

CITY OF LANGFORD

PROTECTIVE SERVICES COMMITTEE

Tuesday, September 28, 2021 @ 5:00 pm

Due to COVID-19 Council Chambers is Closed

Dial In: 1-855-703-8985 (Canada Toll Free) or 1-778-907-2071 **or join via Zoom using Zoom.us or Zoom app on your mobile device.**

Meeting ID: 861 8919 2164

To Participate: During the public participation period, press **Star (*) 9** or use the icon in Zoom to "raise your hand". Participants will be unmuted one by one when it is their turn to speak.

When called upon, you will have to press *6 to unmute the phone from your side as well.

We may experience a delay in opening the meeting due to technical difficulties. In the event that the meeting does not start as scheduled please be patient and stay on the line, we will get started as quickly as possible. **Public Dial-In Details are also posted at www.langford.ca**

AGENDA

Page

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. PRESENTATION

a) **Cathy Peters, Be Amazing Campaign**
RE: Anti-Human Trafficking Initiative

b) **Laurie Plomp, Resident**
RE: Dust Emissions within the City

4. ADOPTION OF THE MINUTES

a) **Minutes of the Protective Services Committee Meeting – February 11, 2021** **3**

5. REPORTS

a) **Dust Control Update** **8**
- **Staff report (Bylaw/Engineering)**

b) **2021-2022 West Shore RCMP Annual Performance Plan** **10**
- **Staff Report and Verbal Update (West Shore RCMP Detachment)**

c) **Departmental Update** **13**
- **Staff Report (Administration)**

6. ADJOURNMENT

CITY OF LANGFORD
MINUTES OF THE PROTECTIVE SERVICES COMMITTEE
Thursday, February 11th, 2021 @ 5:00 pm

Due to COVID-19 Council Chambers is Closed
Meeting by Teleconference

PRESENT

In Person: Councillors: L. Szpak (Chair).

By Telephone: Councilor L. Seaton (Vice-Chair) Members: H. Frederiksen, T. Stevens, M. Wignall, L. Nelson, D. Darche.

ATTENDING

In Person: Director of Corporate Services, Braden Hutchins; Director of Finance, M. Dillabaugh; Manager of Legislative Services, M. Watmough; and IT Support Specialist, C. Lowe.

By Telephone: Fire Chief, Chris Aubrey; Westshore R.C.M.P. Resource, Todd Preston; and Manager of Bylaw Enforcement, L. Fletcher.

1. CALL TO ORDER

The Chair called the meeting to order at 5:08 p.m.

2. APPROVAL OF THE AGENDA

MOVED BY: H. FREDERIKSEN
SECONDED: M. WIGNALL

That the Protective Services Committee approve the agenda with the addition of item 4i) West Shore RCMP 2020 Annual Report.

CARRIED.

3. ADOPTION OF THE MINUTE

a) Protective Services Committee Meeting – July 28, 2020

MOVED BY: M. WIGNALL
SECONDED: H. FREDERIKSEN

That the Protective Services Committee approve the Minutes of the meeting held on July 28, 2020.

CARRIED.

4. REPORTS

a) Departmental Update

- Staff Report (Administration)

MOVED BY: H. FREDERIKSEN

SECONDED: M. WIGNALL

That the Protective Services Committee receives the report for information.

CARRIED.

b) Parking Policy

- Staff Report (Administration)

MOVED BY: M. WIGNALL

SECONDED: H. FREDERIKSEN

That Protective Services Committee recommend to Council:

That Council:

1. Council adopt the attached policy relating to parking enforcement in the City of Langford.

CARRIED.

Resident on Winfield Terrace –

- City has been responsive to parking complaints with enforcement, triage is very efficient.
- Will priority 3 calls be referred to a committee or will information be given to complainants?
- Communication and consultation with Planning or consideration that policies and providing variances is part of the problem and needs to be looked at.

L. Fletcher, Manager of Bylaw Enforcement –

- Policy is designed to requires officers to bring information back for consultation with supervisor or senior bylaw officer.
- Will look at the circumstances we would be able to address.
- Not anticipating a committee meeting at the current level.

