



**MRFA**  
MOUNT ROYAL  
FACULTY ASSOCIATION

## Liquor Service Policy

**Category:** Faculty Centre  
**Date last Revised:** June 2024  
**Scheduled for Review:** Spring 2027

### I. Overview

This policy ensures compliance with the Alberta Gaming, Liquor, and Cannabis (AGLC) regulations within the Faculty Centre: a licensed Class C Club in Alberta. The responsible service of alcohol is the responsibility of the Association, and this policy outlines the guidelines and procedures to maintain a safe and enjoyable environment for our Members.

Non-compliance with this policy should be reported via the [Operational Complaints Form](#)

### II. Responsible Sale and Service of Alcohol – Fulfilling the Duty of Care

All staff members involved in the sale and service of alcohol shall have current ProServe training and certification.

The MRFA is committed to preventing the over-service of alcohol. Staff shall be vigilant in assessing the sobriety of patrons and reserve the right to refuse service to anyone exhibiting signs of intoxication and to anyone who is creating an unsafe or unhealthy environment.

ID verification shall be conducted where applicable to ensure all individuals meet the legal drinking age of 18 years in Alberta.

The Association strictly prohibits the sale or service of alcohol to minors. ID verification shall be rigorous when there are events in the centre that include individuals who are not MRFA Members. Anyone found attempting to purchase alcohol for a minor, or anyone for whom MRFA staff has cutoff and refused service, shall be dealt with according to AGLC regulations, MRFA policies, and any applicable legislation.

Staff members, through ProServe certification, shall be trained to identify and handle situations involving minors attempting to enter the premises or consume alcohol.

### III. Hours of Service

Alcohol service shall be available Monday to Thursday 12:00pm – 5:00pm and on Friday from 12:00pm to 7:30pm, and last call shall be announced at 7:00pm.

These times are in compliance with AGLC guidelines, adhering to the approved hours of liquor service for Class C Clubs.

### IV. Drink Specials and Promotions

Drink specials and promotions shall comply with AGLC regulations, including pricing, timing, and advertising restrictions. The minimum price for alcohol shall be:

- Spirits and liqueurs: \$2.75 / 28.5 ml (1 oz) or less;
- Wine: \$0.35 / 28.5 ml (1 oz);

- Draught beer: \$0.16 / 28.5 ml (1 oz); and
- Bottled/Canned Beer, Cider/Coolers: \$2.75 /341 ml bottle/355 ml can.

The Association shall not engage in any promotions that encourage excessive alcohol consumption.

Complimentary drinks shall only be provided at pre-approved events and shall be limited to one-per-person. Recipient's names shall be recorded to ensure the one drink limit is consistently maintained.

## **V. Security and Safety Concerns**

The centre shall be maintained as a welcoming, inclusive, and safe space for all individuals present and individuals' behaviour while in the centre shall be in compliance with the Association's [Guest Policy](#), [Policy Against Abuse of MRFA Staff](#), and [Standards of Professional Conduct](#). Should any Individual violate these policies this should be reported via the [Operational Complaints Form](#) and/or the Conduct Complaints form (to be linked once available).

The extent of the conduct in question may be grounds for removal from the centre; disorderly conduct related to alcohol consumption shall not be tolerated. Intoxicated individuals shall be handled with care and immediately removed from the premises if necessary.

When there is a security and/or safety concern related to alcohol consumption, which may include instances of violence, aggression, or discrimination, Association staff are empowered to refuse service and/or remove individuals from the Faculty Centre. Staff shall document all such instances in the Conduct Complaints form (to be linked once available), notify MRU Campus security if applicable, and notify police and/or other social services if warranted. The Association shall cooperate with local law enforcement to prevent and address any incidents related to alcohol service.

Should there be repeat occurrences of drunken disorderly conduct, an individual may be banned from the centre by the Association Executive Board. This decision may be appealed in accordance with the Complaints Policy.

## **VI. Training and Communication**

All staff members must maintain current ProServe certification to ensure awareness and adherence to AGLC regulations for liquor service. Such training shall be paid for by the Association.

When there are changes or updates in AGLC regulations related to liquor service, these shall be communicated to all staff, and the MRFA President, by the Faculty Centre Coordinator.

## **VII. Records of Liquor Sales**

The Association shall maintain accurate records of alcohol sales and service, as required by AGLC regulations.

## **VIII. Staff Discretion in Addressing Situations of Concern**

This policy is intended to be complete and encompass every possible situation related to Liquor Service within the MRFA. However, should a situation arise which is not captured within this policy, or should ambiguity develop during the implementation of this policy, for which direction is needed in a timely manner, the most senior MRFA staff employee shall be empowered to i) document the anomaly, ii) exercise their professional judgement in rectifying the anomaly, and iii) report to the President in a timely manner the anomaly and the implemented solution.

## **IX. Related Policies**

- [Guest Policy](#)
- [Policy Against Abuse of MRFA Staff](#)
- [Standards of Professional Conduct](#)
- [Operational Complaints Policy](#)
- Conduct Complaints (to be available soon)