



**Cowichan Community Policing & Engagement Society (CCP&ES)  
Manager Programs and Volunteers and Office Co-ordinator Report**

**CCP&ES QUARTERLY REPORT April 2022**

**Office and Staff/Volunteer Administration:**

- Answer phone calls and review messages.
- Return emails.
- Check Mail.
- Welcome and greet residents/visitors.
- Monitor office and for the NC/Duncan office, monitor parking lot area. Report to RCMP/By-laws, as necessary.
- Set up new volunteer files, ensuring all forms completed and witnessed.
- Set up Human Resources manuals (Society registration, Constitutions/By-laws, Organization Chart, Human Resource policies and procedures, CCP&ES Harassment Policy, Code of Conduct, Directors Job Descriptions, and Volunteer application).

**NC/Duncan Office: (#5- 2628 Beverly St NC/Duncan Office)**

- Worked with Sgt Trevor to distribute RCMP Annual Performance Questionnaire on all social media, Block Watch Fanouts and Website for to reach larger audience.
- Interviewing Directors two potential new Directors for our Board.
- Large Pylon Signage installed on TransCanada.
- Business Licence received.
- Mid-term reports submitted to VIU – Nanaimo on 4<sup>th</sup> year Criminology Practicum students.
- Training new Volunteers and Directors on Microsoft Teams our Work Project tool.
- CCP&ES Website with North Speed Watch Volunteers Calendar shareable with RCMP
- Attending and participating in Zoom Meetings with Restorative Justice.
- Parking spot to be painted as well as CCPE&S Parking Spaces to left of driveway when entering mall. – Spring.
- Ongoing research for the implementation of Business Watch in NC/Duncan.
- Erin attends monthly trauma-informed response workshops hosted by Providence Farm.
- Erin attended meeting for Duncan Crisis Response Team.
- Cpl Kim visited our office to review Cowichan Valley Integrated Response Team functions and provide a question-and-answer session with our VIU 4<sup>th</sup> Year Criminology practicum students.
- Information Session held on the Harm Reduction Program – Tailgate Toolkit with Bianca Brown attended by all Practicum students, Erin, and Sarah, lots of useful information in supporting the trades industry in understanding addiction/harm reduction.
- Meeting with Dean Bergstrom from Look Out Society to review their programs and discuss some of the concerns from the local business community.
- Ongoing meetings with Cpl Cari on CPO updates, future SW deployments and volunteers.
- Inspector Chris Bear visited and provided excellent information and encouragement to the VIU 4<sup>th</sup> Year Criminology practicum students. They were all very thankful for this opportunity.
- Cpl Cari and Cst Pam visited the VIU 4<sup>th</sup> Year Criminology practicum students to provide an opportunity for questions and feedback on career paths in the RCMP, so well received and then they were presented with a Volunteer Challenge coin such encouraging support for their future career choices.
- 5 VIU Criminology students completed their practicum with us from January to April 2022.
- Training of two new Speed Watch Volunteers completed.
- Database of incoming visitors, with their enquiries, being maintained.
- Biggest concerns for this area are unhoused, crime, substance misuse and its effect on local businesses. Keep track of police call-ins via spreadsheet.



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- Ordering new Open/Closed - electronic board for office.

### **Cowichan Bay Office: (1721 E Cowichan Bay Road)**

- Biggest concern from residents continues to be speeding.
- New signage for Cowichan Bay office.
- South Cowichan Speed Watch continues to deploy at Bench Road School, Hecate Park, and Cowichan Bay Road.
- Residents continue to stop in, feedback is positive about the office being opened. Would like to see it open more often.
- Tourists stop in to pick up brochures and information flyers.
- ICBC reflectors at this location have been well-received.
- Database of incoming visitors, with their enquiries is being maintained.

