



# Agenda

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## Safety and Security Advisory Committee Meeting

to be held at

City of Penticton, Council Chamber, 2<sup>nd</sup> Floor

171 Main Street, Penticton, BC

Monday, March 16, 2020

at 10:30 a.m.

1. **Call Regular Committee Meeting to Order**
2. **Adoption of Agenda**
3. **Adoption of Minutes**
  - 3.1 Minutes of February 24, 2020 Safety and Security Advisory Committee 3-5  
Staff Recommendation:  
 THAT the Safety and Security Advisory Committee adopt the minutes of the February 24, 2020 meeting as presented.
4. **New Business**
  - 4.1 March 3, 2020 - Notice of Motion  
 Re: Bylaw Enforcement on Sundays  
  
*This item is for information purposes only.*  
  
 At the request of the Mayor, a Notice of Motion was introduced to Council at the March 3 regular meeting and will be considered and voted on March 17.  
  
*"THAT bylaw services operate on Sundays from spring to fall."*
  - 4.2 See Something, Say Something Campaign Verbal
  - 4.3 Defining Topics of Committee Focus (e.g. Public Safety, Crime Prevention, Vandalism/Graffiti Management) 6-7  
  
*Terms of Reference attached as a guiding document for the discussion.*
5. **Next Meeting**
  - 5.1 Revised 2020 Safety and Security Advisory Committee Meeting Schedule – Paula McKinnon, Legislative Assistant 8  
  
Staff Recommendation:  
 THAT the Safety and Security Advisory Committee approve the amended 2020 Meeting Schedule with meetings to be held on March 16, April 20, May 25, June 15, July 20, August 17, September 14, October 19, November 16 and December 7 at City Hall at 10:30 a.m.

6. **Public Question Period**

7. **Adjournment**



# Minutes

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## Safety and Security Advisory Committee Meeting

held in Council Chamber at  
City Hall, 171 Main Street  
Monday, February 24, 2020  
at 9:00 a.m.

**Present:** Adam Power, Member at Large  
Cheryl Watts, Member at Large  
Deirdre Riley, Member at Large (*Vice Chair*)  
Nicolette Rodriguez, Member at Large  
Matt Taylor, Member at Large (*Chair*)

**Council Liaisons:** Jake Kimberley, Councillor (*Acting Chair*)  
John Vassilaki, Mayor

**Staff:** Kerri Lockwood, Director, People and Safety Strategy  
Staff-Sgt Kirsten Marshall, RCMP  
Paula McKinnon, Legislative Assistant  
Tina Siebert, Bylaw Supervisor

**Regrets:** Daryl Clarke, Chamber of Commerce  
Katie Robinson, Councillor (*Liaison*)  
Lynn Allin, Downtown Penticton Association

### 1. **Call to Order**

The Safety and Security Advisory Committee was called to order by Acting Chair Councillor Kimberley at 9:04 a.m.

### 2. **Adoption of Agenda**

#### **It was MOVED and SECONDED**

THAT the Safety and Security Advisory Committee adopt the agenda for the meeting held on February 24, 2020 as presented.

**CARRIED UNANIMOUSLY**

### 3. **Adoption of Minutes**

#### **It was MOVED and SECONDED**

THAT the Safety and Security Advisory Committee adopt the minutes of the January 20, 2020 meeting as presented.

**CARRIED UNANIMOUSLY**4. **New Business**4.1 Election of Chair and Vice-Chair

A member at large nominated Matt Taylor as Chair and he accepted.

**It was MOVED and SECONDED**

THAT the Community Sustainability Advisory Committee elect Matt Taylor as Chair.

**CARRIED UNANIMOUSLY**

Matt Taylor assumed the position of Chair.

A member at large nominated Deirdre Riley as Vice Chair and she accepted.

**It was MOVED and SECONDED**

THAT the Community Sustainability Advisory Committee elect Deirdre Riley as Vice Chair.

**CARRIED UNANIMOUSLY**4.2 Bylaw Services Brief and 2020 Plans

The Bylaw Supervisor provided the Committee with a Bylaw Brief on the 2019 year-end statistics as well as the Department's plans for 2020.

Members at Large inquired about Bylaw and RCMPs approach and process to handling squatters, pawn shops and registering received property, nighttime suspicious activity, differentiating Bylaw Enforcement and RCMP issues and managing public expectations.

