



# CORPORATION OF THE TOWNSHIP OF ESQUIMALT

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## Legislation Details (With Text)

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**Title:** Instalation of Lock-Boxes Bylaw, 2013, No. 2797- Amendment No. 1, Staff Report CSS-18-005  
**Sponsors:**  
**Indexes:**  
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**Attachments:** 1. Bylaw 2916 - Installation of Lock-Box Bylaw Amendment

Date	Ver.	Action By	Action	Result
3/19/2018	1	Council	approved	Pass

## REQUEST FOR DECISION

**DATE:** March 12th, 2018      Report No. CSS-18-005  
**TO:** Laurie Hurst, Chief Administrative Officer  
**FROM:** Blair McDonald, Director of Community Safety Services

**SUBJECT:**  
Installation of Lock-Boxes Bylaw, 2013, No. 2797, Amendment Bylaw No. 2916

### RECOMMENDATION:

That Council gives first, second and third reading to Installation of Lock-Boxes Bylaw, 2013, No. 2797, Amendment Bylaw [No. 1], 2018, No. 2916.

### RELEVANT POLICY:

Installation of Lock-Boxes Bylaw, 2013, No. 2797

### STRATEGIC RELEVANCE:

Operational Strategy - Review Township policies and bylaws to ensure efficient processes; amend and update as necessary.

### BACKGROUND:

In January of 2013 Council passed the Installation of Lock-Boxes Bylaw, 2013, No. 2797. The purpose of this Bylaw was to increase public safety by ensuring that keys were available to all spaces within a building that the Fire Department may need to access during an emergency and that those keys are kept in an approved lock-box accessible to first responders. The Bylaw specified an offence

for failing to install a lock-box as required in an existing building and established a deadline for installation of December 31, 2015.

In February of 2018, the Fire Department requested assistance from Bylaw Enforcement to follow up with charges on four building owners for failing to install lock-boxes as required.

## **ISSUES:**

### **1. Rationale for Selected Option**

After reviewing Bylaw 2797, some weaknesses were identified that precluded enforcement. Clause 9 authorized only Fire Department staff to enforce the Bylaw; as a result, it has been removed in the Amending Bylaw. Clause 10 contained non standardized enforcement language and has been deleted and replaced with the new clause 9 which uses standardized enforcement language and allows each day to be considered a fresh offence. The Amending Bylaw also allows enforcement through the Bylaw Notice Bylaw. The proposed amendments address the weaknesses within the Bylaw 2797 and will thus allow future enforcement.

Additionally, the Fire Department requested a revision to clause 6(a) to improve the language around what was required in the lock-box.

### **2. Organizational Implications**

There are no organizational implications.

### **3. Financial Implications**

There are no financial implications.

### **4. Sustainability & Environmental Implications**

There are no sustainability and environmental implications.

### **5. Communication & Engagement**

The requirements of this Bylaw are communicated, where appropriate, to all persons contemplating new construction within the Township.

## **ALTERNATIVES:**

1. That Council gives first, second and third readings to the Installation of Lock-Boxes Bylaw, 2013, No. 2797, Amendment Bylaw [No. 1], 2018, No. 2916.
2. That Council directs any amendments it considers appropriate to Bylaw No. 2916 prior to giving it first, second and third readings as amended.
3. That Council refers Bylaw No. 2916 back to staff to further revision.