

Winkler EMM Church

Church Kitchen Use and Food Handling Policy

Policy V1.0 – Approved

Department: Administration

Policy Owner: Director of Administration

Last Approved: November 13, 2025

Next Review: Every 3 to 5 years from the previous approved date

Applies To: All individuals and groups requesting use of the church kitchen

Related Documents: *(none)*

Purpose

To clarify the permitted uses of the Winkler EMMC kitchen in accordance with Manitoba Health regulations and to safeguard the church's compliance, safety, and stewardship responsibilities. This policy outlines restrictions on kitchen rentals and food service activities.

Scope

This policy applies to all uses of the Winkler EMMC kitchen, including:

- Church-hosted events (e.g., weddings, funerals)
- Member-led events involving food service , such as **church family events**
- Requests for third-party kitchen rentals

Policy Statements

1. Permit Status

- Winkler EMMC does not hold a Food Handling Establishment Permit under Manitoba Health regulations.
- As a result, the church kitchen cannot be rented or used by third parties for any event involving food preparation, storage, or service.

2. Church Event Use

- The kitchen may be used for private, invitation-only church events (e.g., weddings, funerals, church family events) where food is served informally and not to the general public.
- These events are generally exempt from permit requirements, including when food is offered by donation, provided:
- The event is not publicly advertised
- Food is served only to invited guests or church members
- Donations are voluntary and informal

3. Prohibited Uses

The kitchen may not be used for:

- Public fundraisers involving food service
- Third-party rentals for catering or donation-based meals
- Events where food is served to the general public or advertised openly

4. Event Classification

Event Type	Permit Required	Notes
Church Wedding	No	Invitation-only, no public food service
Church Funeral	No	Community-based, not open to general public
Church Family Event	No	Internal use, informal sharing
Internal Fundraiser	No	Member-only, donation-based, not publicly advertised
Public Fundraiser	Yes	Food served to public, even for donation
Third-party Rental	Yes	Church does not hold a food handling permit
Catered Event	Yes	External food service not allowed without permit

Note: Donation-based meals are only exempt if served at private, member-only events. Publicly advertised meals — even if free or by donation — require a permit.

5. Food Safety Expectations

Even for exempt events, all users must follow basic food safety practices:

- Handwashing and sanitation
- Safe temperature control for hot/cold foods
- Use of clean equipment and approved ingredients
- No home-prepared food for public distribution

Procedures

- All kitchen use must be approved by the church administrator.
- Event organizers must confirm that their event is private and exempt from permit requirements.
- Any request involving food service to the public or third-party rental will be declined in accordance with this policy.

Review and Accountability

This policy will be reviewed every 3 to 5 years from the previous approved date by the Administrative Team and updated as needed to reflect changes in Manitoba Health regulations or church practices.

Version History

Version	Date Approved	Approved By	Notes
1.0	November 13, 2026	Business & Admin Committee	Original draft
1.1	[Insert Date]	[Insert Approving Body]	[Insert Notes on changes made]