Councillor Szpak –

- Bylaw governs how roads are configured.
- Road frontage is public and people can park on it.

c) Secondary Suite Policy

- Staff Report (Administration)

MOVED BY: H. FREDERIKSEN

SECONDED: T. STEVENS

That Protective Services Committee recommend to Council:
That Council:

1. Approve the amended Secondary Suite Enforcement Policy; and
2. Direct staff to bring forward the necessary amendments to the MTI Authorization Bylaw and Bylaw Enforcement Notice Bylaw where necessary to facilitate the application of penalties which will support the implementation and application of this Policy; and
3. Direct staff to bring forward the necessary amendments to the Zoning Bylaw to update the Definitions and violation sections as proposed by the Planning Department to provide clarification and improved enforceability to staff when addressing public complaints about secondary suites.

CARRIED.

d) Fire Department Five Year Financial Plan for 2021-2025
- **Staff Report (Fire)**

MOVED BY: M. WIGNALL
SECONDED: H. FREDERIKSEN

That Protective Services Committee recommend to Council:
That Council:

1. Approve in principle the Fire Department Five Year Financial Plan for 2021-2025 as presented in the staff report dated February 11, 2021 and refer it to the Director of Finance for consideration and inclusion in the consolidated 2021 – 2025 Five Year Financial Plan.

CARRIED.

e) Building Department Five Year Financial Plan for 2021-2025
- **Staff Report (Building)**

MOVED BY: T. STEVENS
SECONDED: M. WIGNALL

That Protective Services Committee recommend to Council:
That Council:

1. Approve in principle the Building Department Five Year Financial Plan for 2021-2025 as presented in the staff report dated February 11, 2021 and refer it to the Director of Finance for consideration and inclusion in the consolidated 2021 – 2025 Five Year Financial Plan.

CARRIED.

f) Police Services Five Year Financial Plan for 2021-2025
- Staff Report (RCMP)

MOVED BY: H. FREDERIKSEN

SECONDED: T. STEVENS

That Protective Services Committee recommend to Council:

That Council:

1. Approve in principle the Police Services Five Year Financial Plan for 2021-2025 as presented in the staff report dated February 11, 2021 and refer it to the Director of Finance for consideration and inclusion in the consolidated 2021 – 2025 Five Year Financial Plan.

CARRIED.

g) Community Safety and Municipal Bylaw Enforcement Department Five Year Financial Plan for 2021-2025

- Staff Report (Bylaw)

MOVED BY: M. WIGNALL

SECONDED: H. FREDERIKSEN

That Protective Services Committee recommend to Council:

That Council:

1. Approve in principle the 2021-2025 Community Safety and Municipal Bylaw Enforcement Department Five Year Financial Plan and refer it to the Director of Finance for consideration and inclusion in the consolidated 2021 – 2025 Five Year Financial Plan.

CARRIED.

h) Open Burning Policy

- Staff Report (Fire)

MOVED BY: COUNCILLOR SEATON

SECONDED: T. STEVENS

That Protective Services Committee recommend to Council:

That Council:

1. Discontinue the practice of commercial burning and change open burning requirements to be permitted only on ALR designated properties of 2 acres or greater, continue the practice of allowing campfires and direct staff to bring any necessary bylaw amendments to Council for consideration; and

MOVED BY: M. WIGNALL
SECONDED: H. FREDERIKSEN

That Langford Fire Rescue work with ALR land owners for alternate options to burning for disposal of debris.

CARRIED.

i) West Shore RCMP 2020 Annual Report
- **Staff Report (West Shore RCMP)**

MOVED BY: H. FREDERIKSEN
SECONDED: T. STEVENS

That the Protective Services Committee receive the West Shore RCMP 2020 Annual year End Report as information only.

CARRIED.

5. ADJOURNMENT

The Chair adjourned the meeting at 6:50 p.m.

