



C·V·R·D

COMMUNITY SAFETY ADVISORY COMMITTEE

WEDNESDAY, MAY 2, 2012
9:00 AM BOARD ROOM
175 INGRAM STREET, DUNCAN BC

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	D1 Gail Jewsbury, Volunteer Coordinator, Warmlands Restorative Justice Society and Constable Erin Penner, RCMP Re: Restorative Justice Program	Verbal
5.	<u>CORRESPONDENCE:</u>	
6.	<u>REPORTS:</u>	
	R1 Joe Barry, Corporate Secretary Re: Benefits or Implications of Becoming a Commission Rather Than Remaining as a Committee	Verbal
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	R3 Thanya Al-Saadoon, Safer Futures – CWAV Society Re: Update on Safe Youth Cowichan Plans for Being a Delegation to Regional Services Committee	Verbal
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The next Regular meeting of Community Safety Advisory Committee is scheduled to be held on Wednesday, June 6, 2012 at 9:00 am, in the Board Room, CVRD, 175 Ingram Street, Duncan BC.

NOTE: A copy of the full agenda package is available at the CVRD website www.cvrld.bc.ca

CVRD – Director Lori Iannidinardo
District of North Cowichan/CVRD – Director Barb Lines
City of Duncan – Councillor Michelle Bell
Town of Lake Cowichan – Councillor Jayne Ingram
Town of Ladysmith – Councillor Jill Dashwood
CWAV Society – Theresa Gerritsen
Community Options Society – Cheryl Stone
School District No. 79 – Candace Spilsbury
Cowichan Independent Living – Jim Harnden
Social Planning Cowichan – Linden Collette

RCMP – Corporal Kevin Day
RCMP Alternate – Constable Kelly Rydholm
Community Policing – Carol-Ann Rolls
Youth Representative – Zoë Sorenson
Cowichan Tribes – William Seymour
Cowichan Tribes Alternate – Cindy Daniels

Safer Futures – Terri Dame
Safer Futures – Thanya Al-Saadoon

M1

Minutes of the Special meeting of the Community Safety Advisory Committee held in the Board Room, 175 Ingram Street, Duncan BC, on Monday, March 26, 2012 at 9:05 am.

PRESENT: Director Lori Iannidinardo (Chair)
Director Barb Lines (Vice-Chair)
Councillor Michelle Bell, City of Duncan
Candace Spilsbury, Cowichan Valley School District #79
Linden Collette, Social Planning Cowichan
Carol-Ann Rolls, Community Policing
Zoe Sorenson, Youth Representative
Theresa Gerritsen, Cowichan Women Against Violence Society
Thanya Al-Saadoon, Cowichan Women Against Violence Society

ABSENT: Councillor Jill Dashwood, Town of Ladysmith
Councillor Jayne Ingram, Town of Lake Cowichan
Cheryl Stone, Community Options Society
Jim Harnden, Cowichan Independent Living
Corporal Kevin Day, RCMP
Constable Kelly Rydholm, RCMP alternate

ALSO

PRESENT: Erin Penner, RCMP
Tara Daly, Recording Secretary

APPROVAL OF AGENDA

It was moved and seconded that the agenda be amended as follows, that Item IN1 be moved to New Business and renamed NB1 and contact information on Membership List in Item IN2 be corrected; and that the agenda, as amended, be approved.

MOTION CARRIED

ADOPTION OF MINUTES

M1

It was moved and seconded that the minutes of the Regular meeting of the Community Safety Advisory Committee, held September 21, 2011, be adopted.

MOTION CARRIED

DELEGATIONS

No delegations

INFORMATION

IN1

Terms of Reference were moved to Item NB1 upon adoption of the agenda.

REPORTS

- R1** The Report from Ms. Thanya Al-Saadoon, Safer Futures, dated February 2012 re: CSAC Report 2011 was received for information.
- R2** Ms. Zoe Sorenson, Youth Representative, provided information on the Report from Safer Futures, dated 2011 re: Youth Safety Advisory Sub-committee.
- R3** Ms. Zoe Sorenson, Youth Representative, provided an overview and update re: Safe Youth Cowichan.
- R4** Ms. Zoe Sorenson, Youth Representative, provided a verbal report re: CSAC Participation in Youth Dialogues.

