



CRIME PREVENTION COMMITTEE (CPC)

THURSDAY, JANUARY 25, 2024 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 January 25, 2024 agenda.

2) **MINUTES**

- a) Adoption of the minutes of the Crime Prevention Committee meeting held November 30, 2023.

3) **FOR DISCUSSION**

- a) Review 2023 CPC Work Plan & Determine 2024 CPC Work Plan
- b) Bike Security Initiative
Don Osborne

4) **STANDING ITEMS**

- a) Returning members: Provide a brief description of the subcommittee
- b) New members consider joining a subcommittee

For reference, 2023 Subcommittees were as follows:

- i. Know Your Neighbour Campaign & Block Walk Events
Lew Murphy, Mary Kydd
- ii. Cyber Awareness (education initiative)
Nathan Balasubramanian, Tanya Gabara, Fraser Holland, Heather Giuriato
- iii. Crime Prevention Mural
Fraser Holland (on reserve: Tanya Gabara & Heather Giuriato)
- iv. Bike Security (inform and educate)

Don Osborne

- c) Crime Prevention Poster - Outreach Project
Feedback / Approval / Other Action
N/A
- d) RCMP Crime Map Analysis – November and December 2023
S/Sgt Sidhu

5) FOR INFORMATION

- a) 2023 CPC Annual Work Plan
- b) Crime Prevention Committee Terms of Reference

6) ROUND TABLE

7) ADJOURNMENT

2024 MEETING DATES

**February 22, March 28, April 25, May 30, June 27, July 25, August – no meeting, September 26, *October 24, November 28, December – no meeting.*

** 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

THURSDAY, NOVEMBER 30, 2023
AT 6:00 P.M.

- Present: Councillor Paul Albrecht, Chair
Councillor Delaney Mack, Co-Chair
Nathan Balasubramanian, Member at Large
Shishane Johnston, Social Services Representative
Fraser Holland, Social Services Representative
Brian Doyle, Member at Large
Don Osborne, Member at Large
Natalie Selvage, Youth Representative
Mary Kydd, Member at Large
- Staff: Dave Selvage, Manager of Community Safety
Sheila Salh, Executive Assistant
Sgt Bal Sidhu, RCMP
- Regrets: Lew Murphy, Member at Large
Tanya Gabara, Chamber of Commerce
Heather Giuriato, Downtown Langley Business Association
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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 November 30, 2023 agenda be adopted as circulated.

CARRIED

2) **MINUTES**

It was MOVED and SECONDED

THAT the October 25, 2023 minutes of the Crime Prevention Committee meeting be adopted as circulated.

CARRIED

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

The Translink representatives made a presentation regarding bike parking, storage, and facility design at Transit Facilities.

- Currently there are 11 parkades in the region which are enclosed with double stacked racks for 50-80 bikes. The parkades have controlled 24/7 access via registered Compass Cards, are monitored by CCTV, costs \$1 a day and up to \$8 a month.
- There are over 350 bike lockers available at 36 stations and exchanges. The key-based lockers are individually assigned for a minimum 3-month rental period, costs \$10 a month, with a \$50 key deposit.
- On-demand lockers are pay as you go or a monthly subscription, have keyless access and payment through the Bikeep App and costs \$0.10 an hour, \$1 a day or \$10 a month.
- The standard outdoor bike racks are at most transit stations, installed on concrete with tamper proof anchors, are unsecure and free to use.
- Future design considerations for bike parking and storage includes optimal sightlines, avoiding blind spots and transparency for passive surveillance. Other things to consider are to install them near active lines, provide appropriate lighting and ensure ease of maintenance and cleaning.
- Bike parking expansion plans for the SLS project include a bike parkade at the 203 Street station, bike parkade or lockers at remaining stations, bike racks at all stations and improved AT facilities along Fraser Highway.
- Bike parking facilities are planned at the Broadway Subway Project and Burnaby Mountain Gondola.
- Additional proposed investments in the 10-year priority plan include delivering more bike parkades across the region and the continued roll-out of on-demand bike lockers.
- Bike safety recommendations include bike riders using a u-lock, locking the frame and the wheel, using a secondary cable lock to secure the front tire to the first lock and using a snug lock to minimize the space and leverage that a thief can use.
- It was suggested that bike riders should register their bikes with the 529 Garage app. This allows law enforcement to expedite the recovery process. Also, to use a tracking system or air tag that you can mount on your bike in a discreet location.
- When in need of assistance, the public can use the Bikeep app to contact Translink or call the Transit non-emergency phone number.
- Transit police focus is intelligence led - whatever the priority is in the area at that time.

- Bike lockers are advertised especially when there is a new station being implemented.

Discussion continued about Transit stations and bike storage.

