

## **1.0 MANDATE AND ROLE**

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The **Public Safety Committee** collaborates with the Burnaby Detachment of the RCMP, the Burnaby Fire Department, City Departments and external key interest groups to implement and promote public safety programs and initiatives, while also providing an opportunity for the public to have input into community safety priorities. The key functions of the Advisory Body include:

- 1.1** Serving as a liaison between Council, the Burnaby RCMP, Community Safety Advisory Committees (CSAC), and the Burnaby Fire Department.
- 1.2** Acting as a link between the above four (4) groups and the broader community, including service-providing agencies, the business community, community organizations, and individual citizens.
- 1.3** Advocating on behalf of Council for public safety.
- 1.4** Receiving nominations for the Public Safety Award and recommending award recipients to Council for consideration and approval.

### **1.5 Police**

- 1.5.1** Advising Council on directions and strategies for community and problem-oriented policing and crime prevention initiatives.
- 1.5.2** Providing, in cooperation with the CSACs, opportunities for public input into the development of police service priorities. The Advisory Body will:
  - Assist in identifying and analyzing community safety issues, concerns, and public expectations regarding service;
  - Help determine available City and community-based resources to address safety issues (e.g., City staff, existing City programs, community resources etc.);
  - Provide feedback on policy directions and service priorities set by the RCMP; and
  - Assist the City and the RCMP in evaluating the success of community and problem-oriented policing.
- 1.5.3** Initiating and participating in strategies to address crime and disorder.
- 1.5.4** Adopting a public-focused communications plan for community and problem-oriented policing.
- 1.5.5** Supporting and encouraging volunteer assistance, the Advisory Body will:

- Provide leadership and support for the activities of the district CSACs and other volunteers; and
- Review, provide feedback, and forward recommendations to Council on matters related to the implementation of, and citizen involvement in, community and problem-oriented policing.

## **1.6 Fire**

1.6.1 Providing Council with additional information related to the impacts and results of significant fire-based incidents:

- Within the City of Burnaby; and
- Relevant across the province.

1.6.2 Providing Council with statistical trend analysis for Fire Department operations related to:

- Fire suppression and medical emergency services;
- Fire prevention and community services; and
- Department internal training initiatives and programs.

1.6.3 Providing Council with a summary of community outreach initiatives related to:

- Community engagement; and
- Department recruitment efforts.

## **1.7 Graffiti**

In line with Council's recognition of the need to examine best practices and innovative approaches to the prevention and eradication of graffiti in Burnaby, the Advisory Body will:

- Recommend best practices in eradicating graffiti (e.g., graffiti control bylaws, assistance for the victims of graffiti vandalism, graffiti removal on public property and utilities);
- Recommend best practices for policing graffiti vandals; and
- Recommend innovative preventative measures.

## **2.0 MEMBERSHIP**

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The Advisory Body will consist of up to fifteen (15) voting members, as follows:

- 2.1** Three (3) members of Council, with one (1) member to serve as Chair, and another member to serve as Vice Chair of the Advisory Body.
- 2.2** Six (6) Resident Appointees selected by Council.
- 2.3** One (1) representative from the Burnaby School Board.
- 2.4** One (1) representative from the Burnaby Board of Trade.
- 2.5** One (1) representative from each Community Safety Advisory Committee (4).

Resident Appointees will be appointed or re-appointed to the Advisory Body for a three (3) year term, unless otherwise determined by Council. They may serve a maximum of two (2) terms on the same Advisory Body, unless otherwise determined by the Council.

### **3.0 CODE OF CONDUCT**

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The four (4) foundational principles prescribed in the Burnaby Code of Conduct Bylaw (Bylaw No. 14557) set the standards of conduct applicable to all Appointed members. In addition to the foundational principles, all Appointed members must comply with the Advisory Bodies Code of Conduct Policy and Burnaby Procedure Bylaw (Bylaw No. 14610).

### **4.0 MEETINGS, QUORUM AND PROCEDURES**

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Meetings are scheduled and conducted in accordance with the Burnaby Procedure Bylaw. Quorum, conduct, and debate will all be governed by this bylaw.

A member who is absent from three (3) consecutive meetings of the Advisory Body without leave or without reason satisfactory to the Advisory Body shall forthwith cease to be a member.

### **5.0 GOVERNANCE MODEL**

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Advisory Bodies function in an advisory capacity and are not decision-makers. Council is the approving body for making decisions. The authority to approve and adopt the terms of reference shall be in accordance with the *Community Charter* and the Burnaby Procedure Bylaw.

### **6.0 TERMINATION**

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The Advisory Body may be terminated at any time by a resolution of Council

### **7.0 RESOURCES**

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- [Advisory Bodies Code of Conduct Policy](#)
- [Burnaby Code of Conduct Bylaw](#)
- [Burnaby Community Safety Plan](#)
- [Burnaby Procedure Bylaw](#)
- [Mayor's task Force on Graffiti \(2006\)](#)
- [Public Safety Award – Guidelines and Nomination Form](#)
- [Update on the Activities of the Burnaby – New Westminster Taskforce on Sexually Exploited and At-Risk Youth \(2020\)](#)

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**Last date approved by Council:** April. 22, 2025

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