

BYLAW & POLICY ADVISORY COMMITTEE
Shannon Studio/Virtual
Minutes of Meeting
January 23, 2024

Present

Mayor, Brenda Chisholm-Beaton
Deputy Mayor, Mark MacIver
Councillor, Blaine MacQuarrie
Councillor, Hughie MacDougall
Councillor Jason Aucoin
Chief Administrative Officer, Terry Doyle
Director of Finance, Erin MacEachen
Manager of Facilities & Operations, Gordie Snook

1. Call to Order

The Bylaw & Policy Meeting was called to order on Tuesday, January 23, 2024, at 5:41 pm.

2. Additions to Agenda

There were no additions to the agenda.

3. Approval of the Agenda

**MOVED by Councillor, J. Aucoin and SECONDED by Deputy Mayor, M. MacIver
“That the January 23, 2024, agenda is approved as presented.” MOTION CARRIED.**

4. Port Hawkesbury Civic Centre Policies

Manager of Facilities and Operations, G. Snook indicated that he was asked to reach out recreational facilities from across the province. He reached out to thirteen and had response from five. The majority of the facilities are in line with the Port Hawkesbury Civic Centre current policy. Membertou Sport and Wellness Centre uses contracted security for larger hockey games and larger events. He reviewed the current policy and noted that the contract security administered discipline when they were present. There have been four vaping offences over the past number of months.

Councillor, J. Aucoin. commented on the lack of security in the Port Hawkesbury Civic Centre over the past number of years. He expressed concern over the condition of the building since there has not been full time security guards in place and wants to ensure that the building is being protected moving forward.

Councillor, H. MacDougall stated that he doesn't think there is anything wrong with the policy the way it is. He indicated that Council made a mistake with individuals in the past and they should have been disciplined.

Councillor, B. MacQuarrie agreed that the policy needs to be updated.

Deputy Mayor, M. MacIver agreed that the policy is fine the way it is. He asked if there was more to the policy about security parameters and indicated instances where we need security.

Mayor, B. Chisholm-Beaton asked where the Port Hawkesbury Civic Centre policy is posted, and stated it should be posted publicly. She would like to see the language modernized to bring the policy up to date and have a public education piece included. Manager, G. Snook indicated that the code of conduct is posted in the building, but vaping is not included. CAO, T. Doyle clarified that in some cases vaping is considered smoking. CAO, T. Doyle asked if there was relaxation in the past of this policy when considering the circumstances. CAO, T. Doyle reviewed the direction that was given to staff. He indicated that staff have been instructed to fully enforce the penalties as indicated in the policy and that any interpretation or adjustment due to circumstances would be decided by the Port Hawkesbury Civic Centre Board. The PHCC Board is Mayor and Council. Councillor, J. Aucoin indicated that the infraction that happened in December is what Council continues to hear about and wants to ensure that the policy is followed for anyone that does not follow the rules. CAO, T. Doyle noted that Manager of Facilities and Operations will send along the incident report to Council.

5. Approved Additions

There were no approved additions.

6. Adjournment

**MOVED by Councillor, J. Aucoin and SECONDED by Councillor, H. MacDougall
The By-law & Policy Meeting was Adjourned at 6:09p.m.**

February 21, 2024
Date



Approved by:



Recorded by: Melissa Warner