

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: October 17, 2024

RE: **Video Surveillance – RDOS Landfills**

Administrative Recommendation:

THAT the Board of Directors approve the installation of 2 replacement and 1 new video surveillance cameras at Campbell Mountain Landfill, located at 1765 Reservoir Road, Penticton; AND

THAT the Board of Directors approve the installation of one video surveillance camera at Okanagan Falls Landfill, located at 3751 Allendale Lake Road, Okanagan Falls; AND

THAT the Board of Directors approve the installation of two video surveillance cameras at Oliver Landfill, located at 498 Saddle Ridge Road, Oliver; AND

THAT the Board of Directors approve the installation of one video surveillance camera at the Keremeos Transfer Station, located at 860 El Rancho Drive, Keremeos.

Purpose:

To obtain approval for the installation of surveillance cameras in accordance with RDOS Policy.

Reference:

RDOS Video Surveillance Policy (attached)

Freedom of Information and Protection of Privacy Act

Business Plan Objective:

KSD 1.1 – to be an effective, fiscally responsible organization.

KSD 1.2 – to be a healthy and safe organization.

KSD 1.4 – to embrace technology for service delivery, information and efficiencies.

KSD 4.4 – to develop a responsive, transparent, effective organization.

Background:

The RDOS may use video surveillance on their buildings or properties to protect the security of its people, assets, and properties. Video surveillance systems that record images of individuals are subject to the *Freedom of Information and Protection of Privacy Act*.

The RDOS Video Surveillance Policy was developed to ensure that the RDOS complies with the legislative requirements and outlines those areas for authorization, use, and data management.

Analysis:

In accordance with the RDOS Video Surveillance Policy, staff must report to the Board before introducing new video surveillance systems in any Regional District facilities, parks, or properties and demonstrate how video surveillance will clearly meet the criteria of the policy.

The Campbell Mountain Landfill has experienced a number of thefts, including most recently in March of 2024, when three gas tanks of RDOS vehicles were drilled, \$5,000 worth of lumber was stolen, and several tools were also taken.

The Okanagan Falls Landfill has experienced a number of break-ins where gate locks were drilled, security fences were cut, and tools and equipment stolen. The facility has had video surveillance cameras in the past, but these cameras have been tampered with and vandalized to the point that they are no longer functional.

The Oliver Landfill and Keremeos Transfer Station have experienced a number of break-ins and their security fences have required repairs on multiple occasions as a result.

Staff have taken other safety measures, including installing security fences, sensor lights, and signage onsite to deter vandals and theft; however, these measures have not proven effective to date. It has been determined that additional measures, in the form of new and replacement video surveillance cameras, are needed in order to prevent theft and vandalism, improve staff safety, and to assist law enforcement incident investigations.

Privacy Impact Assessments have been completed for all four locations under consideration.

Cameras will operate 24 hours a day. In accordance with the RDOS Video Surveillance policy, access to view recordings is limited to the Corporate Officer and Manager of IT. A request for access to view footage must come to either of these positions from the RCMP or from a designated staff member.

Financial Implications:

The installation of video surveillance cameras at these four facilities should act as a deterrent and reduce the number of incidents, resulting in a decrease in costs to repair or clean up damage and the replacement of stolen items.

Should the Board of Directors approve the installation of new and replacement video surveillance cameras, a request for two or more competitive quotes will be issued and evaluated in order to purchase and install the required equipment.

Alternatives:

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1. THAT the installation of video surveillance cameras at Campbell Mountain Landfill be declined.
 2. THAT the installation of a video surveillance camera at Okanagan Falls Landfill be declined.
 3. THAT the installation of video surveillance cameras at Oliver Landfill be declined.
 4. THAT the installation of a video surveillance camera at Keremeos Transfer Station be declined.
 5. THAT additional safety or security measures be attempted prior to the installation of video surveillance cameras at one or more of the proposed locations.

Communication Strategy:

In accordance with the RDOS Video Surveillance Policy signage, indicating that the area is being recorded by surveillance cameras for theft and vandalism prevention, will be posted in the vicinity of the cameras.

Respectfully submitted:

"Marc Aucoin"

M. Aucoin, Legislative Services Coordinator

Endorsed by:

"Christy Malden"

C. Malden, Corporate Officer