



## STAFF REPORT

### COMMUNITY SAFETY ADVISORY COMMITTEE MEETING OF SEPTEMBER 5, 2012

DATE: August 30, 2012

FROM: J.E. Barry, Legislative Services Manager      BYLAW No: 3622

SUBJECT: CVRD Bylaw No. 3622 – Community Safety Advisory Commission Establishment  
Bylaw, 2012

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#### Recommendation/Action:

For discussion.

#### Relation to the Corporate Strategic Plan:

Establishing a Community Safety Advisory Commission will compliment the Board's identified strategic action of continuing to support the Community Safety Advisory Committee and is consistent with the Corporate Strategic Plan's objective of promoting individual and community wellness.

Financial Impact: *(Reviewed by Finance Division: n/a)*

#### Background:

The Community Safety Advisory Committee (CSAC) was established a number of years ago, but like all Regional District committees, is subject to annual establishment by the incoming Board Chair each December. The Chair is under no obligation to create standing committees or create the same committees that their predecessor established. As a result, all CSAC appointments are short term and long term projects are difficult to undertake.

To create a higher level of long-term focus on community safety issues, the Board passed a resolution on June 13, 2012 that a Community Safety Advisory Commission Establishment Bylaw be prepared.

Attached is the first draft of Bylaw No. 3622 which is being presented for discussion and input from CSAC. Following is my rationale for some of the items contained in the bylaw.

#### Membership:

It appears that most of the issues/activities that CSAC have been involved with center around the Duncan area (where most of the people live). This includes the City, the south end of North Cowichan, the Eagle Heights/Glenora area of Area E, Cowichan Bay and Cowichan Tribes. Based on this rationale, there should be direct representation from these five jurisdictions (all of the other jurisdictions are represented at the Board level where recommendations from the Commission will be considered).

Due to higher densities in the two Towns, they would also face many of the same issues so I have included representation from both Lake Cowichan and Ladysmith. Many issues touch on youth involvement so a representative has been included from School District No. 79. Although both Ladysmith and North Oyster/Diamond are served by School District No. 68, the major focus of issues centre around the Duncan area. Representatives from SD68 can always be invited to attend a meeting as a resource, if required due to a north end issue.

Using the above rationale, eight members on the Commission would be elected officials. How many other members should serve on the Commission? The other CVRD Commissions have a total of 13 (Economic Development), 15 (Environment) and 16 (Regional Agricultural). I have selected 15 as the membership. There should always be an odd number of members to reduce the opportunity of tie votes (which result in a defeated motion). This would leave seven positions open for Community Representatives. By not identifying specific agencies or groups, this would allow good latitude in appointments by the Board.

#### Term of Office:

There needs to be consistency and a solid period of time for projects to commence and be undertaken. It is important that the elected officials on the Commission be there for their entire term. As drafted, the Commission would always have the elected representatives from Electoral Areas D and E. The other elected officials (municipalities, Cowichan Tribes, School Trustee) would be appointed by their respective Councils/Boards and would be a member for the three year length of their term (two years for Cowichan Tribes). The Community Reps will have continuity by being appointed for up to three years. All appointments would end at the same time as the elected officials (following an election).

#### Chair/Vice-Chair

Of the three Commissions noted above, one picks their own Chairperson while the other two have their Chairpersons selected by the Board Chair. I feel it is important that this Commission selects their own Chair and Vice-Chair. It is possible that the Lake Cowichan Councillor may have a huge passion for community safety. Because that Councillor is potentially unknown to our Board Chair, they would never have an opportunity to shine as a Chair. Allowing the Commission to select their own Chair/Vice-Chair provides the opportunity for an election (with knowledge of a person's background) at the Commission. Perhaps one of the Community members would make the best Chair? This process would allow that to happen.

#### Quorum

Quorum for the Environment Commission is eight, for the Regional Agricultural Commission is nine and for the Economic Development Commission is five. Having the quorum too low creates an opportunity for poorly supported recommendations to pass. Setting the quorum at eight means at least half of the Commission is involved with decisions. If there are problems with frequently not obtaining a quorum, that can mean either the Commission is too large or that too many members haven't bought into the importance of the Commission and are missing meetings.

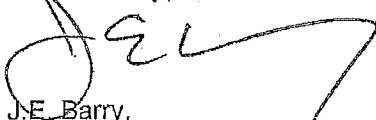
Responsibilities

The responsibilities have been incorporated from the CSAC Terms of Reference.

Effective Date

The Commission would formally exist as of Jan. 1, 2013. This will allow CSAC to consider the draft bylaw at the September meeting and any requested changes to the bylaw can be reviewed at the November meeting. This time frame also allows CSAC to consider making recommendations for appointment of Community Representatives in November (with appointment by the Board in December).

Submitted by,



J.E. Barry,  
Legislative Services Manager

Reviewed by:  
Division Manager:

Approved by:  
General Manager:

