

## **COMMITTEE OF THE WHOLE (WORKING SESSION) NOVEMBER 27, 2007**

### **CITY WATCH**

#### **Recommendation**

The Commissioner of Legal and Administrative Services and City Solicitor, in consultation with the Director of Human Resources, the Director of Legal Services, and the Director of Enforcement Services recommends:

1. THAT Committee of the Whole provide direction with respect to a City Watch Program.; and
2. THAT this report be received

#### **Economic Impact**

The economic impact of the implementation of the program is dependent on the direction provided by Council and may include costs for training, and staffing, in addition to administrative costs.

#### **Communications Plan**

A news release will be provided on the direction of Council with respect to a City Watch program.

#### **Purpose**

The purpose of this report is to provide information to Council with respect to the City Watch Programs that are in effect in other municipalities and the steps that would be involved in establishing a similar program within the City of Vaughan.

#### **Background – Analysis and Options**

On April 2, 2007, Council approved a motion requesting staff to provide a report on implementing a City Watch program similar to that in place in the City of Toronto. On October 22, 2007, Council approved a motion that the City of Vaughan Legal Department investigates the opportunity to implement employee participation in the City of Vaughan Road Watch Program.

The City Watch Program for the City of Toronto was intended to enhance safety on the streets and in neighbourhoods through the involvement of City workers. It encouraged staff, on a voluntary basis, to take informed action to prevent and reduce losses associated with crime, injuries, accidents, health problems and hazards. This program recognized the efforts of the municipal employees who stop to assist the public. According to their website, the City Watch program in Toronto is currently inactive.

In the City of Brampton, the Safe City Program is run as a separate entity and is driven by the community not the municipality. Their program was established 25 years ago and today the Association consists of four full time employees and one part time employee. They receive funding towards their operating budget from the City of \$125,000.00 per year and they raise an additional \$275,000.00 through corporate sponsorships and special projects. The program is very well established and multi-faceted including: Neighbourhood Watch, Safety Skills Workshops, Crime Alert Program, Youth Education and Safety Program, Road Watch Program, Road Safety Committee, Workplace Safety and Safety for Seniors.

The City of Mississauga had a Crime Prevention Association which provided similar services. This Association is currently being dissolved and the City is looking to move toward becoming designated a Safe City. The City of Mississauga typically provided approximately \$100,000 towards the budget for the Crime Prevention Association. Current budget estimates related to the restructuring of the Mississauga program are estimated at approximately \$200,000 for 2008, \$250,000 for 2009 and \$300,000 for 2010.

There are approximately 48 communities across Canada (nineteen in Ontario), which are designated as safe communities by the not for profit Safe Communities Foundation of Canada. These programs address a variety of safe communities' initiatives. A copy of the designation criteria is attached. Staff are continuing to contact the various municipalities to determine the issues that may have arisen in the development and implementation of their programs.

Through the discussions staff have had to date, the programs are generally established within the community and municipal employees voluntarily support the program by raising issues that they may observe that relate to the Safe City criteria while completing their duties within the community.

If Council were to direct the implementation of a model similar to that found in the Cities Toronto, Brampton or Mississauga, additional staff complement would be required to coordinate and oversee the program including the development, implementation of any forms that are to be utilized, coordinating the training that would be required, gathering the forms, directing the issues to the appropriate departments, following up, addressing any issues that might arise with the community and tracking and providing reports on issues and incidents as required. Further, the staff member would be responsible for coordinating the relationships between the volunteers, trainers, York Regional Police and program partners.

With regard to employee involvement staff has discussed the premise of the program with the Unit Chair of CUPE Local 905, who has indicated that the Union would be prepared to support the delivery of the message to the CUPE Local 905 employees in seeking voluntary participation.

Co-operation with and assistance from local police is crucial to the success of a City Watch program. We have begun preliminary discussions with York Regional Police and will continue discussions with them in this regard. York Regional Police have indicated that they require a terms of reference for the program and mandate of the goals and objectives of the program before we can continue discussions around the training that we may request that they provide to our staff volunteers.

