



REPORT

TO: Mayor Lawlor and Members of Council
FROM: Aaron Matthews, Director of Facilities
DATE: December 9, 2024
REPORT NO.: CSE-2024-013
SUBJECT: Restricted Activity Policy

RECOMMENDATION:

THAT Report No. CSE-2024-013, dated December 9, 2024, regarding the Restricted Activity Policy, be received;

AND FURTHER THAT Council approves the Restricted Activity Policy, attached as Appendix A to this report;

AND FURTHER THAT Town staff be directed to communicate the Restricted Activity Policy to Town staff and provide training, as appropriate;

AND FURTHER THAT the Restricted Activity Policy be posted on the Town's website.

KEY POINTS:

The following are key points for consideration with respect to this report:

- The Restricted Activity Policy (Appendix A) is needed and is being introduced to support Town staff and volunteers.
- The policy is in direct response to increasing levels of confrontation between members of the public exhibiting or being involved in activities, actions or behaviours that negatively impact patrons visiting Town facilities, and Town staff and volunteers.
- The policy has been vetted through the Town's legal counsel.

BACKGROUND AND DISCUSSION:

In addition to administrative and operational facilities, the Town provides a variety of recreation and leisure facilities for the enjoyment of the public. The Town has implemented several policies, procedures and codes of conduct to address inappropriate and/or unsafe behaviours, actions and practices by the public and facility user groups in order to maximize the enjoyment of Town facilities by all.

It is recognized that most of the public accessing Town facilities conducts themselves in a manner that does not impinge on the experience of others, nor causes health and/or safety concerns.

The Restricted Activity Policy (Appendix A) is needed to address gaps in existing policies related to managing and responding to activities, actions and behaviours that impact facility enjoyment, and which have been observed to be occurring more frequently. While the Town has in place existing policies (e.g. [Public Conduct Policy](#)) that address behaviour and safety concerns related to interactions between individuals, it does not have a policy in place to address inappropriate or unacceptable activities or behaviours within a facility that may not be directed at any one specific individual or group, but take place within a facility and have an impact on the overall enjoyment and/or safety of others.

The overarching goal is to ensure that Town facilities are safe, welcoming and positive spaces for all visitors. The policy will achieve this by outlining:

- a) Examples of what may constitute unreasonable activities or behaviour (e.g. profane language, intoxicating substances, impacting safe entrance or egress);
- b) Possible consequences and enforcement; and
- c) Responsibilities.

While developing this policy, staff reviewed the practices of other municipalities in Halton Region. In addition, the policy has been reviewed by legal counsel and their input has been incorporated.

If approved by Council, this policy will be communicated to Town staff. The policy and related procedural documents will be utilized by staff in the day-to-day facility operation. The policy will also be posted on the Town's website and referenced as part of the regular facility rental procedure.

STRATEGIC PLAN ALIGNMENT:

This report identifies a safe and welcoming community as one of the Town's Strategic priorities.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement was not needed as this report is administrative in nature. However, the policy will be communicated to the public via the Town's website.

INTERNAL CONSULTATION:

Consultation with Facility Operations, Recreation and Cultural Services, Library, By-Law and Enforcement Services staff, and legal counsel occurred in the preparation of this report.

FINANCIAL IMPLICATIONS:

This report is administrative in nature and does not have any financial implications.

Reviewed and approved by,

Damian Szybalski, Commissioner of Community Services

Chris Mills, Chief Administrative Officer