



CRIME PREVENTION COMMITTEE

THURSDAY, NOVEMBER 30, 2023 AT 6:00 p.m.

CKF Boardroom (2nd floor)
Langley City Hall, 20399 Douglas Crescent

A G E N D A

The land on which we gather is the traditional unceded territory of the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

1) **AGENDA**

Adoption of the November 30, 2023 agenda.

2) **MINUTES**

- a) Adoption of the minutes of the Crime Prevention Committee meeting held October 25, 2023

3) **PRESENTATION**

- a) TransLink – Bike Security, planning for the arrival of SkyTrain
Jon Navarra, Manager, Facility Planning & Development, TransLink
Cpl Shiraaz Hanif, Transit Police
Aaron Demes, Government Relations, TransLink

4) **STANDING ITEMS** – Update as needed

- a) Sub-Committee Update Reports:
 - i. Know Your Neighbour Campaign & Block Walk Events
Lew Murphy, Mary Kydd, Natalie Selvage, Harvey Michaluk, Brian Doyle
 - ii. Cyber Awareness (education initiative)
Nathan Balasubramanian, Tanya Gabara, Fraser Holland, Shishan Johnstone, Heather Giuriato
 - iii. Crime Prevention Mural
Brian Doyle, Fraser Holland (on reserve: Tanya Gabara & Heather Giuriato)

Outcome of Council consideration of the Mural Motion
Councillor Albrecht

- iv. Bike Security (inform and educate)
Don Osborne, Natalie Salvage
- b) Crime Prevention Poster - Outreach Project
Feedback / Approval / Other Action
 - Discourage Mail Theft over the Holidays Poster – revised and updated
The attached poster was updated to reflect discussion at the October 25 committee meeting. If approved, this poster will be distributed in early December in time for online holiday shopping.
- c) RCMP Crime Map Analysis – October 2023
S/Sgt Sidhu

5) FOR INFORMATION

- a) 2023 CPC Annual Work Plan

6) ROUND TABLE

ADJOURNMENT

2024 MEETING DATES

TBD

** indicates the meeting is rescheduled from its usual date*

Please notify Paula Kusack at pkusack@langleycity.ca if you are unable to attend the meeting.



MINUTES OF THE CRIME PREVENTION COMMITTEE

HELD IN THE CKF BOARDROOM
LANGLEY CITY HALL
20399 Douglas Crescent

WEDNESDAY, OCTOBER 25, 2023
AT 6:05 P.M.

- Present: Councillor Paul Albrecht, Chair
Councillor Delaney Mack, Co-Chair
Lew Murphy, Member at Large
Tanya Gabara, Chamber of Commerce
Heather Giuriato, Downtown Langley Business Association
Nathan Balasubramanian, Member at Large
Shishane Johnston, Social Services Representative
Fraser Holland, Social Services Representative
Brian Doyle, Member at Large
- Staff: Dave Selvage, Manager of Community Safety
Paula Kusack, Deputy Corporate Officer
Sgt Bal Sidhu, RCMP
- Regrets: Don Osborne, Member at Large, with regrets
Natalie Selvage, with regrets
Mary Kydd, Senior Representative, with regrets
-

The Chair began by acknowledging that the land on which we gather is the traditional unceded territory of the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

1) **AGENDA**

It was MOVED and SECONDED

THAT the October 25, 2023 agenda be adopted as circulated.

CARRIED

2) **MINUTES**

It was MOVED and SECONDED

THAT the September 28, 2023 minutes of the Crime Prevention Committee meeting be adopted as circulated.

CARRIED

3) **STANDING ITEMS**

a) Sub-Committee Update Reports (***as needed***):

- i. Know Your Neighbour Campaign & Block Walk Events
Lew Murphy, Mary Kydd, Natalie Selvage, Brian Doyle

Mr. Murphy advised that his neighbourhood Halloween party has been changed to a Christmas party to allow for a little more planning time.

