



# AGENDA

For the Council Meeting to be Held  
In the Council Chambers  
Saanich Municipal Hall, 770 Vernon Avenue  
**MONDAY, DECEMBER 12, 2016, 7:00 P.M.**

## A. ADOPTION OF MINUTES

1. Council meeting held December 5, 2016
2. Committee of the Whole meeting held December 5, 2016
3. Special Council meeting held December 6, 2016

## B. BYLAWS FOR FINAL READING

1. **STORM DRAINAGE CAPITAL TEMPORARY BORROWING BYLAW**  
Final reading of "Storm Drainage Capital Temporary Borrowing Bylaw, 2016, No. 9405". To authorize borrowing a maximum amount of \$659,640 from the Municipal Finance Authority for the purposes set out in "Storm Drainage Capital Program Loan Authorization Bylaw, 2016, No. 9381".
2. **PARKS CAPITAL TEMPORARY BORROWING BYLAW**  
Final reading of "Parks Capital Temporary Borrowing Bylaw, 2016, No. 9406". To authorize borrowing a maximum amount of \$826,360 from the Municipal Finance Authority for the purposes set out in "Parks Capital Project Loan Authorization Bylaw, 2016, No. 9383".
3. **GORDON HEAD RECREATION CENTRE BOILER REPLACEMENT TEMPORARY BORROWING BYLAW**  
Final reading of "Gordon Head Recreation Centre Temporary Borrowing Bylaw, 2016, No. 9407". To authorize borrowing a maximum of \$836,630 from the Municipal Finance Authority for the purposes set out in "Gordon Head Recreation Centre Loan Authorization Bylaw, 2016, No. 9386".
4. **SANITARY SEWER BYLAW AMENDMENT**  
Final reading of "Sanitary Sewer Bylaw, 2006, Amendment Bylaw, 2016, No. 9408". To amend Schedule "E" – Sewer Usage Charge to establish the 2017 Sewer Utility Rates.
5. **GARBAGE COLLECTION AND DISPOSAL BYLAW AMENDMENT**  
Final reading of "Garbage Collection and Disposal Bylaw, 2013, Amendment Bylaw, 2016, No. 9409". To amend Schedule "A" – Solid Waste Services Fee Schedule to establish the 2017 Solid Waste Service Fees.

## C. PUBLIC INPUT (ON BUSINESS ITEM D)

## D. RESOLUTIONS FOR ADOPTION

1. **HORTICULTURAL CENTRE OF THE PACIFIC (HCP) SOCIETY – REQUEST FOR INTEREST FREE LOAN EXTENSION**  
**P. 3** Report of the Director of Finance dated December 7, 2016 recommending that Council approve the requested agreement amendment for the HCP interest free loan to a 25 year repayment schedule at \$8,640 per year subject to public notification.
2. **LIBRARY OPERATING AGREEMENT 2017-2020**  
**P. 12** Report of the Director of Finance dated December 6, 2016 recommending that Council approve the 2017-2020 Library Operating Agreement.

\* \* \* Adjournment \* \* \*

## **AGENDA**

For the Committee of the Whole Meeting

**\*\* IMMEDIATELY FOLLOWING \*\***

The Council Meeting in the Council Chambers

1. **941 SUTCLIFFE ROAD – REZONING AND DEVELOPMENT PERMIT**  
**P. 40** Report of the Director of Planning dated September 29, 2016 recommending that Council not support the application to rezone from RS-18 (Single Family Dwelling) to Zone P-4 (Recreation and Open Space), and to not support Development Permit DPR00541 for the proposed construction of a new recreation building with four badminton courts.
  
2. **EXPLORATION OF FARMLAND TRUSTS**  
**P. 220** Report of the Director of Planning dated December 2, 2016 recommending that Council Receive the Capital Regional Food and Agriculture Initiatives Roundtable (CRFAIR) “Findings Report – Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach” for information, and support continued work to explore a farmland trust in the Capital Regional District (CRD) through participation in the proposed “Capital Region Food and Agriculture Strategy Plan” companion Task Force.

\* \* \* Adjournment \* \* \*

“IN CAMERA” COUNCIL MEETING IMMEDIATELY FOLLOWS

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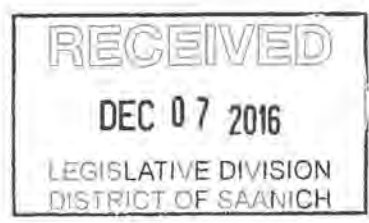
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# The Corporation of the District of Saanich

Mayor  
Councillors  
Administrator  
Council  
Administrator  
Media

## Report



**To:** Mayor and Council  
**From:** Valla Tinney, Director of Finance  
**Date:** December 7, 2016  
**Subject:** Horticultural Centre of the Pacific Society – Request for Interest Free Loan Extension

### Background:

During the 2011 grant process, the Horticulture Centre of the Pacific (the Society) requested, and Council approved, a \$250,000 five year interest free loan to assist in the replacement of the glasshouse destroyed by fire in February 2011. The land was transferred to Saanich from the Province in 2013 and is currently leased to the Society. The land and buildings receive a permissive tax exemption. The Pavilion was constructed by the Society funded largely through a mortgage with VanCity and the interest free loan from Saanich. Saanich has also provided annual grant funding of \$130,000.

The repayment provisions in the original agreement included increasing annual payments from 2012 to 2016. Payment of \$10,000 was made in 2012. In early 2013, Council approved an amendment to the repayment schedule to \$80,000 in each of 2014, 2015 and 2016.

In December 2014, a request was submitted to further amend the repayment schedule of the outstanding balance of \$240,000 to payments of \$24,000 per year for 10 years commencing 2015. Council also approved this amendment.

### Request:

In the summer of 2016 The Society submitted correspondence to the CAO notifying of their inability to make the 2016 payment. Subsequent to the information being considered at the Finance, Audit and Personnel Committee, staff have met with representatives of HCP to obtain additional information on the financial future of the Society. The District is now in receipt of a formal request for another amendment to the repayment agreement. The request is for a 25 year term commencing 2016 with annual payments of \$8,640. The correspondence also refers to an intention to request additional annual grant funding of \$65,000 during the 2017 budget deliberation process.

### Discussion:

Should Council wish to consider extending this assistance, public notification of intent in accordance with the Community Charter must be undertaken prior to the final decision.

Advertising will cost approximately \$400 and the value of the additional assistance is estimated at an average of \$1,212 per year or \$30,300 over the term of the loan.

Saanich has a general security agreement with HCP dated June 20<sup>th</sup>, 2011 which gives Saanich various creditor's remedies in the event HCP defaults on the loan. These include the right to appoint a receiver to run their business and to seize and sell the HCP's collateral.

What remains unclear is if there is any risk of non-payment of HCP's indebtedness to VanCity. If the HCP does fall into default of this mortgage loan, the Credit Union will have the right to take over HCP's interest in the lease. Under the Tripartite Agreement of July 2015 the additional \$70,000 borrowed by HCP was agreed by Saanich to be secured by this mortgage. If HCP does default on its mortgage and the Credit Union does take over the lease, all the original lease provisions will continue to apply. In particular s. 4.01 of the lease provides that the leased land may only be used "for the purpose of a non-profit horticultural and educational facility and public recreational activities and no others". This provision would of course severely limit the Credit Union's ability to re lease the land for commercial purposes. Council would be in a position to consider taking over the mortgage rather than having the lease transferred to VanCity.

It appears that the certainty of the Society's ability to make even the 25 year term payments may rest on Council's ultimate decision about the increased annual grant. Council may also consider forgiving the loan by way of a grant. This would presumably reduce the additional grant request to \$56,360. This decision is more appropriately considered during the 2017 budget deliberation process, where it can be adjudicated with other grant requests.

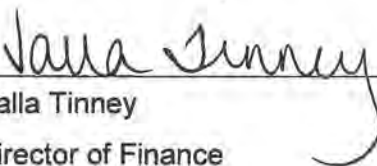
**Options:**

1. Do not approve the amendment to the agreement
2. Approve the amendment to the agreement

**Recommendation:**

That council approve the requested agreement amendment for the HCP Interest free loan to a 25 year repayment schedule at \$8,640 per year subject to public notification.

Prepared by

  
Valla Tinney  
Director of Finance

**Attachments:**

1. Correspondence from HCP dated November 24, 2016

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I endorse the recommendation of the Director of Finance.

A handwritten signature in black ink, appearing to be 'P. Thorkelsson', written over a horizontal line.

Paul Thorkelsson, CAO



November 24, 2016

Valla Tinney  
Director of Finance  
District of Saanich  
770 Vernon Avenue  
Victoria, BC V8X 2W7

**Re: Rescheduling of Loan to the Horticulture Centre of the Pacific  
and Operational Grant Concerns**

Dear Valla,

Thank you for taking the time to meet with Larry Philips and myself on October 12, 2016.

As per our discussions, the Horticulture Centre of the Pacific is finding itself in financial difficulties due to our significant debt load and cost of operations. We would like to request that the balance of our \$240,000 loan be amortized over a 25-year period beginning January 2016. The present outstanding balance is \$216,000, therefore annual payments would be \$8,640.

Our focus is to gain stability with our operational cash flow and not to be reliant on restricted funds and inconsistent donations. With our forecasted cost of operations we expect to run at a deficit and operate with use of our restricted funds. The HCP will be asking the District of Saanich to take our concerning financial situation into consideration when reviewing our Operating grant for 2017.

The HCP Operating grant has not been increased in 10 years and it comes at time when it is needed to continue as an organization. We will be asking for an increase of \$65,000. Without such an increase we are concerned about the ability to function as a Botanical Garden, Event Space and College, and possibly no longer be in operations in two years time.

Please see the attached business objectives, which outline how we plan to take action.

With the continued hard work and zest of the HCP team we will continue to grow. Your support and understanding is appreciated.

Kind regards,

Anne Kadwell  
General Manager

505 Quayle Road, Victoria, BC V9E 2J7 Tel: 250.479.6162  
[www.hcp.ca](http://www.hcp.ca)



## **Executive Summary**

**By: Anne Kadwell, General Manager**

The Horticulture Centre of the Pacific (HCP) is a non-profit botanical garden and horticulture college. It was founded in 1979 by a small group of garden enthusiasts and local horticulturists who saw the importance of creating a space of learning and sharing. It continues to be a place of learning, tranquility and social gathering. It is a place of horticulture excellence and education to serve all. Today, we are a well known garden full of learning opportunities nestled within the District of Saanich, BC. This land was once Crown Land but is now owned by the District of Sannich and leased to the HCP.

Like many not-for-profit organizations the HCP has had it's financial highs and lows. The construction of the Couvelier Pavilion in 2013 brought a different element to the gardens. It is a beautiful building and very functional as an event space, which in time will be a revenue asset to the HCP.

The concern today is the sustainability of the HCP as we cannot meet the financial debt load we are carrying while continuing to fully operate as a community education facility, tourist destination, research facility, and horticulture college.

The following is a Business Plan proposed to establish some comfort to move into the future with growth and prosperity while setting achievable realistic goals with limited staffing.

We cannot grow further without enhancing our team and operations, and we can't do this without additional operational funds/cash flow. Therefore, for the next several years HCP has to assess how we can achieve this while maintaining a professional functioning business.

If we were to have our operating grant increased it would allow us to repair and maintain our buildings. We could begin to complete projects in the garden which are long over due, and continue to develop affordable community education programs for youth, families, first nations, and seniors



Our objective is to:

- Strengthen Financial Stability
- Enhance Relevancy to the Community
- Strengthen & Broaden Education Focus
- Increase Delivery Capacity

### Historical Overview

#### Statement of Operations

	2016	2015	2014	2013	2012
<b>Revenue</b>					
	Act 9/30 - Budget				
	Oct-Dec				
Education	\$236,992	\$298,959	\$362,648	\$381,236	\$353,899
Grants	\$236,553	\$176,995	\$195,696	\$173,914	\$146,790
Sales/Events	\$195,343	\$159,572	\$157,401	\$164,468	\$153,816
Donations/Fundraising	\$85,933	\$136,596	\$102,355	\$87,299	\$127,837
Admissions/Memberships	\$78,748	\$73,932	\$72,217	\$68,607	\$62,386
Outerbridge Park	\$10,161	\$15,772	\$35,466	\$11,903	\$29,413
	\$843,730	\$861,826	\$925,783	\$887,427	\$874,141
	-2.10%	-6.90%	4.30%	1.50%	
<b>Expenditures</b>					
Administration	\$173,228	\$181,258	\$210,173	\$119,108	\$96,837
Education	\$32,391	\$39,755	\$58,014	\$57,234	\$51,722
Fundraising/Grants	\$31,567	\$29,138	\$36,718	\$54,835	\$92,510
Garden/Grounds	\$25,065	\$24,501	\$32,403	\$35,752	\$27,450
Interest on Long-term Debt	\$28,860	\$31,778	\$31,154	\$11,258	\$-
Outerbridge Park	\$10,161	\$15,772	\$35,466	\$11,903	\$29,413
Retail/Events	\$38,312	\$38,226	\$45,062	\$82,445	\$78,507
Wages,benefits,subcontracts	\$472,033	\$430,159	\$565,901	\$535,821	\$489,080
	\$811,617	\$790,587	\$1,014,891	\$908,356	\$865,519
	2.70%	-22.10%	11.70%	4.90%	
<b>Net profit(loss) before non-cash items</b>	\$32,113	\$71,239	\$(89,108)	\$(20,929)	\$8,622
<b>Non-cash Items - Amortization, Securities, Def Capital, Int ben</b>	\$(52,876)	\$(4,300)	\$(31,664)	\$(4,210)	\$(6,540)
<b>Net profit(loss)</b>	\$(20,763)	\$66,939	\$(120,772)	\$(25,139)	\$2,082



### Statement of Cash Flows

	Projected	(from Audited Financial Statements)			
	2016	2015	2014	2013	2012
<b>NET(Decrease) Increase in Cash</b>	\$ (117,551)	\$ 54,178	\$ (227,181)	\$ 74,303	\$ (145,858)
<b>Cash, Beginning of Year</b>	\$ 155,510	\$ 101,332	\$ 328,513	\$ 254,210	\$ 400,068
<b>Cash, End of Year (Projected 2016)</b>	\$ 37,959	\$ 155,510	\$ 101,332	\$ 328,513	\$ 254,210
<b>Cash consists of:</b>					
Cash	\$ (49,865)	\$ 52,490	\$ 2,861	\$ 54,331	\$ 71,769
Restricted cash and short term deposits	\$ 87,824	\$ 103,020	\$ 98,471	\$ 174,182	\$ 182,441
	\$ 37,959	\$ 155,510	\$ 101,332	\$ 328,513	\$ 254,210

### Long Term Debt

	Original - \$	2016	2015	2014	2013	2012
District of Saanich	\$240,000	\$185,780	\$185,780	\$240,000	\$240,000	\$90,000
Vancity Mortgage	\$750,000	\$703,599	\$718,182	\$737,051	\$750,000	\$-
Vancity Loan	\$70,000	\$13,232	\$68,112	\$-	\$-	\$-
<b>Total Debt Load</b>		\$902,611	\$972,074	\$977,051	\$990,000	\$90,000

- o Debt load has increased by 903% since 2012.

### Donations

	Sep-30-16	2015	2014	2013	2012
Donations/Fundraising	\$77,333	\$136,596	\$102,355	\$87,299	\$127,837

- o Donations have decreased 39.5% since 2012 and 43.4% since 2015



### HCP Focus

Presently we are donation/grant dependent and burdened with a substantial debt load. The goal is to maintain services with the dynamic staffing we presently have while setting realistic growth goals.

HCP has to continue to raise revenue not only to have a functional team, but buildings and current tools to work with. All buildings are in need of repair and the technology within them is out of date.

### Revenue projections

*\*these are very conservative numbers, the goal is to exceed these if possible and if other revenue avenues are found.*

### 3 Year Projected Statement of Operations

	2017	2018	2019
<b>Revenue (Increase 5% per year)</b>			
Education	\$248,842	\$261,284	\$274,348
Grants(Saanich, Gaming)	\$185,000	\$185,000	\$185,000
Sales/Events	\$205,110	\$215,366	\$226,134
Donations/Fundraising	\$90,230	\$94,741	\$99,478
Admissions/Memberships	\$82,685	\$86,820	\$91,161
	<b>\$811,867</b>	<b>\$843,210</b>	<b>\$876,121</b>
<b>Expenditures (Increase 3% per year)</b>			
Administration	\$178,425	\$183,778	\$189,291
Education	\$33,363	\$34,364	\$35,395
Fundraising/Grants	\$32,514	\$33,489	\$34,494
Garden/Grounds	\$25,817	\$26,591	\$27,389
LTD Repayments (Mtge, loans)	\$79,068	\$79,068	\$79,068
Retail/Events	\$39,461	\$40,645	\$41,865
Wages, benefits, subcontracts	\$486,194	\$500,780	\$515,803
	<b>\$874,842</b>	<b>\$898,715</b>	<b>\$923,305</b>
<b>Net profit(loss)</b>	<b>\$(62,975)</b>	<b>\$(55,505)</b>	<b>\$(47,184)</b>



### **Strengthen Financial Stability**

It is evident that HCP needs to be sustainable and not rely on seeking large donations. Donations are important to us, but we have to have another reliable source of revenue.

- Increase income generation through revision of membership packages.
- Establish new partnerships for annual events.
- Garden Guru speakers during off season.
- Increase Grant proposals writing.
- Increase event package pricing.

### **Enhance Relevancy to the Community**

New relationships have to be built and some existing relationships have to be strengthened. Reaching out to the community through many levels of education, age and cultures is essential.

- Develop new community education niche/trend workshops (food growing)
- Work with First Nations to rekindle the relationship.
- Establish more display gardens of garden trends.
- New relationships with outside resources.
- Offer affordable workshops to families.

### **Strengthen & Broaden Education Focus**

Being a botanical garden it is crucial that we keep up with the latest trends in horticulture. This has to resonate throughout the college and display gardens.

- Partner with more horticulture/agriculture researchers.
- National recognition through the BC Gardens program.
- Develop a plan to utilize all buildings for education.
- Open core College programs to the public.
- Document plant collections.

### **Increase Delivery Capacity**

To be successful, effective and efficient delivery of our services is required.

- Establish a better process in house for website tweaking and Enews.
- Staff growth through professional development.
- Consistent branding through documentation.
- Proper data management systems in place.
- Increase event package pricing.

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Mayor  
Councillors  
Administrator

Council  
Administrator  
Media

The Corporation of the District of Saanich

# Report

**To:** Mayor and Council  
**From:** Valla Tinney, Director of Finance  
**Date:** December 6, 2016  
**Subject:** Library Operating Agreement 2017-2020

**Background:**

The Greater Victoria Library Board approved the 2017-2020 Library Operating Agreement on Tuesday, November 22<sup>nd</sup>, 2016. A copy is attached for consideration.

The revisions are outlined in the "Summary of Substantive Changes". The agreement is also being circulated to the other nine municipal partners for approval.

**Recommendation:**

That council approve the 2017-2020 Library Operating Agreement.

Prepared by Valla Tinney  
Valla Tinney  
Director of Finance

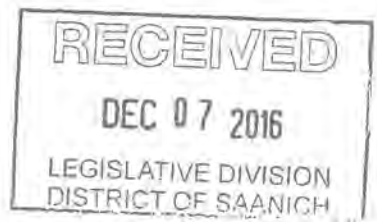
**Attachments:**

- 1. Library Operating Agreement

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I endorse the recommendation of the Director of Finance.

Paul Thorkelsson  
Paul Thorkelsson, CAO



## GVPL Library Operating Agreement – Renewal 2017-2020

### Summary of substantive changes

- Establishing a four year term in step with the four year local government election cycle;
- A single budget submission proposed to change from the current Provisional and Final Budget submissions (Section 5);
- Spreading municipal payments over 12 months; proposed to change from the 11 month provision in the current agreement (Section 7);
- Provisions added to address the evolution of branch ownership models within the system including premises that are co-located, leased, jointly owned or part of a strata (Section 8);
- Provision added to allow for separate license agreements to be drafted with individual municipalities to outline cost sharing and other arrangements unique and specific to each branch, as required (8.15);
- Housekeeping: Updating to current library equipment and technology; introducing more generic, industry-standard wording (e.g. real property and maintenance); removal of footnotes; adding a definitions section; updating insurance coverages; making the source for population data consistent within Agreement;
- Expanding Appendix A, History of GVPL;

#### Further revisions as a result of consultation and review with all Municipal staff (Sept-Nov 2016):

- Introduction:
  - Move paragraph referring to services provided under separate agreement (Willis Point, Durrance, Malahat, Esquimalt, Songhees, Tsawout, Tsartlip, Beecher Bay) to Appendix A, History
  - Remove sentence referring to Board being a registered charity (already included in Appendix A).
- Definitions:
  - Modify definition of “Municipality” to reflect agreement at UBCM to use term “local government” instead of “municipality”. “Municipality” in the LOA means a local government (e.g. municipality, district, town) that is a party to the Agreement. Recommend not changing throughout document as it is embedded not only in the LOA, but within other agreements, budgets, reports and documents; will need to be changed over time.
- Section 4-The Board:
  - 4.2(b) – Put back previously deleted line from last draft: “provide library services to each Municipality;”
  - 4.3 (previously 4.4) – Put back previously deleted subsection covered under the Library Act, for clarity and to ensure no discrimination between service areas (i.e. branches).
- Section 8-Branches:
  - 8.1
    - Branches are provided by municipalities in accordance with the “library **facility service** standards and guidelines determined by the Board.” Replace “facility” with “service” to reflect Boards’ role in providing services in facilities provided by Municipalities.
    - Add to end of subsection: “and with subsection 8.7” to state that 8.1 is in accordance with 8.7 to address issue stated under 8.7 below
  - 8.6 – Section regarding naming or renaming of library branches to be determined jointly by the Board and Municipality responsible for branch: remove “pursuant to Board policy”.
  - 8.7 – Move wording from end of this subsection to beginning of subsection: “For establishment of a new branch and the relocation of an existing branch” to clarify that the subsection is not intended to apply to existing branches.

- 8.12(i) – Add “maintenance and repair of” in front of “architectural finishes and fixtures to clarify municipal role after a new branch is constructed.
  - 8.17(b) – Put back the phrase “at least” in front of the calculation of rent paid between municipalities for administrative space located at branches to allow future rent increases.
- 
- 10.4 – Add wording “if Victoria gives notice under subsection 10.1” to clarify Victoria’s unique role in the event of expiration of the LOA, as establishing municipality and in alignment with the Library Act.
  - Appendix A, page 2 – Chart with square footages – correct Central Branch square footage to align with Appendix B and actual square footage for rent adjustment
  - Appendix B – Ownership / Shared Property – add back (previously deleted) – to prevent the need for individual municipalities from having to enter into separate agreements with other municipalities regarding rent

November 28, 2016

His Worship Mayor Richard Atwell and Council  
**District of Saanich**  
770 Vernon Avenue  
Saanich, BC V8X 2W7

Dear Mayor Atwell and Council:

**Re: Library Operating Agreement Renewal**

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On behalf of the Greater Victoria Public Library Board, I am pleased to provide you with a copy of the Library Operating Agreement that, upon your approval, will take effect January 1, 2017 to December 31, 2020. For the purpose of your review the following documents are included in this package:

Library Operating Agreement 2017-2020  
Signatory Page

The current Library Operating Agreement ends December 31, 2016. We ask that you review the enclosed documents, and subject to Council approval complete the signatory sheet before year end if possible. Please forward the signatory sheet to the Office of the CEO, to the attention of Executive Assistant, Kristine Marshall for finalization. Once we have received approval from all our municipal partners, we will provide you with a copy of the new agreement that includes signatures from all parties.

On behalf of the Board I wish to thank you for your ongoing support for the library services we provide to your communities.

Sincerely,



Kevin Murdoch  
Chair, Greater Victoria Public Library Board

Enclosures

Copies: Paul Thorkelsson CAO, District of Saanich  
Valla Tinney, Director of Finance, District of Saanich  
Maureen Sawa, CEO, Greater Victoria Public Library  
Donna Phillips, Director of Finance and Facilities, Greater Victoria Public Library

# LIBRARY OPERATING AGREEMENT

January 2017 – December 2020

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## **LIBRARY OPERATING AGREEMENT**

Dated: January 1, 2017

### **PARTIES TO THIS AGREEMENT:**

**GREATER VICTORIA PUBLIC  
LIBRARY BOARD (the "BOARD")**

**CORPORATION OF THE DISTRICT OF  
CENTRAL SAANICH ("CENTRAL SAANICH")**

**CITY OF COLWOOD ("COLWOOD")**

**CORPORATION OF THE TOWNSHIP  
OF ESQUIMALT ("ESQUIMALT")**

**DISTRICT OF HIGHLANDS ("HIGHLANDS")**

**CITY OF LANGFORD ("LANGFORD")**

**DISTRICT OF METCHOSIN ("METCHOSIN")**

**CORPORATION OF THE DISTRICT  
OF OAK BAY ("OAK BAY")**

**CORPORATION OF THE DISTRICT  
OF SAANICH ("SAANICH")**

**CORPORATION OF THE CITY OF  
VICTORIA ("VICTORIA")**

**TOWN OF VIEW ROYAL ("VIEW ROYAL")**

## INTRODUCTION

This Agreement is authorized by the *Library Act* Section 48, (RSBC, 1996, Chapter 264).

The Greater Victoria Public Library is a municipal library under the Act. It was formed by agreement and with the approval of the City of Victoria which established the Victoria Public Library in 1889. The Greater Victoria Public Library's principal activity is the operation of the public libraries serving the Municipalities that are party to this agreement, including the Cities of Victoria, Colwood and Langford, the Town of View Royal, the Township of Esquimalt and the Districts of Central Saanich, Highlands, Metchosin, Oak Bay and Saanich.

This agreement governs the Board and commits Municipalities to cooperate in the provision of library services. See Appendix A for History of Greater Victoria Public Library.

The Municipalities agree to provide representatives as Board Trustees as outlined in this agreement and the Board will provide strategic direction, hire a Chief Executive Officer, establish appropriate policies, perform fiduciary duties, monitor operations, and govern the organization through regular board meetings.

## 1. INTERPRETATION

1.1 The following appendices form part of this Agreement:

Appendix A – History of Greater Victoria Public Library

1.2 Unless stated otherwise, any reference to a statute is the relevant statute enacted by the province of British Columbia, and to the regulations made pursuant to such statute, as such statute and regulations may at any time be amended or modified and in effect, and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

1.3 Terms defined in the plural have corresponding meaning when used in the singular, and vice versa.

1.4 Definitions:

“Agreement” means this agreement, including all amendments from time to time.

“Annual Operating Budget” has the same meaning as “annual budget” and “budget” used in section 10 of the *Library Act*, RSBC 1996, c 264.

“BC Building Code” means the British Columbia Building Code, as amended from time to time.

“Board” means the Greater Victoria Public Library Board.

“Board Trustee” means a trustee and member of the Board.

“Class of Property” has the meaning defined in the Prescribed Classes of Property Regulation, B.C. Reg. No. 438/81 or similar enactment as it exists from time to time.

“Community Charter Act” refers to the Community Charter Act, SBC 2003, c 26.

“Converted Assessment Value” for a Municipality means, in accordance with the Assessment Act, the total assessment value in the previous calendar year of land and improvements taxed by the Municipality for general municipal purposes according to the property tax roll and the value of crown land under Section 6.3 of this Agreement, converted by property class and conversion rates as outlined under Section 6.2 of this Agreement.

“Council” means the council of a Municipality.

“Crown Land” means land and improvement owned by the Crown or an agent of the Crown in a previous calendar year if the municipality received or is due to receive a grant in lieu of taxes, in respect of the calendar year before the current calendar year.

“Five-Year Financial Plan” has the same meaning as “financial plan” used in section 165 of the Community Charter, SBC 2003, c 26.

“Major Asset Maintenance” refers to capital improvements (major maintenance or replacement) of building and major building components to maintain the life of the asset, including, but not limited to structural, mechanical, electrical, architectural, building envelope and roof system, and exterior site features, such as parking lots, sidewalks and grounds.

“Municipal Contributions” means a Municipality’s payment of a share of the Board’s Net Operating Cost of the library.

“Municipality” means a local government (e.g. municipality, district, town) that is a party to this Agreement.

“National Building Code” means the National Building Code of Canada, as amended from time to time.

“Net Operating Cost” means the approved annual budget for the Board expenditures minus all Board budgeted revenues, excluding revenue from Municipalities.

“Population” for a Municipality means the Municipality’s most recent population estimate (or census, if available) published by the Province of British Columbia, BC Stats, under Demography, Population, Estimates, Municipalities, Regional Districts and Development Regions.

“Service Area” has the meaning given to it in subsection 3.1 of this Agreement.

“Term” means the period of time during which this Agreement is in force as set out in subsection 2.1 and 2.2.

## 2. TERM

2.1 This Agreement will be in force from January 1, 2017, until December 31, 2020, subject to Sections 9 and 10.

2.2 In the event that the Term of this Agreement expires and a new Library Operating Agreement (the “New Agreement”) has not been entered into by the parties by the date of expiry, the terms and conditions of this Agreement (with the necessary changes read in) shall continue to be in force and binding upon the parties until such time as a New Agreement is executed.

## 3. SERVICE AREA

3.1 The service area (Service Area) of this Agreement is the combined geographical area of each Municipality.

#### 4. THE BOARD

- 4.1 The Board will continue as a Municipal library board under the *Library Act*.
- 4.2 The Board will:
- (a) exercise the powers granted to and fulfill the duties imposed on it by the *Library Act*;
  - (b) provide library services to each Municipality;
  - (c) make recommendations to the Municipalities concerning potential new parties to this Agreement;
  - (d) maintain commercial general liability, tenant, vehicle, directors and officers, and contents insurance coverage for the replacement value of all furniture, equipment, and the library collection;
  - (e) submit to each Municipality every year audited financial statements;
  - (f) subject to the exercise of a right of appeal or similar remedy, pay any judgment or award against the Board by a court or tribunal having jurisdiction over the Board;
  - (g) develop and report on the strategic plan and submit a copy to the Council of each Municipality by March 1<sup>st</sup> of each year; and
  - (h) provide a copy of the annual report required under the *Library Act* to the Council of each Municipality.
- 4.3 The Board will not adopt rules that differentiate among residents and electors of the Service Area for delivery of library service.
- 4.4 The Board will have exclusive possession, regulation, control, and management of branches.
- 4.5 The Board has all the powers contemplated by the *Library Act* and any additional powers permitted by law.

- 4.6 The Board may provide certain library services on a contractual fee-for-service basis to persons who are neither residents nor electors of any of the Municipalities.
- 4.7 Each Municipality will appoint one Board Trustee from their municipal Council and, in addition, appoint one Board Trustee per 25,000 people using the most recent population estimate published by the Province of British Columbia, BC Stats as a population base with the exception of Victoria as required by the *Library Act* section 5(2). Changes to this structure would be made related to population numbers reported in each five-year census report. Appropriate representation will be determined if a Municipality changes, using the latest population numbers and adjustments to the ratio to limit the Board from exceeding 19 trustees.
- 4.8 Based on subsection 4.7 , the Board will consist of:
- (a) five (5) Board Trustees appointed by Saanich Council;
  - (b) five (5) Board Trustees appointed by Victoria Council;
  - (c) two (2) Board Trustees appointed by Langford Council; and
  - (d) one (1) Board Trustee appointed by each of Central Saanich, Colwood, Esquimalt, Highlands, Metchosin, Oak Bay, and View Royal.
- 4.9 Upon admission of a new Municipality, the Board composition is to be changed in accordance with subsection 4.7 in order to provide appropriate representation for all.
- 4.10 The appointment, terms of office and qualifications of Board Trustees, requirements as to meetings, and other matters will be as provided in the *Library Act*, Part 2.

## 5. BOARD ANNUAL OPERATING BUDGETS

- 5.1 The Board will submit an Annual Operating Budget in accordance with section 10(1) of the *Library Act*, and a Five-Year Financial Plan in accordance with the *Community Charter Act*, to the Council of each Municipality by December 15<sup>th</sup> of each year for the following year for approval according to subsection 5.3.

- 5.2 Each Municipality may request a budget presentation by one or more representatives of the Board, to be determined by the Board, from January to April of the budget year.
- 5.3 An Annual Operating Budget submitted by the Board must be approved by Council resolution of Municipalities which together were required to pay in the previous calendar year more than half the Net Operating Cost of the Board.
- 5.4 An Annual Operating Budget must be approved by May 1 of each year in accordance with subsection 5.3. If an Annual Operating Budget has not been approved by May 1 in any year, the approved Annual Operating Budget will be the same as the most recent approved Annual Operating Budget.
- 5.5 The Board will include the following costs of the Library in the Annual Operating Budget:
- (a) salaries, wages, and employee benefit costs of persons appointed by the Board under sections 9(c) and (d) of the *Library Act*;
  - (b) the cost of buying new books, and other library materials;
  - (c) replacement costs such as replacing interior signs, minor replacement and maintenance of flooring and window coverings, replacing furniture and equipment;
  - (d) payments for the lease of premises for terms not exceeding fifteen (15) years, or for the lease-to-purchase or financing of equipment for terms not exceeding six (6) years;
  - (e) commercial general liability and contents insurance for library collection, furniture and equipment, including tenant insurance, but not including building insurance; Net Operating Cost will also include directors and officers insurance and vehicle insurance;
  - (f) applicable building maintenance costs from subsections 8.12 for support service areas contained within municipally-provided buildings;
  - (g) utilities including natural gas, hydro, water, and telecommunication;
  - (h) the following maintenance and repair costs of the Library:

- (i) cost of janitorial services including washing the exterior and interior of windows, cleaning flooring and window coverings, garbage collection, and recycling;
  - (ii) design, layout, painting and maintenance of fixtures and minor architectural finishes of the interior of buildings;
  - (iii) minor maintenance and replacement of lighting fixtures;
  - (iv) maintaining interior signs;
  - (v) repairing and maintaining furniture and equipment including shelving; automated materials handling systems, book return systems and chutes, and book dispensing equipment;
  - (vi) maintenance, repair, and replacement of security alarm and monitoring systems, automated door access controls, closed circuit television; and
- (i) other costs the Board believes to be necessary from time to time.

5.6 Each Municipality will provide in its annual budget a sum sufficient to finance its share of the Board's approved Annual Operating Budget.

5.7 The Board will not expend funds which are not contemplated in an approved Annual Operating Budget, except in an emergency. In a perceived emergency, Library staff shall contact the Board chair, or if that person cannot readily be contacted, the vice-chair, or if that person cannot readily be contacted, the chair of the Finance Committee.

5.8 The Board will not:

- (a) incur expenditures in a calendar year which in total exceed the approved Annual Operating Budget; or
- (b) use funds approved for one purpose in an approved Annual Operating Budget for another purpose unless the funds reallocated comprise less than two percent (2%) of the approved Annual Operating Budget.



## 6. MUNICIPAL CONTRIBUTIONS TO NET OPERATING COST – CALCULATION

6.1 Each Municipality will pay a share of the Net Operating Cost of the Board each year equal to the Net Operating Cost multiplied by the sum of:

- (a) fifty percent (50%) of the (Converted Assessment Value for the Municipality divided by the total converted assessment values of all of Municipalities); and
- (b) fifty percent (50%) of (the Population of the Municipality divided by the total population of the Municipalities).

6.2 For the purpose of this part the assessed value of land and improvements will be converted by adding together the products obtained by multiplying the assessed value for each Class of Property by the percentage set out below for the class:

Class of Property	1	10%
	2	35%
	3	40%
	4	34%
	5	34%
	6	24.5%
	7	30%
	8	10%
	9	10%

6.3 The value of Crown Land will be:

- (a) in the case of Crown Land owned by the British Columbia Hydro and Power Authority, the assessed value under the *Assessment Act* for the calendar year before the previous calendar year; and
- (b) in the case of Crown Land owned by the Government of Canada or by an agent of the Government of Canada, the value, in the calendar year before the previous calendar year, of land and improvements that would result in a property tax equal to the grant in lieu of taxes if the land and improvements were not Crown Land; and

- (c) in the case of all other Crown Land, the lesser of the assessed value under the *Assessment Act* for the previous year and the value which would result in a property tax equal to the grant in lieu of taxes if the land and improvements were not Crown Land.