It was moved and seconded that Ms. Zoe Sorenson, Youth Representative on the Community Safety Advisory Committee, provide an update on Safe Youth Cowichan to an upcoming Regional Services Committee or Board meeting.

MOTION CARRIED

- R5** Ms. Theresa Gerritsen, Cowichan Women Against Violence Society, provided a verbal report re: Work Plan Priorities for 2012. It was the consensus of the committee to continue with the 2011 Work Plan Goals. Ms. Linden Collette, Social Planning Cowichan, will forward the Strategic Plan for inclusion in the next CSAC meeting's agenda.
- R6** Ms. Theresa Gerritsen, Cowichan Women Against Violence Society, provided a verbal report re: Safety Issues Arising and an update on the following issues:
- Canada Post change of address information sharing – letter has been written but no response so far; and
 - Citizen Advisory Committee to the Correctional Service of Canada – time consuming commitment for volunteers.
- R7** The October/December 2011 and January/February 2012 Community Safety Bulletins were considered.

It was moved and seconded that the October/December 2011 and January/February 2012 Community Safety Bulletins be distributed to the CVRD Board of Directors and CSAC committee members and posted on the CVRD website with contact information, if applicable, for individual highlights.

MOTION CARRIED

- R8** A list of 2012 meeting dates was received for information.

NEW BUSINESS

- NB1** The current Community Safety Advisory Committee Terms of Reference were considered.

It was moved and seconded that Joe Barry, Corporate Secretary, be invited to attend the May 2nd CSAC meeting to explain the benefits or implications of becoming a commission rather than remaining as a committee.

MOTION CARRIED

**ADJOURNMENT
10:16 am**

It was moved and seconded that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 10:16 am.

Certified Correct:

Chairperson

Recording Secretary

Dated: _____



**Community Safety Advisory Committee
TERMS OF REFERENCE**

1. ESTABLISHMENT

The Board Chair establishes the Committee for terms that last one year. As a standing Committee of the Board, the role of the Community Safety Advisory Committee is advisory. Advice, comments or recommendations from the Committee shall be forwarded to the Board when appropriate.

2. COMPOSITION

The Advisory Committee will have a broad representation from local government, geographic areas, and community groups. Members are appointed by the Board Chair and should remain flexible based on the needs and ability of members to participate in the Committee. Membership must include one CVRD Director and *may* include any combination of the following:

- 1 additional CVRD Director
- 1 Councillor from the City of Duncan
- 1 Councillor from the Municipality of North Cowichan
- Councillors from the Town of Ladysmith and Town of Lake Cowichan
- 1 School trustee from District 79
- RCMP
- First Nations
- 1 or 2 members at large representing the public. These individuals should be experienced in the areas of safer/healthy communities, social planning, and/or community development.

Community Groups

- Community Options Society
- Cowichan Family Life
- Cowichan Women Against Violence Society
- Cowichan Independent Living (*formerly disAbility Resource Centre*)
- Social Planning Cowichan
- Cowichan Lake Community Services
- Community Policing

Committee members will elect a Chair, and the Chair will appoint a Vice-Chair. Both of these are for one-year terms. Committee membership appointments will be renewed annually. The Committee may form task and project oriented sub-committees and working groups to address specific issues if needed. These sub-committees can involve other stakeholders.

3. PURPOSE AND ROLE

To advise the CVRD on community safety issues of regional, inter-municipal, and inter-agency importance. Advice may be in reference to programs, plans, policies, guidelines, or other local government policy instruments. The Committee also serves as a forum for multi-sectoral discussion where local government and community groups can work together. The Committee has a leading role in providing advice and support to safer communities' initiatives across the region.



4. REFERRALS

The Committee will be a conduit for recommendations arising from its members and from community initiatives, and for issues referred by the Board through commissions, elected officials, and staff requests. The Committee acts as a resource for planning staff at various local governments and to Advisory Planning Commissions. Examples where the Committee may have input include transit development, facility development and major development applications.