- ii. Cyber Awareness (education initiative)
Nathan Balasubramanian, Tanya Gabara, Fraser Holland, Shishan Johnstone, Heather Giuriato

Mr. Balasubramanian provided city staff with the Cyber Canada posters to share on City channels to promote October as Cyber Awareness Month. Both the DLBA and Chamber shared the posters through their outlets as well.

There was some discussion about recent sophisticated cyber attacks in the country and how education about protecting your information is continually needed.

- iii. Crime Prevention Mural
Brian Doyle, Fraser Holland (on reserve: Tanya Gabara & Heather Giuriato)

Mr. Doyle spoke to his report and reviewed the framework and criteria used to identify and assess mural locations.

The group discussed the different locations, weighed the criteria and provided feedback.

The group consensus of the top three locations were as follows:

- 1, #16 – City Hall NE entrance
2. #3 – McBurney Plaza – (west wall of Venetis Restaurant)
3. #17 – vehicle wrap

Although the inside city hall Art Wall (#10) scored well on the matrix, the group agreed that an outside wall is preferred to target the interest of members of the public that are not already utilizing community assets (recreation centre, library, etc)

It was MOVED and SECONDED

THAT Council direct staff to investigate the viability and associated cost to implement a mural at Location 1: City Hall – NE Entrance wall and as an alternative, Location 2: McBurney Plaza – SE wall (facing west) and potentially consider installation of a crime prevention vehicle wrap as outlined in the attached report.

BEFORE THE QUESTION WAS CALLED it was noted that the location assessment was well thought out and comprehensive. Members

reviewed various details related to the proposed mural locations including volume of pedestrian and vehicular traffic and visibility, artistic mediums (paint, wraps/portable panels), cost, impacts related to private vs public property, future construction / revitalization plans of potential locations, DLBA mural walk, referral to the Arts, Recreation, Culture & Heritage committee for input on design and the call to artist process, and how the vehicle wrap option utilizes ongoing mobile promotion and versatility. There was further discussion about the development of design criteria, key messaging, choosing an artist and coordination with the mural walk program. The group deferred further design discussion until after Council considers the project and the required funding.

THE QUESTION WAS CALLED and same was

CARRIED

ACTION: S/Sgt Sidhu noted that some RCMP vehicles in Surrey use wraps. He will inquire about cost and provide it to the committee.

ACTION: Staff will prepare a report to council with the above motion and report back at a future meeting.

- iv. Bike Security (inform and educate)
Don Osborne, Natalie Selvage, Harvey Michaluk

The Chair advised that TransLink staff are able to present to the committee about bike security and strategies.

ACTION: Staff will coordinate their attendance at a future meeting.

- b) Crime Prevention Poster - Outreach Project
Feedback / Approval / Other Action

- Neighbourhood Watch Poster –
Mr. Doyle edited the original poster and provided a revised version. The group was pleased with the revisions and approved it for distribution.
- Mail Theft Poster – revisit, consider edits, redistribute
The group discussed the original poster and made the following revisions:
 - Change theme colour, no red
 - Add bullet to consider directing your package to a secure location, drop box/pick up location instead of leaving packages on your doorstep.
 - Add QR code to connect to RCMP online reporting
 - Change text from black to white

ACTION: Staff will revise the poster and share the update with the group before distributing.

- c) RCMP Crime Map Analysis – September 2023
S/Sgt Sidhu

S/Sgt Sidhu reviewed the crime stats map. He advised there was little change from the summer reports, however he anticipated a downturn in theft from auto as a prolific offender was arrested recently.

He shared information about a new program: “Etch It”. It is a free service where people can have their Vehicle Identification Number (VIN) number etched on their catalytic converter so that if it is stolen and recovered, it can be returned and reinstalled, saving thousands of dollars.

Discussion continued about new crime trends.

4) FOR DISCUSSION

- a) Recap – Neighbourhood Meetings
Dave Selvage, Manager of Community Safety

The Manager of Community Safety advised there were four City hosted neighbourhood meetings in October and they were well attended. He thanked the committee members that hosted a CPC table noting that interactions were very positive and friendly. People were curious about what the committee does and there was interest from a young person in filling the youth representative position next year.