## 7. MUNICIPAL CONTRIBUTIONS TO NET OPERATING COST – PAYMENT

7.1 In each calendar year, each Municipality will pay to the Board on the first day of each month from January to December, one-twelfth of the Municipality's share of the Net Operating Cost for:

- (a) the previous calendar year if the payment is made before the Annual Operating Budget has been approved; and
- (b) the current calendar year if the payment is made after the Annual Operating Budget or amended Annual Operating Budget has been approved under subsection 5.3 or determined under subsection 5.4.

7.2 In order to adjust the monthly payment required by the preceding paragraph, each Municipality must pay at the same time as the first payment is made after the Annual Operating Budget or amended Annual Operating Budget has been approved an amount calculated by subtracting C from B where:

- (a) C equals the total amount of the Municipality's payments made or to be made during that calendar year as required by subsection 7.1; and
- (b) B equals the Municipality's share of the Net Operating Cost for the current calendar year.

7.3 At the end of each calendar year, the Board will reconcile the accounts and will either return any excess payment to each Municipality or apply any excess payment to the subsequent calendar year if approved by the Municipal Treasurer, and each Municipality will pay any deficiency to the Board.

## 8. BRANCHES

- 8.1 Each Municipality *will* either alone or jointly with one or more of the other Municipalities provide premises for each branch or branches in the Municipality free of charge, in accordance with the library service standards and guidelines determined by the Board, and subsection 8.7.
- 8.2 A Municipality may fulfill its obligations under subsection 8.1 through sole ownership, strata ownership, leasehold, or joint ownership.
- 8.3 Municipalities that provide branch premises jointly with one or more other municipalities will share any applicable costs as outlined in subsections 8.12 regarding branch maintenance based on whatever method the Municipalities directly involved may agree upon. Municipalities shall record the terms of their cost-sharing arrangements in writing, and provide copies of those arrangements to the Board.
- 8.4 A Municipality may fulfill its obligations under subsection 8.1 by purchasing a portion of an existing branch if approved by the Board, the owners of the building, and by Council resolution of two-thirds of the other Municipalities; and thereafter by paying its proportionate share of the operating costs of that building. The amount to be paid for purchase of a portion of a building shall take into consideration the original cost to the current owners, depreciation over the expected period of ownership or lifespan of the building, and the fair market value of land, as well as leasehold or other rights or obligations which may be attached to it.
- 8.5 Each Municipality will provide two years' notice to the Board of the intention to provide a new branch so that the impact on all of the partners and on Net Operating Cost can be determined and approved. Provision for a new branch must be included in the Five-Year Financial Plan.

- 8.6 Naming (or renaming) of library branches will be jointly determined by the Board and the Municipality or Municipalities responsible for the branch service area.
- 8.7 For establishment of a new branch and the relocation of an existing branch, each Municipality will either alone or jointly with one or more other municipalities provide a well-appointed library building that meets all standards, National Building Codes and BC Building Codes, including standards or specifications acceptable to the Board. Such library building will include adequate parking, shuttle and delivery truck access, and will be furnished and equipped with the following initial inventory (all to standards current at the relevant time):
- (a) a telecommunication system and internet infrastructure equivalent to a fibre-optic connection or a superior modality which is available at the relevant time;
  - (b) computers and related electronic equipment and peripheries including self-check equipment;
  - (c) millwork, display units, shelving, tables, chairs, flooring, window coverings, interior and exterior signage;
  - (d) establishment of an initial library collection or contribution to the library collection in branch relocations;
  - (e) library material handling systems including chutes, bins, and other equipment required for materials and collection handling;
  - (f) bicycle racks, outdoor benches, and landscaping; and
  - (g) security alarm and monitoring systems, automated door access control, and closed circuit television.
- 8.8 A branch will not be relocated without joint agreement between a Municipality or the majority of those Municipalities that jointly provided the branch, and the Board. If the relocation will result in a change in size of the branch or service levels provided at the branch, then a Municipality will provide two years' notice to the Board of the intention to

relocate the branch. Provision for a relocated branch must be included in the Five-Year Financial Plan.

- 8.9 In the case of a branch relocation, the Board will assess the contents of the branch to be moved to the new location, taking into account any change in size of the branch or service levels provided at the branch, for the purposes of developing a budget as outlined under subsection 8.7.
- 8.10 Each Municipality will reimburse the Board for costs that have been jointly approved by the Municipality and the Board for:
- a) Branch building maintenance costs for branches which are provided jointly and for which costs have been paid by the Board on behalf of the branch providers; and
  - b) feasibility studies, consulting reports and project management in connection with the purchase, lease, construction, alteration, or relocation of a branch provided by that Municipality.
- 8.11 A Municipality providing a new or relocated branch, or Municipalities if the premises are provided jointly, will provide in its annual budget a sum sufficient to finance the budget to equip new and relocated branches, and for any reimbursed costs under subsection 8.10.
- 8.12 The Municipality (or Municipalities) responsible for a branch will keep or cause to be kept premises in good and substantial repair and condition, compliant with the National Building Code and BC Building Code Accessibility requirements, and in a condition that does not restrict or hinder programming or public access and enjoyment, by providing, in relation to that branch:
- (a) removal of snow and ice from parking lots and sidewalks;
  - (b) maintenance and replacement of exterior site features including asphalt, sidewalks, parking lots, signage;
  - (c) maintenance of grounds, gardens, lawns, and sprinkler systems;

- (d) maintenance and replacement of all exterior installations including arbours, sculptures, bicycle racks and benches;
- (e) maintenance and replacement of interior and exterior stairs;
- (f) maintenance and replacement of interior and exterior lighting systems and fixtures;
- (g) maintenance of exterior surfaces including painting and varnishing, as appropriate;
- (h) repair or replacement of building systems including structural, mechanical, electrical and the building envelope including the roof system, exterior doors, windows and other protrusions;
- (l) maintenance and repair of architectural finishes and fixtures including interior doors and hardware, handrails, finished ceilings and other integral building features.

8.13 The Municipality (or Municipalities) responsible for a branch may fulfill any of their obligations under subsection 8.12 in the following ways:

(a) Enter into an agreement with a third party such as a lessor, a strata corporation, or a building maintenance service provider to perform such obligations, with costs shared among the relevant Municipalities;

(b) Where there are two or more Municipalities responsible for a branch, establish a Major Asset Maintenance fund for the library branch to be used for maintenance, repair or replacement of major building systems such as structural, mechanical, electrical, architectural and building envelope. Contributions to the fund will be set based on a long-term projection of expenses using the expected life of the relevant building systems. Major Asset Maintenance funds may be received in trust from Municipalities, and invested and administered by the Board;

(c) Municipalities will ensure that their leases for branches that are located in leased premises, satisfy the maintenance requirements in subsection 8.12 by imposing on the landlord an obligation to carry out the maintenance which cannot reasonably be

performed by the Municipalities as tenants. Municipalities will provide the Board with a true copy of each lease and all related agreements with landlords, for reference purposes;

(d) Municipalities will ensure that where branches are located in a strata development, the strata bylaws obligate the strata corporation to carry out the maintenance under subsection 8.12 which cannot reasonably be performed by the Municipalities as owners or tenants of the relevant strata lots, or by the landlords of such strata lots.

Municipalities will provide the Board with a true copy of the strata bylaws for reference purposes.

8.14 Notwithstanding subsection 8.13, Municipalities remain bound to perform or cause to be performed the obligations set out in subsection 8.12.

8.15 The Board may enter into agreements with Municipalities from time to time to clarify and expand on the responsibilities of parties to this Agreement in relation to arrangements, but such agreements will not contravene this Agreement.

8.16 Each municipality, either alone or jointly with one or more of the other Municipalities, will provide insurance on the building, including permanent fittings, fixtures and extensions, but not the contents referred to in Section 5. If the premises are leased, the Board will ensure that tenant insurance included in the Annual Operating Budget under Section 5 includes provisions to co-insure the municipal branch provider(s).

8.17 The Board will adjust Municipal Contributions to the Net Operating Cost as outlined in Section 6 for a rent adjustment as follows:

(a) Where a building or a part of a building is used by the Board for the benefit of all of its Municipalities, such as a support service area for administration located within a branch, and the building or part of the building was paid for by some but not all of Municipalities, then those Municipalities which did not contribute to the initial acquisition of such building or who have not subsequently purchased a portion of such building will pay

reasonable rent to those Municipalities which did contribute to the initial acquisition of the building or who have subsequently purchased a portion of such building.

- (b) For the purposes of subsection 8.18 (a), reasonable rent shall be at least the average of \$10 per square foot per annum, and a return of eight percent (8%) on the original cost of the building or part of the building.
- (c) The rent calculated in terms of subsection 8.18 (b) will be borne by those Municipalities required to pay it in the same proportions as the Annual Operating Budget is shared and distributed to those Municipalities entitled to receive it in the same proportions as the building or part of the building is owned by or was paid for by them.

8.18 Shelving, furniture, equipment, and library collection located in a branch will be the property of the Board.

8.19 The Board will not discontinue the operation of a branch without the consent of the Municipality in which the branch is located or the majority of those Municipalities that jointly provided the branch.

## 9. NEW PARTIES TO AGREEMENT

- 9.1 The Board will not recommend a potential new party to this Agreement unless:
- (a) the Board is satisfied that there will be no negative impact on the quality and cost of service for the existing parties;
  - (b) the potential new party together with the Board has developed a service plan which identifies the level of service to be offered in the community of the potential new party, including the branch and collection size; and
  - (c) the potential new party has agreed to meet obligations under subsection 8.7.
- 9.2 A service plan under subsection 9.1 (b) may provide for implementation of the plan over a period of time.



- 9.3 Within two (2) months of receiving the Board's recommendation to admit a new party to this Agreement, the Council of each Municipality will vote to admit or not to admit the new party on the terms of the service plan.
- 9.4 A new party will not be admitted unless at least two-thirds of the Municipalities resolve to admit the party.
- 9.5 A new party will have representation on the Board according to subsection 4.7.

## 10. TERMINATION AND WITHDRAWAL

- 10.1 A Municipality may withdraw from this Agreement by notifying the Board and every other Municipality in writing.
- 10.2 A withdrawal is effective on December 31<sup>st</sup> in the year following the year in which notice is given.
- 10.3 A Municipality which has withdrawn:
- (a) ceases to have rights or obligations under this Agreement or otherwise with respect to the Library, except as provided in this section;
  - (b) will pay to the Board any adjustment necessary under subsection 9.3;
  - (c) will pay to the Board the cost, if any, of removing patron and bibliographic records from the records of the Board;
  - (d) will buy out its share of any existing lease to purchase;
  - (e) will continue to be obligated for its share of any uninsured claim or judgment of a court or tribunal having jurisdiction over the Board arising out of circumstances which existed before the date on which the withdrawal of the Municipality is effective;
  - (f) will pay to the Board all employee-related costs of the Board required and as a result of the withdrawal, pursuant to the Employment Standards Act and Collective Agreement then in force.

- 10.4 If this Agreement expires and is not renewed, if Victoria gives notice under subsection 10.1, or if Victoria adopts a bylaw abolishing the Library under section 13 of the *Library Act*:
- (a) the Municipalities and the Board will try to reach an agreement in writing as to the distribution of the assets and liabilities of the Board; and
  - (b) the terms of this Agreement will remain in force until:
    - (i) an agreement is reached under subsection 10.4 (a) of this Agreement; or
    - (ii) a resolution has been reached under Section 13 of this Agreement.
- 10.5 If the Municipalities do not reach an agreement under subsection 10.4 (a) of this Agreement within six (6) months of the expiry date of this Agreement, the distribution of the assets and liabilities of the Board will be decided under the terms of Section 13 of this Agreement.
- 10.6 If this Agreement is renewed and the renewed Agreement is approved or executed by some, but not all, of the Municipalities by the time this Agreement expires, then those Municipalities who have not approved or executed the new Agreement will be deemed to have given the notice of withdrawal referred to in subsection 10.1 of this Agreement, and the terms of subsections 10.2 and 10.3 of this Agreement will apply to them.

## **11. MISCELLANEOUS**

- 11.1 This Agreement replaces the Agreement of January 1, 2014.

## **12. COUNTERPART CLAUSE**

- 12.1 This Agreement may be signed in counterparts that:
- (a) have the same effect as if the parties had all signed the same document;
  - (b) will be construed together to be an original document; and
  - (c) will constitute one and the same Agreement.

### 13. DISPUTE RESOLUTION

13.1 In the event of a dispute concerning the terms, interpretation, or application of this Agreement between a Municipality or Municipalities and the Board or between Municipalities the dispute will be resolved as follows:

- (a) the parties to the dispute will appoint an independent mediator with experience in the resolution of commercial disputes who will assist the parties to reach a mutually acceptable resolution of the dispute within ninety (90) days. Each party will bear their own costs in relation to the mediation process and the other fees and expenses associated with the mediation process will be shared equally between the parties; and
- (b) if the dispute is not settled by mediation in accordance with subsection 13.1(a) within ninety (90) days, the dispute will be determined by arbitration pursuant to the provisions of the BC International Commercial Arbitration Centre ([bcicac.com](http://bcicac.com)). The result of arbitration will be final and binding. The arbitrator has the power to determine responsibility for all costs relating to the arbitration.

## **Appendix A - History of Greater Victoria Public Library**

The Public Library By-Law, 1902 was enacted by the Council of the Corporation of the City of Victoria upon acceptance of a donation of \$50,000 from Mr. Andrew Carnegie where it was also approved to erect a Free Public Library upon municipal land located at the corner of Blanshard and Yates Streets.

In 1966, it was agreed in principle to enter into a new inter-municipal library agreement to replace, what was up to that point, an arrangement whereby the Victoria Public Library contracted out services to other municipalities in the Greater Victoria region.

In 1974, the library became a registered charity under the legal name of *Greater Victoria Public Library Board*. The charity's board of trustees currently consists of 21 individuals consisting of 19 Board Trustees appointed by Municipal Councils, in accordance with subsection 4.9 of this Agreement and 2 ex officio members: 1) The library's CEO (who acts as secretary to the Board) and 2) The library's Director, Finance and Facilities (who acts as treasurer to the Board).

A Greater Victoria Public Library Board ("Board") was established in accordance with provincial legislation, the Public Library Act (1994) and the intermunicipal agreement, signed in 1993 and an Addendum, signed in 1995 to cover the bridging period for the West Shore Communities.

Up until this time, GVPL consisted of four municipalities: the City of Victoria, the Districts of Saanich and Oak Bay, and the Township of Esquimalt. With the addition of the West Shore Communities (Cities of Langford and Colwood, Districts of Metchosin and Highlands) in 1996, the library then consisted of 8 municipal partners.

The District of Central Saanich and the Town of View Royal joined in 2002, resulting in the 10 municipal partners that are still parties to the Agreement today.

Municipality	Year Joined (By Signing LOA)
Victoria, City of	1966
Saanich, District of	1966
Oak Bay, District of	1966
Esquimalt, Township of	1966
Langford, City of	1996
Colwood, City of	1996
Highlands, District of	1996
Metchosin, District of	1996
Central Saanich, District of	2002
View Royal, Town of	2002

The Board also provides services to the communities of Willis Point, Durrance, and Malahat, under separate agreement, and members of the Esquimalt, Songhees, Tsawout, Tsartlip and Beecher Bay Bands, all of which are not included in the service area as per the Library Operating Agreement.

## Appendix A - History of Greater Victoria Public Library - Continued

According to the Library Operating Agreement, branch buildings are provided by the municipalities.

In 1998, the four municipalities that comprised GVPL, Victoria, Saanich, Oak Bay and Esquimalt, purchased a strata lot which became the Central Branch from a provincial crown corporation, the British Columbia Building Corporation ("BCBC"). BCBC transferred title of the property on the condition that the buyers granted it an option to purchase the property and a right of first refusal to purchase the property. BCBC no longer exists, but the rights it held are now controlled by the province. If the owners sell the property, or it ceases to be used for library purposes, the province may acquire the property for a price (determined by a formula) that is well below market value. The disparity between market value and the formula grows every year.

The 1999 Library Operating Agreement outlined that Victoria would be the sole contributor to the Central Branch strata and maintenance costs in order to fulfill its obligations to provide branch premises. Saanich, Esquimalt and Oak Bay fulfilled their obligations to provide premises through branches located within their own municipalities. On December 14, 2007, the Town of View Royal fulfilled its obligation to provide a branch premises by acquiring an interest in the Central Branch strata lot, and contributing to the Central Branch strata and maintenance costs along with Victoria.

The current owners on title to the Central Branch are the original four owners and View Royal. Current contributors to branch strata and maintenance costs are Victoria and View Royal.

	Locations	Total Square Footage	Ownership Model	Support Service Area Included	Branch Provider (obligations under Section 8 of LOA)
1	Central Branch (Core District Branch)	48,222	Strata	28%	Victoria, View Royal
2	Nellie McClung Branch (Saanich/Peninsula District Branch)	13,713	Sole Owner		Saanich
3	Juan de Fuca (West Shore District Branch)	19,289	Joint Owners	20%	Langford, Colwood, Metchosin, Highlands
4	Oak Bay Branch	11,367	Sole Owner		Oak Bay
5	Esquimalt Branch	8,633	Sole Owner		Esquimalt
6	Goudy Branch	2,045	Sole Owner		Langford
7	Central Saanich Branch	4,704	Sole Owner		Central Saanich
8	Bruce Hutchison Branch	9,709	Sole Owner		Saanich
9	Emily Carr Branch	5,511	Leased		Saanich
10	Saanich Centennial Branch	12,518	Sole Owner		Saanich
11	Langford Heritage Branch	3,969	Leased		Langford
12	747 Fort Street	3,332	Leased (Board)	100%	
13	James Bay branch (Planned opening January 1, 2018)	TBC	Leased		
	<b>Total Branch Square Footage</b>	<b>122,295</b>			
	<b>Total Support Service Square Footage</b>	<b>20,717</b>			
	<b>Total Square Footage</b>	<b>143,012</b>			

## Appendix B – Ownership/Shared Property

Cost sharing for support service areas for administration, located within branches and used by the Board for the benefit of all of its Municipalities (subsection 8.17) is as follows:

Central Branch		
	% share	Square feet
Victoria	67.17%	32,400
View Royal	4.83%	2,330
<b>Total Branch</b>	<b>72.00%</b>	<b>34,730</b>
Administration	28.00%	13,492
<b>Total</b>	<b>100.00%</b>	<b>48,222</b>

Juan de Fuca Branch		
	% share	Square feet
Langford, Colwood, Metchosin, Highlands	80.00%	15,375
<b>Total Branch</b>	<b>80.00%</b>	<b>15,375</b>
Collection and Technical Services	20.00%	3,893
<b>Total</b>	<b>100.00%</b>	<b>19,268</b>

	Owner Share <sup>1</sup>	Rent Share
Victoria	68.31%	1.14%
Saanich	19.12%	19.12%
View Royal	4.86%	0.03%
Oak Bay	4.19%	4.19%
Esquimalt	3.52%	3.52%
<b>Total</b>	<b>100.00%</b>	
Administration portion		28.00%

	Owner Share <sup>2</sup>	Rent Share
Victoria	33.00%	} same
Saanich	38.50%	
Oak Bay	8.00%	
Esquimalt	7.00%	
Langford	6.50%	
Colwood	4.50%	
Metchosin	1.90%	
Highlands	0.60%	
<b>Total</b>	<b>100.00%</b>	

Rent paid according to municipal contribution share in relevant year by:
Langford
Colwood
Metchosin
Highlands
Central Saanich

Rent paid according to municipal contribution share in relevant year by:
View Royal
Central Saanich

<sup>1</sup> Owner share of entire Central Branch Strata Lot 1 (48,222 square feet)

<sup>2</sup> Owner share of Collection and Technical Services area only (3,893 square feet), based on building construction paid ratios

**LIBRARY OPERATING AGREEMENT**

Term: January 1, 2017 to December 31, 2020

**PARTIES TO THIS AGREEMENT:**

GREATER VICTORIA PUBLIC  
LIBRARY BOARD (the BOARD)

CORPORATION OF THE DISTRICT OF  
CENTRAL SAANICH (CENTRAL SAANICH)

CITY OF COLWOOD (COLWOOD)

CORPORATION OF THE TOWNSHIP  
OF ESQUIMALT (ESQUIMALT)

DISTRICT OF HIGHLANDS (HIGHLANDS)

CITY OF LANGFORD (LANGFORD)

DISTRICT OF METCHOSIN (METCHOSIN)

CORPORATION OF THE DISTRICT  
OF OAK BAY (OAK BAY)

**CORPORATION OF THE DISTRICT  
OF SAANICH (SAANICH)**

**IN WITNESS** of its terms the parties have executed this Agreement.

**THE CORPORATE SEAL** of the **CORPORATION OF THE DISTRICT OF SAANICH** was placed on this Agreement in the presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

CORPORATION OF THE CITY OF  
VICTORIA (VICTORIA)

TOWN OF VIEW ROYAL (VIEW ROYAL)

1410-04 Planning  
X: 2870-30 Sutcliffe

CW Dec 12/16

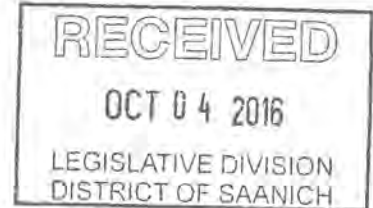


# The Corporation of the District of Saanich

Mayor  
Councillors  
Administrator  
Com. Assoc.  
Applicant  
Council  
Administrator  
Media

## Report

**Report To:** Mayor and Council  
**From:** Sharon Hvozdanski, Director of Planning  
**Date:** September 29, 2016  
**Subject:** Rezoning and Development Permit Application  
**File:** REZ00512; DPR00541 • 941 Sutcliffe Road



### PROJECT DETAILS

**Project Proposal:** The applicant proposes to rezone the subject parcel from the RS-18 (Single Family Dwelling) Zone to the P-4 (Recreation and Open Space) Zone to construct a new recreation building with four badminton courts. The existing building would be retained. The rezoning would correct an existing legal non-conforming use situation. A variance is requested for building height (10.0 m allowed, 11.05 m proposed).

**Address:** 941 Sutcliffe Road

**Legal Description:** Lot 1, Section 31, Lake District, Plan 7684

**Owner:** Cordova Bay Community Club, Inc. No. 41333

**Applicant:** Praxis Architects Inc.

**Parcel Size:** 6000 m<sup>2</sup>

**Existing Use of Parcel:** Institutional & Assembly (Community Club)

**Existing Use of Adjacent Parcels:**  
North: RT-2 (Attached Housing) Zone  
South: RT-2 (Attached Housing) Zone  
East: RS-18 (Single Family Dwelling) Zone  
West: RS-6 (Single Family Dwelling) Zone

**Current Zoning:** RS-18 (Single Family Dwelling) Zone

**Minimum Lot Size:** 2.0 ha

**Proposed Zoning:** P-4 (Recreation and Open Space) Zone

**Proposed Minimum Lot Size:** n/a



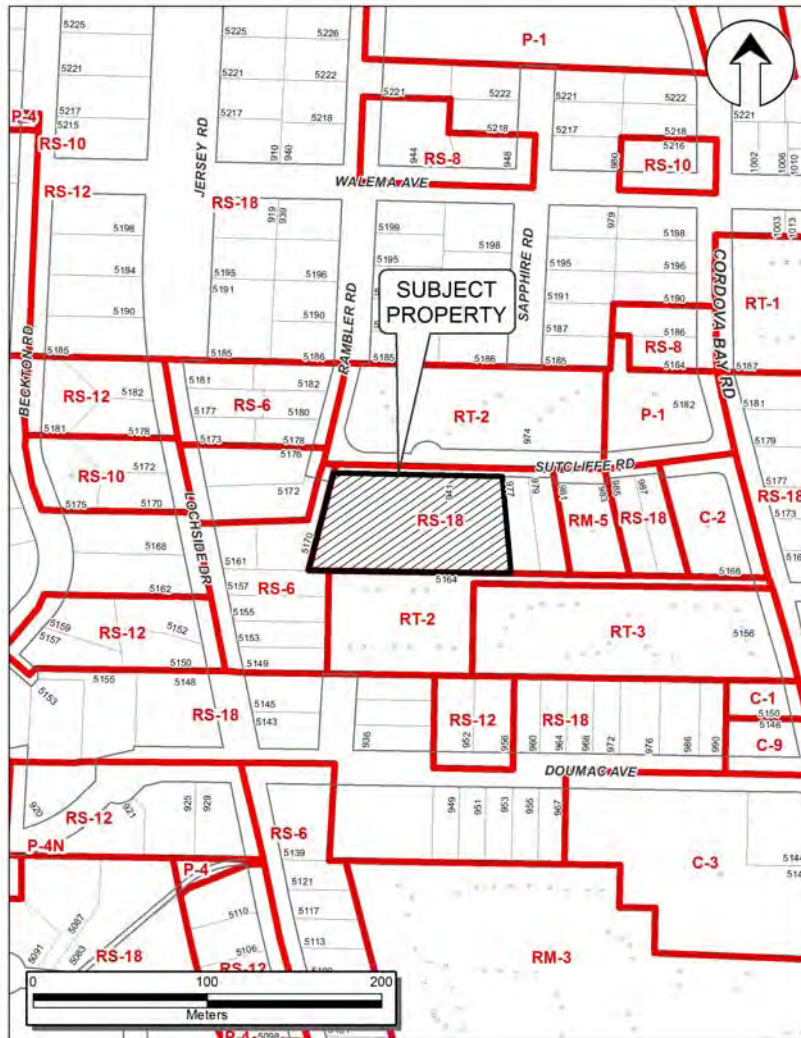
**Local Area Plan:** Cordova Bay

**LAP Designation:** Institutional & Assembly

**Community Assn Referral:** Referred to the Cordova Bay Association for Community Affairs (CBA), on February 8, 2013 and March 23, 2016. Referral responses were received March 4, 2013 and April 15, 2016 indicating no support for the proposal, noting concerns about building design, traffic, parking and impacts to adjoining residential properties.

**PROPOSAL**

The applicant proposes to rezone the subject parcel from the RS-18 (Single Family Dwelling) Zone to the P-4 (Recreation and Open Space) Zone to construct a new recreation building with four badminton courts. The existing building would be retained. The rezoning would correct an existing legal non-conforming use situation. A variance is requested for building height (10.0 m allowed, 11.05 m proposed).



**Figure 1: Neighbourhood Context**

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**PLANNING POLICY****Official Community Plan (2008)**

- 4.1.2.25 “Work with private land owners to encourage stewardship that protects, preserves, and enhances natural systems and, where appropriate, enter into conservation covenants or provide incentives to protect riparian or environmentally significant areas.”
- 4.1.2.16 “Support an integrated watershed planning approach for managing surface water, drainage and groundwater that promotes low impact development and healthy stream ecosystems.”
- 4.2.1.14 “Encourage the use of ‘green technologies’ in the design of new buildings.”
- 4.2.3.9 “Support the following building types and uses in “Villages”:
- Small lot single family houses (up to two storeys);
  - Carriage/coach houses (up to 2 storeys);
  - Town houses (up to 3 storeys);
  - Low-rise residential (3-4 storeys);
  - Mixed-use (commercial/residential) (3-4 storeys); and
  - Civic and institutional (generally up to 3 storeys).”
- 4.2.10.19 “Continue to maintain and improve the environmental quality of the storm water management system within urban area, to improve watershed function.”
- 5.2.2.1 “Review recreational programming and facilities, as necessary, to ensure they are meeting current and emerging needs.”
- 5.2.2.2 “Ensure recreation facilities (Map 9) and programs are accessible to people of all ages, ethnicity, incomes and abilities.”
- 5.2.2.5 “Consult, at least annually, with School Districts 61 and 63, and post-secondary institutions, to coordinate infrastructure, including the shared use of lands and facilities for recreation and community use.”
- 5.2.2.7 “Use the Parks and Recreation Master Plan as a guide for the planning and budgeting for parks, trails and recreational facilities.”

**Cordova Bay Local Area Plan (1998)**

- 5.1 “Encourage protection of indigenous vegetation, wildlife habitats, urban forest landscapes, and sensitive marine environments within Cordova Bay when considering applications for change in land use.”
- 7.6 “Support in principle rezoning applications for attached housing within the village core as indicated on Map 7.2”
- 9.1 “Judge a rezoning application for an institutional use on its merits giving specific consideration to access, traffic generation, noise, scale, parking, municipal services, and impact on adjoining residential properties.”

- 9.2 “Continue to work with School District #63 to expand opportunities for community use of school facilities.”
- 12.3 “Reconfigure open storm drains to enhance environmental quality and selectively upgrade the storm drain systems when road construction and/or new development occurs, or through local improvement programs.”

### **Cordova Bay Development Permit Area Guidelines**

The property is also located within the Cordova Bay Village Development Permit Area. Guidelines pertain to commercial, industrial and multi-family projects, and include the following:

- Massing and scale of buildings should be compatible with adjacent development and should reflect a small scale village-like character;
- New development should be low level in scale, pedestrian and bike friendly, and be well landscaped;
- New buildings should not exceed 7.5 m in height—higher buildings may be considered provided that adequate setbacks are maintained to prevent overshadowing of adjacent single family dwellings;
- Exterior treatment should emphasize the use of natural materials and colours should be subtle to complement the natural surroundings;
- Buildings should be designed and oriented on the site to create a strong pedestrian focus;
- Pedestrian circulation to form part of an overall pedestrian system with emphasis on linkages to the beach and Lochside regional trail;
- Parking and access should be designed to be convenient and safe while minimizing intrusion into the residential neighbourhood and maintaining a safe pedestrian environment; and
- As many of the existing trees as practicable should be retained as part of the overall landscape design. Landscaping should emphasize the use of native species.

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## **DISCUSSION**

### **Neighbourhood Context**

The 6000 m<sup>2</sup> site is located within, but on the outer periphery, of the Cordova Bay “Village”. The property is located on the south side of Sutcliffe Road at the end of the one-block street. In 1946 the Cordova Bay Community Club (CBCC) was formed to build a Community Hall. Construction of the Hall began in the early 1950’s.

Over time, the adjacent single-family residential areas evolved, with a townhouse development to the south approved in 2001 and another to the north in 2002, complementing nearby earlier townhouse developments. Single family dwellings are located to the east and west of the property, though further east on Sutcliffe Road there is another multifamily building. At the intersection of Sutcliffe Road and Cordova Bay Road there is a small commercial building. St. David by the Sea Anglican Church is situated on the north corner of Sutcliffe Road and Cordova Bay Road.

Cordova Bay Plaza, bounded by Cordova Bay Road and Doumac Avenue, is less than 150 m away as the crow flies, or 350 m if one were to walk, bike or drive.

The area is served by Transit Route #32 on Cordova Bay Road 16 times a day on weekdays, ranging from a frequency of about once an hour to half an hour during peak times, with a northbound stop near the intersection of Doumac Avenue and a southbound stop just north of St. David's church. A paved path provides pedestrians and cyclists access from the end of Sutcliffe Road to Rambler Road to the west.

### **Land Use**

The applicant proposes to rezone the subject parcel from the RS-18 (Single Family Dwelling) Zone to the P-4 (Recreation and Open Space) Zone to construct a new recreation building with four badminton courts. The existing building would be retained. The rezoning would correct an existing legal non-conforming use situation. The owner of the property is the Cordova Bay Community Club (CBCC), which is a non-profit society incorporated in 1946. Membership in the Community Club is available to anyone.

The existing Community Club building has been there since the 1950's and has had legal non-conforming status since at least 1971, when Zoning Bylaw No. 3232 identified this property and all other nearby properties as being in "Zone Area A", which allowed Single Family Dwellings, Greenhouses for private use, Duplexes (under certain conditions), Accessory Buildings and certain low-impact Home Occupations. This was later replaced by the RS-18 Zone, which only allows Single Family Dwellings, Boarding, Home Occupation and Accessory Buildings and Structures as permitted uses. The proposed P-4 (Recreation and Open Space) Zone allows both Community Centre and Recreation Facility as permitted uses.

Though zoned RS-18 (Single Family Dwelling) Zone, the property is identified in the Cordova Bay Local Area Plan as Institutional and Assembly, reflecting its long use as a Community Hall. It is also identified as "Potential Multi-Family" on Map 7.2 in the Cordova Bay Local Area Plan.

The Cordova Bay Community Club is a unique situation that makes land use analysis somewhat challenging. On the one hand, the existing use of the site is recognized in the Cordova Bay Local Area Plan as Institutional, and has been present in its current location since the 1950s.

However, an intensified Institutional use of the site may also be seen to be incompatible with surrounding land use, which is primarily residential. Concerns have been raised about the size, scale and aesthetics of the proposed structure. Traffic has also been identified by neighbours as an item of concern, which would obviously increase if the number of badminton courts were to be expanded.

Furthermore, the Cordova Bay Local Area Plan identifies the site as "Potential Multi-Family" on Map 7.2, and Local Area Plan Policy 7.6 specifically recommends support in principle for attached housing on this site. Such a use would certainly be more compatible with surrounding land use, and would be more easily supportable from a land use perspective.

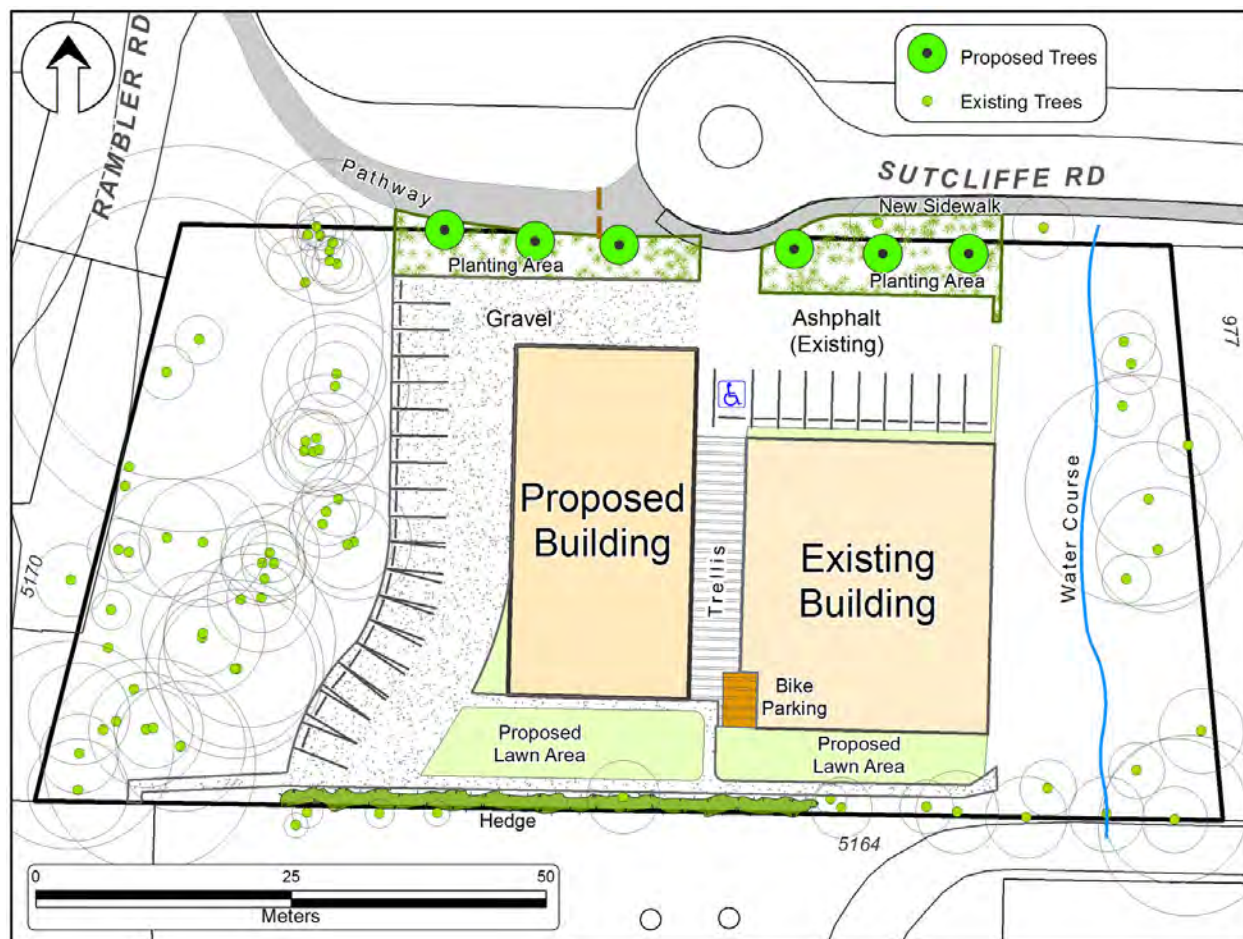


Figure 2: Proposed Site Plan

**Site and Building Design**

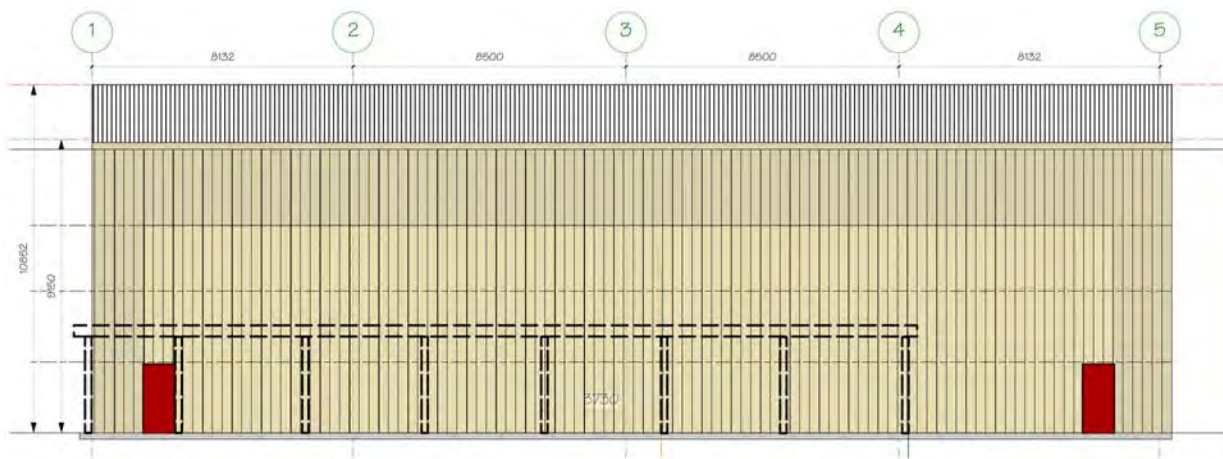
The site is mainly flat, although there is a depression on the east side through which an existing watercourse runs. The west side of the property rises up approximately 5 m to the level of Rambler Road. This sloped portion is wooded, as is the area by the watercourse. The trees on the slope are mainly Alders, with some Maples at the south end. Brush in this area was recently cleared by the Cordova Bay Community Club.

