

TASK  
FORCE  
ON  
A  
SAFE  
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CITY OF

# COQUITLAM



Mayor L. Sekora

## MAYOR'S TASK FORCE ON A SAFE COMMUNITY MEETING MINUTES

510

1996 MARCH 12

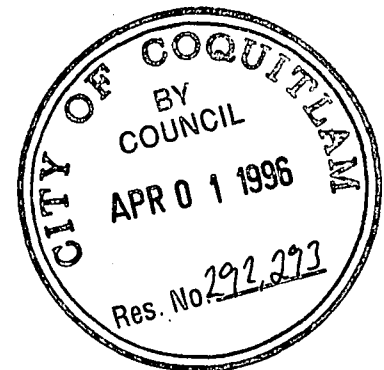
The First Meeting of the Mayor's Task Force on a Safe Community convened on Tuesday, 1996 March 12 at 7:00 p.m. in the Committee Room, Coquitlam City Hall, 1111 Brunette Avenue, Coquitlam, BC with the following persons present:

Committee Members Present: Councillor J. Kingsbury, Chair  
F. Bouvier  
A.L. Cornford  
E. Ward  
Supt. L. Zapotichny

Committee Members Absent: I. Barr  
Cst. Dominique Dray

Guest Present: H. McRitchie

Staff Present: F. Klewchuk, Administrative Assistant



### ITEM I - NEW BUSINESS

#### 1 Introduction of Task Force Members

The members were introduced and each given an opportunity to express their views on issues and matters deemed appropriate for consideration by the Task Force.

#### 2 Terms of Reference

#### **COUNCIL ACTION:**

The Task Force on a Safe Community recommends the adoption of the Terms of Reference attached to the Minutes of the 1996 March 12 meeting.

App'd  
Res. #293

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3 Meeting Schedule

The Task Force anticipates the need for five or six meetings with the next meeting scheduled for Tuesday, 1996 April 16 at 7:00 p.m.

**ITEM II - OTHER BUSINESS**

1 Conference

The Chair encouraged up to two members to attend the Conference on crime prevention being held in Vancouver from 1996 March 31 to April 3. A copy of the conference agenda is attached. The City will provide for the registration fee and incidental expenses.

2 Community Groups

The Task Force will endeavour to prepare a list of community groups involved in safe community activities.

**ITEM III - ADJOURNMENT**

The Chair declared the meeting adjourned - 8:50 p.m.

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CHAIR

Fred Klewchuk  
Administrative Assistant

# **Mayor's Task Force on a Safe Community**

## **Terms of Reference**

### **COMPOSITION**

The Committee is composed of Mayoral appointees.

### **CHAIR AND SECRETARY**

The Chair is Councillor Jon Kingsbury.

The Secretary is the Administrative Assistant.

### **QUORUM AND PROCEDURES**

A quorum will be four members of the Task Force. Where no quorum is present, notes of the meeting with attached staff reports, if any, and any proponent submissions shall be forwarded to Council for receipt and consideration at the next convenient Council meeting.

Where a quorum is present, Minutes prepared by the Secretary shall go forward to Council with specific recommendations marked for Council action where consideration of resolutions is necessary. Delegations addressing the task force will be requested to state their name, address and interest in the matter under discussion.

### **TASK FORCE MANDATE**

The mandate of the Committee is as follows:

- study safety measures and needs within the community;
- determine if new or improved procedures are needed;
- encourage consultation and communication among community groups involved in crime prevention activities;
- encourage the preparation of urban community design guidelines to advance and coordinate the planning of a safe community; and
- promote awareness of safe community issues and opportunities available to improve upon a safe community.

### **TERMINATION OF THE TASK FORCE**

The Task Force exists at the pleasure of the Mayor and is expected to terminate upon presentation of a final report by November 1996.

CITY OF

# COQUITLAM



Mayor L. Sekora

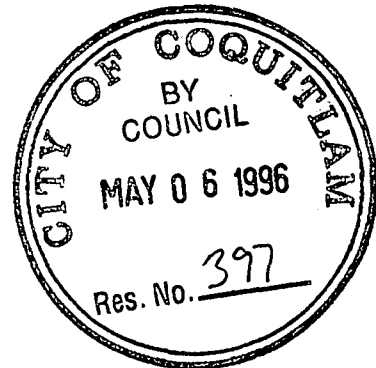
## MAYOR'S TASK FORCE ON A SAFE COMMUNITY MEETING MINUTES

1996 APRIL 16

507

The Second Meeting of the Mayor's Task Force on a Safe Community convened on Tuesday, 1996 April 16 at 7:05 p.m. in the Committee Room, Coquitlam City Hall, 1111 Brunette Avenue, Coquitlam, BC with the following persons present:

Committee Members Present: Councillor J. Kingsbury, Chair  
I. Barr  
F. Bouvier  
A.L. Cornford  
Cst. D. Dray  
H. McRitchie  
Supt. L. Zapotichny



Committee Members Absent: E. Ward

Staff Present: F. Klewchuk, Administrative Assistant

### ITEM 1 - MINUTES OF 1996 MARCH 12

The Task Force approved the Minutes of the Mayor's Task Force on a Safe Community meeting held 1996 March 12.

### ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

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**ITEM III - NEW BUSINESS**

1 Reports from Task Force Members attending International Conference for Crime Prevention Practitioners

The two members of the Task Force attending the Conference reported that a plethora of information was available on crime prevention interests and activities from different parts of the world. The workshops presented proven and promising crime prevention programs that can create safe communities, by addressing the factors that cause crime. Some of the programs are in place in Coquitlam. A goal of the Conference was to build a network of international, national and local organizations to share each other's experiences and put successes to work locally.

The members intend to use the internet to gather additional information and evaluate the materials made available at the Conference.

2 Discuss issues and initiatives to improve community safety

The Task Force members related their own experiences and knowledge of crime prevention practices in neighbouring communities and elsewhere directed towards reducing crime and victimization. What emerged from the discussion was a need to solicit the views of the residents, youth and businesses of the community on situational determinants that generate unsafe community concerns.

This information would be gathered through questionnaires to be developed for this purpose.

**ITEM IV - OTHER BUSINESS**

3 Funding

Provincial sources will be contacted to identify possible funding opportunities.

**ITEM V - NEXT MEETING DATE**

The next meeting is scheduled for Tuesday, 1996 May 14th at 7:00 p.m.

**ITEM VI - ADJOURNMENT**

The Chair declared the meeting adjourned - 8:50 p.m.

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CHAIR

Fred Klewchuk  
Administrative Assistant

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# COQUITLAM



Mayor L. Sekora

## MAYOR'S TASK FORCE ON A SAFE COMMUNITY MEETING MINUTES

1996 JUNE 6

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The Third Meeting of the Mayor's Task Force on a Safe Community convened on Thursday, 1996 June 6 at 7:00 p.m. in the Committee Room, Coquitlam City Hall, 1111 Brunette Avenue, Coquitlam, BC with the following persons present:

Committee Members Present: E. Ward, Acting Chair  
A.L. Cornford  
Cst. D. Dray  
H. McRitchie  
Supt. L. Zapotichny

Committee Members Absent: Councillor J. Kingsbury  
I. Barr  
F. Bouvier

Staff Present: F. Klewchuk, Administrative Assistant



### ITEM 1 - MINUTES OF 1996 APRIL 16

The Task Force approved the Minutes of the Mayor's Task Force on a Safe Community meeting held 1996 April 16.

### ITEM II - BUSINESS ARISING FROM MINUTES

Nil.

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**ITEM III - NEW BUSINESS**

1 **Draft Questionnaires and Distribution**

The draft questionnaires prepared for the youth, residents and business owners of Coquitlam were discussed, revised and approved.

The School District has agreed to distribute the youth questionnaire to a large sampling of students attending junior and senior secondary schools in Coquitlam.

A community newspaper will be used to distribute a sampling of the residential questionnaire.

The Chamber of Commerce will be contacted to assist in the distribution of the business owners' questionnaire.

The Task Force would very much appreciate the assistance of City Staff to compile and evaluate the survey data.

2 **Letter from Diane Sowden**

The letter was received and Cst. Dray offered to attend the "Children of the Street" meeting scheduled for Wednesday, 1996 June 12.

**ITEM IV - NEXT MEETING DATE**

The next Task Force meeting will be at the call of the Chair.

**ITEM V - ADJOURNMENT**

The Acting Chair declared the meeting adjourned - 9:35 p.m.

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ACTING CHAIR

Fred Klewchuk  
Administrative Assistant

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**MAYOR'S TASK FORCE ON A SAFE COMMUNITY**  
**MEETING MINUTES**

Mayor L. Sekora

**1996 OCTOBER 10**

A Meeting of the Mayor's Task Force on a Safe Community convened on Thursday, 1996 October 10 at 7:30 a.m. in the Committee Room, Coquitlam City Hall, 1111 Brunette Avenue, Coquitlam, BC with the following persons present:

Committee Members Present: Councillor J. Kingsbury, Chair  
A.L. Cornford  
Cst. D. Dray  
E. Ward  
Supt. L. Zapotichny

Committee Members Absent: I. Barr  
F. Bouvier  
H. McRitchie

Staff Present: F. Klewchuk, Administrative Assistant.

