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|  | <b>Town of Elk Point</b><br><b>Alcohol Policy</b><br><b>Town Owned/Operated Facilities</b> |                |
|   | Policy Number:   | 2-6-16         |
|   | Approval Date:   | June 25, 2016  |
|   | Effective By:  |                |
|   | Supersedes:  | New            |
|   | Revision Date:   | N/a            |
|   | Review Date:   |                |
|   | Department:  | Administration |
|   | Reference:   | Motion #16-338 |

**Purpose of Policy**

The Town of Elk Point is committed to providing a healthy, safe and wellness workplace for all of its employees.

**Reason for Policy**

1. To set out the requirements and procedures for all employees working for the Town of Elk Point.
2. Alcohol is not allowed on or within Town owned/operated buildings unless an approved public event by the Town with a Liquor License approved by the province.
3. This policy applies to all employees while engaged in the Town of Elk Point business working on or off Town premises.

**Definitions:**

“Alcohol” means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohols including methyl or isopropyl alcohol.

“Town Buildings” means any place where Town of Elk Point conducts business, including, without limitation, property, buildings, equipment, roads, facilities, vehicles, whether owned, leased or rented.

“Employee(s)” means all regular full time, part time, temporary, casual, summer and seasonal employees on payroll. Volunteers whether on Town payroll or not.

“Liquor License” means a license obtained from the Province.

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 Mayor

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 Chief Administrative Officer