5. MEETINGS / PROCEDURES

The Advisory Committee will meet at the call of the Chair, usually on a bimonthly basis. The Committee is not a formal decision-making body, but rather a forum for inter-regional and inter-agency discussion, issue identification and resolution. The quorum for the Committee is five members.

6. RESOURCES & COMMUNICATION

CVRD Staff Liaison:

The staff liaison will facilitate the work of the Committee by working with Safer Futures and by providing support and research services. The liaison ensures that the CAO and the Board Chair are informed of major issues.

CSAC Recording Secretary:

The recording secretary will organize meeting logistics, keep Committee records, and prepare agendas and distribute them to the Committee members at least 72 hours prior to the meeting (via e-mail). The recording secretary will distribute the minutes of the Community Safety Advisory Committee to the CVRD Board upon adoption, and will assist with other duties as required.

Committee Chair:

The Chair of the Committee will make regular reports to the Board on the activities of the Committee.

Safer Futures:

This program of the Cowichan Women Against Violence Society acts as a key resource to the Committee and may provide expertise and research where requested.

7. GENERAL MATTERS

Volunteers of the Advisory Committee serve without remuneration. However, mileage will be provided. The CVRD may by resolution dissolve the Community Safety Advisory Committee, remove a member at any time, and amend these Terms of Reference. The Regional Board may remove from membership any member appointed who has failed to attend two consecutive meetings without good cause.

Advisory Committee meetings are open to the public; however, a meeting may be closed to the public in accordance with the provisions of the *Community Charter*.

A distribution list will be instituted where agenda, minutes and other items of interest are distributed to individuals and agencies who are not part of the committee but who may benefit from the information shared.



BOARD APPROVAL

Adopted by Board Resolution No. 07-368 (June 13, 2007)

Amended by Board Resolution No. 10-072 (February 10, 2010)



COWICHAN VALLEY REGIONAL DISTRICT

BYLAW No. 3515

A Bylaw to Establish a Regional Agricultural Advisory Commission for the Cowichan Valley Regional District.

WHEREAS the Board of Directors of the Cowichan Valley Regional District has adopted the Cowichan Region Area Agricultural Plan;

AND WHEREAS the Board wishes to increase awareness of agricultural issues in the Cowichan Valley Regional District and provide leadership in the promotion of agriculture as an important economic driver in the region;

AND WHEREAS the Board wishes to establish a Regional Agricultural Advisory Commission to direct the implementation of the Area Agricultural Plan;

NOW THEREFORE the Board of Directors of the Cowichan Valley Regional District, in open meeting assembled, enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as "**CVRD Bylaw No. 3515 – Regional Agricultural Advisory Commission Establishment Bylaw, 2011**".

2. DEFINITIONS

In this bylaw:

- a) "**Commission**" means the Regional Agricultural Advisory Commission established by this Bylaw.
- b) "**Board**" means the Board of the Cowichan Valley Regional District.

3. MEMBERSHIP

The Commission shall consist of sixteen members, as follows:

- a) Five Commission members shall be Directors of the Cowichan Valley Regional District (three Electoral Area Directors, one North Cowichan Municipal Director, and the Board Chairperson).
- b) One representative from each of the following organizations:
 - i. Nanaimo Cedar Farmer's Institute
 - ii. Shawnigan Cobble Hill Farmer's Institute
 - iii. Cowichan Agricultural Society
 - iv. CVRD Economic Development Commission

- v. CVRD Environment Commission
- vi. The Regional Agrologist, Ministry of Agriculture
- vii. Duncan Farmer's Market
- viii. Farm Credit Canada
- ix. Cowichan Watershed Board
- x. District A Farmer's Institute
- xi. Cowichan Exhibition Society

c) All non-elected members shall be appointed by Board resolution.

4. **TERM OF OFFICE**

- a) The term of office for Commission members shall be three years and terms shall be staggered.
- b) In the event of vacancy of office, a replacement appointee shall hold office for the otherwise unexpired term of office.
- b) Commission members may be re-appointed for a further term or terms.
- c) The Board may, at any time, terminate the appointment of a member.
- d) The Board may remove from membership any member appointed who has failed to attend three consecutive Commission meetings without good cause.