The existing Community Club building would remain on site. This building is situated on the eastern half of the property, to the west of the watercourse and set back 19.6 m from the property line abutting Sutcliffe Road.

The proposed new building would be located to the west of the existing building. The proposed building would be a 17.5 m wide by 34 m deep, pre-made steel structure which would house four badminton courts (see Figure 3). Single doors would be provided at the north and south ends of the east wall (facing the existing building), and double doors on the south wall, accessed off a pathway, would act as the main entrance to the building. Siding would be 36"-wide steel panels, and the roof would be steel panels with galvalume finish. In an attempt to lower the apparent massing of the building, two variations of a pale yellow colour are proposed for the exterior of the new building—a darker colour (Fox Gray) would “wrap around” a central lighter colour (Sandstone). The doors would be made of metal and painted red.

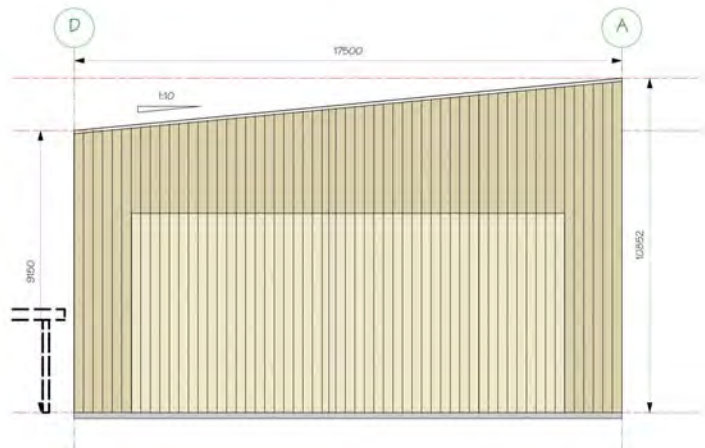
As far as functionality goes, the proposed structure is well suited to its intended purpose, which is to accommodate four badminton courts. However, viewing the design of the proposed building through the lens of the Cordova Bay Development Permit Area Guidelines, highlights a few areas of concern. The proposed building is similar in height to the existing building on the property, but neither are similar to adjacent residential development in terms of massing or scale. The design and orientation of the proposed new building also does not create a strong pedestrian focus, and no front door is provided. The proposed exterior treatment foregoes natural materials in lieu of prefabricated steel. The proposed structure would be located far enough away from any property line to prevent overshadowing of adjacent properties. It would be located slightly closer (11.3 m) to the north property line abutting Sutcliffe Road than the existing building.

Most of a one-storey addition on the existing building would be removed, and the two buildings would be connected to each other by an open wooden trellis. Secure roofed bicycle parking (8 spaces) would be located within the trellised area, which would be lit at night.



**Figure 3: East Elevation** (from plans by Praxis Architects Inc.)

The new building is intended to be one half of a proposed larger future building that would comprise both it and a “mirror-image” section with a new feature entry, bleachers, etc. in the centre. The original/existing club building would be removed at that time, as would the proposed trellis, and those areas would be used for parking. However, this potential future phase may not occur for some time and is outside the scope of this application.



**Figure 4: North Elevation (facing Sutcliffe Road)** (from plans by Praxis Architects Inc.)



**Figure 5: Streetscape Elevation – from Sutcliffe Road** (from plans by Praxis Architects Inc.)

### Parking & Traffic

Part of the existing asphalt driveway in front of the existing building would be retained for parking, with 10 parking spaces (including 1 Handicapped space) provided in front of the building. In front, and along the western side of the proposed building would be a compacted gravel parking area with an additional 18 parking spaces.

Entry into the parking area would be at the end of Sutcliffe Road off the roundabout, the more easterly entrance would be removed. The landscape plan shows an approximately 5 m deep landscape strip between the parking areas and the Sutcliffe Road frontage. Along with large and medium sized shrubs, a total of six new Douglas Maples are proposed to be planted in the landscape area, three on either side of the entry into the parking lot.

Under the Saanich Zoning Bylaw, Parking Requirements for racquet and ball courts are 2 spaces per court. With three courts in the existing building and four additional courts in the proposed building, the required number of parking spaces would be 14 spaces. The plans as submitted, show a total of 28 parking spaces.

A traffic study was not conducted for this rezoning and development application by the applicant as the increase in vehicle trip generation from the subject site during both street peak hours and site peak hours is not anticipated to be within the range for which Saanich would typically require a traffic study to be completed.

Engineering Department staff have reviewed existing traffic operations of Sutcliffe Road as well as operations at the intersection of Sutcliffe Road at Cordova Bay Road. Based on the existing operations, the increase of traffic generated from the subject facility can be accommodated under the current road configuration.

That being said it is reasonable to assume that increasing the total number of courts from three to seven, would generate more onsite activity and companion vehicular traffic and parking. On occasions where tournaments may be held, additional traffic and both on-site and street parking can be anticipated.

As previously noted, the Community Hall was built prior to densification of the immediate neighbourhood. What once may have been acceptable to the neighbourhood in terms of land use and associated impacts, may no longer be acceptable when the facility is expanded. Typically today, we would not construct a community hall with a local and regional draw in a setting such as this. While it falls within the “Village” it is located on its outer periphery.

**Requested Variance**

The applicant is requesting a height variance as part of the proposal. Maximum permitted height of buildings in the proposed P-4 Zone is 10.0 m. Plans provided by the applicant show that the building is 10.85 m high on one side and 9.15 m on the other, with a midpoint height of 10.0 m.

For roofs with a pitch of less than 3 in 12, height is taken to the highest point. In this case the proposed building would have a roof with a pitch of only 1 in 10, and so height must be taken to the highest point, which is 10.85 m, resulting in the need for a variance.

The plans show the height as taken from the concrete slab, so it is recommended that another 200 mm (8") be added to this figure to accommodate for the slab as well, for a final height variance of 11.05 m. The proposed building would be essentially the same height as the existing building.

**Pathway**

Through subdivision of 5155 Lochside Drive, Saanich received a statutory right-of-way to allow public passage by foot and non-motorized vehicles over the easterly portion of 5149, 5153, 5155 and 5157 Lochside Drive (see Figure 6).

As part of this proposal a pedestrian pathway is being proposed that would lead from Sutcliffe Road south between the two buildings and west along the rear of the property to the southwest corner to connect with the existing right of way. Proper way-finding signage would need to be provided, and a statutory right-of-way and covenant similar to the one at the rear of the Lochside Drive properties would be required to secure this.

**Environment**

The site is not within the Environmental Development Permit Area, nor is the watercourse on the property within the Streamside Development Permit Area.

The applicant advises that the watercourse was a ditch dug by the club sometime in the past to manage stormwater. The watercourse is part of the Revan's Creek watershed, which is enclosed in storm drains north and south of the property. It meets the definition of watercourse under Saanich's Watercourse Bylaw and cannot be enclosed without permission from the Director of Engineering. In 2014 the applicant requested permission to enclose the watercourse, staff reviewed the request, and recommended that the watercourse not be enclosed. Development Servicing requirements include a municipal right-of-way over the existing watercourse.

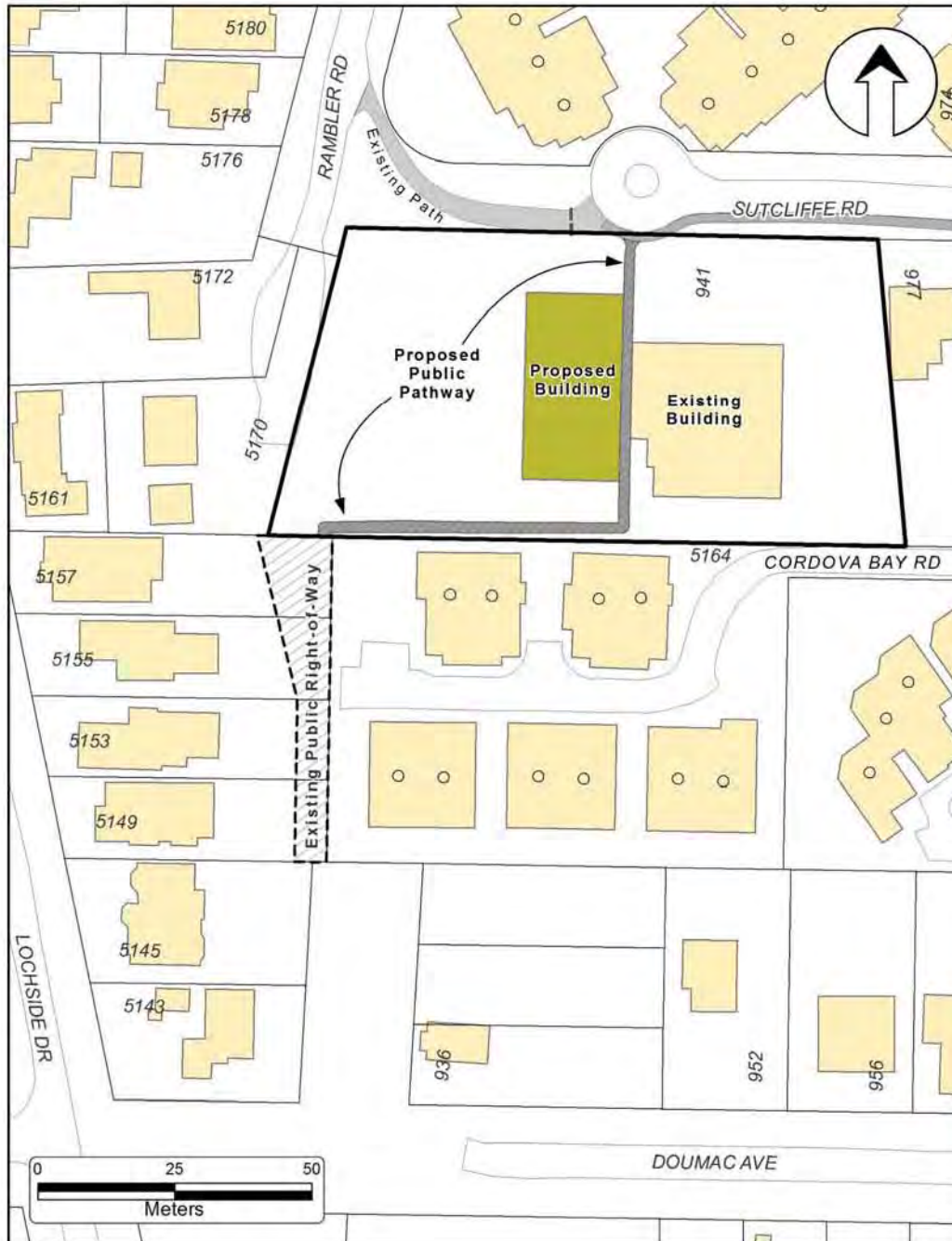
The Environmental Services Section notes that large Alder, Bigleaf maple and cedar trees in this area are worthy of preservation for their wildlife habitat value and natural stormwater detention. There is also a hedgerow of large native shrubs and trees behind the existing building that provide habitat as well as privacy to the townhouses beyond that is worthy of retention.

After meeting with staff, the applicants committed to the following in a letter dated May 11, 2015:

1. Working around large trees;
2. Planting native shrubs on the western sloping portion of the property; and
3. Not allowing contaminated stormwater into the ditch area. According to the applicant: "The increased flow of rain water from the new building roof will be plumbed into the existing



stormwater system of the old building. We are carefully monitoring the outflow of this system, via a[n] oil/water separator, as is Franz Environmental. We are quite positive that no new oil has escaped from the present system (new tanks and retaining barriers were installed and all contaminated soil was treated) for the last 10 years, and that we should be getting a clearance from the environmental company in the very near future.”



**Figure 6: Proposed Pathway Connection**

In a letter dated May 22, 2015 the applicant further committed to planting no new trees in the ditch area (the existing trees will be protected), installation of new services appropriately sized as per the latest BC Building Code, and provision of a stormwater management plan.

Stormwater management must be provided in accordance with the requirements of Schedule H “Engineering Specifications” of the Subdivision Bylaw. The development is within a Type II watershed area which requires stormwater storage, oil/grit separator or grass swale and sediment basin.

The applicant submitted a Stormwater Management Plan on January 10, 2016 that would incorporate a concrete storage tank with oil/water separator, filter and reduced flow regulator to be constructed under the proposed secure bicycle storage area. All new parking areas would use permeable surfacing materials, and some existing paved parking areas would be converted to permeable materials. All non-building or parking areas would be landscaped and absorbent mulch would be used around the shrubbery.

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## **CLIMATE CHANGE AND SUSTAINABILITY**

### **Policy Context**

The Official Community Plan (OCP) adopted in 2008 highlights the importance of climate change and sustainability. The OCP is broadly broken down into the pillars of sustainability including environmental integrity, social well-being and economic vibrancy. Climate change is addressed under the environmental integrity section of the OCP and through Saanich’s Climate Action Plan.

Climate change is generally addressed through mitigation strategies and adaptation strategies. Climate change mitigation strategies involve actions designed to reduce the emissions of greenhouse gasses, primarily carbon dioxide from combustion, while climate change adaptation involves making adjustments and preparing for observed or expected climate change, to moderate harm and to take advantage of new opportunities.

The following is a summary of the Climate Change and Sustainability features and issues related to the proposed development.

### **Climate Change**

This section includes the specific features of a proposal related to mitigation and adaptation strategies. Considerations include: 1) Project location and site resilience, 2) Energy and the built environment, 3) Sustainable transportation, 4) Food security, and 5) Waste diversion.

The proposed development includes the following features related to mitigation and adaptation:

- The proposal is located within the Urban Containment Boundary and is located within, but on the periphery of, the Cordova Bay “Village”. “Villages” allow for a broad range of commercial and personal services are provided, employment opportunities exist, and where the majority of future residential and commercial growth is to be focused as per the Official Community Plan.
- The proposal is an infill development that is able to use existing roads and infrastructure to service the development, subject to the necessary improvements.
- Sidewalk and infrastructure exists for the most part along Sutcliffe Road and Cordova Bay Road, improving walking conditions between the subject site and Cordova Bay “Village” and Mattick’s Farm. Cycling is enhanced by the Lochside Trail, which is located 100 m away to the west and is accessible via Rambler Road and Walema Avenue. Improvements still need to be made to further support and encourage walking and cycling locally and in the Region.
- Maintaining the existing tree cover as much as possible would protect the Urban Forest and preserve the carbon sink, as well as the buffering capacity of the natural environment.

- The property is located in close proximity to public transit, and is serviced by Route #32, 16 times a day on weekdays, ranging from a frequency of about once an hour to half an hour during peak times.
- No energy efficiency standard is being proposed for the building—the applicant has stated that in its initial phase the building would be insulated, but not heated.

## **Sustainability**

### **Environmental Integrity**

This section includes the specific features of a proposal and how it impacts the natural environment. Considerations include: 1) Land disturbance, 2) Nature conservation, and 3) Protecting water resources.

The proposed development includes the following features related to the natural environment:

- Existing buildings will be retained rather than demolished.
- The proposal is an infill development in an already urbanized area.
- The proposal includes restoration of previously disturbed areas of the site through removal of invasive species and restoring with native landscaping.
- Permeable surfacing will be used for parking areas to minimize the amount of impervious area.
- The proposed stormwater management plan includes storage tanks and infiltration areas.

### **Social Well-being**

This section includes the specific features of a proposal and how it impacts the social well-being of our community. Considerations include: 1) Housing diversity, 2) Human-scale pedestrian oriented developments, and 3) Community features.

The proposed development includes the following features related to social well-being:

- The project is located in close proximity to schools, parks, churches, public transit and the Cordova Bay “Village”.
- The site is designed to have barrier-free accessibility and be welcoming to people of all ages and levels of physical ability.
- The proposal increases the diversity of land uses within an existing neighbourhood by providing new recreational space.

### **Economic Vibrancy**

This section includes the specific features of a proposal and how it impacts the economic vibrancy of our community. Considerations include: 1) Employment, 2) Building local economy, and 3) Long-term resiliency.

The proposed development includes the following features related to economic vibrancy:

- The development would create short-term jobs during the construction period.
- Local businesses may benefit from facility patrons using commercial services before or after their visit to the Hall.

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## **CONSULTATION**

### **Advisory Design Panel**

The application was considered by the Advisory Design Panel (ADP) at their meeting on July 23, 2015. The ADP resolved: “That it be recommended that the application for a new community club building at 941 Sutcliffe Road be postponed in order to allow the applicant to

provide revised design drawings containing the following changes:

- Use of colour and patterns to break up the massing of the new building;
- Improved entrance identification and entry experience including a covered walkway that would meet CPTED requirements;
- Bicycle and disabled access on the driveway;
- Landscape strips between the parking lot and street;
- Relocating the front door of the new building for better access to the washroom facilities.”

The applicant appeared before the ADP again with revised plans on October 7, 2015. The ADP resolved “That it be recommended that the design of the proposed Cordova Bay Community Club building at 941 Sutcliffe Road be approved subject to:

- The east portion of the site being naturalized and not developed in the manner as shown on the plans presented; and
- The Maple trees on the frontage of Sutcliffe Road be increased in size and augmented with berming and shrubbery.”

The applicant subsequently provided new drawings that showed larger Maple trees along the road frontage in a planting area, and the east portion of the site, previously shown as a Japanese Garden-themed landscaped area, simply marked with the notation “Disposition of this land under review with the District of Saanich.”

### **Community Association**

In 2013, the applicants attended the February meeting of the Cordova Bay Association for Community Affairs (CBA) to present the Development Proposal and answer questions. Planning sent referrals to the CBA on February 8, 2013 and again on March 23, 2016.

The CBA responded in an email dated April 15, 2016 stating that they do not support the proposal, noting that the proposed expansion would present problems in terms of access, traffic generation, noise, scale, parking and impact on adjoining residential properties. They stated that the building is completely unsympathetic to a residential neighbourhood, and recommended that the site remain zoned for residential use.

The Association concluded by stating “We applaud the Badminton Club for providing athletes with training and recreational opportunities, and hope that they will find a more suitable location, perhaps in conjunction with another athletic facility.”

### **Community Consultation**

The applicants held Open Houses on March 9, 2013, October 5, 2013 and February 28, 2015 to explain their application to members of the public.

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## **OPTIONS**

When evaluating this proposal, the following two basic options are presented for Council’s consideration:

### **Option 1**

Council may decide to approve the application, recognizing that the Club building has existed in its current location since the early 1950’s, and that the Cordova Bay Local Area Plan identifies land use for the parcel as Institutional and Assembly. Rezoning the Parcel to the proposed P-4 zone would correct a long-standing non-conforming use.

**Option 2**

Alternatively, Council may decide that the proposal is not supportable given its impact on the immediate neighbourhood and expanding such a facility would not be appropriate, and choose to reject the application.

If the rezoning application is denied, the non-conforming use of land could continue, but cannot be continued on a scale or to an extent or degree greater than at present.

**Staff Comment**

Staff recommend Option 2. This application is not supported by staff, as the proposed expansion of an institutional land use and associated impacts is not compatible with the immediate neighbourhood.

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**SUMMARY**

The applicant proposes to rezone the subject parcel from the RS-18 (Single Family Dwelling) Zone to the P-4 (Recreation and Open Space) Zone to construct a new recreation building with four badminton courts. The existing building would be retained.

The proposal would correct an existing legal non-conforming use situation. A variance is requested for building height (10.0 m allowed, 11.05 m proposed).

The proposed building is similar in height to the existing building on the property, but not to adjacent residential development in terms of massing or scale. The proposed exterior treatment would be of steel and is not consistent with the residential character of the area. The proposed structure does not create a strong pedestrian focus.

The property is identified in the Cordova Bay Local Area Plan as Institutional and Assembly, reflecting its long use as a Community Hall.

However, an intensified Institutional use of the site may also be seen to be incompatible with surrounding land use, which is primarily residential. Concerns have been raised about the size, scale and aesthetics of the proposed (and existing) structures. The Cordova Bay Local Area Plan also identifies the site as "Potential Multi-Family", and Local Area Plan Policy 7.6 specifically recommends support in principle for attached housing on this site. Such a use would certainly be more compatible with surrounding land use, and would be more easily supportable from a land use perspective.

Options available to Council are to approve the application, recognizing the Club's existence in its current location since the early 1950's, or reject the application. Due to incompatibility of the proposed expansion of an Institutional land use with the immediate neighbourhood, staff recommend rejection of the rezoning and development permit application.

**RECOMMENDATION**

That Council decline the application to rezone from RS-18 (Single Family Dwelling) Zone to P-4 (Recreation and Open Space) Zone and Development Permit DPR00541.

Note: Should Council decide to approve the application, it is recommended that Final Reading of the Zoning Amendment Bylaw and ratification of the Development Permit be withheld pending registration of a Restrictive Covenant to secure the following:

1. A municipal right-of-way to cover the existing ditch traversing this property; and
2. A municipal right-of-way for public access and concrete pathway 2 m wide connecting to the south west corner of the property and adjacent municipal right of way.

Report prepared and reviewed by:   
 Jarret Matanowitsch, Manager of Current Planning

Report reviewed by:   
 Sharon Hvozdzanski, Director of Planning


JM/gv  
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Attachment

cc: Paul Thorkelsson, CAO  
 Graham Barbour, Manager of Inspection Services

**CAO'S COMMENTS:**

I endorse the recommendation of the Director of Planning

  
 Paul Thorkelsson, CAO

# DISTRICT OF SAANICH

NO. DPR00541

## DEVELOPMENT PERMIT

**TO: Cordova Bay Community Club, Inc. No. 41333  
c/o 4901 Lochside Drive  
Victoria, BC  
V8Y 2E6**

*(herein called "the Owner")*

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.
2. This Development Permit applies to the lands known and described as:

**Lot 1, Section 31, Lake District, Plan 7684  
941 Sutcliffe Road**

*(herein called "the lands")*

3. This Development Permit further regulates the development of the lands as follows:
  - (a) By requiring the buildings and lands to be constructed and developed in accordance with the plans prepared by Praxis Architects Inc. and Landscape Solutions received on September 29, 2016 copies of which are attached to and form part of this permit.
4. The Owner shall substantially start the development within 24 months from the date of issuance of the Permit, in default of which the Municipality may at its option upon 10 days prior written notice to the Owner terminate this Permit and the Permit shall be null and void and of no further force or effect.
5. Notwithstanding Clause 4, construction of driveways and parking areas, and delineation of parking spaces shall be completed prior to the issuance of an Occupancy Permit.
6.
  - (a) Prior to issuance of a Building Permit, the Owner shall provide to the Municipality security by cash, certified cheque, or an irrevocable letter of credit in the amount of \$66,024 to guarantee the performance of the requirements of this Permit respecting landscaping.
  - (b) A Landscape Architect registered with the British Columbia Society of Landscape Architects must be retained for the duration of the project until the landscaping security has been released. Written letters of assurance must be provided at appropriate intervals declaring the registered Landscape Architect, assuring that the landscape work is done in accordance with the approved landscape plan, and indicating a final site inspection confirming substantial compliance with the approved landscape plan (BCSLA Schedules L-1, L-2 and L-3).
  - (c) All landscaping must be served by an automatic underground irrigation system.

- (d) The owner must obtain from the contractor a minimum one-year warranty on landscaping works, and the warranty must be transferable to subsequent owners of the property within the warranty period. The warranty must include provision for a further one-year warranty on materials planted to replace failed plant materials.
  - (e) Any protective fencing of trees or covenant areas must be constructed, installed and signed according to the specifications in Appendix X.
  - (f) No site activity shall take place prior to the installation of any required tree or covenant fencing and the posting of "WARNING – Habitat Protection Area" signs. The applicant must submit to the Planning Department a photograph(s) showing the installed fencing and signs. Damage to or moving of, any protective fencing will result in an immediate stop work order and constitute a \$1,000 penalty.
  - (g) The landscaping requirements of this Permit shall be completed within four months of the date of issuance of the Certificate of Occupancy for the development, in default of which the Municipality may enter upon the lands, through its employees or agents, and complete, correct or repair the landscaping works at the cost of the Owner and may apply the security, interest at the rate payable by the Municipality for prepaid taxes.
  - (h) In the event that any tree identified for retention is destroyed, removed or fatally injured, a replacement tree shall be planted in the same location by the Owner in accordance with the replacement guidelines as specified within the Saanich Tree and Vegetation Retention, Relocation and Replacement Guidelines. The replacement tree shall be planted within 30 days of notice from the Municipality in default of which the Municipality may enter upon the lands and carry out the works and may apply the security provided herein in payment of the cost of the works. For the purpose of this section, existing trees identified for retention and new trees planted in accordance with the landscape plan attached to and forming part of this permit shall be deemed to be "trees to be retained".
7. The lands shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and shall comply with all Municipal bylaws except for those provisions specifically varied herein. Minor variations which do not affect the overall building and landscape design and appearance may be permitted by the Director of Planning or in her absence, the Manager of Current Planning.
8. Notwithstanding the provisions of Section 7 of this Permit the following changes will be permitted and not require an amendment to this Permit:
- (a) When the height or siting of a building or structure is varied 20 cm or less provided, however, that this variance will not exceed the maximum height or siting requirements of the Zoning Bylaw.
  - (b) Changes to the relative location and size of doors and windows on any façade which do not alter the general character of the design or impact the privacy of neighbouring properties following consultation with the Director of Planning, or Manager of Current Planning in her absence.



- (c) Where items noted under Section 8(b) are required to comply with the Building Code and/or the Fire Code and those changes are not perceptible from a road or adjacent property.
  - (d) Changes to soft landscaping provided the changes meet or exceed the standards contained on the landscape plans forming part of this Permit.
9. The terms and conditions contained in this Permit shall inure to the benefit of and be binding upon the Owner, their executors, heirs and administrators, successors and assigns as the case may be or their successors in title to the land.
10. This Permit is not a Building Permit.

AUTHORIZING RESOLUTION PASSED BY THE MUNICIPAL COUNCIL ON THE

\_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

ISSUED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_ Municipal Clerk

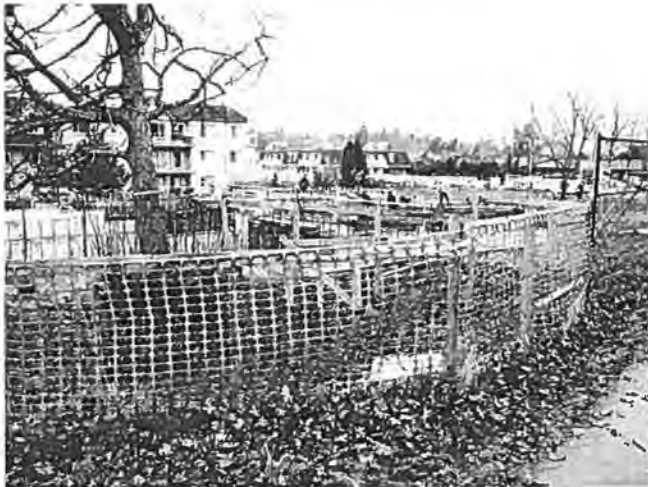
## PROTECTIVE FENCING FOR TREES AND COVENANT AREAS

Protective fencing around trees and covenant areas is an important requirement in eliminating or minimizing damage to habitat in a development site.

Prior to any activities taking place on a development site, the applicant must submit a photo showing installed fencing and "WARNING – Habitat Protection Area" signs to the Planning Department.

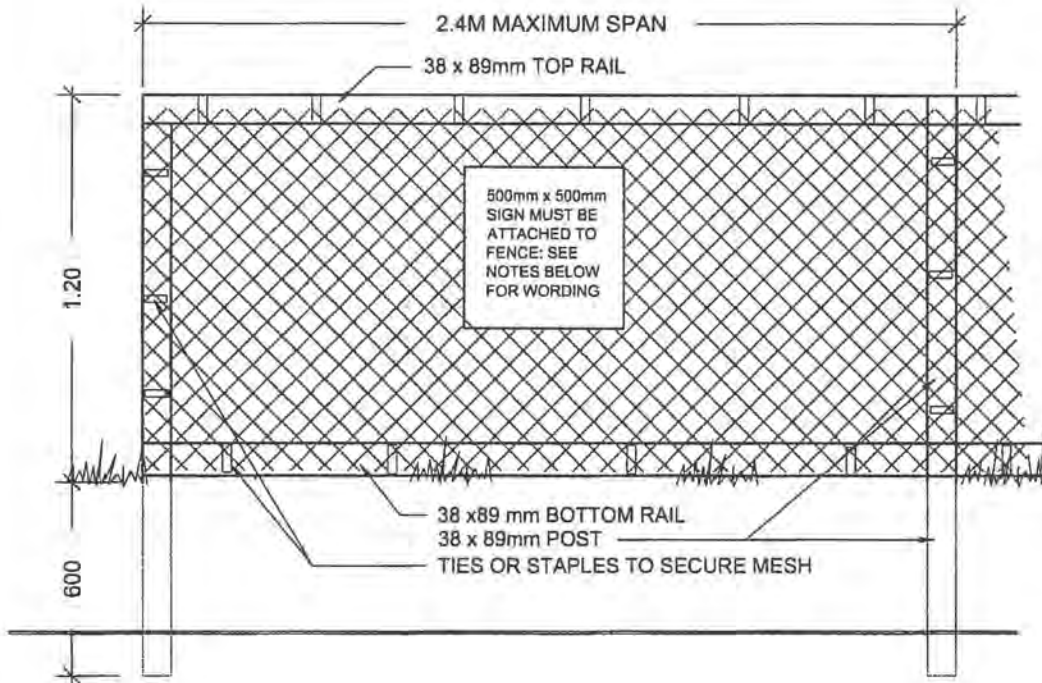
### Specifications:

- Must be constructed using 2" by 4" wood framing and supports, or modular metal fencing
- Robust and solidly staked in the ground
- Snow fencing to be affixed to the frame using zip-ties or galvanized staples
- Must have a "WARNING – HABITAT PROTECTION AREA" sign affixed on every fence face or at least every 10 linear metres



Note: Damage to, or moving of, protective fencing will result in a stop work order and a \$1,000 penalty.





**TREE PROTECTION FENCING**

**NOTES:**

1. FENCE WILL BE CONSTRUCTED USING 38 X 89 mm (2"X4") WOOD FRAME: TOP, BOTTOM AND POSTS. \*  
 USE ORANGE SNOW-FENCING MESH AND SECURE TO THE WOOD FRAME WITH "ZIP" TIES OR GALVANIZED STAPLES.

2. ATTACH A 500mm x 500mm SIGN WITH THE FOLLOWING WORDING:  
**WARNING-HABITAT PROTECTION AREA.** THIS SIGN MUST BE AFFIXED ON EVERY FENCE FACE OR AT LEAST EVERY 10 LINEAR METRES.

\* IN ROCKY AREAS, METAL POSTS (T-BAR OR REBAR) DRILLED INTO ROCK WILL BE ACCEPTED



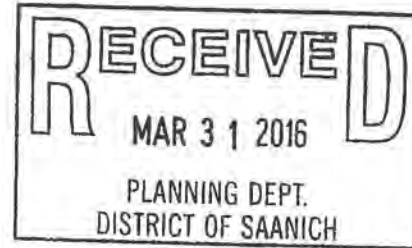
DETAIL NAME:

**TREE PROTECTION FENCING**

DATE:	March/08
DRAWN:	DM
APP'D:	RR
SCALE:	N.T.S.



ENGINEERING  
Development



# Memo

To: Planning Department  
From: Jagtar Bains  
Date: March 30, 2016  
Subject: Servicing Requirements for the Proposed Development- REVISED

**PROJECT: TO REZONE FROM RS-18 (SINGLE FAMILY DWELLING) TO P-4 (RECREATION & OPEN SPACE) FOR A NEW COMMUNITY CLUB**

SITE ADDRESS: 941 SUTCLIFFE RD  
PID: 005-688-256  
LEGAL: LOT 1 SECTION 31 LAKE LAND DISTRICT PLAN 7684  
DEV. SERVICING FILE: SVS01587  
PROJECT NO: PRJ2013-00029

ENTERED  
IN CASE

The above noted application for rezoning & Development Permit has been circulated to the Engineering Department for comment. A list of servicing requirements has been attached on the following page(s). To allow Council to deal effectively with this application, we would appreciate confirmation, prior to the Public Hearing, that the applicant agrees to complete the servicing requirements. Should there be any disagreement with any of these requirements, it should be discussed with the undersigned prior to the Public Hearing.

Jagtar Bains  
DEVELOPMENT COORDINATOR

cc: Harley Machielse, DIRECTOR OF ENGINEERING  
Adrienne Pollard, MANAGER OF ENVIRONMENTAL SERVICES  
Catherine Mohoruk, MANAGER OF TRANSPORTATION & DEVELOPMENT

**General Information on Development Servicing**

Servicing requirements are stated at this time for the applicant's information. The requirements must be met prior to building permit issuance, including consolidation or subdivision, payments and/or deposits.

Services which must be installed by a developer must be designed by a Professional Engineer hired by the developer and installed under the Engineer's supervision. The design must be approved prior to building permit issuance. The approval process may take up to 30 working days of staff time to complete circulations and request revisions of the Engineer. Certain circumstances can lengthen the approval process.

A Financial sheet is issued with the design drawing which will state:

- 1) The estimated cost of developer installed servicing plus 20% which must be deposited.
- 2) The estimated cost of Municipal installed servicing which must be paid.
- 3) The Development Cost Charges payable.
- 4) Any special conditions which must be met.

This information is not intended to be a complete guide to development procedures. A more complete listing may be found in Section 2 of the Engineering Specifications, Schedule H to Bylaw 7452 (Subdivision Bylaw).