Each of the committee members that hosted a table provided feedback about the experience, all noting good engagement with the community. Some feedback included:

- Attend the senior center from time to time and share crime prevention information
- Lot of interest in learning about Block Watch
- More handouts would have stimulated more conversation
- Next time have a form at the table so members can record comments and feedback from residents
- Could create a poster / board highlighting a timely crime prevention initiative
- Could have a large poster with all the smaller education posters that have been created to share many messages of crime prevention.

- b) 2024 Committee Appointments – Please advise if you plan to return for 2024
Paula Kusack, Deputy Corporate Officer

Staff requested that members advise if they plan to stay on with the group in 2024.

5) **FOR INFORMATION**

- a) 2023 CPC Annual Work Plan

6) **ROUND TABLE**

The Chair noted the following:

- members are welcome to forward new discussion topics to staff for inclusion on the agenda at any time.
- The last committee meeting of the year is November 30.
- Encouraged the RCMP to review the CPC workplan and provide input if there are topical issues/education that the group can help to share.
- The group will be refreshing the workplan at the first meeting in 2024.

It was MOVED AND SECONDED

THAT the meeting adjourn at 7:45pm.

CARRIED

CHAIR

Certified Correct:
pdk

DEPUTY CORPORATE OFFICER

Protect Your Mail & Packages

**Report
Non-Urgent
Crimes Online!**

A MESSAGE FROM THE
LANGLEY CITY

CRIME PREVENTION COMMITTEE

Mail theft has increased more and more with the use of delivery services.

Packages are often stolen directly from your door, however, letter mail is also targeted for ID theft.



How to discourage letter mail and ID theft?

1. Collect your mail daily from the mailbox.
2. If you are away, use the “Hold Mail” service to suspend delivery until you return.
3. When you Move: File a “change of address” with Canada Post.
4. Shred Documents that contain personal or financial data as well as credit card offers and statements.
5. Deposit mail or gifts at the post office directly, and in street mailboxes as close to the pickup time as possible.

How to discourage package theft?

1. The number one way to prevent package theft is to have them shipped to a place where someone is available to receive it.
2. FedEx and Purolator both recommend having packages set to be picked up at retail courier locations instead of home delivery.
3. Use Amazon Lockers if they are available in your area.
4. Require signatures for delivery if possible.
5. Install security cameras, video doorbells, and monitoring signage at your front door.

2023 CRIME PREVENTION COMMITTEE WORK PLAN

Know Your Neighbour Campaign

- Door to door event or pop up event – yet to be determined
- Location should be based on crime stats / identify needs
- Set goals & measurables to determine effectiveness (ie: number of signups to Block Watch/City Newsletter, change in crime reporting, change in type of crime.
- Gather/create materials/handouts to support KYN.
- Requires volunteer recruitment

Block Walk

- Promote the RCMP Block Watch Program
- Promote crime prevention, neighbourhood safety
- Walk through neighbourhoods in bright t-shirts, engage residents in their yards, walking their pets etc – inform/educate
- Create awareness, build momentum

Mail Theft Reduction Program

- Work with strata management companies and rental property owners to reduce mail theft.
- Invite strata council and property management companies to meet with CPC to learn about crime prevention initiatives they can utilize to reduce property crime incidents.
 - Connect properties experiencing chronic problems with Canada Post for assistance with crime reduction measures.

Foster / promote better connections between residents & businesses and the RCMP related to crime prevention

- Work with businesses to reduce crime through crime prevention program created in partnership with RCMP.
- Consider ways to support crime prevention related to business
- Target area of on-going concern for businesses and have measurable outcomes.
- As applicable, relay tips/strategies to residential sectors as well.

Cyber Awareness - Education

- Utilize information from Canadian Center for Cyber Security
- Create educational posters based on trend data. Ie: tax / CRA fraud; phone/email scams; rental/Marketplace scams, identity theft etc.
- Community engagement initiatives with the RCMP

Crime Prevention Mosaic / Mural

- Crime prevention illustrated.