5. **PROCEDURE**

- a) The Board Chair shall appoint a Chairperson and Vice-Chairperson of the Commission who shall hold office until a successor is appointed.
- b) In the absence of the Chairperson or Vice-Chairperson, the Commission shall elect from the members present a temporary Chairperson for the purpose of that meeting only.
- c) A quorum is nine members, one of whom must be a Director of the Board.
- d) All decisions, resolutions and recommendations of the Commission shall be made by a majority of the members present at the meeting, with each member having one vote.
- e) Where not otherwise covered in this bylaw, the rules of procedure governing Commission meetings shall be those of the current Board Committee and Commissions Procedures Bylaw of the Cowichan Valley Regional District.
- f) Minutes shall be kept for all meetings of the Commission, and a copy of such minutes shall be forwarded to the Legislative Services Division of the Cowichan Valley Regional District.

6. **RESPONSIBILITIES**

The responsibilities of the Commission shall be as follows:

- a) Implement the CVRD Agricultural Area Plan and the recommendations contained in that Plan. More specifically to:
 - Review all 78 recommendations;
 - Identify those activities already underway and identify the groups and organizations undertaking those activities;
 - Ensure that sufficient resources are available to accomplish activities and if required, identify the additional resources needed;
 - Prioritize activities to be undertaken;
 - Identify the activities that have not been addressed and prioritized;
 - Identify the necessary resources to complete those activities; and
 - Make recommendations to the CVRD to allocate resources to accomplish those activities.
- b) Advise the Board on issues of importance to the agricultural community, and on ALR exclusion applications, ALR subdivision applications and change of use applications as referred by the Electoral Area Services Committee as well as any other matters referred to it by the Board.
- c) Subject to the provisions otherwise contained in this bylaw, provide the Board with advice by way of:
 - (i) Matters which may legally or financially bind or commit the Board;
 - (ii) Provide input to an annual financial plan which will become a specific Economic Development Agriculture Project in the annual Function 121 budget;
 - (iii) Quarterly progress/status reports to the Board.

7. GENERAL

- a) All members of the Commission shall serve without remuneration, except for such "out of pocket" expenditures as may have received prior authorization by the Board.
- b) No recommendation of the Commission or other matter requiring ratification by the Board shall be acted upon until it has been approved by the Board.

READ A FIRST TIME this 13th day of July , 2011.

READ A SECOND TIME this 13th day of July , 2011.

READ A THIRD TIME this 13th day of July , 2011.

ADOPTED this 13th day of July , 2011.

Chair

Corporate Secretary

CSAC Priority Setting Workshop – Wednesday, March 16th, 2011
Cowichan Independent Living – 9am-noon

Attended:

Jim Harnden – Cowichan Independent Living
 Marcus Leuder – RCMP
 Bruce Avis – Corrections Canada
 Jill Dashwood – Ladysmith Council
 Klaus Kuhn – CSAC Chair and Area I Director
 Linden Collette – Social Planning Cowichan
 Carol-Ann Rolls – Community Policing
 Tom Duncan – Duncan City Councilor
 Michelle Bell – South End Community Representative and VIHA Addictions Counselor
 Theresa Gerritsen – CWAVS
 Thanya Al-Saadoon – Safer Futures

Regrets:

Lori Iannidinardo – CSAC Vice-Chair and Area D Director
 John Koury – District of North Cowichan Councilor
 Jayne Ingram – Lake Cowichan City Councilor
 Cheryl Stone – COS
 Kevin Day – RCMP

Call to order @ 9:05am

1. Introductions and 'one wish for today'
2. Purpose of the Day:
 - a. To briefly recap where we are at to date
 - b. Identify this year's focus of work
 - c. Brainstorm activities to support the focus
3. CSAC 101 PowerPoint – meant to educate new members and refresh longer standing members understanding of the roles and responsibilities of the committee
4. DISCUSSION: CSAC's Public Persona
 - CSAC as a bridge between local government and citizens with local government being responsible for safety concerns
 - How do we move continuity from recommendations to outcomes?
 - How do we measure our success?
 - Do we need to? Does it matter if CSAC is publically linked to the successes that were started by the committee?
 - Role of 'informing local government'