CHAIR

CERTIFIED CORRECT
(Corporate Officer)



Staff Report to Protective Services Committee

Date: September 28, 2021
Department: Bylaw Enforcement
Subject: Dust Control

Background

Based on community feedback in mid to late 2016, this committee and Council contemplated the need to implement a Dust Control Bylaw. At that time staff provided for consideration, a DRAFT example based on the neighbouring City of Colwood Dust Control Bylaw with the idea that parallel regulations within both communities would offer continuity and consistency for public understanding as well as relay uniform expectations to developers and others whose operational activities might contribute to the generation of fugitive and nuisance dusts.

After review by Committee and Council, including input provided to Council during its public participation period on December 5, 2016, it was resolved that instead of adopting a regulatory bylaw that the issue of dust management be referred to the West Shore Developers Association to work in concert with City staff on developing strategies to control dust.

Commentary

Since site preparation supporting new developments can fundamentally require geotechnically based blasting and earth moving works as well as roads and services installation, the Engineering Department serves as the primary City resource in meeting Council's preferred path. In the years since the December 5, 2016 direction provided to staff, the Engineering Department has adopted the practice of engaging with the development community in those phases as mentioned here, and their engagement includes reviews of any practices which are likely to generate dusts on these sites. Standards for dust control are set in advance and if or when complaints are received, it is on the basis of these preliminary reviews and standards our Engineering staff will direct the site supervisor or developer to respond. If it is determined a change in practice or more diligent watering of the site are required, Engineering will direct the site supervisor in this regard.

In practice, upon receiving dust complaints, the Bylaw Enforcement Department will refer these over to the Engineering Technician overseeing the project who then engages with the site crew towards better management of the situation. The City responses are decidedly more collaborative than enforcement based. This collaborative response process has proven successful over the years, despite increases and decreases in various years in the number of projects underway.

Understandably, dust complaints will become more prevalent during the dry summer months and notably, the persistent heat and absence of rainfall through the summer of 2021 have certainly been contributing factors to a small rise in the number of dust complaints being lodged with the Bylaw Enforcement Department over those presented in past years. During the summer of 2021, this department received approximately twelve complaints which were referred to Engineering who promptly followed their standard protocol to have those complaints addressed. Aside from weather being a contributing factor this year, it should be acknowledged the number and size of site developments is above other recent years' experiences, especially with the large site work to the north of McCallum, work off the new section of Bear Mountain Parkway and multiple sites being readied in the Latoria Road areas.

Notwithstanding the extraordinary circumstances experienced through the summer of 2021 and in consideration of the successful collaborative management of dusts in Langford in recent years preceding 2021, staff are noting a need for adjustments to current practices may be unwarranted at this time.

Financial Implications

No financial implications are anticipated.

Legal Implications

No legal implications are anticipated.

Options

1. That Committee and Council receive this report for information, and;
2. Make no changes to current practices regarding dust management in Langford.

Respectfully submitted,

Submitted by:	Lorne Fletcher, Manager of Bylaw Enforcement
Concurrence:	Michael Dillabaugh, CPA, CA, Director of Finance
Concurrence:	Michelle Mahovlich, P.Eng, P.Geo, Director of Engineering
Concurrence:	Marie Watmough, Acting Director of Corporate Services
Concurrence:	Darren Kiedyk, Chief Administrative Officer

:LF



Royal Canadian
Mounted Police

Gendarmerie royal
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Supt. Todd Preston
Officer in Charge
West Shore RCMP Detachment
698 Atkins Avenue
Victoria, BC V9B 3A4

Your File - Votre référence

Our File - Notre référence

Mayor and Council

Date
June 11, 2021

RE: 2021-2022 West Shore RCMP APP

Mayor and Council,

In previous years, the West Shore RCMP have requested in-person discussions when developing our Annual Performance Plan (APP). Due to the ongoing COVID-19 pandemic and under current Provincial safety guidelines, we were unable to meet as preferred. However, input from the communities we serve is vital in determining our focus and goals for the year. The below APP was created based on conversations, feedback, and information received through previous discussions with Mayors, Chiefs and Council and ongoing communication with the residents of the West Shore.