#### Options

1. Should Council direct the appropriate staff to develop and implement a program similar to that in Toronto, Mississauga, and or Brampton, the following list should be considered next steps in the process:
  1. Determine detailed costs of the program and submit through the budget process
  2. Coordinate among the various departments and determine which will be responsible for the implementation and ongoing operation of the program
  3. Continue to work with CUPE Local 905 representatives to communicate information to their members about the program and to seek volunteers
  4. Recruit a full-time position to the complement to establish, coordinate and oversee the program.

5. Develop appropriate forms and audit packages
  6. Continue to work with York Regional Police
  7. Communicate program to staff and seek out volunteers
  8. Train volunteers
2. An alternate model of the above program would seek out volunteers and provide training on observation skills and techniques. Volunteers would complete a checklist of information should anyone have to contact emergency services. Such a program would not require extensive forms or tracking of issues, as they would only be reporting emergency situations directly to emergency services. This alternate model would greatly reduce the costs involved.

### **Regional Implications**

Co-operation of York Regional Police with regard to the implementation of the program is essential to the success of City Watch.

### **Relationship to Vaughan Vision 2007**

This report is consistent with the priorities previously set by Council and the necessary resources have not been allocated.

### **Conclusion**

A City Watch program is intended to enhance the implementation and support of neighbourhood-centred programs by augmenting the existing park ambassador, and road watch programs and is consistent with the Character Community initiatives. However there is a range of costs involved. Actual cost of implementing the program is dependent upon the model of participation in the program as determined by the members of the Committee of the Whole.

### **Attachments:**

1. April 2, 2007 Council Extract
2. October 22, 2007 Council Extract
3. Ontario Municipalities designated as a Safe City by the Safe Communities Foundation of Canada
4. Criteria for being designated a Safe City

### **Report Prepared by:**

Janet Ashfield, Director of Human Resources

Heather Wilson, Director of Legal Services

Respectfully submitted:

Janice Atwood-Petkovski  
Commissioner of Legal and Administrative Services and City Solicitor

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 2, 2007**

Item 52, Report No. 15, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on April 2, 2007.



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**NEW BUSINESS – REQUEST FOR REPORT REGARDING  
ENHANCING THE ROAD WATCH PROGRAM IN THE CITY OF VAUGHAN**

**The Committee of the Whole recommends that the Human Resources Department in consultation with the Legal Services Department and the Safe City Committee provide a report with respect to the necessary and appropriate steps required to enhance the City's Road Watch Program.**

The foregoing matter was brought to the attention of the Committee by Councillor Di Vona.

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 22, 2007**

Item 2, Report No. 47, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on October 22, 2007.

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**ROAD WATCH PROGRAM**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Safe City Committee, dated October 15, 2007:

**Recommendation**

The Safe City Committee recommends:

- 1) THAT the York Regional Road Watch Committee be requested to incorporate the internet address on all York Regional Road Watch signs;
- 2) That the City of Vaughan Legal Department investigates the opportunity to implement employee participation in the City of Vaughan Road Watch Program; and
- 3) That the Works Department be requested to install a "Road Watch" sign at the intersection of Wigwoss Drive and Monsheen Drive.

**Economic Impact**

N/A

**Communications Plan**

N/A

**Purpose**

To advise Council of the Safe City Committee's recommendation regarding the Road Watch Program.

**Background - Analysis and Options**

- 1) On May 26, 2003, Council approved the establishment of a City of Vaughan Road Watch Program. Road Watch is a community-based initiative that gives residents and visitors an opportunity to report dangerous aggressive drivers to the police. The York Regional Road Watch Committee was struck comprising of representatives from each of the area municipalities, The Regional Municipality of York and York Regional Police. The current mandate of the Regional Road Watch Committee is to assist municipal Road Watch Committees by sharing information, promotional material, educational material and standardizing forms. At the York Regional Road Watch Committee meeting held on September 12, 2007, it was announced by the Regional Municipality of York Police Services Board that the day to day operation of the Road Watch Program for all York Region Municipalities will be administered by the York Regional Watch Committee, commencing in the Spring of 2008. The official launch of the York Regional Road Watch Program is tentatively scheduled on April 17, 2008.
- 2) On April 2, 2007, Council adopted a recommendation brought forward by Councillor Di Vona requesting the Human Resources Department in consultation with the Legal Services Department and the Safe City Committee to provide a report with respect to the necessary and appropriate steps required to enhance the City's Road Watch Program.

