

Minutes of the regular meeting of the Community Safety Advisory Committee held in Committee Room #2, 175 Ingram Street, Duncan, on Thursday, January 31, 2008 at 8:47 am.

**PRESENT:** Director P. Kent, CVRD (Chair)  
Director G. Giles, CVRD (Vice Chair)  
Candace Spilsbury, Social Planning Cowichan  
Councillor Paul Fletcher, City of Duncan  
Michelle Bell, Community Representative

**ABSENT:** Kathryn Dale, Community Options Society  
Bruce Ingram, Community Representative  
Councillor Melissa Hailey,  
Municipality of North Cowichan  
Maureen Gallinger, Cowichan Family Life  
Jim Harnden, disAbility Resource Centre  
Constable Susan Boyes, RCMP  
Brian Simmons, School District No. 79

**ALSO**

**PRESENT:** Theresa Gerritsen, Cowichan Women Against Violence Society / Safer Futures (Committee Support)  
Jacob Ellis, Special Projects Coordinator  
Dominique Beesley, Recording Secretary

**INTRODUCTIONS** Director Kent introduced himself, welcomed the Committee to its first meeting of 2008, with round-table introductions following.

**APPROVAL OF AGENDA** **It was moved and seconded that the agenda be approved.**

**MOTION CARRIED**

Director Giles joined the meeting at 8:50 am.

**ADOPTION OF MINUTES** **It was moved and seconded that minutes of the Community Safety Advisory Committee meeting held on October 4, 2007 be adopted.**

**MOTION CARRIED**

**BUSINESS ARISING OUT OF MINUTES**

**BA1** **Committee Appointments**

The Special Projects Coordinator welcomed the newest appointee to the Committee, Councillor Paul Fletcher, City of Duncan.

Mr. Ellis had contacted the Town of Ladysmith regarding a Council appointee and was told that the Town did not wish to appoint anyone at this time. Mr. Ellis confirmed that the Cowichan Tribes have still not responded to his request for an appointment to the Committee.

**BA2****Request to Purchase *Canadian Directory to Foundations & Grants***

The Special Projects Coordinator explained that the cost for a local government for a one-year subscription to the on-line database of the *Canadian Directory to Foundations & Grants* would be \$625 and that there is a 20<sup>th</sup> Print Edition available, however this is the last year it will be printed.

A two-year subscription to the database would cost \$1,200. Mr. Ellis, recommended purchasing the *Directory* only if the Committee were to undertake a special project whereby it was seeking specific funding which required this type of resource, due to the high cost of the subscription.

Responding to a question from Director Kent regarding access to the on-line database, the recording secretary noted that she was awaiting a response back from the vendor.

**ACTION:** Dominique will follow-up with Imagine Canada as to the number of licenses/passwords given for access to the database and the price to become a member.

There was discussion as to whether a grant-in-aid request should be put to the CVRD Board for funding for the on-line *Directory* or if the Committee should purchase the print edition from its own budget and possibly purchase the on-line portion in the future. It was also noted that the Committee may find the *Directory* useful for the needle safety initiative, anchored by Social Planning Cowichan.

Michelle Bell joined the meeting at 8:55 am.

**BA3****Cowichan Region Safety Lens**

Theresa Gerritsen, Cowichan Women Against Violence Society / Safer Futures, provided a progress update of the *Cowichan Region Safety Lens* document, which she said, was currently in second draft form. Ms. Gerritsen noted that the feedback she had received from the Community Safety Advisory Committee on the document was mainly editorial in nature, for example, document consistency. She also said that the intent of the document was 'point of view'/philosophical and that it would be helpful in determining where the *Safety Lens* could be

applied, for example as in safety audits.

Sue Hallet, independent consultant, provided the Committee with a background of her work with safety as well as her comments on the *Cowichan Region Safety Lens* document.

Chris Hall, Director of Planning, District of North Cowichan, also provided his comments on the *Cowichan Region Safety Lens* noting that local government official community plans most likely already contain a safety component and that he felt a 'safety lens checklist' would be beneficial if provided to planning departments of various levels of government. He also said that, to some degree, every municipal department would most likely be involved with the planning process.

Director Kent expressed his concerns with the document's length, its perceived complexity, possible duplication of current mandatory planning criteria, and that it may also overburden staff and developers with additional paperwork. At the City of Duncan, noted Director Kent, through its development permit process, the Planning Department has criteria whereby the developer provides written answers to a set of guideline questions.

Theresa Gerritsen said that it might be beneficial to have a two-part *Safety Lens* document whereby the first part was 'point of view' and the second part asked specific questions, like an audit. She noted that she was working on developing a matrix for the document.

There was discussion with regards to what levels and departments of government would benefit from having involvement with safety when planning for development. Also discussed was what the best avenue for circulating the *Safety Lens* document to relevant people working in local government planning would be and it was suggested that a training session would be appropriate.

Director Giles noted that the Shawnigan Lake and Cobble Hill areas are currently undergoing official community plan reviews and that it would be beneficial if the *Cowichan Region Safety Lens* document were applied to these reviews.

Responding to a question from a member of the Committee, the Committee discussed the development history of the *Cowichan Region Safety Lens* document and what stage it currently is at.

**It was moved and seconded that the Community Safety Advisory Committee accept the final draft *Cowichan Region Safety Lens***

document in principle and that it be circulated to appropriate agencies for input.

#### MOTION CARRIED

**ACTION:** Theresa Gerritsen will email a copy of the *Cowichan Region Safety Lens* document to Director Giles.

#### **BA4**

#### **Website**

The Special Projects Coordinator announced that the Community Safety Advisory Committee website, accessed via a link on the CVRD webpage, was up and running.

#### **NEW BUSINESS**

#### **NB1**

#### **Committee Housekeeping Items**

- Meeting Schedule:

**ACTION:** Dominique will send the Community Safety Advisory Committee meeting schedule to Committee members via email.

- Budget (coffee, lunch, courier agendas, etc.):

**ACTION:** Dominique will ensure coffee, tea and copies of agendas are provided for all Committee members at each meeting. It was noted that fresh fruit would be desirable at a meeting that lasted longer than the average.

#### **NB2**

#### **Work Plan for 2008**

Theresa Gerritsen noted that Safer Futures was working on a draft Community Safety Action Plan for 2008.

Director Kent commended the Committee for its progress on its activities during 2007.

#### **NB3**

#### **Updates**

Theresa Gerritsen advised of her attendance at the graffiti forum where taught was how the presence of graffiti can affect projections of fear among visitors and residents of a community.

Director Kent acknowledged the positive feedback he had received from attendees of the graffiti forum and questioned whether a next

step would be a large-scale community cleanup of graffiti. He also noted that the Youth Outreach Program and community policing seek to involve youths in the clean-up process of graffiti.

Ms. Gerritsen advised that the Domestic Violence task force is being reformed and is looking into specialized approaches to domestic violence in the Cowichan Region.

**NEXT MEETING**

The next regular Community Safety Advisory Committee meeting is scheduled for Thursday, March 13, 2008.

**ADJOURNMENT  
9:54 am**

**It was moved and seconded that the meeting be adjourned.**

**MOTION CARRIED**

The meeting adjourned at 9:54 am.

Certified Correct:

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Chairperson

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Recording Secretary

Dated: \_\_\_\_\_