The following is the West Shore Detachment's commitment to our communities. Should you wish to discuss the APP, please do not hesitate to contact our office.

Sincerely,

Supt. Todd Preston
Officer in Charge
West Shore RCMP Detachment



2021-2022 West Shore RCMP Annual Performance Plan

1. Organized Crime – Drug Trafficking

Objective: Prevent and reduce the threat and impact of serious and organized crime

Initiatives:

- OMG intelligence gathering, member training, intelligence sharing
- Drug trafficking charges

Measure:

- Number of drug trafficking projects

2. Traffic Safety

Objective: Enhance road safety with a focus on speeding

Initiatives:

- Speed and aggressive driving enforcement
- School zone campaigns

Measures:

- 10% increase in speeding related violation tickets
- 10% increase in speeding related warning tickets

3. Police / Community Relations: Visibility of Police

Objective: Communicate effectively. Build and maintain positive relations within the community

Initiatives:

- Media relations officer and community policing media releases and campaigns
- Detachment recruiting mentorship

Measure:

- Number of social media projects

4. Police/Community Relations: Preventative Measures

Objective: Contribute to relationship building with Indigenous communities. Focus on reconciliation

Initiatives:

- Reduce impact of trespassers and prolific offenders: curfew checks, violation tickets/warnings, or other contacts
- Focused programs for youth. DARE or similar programs
- Community planning quarterly meetings with Chief and Council

Measure:

- Number of Indigenous youth outreach programs/initiatives



Royal Canadian
Mounted Police

Gendarmerie royal
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

5. Property – Theft

Objective: Crime reduction. Prevent and reduce property crimes

Initiatives:

- Prolific offender management
- Curfew checks

Measure:

- Number of property crime projects



City of Langford

www.cityoflangford.ca

Staff Report to Protective Services Committee

Date: September 28, 2021
Department: Administration (on behalf of the Building, Bylaw and Fire Departments)
Subject: Departmental Update

Background

This report provides committee with a comprehensive update on the current activities of the building, bylaw, and fire departments.

Building Department:

- The Building Department remains busy with permit applications exceeding last years statistics. Consequently, staff workloads remain higher than usual and pressure on staff has increased to continue meeting our high level of service and expedited issuance of permits.
- Inquiries and complaints from residents have also increased significantly as the City grows and addressing these requires a significant amount of time and resources. Most complaints are regarding neighbours or ongoing construction sites and typically require a staff member to attend the site and assess the situation followed by whatever action is deemed appropriate. As a Building Department we are looking at tracking these types of calls and activities to ensure that we have adequate staff resources or if an increase in staffing is warranted, and if so at what level.
- Currently the Building Department is comprised of 4 full time Building Officials, 1 part time Plan Reviewer, 2 full time Building Assistants, 1 part time Building Assistant and 1 Manager.
- We are continuing our efforts to implement Electronic Plan Review which will allow persons to apply for building permits online through the City website. We have partnered with a local construction company to test the system and to date we have received mixed reviews. We will work to resolve any issues prior to launching the system to the public. So far, we have been testing single family dwelling permits and our hope is to test the system with a larger project in the near future.

- The number of large complex buildings within Langford continue to grow at a fast pace with many projects already underway or in the planning process. We continue to rely heavily on Professionals (Architects, Engineers, etc.) for these large complex buildings with our inspectors visiting the sites on occasion to maintain a presence and raise any concerns with the Professionals. We continue to review the field reviews and reports from the Professionals involved throughout construction.
- As we enter into the last quarter of 2021, we do not foresee a decrease of applications moving into 2022.