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**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF OCTOBER 22, 2007**

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- 3) At the Safe City Committee meeting on September 13, 2007, a member of the committee reported the current unsafe and aggressive driving practices at the intersection of Wigwoss Drive and Monsheen Drive and the committee recommended that a Road Watch sign be installed at that location.

**Relationship to Vaughan Vision 2007**

This report is consistent with the priorities previously set by Council to serve our citizens and promote community safety, health and wellness.

**Regional Implications**

N/A

**Conclusion**

The Safe City Committee recommends:

- 1) THAT the York Regional Road Watch Committee be requested to incorporate the internet address on all York Regional Road Watch signs;
- 2) That the City of Vaughan Legal Department investigates the opportunity to implement employee participation in the City of Vaughan Road Watch Program; and
- 3) That the Works Department be requested to install a "Road Watch" sign at the intersection of Wigwoss Drive and Monsheen Drive.

**Attachments**

None

**Report prepared by:**

Lilian Pagnanelli, Assistant City Clerk  
Ext. 8698

## DESIGNATED SAFE COMMUNITIES IN ONTARIO

1. Ajax/Pickering
2. Bay of Quinte
3. Brampton
4. Brockville
5. Bruce County
6. Cambridge, Guelph, Kitchener, Waterloo
7. Chatham/Kent
8. Dryden
9. Dufferin, Caledon, Alliston-Hill
10. Elliot Lake
11. Espanola
12. Hamilton
13. Kenora
14. Ottawa
15. Rainy River
16. Sarnia/Lambton
17. St Thomas-Elgin
18. Sudbury
19. Welland

**SAFE COMMUNITIES FOUNDATION**  
**Criteria for SCF Designation**

*SCF promotes and supports the growth of community-based grassroots injury prevention programs. Communities committed to establishing new programs and those with pre-existing injury prevention programming (operating for a minimum of three years), which are aligned with SCF's vision and mission and meet the following criteria will be eligible for Safe Communities designation.*

<b>Criteria for Designation</b>	<b>New</b>	<b>Pre-existing</b>
Organization clearly represents a cross-section of the community such as health and safety partners, government (municipal, regional, provincial, federal), community members, businesses, education, etc.	Required	Required
Indicators of community readiness demonstrate strong levels of enthusiasm, commitment and ability, <i>and</i> group will: include the SCF brand in their title/materials, make an announcement celebrating their designation, work with SCF staff in preparation for and after receiving designation	Required	Required <b>AND</b> Community group provides an outline of injury prevention programs run to date
Terms of Reference, structure, overall vision and goals for the organization are included in application	Required	Required <b>AND</b> Community group provides background / description of their injury prevention coalition and contact information
Banking and financial administration arrangements are documented	Required	<b>OR</b> Community must demonstrate financial soundness and stewardship
Application includes letters of support from key community champions, civic representatives, agencies and business leaders, demonstrating their commitment to the project	Required	Required
Local SCF supporter representatives are involved in or have been asked to be involved in the project	Required	Required
Business Plan is included in application	Required (See components below)	Required as demonstrated by existing plans/SCF application - SCF Regional Coordinator to verify



**Components of Business Plan:**

- Clear, measurable goals and objectives
- Target injury problems / populations and strategies for addressing identified injuries
- Data analysis and process for identifying target injuries and population
- Expected outcomes and how they will be measured
- Timeline / work plan
- Programs that impact the overall community as well as workplaces
- One of the objectives is that a revisioning exercise occurs before submitting second-year business plan as part of sustainability plans. Additionally, revisioning is to continue every two years throughout the community's designation.
- A Steering Committee that includes chair & vice chair or co-chairs for purposes of continuity.
- Structure of coalition encourages that decisions and work are spread amongst volunteers and Coordinator (if any)
- Reporting arrangements, including how / when results will be reported to the Foundation
- Budget clearly outlines the total budget for the community's plan, how the funds will be used, and what portion of the funds will be raised within the community
- Qualifications of the personnel involved in managing and carrying out the plan