



## **SAFETY MEETING**

### **Minutes**

**Date:** June 2, 2009

**Location:** Shelly's house

**Board Member** Shelly Reed  
**Attendees:** Jerry Chappell  
Lisa Gillis

**Guest Speakers:** Kim Shnitke, Waterloo Regional Police Services  
Christine Koehler, City of Waterloo, Traffic Dept  
George Galea, Neighbourhood Watch  
Marietta Gassewitz, Neighbourhood Watch

**Attachments:** Your Guide to Calling the Police  
Home Security Self Audit  
Crime Stoppers Pamphlet and Wallet Size Cards  
Hello Neighbour! (Neighbourhood Watch)

## 1) Purpose of the Meeting

Shelly Reed, Communications Director of the Clair Hills Community Association (CHCA) opened the meeting with a brief description of the areas which would be discussed, these included the following:

Safety in our community

Criminal Activity

Traffic Issues and Calming Measures

## 2) Traffic

It is the intent of the City of Waterloo to install some traffic counters in September 2009 to monitor the flow and speed of traffic in the neighbourhood. As well a speed watch sign may also be placed in the area to alert drivers to just how fast they are driving. The counters will only be put on a few streets where high speed driving etc is a major concern.

Should a resident spot a person who is speeding in the area they should make note of the following information:

- License plate number
- Colour, make and model of the vehicle
- A description of the driver.

This information should then be called into the police using the non-emergency phone No. 519-653-7700. However, should the person doing the speeding be an immediate and continuous threat in the area then call 911. A pamphlet entitled "Your Guide to Calling the Police" is appended to these minutes along with other pamphlets of interest.

The following was confirmed by the City:

- Traffic lights at the corner of Erbsville Road and Royal Beech are not warranted at this time
- A round-about will be installed at the corner of Keatsway and Erbsville Rd sometime in the future, probably when Erbsville is expanded to 4 lanes
- Columbia will be the main artery into the Vista Hills Development

## 3) Criminal Activity

The criminal activity that has taken place in the Clair Hills area most recently has been vehicle break-ins and fires. The police strongly suggest that you lock your vehicle and never leave any valuables in the vehicle overnight even in the glove box, under the seat or in the trunk.

It is typical that thieves work in groups of 2 or 3 so that they have a look out while the others are committing the crime.

There had been a few instances in the neighbourhood whereby a person or persons were ringing doorbells at late hours and asking for an individual who did not live at that residence. Should this type of incident occur and a resident feels that it is suspicious, then they should make note of the description of the individual and call 911.

Anyone who believes that they are seeing any suspicious activity should immediately call 911 and provide the dispatcher with as much information as possible to allow them to properly categorize the emergency as well as give responding officers the appropriate information to deal with the situation.

Some neighbourhoods have implemented walking groups who walk around the neighbourhood and look for suspicious activity as well as let everyone know that people are being vigilant.

When a resident files a complaint about excessive noise, the police will ask if they will act as a witness, especially if Police arrive and find the noise is discontinued. If the resident wants to remain anonymous, and not be contacted by the police in person, they should tell the dispatcher when they call that this is their preference. The police will then contact the resident via phone should further contact be required.

Should numerous reports be filed against a specific household for chronic or extreme noise or mischief then residents may bring this to the attention of police and request that the address be flagged. Then when police are responding to future reports of disturbance they will be aware that there have been previous issues with that residence.

Should a resident have information about a crime and they wish to remain anonymous they may call Crime Stoppers and provide information to the police in that manner. They are not required to leave their name or any personal information when dealing with Crime Stoppers. A pamphlet with information regarding Crime Stoppers is appended to these minutes.

At the present time the Victim Services division of the Waterloo Regional Police is offering free motion sensor lights to any residents who want them. The resident is responsible for their installation and maintenance.

Overall the advice from the police is to use your best judgment when calling police (i.e. 911 or 519-653-7700) and provide as much information about the incident as possible.

The police strongly suggest that you get to know your neighbours and people that you pass on the street. Saying hello and letting people know that you are aware of them can be a deterrent. Organizations like Neighbourhood Watch help to build a sense of community while also making an area less attractive to those who might wish to commit crimes.

#### 4) Neighbourhood Watch

Only two areas of Clair Hills currently have a Neighbourhood Watch (signage) program in place. They are Avignon Court off of Bernay Drive near the Edna Staebler School, and Brandenburg Blvd., at Erbsville near Columbia. More streets need to become involved to help our neighbourhood become more aware and more safe.

It was noted by one of the members of the Neighbourhood Watch group on Avignon Court that they have not been receiving any dialer calls to advise of activity in the area. When Neighbourhood Watch receives reports from Police Services, they send out the reports via automated phone call to the resident members of Neighbourhood Watch. Marietta will verify why the calls are not reaching the residents.

A pamphlet regarding the Neighbourhood Watch program is appended to these minutes.

#### 5) Other Safety Measures

- Discontinuing your newspaper delivery while on vacation or donating your newspaper during the time you are away to a less fortunate family. This can be done by calling your newspaper provider.
- Locking your doors and windows
- Ensuring that your snow is being removed when you are on vacation

#### 6) Next Steps

If you are interested in learning more about the Neighbourhood Watch program, please contact Shelly Reed at [shells23@rogers.com](mailto:shells23@rogers.com).