Community Safety and Municipal Bylaw Enforcement

- With the return to classes at Belmont HS, the department has experienced an increase in complaints from park users at Leigh Place Park and Langford Lake during the lunch recess and when school finishes for the day. These areas have become hangouts for large groups of youth, with a small minority acting in an antisocial manner (vaping, smoking, damage to washrooms and playing of loud music). Bylaw staff have scheduled regular patrols during these key times to deter and intervene in this type of behaviour. Belmont HS staff are also attending to monitor their students and we do appreciate their assistance as Belmont staff readily know and recognize the individual students.
- Parking complaints and management of those issues continue to form the bulk of complaints into the department, constituting approximately 85% of all calls. One key measure our department uses to track demands for service is the number of files our team opens to investigate and deal with complaints. As of this writing, our team has opened 3,576 files which places us in the same position we found ourselves during the first week in October of 2020.
- Council has supported extending two of our seasonal (bike patrol) Officer positions to early 2022. This is good news as these Officers will be instrumental in addressing, in a timely manner, incoming complaints and especially those pertaining to high volume parking concerns. Their responses to those complaints will free up our full time Officers and allow them to deal far more effectively the complex files requiring in depth investigation, evidence gathering and enforcement strategies.
- Calls to the department regarding non-compliance with the COVID regulations remain fairly low. The few calls that come to us are regarding retailers not enforcing the new COVID passport requirements.
- Homeless contacts have also lessened in previous weeks, largely due to the ongoing presence and attendance to parks and public spaces by bylaw staff and bike teams. Although, the fact that they continue to be seen around the city indicates that camping is occurring in less well travelled areas, such as privately owned wooded lots, or the E&N rail corridor.
- Recently, our bike team was instrumental in assisting one particular unsheltered chap (who we guess is in his mid-60's) in connecting with various appropriate social service agencies, ultimately resulting in him being provided with a new sheltering opportunity within the 'tiny homes' complex in downtown Victoria.
- With full support and cooperation of the Langford, Colwood and View Royal Fire Departments, we have started to prepare for delivery of the annual Fireworks Safety training program for each community as we anticipate we will soon be receiving applications for fireworks permits as we approach October 31.

Fire Department

- Prevention staff remains busy with pre-occupancy fire inspections, Fire Safety Plan reviews and annual fire inspections. With some more complex buildings coming to Langford such as CLT and high-rise, the inspections and review process are taking more time to approve. Some public fire safety education has moved online, however staff have still found opportunities to engage the public using COVID safe protocols as well.
- COVID continues to dominate our daily actions, from increased calls to continually changing PPE and safety procedures, but the firefighters are adapting. The increasing case numbers for the 4th wave is putting strain on BCEHS which in turn requires more responses from the fire department to assist.
- Our public events such as our Open House and MD Boot Drive have been cancelled again this year due to the pandemic. Other events such as Halloween and the Pumpkin Smash fundraiser will be moved to Westshore Town Center and done socially distanced similar to last year. Events in December will continually be assessed based on the current safety concerns and best practices on whether they will occur or have to be cancelled, postponed, or modified as well.
- The transition to Surrey Fire Dispatch is proceeding smoothly. While much work needs to occur before the end of the year, we are currently ahead of schedule and don't anticipate any challenges to transfer to our new provider.
- It was a busy summer for the Emergency Program with the heat dome, wildfires, tsunami watch and COVID. Currently working on After Action Reports to revise response plans locally and working with other regional Emergency Programs to coordinate cross-jurisdictional incidents.
- Langford received a grant to hire a term Local FireSmart Representative to do assessments of private and public lands and make recommendations for wildfire mitigation. The position will start in January for four months.
- The past Community Cleanup Days have been successful and through them we hope to have many FireSmart neighbourhoods and therefore we are planning on expanding to more neighbourhoods in 2022. The temporary FireSmart position will assist in setting up and promoting these events.
- Currently recruiting for volunteer firefighters. We will need to bring on between 10-15 more members to open Station 2 in 2022.

Recommendation

That Committee receives the report for information.

Respectfully submitted,

Submitted by:	Marie Watmough, Acting Director of Corporate Services
Concurrence:	Chris Aubrey, Fire Chief
Concurrence:	Lorne Fletcher, Manager of Community Safety and Municipal Enforcement
Concurrence:	Jerry Worobec, Manager of Building Inspection
Concurrence:	Darren Kiedyk, Chief Administrative Officer