		<h2>Use of Town Funds to Purchase Alcohol</h2>
<b>Policy No.:</b> CS-FIN-11	<b>Council Resolution No.:</b> 290/2024	
<b>Department:</b> Corporate Services	<b>Authority:</b> Council	
<b>Effective Date:</b> September 9, 2024	<b>Revision Date:</b>	
<b>Review Date:</b> September 2027	<b>Repealed Date:</b>	
<b>Supersedes:</b> N/A		
<b>Related Procedure No.:</b> N/A		
<b>Related Procedure Name:</b> N/A		

**1.0 PURPOSE**

1.1 The Council of the Town of Taber has a broad mandate to provide good government, develop and maintain a safe and viable community, and to supply desirable and/or necessary services to the community. The purpose of this policy is to control the use of Town funds to purchase alcoholic beverages at functions sponsored by Town Council.

**2.0 POLICY STATEMENT**

2.1 It is the policy of the Town of Taber to prohibit the use of Town funds to purchase alcoholic beverages except at functions sponsored by the Town Council, Police Commission, or except under circumstances when approved by the Mayor or the Chief Administrative Officer or Chief of Police respectfully.

2.1.1 Employees shall seek approval from the Chief Administrative Officer or the Mayor when responsible for hosting delegation which entails extending citizen hospitality. Written approval is required in advance of the function as well as obtaining any necessary liquor license.

2.1.2 Taber Police Service employees will seek approval from the Chair of the Commission, or Chief of Police when responsible for hosting delegation which entails extending citizen hospitality. Written approval is required in advance of the function as well as obtaining any necessary liquor license.

2.1.3 Alcohol is considered a personal expense and is not eligible for reimbursement unless an exception has been pre-approved.


2.2 Administration shall establish procedures for this policy and shall be responsible for ensuring the spirit and intent of the policy is adhered to.



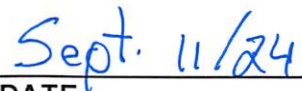
**3.0 DEFINITIONS**

3.1 Alcohol: Beverages including but not limited to, spirits, wine, and beer.

  
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MAYOR

  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

  
\_\_\_\_\_  
DATE