- Demonstrate through art that personal / neighbourhood safety is something we all need to be involved in.
- Create a mural or mosaic in the downtown core promoting crime prevention through art

Bike Security

- Education initiative
- Determine and promote safe bike storage tactics
- Consider creating areas for safe bike storage (ie: TransLink lockers)

All work plan items strive to set goals with measurable outcomes and will utilize social media for promotion.

2024 Work Plan

Crime Prevention Committee

Mandate

The mandate of the Committee includes:

- Continuing to advance media messaging around crime prevention and community defense model programs in collaboration with the City's Communication Officer
- Continuing with the "Know Your Neighbour" campaign concept
- Recommend crime prevention programs that facilitate crime reduction
- In partnership with the Community Police Office, promoting and educating residents about existing RCMP programs such as Block Watch, crime prevention such as CPTED, and community defense model programs such as neighbourhood gatherings.
- In partnership with the Community Police Office, Downtown Langley Business Association and Chamber of Commerce, promoting and educating business owners about existing RCMP programs, crime prevention, and community defense model programs.

Requesting presentations from the RCMP and local non-government agencies to educate members about on Crime Prevention and Community Defense Model programs, strategies, and issues.

- Aligning with the strategic plan in creating new protective and supportive services through exploring opportunities for the Community Liaison Officer, Block Watch and other activities that help everyone feel safe and supported.

Objectives

[Identify objectives that align with the advisory body's mandate and terms of reference. Please note, after Council approves this work plan, any updates/adjustments to the work plan are to be submitted to Council for approval. Objectives may be broad (e.g. "provide feedback on public accessibility") or specific (e.g. "advise on optimal street lighting for public safety"). Briefly explain the objective and how it relates to the mandate of the advisory body. Remove unused text headings.]

Objective 1: Insert Objective

Click here to enter text. For each objective, describe how it relates to the stated mandate and / or terms of reference.

Objective 2: Insert Objective

Click here to enter text. For each objective, describe how it relates to the stated mandate and / or terms of reference.

Objective 3: Insert Objective

Click here to enter text. For each objective, describe how it relates to the stated mandate and / or terms of reference.

Objective 4: Insert Objective

Click here to enter text. For each objective, describe how it relates to the stated mandate and / or terms of reference.

Objective 5: Insert Objective

Click here to enter text. For each objective, describe how it relates to the stated mandate and / or terms of reference.

Action Plan

Action Items	Timeline	Responsibility	Expected Outcomes	Resources
Identify specific action items integral to the stated objective (add or delete objectives or rows as needed).	Identify estimated timeline and/or end date for action items.	Identify working groups, subcommittees, and/or committee member(s) responsible for completing each action item, as appropriate.	Outline expected achievements and deliverables from each action item. Ideally, these are measurable indicators of success.	Identify any resources (e.g. staff liaison, City staff other than staff liaison, City funds) that will be needed in order to complete the action items. (See Notes below)
Insert Objective 1				
A.				
B.				
C.				
Insert Objective 2				
A.				
B.				
C.				
Insert Objective 3				
A.				
B.				
C.				
Insert Objective 4				
A.				
B.				
C.				
Insert Objective 5				
A.				
B.				
C.				

Notes:

The advisory body may undertake multiple initiatives; however, if staff resources are required, the advisory body shall undertake only one initiative at a time.

The advisory body does not have the authority to give direction to staff or to commit to expenditure of funds.

Action recommended by the advisory body must be done by resolution to City Council and with their approval prior to implementation.



Terms of Reference Crime Prevention Committee (CPC)

1.0 Background:

Crime Prevention

Crime prevention looks at people who are not involved in criminal activity and asks, “What can we do to make sure they never come into conflict with the law?” Crime prevention also looks at places and situations which are not yet troubled by much criminal activity and asks, “How can we make sure crime never becomes a significant problem here?”