# Development Servicing Requirements

Development File: SVS01587  
Civic Address: 941 SUTCLIFFE RD  
Page: 1

Date: Mar 30, 2016

## Drain

1. A MUNICIPAL RIGHT-OF-WAY IS REQUIRED TO COVER THE EXISTING DITCH TRAVERSING THIS PROPERTY. IT IS RECOMMENDED THAT THIS DITCH NOT BE ENCLOSED.
2. STORM WATER MANAGEMENT MUST BE PROVIDED IN ACCORDANCE WITH THE REQUIREMENTS OF SCHEDULE H "ENGINEERING SPECIFICATIONS" OF SUBDIVISION BY-LAW. THIS SUBDIVISION/DEVELOPMENT IS WITHIN TYPE II WATERSHED AREA WHICH REQUIRES STORM WATER STORAGE, OIL/GRIT SEPARATOR OR GRASS SWALE AND SEDIMENT BASIN. FOR FURTHER DETAILS, REFER TO SECTION 3.5.16, STORM WATER MANAGEMENT AND EROSION CONTROL OF SCHEDULE H "ENGINEERING SPECIFICATIONS" OF SUBDIVISION BY-LAW.
3. THE REQUIRED STORM WATER MANAGEMENT MUST BE PROVIDED AND MAINTAINED OUTSIDE THE STATUTORY RIGHT-OF-WAY.

## Gen

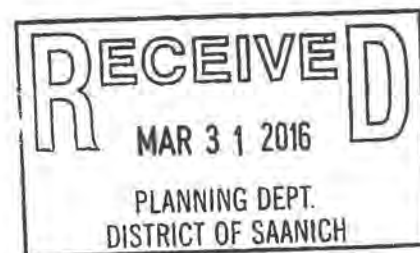
1. THIS PROPOSAL IS SUBJECT TO THE PREVAILING MUNICIPAL DEVELOPMENT COST CHARGES.
2. TREE PLANTING WILL NOT BE PERMITTED IN MUNICIPAL STATUTORY RIGHT-OF-WAY.
3. THE BUILDING IS REQUIRED TO COMPLY WITH THE 2012 BC BUILDING CODE AND MUNICIPAL BYLAWS, BUILDING AND PLUMBING PERMITS WILL BE REQUIRED FOR ALL WORKS.
4. TWO COPIES OF CONSTRUCTION FIRE SAFETY PLAN, PREPARED IN ACCORDANCE WITH THE REQUIREMENTS OF THE BC BUILDING CODE ARE TO BE SUBMITTED FOR REVIEW/COMMENT TO THE SAANICH FIRE DEPARTMENT ALONG WITH A FEE OF \$100.00 PRIOR TO ISSUANCE OF THE BUILDING PERMIT.
5. ALL RELEVANT PRECAUTIONS IN PART 8 OF THE BC BUILDING CODE "SAFETY MEASURES AT CONSTRUCTION AND DEMOLITION SITES" MUST BE PROVIDED BY THE CONTRACTOR PRIOR TO ISSUANCE OF THE BUILDING PERMIT.

## Road

1. THE CORPORATION WISHES TO ACQUIRE 3.048 M WIDE PROPERTY DEDICATION FOR ROAD ALLOWANCE ALONG THE FRONTAGE OF SUTCLIFFE ROAD FROM THE EASTERN PROPERTY LINE TO THE WESTERN END OF CUL-DE-SAC. THIS DEDICATION IS BE TO MATCHED WITH THE DEDICATION FRONTING LOT A, PLAN 46215.
2. THE EXISTING CONCRETE SIDEWALK ON SUTCLIFFE ROAD MUST BE EXTENDED WESTWARD ACROSS THE PROPOSED DRIVEWAY TO TIE INTO THE EXISTING PATHWAY.
3. PUBLIC PEDESTRIAN PATHWAY(S) IS TO BE PROVIDED ACROSS THIS PROPERTY, BETWEEN SUTCLIFFE ROAD AND THE SOUTHWEST CORNER OF THIS DEVELOPMENT, COMPLETE WITH A STATUTORY RIGHT-OF-WAY. THIS PATHWAY WILL BE EXTENDED SOUTHWARDS BY THE DISTRICT TO DOUMAC AVENUE.

## Water

1. THE EXISTING 13 MM WATER SERVICE MUST BE UPGRADED.



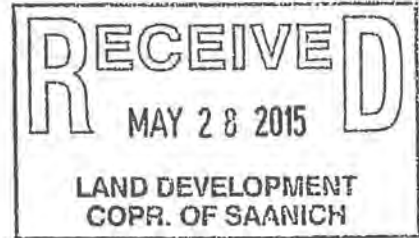
# CORDOVA BAY COMMUNITY CLUB

INCORPORATED IN BRITISH COLUMBIA, MARCH 6<sup>TH</sup>, 1946, AS A NON PROFIT SOCIETY

May 22, 2015.

The Municipality of Saanich

770 Vernon Ave., Saanich, B.C., V8X 2W7



Attention: Mr. Jagtar Bains, Development Coordinator

**Re: 941 Sutcliffe Avenue**

Dear Mr. Bains,

Thank you for meeting with us on May 12th. We believe that we have a greater understanding of your concerns, and we are resolved to act on them accordingly. We understand that you wish us to complete the following items in conjunction with the proposed addition:

1. Storm water Management Plan

A storm water management plan will be designed in accordance with Schedule "H"

2. New Trees in the Ditch Area

No new trees will be planted in the ditch area, however, the existing trees will be protected

3. Water Service to the Existing

It was agreed that a new service, appropriately sized as per the latest B.C. Building Code, will be installed as part of the new development plan

Additionally, it was agreed that Saanich will revisit the issue of the pathway on the western boundary of the property.

Again, thank you for meeting with us.

Yours truly,

A handwritten signature in black ink, appearing to read "Tony Knott".

Tony Knott, P. Eng.

# CORDOVA BAY COMMUNITY CLUB

INCORPORATED IN BRITISH COLUMBIA, MARCH 6<sup>TH</sup>, 1946, AS A NON PROFIT SOCIETY

May 11, 2015.

The Municipality of Saanich

770 Vernon Ave.

Saanich, B.C., V8X 2W7

Attention: Ms. Adriane Pollard, Manager of Environmental Services

Re: 941 Sutcliffe Avenue



ENTERED  
IN CASE

Dear Ms. Pollard,

Thank you for meeting with us on April the 15<sup>th</sup>. We believe that we have a greater understanding of your concerns, and we are resolved to act on them accordingly. We understand that you wish us to complete the following items in conjunction with the proposed addition:

1. Working around any large tree.

We also wish to preserve all large trees on the property and so will be using no equipment to dig around the area of any large tree, root system. We will be preparing cross sections of the eastern portion of the property, the only area where we will be working close to the trees, and identifying what the proposed work will involve.

2. Planting native shrubs on the western sloping portion of the property.

While we believe the mortality of any transplanted native plant will be high in this area, we will endeavor to do the planting, this fall, after the rains start.

3. Not allowing contaminated storm water into the ditch area.

The increased flow of rain water from the new building roof will be plumbed into the existing storm water system of the old building. We are carefully monitoring the outflow of this system, via a oil/water separator, as is Franz Environmental. We are quite positive that no new oil has escaped from the present system (new tanks and retaining barrier were installed and all contaminated soil was treated) for the last 10 years, and that we should be getting a clearance from the environmental company in the very near future.

Again, thank you for meeting with us.

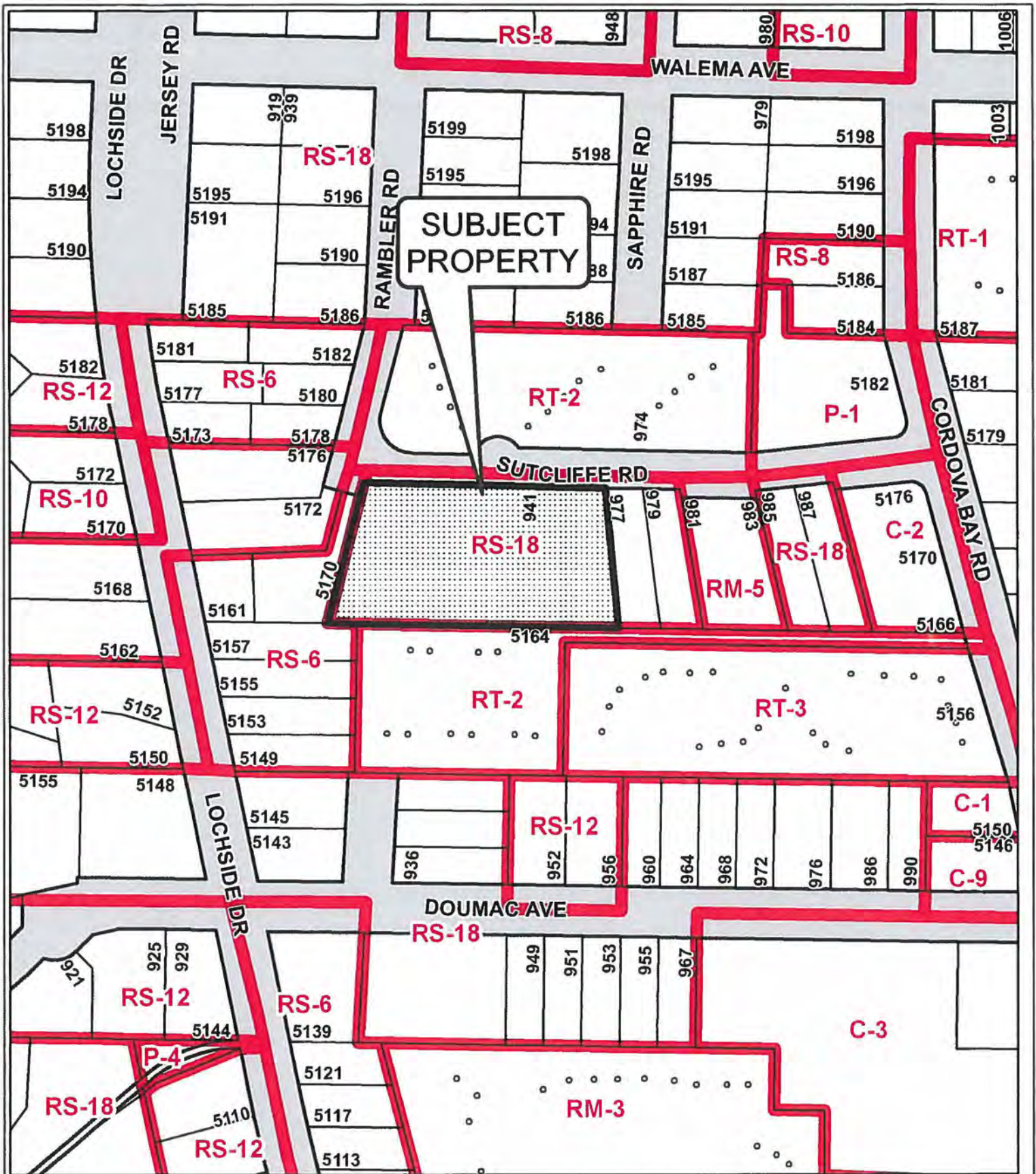
Yours truly,

A handwritten signature in blue ink that reads "Tony Knott". The signature is fluid and cursive, with a long horizontal line extending to the right.

Tony Knott, P. Eng.







District of Saanich  
**Planning Dept.**  
 Date: JAN 27, 2013

## **Cordova Bay Community Club Sustainability Initiatives**

The Cordova Bay Community Club (CBCC) has owned and operated their present sports facility since the early 1950s. The present facility is in the later stages of its life and will require replacement in some fashion in the near future. In order to maintain the present usage of the site and continue to serve the many active members of the community, a new structure is envisioned to provide for that required continuity. The new building will build on the present functional usages and provide for greater utilization by a more varied segment of the local population. It will also incorporate the following features into the building and site which will respect the integrity of the neighbourhood and the environment:

### **Site:**

#### **Building Orientation:**

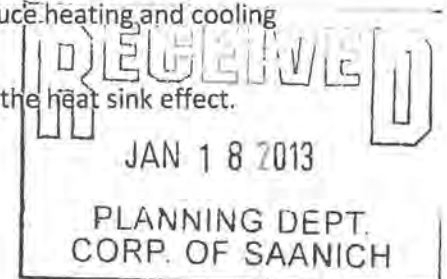
- The building will face north and have an insulated, reduced opening south wall to reduce solar heat gains and cooling requirements in summer.
- The building will be placed adjacent to the hill to reduce the visual impact of the building, and to minimize wind exposure and heat losses.
- Organic material excavated from the building location will be distributed artistically around the site to additionally minimise visual impact of the building and to provide a focal point for landscaping details.

#### **Storm Water Management:**

- All water from the rooftop areas will be channeled to the landscaping areas. The water will then percolate to the natural runoff basin on the east of the property.
- Impervious gravel material will be used elsewhere on the property, such as walkways and car usage areas, to avoid water collecting and causing runoff problems.
- Landscaping bedding material will be employed to hold rain water, reducing runoff and watering requirements.
- The natural large trees protecting the perimeter of the property will be maintained to reduce visual impacts and to maintain the local hydronic cycle.

#### **Reduce Heat Sink**

- The conversion of the property to a largely, park like, green space, outside of the building itself and the parking area, will greatly enhance the local microclimate. Increase in plantings will increase air quality in a small but not insignificant way.
- The proposed planting of ivy adjacent to the east, west and south walls will again reduce visual impacts. It will also reduce thermal changes in the building – thus reduce heating and cooling requirements – and it will reduce the danger of graffiti.
- The removal of the blacktop and the change to vegetation will reduce the heat sink effect.



- The change of roofing material to a highly reflective one will reduce the heat retention in summer. Effective roof insulation and proper interior ventilation will reduce the emission of heat from the ceiling area in winter.

**Transportation:**

- All efforts will be made to encourage an already physically active and aware membership to make greater usage of bicycles.
- The site is ideally located adjacent to local walking paths, bus routes and bike paths to facilitate alternate transportation methods other than the automobile.

**Water:**

**Reduced usage of potable water:**

- The design makes maximum usage of rainwater for irrigating the landscaping, arguably the largest consumer of potable water in the lower Vancouver Island area.
- Additionally, the landscaping design will use drought resistant varieties of shrubs and plants and employ a highly efficient drip method of irrigation.
- Inside the building, low flow fixtures, low volume flush toilets, and tap aerators will reduce water consumption to a minimum.

**Energy:**

Of high concern to the membership is to reduce the heating and cooling of the new building over that of the existing structure. Presently, electrical and oil burning requirements (energy) represent the single highest operating cost.

- It is proposed to use heat pumps for heating which, in addition to being a highly efficient system, will remove the need to burn oil, thus reducing the carbon foot print.
- The building will be completely insulated (the present building is uninsulated) reducing heat requirements in winter and cooling requirements in summer.
- Exterior construction and site aspects will reduce thermal transmission into the building.
- The ventilation will recapture warm air from the high ceiling areas and distribute it through to the lower areas of the building.
- Moisture economizers will increase efficiency.
- High efficient LED lighting will be employed where possible.
- Occupancy sensors will be employed in areas where they can be used effectively.
- The design employs reduced thermal bridging of structural elements throughout the building envelope.



**Materials:**

**Recycling:**

- Bottle and can recycling already provides a small source of income for the club, this will continue into the future. The recycling of all other materials will be provided for.

**Construction waste management:**

- Excavated organic soil material will be retained on site and utilized in the landscaping.
- Excavated gravel and compactable material will be reutilized in the building foundation requirements.
- Hardwood flooring will be reutilized in the non playing flooring requirements.
- Wooden members will be utilized to the extent that they are allowed by the on-site mechanical engineer.
- Metal, glass and asphalt will be separated and removed to recycle depots.

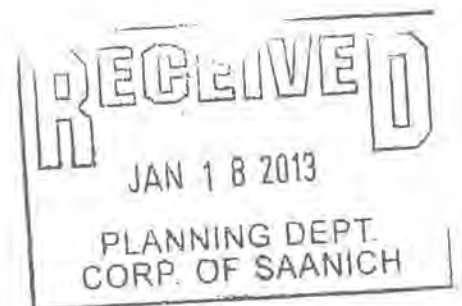
**Durability:**

- All exterior finishing will be durable! 86% of the exterior walls will be architectural concrete. The roof will be weather proof steel.

**Indoor Environmental Quality:**

To a large degree, air quality, humidity and temperature present the greatest challenge to the health and enjoyment of spaces like badminton facilities. Due to the constraints of the sport itself, high volume air currents are not acceptable. It is with great care that the ventilation system has been designed to provide efficient ventilation in non playing areas while also providing for low volume heating or cooling in the playing areas.

- Filtration and de humidifiers will keep the quality of the air high.
- Fresh air from outside the building will provide cooling and prevent the air from becoming stale.
- Carbon dioxide monitoring will provide feedback on the ventilation requirements of the spaces.





# DEVELOPMENT PERMIT APPLICATION STORMWATER MANAGEMENT STATEMENT

Parcel Address: 941 Sutcliffe Road  
 Applicant: Cordova Bay Community Club  
 Date: Nov. 28, 2012.  
 Contact Person: Anthony Knott  
 Telephone: 250 544 4985

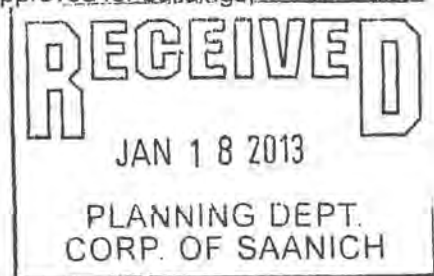
Storm water management is reviewed as part of the Development Permit Review process. Applications are required to meet:

1. The Engineering Specifications detailed in Section 3.5.16 of Schedule "H" of the Subdivision Bylaw, 7452; and
2. The intent of the Development Permit guidelines:
  - a) Development Permit Areas #1, 2, 3, 6, through 15, 17, 18, 20, 21, 22, 23
    - The total impervious cover of the site should minimize impact on the receiving aquatic environment. Consideration should be given to reducing impervious cover through reduction in building footprint and paved areas.
    - Storm water runoff controls should replicate the natural runoff regime. The controls could include on-site infiltration, storage in ponds or constructed wetlands, sand filtration and creative road/curb configurations.

b) Development Permit Area #27

Maintain pre-development hydrological characteristics should by the following means:

- minimize impervious surfaces.
- return the storm water runoff from impervious surfaces of the development to natural hydrologic pathways in the ground to the extent reasonably permitted by site conditions, and treat, store and slowly release the remainder per the specifications of Schedule H to the Subdivision Bylaw.
- minimize alteration of the contours of the land outside the areas approved for buildings, structures and site accesses by minimizing the deposit of fill and removal of soil, and
- minimize the removal of native trees outside the areas approved for buildings, structures and site accesses.



Keeping in mind the requirements of Schedule "H", describe how your storm water management concept will meet the intent of the relevant development permit guidelines. Provide details on types of treatment systems that will be used, considering the following questions:

- a) Will there be an increase or decrease in impervious area compared to existing conditions?
- b) What percentage of the site will be impervious cover compared to existing conditions?
- c) How will impervious surface area be minimized (e.g. minimizing paved area and building footprints, pervious paving, green roofing, absorbent landscaping)?
- d) How will the proposed system detain and regulate flows and improve storm water quality (e.g. infiltration systems, engineered wetlands, bioswales)?
- e) If the intent of the guideline cannot be met, explain why.

**NOTE:** Use additional pages if necessary. Attach plans if available; detailed engineering plans will be required as part of the Building Permit process.

a) an decrease. of 1.5% in impervious area  
compared to existing conditions

b) see above  
present impervious cover is 27%  
new building will have 26.5% coverage

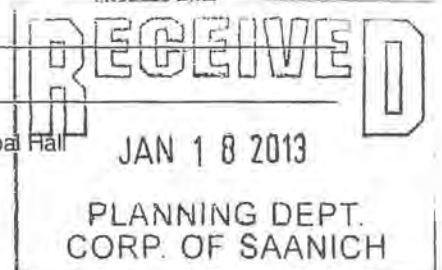
c) reduction or elimination of paved areas

d) water will be channeled to field distribution  
from roof. Storm sewer requirement will be  
eliminated. Settling area will be retained  
as present

or N/A.

(see additional material)

If you require clarification, please contact:  
The District of Saanich • Planning Department • 3<sup>rd</sup> Floor • Municipal Hall  
770 Vernon Avenue • Victoria • BC • V8X 2W7  
Tel: 250.475.5471 or 250.475.5473



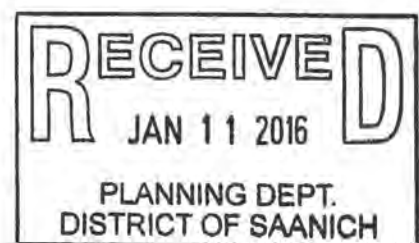
# Storm Water Management Plan

Cordova Bay Community Center,

941 Sutcliffe Road, Saanich, BC

In adherence with the principle of containing and dissipating the precipitation that falls on our property to within the property boundary, as much as possible, and to comply with Engineering Specifications 3.5.16 (Storm Water Management and Erosion Control), the following works are planned for the storm water management control for 941 Sutcliffe Road:

- A concrete storage tank will be constructed under the proposed secure bicycle storage area. The volume will be 15 cubic meters in order to accommodate the possible addition of future development requirements.
- The storage tank will have an open sand floor in order to dissipate water.
- It will include an oil/water separator, filter and reduced flow regulator, corresponding to a reduced flow release rate of 600mm/s.
- It will also include a full storage release mechanism for high volume/storm conditions.
- The outflow will be plumbed into the existing storm water dissipation system, used for the existing building.
- All new parking areas will use permeable surfacing materials, and some existing paved parking areas will be converted to permeable materials.
- All non-building or parking areas will be landscaped and absorbent mulch will be used around the shrubbery.



THE CORPORATION OF THE DISTRICT OF SAANICH

**TO: MAYOR AND MEMBERS OF COUNCIL**

**DATE: OCTOBER 21, 2015**

**FROM: ADVISORY DESIGN PANEL**

**SUBJECT: APPLICATION BY PRAXIS ARCHITECTS INC. FOR REZONING AND DEVELOPMENT PERMIT TO CONSTRUCT A NEW CORDOVA BAY COMMUNITY CLUB BUILDING AT 941 SUTCLIFFE ROAD.  
(THIS APPLICATION WAS PREVIOUSLY CONSIDERED BY THE ADP AT ITS MEETING OF JULY 8, 2015)  
PLANNING FILES: DPR00541 / REZ00512  
CASE #2015/011**

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**BACKGROUND AND PRESENTATION**

The above referenced application was considered by the Advisory Design Panel at its meeting of October 7, 2015.

Michael Levin, Praxis Architects Inc., and Rob Oldfield, Cordova Bay Community Club, attended to present design plans and answer questions from the Panel.

C. Bell briefly outlined the application.

M. Levin stated:

- Several changes have been made to the design of the proposed building based on suggestions made by the ADP at its meeting of July 8, 2015. These changes include:
  - Landscape strips between the parking lot and the Sutcliffe Road Right-of-Way;
  - A separation of approximately 5.2m has been provided between the new and existing buildings; this separation will be illuminated at night and will be covered with an open, wooden trellis and will include secure, roofed parking for eight bicycles;
  - A second access door into the new building; and
  - Two colours of steel siding are now proposed to break up the massing of the building.
- The proposed rock garden will not be constructed as indicated on the plans; the District of Saanich is in discussion with the applicant regarding best uses for the ditched area.

Comments from Panel members:

- The planting areas are not well defined on the submitted plans.
- Modulation of grass, berming or shrubbery could be utilized to compliment the trees along the driveway.
- The rock garden area on the east side should be naturalized.
- The buffer proposed on the west side of the property should be continued throughout; the landscaping ratio is off balance and could be corrected by increasing the size of the Maple trees and softening the edge on Sutcliffe Road.
- The proposed building is too large and does not fit in with the small-scale, residential neighbourhood.
- Although Phase II may not come to fruition due to budgetary reasons, an attempt should be made to propose a more aesthetically pleasing and proportional building.



## RECOMMENDATION

That it be recommended that the design of the proposed Cordova Bay Community Club building at 941 Sutcliffe Road be approved subject to:

- The east portion of the site being naturalized and not developed in the manner as shown on the plans presented; and
- The Maple trees on the frontage of Sutcliffe Road being increased in size and augmented with berming and shrubbery.



Penny Masse, Secretary  
Advisory Design Panel

cc: *Director of Planning*  
*Manager of Inspections*  
*Number Ten Architectural Group*

**THE CORPORATION OF THE DISTRICT OF SAANICH**

**TO: MAYOR AND MEMBERS OF COUNCIL**

**DATE: JULY 23, 2015**

**FROM: ADVISORY DESIGN PANEL**

**SUBJECT: APPLICATION BY M. LEVIN, PRAXIS ARCHITECTS INC. FOR REZONING AND DEVELOPMENT PERMIT TO CONSTRUCT A NEW CORDOVA BAY COMMUNITY CLUB BUILDING AT 941 SUTCLIFFE ROAD. CASE #2015/004**

---

**BACKGROUND AND PRESENTATION**

The above referenced application was considered by the Advisory Design Panel at the July 8, 2015 meeting.

The Planner briefly outlined the application.

Michael Levin, Praxis Architects Inc., along with Cordova Bay Community Club representatives, Rob Oldfield and Ron Jordan, attended to present the design plans and answer questions from the Panel.

The applicants stated:

- The existing club building will remain and a new pre-made steel building will be erected beside it to house four badminton courts.
- No renovations are proposed to the existing building.
- The main entrance will be situated at the rear corner with double doors facing a pathway to be constructed at the south.
- One door will be situated at the front of the building with access from the parking lot.
- There will not be any washrooms in the new building; players must access the existing building for facilities.
- The exterior will be a pale yellow colour.
- Landscaping is planned with boulders and plantings around an existing ditch to the east of the existing building; the boulders remain in the parking lot at this time as this work was stopped by Saanich; the site is presently overgrown with invasive species.
- They are in discussions with Saanich regarding road dedication and improvements to Sutcliffe Road.
- This is a non-profit club financed by members; the existing building was constructed in the 1940's by volunteers and is in need of renovation. They considered building an entirely new facility but that option was too expensive; this interim measure is therefore being proposed.
- The new building has been designed to accommodate a future extension.
- Badminton will be the main use but there is interest from other sport groups; they expect more income from the four additional badminton courts.
- They intend to landscape the green strip along Sutcliffe Road beside the parking lot but the status of this property is still unclear.
- Compacted gravel is proposed for the parking area in front of the new building.
- A rock pit will provide stormwater management when the existing building is removed.
- The Club is open and used all year.

- Windows are not necessary for a badminton club.
- As this is an interim proposal, the design has shortcomings such as the narrow walkway between the buildings; however, there is a portion of the existing building along the walkway which could be removed which would significantly widen the walkway.
- Neighbours do not support a berm at the Sutcliffe Road frontage and prefer that landscaping be used to screen the site.

Comments from Panel members:

- The existing building has a deteriorated appearance and should be better maintained; the landscape is in poor condition.
- A washroom in the new building would be optimal.
- There is minimal separation between the parking lot and the street; it might be preferable to adjust the parking area to create more of a buffer.
- The landscaping in the vegetated strip along Sutcliffe Road will be important for the streetscape; focus on the frontage of the existing parking lot in order to screen cars from the street.
- The north elevation of the new building is blank; consider moving the smaller entrance door to the north side of the new building to create a better sense of entrance; add articulation and landscaping to enhance this elevation.
- Use more than one colour on the exterior to break up the massing; windows would enhance its appearance.
- The new building is atrocious and will not be pleasing for neighbours.
- Consider covering the entire walkway between the old and new building and, if possible, widen that walkway; lighting of the walkway area will be necessary.
- Consider using two or three colours to break up the massing.
- Move the path further away from the rear of the new building and add landscaping.
- If other user groups will be invited to rent the new facility, consider including larger, garage-type doors to accommodate those uses.

## **RECOMMENDATION**

**That it be recommended that the application for a new community club building at 941 Sutcliffe Road be postponed in order to allow the applicant to provide revised design drawings containing the following changes:**

- **Use of colour and patterns to break up the massing of the new building;**
- **Improved entrance identification and entry experience including a covered walkway that would meet CPTED requirements;**
- **Bicycle and disabled access on the driveway;**
- **Landscape strips between the parking lot and street;**
- **Relocating the front door of the new building for better access to the washroom facilities.**

Andrea Park, Secretary  
Advisory Design Panel

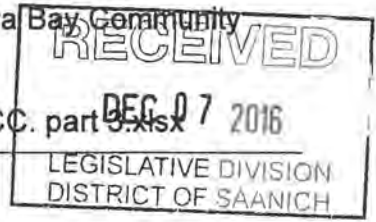
cc: Director of Planning  
Manager of Inspections  
M. Levin, Praxis Architects Inc.

2870-30 Sutcliffe

**Clerksec - Supporters of the Redevelopment application for the Cordova Bay Community Club - part three**

POST TO	POSTED
COPY TO	
REPLY TO WRITER	<input type="checkbox"/>
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>
REPORT FOR	<input type="checkbox"/>
ACKNOWLEDGED:	

**From:** VIBE <[redacted]>  
**To:** <mayor@saanich.ca>, Susan Brice <council@saanich.ca>, <Vicki.Sanders@saa...>  
**Date:** 12/7/2016 7:59 AM  
**Subject:** Supporters of the Redevelopment application for the Cordova Bay Community Club - part three  
**CC:** Ron Jordan <rwjordanster@gmail.com>  
**Attachments:** Petition of Signatures in favour of the redevelopment of CBCC. part 3.xlsx



Dear Mayor and Council: We wish to continue being part of Cordova Bay please vote yes on our redevelopment application. CBCC was incorporated in March 1946. It's been around longer than all of you and has kept this community with a healthy option too.

CBCC # current	Name	Address	phone number	date signed
[redacted]	Russell Chan	[redacted] Triest Crescent	[redacted]	19-Jun-16
[redacted]	Brandon Jiang	[redacted] Mamich Circle	[redacted]	19-Jun-16
[redacted]	Oscar Jiang	[redacted] Mamich Circle	[redacted]	19-Jun-16
[redacted]	Qiong Su	[redacted] Mamich Circle	[redacted]	10-Jul-16
[redacted]	Henson Liu	[redacted] Angola Place	[redacted]	19-Jun-16
[redacted]	Richard Hung	[redacted] Triest Crescent	[redacted]	26-Jun-16
[redacted]	Lanlin Bu	[redacted] Dunnett Crescent	[redacted]	18-Jun-16
[redacted]	David Tong	[redacted] Dunnett Crescent	[redacted]	18-Jun-16
[redacted]	Michael Bloomfield	[redacted] Dunnett Crescent	[redacted]	18-Jun-16
[redacted]	Olivia Fan	[redacted] Ferndale Road	[redacted]	18-Jun-16
[redacted]	Will Ma	[redacted] Hillcrest Road	[redacted]	18-Jun-16
[redacted]	Ellen Roper	[redacted] Leyns Road	[redacted]	25-Jun-16
[redacted]	Jamie Yang	[redacted] Lifton Place	[redacted]	17-Jun-16
[redacted]	Jie Shu	[redacted] Lifton Place	[redacted]	17-Jun-16
[redacted]	Hongchuan Yang	[redacted] Edgelow Street	[redacted]	17-Jun-16
[redacted]			[redacted]	23-Jun-16

Colt Love	Edgelow Street	Saanich	16
Jim Lowe	Oakwood Street	Gordon Head-Saanich	23-Oct-16
Sherri Lowe	Oakwood Street	Gordon Head-Saanich	23-Oct-16
Linda Lum	Shelbourne Street	Gordon Head-Saanich	20-Jun-16
Darren Shui	Gordon Head Road	Gordon Head-Saanich	18-Jun-16
Kevin Feng	Dawnview Crescent	Gordon Head-Saanich	22-Jun-16
Barry Wong	Hopesmore Drive	Gordon Head-Saanich	26-Jun-16
Mary-Jo Randall	Cedar Hill Road	Gordon Head-Saanich	16-Jun-16
Ron Jordan	Cedar Hill Road	Gordon Head-Saanich	16-Jun-16
Bessie Guo	Arbordale Court	Gordon Head-Saanich	18-Jun-16
Aimin Guan	Oakview Place	Gordon Head-Saanich	20-Jun-16
Jianxiang Zhai	Oakview Place	Gordon Head-Saanich	20-Jun-16
Victor Liu	Arbordale Court	Gordon Head-Saanich	18-Jun-16
Irene Chan	Houlihan Place	Gordon Head-Saanich	20-Jun-16
Michael Wang	Torquay Drive	Gordon Head-Saanich	17-Jun-16
Colin Wang	Torquay Drive	Gordon Head-Saanich	17-Jun-16
Sheng Jin	Torquay Drive	Gordon Head-Saanich	28-Oct-16
Noel Bush	Shelbourne Street	Gordon Head-Saanich	20-Jun-16
Eugene Chan	Tyndall Avenue	Gordon Head-Saanich	18-Jun-16
Edmond Li	Fieldmont Place	Gordon Head-Saanich	19-Jun-16
Lena Yee	Moonlight Lane	Gordon Head-Saanich	26-Jun-16
Joshua Poon	Shelbourne Street	Gordon Head-Saanich	19-Jun-16
Peter Poon	Shelbourne Street	Gordon Head-Saanich	19-Jun-16
Mandy Cheung	Greentree Terrace	Gordon Head-Saanich	20-Jun-16
Juanita Chan	King Alfred Court	Gordon Head-Saanich	18-Jun-16
DaMin Kan	Tyndall Avenue	Gordon Head-Saanich	16-Jun-16
Jeffrey Zheng	Houlihan Court	Gordon Head-Saanich	20-Jun-16

[REDACTED]	Yuwei Liu	[REDACTED] Houlihan Court	Gordon Head-Saanich	[REDACTED]	20-Jun-16
[REDACTED]	Xiaoyan Chen	[REDACTED] Houlihan Court	Gordon Head-Saanich	[REDACTED]	26-Oct-16
[REDACTED]	Bikon (Mike) Woo	[REDACTED] Bow Road	Gordon Head-Saanich	[REDACTED]	23-Oct-16

Respectfully Submitted

Mary-Jo Randall  
president  
[REDACTED]

Island Jr B tournies dates and places are as follows:  
Victoria January 14, 2017  
Port Alberni February 4th, 2017  
Nanaimo March 11, 2017

2016 BC Junior B Provincial Championship  
- May 12-14, 2017 in KAMLOOPS

2018 BC Winter Games(February 22-25) KAMLOOPS  
Must be over 12 and under 14 as of January 1, 2018

2870-30 Sutcliffe

**Council - Supporters of the Redevelopment application for the Cordova Bay Community Club - part two**

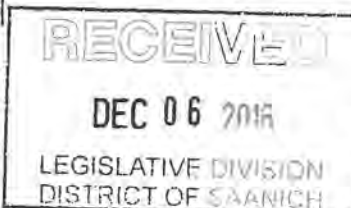
**From:** Mary-Jo Randall  
**To:** Fred Haynes <Fred.Haynes@saanich.ca>, <mayor@saanich.ca>  
**Date:** 12/6/2016 10:02 AM  
**Subject:** Supporters of the Redevelopment application for the Cordova Bay Community Club - part two  
**Attachments:** Petition of Signatures in favour of the redevelopment of CBCC part two.xlsx

POST TO: \_\_\_\_\_ POSTED: \_\_\_\_\_  
 COPY TO: \_\_\_\_\_  
 INFORMATION shown off...  
 REPLY TO WRITER   
 COPY RESPONSE TO LEGISLATIVE DIVISION   
 ACKNOWLEDGED: \_\_\_\_\_

Dear Mayor and Council: I hope you are all keeping warm during our cold snap.

Here is my second list of signatures of people for the redevelopment application of the Cordova Bay Community Club.