### **Chemainus Office: (9799 Waterwheel Crescent)**

- Proposal to hire VIU 4<sup>th</sup> Year Criminology graduate for summer employment as office coordinator for Chemainus office.
- Worked with Stephanie Ballantyne, president Chamber of Commerce to secure space for Chemainus Community Policing office. Completed.
- Proposal to have an entrance/exit installed for wheelchair/walker access (either elevator or ramp under consideration) this exit is necessary for the overall safety of the day-to-day operation of this CPO.
- Completed 2 interviews for part time office coordinator.
- No further dialogue on the lower-level exit for the CPO.
- 2 Volunteers available to help part time in the office 2 ½ days a week.
- Continue to recruit volunteers.
- Media release to be held once part time office coordinator hired and date of CPO office confirmed.

## **Program Administration:**

### **Block Watch (BW)**

- Membership filed for Block Watch BC for 2022.
- 300 New Block manuals received from E-Division,
- Block Watch Captain in Sahtlam BW Safety grant winner from 2021 received CPTED training from Cpl Cari, next they will be hosting a block watch meeting to share the information.
- Met with two residents of Duncan to discuss starting up a Block Watch in their neighbourhood.
- Continuing with one-on-one meetings with Block Watch Captains/Co-Captains, those interested in start BW up again and those considering it.
- Continue to promote Block Watch – on website and social media.
- B.C.A.A. Slow Down signs distributed to the community as needed.
- B.C.A.A. is offering a discount on insurance for BW Members.
- Organize Block Watch files according to area (Chemainus, Crofton, Duncan, Cowichan Bay).  
Ongoing: continue to organize files according to neighborhoods within these areas.



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### **Business Watch:**

- CPO to attend follow up meetings to review priorities and work towards meeting these objectives on an ongoing basis.
- Connecting with RCMP Port Alberni and RCMP Kelowna to review their Business Watch/Crime Prevention Program.
- Connecting with Cowichan Chambers of Commerce to host a Business Watch workshop
- Meetings and discussions with Crime Prevention Manager Super Store, Girls and Boys Club, Manager of Whittome and Cowichan Merchant Building, Experience Cycle, Tim Hortons, IRIS Optical, 300 Brae Rd to listen and understand their concerns, looked at CPTED property improvements; cameras, lighting, reinforced locks, gates, checking the building and surrounding areas for access points or areas easy to hide.
- We have Business Watch metal signs which I have offered them to pick up which has both the NC/Duncan RCMP phone # and 911. We will be redesigning these signs and ordering more for distribution to the Business Community.
- Ideally our goal is to engage the business communities in crime prevention in their areas, either through Citizen on Patrol or Business Watch programs.

### **Friendly Phones: Total FP clients (12)**

- Created new Rack Cards for Free Friendly Phone program, cards given to Cpl Cari, so that the RCMP can distribute them to potential seniors in need of this service.
- We are on the list with VIHA (Vancouver Island Health Authorities) to support clients being released from hospital that need a daily phone call.
- Continue to promote Free Friendly Phones on social media, usedcowichan.com, and our website.
- Rack cards and posters are being distributed within North Cowichan/Duncan area to promote this service. Service advertised in Seniors Resource Directory (distributed by Cowichan Valley Citizen).

### **High Visibility House # Signs:**

- Sold 5 new house # signs this month.
- Promote visible house # signs on social media – Facebook, Twitter, and our website.

### **Positive Tickets**

- Positive Ticket program: we are brainstorming how to implement this now that COVID restrictions are lifting. Update in next report.
- We have sponsorship from Panago pizza, Dairy Queen so far.
- Letters and promotional information to be sent to local businesses and sponsors once re-established.

### **Safer Roads:**

- Blue Bins Sign picked up for adult care home on Marchmount Road, speeding reported.
- B.C.A.A. Slow Down Children Playing signs distributed to the community as requested.
- Attend quarterly meetings with Road Safety Committee hosted by Colleen Woodger, ICBC.
- Continue to work with ICBC and Ministry of Transportation and Infrastructure on proactive approach to community road safety initiatives the one request is to have the School Zone Vertical strips for school zone areas, Bench Road is requesting this as well as



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### **Safer Seniors:**

- We continue to support seniors through phone and social media information.
- Erin, Director Denise McArthur, VIU practicums and I completed the It's Not Right certification training held by Jane Hanson, BCCRN on February 28<sup>th</sup> '22.
- BC CRN (BC Community Response Network): *See Something, Say Something* completed.
- Scams & Frauds information shared on social media.
- Membership in GLUU Society, which provides digital literacy and safety instruction to older adults. Participation in GLUU Society Webinar: *Online Fraud Prevention for Seniors*, Mar. 15<sup>th</sup> '22.