Crime prevention can be broken down into people-, place- and situation-oriented strategies. The people-oriented strategy is usually known as “crime prevention through social development,” or CPSD¹. Place-oriented strategies are known as “crime prevention through environmental design,” or CPTED². When combined with situational approaches, these strategies form a holistic and effective crime prevention package.

Situational crime prevention looks at particular circumstances in which people interact with one another and with the built environment, identifies particular risky combinations, and looks for solutions specific to those situations. Solutions may include:

- Increasing the effort required to commit a crime, making it less attractive;
- Increasing the risk of being caught;
- Reducing the potential rewards of crime;
- Reducing provocations and temptations;
- Removing excuses for committing crime.

¹ CPSD involves long-term, integrated actions that deal with the root causes of crime. It aims to reduce risk factors that start people, particularly children and youth, on the road to crime, and to build protective factors that may mitigate those risks. CPSD works at making people healthy, responsible and resilient and promotes community values about non-violence and respect for other people and their property, and helps young people resist peer pressure and make good decisions.

² CPTED relates to places and things, the “built environment,” which can be either targets of criminal activity or the location where crime takes place. The proper design, effective use and maintenance of the built environment can lead to a reduction in the incidence and fear of crime, and an improvement in quality of life. Through the effective use of CPTED principles, crime, nuisance behaviour and the fear of crime can be reduced.

Some of these solutions involve a combination of people-oriented and place-oriented strategies that overlay with crime prevention through social development or environmental design.

Community Defense Model Program

This model is characterized by a collective effort of neighbourhood residents who can be organized to act collectively in an effort to reduce the opportunity for crime by assuming a more vigilant and proprietary concern over their neighbourhood. Principles include:

- Community-based;
- Informal social control;
- Local collective action;
- Behaviour reinforcement or modification;
- Situational crime prevention measures.

A community was suffering from a number of problems including drug trafficking, vandalism, litter, burglary, derelict housing stocks, etc. A consortium of local residents, community groups, as well as police and city agencies organized a 'block club', established to take ownership, resolve neighbourhood issues and to nurture social cohesion and informal social control. Residents were organized and trained by the police to identify, record and report suspected criminal activity on their blocks. Residents also worked with faith-based group to develop standards of conduct for the community.

2.0 Mandate:

The mandate of the Committee includes:

- Continuing to advance media messaging around crime prevention and community defense model programs in collaboration with the City's Communication Officer
- Continuing with the "Know Your Neighbour" campaign concept
- Recommend crime prevention programs that facilitate crime reduction
- In partnership with the Community Police Office, promoting and educating residents about existing RCMP programs such as Block Watch, crime prevention such as CPTED, and community defense model programs such as neighbourhood gatherings.
- In partnership with the Community Police Office, Downtown Langley Business Association and Chamber of Commerce, promoting and educating business owners about existing RCMP programs, crime prevention, and community defense model programs.

- Requesting presentations from the RCMP and local non-government agencies to educate members about on Crime Prevention and Community Defense Model programs, strategies, and issues.
- Aligning with the strategic plan in creating new protective and supportive services through exploring opportunities for the Community Liaison Officer, Block Watch and other activities that help everyone feel safe and supported.

3.0 Composition:

3.1 Membership will strive to reflect the diversity of the community, with experience, knowledge, and expertise applicable the Committee's mandate taken into consideration.

3.2 Membership:

- Two non-voting members of City Council to be appointed by Council who will act as Chair and Co-Chair of the Committee
- Six Community-at-large members to be appointed by City Council
- One member from the Downtown Langley Business Association
- One member from the Greater Langley Chamber of Commerce
- One member from the youth community
- One member representing the Indigenous community
- Two members representing Langley City social service providers

3.3 Chair Responsibilities:

- Facilitating meetings in accordance with rules of procedure outlined in the current Council Procedure Bylaw;
- Ensuring the Committee does not deviate from the agenda for the meeting;
- Maintaining decorum and respectful discussion;
- Encouraging participation in discussion topics and questions;
- Being open-minded and allowing for a variety of opinions to be heard;
- Calling for votes and/or seeking consensus as applicable;
- Working alongside the Staff Liaison to guide the Committee towards fulfilling tasks/projects identified in the Annual Work Plan and presenting reports to Council, as applicable;
- Acting as spokesperson for the Committee to Council.

