT: **Public Special Occasion License Request – Canadian Open Fastpitch Society**

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## RECOMMENDATION

The Parks, Recreation and Culture Department and the City Clerk recommend that Council approve the issuance of a Public Special Occasion License to the Canadian Open Fastpitch Society for the operation of a Beer Garden at each of Cloverdale Athletic Park and Sunnyside Park during the Canadian Open Fastpitch International Championship that is being held at these Parks between July 13<sup>th</sup> and July 21<sup>st</sup>, 2013.

## BACKGROUND

Under Provincial liquor regulations City Council is authorized to grant a Public Special Occasion License for community events. Such a license allows for the sale and consumption of alcoholic beverages during the events subject to certain conditions.

The Canadian Open Fastpitch Society (“the Society”) operates the Canadian Open Fastpitch International Championship (“the Championship”), which takes place at Softball City, Cloverdale Athletic Park and Sunnyside Park each year. The Championship that will be taking place between July 13<sup>th</sup> and 21<sup>st</sup>, 2013 is one of the premier sporting events held in Surrey each year.

The Society has requested permission to host a beer garden in each of Cloverdale Athletic Park and Sunnyside Park during the period of the Championship. A letter from the Society dated June 14, 2013, that documents their request is attached to this report as Appendix 1.

The Society utilizes Softball City (located within South Surrey Athletic Park) as the principal venue for the Championship. Since Softball City is a licensed facility, patrons attending fastpitch games held at the facility can purchase and consume alcoholic beverages.

The other two Parks that support the Championship are not licensed. For the Society to offer alcoholic beverages for sale during Championship games at these Parks, the Society must first obtain permission from City Council for a Public Special Occasion License.

## **DISCUSSION**

The Society is placing a bid to host the 2016 Women's World Fastpitch Championship in Surrey. The City is supporting the bid. The Society is working to ensure that the profile and spectator experience of its 2013 Championship is exceptional and holds the view that operating the beer gardens that are the subject of this report will assist in improving chances for success of the bid.

If Council approves the issuance of Public Special Occasion Licenses, the Society will be responsible for meeting all the requirements and stipulations of the RCMP, the Provincial Liquor Authority and the City's Beer Garden Policy and Regulations. The City's Beer Garden Policy and Regulations are attached to this report as Appendix 2. City staff and RCMP will monitor the operation of the beer gardens to ensure that they are implemented in accordance with the requirements of the various authorities.

## **SUSTAINABILITY CONSIDERATIONS**

The City's support of the Canadian Open Fastpitch Championship will assist in achieving the objectives of the City's Sustainability Charter; more particularly, Socio-Cultural Goal #13, which is focused on promoting opportunities for City-wide events.

## **CONCLUSION**

Based on the above discussion, it is recommended that Council approve the issuance of a Public Special Occasion License to the Canadian Open Fastpitch Society for the operation of a Beer Garden at each of Cloverdale Athletic Park and Sunnyside Park during the Canadian Open Fastpitch International Championship that is being held at these Parks between July 13<sup>th</sup> and July 21<sup>st</sup>, 2013.

Jane Sullivan  
City Clerk

Laurie Cavan  
General Manager  
Parks, Recreation and Culture

Appendix 1: Letter from the Canadian Open Fastpitch Society

Appendix 2: Beer Garden Policy and Regulations

Appendix 1



Canadian Open Fastpitch Society  
Suite 457, 800-15355 24 Avenue  
Surrey, BC, V4A 2H9  
Phone: 604.536.9287  
Toll-Free Fax: 888.533.6506  
[www.canadianopenfastpitch.com](http://www.canadianopenfastpitch.com)

June 14, 2013

Laurie Cavan, General Manager  
Parks, Recreation & Culture, City of Surrey  
14245 56 Avenue  
Surrey, BC V3X 3A2

Dear Ms. Cavan,

I am writing to you to ask for permission to host a beer garden during our 2013 Scotiabank Canadian Open Fastpitch International Championship at both Cloverdale Athletic Park and Sunnyside Park from July 13 – 21, 2013. I understand that we have missed the application deadline, and would like to sincerely apologize for not adhering to the stipulations of the beer garden application process.

As you know, we are placing a bid to host the 2016 Women's World Championships. We are requesting a beer garden license for this year's event as we are trying raise the profile and spectator experience across all of our venues. We currently provide more off-field services at Softball City, but would like to provide a similar positive experience for spectators and officials at Cloverdale and Sunnyside. With that said, we believe that having a beer garden will add to this experience, in conjunction with our continued efforts in generating a more energized atmosphere through additional on-site vendors at these venues.

By raising the profile of each of these venues and allowing them to create a livelier atmosphere, this will demonstrate to our participating teams (more importantly to our voting delegates in attendance) that our World Championship Bid will offer more than a just tournament; we will offer an off-field experience like no other World Championship has seen before!