**ITEM 1 - MINUTES OF 1996 JUNE 06**

The Task Force approved the Minutes of the Mayor's Task Force on a Safe Community meeting held 1996 June 6.

**ITEM II - BUSINESS ARISING FROM MINUTES**

Nil.

**ITEM III - NEW BUSINESS**

1 Update on data gathered from Questionnaires

The Task Force received a progress report on the compiling of information contained in the questionnaires returned by the residents, business owners and youth of Couqitlam. The responses indicated a significant interest by the community in safety and security issues.

Additional work is required to interpret and assemble the information before a report can be prepared.

2 Task Force Report

The Task Force agreed to the use of outside professional assistance to prepare a report on the safety and security concerns of the community.

The Task Force concluded that the magnitude of community responses to the questionnaires has limited efforts to attend to other desired objectives. These objectives will be best left for later examination or another committee.

**ITEM IV - OTHER BUSINESS**

3. "Children of the Street" - Meeting 1996 June 12

Cst. Dray reported to the Task Force on the meeting. The purpose of the gathering was to get the community involved in the repatriation of youth recruited into prostitution. The group expressed the need for community support in prevention, education and treatment. There appears to be little assistance available in the community.

A couple of service groups were mentioned to Cst. Dray to suggest to the group as possible sources of assistance.

**ITEM IV - NEXT MEETING DATE**

The next Task Force meeting will be at the call of the Chair.

**ITEM V - ADJOURNMENT**

The Acting Chair declared the meeting adjourned - 8:45 a.m.

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CHAIR

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Fred Klewchuk  
Administrative Assistant

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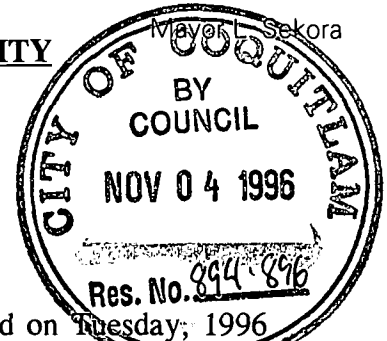
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**MAYOR'S TASK FORCE ON A SAFE COMMUNITY  
MEETING MINUTES**

**1996 OCTOBER 29**



A Meeting of the Mayor's Task Force on a Safe Community convened on Tuesday, 1996 October 29 at 7:00 a.m. in the Committee Room, Coquitlam City Hall, 1111 Brunette Avenue, Coquitlam, BC with the following persons present:

Committee Members Present: Councillor J. Kingsbury, Chair  
F. Bouvier  
A.L. Cornford  
Cst. D. Dray  
H. McRitchie  
E. Ward  
Supt. L. Zapotichny

Committee Members Absent: I. Barr

Staff Present: F. Klewchuk, Administrative Assistant

**ITEM 1 - MINUTES OF 1996 OCTOBER 10**

The Task Force approved the Minutes of the Mayor's Task Force on a Safe Community meeting held 1996 October 10.

**ITEM II - BUSINESS ARISING FROM MINUTES**

Nil.

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ITEM III - NEW BUSINESS

1. Report on Public Safety Questionnaires

The Task Force received a preliminary analysis of the questionnaires from Brian Cole.

A discussion followed on the nature and level of concerns expressed by the community regarding crime and personal safety issues.

**COUNCIL  
ACTION:**

The conclusion and recommendation of the Task Force with regard to these concerns are that more staff resources be allocated to the development and promotion of community crime prevention programs, and that sufficient police professionals be employed to provide support to these programs in relation to the growth of Coquitlam.

*App'd  
Res'n # 895*

ITEM IV - OTHER BUSINESS

2. Community Safety Commission

**COUNCIL  
ACTION:**

The Task Force recommends that a Community Safety Commission be established with the goal of making the City of Coquitlam safer for its residents, workers and visitors, particularly those who are most vulnerable - women, youth, seniors and people with disabilities, and with the objectives of

1. documenting social, demographic and crime trends within Coquitlam;
2. designing a process and implementing it on a pilot project basis which engages residents in evaluating the safety of their community;
3. identifying unsafe conditions in the physical environment and recommending remedial measures;
4. reducing the opportunities for harassment and assaults by recommending actions which could be taken to address such safety concerns;

*App'd  
Res'n # 896*

5. increasing public awareness of safety issues in the City and what can be done to make the City safer; and
6. reviewing current City and other public agency standards and procedures as they relate to potential safety issues; and

Furthermore, that the Commission be designated to receive and evaluate the final report to be prepared by a member of the Simon Fraser School of Criminology on data gathered from the Questionnaires circulated to the community in 1996."

**ITEM V - ADJOURNMENT**

The Chair declared the meeting adjourned - 8:40 a.m.

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CHAIR

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Fred Klewchuk  
Administrative Assistant