3.4 Member Responsibilities:

- Attending and actively participating in meetings as scheduled;
- Being prepared for meetings (reading agenda material prior to meetings)
- Engaging in collaborative, respectful discussions relating to topics on the agenda, including sharing thoughts, opinions, and recommendations;
- Maintaining an open mind and allowing for a variety of opinions to be heard;
- Voting on motions that are put forward by Committee members;
- Notifying the Staff Liaison in a timely manner if they are unable to attend a scheduled meeting.

3.5 In addition to chairing meetings in the absence of the Chair, the Co-Chair may assume chairing duties when deemed appropriate by the Chair.

3.6 Representative(s) from the affiliated agencies/organizations will be requested to provide expert advice when deemed appropriate to assist the Committee to fulfill its mandate.

4.0 Administration:

4.1 A Staff Liaison will be assigned by the Chief Administrative Officer to provide advice as necessary and assist the Committee in carrying out its mandate.

Staff Liaison Responsibilities:

- Arranging and/or providing annual orientation for the Committee members;
- Coordinating preparation of the Committee's Annual Work Plan for approval by Council in January of each year; ensuring Work Plans are in alignment with goals identified in Council's current Strategic Plan;
- Working with the Committee to set timelines for deliverables identified in the Annual Work Plan;
- Scheduling the Committee's meetings;
- Determining agenda items for each Committee meeting with the Chair and relaying to the Committee Clerk for agenda production purposes;
- Attending meetings to providing technical advice and assistance to the Committee;
- Preparing reports in coordination with the Chair to bring forward recommendations of the Committee to Council for consideration.

4.2 A Committee Clerk will be assigned by the Staff Liaison to provide administrative support to the Committee.

Committee Clerk Responsibilities:

- Coordinating and producing all meeting agendas in compliance with requirements of the current Council Procedure Bylaw as they relate to City Committees;
- Attending meetings to take minutes and providing procedural advice to the Chair when requested;
- Producing and circulating minutes of meetings in compliance with requirements of the Current Council Procedure Bylaw as they relate to City Committees;
- Maintaining the official files of the Committee including minutes, agendas, policies, terms of reference, correspondence and other file information, in accordance with the City's records management practices.

4.3 Additional staff and/or consultants may be invited to provide technical advice and assistance.

5.0 Meeting Procedures

Meetings will be conducted in accordance with the City's current Council Procedure Bylaw.

6.0 Reporting Structure:

The Committee will report to City Council through distribution of its minutes and by making recommendations to City Council.

7.0 Accountability:

7.1 The Committee is accountable to City Council.

7.2 In accordance with Council Policy CO-79 Advisory Bodies, the committee shall, in January of each year, prepare and submit to Council for approval, an annual Work Plan outlining the task(s) to be accomplished by the committee during the year. Any updates to the Work Plan shall be submitted to Council for approval.

7.3 The Committee does not have the authority to give direction to staff or to commit to expenditures of funds. Action recommended by the Committee must be done so by resolution to City Council and with their approval prior to implementation.

7.4 The Committee may undertake multiple initiatives. However, the Committee shall undertake only one initiative at a time if staff resources are required.

8.0 Meetings:

The Committee will meet on a regular basis at the call of the Chair.

9.0 Quorum:

9.1 A quorum shall be a majority of the total voting membership.

9.2 In the event that a member or members leave(s) the Committee, during the period of time between when the position(s) is/are vacant and the position(s) is/are filled, quorum will be determined based on the total number of remaining voting members.

10.0 Terms:

10.1 The Committee's membership is ongoing and any external membership on the Committee will be reviewed as required to fill vacancies and ensure effectiveness of the Committee.

10.2 Council may terminate appointments at its discretion.