



## **Staff Report**

Council Meeting Date: June 23, 2025

Subject: CAO-2025-13 RZone Policy

Report from: Emily Dance, Chief Administrative Officer

Attachments: Draft RZone Policy

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### **Recommendation**

Be It Resolved that Council hereby approves Report CAO-2025-13 RZone

AND approves the RZone Policy for the Municipality of Arran-Elderslie AND FURTHER approves the appropriate By-Law coming forward.

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### **Background**

The RZone policy was originally developed by the Town of Oakville to create a code of conduct that was easily understood and recognizable by users of all recreational facilities. The "R" in RZone stands for Respect and Responsibility. Respect for yourself, Respect for others and Responsibility for your actions.

RZone is meant to be a proactive educational and awareness strategy to promote respectful and responsible behaviours from all patrons.

The program applies to all recreational facilities, municipal properties, and municipally run programs, events and meetings. The program requires all individuals visiting or using a facility, park or program to respect others and take responsibility in helping to maintain a positive environment.

The policy promotes positive behaviour and gives users, visitors, and staff tools to help discourage individuals from creating spaces that are threatening, negative or unsafe.

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## **Analysis**

RZone Application: The RZone Policy is intended to apply to all recreational facilities, municipal properties, as well as municipally run programs, events and meetings. It applies to spectators, players, fans, coaches, officials, parents, caregivers, volunteers, user groups and staff. Anyone in the building, or on the property, is bound by the RZone Policy.

### Prohibited Behaviours:

Inappropriate behaviours and violence for the purpose of the RZone policy include, but are not limited to:

- Threats/ attempts to intimidate
- Aggression
- Illegal consumption of alcohol or drugs
- Harassment
- Verbal assault/use of profane or abusive language
- Physical assault/harm
- Vandalism
- Racism
- Theft
- Attempts to goad or incite violence
- Bullying, mistreatment which intimidates, humiliates, or demeans another person
- Possession of weapons or firearms prohibited under the Criminal Code
- Any contravention of other Federal or Provincial laws, Regulations, Municipal By-laws or policies deemed inappropriate behaviour
- Refusal to follow the rules established by the Municipality of Arran-Elderslie for use of its facilities or spaces.

### RZone Responsibilities:

If a staff member or patron witness any of the behaviours listed above it needs to be reported within 24 hours. If an incident is witnessed at a facility or in a program the individual can report it to the onsite staff member who will assist with filling out the RZone Incident form. If a person witnesses an RZone infraction and staff are not present they can contact the Municipality for assistance with filling out an incident form.

Once an RZone Incident form is submitted to the appropriate Manager, they will review the information, determine the next steps with the CAO, and follow up. All user groups will be made aware of the RZone Policy and asked to inform and educate their membership.

It should be noted that if a staff member, individual or group feels personally threatened they should call the police immediately.

### Consequences for Violating the RZone Policy:

Consequences for an RZone infraction will depend on the severity of the incident. All reported incidents will be followed up in the form of a phone call, email or in person meeting with the department Manager and CAO. Consequences beyond a

warning may include, being asked to leave the site, denying entry into a facility, program, meeting or event for a designated amount of time, or issuing a no trespass notice. Consequences may be applied to one site or multiple locations depending on the incident. Other actions may be taken such as a report to the police and charges to reimburse for the cost of Municipal losses or damages in instances such as theft or vandalism.

The draft policy was circulated to staff for review. Staff recommend that Council adopt the RZone Policy. This program has been adopted by neighbouring communities and is becoming a well-known symbol in many municipal facilities. Patrons travelling between municipalities easily recognize RZone signs and understand the expected standards of behaviour in those designated spaces.

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### **Link to Strategic/Master Plan**

6.5 Engaging People and Partnerships

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### **Financial Impacts/Source of Funding/Link to Procurement Policy**

The financial impact of adopting this policy includes educating the public and printing promotional materials. There are no additional costs to train staff, as this topic will be covered at regularly scheduled staff meetings.

Some staff time would be dedicated to developing social media posts and educational pamphlets to disseminate to the public. These pamphlets will be shared, electronically, with users who book Municipal facilities. The Town of Oakville grants permission to use their resources and RZone logo.

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Approved by: Emily Dance, Chief Administrative Officer