This club has meant a lot to people since being built in 1952. It would be a shame to not let it happen. Cordova Bay is expanding why can't the Hall



CBCC #	Name	Address	phone number	date signed
[REDACTED]	Brent Hoepfner	Beckwith Avenue	Blenkinsop-Saanich	26-Oct-16
[REDACTED]	Douglas Lowe	Braefoot Road	Blenkinsop-Saanich	10-Jul-16
[REDACTED]	Allan Holmes	Blenkinsop Road	Blenkinsop-Saanich	27-Jun-16
[REDACTED]	Don Woodland	Pheasantwood ce	Blenkinsop-Saanich	26-Jul-16
[REDACTED]	Nelson Thomas	Arbutus Road	Cadboro Bay-Saanich	22-Oct-16
[REDACTED]	Alyne Mochan	Cadboro Bay Road	Cadboro Bay-Saanich	25-Jun-16
[REDACTED]	Jeremy Cote	Pitcombe Place	Cadboro Bay-Saanich	25-Jun-16
[REDACTED]	Renee Sweeney	Lockehaven Drive	Cadboro Bay-Saanich	25-Jun-16
[REDACTED]	Warren Sweeney	Lockehaven Drive	Cadboro Bay-Saanich	25-Jun-16
[REDACTED]	Paul Hsieh	Richmond Road	Camosun-Saanich	20-Oct-16
[REDACTED]	Eric Torstensen	Redwood Avenue	Camosun-Saanich	25-Jun-16
[REDACTED]	Riley Torstensen	Redwood Avenue	Camosun-Saanich	19-Oct-16
[REDACTED]	Don Torstensen	Redwood Avenue	Camosun-Saanich	25-Jun-16
[REDACTED]	Reven Liu	Gerard Place	Carey-Saanich	17-Jun-16
[REDACTED]	Keith Ng	McLellan Street	Carey-Saanich	19-Jun-16
[REDACTED]	Mira He	Atlas Place	Carey-Saanich	18-Jun-16

				16
Graeme Kellow	Jaisy Avenue	Carey-Saanich	19-Jun-	16
Linsay Kellow	Jaisy Avenue	Carey-Saanich	20-Jun-	16
Keefer Lau	Jaisy Avenue	Carey-Saanich	18-Jun-	16
Nereda Lau	Jaisy Avenue	Carey-Saanich	18-Jun-	16
Tony Lau	Jaisy Avenue	Carey-Saanich	18-Jun-	16
Manhlinh Lau	Jaisy Avenue	Carey-Saanich	18-Jun-	16
Robert Calland	Daffodil Avenue	Carey-Saanich	29-Jun-	16
Philip Choo	Violet Avenue	Carey-Saanich	26-Jun-	16
Becky Harper	Greig Avenue	Central Saanich	25-Jun-	16
Bradley Harper	Greig Avenue	Central Saanich	25-Jun-	16
Patrick Farkas	Newton Place	Central Saanich	25-Jun-	16
Richard Mounce	Lucille Drive	Central Saanich	18-Jul-	16
Diane Braybrook	Tanlee Crescent	Central Saanich	10-Jul-	16
Jordan Yue	Lynne Lane	Central Saanich	18-Jun-	16
Brendon Kwan	Elaine Way	Central Saanich	18-Jun-	16
Cameron Kwan	Elaine Way	Central Saanich	25-Jun-	16
Nathan Kwan	Elaine Way	Central Saanich	25-Jun-	16
Xiaoping Yuan	Karen Court	central Saanich	08-Jul-	16
Tony Knott	Senanus Drive	Central Saanich	20-Oct-	16
Karen Knott	Senanus Drive	Central Saanich	20-Oct-	16
Ryan Evans	Torin Road	Central Saanich	18-Jun-	16
Sue Evans	Torin Road	Central Saanich	25-Jun-	16
Sergey Popov	Tamany Drive	Central Saanich	18-Jun-	16
Falyna Gobbels	West Saanich Road	Central Saanich	20-Jun-	16
Al Tarapasky	Seabrook Road	Central Saanich	20-Jun-	16
Maija Saarikettu	Raynerwood Place	Colwood	25-Jun-	16
Ben Depres	Kimta Road	Esquimalt	20-Jun-	16
Nadim Mir	Simon Road	Gordon Head- Saanich	20-Jun-	16
Connie He	Thames Place	Gordon Head- Saanich	18-Jun-	16



[REDACTED]	Ellie Vance	1519 Robinwood Place	Gordon Head-Saanich	[REDACTED]	18-Jun-16
[REDACTED]	Mira Vance	1519 Robinwood Place	Gordon Head-Saanich	[REDACTED]	18-Jun-16
[REDACTED]	Kefen Zhou	1566 Freemont Place	Gordon Head-Saanich	[REDACTED]	22-Oct-16
[REDACTED]	Karl	1566 Freemont Place	Gordon Head-Saanich	[REDACTED]	22-Oct-16
[REDACTED]	Aland Chang	1670 Bisley Street	Gordon Head-Saanich	[REDACTED]	18-Jun-16
[REDACTED]	Carlson Ng	1714 Sprucewood Place	Gordon Head-Saanich	[REDACTED]	18-Jun-16

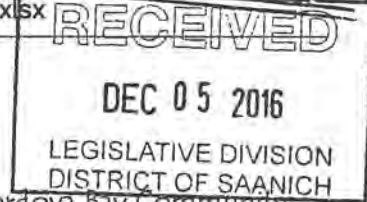
Respectfully submitted

—  
Mary-Jo Randall  
CBCC Director and Hall Manager  
[REDACTED]

Clerksec - Supporters of the Redevelopment application for the Cordova Bay Community Club - part one

**From:** Mary-Jo Randall  
**To:** Fred Haynes <Fred.Haynes@saanich.ca>, <mayor@saanich.ca>, <Susan.Brice@s...>  
**Date:** 12/5/2016 1:35 AM  
**Subject:** Supporters of the Redevelopment application for the Cordova Bay Community Club - part one  
**Attachments:** Petition of Signatures in favour of the redevelopment of CBCC. part 1.xlsx

POST TO POSTED  
 COPY TO INFORMATION  
 REPLY TO WRITER  
 COPY RESPONSE TO LEGISLATIVE DIVISION  
 REPORT  
 ACKNOWLEDGE



Dear Mayor and Council:

Over the last several months I have been collecting signatures in favour of The Cordova Bay Community Club Redevelopment Application. The originals will be presented before the December 12th meeting.

I have sorted the names by their address (region) location. The names listed below and attached are all residents of Cordova Bay.

This is the first list of persons that have signed a petition in favour of the redevelopment of Cordova Bay Community Club

The original signed sheets will be brought to the December 12th Saanich Council meeting

CBCC #	Name	Address	region	phone number	date signed
	Brenda Wong	Firbank Close	Cordova Bay-Saanich		12-Jul-16
	Jim Goddard	Cordova Bay	Cordova Bay-Saanich		25-Jun-16
	Bradley Jawl	Noble Road	Cordova Bay-Saanich		7-Nov-16
	Theodore Wu	Stonington Place	Cordova Bay-Saanich		26-Jun-16
	Kyle Chow	Firbank Close	Cordova Bay-Saanich		17-Jun-16
	Derrick Chow	Firbank Close	Cordova Bay-Saanich		17-Jun-16
	Ben Li	Crofton Terrace	Cordova Bay-Saanich		28-Jun-16
	Catherine Chu	Midgard Avenue	Cordova Bay-Saanich		25-Jun-16
	James Bradbury	Sunnymead Way	Cordova Bay-Saanich		25-Jun-16
	Mary Hum Wan	Sunnymead Way	Cordova Bay-Saanich		18-Jun-16
	Lorne Wan	Sunnymead Way	Cordova Bay-Saanich		22-Oct-16
	Bob Shaw	Sunnymead Way	Cordova Bay-Saanich		25-Jun-16
	Alex Wong	Elliot Place	Cordova Bay-Saanich		12-Jul-16
	Nathan Wong	Elliot Place	Cordova Bay-Saanich		12-Jul-16
	Richard Wong	Elliot Place	Cordova Bay-Saanich		12-Jul-16
	Chad Hou	Sea Ridge Drive	Cordova Bay-Saanich		26-Jun-16
	Ron Pacey	Maxine Lane	Cordova Bay-		25-Jun-

		Saanich	16
Esther Moes	Lochside Avenue	Cordova Bay-Saanich	25-Jun-16
Joshua Yan	Sea Ridge Drive	Cordova Bay-Saanich	19-Jun-16
Charlie Yang	Sea Ridge Drive	Cordova Bay-Saanich	22-Jun-16
Lindie Schwartz	Sea Ridge Drive	Cordova Bay-Saanich	25-Jun-16
John Hicks	Wesley Road	Cordova Bay-Saanich	25-Jun-16
Leon Chen	Delmonte Avenue	Cordova Bay-Saanich	18-Jun-16
Ting Ouyang	Delmonte Avenue	Cordova Bay-Saanich	19-Jun-16
Michael Chen	Delmonte Avenue	Cordova Bay-Saanich	18-Jun-16
Chengyong Chen	Delmonte Avenue	Cordova Bay-Saanich	22-Jun-16
Jesus Hernandez	Cambria Wood ace	Cordova Bay-Saanich	18-Jun-16
Bruce Cheadle	Lochside Avenue	Cordova Bay-Saanich	25-Jun-16
Christine Delval	Lochside Avenue	Cordova Bay-Saanich	25-Jun-16
Gerry Delval	Lochside Avenue	Cordova Bay-Saanich	25-Jun-16
Richard Arthur	Beckton Road	Cordova Bay-Saanich	25-Jun-16
Alex Ashby	Beryl Road	Cordova Bay-Saanich	25-Jun-16
Kent Ashby	Beryl Road	Cordova Bay-Saanich	25-Jun-16
Margaret Currie	Beryl Road	Cordova Bay-Saanich	25-Jun-16
Roy Wheeldon	Harold Green Place	Cordova Bay-Saanich	19-Oct-16
Ross Marshall	Parker Avenue	Cordova Bay-Saanich	25-Jun-16
Colin Wilson	Parker Avenue	Cordova Bay-Saanich	25-Jun-16
Ivy (Zenghui) Wang	Claremont Avenue	Cordova Bay-Saanich	22-Oct-16
Mark Webber	Cordova Bay Road	Cordova Bay-Saanich	19-Oct-16
Mike Devos	Cordova Bay Road	Cordova Bay-Saanich	19-Jun-16
Julie Webber	Cordova Bay Road	Cordova Bay-Saanich	19-Oct-16
Will Nicholls	Westbury Road	Cordova Bay-Saanich	12-Jul-16
Donna Warrende	Haliburton Road	Cordova Bay-Saanich	19-Oct-16
Carly Westal	Blakeney Place	Cordova Bay-Saanich	25-Jun-16

Respectfully submitted

Mary-Jo Randall  
CBCC Director and Hall Manager

2970-30 Sutcliffe-

**Sarah Litzenberger - Re: 941 Sutcliffe Road – Rezoning and Development Permit Application**

POST TO	POSTED
COPY TO	
INFORMATION	<input type="checkbox"/>
REPLY TO WRITER	<input type="checkbox"/>
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>
REPORT	<input type="checkbox"/>
FOR	
ACKNOWLEDGED:	

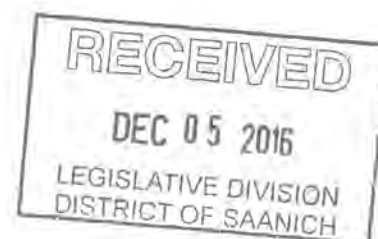
**From:** "Anthony & Sheenagh Rose" [REDACTED]  
**To:** "Sarah Litzenberger" <Sarah.Litzenberger@saanich.ca>  
**Date:** 12/2/2016 3:52 PM  
**Subject:** Re: 941 Sutcliffe Road – Rezoning and Development Permit Application  
**Attachments:** sutcliffe.docx

Thank you for your notification.

Unfortunately I will be away at that time. However my earlier letter is attached and I should appreciate the content being included in the agenda and subsequent minutes. I should also like it noted that the the executive declined to **provide a copy of the original Charter** when asked to do so, and I believe it is important to the local residents for Council to see a copy of this and to know where the original is filed. An earlier attempt to sell this property by the badminton group to a developer was thwarted by local residents taking out membership and opposing the sale.

yours

Tony Rose



**From:** Sarah Litzenberger  
**Sent:** Friday, December 2, 2016 3:19 PM  
**To:** Clerksec@saanich.ca  
**Subject:** 941 Sutcliffe Road – Rezoning and Development Permit Application

This email is to advise that the report from the Director of Planning dated September 29, 2016 for **941 Sutcliffe Road** will be considered by Saanich Council at a Committee of the Whole meeting to be held on **MONDAY, DECEMBER 12, 2016**, in Council Chambers, Saanich Municipal Hall, 770 Vernon Avenue, commencing at **7:00 p.m.**

A copy of the report is available on the Saanich website at: [www.saanich.ca](http://www.saanich.ca) under Local Government/Development Applications/Active Development Applications/Cordova Bay

You are invited to attend the meeting and make representation to Council on the matter if you so choose. Correspondence may be submitted for inclusion in the meeting agenda to the address noted below, or by email to [clerksec@saanich.ca](mailto:clerksec@saanich.ca) and should be received no later than 12:00 noon on the day of the meeting. All correspondence submitted to the District of Saanich in response to this Notice will form part of the public record and will be published in a meeting agenda.

If you have any questions with respect to the contents of the report, please contact the Planning Department at [250-475-5471](tel:250-475-5471). If you have any questions with respect to meeting procedures, please contact the Legislative Services Division at [250-475-1775](tel:250-475-1775) or by email to [clerksec@saanich.ca](mailto:clerksec@saanich.ca).

Anthony Rose  
Beckton Road  
Victoria

July 16 2013

Planning Committee:

I **oppose** the rezoning of 941 Sutcliffe. I am a Cordova Bay resident and a member of the Cordova Bay Community centre.

I **support** the proposal made by a prominent member of the community to sell the property to a developer and invest the money in a *bona fide* community centre at the sports fields on the Lochside trail. I understand that the funds would be in the region of \$700k.

This is also a much safer and sounder economic basis than borrowing money from Saanich on the speculation that funds are recovered from a maybe badminton centre.

The new facility should deliver resources for Cordova Bay residents, per the original charter for the existing building, and not be primarily a badminton centre for non-residents. I have spoken to representatives from the local soccer, baseball and scouting groups and they support the idea of an enhanced facility at the playing fields.

There is clearly inadequate parking and access in the Sutcliffe area and local residents have naturally opposed any expanded centre. They too would support the proposal.

The plans for the proposed new building suggest 6-8 badminton courts and little in the way of other amenities other than space. This requires a 10 metre high ceiling according to the board and will be very energy inefficient.

The building at Lochside could provide for, say, two badminton courts; an indoor area for soccer, training, yoga, exercise; kitchen; washrooms and showers; a scout room; and evening options for dances and local functions, an integrated meeting room for seniors and young mothers; in other words, a true community facility.

It could enhance the existing limited facilities at the Lochside Park. The City has recently expanded the parking there and this would be a perfect combination.

The current executive of the Community centre are non-residents of this area. They have taken over the running of the centre. Other groups including yoga, scouting, soccer and local functions have been squeezed out or have relocated because of inadequate facilities. The membership at the club is only 150 and most are out of area badminton players.

New club by-laws and rules have been enshrined in the club and give the said executive almost exclusive and autocratic direction at the Club. The club has been in existence for over 50 years, yet the founding rules and regulations appear to have disappeared or perhaps there was never a need for rules.

I ask that you give this matter your careful consideration and opt for the proposal which benefits our local community.

Yours truly

Anthony Rose

*Sutcliffe*



**From:** Ron Jordan [redacted]  
**To:** Richard Atwell <mayor@saanich.ca>, Susan Brice <Susan.Brice@saanich.ca>, Judy Brownoff <jbrownof@saanich.ca>, Vic Derman <vicderman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** Larry Gontovnick <cba.president@cbasn.com>, <sharon.hvozdanski@saanich.ca>, Chuck Bell <Chuck.Bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 8/11/2016 12:43 PM  
**Subject:** CBCC Responses to Redevelopment Issues

Dear Mayor Atwell and Saanich Councillors:

\*\_CBCC RESPONSES TO CBCC REDEVELOPMENT ISSUES RAISED BY NEIGHBORS\_\*\_\_

\*Issue 1 and 2: The proposed development does not fit the current neighborhood or Cordova Bay Local Area Plan:\*

\*CBCC, \*incorporated in 1946, \*\*is recognized by Saanich in the Local Area Plan. The Advisory Design Panel approved the Proposed Development in October, 2015.

\*Issue 3: the neighbors state that there are no plans to maintain the building:\*

\*CBCC \*hired a structural Engineer to inspect the building. He concluded that the building had many long-term issues but, with a few minor updates, would be safe in the short-term but, it would not be financially prudent to renovate for the long-term. Therefore the CBCC Board has continued to monitor the building for any safety issues but has not invested in any long-term repairs. . Hall rentals are the only source of income for the CBCC, and the new building proposal is the most viable option for the long term sustainability of this community facility. There is maintenance that has been deferred by choice.

\*Issue 4: the expansion would increase the traffic which would impact the quality of life for the Residents along Sutcliffe Rd., Rambler R. and the Seabury Lane Strata:\*

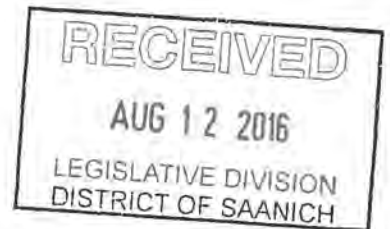
Any development, such as the development now known as Sutcliffe Gardens, will increase the traffic but that does not mean that the development should not happen. CBCC acknowledges that the traffic will increase but CBCC believes that the increased traffic is a benefit to the vitality of the Cordova Bay area. The people who come to the CBCC also patronize Cordova Bay Plaza, the two golf courses and Mattick's Farm shopping Centre.

Although CBCC has been operating since the 1950s and the CBCC Board had already discussed and considered expansion in the early 2000s no one from the "new" Sutcliffe Gardens approached CBCC to ask us for our plans. The concerns about traffic and CBCC facility usage reminds me of someone buying a house next to a farm and complaining about the smells and noise associated with farming. Or buyibg a house next to an airport and complaining about the airplanes flying over head.

\*Issue 5: Safety from the vehicles traveling Sutcliffe Rd.:\*

Everyone acknowledges that Sutcliffe is a narrow dead end street. As

POST TO	<i>Gen</i>	ROUTED	AUG 16 2016
COPY TO	<i>SH/HM</i>		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	<i>H.M.</i>		



part of the Rezoning/building permit process CBCC is committed to give 3.048M road frontage along Sutcliffe to increase the road width along Sutcliffe.

Saanich police and engineering did a traffic speed survey with a sign mounted radar sign. The findings were as follows:

Covert Mode

March 7 - 14, 2013

- 9.4 %were doing between 11 and 20 km/h
- 65.6 %were doing between 21 and 30 km/h
- 21.9 %were doing between 31 and 40 km/h
- 3.1 %were doing between 41 and 50 km/h
- no readings indicated speeds above 50 km/h

Overt Mode

March 14 - 18, 2013

- 28 %were doing between 11 and 20 km/h
- 52 %were doing between 21 and 30 km/h
- 20 %were doing between 31 and 40 km/h
- no readings indicated speeds above 40 km/h

March 18 - 22, 2013

- 8.3 %were doing between 11 and 20 km/h
- 58.3 %were doing between 21 and 30 km/h
- 29.2 %were doing between 31 and 40 km/h
- 4.2 %were doing between 41 and 50 km/h
- no readings indicated speeds above 50 km/h

In discussions with the Saanich police officer who was installing the radar speed board he said that to his knowledge there has never been an accident on Sutcliffe, neither pedestrian, motor vehicle nor bicycle. Because it is such a narrow street in drivers slow down and let the other vehicles pass. In addition, CBCC has informed its users and members to drive extra cautiously on Sutcliffe.

The new building proposal supports bicycle transportation by including secure bicycle stands thereby leveraging the proximity of the centre to the Lockside trail.

\*Issue 6: Not enough parking at CBCC when the addition is built:\*

In the proposed addition/expansion plans as approved by the Advisory Design Panel, Saanich requires 14 parking stalls and CBCC is providing 28 parking stalls. In addition CBCC has obtained permission to put overflow parking, if necessary, at 5166 Cordova Bay Rd. and St. David's-By-The-Sea. As well, if there was a special event (National Championships) with a very large participation, shuttles could be arranged between the Fowler Rd. parking lot and CBCC.

Please note that for many years the Cordova Bay Boy Scouts have held bottle drives at least twice a year at the CBCC. During these bottle drives many more people, vehicles and trucks come and go into the parking area. CBCC would resist any attempt to limit or restrict this public service.

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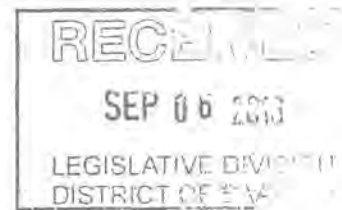
Ron Jordan  
President  
Cordova Bay Community Club

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Sutcliffe ✓



September 4, 2016

Mayor and Council

POST TO	Gen ✓	SEP 08 2016
COPY TO	SH ✓	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input checked="" type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:	BJM ✓	

Good Morning:

**Re: Cordova Bay Hall on Sutcliffe Road, Saanich, BC**

Before beginning on this topic let me preface my comment by letting you know that I am one of the silent majority that seldom if ever sends in a point of view on municipal projects. I have been moved by the untruths and fabrications of those opposed to this project to present my perspective. I am a Saanich Resident and currently play at the Cordova Bay facility 3 times a week.

I started to play Badminton in about 1957 as a junior playing and practiced at the original Victoria Lawn Tennis and Badminton Club (VLTBC) located at the corner of Fort and Foul Bay Road. In those days there were three badminton clubs with purpose built Badminton Facilities...VLTBC, Brentwood Community Club and Cordova Bay. These facilities were jam packed with players because they had the floors, lighting and ceiling height that was conducive to quality play. Over the years these facilities have produced thousands and

thousands of good recreational players, many Canadian Champions and a few international top 10 in the world players. The purpose of the above preamble is to make you aware that the Badminton Community past and present is a lot larger than you think and all connected by the common thread of fond memories of fun play and the game and the amazing relationships developed over years of play. Members of the badminton community who are sympathetic to the Cordova Bay Hall and its use as a badminton Facility likely exceeds 5,000 past and present players. Many are residing and voting in Saanich and are still in some way or another connected with their sport. As far as I remember none of the above facilities ever turned a badminton player away from their door or refused anyone access to play.

The Cordova Bay Facility has been used as a Badminton hall for over 60 years since it's original construction. Now it is old and tired and in need of a costly update. Indeed it would be more cost effective to build a new section while the old part is still available for play, which I think a reasonable request on private property that is currently used and has been used for the purpose for over 60 years. The existing Cordova Bay Hall has survived with volunteer labour from badminton players and Cordova Bay Residents who are skilled trades people alike. This project will continue to require committed volunteer participation and efficient use of funds to function into the next 100 years. The attempt has always focused on play for all at a reasonable price.

I think Saanich has reaped huge benefit to its residents at little or no cost.

Future benefits of an expanded facility are many and include the following; relocation of badminton players to Saanich as tax payers to be near their sport, visual clean up of the old existing facility, new rental space for yoga, workouts, meetings, pickle ball and the like. And of paramount importance...the development of good citizen badminton players into the future - at little or no cost to Saanich.

Those opposed that live on Sutcliffe purchased their residence in full knowledge of the existence of the Cordova Bay Hall. In my opinion, plans for expansion benefit many and do not conflict the neighbourhood.

Sincerely

Bill Chudyk

Sutcliffe

POST TO	Gen	POSTED	JUL 18 2016
COPY TO	SH (recc)		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>		
ACKNOWLEDGED	FOR [redacted] btm		

**From:** David Boag [redacted]  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>  
**CC:** "sharon.hvozdanski@saanich.ca" <sharon.hvozdanski@saanich.ca>  
 "susan.brice@saanich.ca" <susan.brice@saanich.ca>, Judy Brownoff <Judy.Brownoff@saanich.ca>  
 "vic.deraman@saanich.ca" <vic.deraman@saanich.ca>, "fred.haynes@saanich.ca" <fred.haynes@saanich.ca>  
 "dean.murdock@saanich.ca" <dean.murdock@saanich.ca>, "colin.plant@saanich.ca" <colin.plant@saanich.ca>  
 "vicki.sanders@saanich.ca" <vicki.sanders@saanich.ca>, "leif.wergeland@saanich.ca" <leif.wergeland@saanich.ca>  
 "chuck.bell@saanich.ca", "council@saanich.ca" <council@saanich.ca>  
**Date:** 7/17/2016 8:26 AM  
**Subject:** Rezoning Application 941 Sutcliffe Road, Cordova Bay Community Club

RECEIVED  
 JUL 18 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

Dear Mayor Atwell,

I am a resident at [redacted] Sutcliffe Rd. You have been the recipient of several letters and emails (direct or cc'd) from local residents and the Cordova Bay Association of Community Affairs who are opposed to the application to rezone and redevelop 941 Sutcliffe Road because it is incompatible with the long term vision and goals of the Cordova Bay Village Development Plan and the Cordova Bay Local Area Plan. I am writing in further support of these communications to address the issue of what I believe to be an inappropriate and misleading approach by the Saanich Planning Department to addressing the potential traffic and parking issues to be created by the proposed rezoning and redevelopment.

Specifically, I am emailing you today to ask that you personally intercede in bringing the various parties together to discuss this matter (i.e., city managers with decision-making authority and myself and one or two involved neighbors). The repeated exchange of emails with working-level planning staff has become unproductive. As tax paying residents of Cordova Bay we deserve better than this from our municipal government. The last thing we want or will tolerate is our valid concerns being relegated to a five minute presentation at a "committee of the whole" meeting should this rezoning and redevelopment application be brought forward to Council. It is absolutely essential that this problem be addressed in advance of the Council meeting as the proponent has structured its application in such a way that Council approval of Phase 1 (construction of new steel structure with 4 courts, no washrooms) will automatically give the green light to Phase 2 (expanded steel structure with 4 additional courts, locker rooms and a fitness centre) in the future. The eventual Phase 2 construction and the increase in traffic and parking pressures that will accompany it will have an even bigger impact on the safety, well-being and character of our neighbourhood and surrounding community.

Allow me to provide some background on this matter. Subsequent to a long delay by Ms. Sharon Hvozdanski in responding to my email of April 18, 2016, I was assured that I would be contacted by Messrs. Harley Machielse, Director of Engineering and Jarret Matanowitsch, Manager of Current Planning and that a meeting would be arranged to discuss my neighbors' and my concerns. This did not happen. Instead, Mr. Chuck Bell, a planner in Ms. Hvozdanski's department, was directed to reply by email with a response that simply reiterated Saanich's zoning bylaw concerning 'normal' site usage demands for parking at racquet and ball courts and community centres.

I can appreciate that standardized site usage measures have some utility as a crude rule-of-thumb for preliminary back-of-envelope calculations. However, Mr. Bell's reliance on these simplistic measures in his email showed either a lack of effort or a lack of technical acumen to respond to my stated concerns. In fact, there was no mention whatsoever of my principal point that Saanich's approach to determining traffic and parking needs by applying standardized usage measures is seriously flawed. For me, this apparent lack of technical sophistication goes to the heart of process integrity and has the potential to undermine citizens' trust in the system. It is simply beyond logic to assume that an increase in parking spaces in some proportion related to the proposed increase in the number of badminton courts is suitable to all usage situations over all units of time measured at some moment in time during a "typical" weekday. This is akin to concluding that the traffic at Saanich Commonwealth Place must be stable over all units of time as measured at a "typical" moment in time despite common knowledge that the Saanich Commonwealth Place hosts swim and dive meets, dances and craft fairs at various times that attract

large numbers of athletes, spectators and motor vehicles to those events.

Of course, relying on basic multiplication formulas to analyze the rezoning and development application for 941 Sutcliffe Road is ludicrous in an age when we have sophisticated analytical tools available to us! With the addition of more badminton courts (the guts of the applicant's rezoning and redevelopment application), the traffic will increase exponentially and frequently at various times in response to tournament play and other events which this proposed purpose-built 24/7 facility will be designed to accommodate.

I look forward to your response. My neighbors and I are prepared to make ourselves available for a meeting with Saanich management level staff which, we hope, will move us all to a better understanding of the potential impacts of this rezoning and redevelopment application based on an appropriate and professional approach to gathering and analyzing information that effectively "speaks" to its anticipated actual impacts on the safety of Sutcliffe Rd and quality of life of the surrounding Cordova Bay residents.

Yours sincerely,

Dr. David Boag  
Sutcliffe Rd.

Sutcliffe

**From:** Diane Mellott  
**To:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, Judy Brownoff <Judy.Brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>, Chuck Bell <chuck.bell@saanich.ca>, <sharon.hvozdanski@saanich.ca>  
**CC:** Donald Haney, Brian Dunning

**Date:** 7/11/2016 12:29 PM  
**Subject:** Cordova Bay Community Club Neighbours  
**Attachments:** DSCN1234.jpg; CBCC site plan, Phase I & II.jpg; CBCC Handout 2 Page Rev. Mar.24, .docx; Neighbourhood meeting.jpg

Dear Mayor, Council and District Planner,

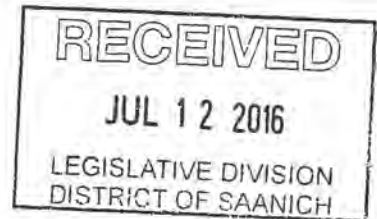
In regards to the rezoning application by Cordova Bay Community Club located at 941 Sutcliffe Road we, as a group of concerned neighbours would like to forward you an update as to our position.

On April 19th 48 residents representing their families who live on Sutcliffe Road, Cordova Bay Road, Seabury Lane, Rambler Road, Sapphire Road, Walema Avenue and Lochside Drive met to share their concerns about the proposed rezoning and the phased in expansion of the Cordova Bay Community Club from 3- 7 badminton courts in Phase I and a total of eight courts and a fitness center in Phase II. All of the 48 residents who attended expressed significant dismay at the impact of the expansion to the safety, wellbeing and character of our neighbourhood, contrary to the Cordova Bay Local Area Plan.

As a committee we have also canvassed the immediate neighbourhood only and were able to connect with over 90 neighbours living in 62 homes who have asked us to mark their homes on the attached map as being opposed to the rezoning and expansion of the Cordova Bay Community Club, currently home to a private badminton club. As you are aware, our neighbourhood concerns are fully supported by the Cordova Bay Association for Community Affairs which has also written to Mayor and Council on behalf of its 700 members and the broader Cordova Bay Community to express its opposition to the proposed rezoning and development.

We ask Mayor and Council to respect and defend the community values that are enshrined in the Cordova Bay Local Are Plan. Moreover, we firmly believe that there are viable alternatives to the Cordova Bay Community Club's rezoning application but it will require leadership from the District of Saanich, through the Parks and Recreation Department, to follow through on previous commitments to work with the other municipalities in the region to support competitive public sports at public facilities.

POST TO	Gen	POSTED	JUL 12 2016
COPY TO	SH (recd)		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>	COPY RESPONSE TO LEGISLATIVE DIVISION	
FOR			
ACKNOWLEDGED	blm		



Attached please find a map showing homes we have canvassed and who are opposed to rezoning 941 Sutcliffe Road from RS 18 (single family residential) to P-4 (recreation). We also enclose images of the neighbourhood meeting, a copy of our points of concern and a site plan of the proposed expansion showing Phase I and outline of the planned Phase II.

Sincerely and on behalf of the neighbours of Cordova Bay Community Club,

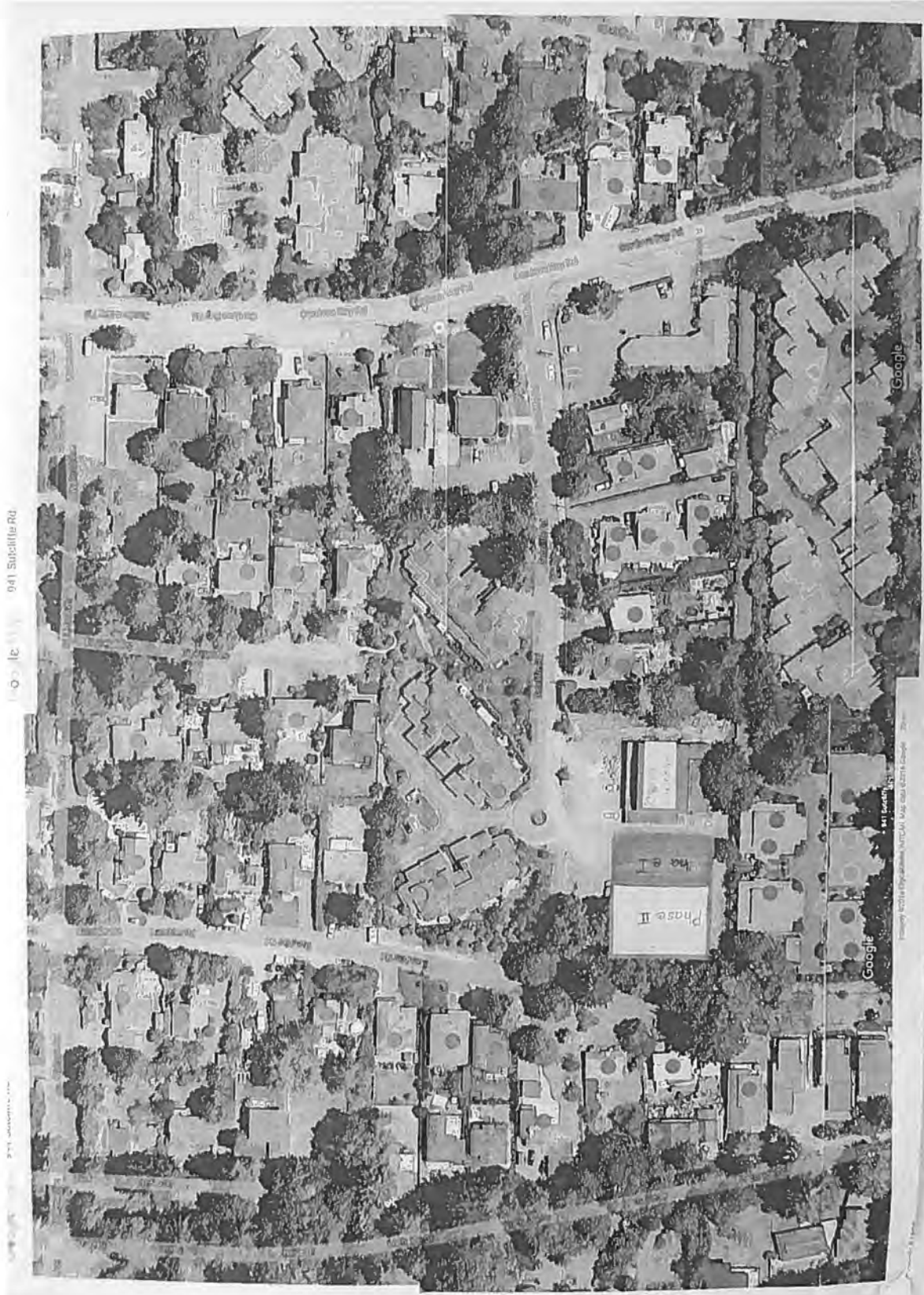
Brian Dunning

David Boag

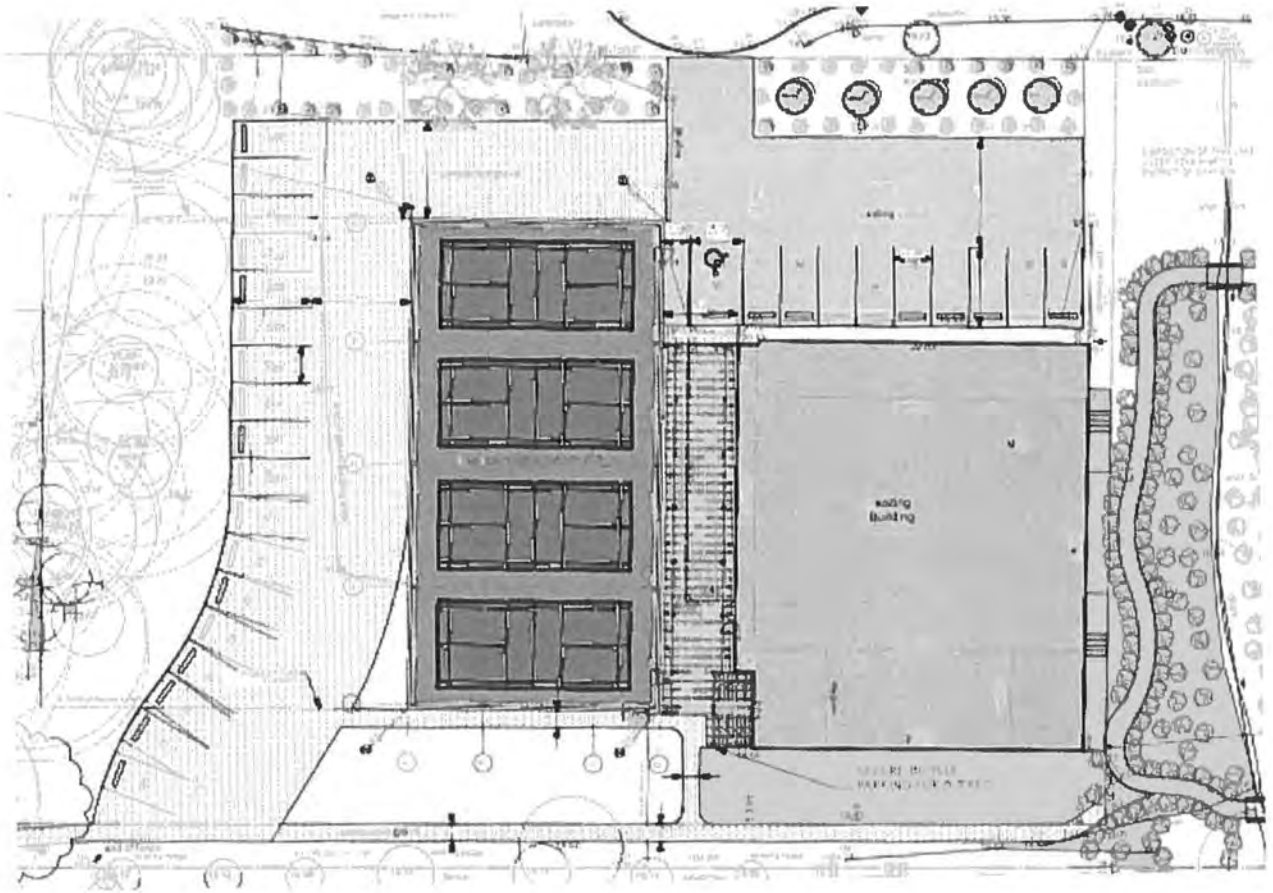
Don Haney

Diane Mellott

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## Cordova Bay Community Club Expansion

*Due to the following concerns we (concerned residents on Sutcliffe Road) oppose rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road from RS-18 (single family residential to P-4 (recreation) and the proposed expansion of the facility (Cordova Bay Community Club home of Cordova Bay Badminton Club) .*

**1. The location, the scale and the esthetic of the proposed development does not fit the current neighbourhood, which has significantly changed in the 65 years since the original structure was erected.**

***District of Saanich Advisory Design Panel Meeting July 8, 2015***

<http://www.saanich.ca/living/mayor/boards/adp.html>

***"The new building is atrocious and will not be pleasing for the neighbours"***

***Approval Meeting Oct. 7, 2016***

<http://www.saanich.ca/living/mayor/boards/pdf/2015/ADP/2015-10-07-ADP-Minutes.pdf>

***Cordova Bay Local Area Plan***

***9.0. Institutions and Public Assembly pg. 26***

***file://localhost/26 <http://www.saanich.ca/business/lap/cordova.html> Link to Cordova Bay***

***Cordova Bay Community Club Website / New Building***

[http://cordovabaycommunityclub.ca/?page\\_id=11](http://cordovabaycommunityclub.ca/?page_id=11)

**2. The proposed development does not fit in with long term plans and goals the Cordova Bay Village Development Permit Area nor with the Cordova Bay Local Area Plan. CBCC executive confirm that the new facility will be similar in appearance to Port Alberni Athletic Hall located in a light industrial area of the city. <https://www.facebook.com/Alberni-Athletic-Association-214674921966421/>**

***Saanich General Development Permit Area, Cordova Bay Village Development Permit Area***

<http://www.saanich.ca/business/lap/index.html>

***Justification pg. 17 Guidelines Pg 17***

**3. There are no plans to maintain the 1949 vintage building – which has deteriorated and poses a safety and an environmental risk to the community and facility users and is not in keeping with the well maintained neighbourhood. Without washroom facilities in Phase I, demolition will not proceed until the completion of Phase III.**

***District of Saanich Advisory Design Panel Meeting, July 8, 2015***

***"No renovations are proposed to the existing building"***

***"The existing building has a deteriorated appearance and should be better maintained, the landscape is in poor condition."***

**4. The increased usage of the facility with the proposed expansion from three to eight courts will impact the quality of life of the twenty eight families residing along Sutcliffe Road, the residents of Rambler Road, the residents of Seabury Lane as well as the safety of the families and children attending Cordova Bay Preschool, the families and children attending the Pacific Dance School, and the congregation of St. David by the Sea Anglican Church. Current usage is 500 participants and would be expected to double. Construction traffic and noise over an unspecified number of years required for Phase I, II and the eventual demolition of the original building will further impact the quality of life of the neighbours. The facility will remain open 24 hours a day, seven days a week.**

**The new facility will be more desirable for local and provincial tournaments drawing 200 or more participants over a four day period. Buses will be used to transport some participants to the facility while others will use their own vehicles. Parking for local residents and the congregation and users of St. David by the Sea will be non-existent. Safety for pedestrians and residents negotiating this narrow road will be compromised.**

***Cordova Bay Local Area Plan <http://www.saanich.ca/business/lap/cordova.html>***

***9.0. Institutions and Public Assembly pg. 26 Policies 9.1***

**5. Parking is at a premium on Sutcliffe Road, a narrow, short road with limited residential parking. The**

current plan for the CBCC Phase I expansion limits parking to 28 spots, one designated handicap, and a total of seven courts. Currently, with three courts, 20 + cars are often parked on the lot. While Phase II is in construction there will be little or no parking available on the site and at completion there will be a total of eight courts with no additional parking. With 5 to 6.8 cars per court, eight courts will generate 40 to 52 cars on a regular basis and will seek parking in the local neighbourhood, Rambler Road, Sapphire Road and Cordova Bay Road. Even with just four cars per court and with additional coaches and staff, there will be insufficient onsite parking.