Again, we apologize for not meeting the deadlines to comply with the beer garden application process, but would appreciate any assistance you can provide in helping us achieve our ultimate goal of winning the bid to host the 2016 Women's World Championship. Thank you for your consideration of our request, and please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Timm".

Greg Timm, Chairman  
Canadian Open Fastpitch Society  
P: 604-536-9287 | E: [info@canadianopenfastpitch.com](mailto:info@canadianopenfastpitch.com)



# CITY POLICY

No. R-2

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<b>REFERENCE:</b>	<b>APPROVED BY:</b>	<b>CITY COUNCIL</b>
REGULAR COUNCIL MINUTES 15 DECEMBER, 2008 R246	<b>DATE:</b>	15 DECEMBER, 2008 (RES.R08-2705)
	<b>HISTORY:</b>	11 MARCH 2002 (RES.R02-515) 27 MARCH 2000 9 JANUARY 1978

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**TITLE: BEER GARDEN POLICY AND REGULATIONS**

The following Policy and Regulations have been developed to assist in controlling and regulating the public consumption of alcohol in City parks.

1. On recommendation from the Beer Garden Review Committee, consisting of one representative each from the Parks, Recreation and Culture Department, the RCMP and the City Clerk's office, Council may approve beer garden licenses in the City of Surrey each year.
2. Council's approval of a beer garden license is contingent on the organization obtaining a "Special Occasion License" through the Province and the RCMP.
3. For each day that a beer garden operates, a separate license is required; for example, a two-day event requires two licenses.
4. Annually in January, the City Clerk shall advertise the criteria for applying for a beer garden license for that year.
5. Only applications from bona fide community organizations (club, group, organization, association or society) will be considered. Profits from the operation of each beer garden must be directed to a charitable or civic purpose and must not accrue to the organization or society making application for the license.
6. A representative from each organization making an application must have attended a **Beer Gardens Information Seminar**, which is organized jointly by the RCMP, ICBC and the City of Surrey. A Certificate of Attendance at the seminar must be attached to the application. Failure to demonstrate attendance at this seminar will render the application(s) ineligible for consideration.
7. Licensees must provide a financial statement to the City Clerk by August 31 of the same year for all beer gardens held during the period between January 1<sup>st</sup> to July 31<sup>st</sup> and by December 31<sup>st</sup> of the same year for all beer gardens held between August 1<sup>st</sup> and November 31<sup>st</sup>. The financial statement(s) must clearly document income, expenses, the

This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.

**TITLE: BEER GARDEN POLICY AND REGULATIONS**

**R-2(2)**

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disposition of all profits and copies of all expense receipts. Failure to provide the financial statement on time or providing incomplete or false information will result in the organization being ineligible for a license the following year.

8. Beer garden license holders must provide to the City proof of liability insurance coverage of at least \$5,000,000 with the City of Surrey named as an additional insured party, endorsed with host liquor liability coverage.
9. A beer garden is to be held in a tent or within a fenced area and sober adults are to be designated to maintain security at and adequately control all entrances and exits to/from the beer garden area.
10. Between and including the Victoria Day weekend and September 30 beer gardens may operate between the hours of 11:00 a.m. and 9:00 p.m. During all other times of the year, beer gardens may operate between the hours of 11:00 a.m. and one hour before dusk. Hours of operation outside of the above-referenced hours must be approved by City Council.
11. Beer or cider is to be dispensed into paper, waxed or plastic cups, which hold one full bottle of beer or cider. Styrofoam cups are not permitted. The licensee shall pour beer or cider from the bottle into the cup, and the filled cup only is to be given to the purchaser/patron.
12. Licensees must ensure noise levels are kept to acceptable levels so as not to create a nuisance in the area of the beer garden and must provide complete cleanup of the site immediately after the event. Failure to comply with this requirement will result in the organization being ineligible for a license the following year.
13. Community organizations must conspicuously post the approved **Beer Garden License** and **Special Occasion License** at the designated park site in close proximity to the area where the liquor is being sold.
14. The sale of liquor at the beer garden shall be restricted to beer and cider and this shall only be served in the designated seating area.
15. The beer garden and related event must have adequate security and staffing. Security personnel must be readily distinguishable at the event through visible identification (i.e., T-shirt, arm band, uniform, etc.).
16. Security personnel must check identification at each entrance to the beer garden to ensure that minors do not enter the beer garden and are not being sold liquor.
17. Security personnel shall not consume alcohol while on duty or while wearing clothing identifying them as security personnel.
18. The licensee must provide access to food service and public restrooms during the hours of operation of the beer garden.
19. The hours for the sale of and the selling price for beer and cider will be as outlined in the posted License for each beer garden.
20. No off-premise sale of liquor shall take place (i.e., no liquor sold in the beer garden may be taken outside the beer garden for consumption).

This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.