

COMMUNITY SAFETY ADVISORY TASK FORCE

Minutes of the inaugural meeting of the Community Safety Advisory Task Force commencing at 7:00 p.m. on Tuesday, June 4, 2002, in Meeting Room, M.2.004, at Richmond City Hall, 6911 No. 3 Road, Richmond, British Columbia

PRESENT: Lisa Dorian
Brenda Karp
James Lavery
Vince Miele (Chair, Richmond Committee on Disability)
Bill Sorenson
Florence Gordon (President, Richmond Chamber of Commerce)
Max Tondowsky (Volunteer- RCMP Community Consultative Group – South Arm)
Mark Scott (arrived at 7:45 p.m.)

ABSENT: Robert Aldcorn
Doug Bilesky
Mary Campbell (School Board)
Stevenston RCMP Community Consultative Group

ALSO PRESENT: Councillor Linda Barnes (Council Liaison)
Chuck Gale, General Manager, Community Safety
Shawn Issel, Staff Liaison – **CHAIR**
Frontline Associates, Recording Secretary

1. Introduction of Task Force Members

Ms. Shawn Issel, Chair, called the meeting to order. The record notes that Task Force members received copies of an on table binder titled ***City of Richmond, Community Safety Division, Community Safety Advisory Task Force, June 2002.***

Councillor Barnes provided introductory welcoming comments particularly noting that the formation of the Community Safety Advisory Task Force marked a milestone for the City of Richmond.

Members of the Community Safety Advisory Task Force and Richmond staff provided self-introductions.

2. **Overview of the Community Safety Division**

Mr. Gale, General Manager, Community Safety Division, provided an overview of the Community Safety Division. Specifically he noted:

- This was a new Division in the City acknowledging the priority and importance Council places on community safety.
- After implementation of the Division the senior management team developed the goal that they "wanted to see a community where everyone accepted responsibility for persons and property". Therefore, the mandate of the Community Safety Division was to become the facilitator to make that goal a reality.
- Focus groups helped provide insight into what the community wanted in terms of services.
- While he was present tonight, and was always available to Task Force members, he was not anticipating attending future meetings. Ms. Issel, Manager, Divisional Programs, was the Division's liaison for the Task Force.
- Members of the Task Force were advised that if they wished to further explore the services of the RCMP, Fire Department, Emergency Planning, and Community Bylaws that they should contact Ms. Issel.
- In summary, the integrated service delivery model of police, fire, community bylaws and emergency services encompassed the scope and purview of work for the Task Force. The notion of integrated service delivery is the corner stone of the Community Safety Division and this leadership model was unique in Canada.

3. **Review of Terms of Reference**

The Chair reviewed the Terms of Reference, Tab 4 of the Binder, and highlighted the following:

- The Task Force was project-based with a start and end date.
- The goal is to make the community become more safety aware therefore they need community input to accomplish that goal.
- Representatives on the Task Force have been appointed from both the community at large and with specific representation based on the role of the group in the community.
- Meetings are at the call of the Chair.
- Objectives:
 - Representatives to provide input to standing committee of Council (Community Safety Committee);
 - Work will include consideration of the Community Safety Plan;
 - Goal is to increase safety awareness in the community;
 - Task Force will provide a forum for community input;
 - To determine level of community preparedness;

- To determine community perceptions of the Community Safety Division and develop an understanding of the community's general level of comfort relative to safety issues;
- At the conclusion, of the Task Force's work, a report will be presented to Council's Committee on Community Safety.

COMMENTS:

Question: Better level of integrated services?

Task Force members were advised that initially there was integration between fire and police on an operational level and in terms of emergency planning and bylaw enforcement there was good involvement at the operational level, good engagement, however on a planning level there was a need for greater collaboration. The integration is evolving however it is important to note that the RCMP are distinct, in that, their services are contractual and the City does not have the ability to comment on RCMP operational matters. However, the Detachment Commander works closely and collaboratively with the Division/City.

Sandy Tokarczyk, Manager of Community Bylaws, explained they are currently investigating and examining other coordinated service delivery models with the objective of further integration with the other departments within the Division.

Sgt. Davis Wendell from the RCMP commented on various initiatives that are living examples of integrations.

Deputy Fire Chief Wayne Stevens commented on the joint training opportunities they are developing with the police.

A Task Force member observed that they would be contributing the business perspective/input and referenced the issue of "break and enters" and their impact on small business. The Member commented that marketing and communicating the goals of the Task Force was important. Another member noted the needs of Richmond's large Asian community should be addressed.

An observation was received that open communication lines with public and business was significant and added value to the Task Force.

The Chair noted that to fully complete the membership of the Task Force that representation from the Asian community (for example, the Richmond Asian Pacific Business Association) would be investigated.

Question: With respect to the June 2002 date are the proposed time lines adequate to complete the work? *The Chair advised that the six-month date was negotiable.*

Question: Budget?

The Chair indicated that, with respect to marketing, the issue would be addressed as part of the Task Force's work plan.

4. Appointment of Chair

The Task Force was advised that following this meeting, the General Manager of the Community Safety Division would report to Council's Community Safety Committee and that Council would subsequently appoint a Chair of the Task Force.

5. Future Meeting Dates

The Task Force agreed to meet the first Wednesday evening of the month. Next meeting has been tentatively scheduled for July 3rd, 7:00 p.m., at City Hall.

A Task Force member requested that an orientation be provided on each of the service departments, within the division, and the proposed work plan. Members were advised this would be undertaken at the next meeting.

It was agreed that the names of the different City Division Managers would be transmitted to the Task Force members.

6. CONCLUSION

The meeting concluded at 8:20 p.m.

Shawn Issel, CHAIR