*Cordova Bay Village Development Permit Area*

<http://www.saanich.ca/business/lap/index.html>

6. CBCC was originally built with volunteer labour as a community club for the citizens of Cordova Bay. It no longer functions as a club for community use (and there are no plans in the current expansion to add community use space), the site now functions mostly as a badminton training facility for elite players, mostly adult, and mostly from outside the Cordova Bay Community.

*Cordova Bay Community Club membership in 2013; 113 members, 11 members from Cordova Bay. 2014 membership; 132 members, 38 members from Cordova Bay (the increase in membership from Cordova Bay reflects neighbours joining due to concerns). Currently, of the nine elected board members, none reside in Cordova Bay and many reside outside of Saanich. Currently, there are 500 regular users of the facility, most do not reside in Cordova Bay. The numbers of users will likely double with the expansion.*

7. The club does not promote nor make space available for non-competitive recreational badminton for youth. Youth currently serviced by the club are paying for private lessons and coaching at an elite level. CBCC Executive confirm that they will not be providing programming for recreational use by local youth.

*CBCC Schedule* [http://cordovabaycommunityclub.ca/?page\\_id=51](http://cordovabaycommunityclub.ca/?page_id=51)

*Badminton Victoria Schedule* [http://www.badmintonvictoria.com/wp/?page\\_id=138](http://www.badmintonvictoria.com/wp/?page_id=138)

8. Increased traffic on Cordova Bay Road and Sutcliffe Road by non Cordova Bay residents. Access to the club is only via Cordova Bay Road and the majority of the members of CBCC do not reside in Cordova Bay. With the expansion (500 current users will likely double) and increased local and provincial tournaments, traffic will significantly increase.

9. This private not-for-profit group does not pay taxes for this premium property. Indeed, the proposed expansion depends on receiving an interest free loan from Saanich.



**Planning - Re: Engineering Study Review re: Proposed Rezoning and Redevelopment at 941 Sutcliffe Rd.**

---

**From:** Chuck Bell  
**To:** Boag, David  
**Date:** 7/7/2016 3:18 PM  
**Subject:** Re: Engineering Study Review re: Proposed Rezoning and Redevelopment at 941 Sutcliffe Rd.  
**CC:** Andrews, Sherri; Machielse, Harley; Matanowitsch, Jarret; PlanSec, Fl...

---

Dear Dr. Boag:

Thank you for your email regarding the Engineering Study Review for the Proposed Rezoning and Redevelopment at 941 Sutcliffe Road.

As stated previously, Engineering Department staff have reviewed existing traffic operations of Sutcliffe Road as well as operations at the intersection of Sutcliffe Road at Cordova Bay Road. Based on the existing operations the increase of traffic generated from the subject facility can be accommodated under the current configuration.

Under the Saanich Zoning Bylaw, Parking Requirements for Racquet and ball courts are 2 spaces per court. With three courts in the existing building and four additional courts in the proposed building, the required number of parking spaces would be 14 spaces. If the useable area of the existing building as treated as a "Community Centre", the number of required parking spaces for that building would be 20 stalls, for a required number of parking spaces for both buildings of 28 spaces. The plans as submitted show a total of 28 parking spaces. We are satisfied that the proposed parking supply will meet the demands of normal site usage. The plans as submitted do not show any 'fitness centre' as mentioned in your letter. It is possible the applicants are considering that for a future phase that would also involve the deconstruction of the original building, but that does not form part of the current proposal.

Finally to clarify - a traffic study was not conducted for this rezoning and redevelopment application by the applicant as the increase in vehicle trip generation from the subject site during both street peak hours and site peak hours is not anticipated to be within the range for which Saanich would typically require a traffic study be completed.

If you wish to discuss the matter further I am glad to set up a meeting with relevant staff.

Chuck Bell  
Planner  
District of Saanich

770 Vernon Avenue  
Victoria, BC  
V8X 2W7



*Sutcliffe*

**From:** David Boag <[redacted]>  
**To:** ✓ Sharon Hvozdzanski <Sharon.Hvozdzanski@saanich.ca>  
**CC:** Colin Plant <Colin.Plant@saanich.ca>, Council <Council@saanich.ca>, "DeanMurdock" <Dean.Murdock@saanich.ca>, Fred Haynes <Fred.Haynes@saanich.ca>, "Judy Brownoff" <Judy.Brownoff@saanich.ca>, Leif Wergeland <Leif.Wergeland@saanich.ca>, Mayor <Mayor@saanich.ca>, Susan Brice <Susan.Brice@saanich.ca>, Vic Derman <Vic.Derman@saanich.ca>, Vicki Sanders <Vicki.Sanders@saanich.ca>  
**Date:** 6/22/2016 11:24 AM  
**Subject:** Re: Engineering Study Review re: Proposed Rezoning and Redevelopment at 941 Sutcliffe Rd.

Good Morning Ms Hvozdzanski,

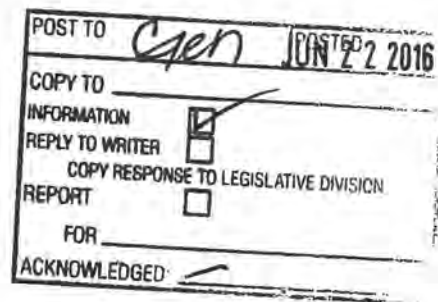
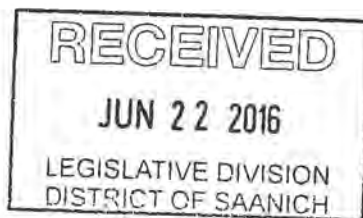
Further to your acknowledgment on April 21, 2016 of my April 18, 2016 email requesting a review of the traffic study that was done on Sutcliffe Rd. , I have had no response from you. Over 2 months have passed, the applicant's rezoning and development application is apparently moving forward, and much misinformation about the traffic implications for Sutcliffe Rd and neighborhood residents has been published by the applicants in the Saanich News. A reasoned, valid approach to the traffic issue that addresses the near- and long-term implications of the applicants' proposal is absolutely imperative to its evaluation and to the safety of Sutcliffe Road and Cordova Bay neighborhood residents and, yet, none has been conducted.

I would like to request a meeting with you ( one or two other residents from Sutcliffe Rd would attend) so that we may present to you our concerns and also, so that we may more fully appreciate the process, timelines and opportunities for our input.

Please let me know your availability over the next two weeks and I will then call to arrange a time that we can all meet.

Thank you,

David Boag  
 [redacted] Sutcliffe Rd  
 [redacted]



From: Sharon Hvozdzanski <Sharon.Hvozdzanski@saanich.ca>  
 Sent: April 21, 2016 9:56 AM  
 To: David Boag  
 Cc: Colin Plant; Council; Dean Murdock; Fred Haynes; Judy Brownoff; Leif Wergeland; Mayor; Susan Brice; Vic Derman; Vicki Sanders  
 Subject: Engineering Study Review re: Proposed Rezoning and Redevelopment at 941 Sutcliffe Rd.

Hello Mr. Boag,

Thank you for taking the time to write me with your concerns about the above noted development application. I have asked that the Jarret Matanowitsch, Manager of Current Planning who oversees development applications, and Harley Machielse, Director of Engineering to take a look at your concerns and follow up with you directly. In the interim if you have any further questions or concerns, please do not hesitate to contact me.

Regards,

Sharon Hvozdzanski  
Director of Planning  
District of Saanich  
250-475-5470

>>> David Boag [REDACTED] 4/18/2016 9:26 PM >>>

Dear Ms Hvozdzanski,

I am a home owner at [REDACTED] Sutcliffe Rd. and I am writing you today in regards to the traffic study that was done approximately June 2015 as part of the process that will lead to a municipal decision on the rezoning and redevelopment application for 941 Sutcliffe Rd (locally known as the Cordova Bay Community Club).

I disagree strongly with the conclusions reached in the Engineering Study Review. I believe that the study was flawed to the point that its findings should be completely rejected and that the Engineering Department should notify Mayor Attwell and Council of this decision and the reasons behind it.

I will explain (below), but the approach to the study begs the question, "Why did the study not consider traffic outside of "normal hours?"

As background, the proposed rezoning and redevelopment calls for a facility of up to 7, leading to potentially 8, courts along with a considerable amount of meeting/activity space for small groups, including a proposed "fitness centre" (identified by two club directions, Mr's Ron Jordan and Rob Oldfield at a meeting hosted by Diane Mellott, 11-974 Sutcliffe Rd. on March 22, 2016.

The Engineering Department responded in their report as follows: (excerpt from Mr. Chuck Bell's email response to Mr. Donald Haney, home owner at [REDACTED] Sutcliffe Rd)

"As they do with all Rezoning and Development Permit applications, our Engineering Department has reviewed the proposal with respect to traffic...

The anticipated increase in traffic trip generation to this proposed development will have, for all intents and purposes, no impact on the existing traffic operations at this intersection. Even during the busiest peak hours on Cordova Bay Road, there are more than adequate gaps between the platoons of traffic to complete these left turns with reasonable delays to the traffic flow on Cordova Bay. Further to this, a large percentage of the Badminton Club members will not be affecting the traffic operations during peak traffic times as they tend to use the courts during off-peak hours and weekends. Based on these factors, Engineering has no concerns with the proposed development."

An assessment of traffic based on "normal" court usage is just plain nonsense. The "normal" for a medium-sized, multi-purpose complex is typically from 6:00 am through to late evening, often after 10:00 pm in private facilities. And this, 7 days a week, with few interruptions to hourly service throughout the year and only one or two whole-day closures. Furthermore, traffic is often "steady" and sometimes "heavy" at so-called "non-normal" times (i.e., before 9:00 am and after 7:00 pm and weekends/holidays).

Then too, the proposed facility is to be purpose-built to host tournaments (Mr's Jordan and Oldfield indicated at our meeting on March 22nd that the club would seek to boost its hosting of badminton

tournaments from 4 per year to 6 or more (at a provincial level); to host badminton league play, offer badminton clinics and other types of coaching sessions, and offer spring-break and summer badminton camps).

Add to the above the director's statements that they would seek to develop pickle ball and table tennis programs (one would assume similar to those representative of badminton), attract bridge and other activity to the club, to create outdoor space for picnics, and to seek rental income from other potential users (e.g., weddings, anniversaries, sports club wind-ups, and other celebrations), the neighborhood is likely to be confronted by on-going (beyond so-called "normal" hours) levels of very high traffic and frequent extreme levels (e.g., provincial and large tournament play often attracts 150 - 200 registrants with play starting on Thursday evening and ending Sunday night. With players, coaches, and spectators numbers can easily range between 250 - 300 with corresponding very high levels of traffic (one might assume both private vehicles and school buses ( a school bus would typically be about 9.5 to 11 feet high and around 8 feet wide. The length of a school bus can range from about 12 feet to 40) - coming and going on a consistent basis over the duration of the tournament).

As well, the proposed facility will see an escalation in service needs - garbage collection, municipal inspection (fire, sanitation, etc.) and supply (food and non-food items). This increased service activity will add to traffic in the area, but it must also be acknowledged that the vehicles providing this service will be very large and likely inappropriate to the ability of the intersection at Cordova Bay Road and Sutcliffe Rd. and Sutcliffe Rd. itself, to safely accommodate.

Finally, there are two "at-risk" populations on Sutcliffe Road that I believe have special needs vis-à-vis their interaction with traffic. St. David By The Sea Anglican Church (5182 Cordova Bay Rd. at the intersection with Sutcliffe Rd.) facilitates many children's/teen programs ranging from "Sunday School" through pre-school (Cordova Bay Coop Preschool) and after-school programs such as dance (Pacific Dance Centre); Sutcliffe Court, 981 Sutcliffe Rd. is a 10 unit townhome complex for "seniors". Both groups have potential limitations in their response to traffic situations (youth - attention; seniors -mobility).

So in ending, and in light of the above observations:

- I can't understand how, in the first place, the traffic study would have been conducted as it was. Clearly the department should have known that this was to be a purpose-built facility of significant scale designed for heavy year-round use and beyond "normal" hours and conducted its traffic study accordingly. I think the existing study is "lazy" and publically embarrasses the department (at a minimum) and is potentially indicative of a lack of expertise, judgement, or community respect (at its worst).
- The results of the study, and the study itself, should be voided and Mayor and Council notified accordingly. This is important since the study represents a significant input to the Mayor and Council's decision-making concerning the application. Since the report's methodology is wrong and the conclusions clearly misleading, the very real potential exists for the Mayor and Council to make a wrong decision.
- If the department is committed to understanding and reporting to Mayor and Council on the potential traffic impacts of the proposed rezoning and redevelopment at 941 Sutcliffe Rd., a new properly scoped, designed, and administered study should be undertaken.

I look forward to your response. I and my neighbors would also like to suggest a meeting with you to further this discussion. I can be reached via email or my cell.

Sincerely,

David Boag  
Sutcliffe Rd.



*Sutcliffe*

**From:** [Redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <Judy.Brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.Hvozanski@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 6/12/2016 8:15 PM  
**Subject:** CBCC's Proposal

Dear Mayor Atwell and the Councillors of City Saanich:

I am writing to you to support the Cordova Bay Community Club (CBCC) for its effort of renewing the badminton facility at 941 Sutcliffe Rd.

I have been using the facility ever since I moved in Victoria 25 years ago. Badminton play has become a ritual for me for those many years, twice a week, which not only benefits greatly my physical well being but also allows me to keep a close relationship with fellow badminton players and friends. Both my two sons, David and Victor, have also played badminton from age 6 till they graduated high schools. They still play badminton as life sport, thanks to the wonderful badminton facilities in Victoria.

I fully understand that the facility needs a major renovation as it is too old and unsafe and fully support CBCC's effort. It is my appreciation that you kindly give CBCC's proposal a thorough consideration and approval.

Sincerely,

Xiaoping Yuan  
[Redacted]

TO	<i>gen</i>	POSTED	JUN 15 2016
BY	<i>SH (read)</i>		
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RECEIVED  
 JUN 15 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

*Sutcliffe*

To: Members of Saanich Council  
From: KJ Anton - Head Coach  
Re: Cordova Bay Hall Usage and Proposed Replacement Hall

POST TO	<i>Gen</i>	RECEIVED	2016
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ACKNOWLEDGED	<i>kmw</i>		

I would like to make sure that there are not any unclear thoughts or facts regarding the Cordova Bay Hall and actual usage of the facility. I have heard and seen anecdotal opinion and ideas regarding this and the resulting misinformation is beyond annoying – it is blatantly untrue. Wide sweeping generalities are usually untrue. I find specifics not generalities is how the truth is revealed. The following is what really happens at the hall.

In addition I have made short videos of each group that uses this hall. I have done this so that there can be no arguments or questions regarding usage.

The hall operates seven days a week and is a non-profit society. The usage presently includes ages 6-92. In terms of play level – Range from absolute beginner to competitive provincial/national/international athletes.

You will notice this note comes from the “head coach”. This is a knowledge hierarchy not political one. I am the one who takes responsibility that the technical information taught is accurate. I have provincial and national team experience. I train the coaches and competitive athletes (3 of the high performance athletes help train, coach and play weaker competitive athletes). Many (6) of our top level athletes also coach – they teach, work with and play with aspiring youth, youth with disabilities, competitive youth, novice adults, intermediate adults all the way to stronger players. This means that there will be continuity in play and instruction. We encourage interaction between the various levels of play when we can. This results in people being more motivated, increased social interaction, and breeds a pride and familiarity about our own Saanich/Victoria athletes.

**A Note:** There are recreational groups here that have remained playing at their regular times for over 30 years.

Some Specific Information:

A) These traditional groups and times are: Mon/Wed/Sun: 10:30 am – 1:30 pm.

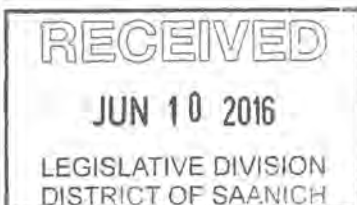
(These have been in use for years) Tues/Thurs: 8:00 pm – Until they Are Tired

Friday: 8:00 pm – Until they Are Tired

Monday: 8:00 pm – Until they Are Tired

Wednesday: 8:00 pm – Until they Are Tired

Sunday: 2:00 – 4:00 pm



The above Mon/Wed/Sun group has a regular age range of 15- 85 with Carl (92) and some very young kids being occasional exceptions. The level of play is primarily novice and recreational with a few stronger players who are stronger simply because they have played so long and often. This group has a regular turnout ranging from 12-20+ (depending on weather/holidays etc.). The Tues/Thurs evening group includes some novice play but primarily is strong recreational play. Ages range 16-70ish. Regular numbers for this group is 10-24. The Friday Group is a recreational group with some very strong players occasionally as they are friends with people who play regularly in the group. Numbers range from 10-20+ and age range is 14-70 with occasional older player(s) dropping in. The Monday evening group is strong recreational to age group competitive. These are stronger players like competitive challenging play. 8-20 people come out to play. The Wednesday night group is for mixed doubles. The play level is from novice to strong competitive. Anyone welcome simply come with a mixed doubles partner. Usual attendance is 6-20. The Sunday group is a Drop-In for the masochists (otherwise known as singles). All levels welcome of course – ages range here 16-70+.

B) Youth Training: Regular Times Are:	Tuesday	4:00 pm – 6:00 pm
	Saturday	11:00 am – 1:00 pm
	Saturday	9:00 am – 11:00 am
	Wednesday	6:00 pm – 8:00 pm

The Tuesday 4-6, Wednesday 6-8, and Saturday 11-1 groups are stronger youth 10-15 who can play at a regional-provincial level. They are focused and quite dedicated. The attendance with these groups range from 10-24. The Saturday 9-11 group is novice and developmental to feed into the next group(s). Attendance in this group ranges 12-24. 3-5 of the stronger 15-18 year old athletes help us with these youth groups playing and coaching. This is important as familiarity with “good” players is important so the young kids can see that getting to a high level is achievable. When you know someone that good, the goals seem more real and not a “pipe dream”

C) Elite Senior & Masters:

There are not any specific groups for these people as they fit in the existing groups as appropriate. Some do train with the high performance. Their development for the most part is done with private and semi-private lessons/training. We have a very strong group of these individuals and they along with our regular senior/master players make up the majority of our “movers & shakers” so to speak. There are about 45 of these people.

E) Other Times:

On the weekends, there are several groups (family and church groups which use the hall. There are 2 additional groups on Saturday 3:00 – 5:30 pm (a family and friends group) this is followed by another 8:30 – 10:30 pm which are different family and friends or church groups from the area. On Sunday there are several family groups - where they bring their young kids to play earlier then they play and they are followed by another friends and family drop in group. The

three groups on Sunday are 4:00 – 6:00 pm, 6:00 – 8:00 pm, and 8:00 pm – until fatigue enters their lives.

There are a few additional smaller groups who use the hall in non-prime times to play recreational competitive games Ex: Thursdays 1-4 and 4-6. These have 4-12 people.

#### F) High Performance:

Tuesday: 6:00-8:00 pm Saturday 1:00-3:00 pm

Monday & Thursday 6:00 and 7:00 pm

This group is roughly 20 in number with attendance per session 6-18 - Depending on who is away, work, etc. Skill level is minimum provincial with national and presently we have 5 who can play internationally. The age range excludes older senior/master and the very young as they are not physically capable of doing the work. Youngest in this group is a boy and girl and they are provincially and nationally competitive.

The Tuesday and Saturday training is physiologically hard work with more advanced technical work. It is 2 hours long with match play during the last 20 minutes. Monday and Thursday is a small group. Thursday is usually match play with corrections. Monday is drills and match play.

The rest of the Training & Development is private, semi-private, and quad lessons. One Court and coach.

#### G) Demographics & Geography:

Geography of the users is all over the peninsula with the majority area being Saanich and Cordova Bay. The age range is from 6-92 presently. The majority of the users range from 18-70. As outlined above, there are approximately 300 users of the hall. The percentage of Elite/High Performance Athletes is about 7%. The percentage of Elite Senior & Masters is about 15% - a few of these cross-over into regular use and occasional high performance.. Youth activities Age 8-16 involve about 80 kids – about 27%. The rest (over half) are recreational and social 16-92 year olds. It should be noted that the youth, elite senior master, and high performance all have a large social and interactive component to the training. This is an important component as it does tend to keep you “at it” more.

#### H) Purpose:

The building of the hall began in 1950 and completion was 1952. The CBCC was formed in 1946 - there is a picture of the “CBCC 10<sup>th</sup> Anniversary” banquet at the hall. We have talked to the daughter of one of the original builders – She said the hall was built as a community hall with primary physical usage as badminton. This is self-evident as no common gym is built with 28-30 foot ceilings. In the anniversary picture you can actually see the badminton nets hanging on the wall behind the banquet tables and people.

## I) Accomplishments:

To date we take pride in the knowledge that many badminton athletes have been generated here. To end last season we have had 350+ Provincial champions (inclusive of all age groups and classifications) and 130+ National champions. We have had 2 world champions (Tony in singles & Doris in xd). In addition we have had three bronze medals and two silvers at world championships. As well we have had 7 national team level athletes (Chris, Lyndsay, Drummond, Brian, Kyle, Candice, Sylvia, and countless at Senior/Master level - Badminton uses top 4 (semi-finalist, finalist or winner or a top ranking) at nationals as a national team base. The CBCC has also won "Club of the Year" honours from Badminton BC more than once. Note: Sylvia, Chris, Candice, are all Cordova Bay residents. Chris Trenholme grew up a neighbour (next door) to the club (now townhouse condos), Candice lives about a 5 minute walk away, Sylvia lives just south of the club. Chris was a national champion, provincial champion, #1 ranked in Canada for one year, and #1 in BC for 7 years. Of note, Chris now works for World Badminton (BWF) in their headquarters in Kuala Lumpur. We have actually changed lives of people. That maybe more than anything suggests the importance of this facility.


It is very difficult to find any meaningful negatives regarding replacing this hall. Regarding parking and traffic flow, there is a club - The Vancouver Racquets Club (Badminton & Squash) which has 1200 members – their parking space is marginally larger than ours and traffic is not an issue in the area (which is residential and a ball park where the Vancouver Baseball Team plays.. There have been studies completed here that show no traffic issues. A new building would increase market value of surrounding properties if anything – the old building is long past any attractive qualities. The building was here long before the residential build up nearby. The property immediate to the south was one of our top athlete's parents (Trenholme) and they found it a boon rather than a negative.

There are no exclusive groups at the club as all are on a drop-in basis except the church group and perhaps the family groups, although I have seen them allow others play with them.

Badminton is one of the few sports that does not have a proper facility in the lower island area. We did not get promised legacies from the Commonwealth Games and we are in need. The new hall **will** have extra space for community use.

As far as exclusivity, the High Performance Group is I suppose somewhat exclusive but that is by the nature of the group and work it has to do. If you can't do the work physically or technically, you can't help others or do the work yourself. Very few are capable of the regimen. The level, volume and intensity of the training and play is what makes it small and restrictive not politics etc. This involves only about 7% of our players. This is a "I want to do it" thing – not "casual drop-in" thing.

To an objective eye, the replacement of the existing hall is indeed a rare win-win situation.

Feel free to contact me 

*Sutcliffe*

**From:** Allan Holmes [REDACTED]  
**To:** <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <mayor@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>  
**CC:** <Leif.Wergeland@saanich.ca>, <Vicki.Sanders@saanich.ca>  
**Date:** 6/8/2016 8:49 PM  
**Subject:** Poposed new Badninton hall in Cordova Bay

Hi, my name is Allan Holmes and reside at [REDACTED] Blenkinsop Rd. in Saanich. I'm sending this all to the councillors and Mayor of Saanich in regards to the new badminton hall proposed on the existing site where the old hall is now located. I have being using the facility for over 10 years. As i just turnec [REDACTED] it is a wonderful place to meet people and provide exercise for me. The hall is oldddd and needs to be replaced in the next year or two. This can only be done with the approval from Saanich and hopefully the neighbourhood. A new building will look a lot better than the existing one and also meet the Saanich building codes to date. Thank you for listening to me.  
 Yours Truly  
 Allan Holmes

- > mayor@saanich.ca
- > - Susan.Brice@saanich.ca
- > Colin.Plant@saanich.ca
- > - judy.brownoff@saanich.ca
- > - Vic.Derman@saanich.ca
- > - Fred.Haynes@saanich.ca
- > - Dean.Murdock@saanich.ca
- > - Vicki.Sanders@saanich.ca
- > - Leif.Wergeland@saanich.ca
- >

POST TO	<i>Gen</i>	POSTED	JUN 09 2016
COPY TO	<i>sh</i>		
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RECEIVED  
 JUN 09 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

*Sutcliffe*

**From:** "Elsie Anguish" [REDACTED]  
**To:** "Richard Atwell" <mayor@saanich.ca>, "Susan Brice" <Susan.Brice@saanich.ca>, "Judy Brownoff" <judy.brownoff@saanich.ca>, "Vic Derman" <Vic.Derman@saanich.ca>, "Fred Haynes" <Fred.Haynes@saanich.ca>, "Dean Murdock" <Dean.Murdock@saanich.ca>, "Colin Plant" <Colin.Plant@saanich.ca>, "Vicki Sanders" <vicki\_sanders@telus.net>, "Leif Wergeland" <Leif.Wergeland@saanich.ca>  
**CC:** "Cordova Bay Association" <cbapresident@cbasn.com>, "Chuck Bell" <chuck.bell@saanich.ca>, "Ron Jordan" <rwjordanster@gmail.com>  
**Date:** 6/5/2016 9:26 PM  
**Subject:** Support for Cordova Bay Community Club

Hello Councillors,

I am writing in support of the Cordova Bay Community Club. I have been using the club for the last 15 years. I have been playing badminton 35 years at many different rec centres and school gyms in Victoria. This sport is great for healthy life style, it is also a very social sport. At present , this club is one of the only club to offer playing time during the daytime hours. I am 73 years of age and have been retired for 10 years .I use the centre 3 X a week from 10:30 to 1:30. My grandchildren have also been coming out to play here they live in saanich. When they were under 13 years of age they were not allowed to play with adults, there was no other club that they could use,they were welcomed here. Cedar Hill rec centre has a Sunday session,for family play, it gets booked up quickly. I don't live in Saanich but there is no other place I can play during the day. Not every community has tennis courts or soccer turf or curling rinks, for some sports we need to use one that is not in our own community.

Please support this application, my grand children and I have benefited from this club and would like to continue.

Elsie Anguish

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**RECEIVED**  
 JUN 08 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

*Sutcliffe*

**From:** Kim Lee [redacted]  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>, "susan.brice@saanich.ca" <susan.brice@saanich.ca>, "judy.brownoff@saanich.ca" <judy.brownoff@saanich.ca>, "vic.derman@saanich.ca" <vic.derman@saanich.ca>, "fred.haynes@saanich.ca" <fred.haynes@saanich.ca>, "dean.murdock@saanich.ca" <dean.murdock@saanich.ca>, "colin.plant@saanich.ca" <colin.plant@saanich.ca>, "vicki.sanders@saanich.ca" <vicki.sanders@saanich.ca>, "leif.wergeland@saanich.ca" <leif.wergeland@saanich.ca>  
**CC:** "cbapresident@cbasn.com" <cbapresident@cbasn.com>, "sharon.hvozdanski@saanich.ca" <sharon.hvozdanski@saanich.ca>, "chuck.bell@saanich.ca" <chuck.bell@saanich.ca>, "rwjordanster@gmail.com" <rwjordanster@gmail.com>  
**Date:** 6/2/2016 10:59 AM  
**Subject:** Cordova Bay Community Club

To the Mayor and Councillors of Saanich, BC,  
 It saddens and disappoints me to read that some of the Sutcliffe neighbours' oppose the construction of a new building for the Cordova Bay Community Club.

My family and I moved to Victoria almost 2 years ago and one of the first social activities we found was the badminton club at the CCBC. There is also an air rifle club which uses the premises. We had originally looked at purchasing a home in Cordova Bay but did not find what we were looking for. However, most of the players in our badminton club are Saanich homeowners, including ourselves, so yes, we do pay taxes. Would the Sutcliffe residents also ask the church down the street to move as it doesn't pay taxes? No one speeds up and down the road, we don't party there or make lots of noise and we are considerate of the surroundings. It really seems to be unneighbourly that the residents do not want the surroundings to be beautified by building a new centre. As the neighbours constantly repeat, this current building has been there for over 60 years. Most of the houses and definitely the townhouses are much newer to the area. Did they not see this building when they purchased their properties? It would be difficult to miss! Did they think it would magically disappear when they moved in? The current building is pretty much a shell with non-existent heating in the winter and no air flow in the summer. In the winter I need to wear a sweater and sometimes gloves when I'm playing. Is it really asking too much to have a new building with modern amenities? Would the residents rather the CCBC keep the existing building so they can keep complaining? It seems to be a rally of 'Not in my Backyard' but whose backyard was it to begin with?

My husband and I play badminton at CBCC twice a week and have been doing so for almost two years and have enjoyed ourselves tremendously. We are not elite players but go for the exercise and socializing. The atmosphere is very inclusive and welcoming. The ages range from 20's - 80's. We are thankful that this club exists and look forward to continuing playing there and hopefully in a newly built centre.

Thank you for your consideration.

Sincerely,

Kim Lee and Tom Glen [redacted] Rogers Close Saanich, BC

POST TO	<i>gen</i>	JUN 06 2016
COPY TO	<i>sh (recd)</i>	
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ACKNOWLEDGED:	<i>[Signature]</i>	

**RECEIVED**  
 JUN 06 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH



*Sutcliffe*

**From:** Ron Pacey [REDACTED]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdoch@saanich.ca>, <Colin.Plant@saanich.ca>, <Sharon.Hvozdzanski@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <rwjordanster@gmail.com>, <chuck.bell@saanich.ca>, <cbapresident@cbasn.com>  
**Date:** 5/26/2016 6:31 PM  
**Subject:** Cordova Bay Community Club Improvements, 941 Sutcliffe.

Dear Saanich Council,

I have been a Saanich resident for 35 years and have used the above facility throughout that period and continue to do so.

I was a director of the community club for 25 plus years and Treasurer for 19 of those years.

Myself and my family have enjoyed many hours of recreation at the community club predominantly playing badminton several times a week with different user groups.

I became an active member and offered my time to ensure the future of the facility.

The Cordova Bay Community Club was built by volunteer labour in 1946 and plays an historic role in providing residents the opportunity to participate in active sports at an affordable price. As you are aware the CBCC does receive a grant in lieu of taxes and is the only burden on the Saanich municipality.

The current board of directors work tirelessly to improve the facility and would like to replace the existing structure on the same site with one that is more pleasing to the eye and offer improvements which are not possible to achieve with the existing building.

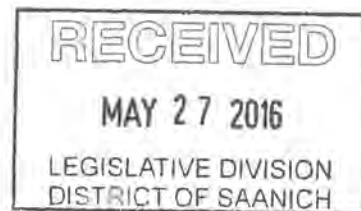
In considering this proposal for a new structure it will allow the community to take full advantage of what a new structure can offer, warm in the winter cool in the summer and allow residents to enjoy a legacy which was created in 1946. The spirit lives on and will provide many years of enjoyment for its users.

