

August 28, 2019

Municipality of Brockton

100 Scott Street, P.O. Box 68
Walkerton, ON N0G 2V0
C/O Fiona Hamilton, Clerk

Dear Brockton Council,

On August 13th, Sergeant Marla Barfoot and I presented to Council on the work of the Southern Bruce County Safe Communities Committee. The work of this committee covers six municipalities in Bruce County including the Municipality of Brockton. During our deputation, we requested that Council show support for the work of the Safe Communities Committee by:

- Assigning a staff member or elected official to represent your municipality on the Committee
- Consulting with the Safe Communities Committee when developing Community Safety and Well-Being Plan
- Considering a small annual funding request to support Safe Community initiatives

By way of this letter, our Committee is formally requesting Council consider designating a staff member or elected official to represent the municipality by attending committee meetings and supporting our various initiatives as appropriate. Please see attached Terms of Reference for additional information.

Should you have any questions or concerns, please don't hesitate to ask.

Jason Wepler
Health Promoter
Safe Communities Co-Chair

Marla Barfoot
OPP Sergeant
Safe Communities Co-Chair



Safe Communities Committee
Southern Bruce County Leadership Table
Terms of Reference

1.0 Purpose

To support the establishment and implementation of a coordinated approach to addressing safety issues, as identified by Parachute's Priority Setting Exercise, through inter-agency awareness, communication, cooperation and action.

2.0 Guiding Principles

- Multi-sectoral partnerships and shared responsibility
- Cultural and gender appropriate
- Evidence based
- Includes crime and other injuries (intentional and unintentional)
- Respect

3.0 Goals/Functions/Activities

3.1 Short Term Goals

- Create awareness of community safety with new and existing partners
- Successful completion of Parachute's Safe Communities Designation process
- Undertake a variety of local initiatives that will enhance community safety

3.2 Long Term Goals

- Maintain Safe Community designation
- Ensure ongoing, sustainable funding
- Address concerns raised through the Priority Setting Exercise by implementing a variety of initiatives and campaigns
- Conduct regular evaluation of activities to maximize impact of said activities

4.0 Leadership Table Membership

The Leadership Table shall include representation, at a minimum, from the following organizations:

- South Bruce OPP
- Municipal Staff
- Municipal Elected Officials
- EMS
- Fire
- Public Health
- Mental Health

Additional suggested organizations or groups should include:

- School boards
- Women's Shelter
- Farm Safety Association
- Chamber of Commerce
- Bruce Power
- Aboriginal Services
- Senior's Groups
- Minor Sports
- Snowmobile and ATV Clubs
- Service Clubs
- Individual Citizens who Care about Injury and Safety

5.0 Executive of Leadership Table

Will consist of:

- Co-chairs – chosen bi-annually from the leadership table membership
- Secretary – to rotate among committee members on a meeting by meeting basis
- Treasurer – United Way Bruce Grey has volunteered to fill this role

6.0 Leadership Sub-Committees

The need may arise to establish Action Sub-Committees within the Leadership Table based on priorities that arise (as identified through the priority setting exercise)

Membership on Action Sub-Committees may include members not part of the Leadership Table

7.0 Communication

- The secretary from each meeting shall ensure meeting notes are recorded and shared with the co-chairs
- Co-chairs shall ensure the meeting notes are reviewed and circulated to the Leadership Table
- Leadership Table members are responsible for circulating the meeting notes to appropriate members of their respective organizations
- Opportunities to enhance communication with the public should be explored through social media or other appropriate communication strategies

8.0 Frequency of Meetings

- The Leadership Table will meet on the third Tuesday of each month at 2pm or at an alternate time as determined by the co-chairs with input from the Leadership Table. Meetings during July and August are optional
- Meeting location will rotate amongst the 6 municipalities in the Southern Bruce County area or in a location deemed central to all municipalities

9.0 Decision Making

Leadership Table decisions will be based on a majority vote but the co-chairs will encourage meaningful discussion on issues requiring a vote. All members will be provided the opportunity for full and fair comment on any issue of interest.

10.0 Terms of Reference

The Terms of Reference will be reviewed annually