ACTION: Aaron Demes from TransLink will connect with the SLS team to find out more information on the 203 Street Station bike parkade, stats on bike theft and confirm who funds the Transit police.

ACTION: Staff will share the Translink Bike Parking presentation with the Committee.

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

Ms. Kydd contacted the RCMP detachment and discovered that it is necessary to apply for the Block Walk program online ahead of time.

Mr. Doyle informed the Committee that there was very little interest at his gathering and that condos are a community within itself and do not want another program.

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

Mr. Holland reported that this education initiative is in good shape and that they will do another communication this month which will focus on shopping crime and for the public to use lockers.

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

The Manager of Community Safety advised that staff are researching logistics and that the Director of Recreation, Culture and Community Service is doing additional research and will bring this suggestion to the Arts, Recreation, Culture and Heritage Committee for their approval.

S/Sgt Sidhu informed the Committee that wrapping cars costs \$2000.

ACTION: Continue discussion at the next meeting.

Outcome of Council consideration of the Mural Motion
Councillor Albrecht

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

Mr. Osborne commented that he is investigating additional bike racks outside of the Translink facility and will be promoting Garage 529 and bike valets at Langley events. He also informed the Committee that he would like HUB Cycling to make a presentation at one of the future meetings.

ACTION: Mr. Balasubramanian will assist Mr. Osborne with the bike valet for Earth Day in April.

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

Discourage Mail Theft over the Holidays Poster – revised and updated

The committee reviewed and approved the poster for distribution.

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

S/Sgt Sidhu reported that Project Barcode has been adopted by the Langley RCMP with the goal of protecting the local business community from the impacts of shoplifting. He also reviewed the crime stats map reporting that they now have extra patrol in the parks and problem areas on weekends.

ICBC volunteers will be hanging parking lot audit tags on cars in the Willowbrook Mall area during the holiday season as it is an effective tool that reduces auto thefts.

RCMP are monitoring a specific residence in the City related to ongoing auto theft.

Discussion ensued about crime trends.

5) FOR INFORMATION

a) 2023 CPC Annual Work Plan
The Committee reviewed the annual work plan.

6) ROUND TABLE

- Ms. Selvage created a poster to distribute at various high schools for youth to get involved with the Committee as she will not be returning in the new year.

ACTION: Staff to distribute the poster to various high schools and forward to S/Sgt Sidhu to send to school administrators

- Mr. Doyle discussed his draft Langley City Crime Prevention Poster. He had already forwarded it to the Deputy Corporate Officer as a suggestion to hang behind tables at various events.
- The Chair commented that the Committee will be working on a new work plan next year.
- A few of the Committee members mentioned that they would like to hand out Crime Prevention material at the Magic of Christmas event on December 2 as they have done in previous years.

ACTION: The Chair will coordinate with staff for the Committee to have a table at the Magic of Christmas event.

- The Committee discussed an App called Spike, an alert alarm group chat for communities for real-time communication, that allows users to make audio and video calls to each other.
- The Committee thanked Mr. Doyle and Ms. Salvage for their time and effort with the CPC and wished them well with their new endeavors.

It was MOVED AND SECONDED

THAT the meeting adjourn at 7:33pm.

CARRIED

CHAIR

Certified Correct:
ss

EXECUTIVE ASSISTANT

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.

[year] Work Plan

Enter Name of Select Committee/Task Group

Mandate

Insert mandate of the committee/task group from Terms of Reference

Objectives

[Identify objectives that align with the committee's/task group'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. <i>(see excerpts from TOR below)</i>
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.				

Per each committee/task group’s Terms of Reference (TOR):
The committee or task group may undertake multiple initiatives; however, if staff resources are required, the advisory body shall undertake only one initiative at a time.
The committee or task group does not have the authority to give direction to staff or to commit to expenditure of funds.
Action recommended by the committee or task group must be done by resolution to City Council and with their approval prior to implementation.

Crime Prevention Committee - January 25, 2024

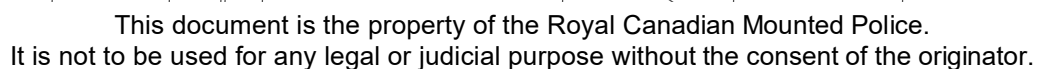
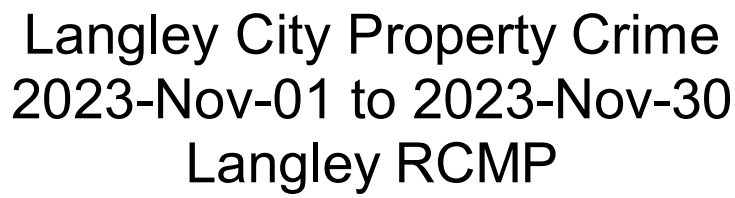
3b. Bike Security

Committee Recommendation #1 for consideration:

THAT Langley City council direct staff to review the possible use of the Douglas Recreation Centre or other facility/location (ie fenced area) for a volunteer Bike Valet service during the upcoming Earth Day Event on Saturday April 20, 2024.