Many thanks for the opportunity to share my thoughts.

Ron Pacey  
 [REDACTED] Maxine Lane,  
 Victoria, BC  
 [REDACTED]  
 [REDACTED]

Sent from my iPad

POST TO	<i>Gen</i>	MAY 27 1 2016
COPY TO	<i>SH (recd)</i>	
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ACKNOWLEDGED	<i>blm</i>	



*Autcliffe*

**From:** [REDACTED]  
**To:** <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <sharon.hyozdanski@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/26/2016 9:48 PM  
**Subject:** Cordova Bay Community Club

To Whom it may concern:

My family has lived in Cordova Bay for six years. Our teenage daughter has been involved with badminton for the past three years. She plays badminton every weekend, and enjoys playing close to home at the Cordova Bay Community Club.

I also have friends at work who play badminton at this facility, and thanks to the location they are now aware of other businesses in the area, such as Tru Valu foods, that they can visit.

It is one of the few sports where there are just as many young children as seniors playing the same game. Just watching the lessons and games before my daughter plays, there is an obvious sense that this sport is growing in popularity. To miss out on this opportunity for growth due to a few people who don't like any change is very short-sighted.

The new construction at the Club has been eagerly anticipated, and it is distressing to think that it could be stopped at this point due to some misinformation that has spread.

The existing building is in a terrible state, and desperately needs repair.

Please consider all opinions, and the users of the facility in your decision. We strongly support the construction of a new facility.

Thank you.

Sheila Stupak

POST TO	<i>Sheila Stupak</i>	MAILED 31 2016
COPY TO	<i>SH</i>	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
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FOR		
ACKNOWLEDGED	<i>blm</i>	

RECEIVED  
MAY 27 2016  
LEGISLATIVE DIVISION  
DISTRICT OF SAANICH

*Sutcliffe*

**From:**

**To:** <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.deraman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>, <sharon.hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <cbapresident@cbasn.com>, Ron Jordan <rwjordanster@gmail.com>

**Date:** 5/31/2016 11:41 PM

**Subject:** Cordova Bay Community Club Plan for Renovating and Renewing our Building

Hello,

My name is Donna Warrender. I am a resident and home owner in Saanich. This has been my ONLY REQUEST to Mayor and council in the 15 years I have lived at my current address (see below). I am requesting that you approve the building permit and allow the Cordova Bay Community Club (CBCC) and it's Board of Directors to move forward with our plans to renovate and renew our current building at 941 Sutcliffe Rd, Victoria, BC. The reasons for this are as follows:

1. I am currently a CBCC member who plays badminton 1-3 times per week. I also use this building as a site for 1:1 training which has enabled me to successfully compete in badminton at the National level. I have been using this facility regularly for the past 12 years. I hope to be using this building for the next 30 or more years!!!
2. My son, daughter and nephew have all played and/or trained for recreational or competitive badminton using this facility. My family including those listed previously as well as my husband, brother and our friends have all played here recreationally. This is one of the activities we prefer to do as a family and it has been one of the best mother/daughter events that have contributed significantly to our pleasure in pursuing physical activity and with being with each other. We all hope to continue to use the renewed and renovated building in the future. We all support the plan being promoted by the CBCC.
3. There are several youth groups that are pursuing badminton on a recreational AND COMPETITIVE level at this facility. As a community member I am delighted to see youth involved in such a healthy and engaging activity. These youth deserve a safe and healthy environment in which to pursue their interest. They deserve the support of the CBCC and Saanich communities.
4. There are also several groups of adults that enjoy playing regularly in this aging facility on a recreational and competitive level.
5. As a Public Health Nurse I am very aware of the need for a renovated and renewed building which will provide a healthier environment. As a health care professional that works in the community I am only too aware of the health deficits that result from inactivity and that multiple access points for a variety of activities are needed in order to accommodate and promote physical activity which benefits all aspects of an individual's health.

I sincerely hope this letter of support has appealed to you, I am not the most articulate of writers, but I hope you realize that this project is very important to me, my family and various youth and Adults in the community of Saanich. Many of these people are working out of town, are very busy with school, exams, work and other pursuits, they don't feel they will write a "good letter" etc. but they have encouraged me to write to you on their behalf. Please feel free to call me if you have any questions. And thank you for your time and thoughtful attention.

Donna Warrender ( and on behalf of Ian, Steven and Megan Warrender, Mike Tardif and Bryant Tardif, and several youth and adults using the CBCC building)

Haliburton Rd. my brother Mike Tardif is also a Saanich resident who lives on Haliburton Rd. Victoria BC

**RECEIVED**  
**JUN 02 2016**  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

POST TO	<i>Gen</i>	JUN 09 2016
COPY TO	<i>SH / recd</i>	
INFORMATION	<input checked="" type="checkbox"/>	
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COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR	<i>h/m</i>	

**Planning - Cordova Bay Community Club**

---

**From:** Paul [REDACTED]  
**To:** "Susan.Brice@saanich.ca" <Susan.Brice@saanich.ca>, "judy.brownoff@saanic...  
**Date:** 5/30/2016 7:05 PM  
**Subject:** Cordova Bay Community Club

---

To whom it may concern,

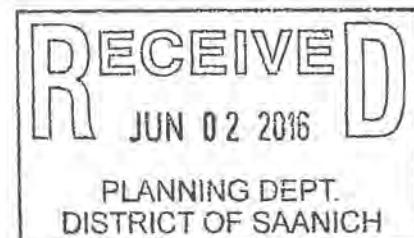
Our family has recently learned that Saanich has denied Cordova Bay Community Club to continue with the plans of extending their Center. Due to more disapproval letters than approval letters.

My kids have been going there to practice, exercise, and have fun. The Community Club is a big part of their life, and they love to play badminton there. We've noticed that the Community Club is becoming more and more popular these days, and that when we try to rent courts, it is difficult to find a good time to rent. Because this is due to them being limited to 3 courts, and also because of the popularity the place has been getting.

We feel that if Saanich would allow Cordova Bay Community Club to continue with their plans to extend their Center. It'll give them the ability to create new programs, for both kids and adults. And it will allow for more people to practice and play badminton.

Best Regards,

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IN CASE**

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POST TO	<i>Gen</i>	ASSIGNED	<i>3/2016</i>
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REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	<i>dm</i>		

**From:** Theodore Wu [REDACTED]  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>, "susan.brice@saanich.ca" <susan.brice@saanich.ca>, "judy.brownoff@saanich.ca" <judy.brownoff@saanich.ca>, "vic.deraman@saanich.ca" <vic.deraman@saanich.ca>, "fred.haynes@saanich.ca" <fred.haynes@saanich.ca>, "dean.murdock@saanich.ca" <dean.murdock@saanich.ca>, "colin.plant@saanich.ca" <colin.plant@saanich.ca>, "vicki.sanders@saanich.ca" <vicki.sanders@saanich.ca>, "leif.wergeland@saanich.ca" <leif.wergeland@saanich.ca>  
**CC:** "cbapresident@cbsn.com" <cbapresident@cbsn.com>, "sharon.hvozdanski@saanich.ca" <sharon.hvozdanski@saanich.ca>, "Chuck.bell@saanich.ca" <Chuck.bell@saanich.ca>, "rwjordanster@gmail.com" <rwjordanster@gmail.com>  
**Date:** 6/1/2016 8:48 AM  
**Subject:** Letter of Support for the Cordova Bay Community Center

**RECEIVED**  
 JUN 02 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

To the honorable Saanich Mayor and Council,

I am writing in regards to the proposed renovation plans for the Cordova Bay Community Center. As an avid badminton player, CBCC has served as an extremely important venue for my sport, and I would love to see it renovated.

The CBCC has long been the only venue in town for badminton, and I have been attending training and lessons at CBCC since I was eleven years old: over four years now. Currently, I play badminton at CBCC twice a week. As our family lives in the Sunnymead area, the CBCC is extremely accessible, allowing me to pursue my passion for badminton without needing to travel across the city.

Even though badminton is widely popular in many parts of the world, here in North America the sport is much less popular and often neglected or ignored. Many people who have never played badminton or who have never played seriously think that the sport is awkward and boring. These people could not be further from the truth. Not only is badminton the fastest sport in the world, but it has also played a crucial in my development as an athlete. When I was young, I could never find a sport which I felt passionate about. Soccer, basketball, volleyball, baseball; none of these were interesting for me. Only under the pressure of my parents would I play these sports. Badminton was the first sport which I enjoyed playing. I started practicing at community group sessions but quickly found that the lack of a proper coach and proper courts was an impediment to my progress. At CBCC, I found not only a good coach and good courts but also a supportive community which was crucial to my growth and improvement in badminton. The CBCC provided us with the ideal environment to practice our passion for the sport. I am extremely thankful for the impact which the CBCC and its badminton community had on my life.

After training for 4 years, I have become an active member in the badminton community. Alongside my training, I have also attended numerous tournaments and competitions, meeting new friends and making new rivals. However, my journey could not have been possible without the support of the community brought together by the Cordova Bay Community Center. As the building ages, the safety and health of its users, as well as the quality of the courts, become an increasingly larger concern. This is why renovations are essential. A new CBCC would give the badminton community more capacity to practice the sport we love, and to nurture the talents of new, emerging athletes. We will no longer need to feel limited by the quality or size of our courts.

I am in full support of these renovations and I hope that the Saanich Mayor and Council can make our wishes happen.

Thanks so much for your time and consideration of this proposal.

Best Regards,

Theodore Wu

Resident of Saanich-Cordova Bay

*sedcliffe*

**From:** [Redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.Hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 6/1/2016 3:21 PM  
**Subject:** Support of the Cordova Bay Community Club

I am writing you in support of approval for the plans to renovate and renew the Cordova Bay Community Club.

I have been using the CBCC since I attended High school over 20 years ago. I now have a young family that I have introduced to the CBCC. I personally use this facility three to four times per week. My wife uses the facility 2-3 times per week. I am a home owner that has lived in Saanich for over 10 years. Before that I would commute to the CBCC from the Western Communities.

The use of the CBCC has a very positive impact on physical and mental health for my family. Participating in events at the CBCC promotes a strong community, friendships, and healthy living.

I fully support and approve of the plans to renovate and renew this facility.

Thank you for the consideration,

Graeme Kellow

POST TO	<i>Ken</i>	DATE	JUN 3 2016
COPY TO	<i>Shirley</i>		
INFORMATION	<input type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>	COPY RESPONSE TO LEGISLATIVE DIVISION	
FOR			
ACKNOWLEDGED	<i>blm</i>		

<b>RECEIVED</b>
JUN 02 2016
LEGISLATIVE DIVISION DISTRICT OF SAANICH

*utcliff*

**From:** Mira Vance - [redacted]  
**To:** <mayor@saanich.ca>  
**Date:** 5/30/2016 8:14 PM

Hello, I really do hope you go through with the building of the saanich community hall. It would bring so many more opportunity's for people and overall make a better community. Me and my family haven't been using the current building for too long, but I can already see that we need more space. Everywhere is getting very crowded and there is only going to be more people coming and wanting to learn more sports. By adding the new building we would b making it much easier for familys or individuals to learn. there will be room for new people to ion and have fun. please ,

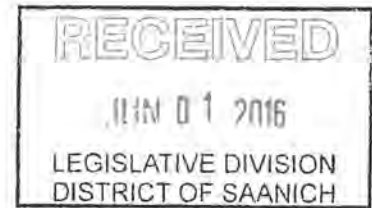
POST TO	<i>Sen</i>	POSTED	JUN 01 2016
COPY TO	<i>SI</i>		
INFORMATION	<input checked="" type="checkbox"/>		
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FOR			
ACKNOWLEDGED	<i>blm</i>		

**RECEIVED**  
JUN 01 2016  
LEGISLATIVE DIVISION  
DISTRICT OF SAANICH



TO: Mayor and Council - Municipality of Saanich

FROM: Mr. J G Connor  
Prospect Lake Road, Victoria, BC



RE: **In favour of new building**  
**Cordova Bay Community Club (CBCC)**

As a long-time resident of Saanich since 1986, I am writing to you today to express my enthusiastic support for the new building proposal being put forward by the Cordova Bay Community Club (CBCC) on their existing property at 941 Sutcliffe Road. This project is of tremendous value to Saanich in that it is simply an improvement of the community recreation facility that has existed on this site for more than fifty years. This is not a change in use from the present facility.

As a regular user of the existing structure to play badminton three times per week for the last fifteen years I wish you to know what an important role this facility plays in my life and the hundreds of others that use the building.

The present building was built over 50 years ago and is very much in need of replacement and an increase in the amount of playing surface from three to eight courts.

There are so many reasons that the Club Members deserve your support of their efforts to create the updated facility. I would like to address just a few of them.

#### **Health and Fitness:**

I am sure that you're aware of the epidemic of obesity and diabetes that plagues us in Canada and the USA and indeed around the World. Since a picture is worth 1,000 words I refer you to APPENDIX A, B & C below. Notice that Canada is close on the heels of our USA brethren in obesity.

**Obesity in Canada** is a growing health concern, which is "expected to surpass smoking as the leading cause of preventable morbidity and mortality ... and represents a **burden of Can\$3.96 (US\$4.16/€2.85) billion** on the Canadian economy each year."

A 2004 study called the **Canadian Community Health Survey**, found **23% of Canadians 18 and older were obese and 36% more were overweight** (as determined by body mass index). In children and adolescents, 8% were obese and 18% overweight.

A 2005 report released by the Canadian government's Economics Division reported that "In 2004, approximately **6.8 million Canadian adults aged 20 to 64 were overweight, and an additional 4.5 million were obese**. Roughly speaking, an adult male is considered overweight when his body weight exceeds the maximum desirable weight for his height, and obese when his body weight is 20% or more over this desirable weight. A similar guideline holds true for women, but at a threshold of 25% rather than 20%. **Dramatic increases in overweight and obesity among Canadians over the past 30 years have been deemed to constitute an epidemic.**"<sup>[5]</sup>

Note that the figures below are at 2004, twelve years ago. Things have gotten worse since then.

Clearly we are dealing with an issue of quality of **life and premature death**.

In my considered opinion, encouraging health and fitness is a most important duty of a municipal government. For it is Municipality's that are closest to the real day to day needs of Canadians.

Approving the building of this sports facility is such a duty. The new CGCC building will allow even more youth and adults to participate.

**Badminton Champions:**

CBCC has in its membership an above average number of **Masters Badminton Gold Medal** winners. Many of these Champions are over age 50 and have won medals numerous times in **Canadian National Competitions**. We also have members who have dedicated themselves to become International level **Referees** and **Umpires** and are invited to other Countries to perform this function, thus becoming great ambassadors for Saanich and Canada.

**Badminton Training:**

We are fortunate at the CBCC to have a Badminton Coach of National prominence, Keith Anton. His skill and enthusiasm has been instrumental in assisting both youth and adults to become avid players and in many instances to excel in both BC and Canada. I have had the pleasure of both participating in training and watching the coaching of national level players. It is a joy to behold and brings recognition from across Canada.

**Other Uses:**

Although Badminton players have been virtually the sole support for the CBCC for the last thirty years there are other uses that the new building will help foster as the facility evolves. These to include Aerobics, Fitness Centre, Bridge tables, Martial Arts, Table Tennis and Yoga to name a few. The Social Lounge and Meeting rooms will provide other opportunities for community involvement. This facility has a long multi-generational history of community involvement whose support has allowed CBCC to provide a dynamic facility worthy of the support necessary to both use resources and finance its operations.

**Comments:**

One issue that seems to be raised sometimes by a few residents in the area is the issue of traffic & parking. Please to note that the most recent residents (built in the last eight years), across the street at 940 Sutcliffe Road must certainly have known of the existence of the CBCC before purchasing their home. I have looked over this townhome complex and find that that each unit has a full garage for one or two cars and driveway for parking plus even more additional parking marked for guests. These residents can have no concern about needing street parking. The CBCC has always had plenty of parking onsite and that will continue.

As to traffic, Sutcliffe will continue to be a no-thru road. The comings and goings from the CBCC will not interfere with our neighbour's ability to access their property. In all the years I have used the CBCC hall I have never seen a local residents access/egress delayed. In fact I have rarely seen moving local traffic.

There is much more that could be said in support of the CBCC initiative; however I feel the points made hit the key ones. If you have any questions or wish further input you're most welcome to contact me by email at [REDACTED]

Respectfully submitted,

Mr. J G Connor

Sent by eMail to:

**Saanich Councillors:**

Mayor, Richard Atwell – [mayor@saanich.ca](mailto:mayor@saanich.ca)  
Susan Brice – [Susan.Brice@saanich.ca](mailto:Susan.Brice@saanich.ca)  
Judy Brownoff – [judy.brownoff@saanich.ca](mailto:judy.brownoff@saanich.ca)  
Vic Derman - [Vic.Derman@saanich.ca](mailto:Vic.Derman@saanich.ca)  
Fred Haynes – [Fred.Haynes@saanich.ca](mailto:Fred.Haynes@saanich.ca)

Dean Murdock – [Dean.Murdock@saanich.ca](mailto:Dean.Murdock@saanich.ca)  
Colin Plant – [Colin.Plant@saanich.ca](mailto:Colin.Plant@saanich.ca)  
Vicki Sanders [Vicki.Sanders@saanich.ca](mailto:Vicki.Sanders@saanich.ca)  
Leif Wergeland – [Leif.Wergeland@saanich.ca](mailto:Leif.Wergeland@saanich.ca)

**C.C. to:**

Cordova Bay Association – [cbapresident@cbasn.com](mailto:cbapresident@cbasn.com)  
Sharon Hvozdzanski – [Sharon.Hvozdzanski@saanich.ca](mailto:Sharon.Hvozdzanski@saanich.ca)  
Chuck Bell – [chuck.bell@saanich.ca](mailto:chuck.bell@saanich.ca)  
Ron Jordan – Chair CBCC - [rwjordanster@gmail.com](mailto:rwjordanster@gmail.com)  
Rob Oldfield

**APPENDIX A**

In 1997 the World Health Organization (WHO) formally recognized **obesity as a global epidemic**. As of 2008, The World Health Organization claimed that 1.5 billion adults, 20 and older, were overweight and of these over 200 million men and nearly 300 million women were obese.<sup>[6]</sup> The rate of obesity also increases with age at least up to 50 or 60 years old

[http://en.wikipedia.org/wiki/Epidemiology\\_of\\_obesity](http://en.wikipedia.org/wiki/Epidemiology_of_obesity)

**Canada**

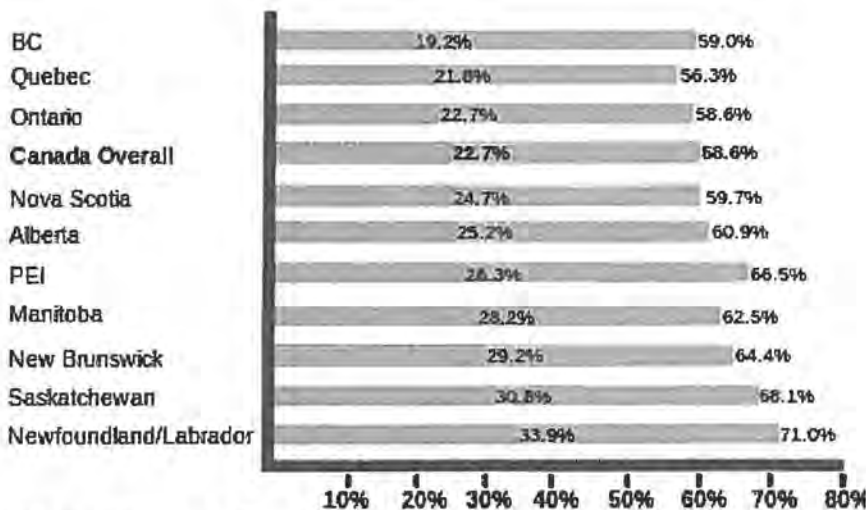
**Main article: Obesity in Canada**

[http://en.wikipedia.org/wiki/Obesity\\_in\\_Canada](http://en.wikipedia.org/wiki/Obesity_in_Canada)

**Obesity in Canada** is a growing health concern, which is "expected to surpass smoking as the leading cause of preventable morbidity and mortality ... and represents a **burden of Can\$3.96** (US\$4.16/€2.85) **billion** on the Canadian economy each year."<sup>[1]</sup>

The number of Canadians who are obese has risen dramatically in recent years. In **2004**, direct measurements of height and weight found **23.1% of Canadians older than 18 had a BMI greater than 30 (obese)**. When broken down into degrees of obesity, 15.2% were class I (BMI 30–34.9), 5.1% were class II (BMI 35–39.9), and 2.7%, class III (BMI > 40). This is in contrast to self-reported data the previous year of 15.2% and in 1978/1979 of 13.8%. The greatest increases occurred among the more severe degrees of obesity; class III obesity increased from 0.9% to 2.7% from 1978/1979 to 2004. Obesity in Canada varies by ethnicity; people of Aboriginal origin have a significantly higher rate of obesity (37.6%) than the national average.<sup>[29]</sup>

**In children obesity has substantially increased between 1989 and 2004** with rates in boys increasing from 2% to 10% and rates among girls increasing from 2% to 9%.<sup>[30]</sup>



**Obesity rates in Canadian provinces, 2004.**<sup>[4]</sup>

□ Percent of population obese  
■ Percent of population obese or overweight

## United States

Main article: [Obesity in the United States](#)

The United States has the highest obesity rates in the developed world.<sup>[21]</sup> This is a long-standing phenomenon: already **by 1962, 45% of adult Americans were overweight**, and 13% of adult Americans were obese;<sup>[32]</sup> these numbers were already higher than obesity rates observed in most developed countries as late as 2001-02. From 1980 to 2002, **obesity rates have doubled**, reaching the current rate of 33% of the adult population.<sup>[33]</sup>

As of 2007, **33% of men and 36% of women are obese**.<sup>[34]</sup>

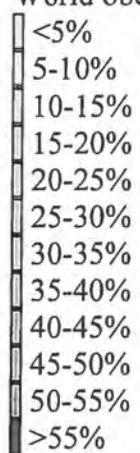
Obesity is one of the leading health issues in US society, resulting in about **300,000 deaths per year** in the United States.<sup>[42]</sup> About **65 percent of Americans are now considered either overweight or obese**.<sup>[43]</sup> According to *National Health and Nutrition Examination Study* collected between 1970s and 2004, overweight and obesity prevalence have increased steadily among all groups of Americans over the past three decades

## APPENDIX B

### World obesity prevalence among **males** (2008)



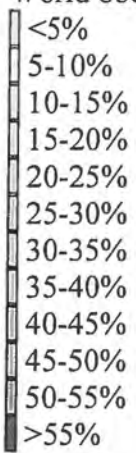
World obesity prevalence among **males**.<sup>[1]</sup>



## World obesity prevalence among females (2008)



World obesity prevalence among **females**.<sup>[1]</sup>



## Obesity and Diabetes – The Plague of Our Time

<http://www.examiner.com/article/obesity-and-diabetes-the-plague-of-our-time>

When Michelle Obama announced “Let’s Move,” her signature initiative to combat childhood obesity, she emphasized that major diet and lifestyle changes were not required in her view to turn this growing health crisis around. “Small changes add up,” she said. “We don’t need to totally evaporate our way of being as we know it today.” In other words, if we just cut a few calories here and there and exercise a bit more, things will be fine before long. A comforting thought.

But that may be wishful thinking, according to Mark Hyman, MD, chairman of the *Institute for Functional Medicine* and medical director of the *Ultra Wellness Center* in Lenox, Massachusetts, and author of several bestselling health books, including his latest, titled “**The Blood Sugar Solution.**” The way he sees it, we are in the middle of an explosive epidemic of obesity and type 2 diabetes that will touch almost everyone in one way or another. He does not hesitate to call it “*the modern plague.*”

Obesity, insulin resistance, metabolic syndrome, pre-diabetes, type 2 diabetes, heart disease, dementia and cancer are ultimately all rooted in one and the same problem: Our dismal diet- and lifestyle choices. Diagnosing and treating these diseases separately as if they were not interconnected misses the whole picture. Instead, Dr. Hyman proposes using a more comprehensive term to describe the continuum of which all these health problems are part of: “Diabesity.”

Diabesity can range from slight weight problems and mild insulin resistance to morbid obesity and severe diabetes. Because the disease is not well understood as a continuum, millions of those affected by it remain undiagnosed and untreated. As a consequence, **more people all over the world die now from chronic illnesses than from infectious diseases.** The real tragedy is that the causes are almost always environmental and lifestyle-related, which would make them perfectly preventable or curable through public education and enough political will to implement the necessary changes.

“This is a lifestyle and environmental disease and won’t be cured by medications,” Dr. Hyman writes. “Billions and billions have been wasted trying to find the ‘drug cure,’ while the solution lies right under our nose. Shouldn’t the main question we ask be *why is this happening?* Instead of *what new drug can we find to treat it?*”

Since most of our modern-day ailments are primarily caused by poor diet choices, chronic stress and **sedentary lifestyles**, as well as toxins and allergens in the environment, we must address these problems from the ground up (literally). Instead of looking for quick fixes through medication and surgical procedures, we can make many important corrections by ourselves and without delay by using the right ingredients that make us healthy again, including whole, fresh food, vitamins and minerals, water, fresh air, **exercise**, stress reduction, etc. “When we take out the bad stuff and put in the good stuff, the body knows what to do and creates health and disease goes away,” writes Dr. Hyman. Care for the environment is part of that, too. Here, he strongly agrees with Sir Albert Howard, who is by many considered the founder of the organic agriculture movement, when he wrote in his landmark book, “The Soil and Health,” that we must “treat the whole problem of health in soil, plant, animal and man as one great subject.”

Finding our way back to wholesome nutrition is one of the greatest challenges we face today. “In America, we eat more than we ever have, yet we are nutritionally depleted,” writes Dr. Hyman. The epidemic of diabesity and other chronic illnesses is paralleled by an epidemic of nutritional deficiencies. Most of us don’t eat enough the kind of food that protects us from diseases and too much of the kind that makes us sick.

“Food literally speaks to our genes,” he writes in a chapter titled “Nutrigenomics.” “The information your body receives from the foods you eat turns your genes on and off.” Whole-foods and plant-based diets have been shown in clinical studies to be able to turn off cancer-causing genes or turn on cancer-protective genes. No medication can do this. “What you put on your fork is the most powerful medicine you can take to correct the root causes of chronic disease and diabesity,” he writes.

“The Blood Sugar Solution” is a highly informative but, thankfully, so a very accessible book for both professionals and the laypersons. Some readers may find Dr. Hyman’s positions to be somewhat radical, if not utopian, especially where he seeks to offer hands-on solutions. Admittedly, he writes with passion and a sense of urgency – and rightly so. The obesity crisis keeps growing unabatedly worldwide and the time for “small steps” may have passed. Something has to change on a fundamental level. Unfortunately, that makes it so much less likely that we will see significant successes in the near future, if ever.

Tim Gustafson R.D. is a clinical dietitian and author of the book “The Healthy Diner – How to Eat Right and Still Have Fun”®, which is available on her blog, “Food and Health with Tim Gustafson R.D.”



*Sutcliffe*

**From:** Valerie Burgess  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brown@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <chuck.bell@saanich.ca>, <rwfordanster@gmail.com>  
**Date:** 5/27/2016 2:33 PM  
**Subject:** Cordova Bay Community Club Application for replacing the current building on Sutcliffe Rd. in Cordova Bay with a more modern and functional structure

POST TO	<i>CPN</i>	JUN 09 2016
COPY TO	<i>SA</i>	
INFORMATION	<input checked="" type="checkbox"/>	
RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
ACKNOWLEDGED	<i>km</i>	

Dear Mayor and Saanich Council Members,

I am writing in support of the above application as member of the Cordova Bay Community Club. I have been a member for the last several years.

I grew up in Victoria and have memories of playing basketball in the Cordova Bay Hall as a teenager in the mid-fifties. Now, I have a place to play badminton with a diverse group of badminton players, mostly comprised of seniors from various neighbourhoods in Saanich, at an affordable cost, and at times that keep me off the roads at busy hours.

I understand that it is primarily the residents of Sutcliffe Rd, a one block dead-end, who are against the upgrade of the property. I find it interesting that all of the resident-owners of the housing complex at the end of the block all decided to purchase their homes knowing there was a community hall across the road and at the same end of their block. The other homes on the block are at least as old as the hall and the residents thereof seem to have been content with the hall being there as part of their community for over 50 years. Also many local walkers, often with dogs, use the road as cut-through between the Lockside Trail running along the back of the property and the Cordova Bay village centre.

Regarding traffic on the road, it is mostly confined to the hours in the day when the hall is in use. The badminton users account for maybe 24 to 30 users at a time coming and going for a couple of hours at a time and couple of times a week. There is never a difficulty with space to park as most players stagger their drop-in times and some arrive by other modes of transport or as passengers with others.

I live in the Gorge-Tillicum Neighbourhood in Saanich where I was born and where my husband and I purchased a condo in 1995. My driving hours between home and the hall are not at rush hours but before and after the lunch hours. It is 20 minutes drive each way on main roads. I drive carefully along the short block which is Sutcliffe Rd., cognizant of the family daycares, gardeners' vehicles, pedestrians, dogs, and resident vehicles. I find everyone to be courteous and accommodating.

I personally think it is quite wonderful not to have to head to large shopping centres and sports complexes to have a few hours of recreation a couple of times a week. I think it will be quite wonderful for local residents—of all ages—to be able to continue to do this as well.

The building is in need of repair/upgrade/replacement and the grounds need to be groomed to accommodate vehicles in an orderly and eye-pleasing way that also retains the native trees while eliminating the problem of dust.

What a lovely resource for this community! Interestingly enough, most people who ask me where I play badminton say, when I tell them, that they have never seen or heard of the hall. Cordova Bay Residents say, "I didn't know there was a hall there", or "I have never been on that street. Where is it anyway?" I don't think a new facility will be a problem for many residents of Cordova Bay.

I am asking Saanich Mayor and Council as individuals to look at the broader picture and not just the wishes of the residents of about 14 higher-end family units at the end of Sutcliffe Road—the same road as CDCC is on and was on long before the homes were built.

Sincerely yours,

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MAY 30 2016
LEGISLATIVE DIVISION DISTRICT OF SAANICH

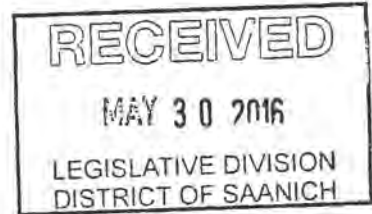
Valerie Burgess

Sutcliffe

Ismail Abdullahi  
Mills Road  
Sidney, BC

May 27, 2016

District of Saanich  
770 Vernon Ave.  
Victoria BC V8X 2W7  
Canada



Dear Council members,

I am writing this letter to you as a member of Cordova Bay Community Club (CBCC) and also as one of the regular users of the club's sport hall at 941 Sutcliffe Road, in Cordova Bay.

I am a resident of Sidney, as indicated in my address above but I enjoy driving 17 km every Sunday to Cordova Bay to play badminton and socialize with friends and members of the CBCC. I have been playing badminton at this centre ever since I immigrated to Canada from Germany in 2006. Playing badminton especially at this centre makes me feel at home. Although the primary purpose of the sport hall is to provide room for meeting and playing, it also offers opportunity for club members and friends to engage in many social activities. As a group, we go out for lunch and sometimes dinner at the restaurants in the neighbourhood, sometimes we organize barbeque. Luckily, we have eatery and grocery stores like Mason Jar, Tru Value foods, Adriene's Tea Garden, and the Beach House close by to serve our needs. The opportunity to play at CBCC gives me a great sense of belonging to the community. There is no question that providing opportunities for us (both youth and old) to play at CBCC provides community benefit—if for no other reason than idle time can be filled with activities that are healthy and positive.

I've heard about the history of the sport hall which was built in 1946 through the effort of volunteers. I believe the hall was among the best if not the best then. However in this 21<sup>st</sup> century, the sport hall is far below standard, this is aside the fact that the structure itself is getting too weak to support the recreational activity it's being used for. It is for these reasons that I strongly support the club's decision to replace the current building with a new, larger facility, with eight badminton courts. I appreciate the vision and the volunteer hours of the pioneer members of CBCC which has made it possible for me to continue to enjoy the sport I like to do. I might not be able to do as much as the pioneers of the club did but I'm willing to volunteer as much as I can in the building of the new facility.

In this regard, I'm appealing to the Saanich council to approve and support the effort of CBCC to build a new hall. I know the District of Saanich is committed to be a model organization for our community and support the promotion of active lifestyles and choices under the Healthy Communities Initiative. I'm confidence that you will continue to use

your good office to support the sporting activities in the community, so that members of CBCC, who come from different social and cultural backgrounds, will have the opportunity to contribute to community health and wellbeing, social integration and cohesion.

Sincerely Yours

Ismail Abdullahi  
CBCC Member

*Sutcliffe*

**From:** Doug Lowe [REDACTED]  
**To:** <mayor@saanich.ca>, <leif.wergelend@saanich.ca>, <colin.plant@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <rwjordanster@gmail.com>  
**Date:** 5/28/2016 9:58 PM  
**Subject:** Cordova Bay Community Hall (CBCC)

To our mayor and Saanich councillors:

This old hall was originally built for all users by volunteers. I remember it well.

I have lived in Saanich for 55 years now, and have used and enjoyed our hall for 32 of those years, at least 2 to 3 times a week. My friends and co users and I have tried to be good neighbours, drive with care, and use the hall to promote our sport and our Saanich community. We will continue to do so, but we need your help.

A new hall is needed now and for the future. The primary use now is for badminton, but other activities can be incorporated for other interested users. It will be a great addition to our community.

Please approve this new hall project.

Thank You  
Douglas Lowe

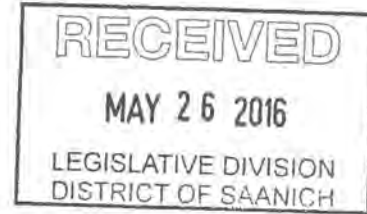
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DISTRICT OF SAANICH

*Autcliffe*

May 25, 2016

Saanich Councillor  
Saanich Municipality  
770 Vernon Ave  
Victoria BC V8X 2W6



RE: Renovation of Cordova Bay Community Club

POST TO	<i>Sen</i>	DATE	<i>MAY 27 2016</i>
COPY TO	<i>Stl-recd.</i>		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	<i>[Signature]</i>		

Dear Councillor:

I am writing in support of the plan to renovate/renew the Cordova Bay Community Club (CBCC).

I have been playing badminton for the past 10 years and have played in many facilities including Commonwealth Place, Cedar Hill Recreation, and Henderson Recreation. Out of all these places I can say, without a doubt, that the Cordova Bay Community Club has the best facilities as it offers high ceilings, 24/7 dedicated time to play badminton, and a large lounge area for players to set up. None of the other facilities can offer all these benefits all at once.

As a co-organizer of a group of more than 30 players that play once a week at the CBCC, I personally see the benefits the CBCC has had on this group of players. Players range from Saanich residents/owners made up of families with 8 to 10 year olds, to individuals up to 70 year old, that enjoy playing at the CBCC as it not only gives them a chance to exercise but also to socialize and meet other fellow players which strengthen our community relationship with other Saanich resident and owners.

Another benefit I would to note is strong reputation the CBCC has to offer in the badminton world. Locally and provincially, the CBCC is known to offer professional caliber training, facilities, and game play attracting players from all over Vancouver Island to the benefit of Saanich businesses. The quality of facilities the CBCC offers is evident by the annual tournaments it hosts (see below), attracting individuals to our community:

Tournaments hosted by the CBCC

December 2011 - BC Winter Games

- February 2013 - Brentwood Seniors & Masters Badminton Tournament
- March 2013 - Black Knight Island Open, BC Seniors Circuit
- December 2013 - Black Knight Island Junior Open
- February 2014 - Brentwood Masters Badminton Tournament,
- April 2014 - Black Knight Island Open, BC Seniors Circuit
- December 2014 - Island Junior Open
- February 2015 - BC Master's Circuit 3
- March 2015 - 2015 Black Knight Island Open
- December 2015 - Island Junior A Tournament
- February 2016 - BC Master's Circuit 3

I have lived on Cadillac Ave in Saanich for 34 years and although there are closer facilities from my home I love to go to the CBCC because of all it has to offer. The CBCC allows me to go out and be healthy and active rather than to staying home and inactive. I have been using the CBCC once a week for 5 months and I will continue to use it as it is not simply an activity for me but it is a part of my healthy lifestyle. I hope that you see the CBCC as an important piece of what Saanich has to offer.