Throughout the brief discussions that had ensued, it was decided by consensus that the following future agenda items be brought forward for discussion:

- Quarterly statistics from RCMP, Fire and Bylaw
- Use of video surveillance cameras rules for private businesses
- Fire Department's involvement in harm reduction
- Interest in inviting Interior Health and local service clubs on a rotation basis to present their safety and security concerns and efforts

A brief discussion also ensued regarding the City's current "See Something, Say Something Campaign". Members agreed to help work on a cohesive message to share with the public.

**It was MOVED and SECONDED**

THAT the Safety and Security Advisory Committee review and expand on the "See Something, Say Something Campaign" to create a better understanding of the campaign.

**CARRIED UNANIMOUSLY**

5. **Next Meeting**

5.1 Revised 2020 Safety and Security Advisory Committee Meeting Schedule

The Committee reviewed the revised 2020 Safety and Security Advisory Committee meeting schedule and provided feedback for potential further revisions.

6. **Public Question Period**

7. **Adjournment**

**It was MOVED and SECONDED**

THAT the Safety and Security Advisory Committee adjourn the meeting held on Monday, February 24, 2020 at 10:26 a.m.

**CARRIED UNANIMOUSLY**

Certified Correct:

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Paula McKinnon  
Legislative Assistant



## 2019 – 2022 Terms of Reference Safety and Security Advisory Committee

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1. The Committee shall consist of **Twelve (12)** voting members appointed by City Council for a term ending December 31, 2022. Preference will be given for:
  - One (1) Downtown Penticton Association representative
  - One (1) Chamber of Commerce representative
  - One (1) Community Action Support Table (CAST) representative
  - One (1) Interior Health representative
  - One (1) Penticton Indian Band representative
  - Seven (7) members of the community with knowledge or interest in safety and security
2. The Committee Members shall appoint a Chair and Vice-Chair each year.
3. Role of Council Representatives:
  - Three (3) Representative
  - Non-Voting Member
  - Liaison to City Council
4. A majority of appointed voting members shall constitute a quorum.
5. The Chief Administrative Officer or designates (Fire, Bylaw, RCMP), shall attend committee meetings to provide operational support to the Committee.
6. The Corporate Administration Department shall arrange for secretarial services to the Committee.
7. The Committee shall meet quarterly, or as required when a new piece of business is referred to the Committee by Council or staff requiring immediate action.
8. The Committee's mandate is to make recommendations to Council on all matters referred to the Committee, including:
  - Providing recommendation on public safety and crime prevention initiatives such as but not limited to: environmental design; lighting; vandalism management and security of community facilities.
  - The Committee, for each initiative it proposes to execute, will research, develop and propose funding source options for consideration, including, but not limited to, corporate sponsorship, community partnerships, grants, awards and municipal funding.
  - Recommend actions, education and marketing initiatives that promote increased public awareness and participation in public safety in the community.
  - The committee will not participate in operational matters respecting the City of Penticton.

9. Disqualification from Office

If an advisory member is continuously absent from Committee meetings for a period of three (3) consecutive regularly scheduled meetings, unless the absence is because of illness or with the leave of the Committee members, Council may choose to replace the member. The person who held the office is disqualified from holding office on any advisory Committee of the City of Penticton for a period of one year.

10. Closed Meeting – no meeting or part thereof shall be closed to the public except in accordance with Section 90 of the *Community Charter*. Should a Closed meeting be held by the Committee, members must keep in confidence, any information considered in any part of said meeting until such time as the information is released to the public as lawfully authorized or required. Should the municipality suffer loss or damage due to contravention of confidentiality, the municipality may recover damages from the person(s) for the loss or damage.
11. The Mayor will sign all correspondence initiated by the Committee on behalf of the City of Penticton.
12. For certainty, the rules and procedures of Council Procedure Bylaw No. 2018-35 and all amendments thereto shall be observed as far as may be applicable.



## 2020 Safety and Security Advisory Committee Meeting Dates

Meeting commences at 10:30 a.m.

Council Chambers, City Hall, 171 Main Street (Second Level)

Month	Date
January	20
February	24
March	16
April	20
May	25
June	15
July	20
August	17
September	14
October	19
November	16
December	7