Committee Recommendation #2 for consideration:

THAT Langley City council direct staff to review the installation of 'Modern' bike racks at City Hall and report back to council the details of location, cost, style and number of bike racks proposed.

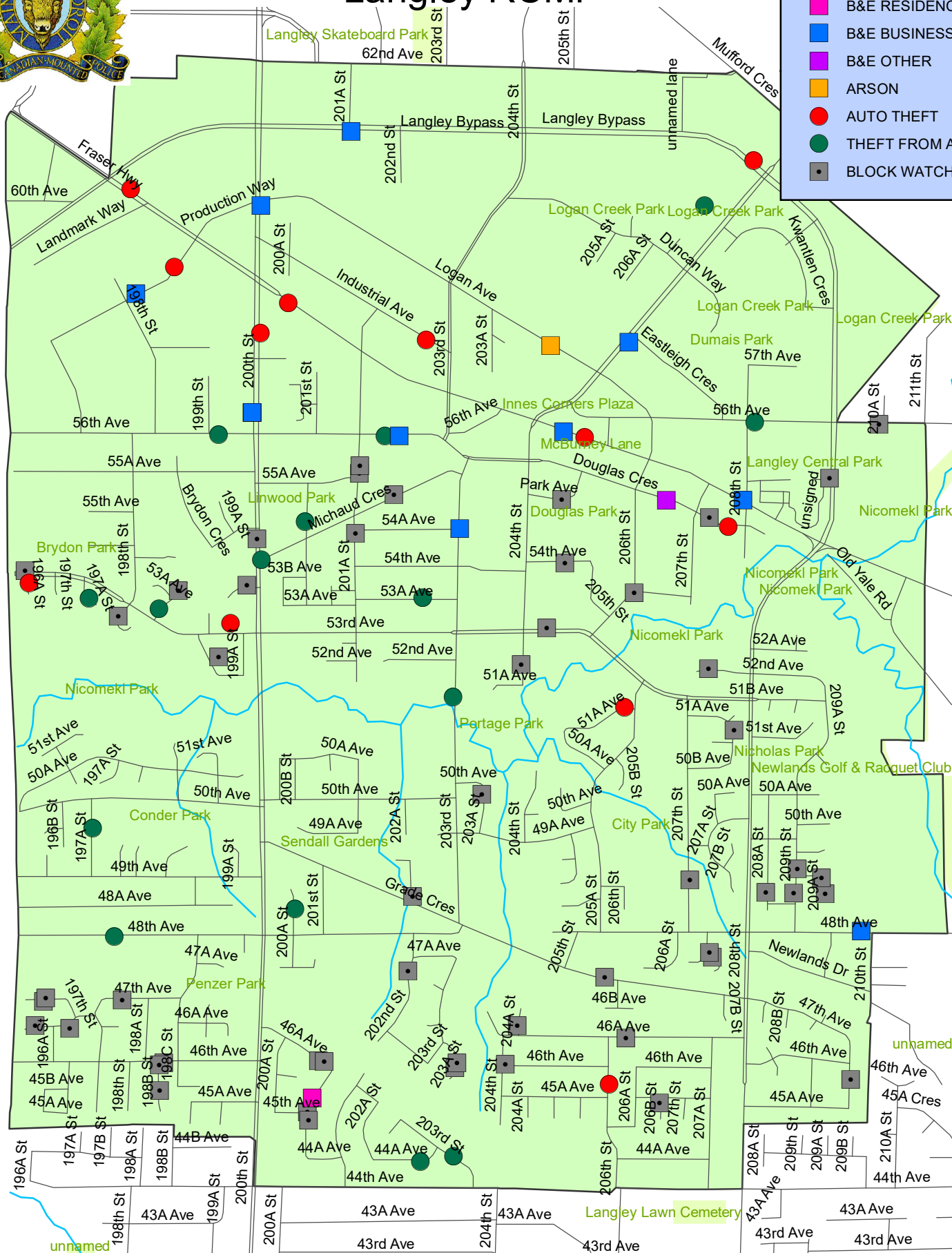




Langley City Property Crime 2023-Dec-01 to 2023-Dec-31 Langley RCMP

Legend

- B&E RESIDENCE
- B&E BUSINESS
- B&E OTHER
- ARSON
- AUTO THEFT
- THEFT FROM AUTO
- BLOCK WATCH





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.