Safer Futures for the CSAC 2011

- Milestones – formally recording issues
 - Outcome measures and their necessity – attached to workplan
5. The committee unanimously agreed to make 'youth and family safety' the overarching goal for the next year, adding that 'youth are families, too'. A 'youth as families' focus will be taken.
6. PROPOSED DIRECTION/ACTIVITIES FOR 2011 WORK PLAN
- a. Connect with First Nations communities
 - i. Extend an invitation to participate, in person
 - ii. On their own traditional land
 - iii. Take CSAC events/presentations/informational meeting to other communities
 - iv. Ask the communities 'to help us' in the safety work
 - v. Learn and respect First Nations protocol
 - b. Present, promote and build CSAC awareness to:
 - i. Cowichan Valley Regional District
 - ii. Local Town Councils
 - iii. The Public
 - iv. Tack-on CSAC information sharing opportunities to existing community events
 - v. Ask the community 'to help us' – buy in
 - c. Inventory Mapping
 - i. 'Whose doing what' in terms of providing youth services
 - ii. Who are our leaders/decision makers for youth and families?
 - iii. Promote and support community champions
 - iv. Educate councils, community groups, etc
 - v. YIAM is youth resource – invite collaborative participation
 - d. Research
 - i. Review and disseminate existing youth safety focused research
 - ii. Present pertinent youth safety focused research to Cowichan Valley Regional District, RCMP, etc
 - iii. Survey youth, services providers and public on youth related gaps
 - e. Communications Plan
 - i. Website and other on-line possibilities – social media?
 - ii. See presentation ideas above
 - iii. RCMP work plan – insert/attach CSAC work plan?
 - iv. Press release – CSAC's responds to community driven call for community safety for youth on our streets
 - v. Christy Clarke – Families First – help?
 - f. Other ideas/suggestions/considerations coming out of the discussion
 - i. CSAC to view 'youth' in relation to the family unit
 - ii. Host CSAC youth and family focused dialogs in regional areas outside of the Duncan core – Lake Cowichan, South End, Ladysmith, etc
 - iii. Explore opportunities to pair youth and seniors around safety issues



- iv. Create youth stewardship, youth council and youth citizenship opportunities
- v. Use surveys to explore gaps in services to youth – surveys for both youth and youth serving agencies
- vi. Explore the avenue of promoting 'voice' for youth and families – a magazine or other ideas
- vii. Early prevention models – The Early Years, etc
- viii. Take a 'holistic approach' to the CSAC youth focused work
- ix. A paradigm shift is needed in considering supportive services for youth, families and community
- x. Issues arising:
 - 1. Youth employment this summer
 - 2. Cowichan River Stewardship for Youth
 - 3. High school Grad and youth safety



Recommendations for CSAC Priorities 2011

Priorities	Focus	Actions
Linkages and coordination	Citizens concerns about safety	Continue to develop CSAC website and identify points of access for the public to raise safety concerns.
		Maintain contact with neighborhoods and support where possible – continuous activity
	Raise profile of CSAC	Present CSAC related informational presentation to the CVRD board two times per year
		CSAC members will represent the committee in their respective roles, and in all of their external committee/board/community roles
	Ensure adequate representation on CSAC and develop aboriginal community linkages	CSAC acknowledges the absence of First Nations representation on the current committee
		Offer a personal invitation to First Nations community members who could contribute their knowledge and expertise to the safety work
		Explore issues of safety relevant to First Nations communities
	Carry out CSAC/Youth Service Providers inventory mapping	Identify CSAC member roles within their agencies/ organizations in regards to the workplan – youth, family and community focused safety issues
		Strengthen liaison role of CSAC member with youth focused organization and community tables with report back function, e.g. YIAM (Youth Interagency Meetings)
		Centralize review of minutes of community meetings – Members receive overview update bi-monthly
Policy and Guidance		Review media (youth safety) and members receive update
	Bring safety perspective into planning, development and policy	Connect with key CVRD staff in departments to support with integration of safety lens and explore further uses of Safety Lens model, versions for organizations, neighborhoods?
		Provide brief CSAC response document to the CVRD board concerning the City of Duncan's Senior Safety Report