### **Speed Watch: (SW)/Black CAT:**

- Speed Watch volunteer coordinator resigned.
- 2 new speed watch volunteers trained.
- 1 new Volunteer trained to work with Speed Watch deployment calendar.
- **Speed Watch** deployed to:
  - Chemainus Elementary – Chemainus Rd.
  - Drinkwater Elementary – Lanes Rd.
  - Khowhemun Elementary - Government St. School Zone
  - Alexander Elementary School Zone – Beverly St./Howard St.
  - Mt Prevost Elementary – Somenos Rd.
  - Cowichan Lake Rd. - Residential request through RCMP
  - Sahtlam Fire Hall – Residential request through RCMP
- **Black CAT** requested deployment by Cpl Cari Loughheed completed by volunteer at:
  - Polkey Rd/Roberts Rd.
  - Maple Bay Rd/Landsdown Plc.
  - Maple Bay/Crescent Rd.
  - Drinkwater Rd – Hope Farm
  - Cowichan Lake Rd. – 3100 Block
  - Cowichan Lake Rd. – Stonehaven
  - Cowichan Lake Rd. – Castley Rd.
  - Cowichan Bay Road – Hecate Park

### **Advertising:**

- Article written on Seniors Safety by VIU Practicum to be published
- Article written on Addiction and Community Support by VIU Practicum to be published.
- Looking for Volunteers to actively participate in writing News Articles for all publications.

### **Media Releases:**

- Continue to circulate to all social media platforms all Media releases from NC/Duncan RCMP

### **Website Administration On-going:**

- New CPO website is active and updated with Crime Prevention Campaigns/Events.
- NC/Duncan Speed Watch Calendar is active.
- Working with VIU students on updates and modifying the site as needed.



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### Events Completed & Future Events:

#### Completed:

- Don't Push Your Luck Campaign – Distracted Driving Campaign with ICBC – March 2022 with ICBC, RCMP Cpl Cari, Cpl Pam. Speed Watch Volunteers, VIU Practicum students and staff. Sending out message on “Take A Break from your Phone” Great work everyone...!!!
- Reflective - Pedestrian Safety Feathers – White and Rainbow colour distributed in NC/Duncan.
- Anti-bullying and fundraising event at Superstore with donations going to Cowichan Valley Basket Society to support Youth.

#### Future:

- Volunteer Appreciation Event: April 28<sup>th</sup> & 29<sup>th</sup> – 3:00 to 5:00 p.m. CPO Office.
- Block Watch Captain/Co-Captain Annual Meeting – Zoom meeting by individual areas for manageability.
- Business Watch Awareness Forum in support with Warmland Restorative Justice.
- Business Watch Information Sharing Meeting with Cowichan Chamber of Commerce
- CCP&ES Annual General Meeting July 2022.
- Restorative Justice Training for Erin and Courtney. - Fall 2022
- Aging Well – Seniors Expo, June 10<sup>th</sup> '22.
- Lake to Lake Walk – September 2022.

### **Photos of Events, Campaigns, Training, Workshops and RCMP Presentations.**



VIU Criminology Students with Inspector Chris Bear NC/Duncan RCMP



Stand up Speak Up Bring Stop Bullying Awareness with VIU Criminology Students



Anti-Bullying Event at Superstore supported by Management donations to Cowichan Valley Food Basket





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Last week of  
Practicum



Speed Watch Training



Speed Watch  
Deployment



See Something Say  
Something Training



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Distracted Driving Campaign  
Chemainus

Volunteer Challenge Coin  
Presentation to VIU 4th Year  
Criminology Students



Training on It's Not Right/See  
Something Say Something  
with BC CRN Faciliators