

Minutes of the Community Safety Advisory Commission Meeting held on Thursday, April 6, 2017 in the Board Room, 175 Ingram Street, Duncan BC at 8:34 AM.

**PRESENT:** Chair, M. Trickey  
Councillor C. Fradin, Town of Ladysmith  
Alternate Director S. Acton  
Manager, C. Rolls, Cowichan Community Policing Advisory Soci / A/Chair  
Executive Director M. Staples, Social Planning Cowichan  
Member of Public J. Sterk  
Member of Public L. Vaccher  
Public Youth Member, J. Capps

**ALSO PRESENT:** C. Cowan, Manager, Public Safety  
C. Villiers, Project Coordinator, Safer Futures  
G. Erickson, Recording Secretary

**ABSENT:** Councillor K. Marsh, District Municipality of North Cowichan  
Councillor J. Horgan, City of Duncan  
Inspector R. Carfantan, RCMP  
Director M. Dorey  
Director S. Furstenau  
Trustee, E. Croft, School District #79  
Councillor A. Canute, Cowichan Tribes  
T. Dame, Program Supervisor/Manager, Safer Futures

#### **APPROVAL OF AGENDA**

**It was moved and seconded that the agenda be amended with the addition of one New Reports item:**

**R1 Membership and Attendance and Status Reporting;**

**R1 be moved to R2, R2 be moved to R3; and**

**that the agenda, as amended, be approved.**

**MOTION CARRIED**

#### **ADOPTION OF MINUTES**

**M1** [Regular Community Safety Advisory Commission meeting of March 2, 2017](#)

**It was moved and seconded that the minutes of the Regular Community Safety Advisory Commission meeting of March 2, 2017 be adopted.**

**MOTION CARRIED**

**DELEGATIONS**

**D1** [Angela Underwood, Cowichan Tribes Community Safety Coordinator Re: Community Safety Update and Success Stories](#)

Angela Underwood was unable to attend. Delegation rescheduled to the May 4, 2017 CSAC meeting.

**INFORMATION**

**IN1** [Organization Information Updates](#)

C. Cowan, Manager, Public Safety Division reported that a new CSAC representative from the Town of Lake Cowichan will be filled once an appointment letter is received from the Town's Administrator.

Agencies provided their respective updates, including community events.

**REPORTS**

**R1** Membership and Attendance and Status Reporting

Review of CSAC membership will be added to the May 4, 2017 agenda.

The Chair presented a new status reporting form to help track the Commission's progress and impediments. Leads are to update status forms and submit to the Chair prior to CSAC meeting deadline, which is one week before the scheduled meeting.

**R2** [Report from the Manager of Safer Futures Program Re: CSAC 2016 Annual Report](#)

T. Dame was not in attendance and unable to provide the CSAC 2016 Annual Report.

**R3** Updated Problem Statement Summary

Safe Needle Disposal

C. Cowan, Manager of Public Safety Division will invite a representative from the Recycling & Waste Management Division to attend the next CSAC meeting regarding a safe needle disposal process.

Downtown Business Improvement Area (DBIA) Safety

DBIA safety project remains stalled until a representative from the City of Duncan is in attendance at a CSAC meeting to provide project information.

Crime Prevention Through Environmental Design (CPTED)

C. Rolls reported that there is confusion with the resourcing, timing and who leads this issue. Direction is required and will be provided at the next meeting.

Homelessness Issue:

**It was moved and seconded that M. Staples invite Cowichan Housing Association to the May 4, 2017 CSAC meeting to give a presentation on the homeless issue.**

**MOTION CARRIED**

Regional Youth Council

C. Villiers provided an update on the Youth Spaces Project. Safer Futures is currently waiting to build the space with capital funds if approved through two grant applications.

**10:10 A.M.**

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

The meeting was adjourned at 10:10 A.M.

**MOTION CARRIED**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary

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