Priorities	Focus	Actions
Safety Issues – CSAC response	Identify, select and carry forward safety issues annually	CSAC members receive updates through community safety bulletin – continuous activity
		Strike subcommittee or delegate, approve and review work plan, receive updates and reports
	Crime prevention – continuous activity	Receive updates on crime rates quarterly
		Receive updates on crime prevention/ community policing activities
		Annual input into RCMP Performance Plan- Dovetail into RCMP consultations
Workplan Specific Issues 2011	Youth and family safety	Engage in collaborative youth focused planning with the YIAM committee
		Research: <ul style="list-style-type: none"> • Review and disseminate existing youth safety focused research • Present pertinent youth and family safety focused research to the Cowichan Valley Regional District, RCMP, CSAC, etc • Survey youth, families, service providers on gaps in services
		Host CSAC youth and family focused dialogs in regional areas outside of the Duncan core – Ladysmith, Crofton, Lake Cowichan, South End, and Cowichan Tribes, Halalt, Penelakut, Shell Beach, Malahat, etc.
		Explore opportunities to pair youth and seniors around safety issues
		Create youth stewardship, youth council and youth citizenship opportunities
		Recommend youth and family centered events collaboratively with other youth serving agencies
		Explore youth representation on the CSAC committee
		Create avenues of communication for youth, families and services
	Traffic and Transit	Update on progress of Transit plan
		Input on youth, Aboriginal and family transportation safety
	Citizens Advisory to Corrections	Confirm liaison opportunities
		Send delegate(s) and receive/ provide updates
		Identify local resources for offender release



Priorities	Focus	Actions
		Bring in info / provincial community supervision and offender release programs

DRAFT



CVRD Community Safety Advisory Committee 2012 Member List

NAME	REPRESENTING	E-MAIL	PHONE	ADDRESS
Director Lori Iannidinardo (Chair)	Area D – Cowichan Bay CVRD	liannidinardo@cverd.bc.ca	250.510.3504	1366 Garret Place COWICHAN BAY BC V0R 1N2
Director Barb Lines (Vice-Chair)	District of North Cowichan CVRD	barb.lines@northcowichan.ca	250.748.0672	1379 Maple Bay Road DUNCAN BC V9L 5R5
Councillor Michelle Bell	City of Duncan			
Councillor Jayne Ingram	Town of Lake Cowichan			
Councillor Jill Dashwood	Town of Ladysmith			
Theresa Gerritsen	Cowichan Women Against Violence Society			
Cheryl Stone	Community Options Society			
Jim Harnden	Cowichan Independent Living			
Candace Spilsbury	Cowichan Valley School District #79			
Linden Collette	Social Planning Cowichan			
Carol-Ann Rolls	Community Policing			
Kevin Day Alternate: Kelly Rydholm	RCMP			

NAME	REPRESENTING	E-MAIL	PHONE	ADDRESS
Zoë Sorenson	Youth			
William Seymour Alternate: Cindy Daniels	Cowichan Tribes			
SUPPORT				
Joe Barry, Corporate Secretary	CVRD	jbarry@cverd.bc.ca	250.746.2506	CVRD 175 Ingram Street DUNCAN BC V9L 1N8
Tara Daly, Recording Secretary	CVRD	tdaly@cverd.bc.ca	250.746.2503	CVRD 175 Ingram Street DUNCAN BC V9L 1N8
Terri Dame	Safer Futures (a program of the Cowichan Women Against Violence Society)	terridame@cwav.org	250.748.7000	103 – 255 Ingram Street DUNCAN BC V9L 1P3
Thanya Al-Saadoon	Safer Futures (a program of the Cowichan Women Against Violence Society)	talsaadoon@cwav.org	250.748.7000 ext. 229	103 – 255 Ingram Street DUNCAN BC V9L 1P3