Sincerely,

Gavin Wu, CPA, CGA

██████████ Cadillac Ave

Victoria BC ██████████  
██

*Sutcliffe*

**From:** Mary-Jo Randall [redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>, <cbapresident@cbasn.com>, <Sharon.Hvozdzanski@saanich.ca>, <chuck.bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**CC:** Patti Sumida <planderson@shaw.ca>  
**Date:** 5/25/2016 9:24 PM  
**Subject:** Cordova Bay Community Club Support letter  
**Attachments:** Cordova Bay Support Letter Final from Patti Sumida.pdf

Good Day Mayor Atwell and Saanich Councillors:  
 I am forwarding correspondence I received from a fellow user of Cordova Bay Community Club.  
 I hope you have some time to read her remarks.  
 I copied her on this email so you may reply to her or contact her directly.  
 Regards,  
 Mary-Jo Randall

POST TO	<i>Gen</i>	POSTED	<i>MAY 27 2016</i>
COPY TO	<i>SH-lead</i>		
INFORMATION	<input checked="" type="checkbox"/>		
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 DISTRICT OF SAANICH



May 25, 2016

To Whom It May Concern,

A brief visit to the Cordova Bay Community Hall will confirm the obvious. The visitor becomes acquainted with a dilapidated building past its prime, beyond repair, destined for demolition. What is not so obvious is that which lies embedded within the structure of this antiquated sport facility. Within this modest and humble building lies a vibrant and dynamic community frequented by individuals from a variety of cultures, age groups, ranges of ability and walks of life. Despite its shortcomings, the building vibrates with energy mornings, afternoons and evenings, seven days a week. It hosts ongoing opportunities for meaningful life experiences and the collection of fond memories. It is in this facility that we learn the value of community and connection while practicing and refining our athletic skills. It is here we learn about pushing ourselves past where we thought our capacity was, discovering physical and emotional resources we didn't know we had. The building offers a myriad of opportunities to learn about patience, fair play, encouragement, camaraderie, tolerance, accomplishment, respectful competition, humility and diversity. It is why we routinely invite our parents, children and grandchildren to share in our enthusiasm by coming out to play or watching us compete. It is why for many of us, this focus on play has evolved to become a salient component of our life's work.

I have been a member of this community hall for two decades. Many of our members and their families have been playing at this facility for two and three generations. Our collective passion for the sport and all that it offers resides in and reverberates throughout the structure. The challenge we are facing is that the integrity of the building is deteriorating, rendering it irreparable and unsustainable. We desperately need to build a new facility before someone in our community becomes critically injured playing on a failing floor surface. Please support us in making available for generations to come, a sound, safe, sustainable facility in which to recreate and welcome new members.

Sincerely,

Patti Sumida

*Sutcliffe*

**From:** Hongchuan Yang - [REDACTED]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.Hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/25/2016 9:20 PM  
**Subject:** Supporting letter for CBCC expansion and renovation

Dear Saanich Councillors,

I am writing to express the strong support of my whole family for the construction of the new building for Cordova Bay Community Club (CBCC).

We have been the residents of Saanich for fourteen years. While our house is in the Gordon Head area, we use the CBCC facility regularly. My kids play badminton at CBCC three times a week. Whenever feasible, my whole family will also play there. Essentially, playing badminton at CBCC is one of the most important recreational activity for my family. We truly enjoy the professional setup of the existing facility and the wonderful coaching and managing stuff there. We believe that CBCC is without doubt the best place for professional badminton playing in the greater Victoria area.

My kids benefit exceptionally from the programs and activities offered at CBCC. My daughter succeeded in the trial-out for BC Winter Games after playing at CBCC for two years. She then won two bronze medals at the BC Winter Games in Penticton this past February. She also finished at first place at Victoria school district badminton game two year in a row. She becomes the best under-15 badminton player on Vancouver island. My son is also learning badminton at CBCC. The training not only improves his technical skills, but also help with his personality development. Both of them become very confident and concentrate better for other activities.

We heard about many good things about CBCC before we started using it three years ago. It seems to be the place of choice for the best players in the area. But when we first visited the place, we were much disappointed by the old building and its small size (only three courts). We were surprised that this poor club house can attract so many good players (we later understand the reason being the wonderful coaching and managing stuff). Meanwhile, we were glad to know that the expansion of a new building is on the horizon. We started looking forward to the new building.

CBCC definitely needs this new building for its programs. The whole Saanich community will benefit greatly from a new building for CBCC. The current building of CBCC desperately needs renovation. But without the new building ready, the renovation will imply the temporary stops of all CBCC programs. The added capacity of the new building will accommodate more Saanich residents. More people will be able to enjoy the professional badminton atmosphere at CBCC. CBCC has several youth athletic development programs. The new building will give coaching stuff and the students more spaces to develop their skills. One frustration that we commonly face with the old building is that there are always a lots of lineup for waiting to play on the three courses. Should there be

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DISTRICT OF SAANICH

more courses, and as such more opportunities for the students to practice, I believe that the young badminton players at CBCC can compete more often at national levels.

In summary, we strongly support the construction of the new building and hope the Saanich Council will quickly approve the development plan.

Sincerely,  
Hong-Chuan

*Sutcliffe*

**From:** Chan Eugene  
**To:** <mayor@saanich.ca>  
**CC:** <cbapresident@cbsn.com>  
**Date:** 5/25/2016 12:37 PM  
**Subject:** Cordova Bay Community Club

POST TO	<i>Gen</i>	POSTED	MAY 27 2016
COPY TO	<i>SH</i>		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
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ACKNOWLEDGED	<i>—</i>		

To whom may concern,

I have been using the Cordova Bay Gym for 5 years, I done all my training and coaching in the gym. When I first came here from Hong Kong, the community hall was the first place where I meet all my friends and teachers. I use the gym very often, almost 7 days a week I provide coaching and group lessons for youth kids and adults. I live around Gordon Head, but when the gym is fully booked I couldn't do my group lessons there. It will benefit passionate players to keep showing up in the hall and promote the sport better in Victoria with better facility and environment. I 100% support the renovation project for Cordova Bay Gym and hopefully we will see it soon. Thank you for your time.

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DISTRICT OF SAANICH

From,  
Eugene

**From:** Billy Brix [REDACTED]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.Hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/23/2016 4:13 PM  
**Subject:** Cordova Bay Badminton Club

Good afternoon,

I am an active user of the Cordova Bay badminton hall. I have been playing badminton at the hall for the last 25 years. In that time, I have seen the hall deteriorate and begin to fall to pieces.

The cordova bay hall is the central focal point for high performance badminton on Vancouver Island, with the facility having produced a number of international talents and thousands of regional and recreational players. It is not uncommon for players from elsewhere in the province to travel to the facility in the summer to participate in the week long training camps. It's embarrassing that the high performance badminton community must rely upon this decrepit building for competitive training and hosting tournaments that see competitors travelling internationally to attend. From bats flying in the rafters, to persistent mold, to lack of heating and insulation, and floor bubbling, the building is in desperate need of rebuilding. During the winter, I often have to wear gloves and a toque while playing because it is so cold.

I can't, for the life of me, figure out why anyone would oppose the new facility.

Surely having a new building would be more desirable for the local populace than a building that is likely to fall down in the not to distant future. it's dangerous!

For those people living in the immediate area, the building pre-dates all of local houses by decades.

Even if the building is not replaced, badminton will not stop at the location. The traffic will still occur.

The local residents don't gain anything by opposing the building of the new facility.

Badminton is such a huge part of my life, and I hope it will be so for my children when I decide to have them. At this point, with the issues surrounding the building, I wouldn't be comfortable letting my kids play there in a few years time.

Please, I strongly encourage you to support this important development.

Let this be a building that the community can be proud of.

Thank you,

Billy Brix  
 Central Saanich home owner of 5 years

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FOR			
ACKNOWLEDGED	bl.mv		



**From:** Bill Metcalfe  
**To:** <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>  
**CC:** <cbapresident@basn.com>, <sharon.hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <rwjordan@gmail.com>  
**Date:** 5/24/2016 10:00 AM  
**Subject:** Cordova Bay

Hi to you all. I am writing with regards to the proposed new badminton facility at Cordova Bay. I visited the courts there over the years and see that it is a vibrant badminton hall. It is however so very old that it needs a serious upgrade to serve your community into the future.

I am from Saskatoon and belong to a dedicated badminton club (my 45th year) and saw our club upgraded about 15 years ago. (the original was built in 1965)

It has showers a kitchen/bar area for socials and small events and beautiful sprung floor badminton courts.

In a world where so many people are glued to their technology your community volunteers are spending significant time and money to encourage healthy lifestyles through the sport of badminton while building an aesthetically pleasing venue and property. You must agree that the place as it stands is an eyesore.

The project is much more than a building however.

I have met people across the world that play this wonderful sport and they are some of the most healthy and enjoyable people you will ever meet (including doctors, CEO's, nurses, teachers, tradesmen, professionals of all disciplines).

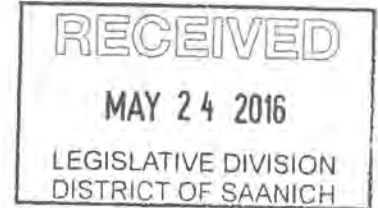
They are such good role models for children, grandchildren and friends. In supporting this project you will be part of this model facility that will provide positive benefits well into the future.

I'm sure there are many bylaws, building standards and so on that have to be met however I really am encouraging you all to look at the many positives of this project for Cordova Bay in Saanich District.

Sincerely

William Metcalfe

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ACKNOWLEDGED	<i>bl.m</i>



**From:** "Roberta and Corrie Campbell" <[redacted]>  
**To:** <mayor@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.hvozdansk@saanich.ca>, <Chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/23/2016 5:17 PM  
**Subject:** RE Cordova Bay Community Club - application for a new building

We support the Cordova Bay Community Club - application for a new building.

Our son, [redacted] has been playing badminton at the Cordova Bay Community Club for the last 4 years since he was [redacted] years old. He started badminton through the recreation centres summer camps and we wanted him to be able to continue this sport during the school year.

His development at Cordova Bay Community Club has enabled both his school and extra-curricular activities. The Cordova Bay Community Club has helped him progress from a beginner to someone who has competed on behalf of his school and at the Vancouver Island Badminton BC tournament in Nanaimo this year.

As parents we consider Cordova Bay Community Club to be a community resource. As home owners in Saanich since 2002, we are happy to recommend this facility and the programs it provides to other parents we know.

Badminton is a great sport for kids to enjoy both recreationally and competitively - like many racquet sports it is one that one can continue life-long.

The benefits of having a better facility will be that kids will enjoy their badminton experience more and want to continue.

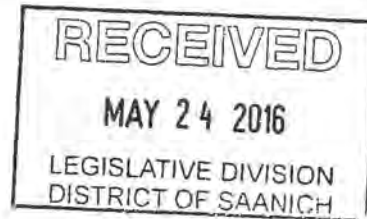
Sincerely,

Roberta and Corrie Campbell

[redacted] Aldridge St

Saanich, BC [redacted]

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FOR	_____		
ACKNOWLEDGED:	_____		



S. G. Cuffe

May 23, 2016

Dear Councillors:

We are writing in support of the plan to renovate and renew the Cordova Bay Community Club.

My husband, myself and our [redacted] year daughter have been playing badminton for the last 10 years, since moving from the lower mainland and buying our home in the Gordon Head area. We enjoy playing at Cordova Bay Community Club once a week. We appreciate that the facility is only about 10-15 minutes from where we live and we love that the facility is dedicated for badminton playing and has such high ceilings! In our opinion, there is no other facility better suited for badminton playing as this one.

Badminton is a passion that our whole family enjoys together. It is one of the few physical activity our family looks forward to and finds the time to enjoy together. Playing badminton has benefited our family in not only providing us a fun and healthy activity but has also enabled us to meet others and make lasting friendships. It also has enabled our family to stay connected, more important now more than ever as our daughter enters the teen years. Badminton is good, wholesome exercise. There is no swearing, smoking, drinking or loud noises.

We are respectful and grateful to have this valuable facility to play at but realize it is nearing the end of its time. This badminton club is important to our family. We wholeheartedly support the construction of Cordova Bay Community Club's new building.

Sincerely,

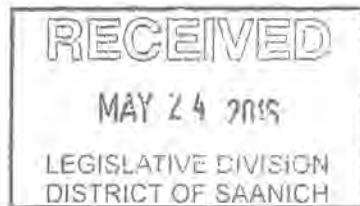
Sherri Lowe

Jim Lowe

Tia Lowe [redacted]

[redacted] Oakwood St

Victoria [redacted]  
[redacted]





*Sutcliffe*

**From:** Mary-Jo Randall [REDACTED]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>, <cbapresident@cbasn.com>, <Sharon.Hvozdanski@saanich.ca>, Chuck Bell <Chuck.Bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/24/2016 1:45 AM  
**Subject:** Cordova Bay Community Club redevelopment proposal

Dear Mayor Atwell and Councillors of Saanich:

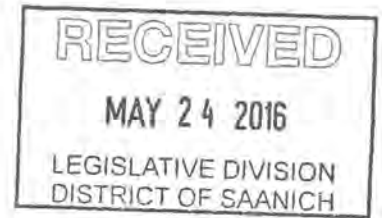
I would like to see the Cordova Bay Community Club (CBCC) building rebuilt as its days are numbered. Its structural safety will be a factor one day. I have been part of this facility since the mid 1990's and have enjoyed being a part of this particular community of people. It is true that not all the users are from Cordova Bay and that statement is also true of all Rec Centres and community halls throughout the greater Victoria area. CBCC provides a valuable amenity to the Greater Victoria area. So I say thanks to the badminton players of Greater Victoria for keeping this a loved and viable entity.

In 1952 the hall was used for so many great functions. Then along came the Rec Centres in each and every neighbourhood. I believe this had a great impact on the loss of interest in this hall. Badminton was one of many activities that happened at CBCC. Other activities left for better facilities with the NEW Rec Centres. Badminton stayed at the hall because the new Rec Centres weren't badminton friendly. CBCC has a purpose built building with high ceilings, dark walls, with the joists placed between the courts as are the lights. It therefore makes sense that badminton has embraced this hall even with all its faults.

I am the Cordova Bay Hall Manager and I give many volunteer hours in keeping a hall schedule up on the website and taking bookings year round. All prime space is currently booked in the hall. There are many groups, including family groups and church groups gathering here for social activities. The gym is used between 8am and 11pm the majority of the time. We have 105 hours per week available for bookings - 90+ hours are used consistently each week. There are 11 hours dedicated to the church and family groups. There are 27 hours available for drop-in programs and all of them include the youth. There is group training of 12 hours and the majority if not all of it includes youth. And lastly there is around 40 hours of private coaching going on weekly. Badminton players currently range from the age of 5 years - 80 years. For about 2 years there was a "fitness boot camp" for anyone wanting general exercise. They used the gym 5 hours a week, but changed venues due to how cold the club was at 6am. We also host the 55+ Hot Shots air rifle group who are seasonal users.

I do know for a fact that the new hall even with 8 courts will never host a WORLD BADMINTON event or a NATIONAL event as it does NOT meet the criteria to do so. It is possible that the badminton community might add a couple tournaments with a larger facility. We currently host 4 tournaments that draw no more than on average 80 participants. There will never be a bus going up the street for bringing in players. All current tournaments have vans bringing in players from a host hotel.

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Pickle Ball (the new and up and coming sport) and Table Tennis both want very much want to be a part of the new hall. That's a wonderful possibility in my estimation.

I have also been doing a bottle drive, an ongoing project for 4 years now. I have thus far raised \$4000 towards a \*YOUTH LOUNGE\*. I believe it's important to have a safe and healthy environment for the youth in every region. It seems important to allow all the youth in Greater Victoria an opportunity to enjoy a space that can become their own.

\*\*\*\*In the not too distant future who knows, we may develop a Canadian Champion badminton star in our proposed Community Hall. \*\*\*\*This is a quote from the Spindrift newspaper published by the CBCC of April 1948. Noel Andrew would be proud of the many Canadian Champions this hall has produced.

What if we should learn to live together and learn to respect our different beliefs of what is needed at 941 Sutcliffe Rd also known as the CORDOVA BAY COMMUNITY CLUB.

Mr Atwell and the Saanich Council please do not act harshly and destroy the dreams of more than 500 people for the 50 people that think otherwise.

Thanks for finding time to look at this issue

Mary-Jo Randall

Hall Manager for CBCC

and resident of

████████ Cedar Hill Rd, Saanich, BC

*Sutcliffe*

**From:** Peter Liem [redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.Hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 5/23/2016 11:07 AM  
**Subject:** CORDOVA BAY COMMUNITY CLUB

Dear Mayor Atwell,  
 Dear Saanich Councillers,

My name is Peter Liem and my wife Isme reside in our own house on [redacted] Sta  
 Wright Lane in the municipality of Saanich [redacted]

I am writing in support of the new proposed building of the Cordova Bay Community Club.(CBCC)

My family of 6 and I have been members of the CBCC since 1994 and have been using this facility twice a week at a regular basis till the present time. Our 4 children all plays badminton and have benefited from the badminton club in that facility. We have developed many friendships in the club which has lasted through all these years. We are happy to see our 4 youngsters get involved in the sport and build their own friends circle. This is important to us since they will exercise in the the sport they like and they will be pillars of our future in the club.

For us now as a older citizens (I am [redacted] and my wife is [redacted]), exercise has become more important than ever. We maintain our agility-balance, muscle strength and bone density, and just as important our mental health by staying active in the sport we love we love. My wife and I are convinced that these are the ingredients that will let us age gracefully. Yes, there is proof in the flesh at our club at the CBCC.....we have quite a few 70+, 80+and yes 90+ year players, that still play on a very regular basis. I am sure that the Badminton sport facilitated in this venue, has contributed to their health and well being.

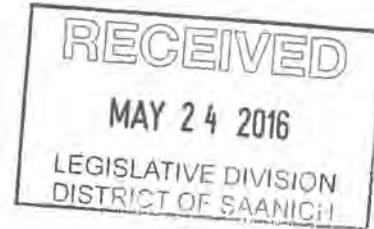
Please approve the new proposed building for the CBCC, for a healthy future for our children and us seniors.

Respectfully submitted,

Peter and Isme Liem [redacted]

--  
 Simplicity is the ultimate sophistication

POST TO	gen	MAY 25 2016
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COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR	blm	
ACKNOWLEDGED	blm	



*Sutcliffe*

**From:** Doug and Patty Cassels [REDACTED]  
**To:** <mayor@saanich.ca>  
**CC:** <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derrman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>, <cbapresident@cbsn.com>, <Sharon.Hvozdzanski@saanich.ca>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/21/2016 8:35 AM  
**Subject:** Cordova Bay Community Club

Hello Mr. Mayor and Council

We are writing to throw our support behind the proposed rebuilding project of Cordova Bay Community Hall.

Our family has been active in the local badminton community for about seventeen years, since our two children started training and playing competitively at the ages of eight and eleven in 1999. Cordova Bay Hall has been an integral part of their childhood, teen and now-adult years -- home to training programs, drop-in sessions, private lessons, and many, many tournaments. The friendships and relationships they have both fostered through badminton and Cordova Bay Hall are valuable beyond words, and have shaped their lives. Their lives and experiences have been enriched from the sport on more levels than we can begin to express in this email. They have played at the local, Provincial, and National levels in countless Junior and Open events. They have had the opportunity to travel across the country and to the US to play in tournaments, and our son attended university on a badminton athletic scholarship --- all made possible because of this building's existence and the opportunities that it has provided.

Cordova Bay Hall in its present incarnation has most definitely passed its "best before" date. Training and playing badminton there has become somewhat of an exercise in endurance. Hosting even local tournaments there is challenging, to say the least --- and hosting at the Provincial level is quite frankly embarrassing. We have taken our turn volunteering and working at the existing hall on many occasions, and know it and its idiosyncrasies quite well. It does not provide a healthy physical environment for players or spectators; the washrooms are antiquated and basic at best; the playing surfaces are wearing out; there is no heat; the list of deficiencies is long and could go on and on ....

Having a new hall is such an exciting prospect in that it creates a myriad of possibilities for Saanich residents as a whole. Of course it would mean so much to the local badminton community --- the opportunity to host Provincial and even National level events; proper safe and healthy training facilities; meeting spaces and offices--- but there are so many other local groups that would also benefit. The list of potential uses for the space is huge --- from youth sports training to martial arts to dance groups to seniors activities to pre-school programs to meeting areas, to name just a few. Gymnasium and meeting space everywhere in Saanich is at a premium --- and in the Cordova Bay area even more so. The promotion of healthy lifestyles is an integral part of Saanich's community plan, and in our opinion the opportunity to provide safe and contemporary LOCAL space is one that needs to be embraced.

Speaking for our own long-standing Saanich family who has benefitted in so many ways from the existence of this building, we thank you for your support by accepting the proposal to rebuild Cordova Bay Community Hall.

Patty and Doug Cassels  
 [REDACTED] Mapleton Place  
 Victoria

RECEIVED  
 MAY 24 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

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REPORT	<input type="checkbox"/>	COPY RESPONSE TO LEGISLATIVE DIVISION	
FOR	blm		
ACKNOWLEDGED	blm		

*Sutcliffe*

From:

To: "Sims Kho" [redacted] <mayor@saanich.ca>  
CC: <cbapresident@cbsn.com>, <Sharon.Hvozdzanski@saanich.ca>, <chuck.bell@saanich.ca>, "Ron Jordan" <rwjordanster@gmail.com>  
Date: 5/21/2016 9:51 AM  
Subject: Cordova Bay Community Club

May 21, 2016

Dear Mayor ,

POST TO	<i>gen</i>	POSTED	<i>MAY 25 2016</i>
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FOR			
ACKNOWLEDGED	<i>blm</i>		

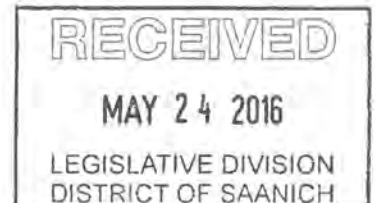
As a Saanich homeowner since 1994, I would like to let you know how important the Cordova Community Club is to our entire family for the past many years. I have enjoyed using the venue at least three times weekly for badminton games and lessons. It's such an important community hall where where my two children enjoyed their summer camps and after-school games and training. Moreover, we have enjoyed various social events and outings at CBCC over the years. Our family fully support the plan to renovate the existing antiquated and unsafe hall and to build a modern new hall. Thanks very much for your full support.

Sincerely Yours,

Sims Kho

[redacted] Maltwood terrace

Victoria, BC



*Autcliffe*

**From:** Cui and Liu [redacted]  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>, "Susan.Brice@saanich.ca" <susan.brice@saanich.ca>, "judy.brownoff@saanich.ca" <judy.brownoff@saanich.ca>, "Vic.Derman@saanich.ca" <vic.derman@saanich.ca>, "Fred.Haynes@saanich.ca" <fred.haynes@saanich.ca>, "Sharon.Hyozdanski@saanich.ca" <sharon.hyozdanski@saanich.ca>, "Dean.Murdock@saanich.ca" <dean.murdock@saanich.ca>, "Colin.Plant@saanich.ca" <colin.plant@saanich.ca>, "Vicki.Sanders@saanich.ca" <vicki.sanders@saanich.ca>, "Leif.Wergeland@saanich.ca" <leif.wergeland@saanich.ca>  
**CC:** "cbapresident@cbasn.com" <cbapresident@cbasn.com>, "chuck.bell@saanich.ca" <chuck.bell@saanich.ca>, "rwjordanster@gmail.com" <rwjordanster@gmail.com>  
**Date:** 5/21/2016 8:51 PM  
**Subject:** CBCC-Letter of Support

Dear Saanich Council Members

I am writing to you because Cordova Bay Community Club (CBCC) has benefited my family and others in so many ways over the years, and the renovation of the facility is truly overdue. I have been a resident of Saanich my whole life, and I am now in Grade [redacted]. Ever since 2006, my brother and I began learning badminton through recreational summer camps at CBCC. Very early on, it became evident that the building was in great need of a repair, if not a complete upgrading renovation. We gradually fell in love with the sport and joined more competitive training groups and drop-in sessions, despite the peeling courts, the pothole parking lot, and the shortage of court space. I currently use CBCC two to three times a week to stay fit, improve my skills, and have fun with friends. My dad is also a regular badminton player at CBCC, and his health and fitness has improved tremendously by attending the recreational drop-in sessions every week. The common misconception I have gathered from reading the opposing letters in the Saanich News is that the club is no longer available for any non-competitive or youth participants to play at the recreational level. I have been attending drop-in sessions for years, and I can attest that the players attending these sessions are so incredibly diverse, ranging from middle-aged couples to twenty year-old college groups. There are even men and women coming to play who are over eighty years old! The facility has all the fundamentals it needs to build a beautiful new centre; enthusiastic players, coaches, and passionate volunteers ready to help make a difference in the community. This club will serve to bring communities together, and will continue to create lasting friendships among children, adults, and families. It will aid in creating a more vibrant and healthy community, and bring much more opportunity for numerous local businesses to thrive. The reality is that the club has long been in need of an upgrade. The thorough and passionate use of the facility has resulted in a deteriorating building, no longer suitable for the growing number of people coming to play badminton. For all these reasons, I support the plans to renovate and renew the Cordova Bay Community Club. My family looks forward to using the new facility for many years to come.

Sincerely,  
Sara Cui

POST TO *gen* MAY 25 2016  
POSTED

COPY TO *SA (rec'd)*

INFORMATION

REPLY TO WRITER

COPY RESPONSE TO LEGISLATIVE DIVISION REPORT

FOR *blm*

ACKNOWLEDGED *blm*

**RECEIVED**

MAY 24 2016

LEGISLATIVE DIVISION  
DISTRICT OF SAANICH

**From:** David Niven [REDACTED]  
**To:** <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <sharon.hvodanski@saanich.ca>, <chuck.bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 5/22/2016 10:28 AM  
**Subject:** Support for Proposed Redevelopment of 941 Sutcliffe Rd - Cordova Bay Community Club

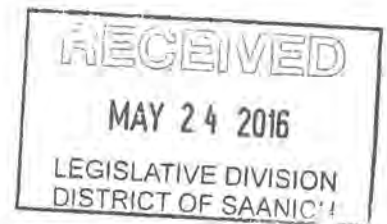
To: Members of Saanich Council

I believe that Saanich Council should approve our application for a building permit and rezoning of our property as:

- Our current building is quickly ending the end of its useful life;
- The demand for our facility has far exceeded our capacity to provide for any new requests for time in the facility;
  - Recently we received a request for an adult beginner drop-in program for court time, we were not able to offer any suitable time. The group has now established itself at the Brentwood Bay facility and has seen "instant" success;
- We have received inquiries from new groups wanting run their programs in our facility - fitness, pickle ball, gymnastics, table tennis;
- We know that there is significant demand from the badminton community throughout the lower island as facilities such as the Commonwealth pool complex is now limiting their court hours for badminton and similar reports for most of the available gym time in most of the existing facilities in the municipalities and schools.
- Our facility has provided significant community programming in the past and we intend to do so again in a new facility – we've hosted receptions, meetings, family gatherings and other sporting events over our 70-year history;
- The value of our facility today (even with the single purpose usage) is immense;
  - The ability of our users to access national level coaching has created several nationally ranked players and champions. While this individual achievement is impressive, what is more significant is the fact that most of these athletes are respected citizens in our community and in those communities where they currently reside. Good Athletes make Great Citizens throughout their lives.

Our business model has evolved over the course of several decades. We never had any staff and must rely on volunteers to maintain the facility, allocate court times, and be the management of the organization. The on-court activities are organized and operated by many passionate individuals and organizations that deliver various programs from individual and group coaching sessions for beginners - both badminton and fitness; individual training for competitive players - junior level, open level and masters. Badminton has been the major supplier of our funding - contributing over 85% of our revenue for the past 25 years or more.

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The past history of our organization has been one that is best described as extremely conservative which has resulted in the position we are now in – facing significant investment of capital to renovate existing building or to build a new one. We have had to limit our repair efforts to those that relate to safety issues and preservation of the floor space.

Were it not for the countless hours willingly donated the volunteers, we would not have the facility today. When we encounter situations that can't be handled by volunteers, we used local contractors to do the work. Throughout our history, we have not had any paid staff.

We have heard that some of those who oppose our plans feel that we are a private club and are nothing more than a "badminton facility". We are not a private club – some have associated our Incorporated Society status as being a private operation. Nor are we a "community centre" operated by the municipality – this does not translate to a "private club". We are currently a "single" sport facility because:

- Demand has been increasing over the years as other facilities have stopped programs or have faltered and quit offering programs all together;
- New facilities are rare these days with the last major facility coming from the Commonwealth Games 1994. Even this facility has curtailed their programming to the point that Badminton Victoria was ousted from their office space they had since the close of the 1994 games. Badminton programming was also curtailed through fewer court hours being made available
- The decline of other users for our facility can be attributed to the age of the building and the lack of heat on the gym floor and observation areas combined with sparse change rooms.

Through our proposed redevelopment plan, we will be able to return to a more inclusive operation and to serve the Cordova Bay community more fully.

I strongly feel that denying us the opportunity to rebuild a valuable asset on the existing property will be a significant loss to the Cordova Bay area.

I am a [redacted]-year-old badminton player that has over the course of my career attained a satisfying amount of success in local, provincial, national and international competitions. I am also a long term volunteer in the badminton community again locally, provincially and nationally. I am also a CPA and have worked in many different positions throughout my career -



including public practice accounting/auditing; finance director with large public charitable fundraising, seniors long term care facility, provincial and federal government departments.

I have lived in the lower island area for the past 13 years and for 10 years from 1976-1986. I am the owner of a single family house in Colwood and have lived in Saanich and View Royal over the course of my 23 years in the Victoria.

I am currently on the Board of Directors of the Cordova Bay Community Club serving as Treasurer and a member of the New Building Committee that oversees the progress and design of the proposed redevelopment.

I am proud that I have had the opportunity to play my sport at Cordova Bay Community Club over the course of my 23 years here in Victoria. I am equally proud that I have had the ability to "give back" to this community through my volunteering with CBCC.

Thank you for your consideration of our proposal

David Niven

Mount View Ave.

Victoria, BC

**From:** Diane Chimich [REDACTED]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <chuck.bell@saanich.ca>, <Sharon.Hvozdanski@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/23/2016 9:32 AM  
**Subject:** Cordova Bay Community Club

Dear Mayor and Councillors

I have been a member of the Cordova Bay Community Club for the past 10 years. This is a vibrant and activity club that provides a facility for the use of a large number of people. Myself and my family participate in activities in this club that enhance not only our personal lifestyles but they also enhance the options and resources of the entire community.

While I do not live in the immediate vicinity, I have am a home owner and contribute to the tax base that supports this area. This area has expanded considerably over the past 20 years and there has been no investment to improve the facilities that support a healthy life style. A growing part of our culture is to promote and support resources and facilities that provide an outlet for physical activity. Cordova Bay has not invested in this type of resource to meet the needs of the growing population in this area.

This club has one of the most vibrant and growing badminton programs in the entire lower island. The number of participants continues to grow which speaks to the need for facilities. The proposed plan for the CBCC is to improve the facility and provide a wider set of options for everyone. I use this facility at least 4 times a week throughout the year, and I have seen a steady growth of people who are also using this facility.

The proposed improved facility has no downside. It will take an old building and replace it with a new attractive and more usable facility. That can not detract from the area but rather would be a positive step. This proposal is another step to bring something much better into the Cordova Bay area.

At the present time, I visit the various businesses such as Adriene's Tea Garden, the Mason Jar, Art Knapp Garden center, the Red Barn and the Country Gift Store. I would not frequent these if not for the CBCC. Businesses benefit from the fact that the CBCC brings individuals into the area. These people shop, visit and eat lunches etc. in the local shops. For an area that is predominantly residential, it is essential to attract others to support the businesses that have been established in Cordova Bay.

I fully support the plans to renovate and improve the Cordova Bay Community Club. This can only be viewed as a positive improvement to the area and a move that will see a quality club. In this day and age, we must support and develop the resouces that are needed to promote a healthy life style. This club does that. The groups that use this facility are positive, supportive and focused on a health. This is absolutely the best type of facility any community can have.

Please support this plan that will bring nothing but improvements to an area badly in need to updating, upgrading and a community based resource.

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INFORMATION	<input checked="" type="checkbox"/>		
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ACKNOWLEDGED	bim ✓		



Sincerely

Peter Chimich

**From:** "Tabitha Thomas" [REDACTED]  
**To:** <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>  
**CC:** <sharon.hvozdanski@saanich.ca>, <Chuck.Bell@saanich.ca>  
**Date:** 5/23/2016 11:30 AM  
**Subject:** Cordova Bay Community Club - Badminton facilities

Dear Mayor Atwell and Saanich City Council:

We're writing in support of a new building for the Cordova Bay Community Club Hall on Sutcliffe Road. We have been owners and residents of a home in Saanich for the past 24 years. This hall has benefitted our family greatly. We have been playing badminton in this hall for over 10 years.

Badminton is a wonderful, lifelong sport which promotes health and fitness. We know people who play this fun-filled, addictive sport well into their 70's. Our son used to be quite overweight when he was young. As he started playing badminton competitively, he lost weight, kept out of trouble, made great friends who respect their bodies, and have developed great disciplines and good, healthy habits from his training. He has since coached many other young players and has been on the badminton Varsity team at the University of Waterloo for the past 3 years.

There are numerous baseball fields, soccer fields, gymnasiums for basketball & various other sports in the Greater Victoria region. Unfortunately, this is the only facility dedicated to badminton in all of Victoria, Oak Bay & Saanich combined!! Some may argue that we could go to the recreation centres or school gyms. Please note that badminton shuttles are white and small, and badminton is an extremely fast game. Therefore, it is very difficult to see the shuttles & train for this sport competitively in the regular gyms where the walls are mostly light coloured. In the regular gyms, there are many other boundary lines for other sports, which are very confusing for this extremely fast-paced sport. In addition, the recreation centres & school gyms, due to usage on other sports, would not allow enough time for the young people to train this sport competitively. We have seen many young people who are passionate about this sport. They hang out at the hall in their after school time in order to catch anyone coming to get a game. The new facility would provide a safe place for young players to hang out & to play the sport that they love.

The conditions of this hall is so terrible that the people from other parts of the country once told us at the Nationals in Edmonton that "badminton players from Victoria play at a barn". Please support the building of this facility as we are in desperate need of a place where people young and old can play at this wonderful sport. This new hall can also be used for other healthy activities, such as Aerobics, Pickle Ball, Martial Arts, Yoga and Table Tennis.

POST TO	den	MAILED 5 2016
COPY TO	SH (rec'd)	
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>	
REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED:	dm	



There are oppositions to the rebuilding of the club's building and they have been spreading rumours and lies that we were planning to ship busloads of people to the facilities 24/7. That is absolutely untrue! Our members consists of children who have schooling, adults who have work and retired people (would they want to play overnight?). We value our health and none of us have any intention of going there during bedtimes. If that is the concern, the city of Saanich can also stipulate that the facility must be closed at night between 11 pm to 6 am. This club has long existed before the oppositions moved in. We are very disappointed and sad to see that those who opposed would spread lies to rob us the opportunity to play this healthy sports at the only facility dedicated to it in Victoria, Oak Bay & Saanich.

In summary, here are the main reasons to support the building of a new Cordova Bay Community Club Hall:

- 1) Badminton is a fun, addictive, life-long sport that promotes health and fitness. It has also changed many young people's lives in the most positive ways.
- 2) This is the only facility in Victoria, Oak Bay and Saanich that is dedicated to badminton, the only place where serious badminton athletes can be trained at the competitive level
- 3) The existing building is in great disrepair
- 4) The club has existed long before the opposition moved in. In addition to badminton, it can also provide the space for other healthy activities, such as Aerobics, Pickle Ball, Martial Arts, Yoga and Table Tennis.

We urge you, Mayor Atwell and Saanich city council, to support us and to provide the facility for this wonderful, healthy sport.

Thank you for your attention,

Tabitha & Nelson Thomas

Arbutus Road

Victoria, B.C.

*Sutcliffe*

**From:** Yao Cui [REDACTED]  
**To:** Mayor <Mayor@saanich.ca>, Susan Brice <Susan.Brice@saanich.ca>, Judy Brownoff <judy.brown@saanich.ca>, Vic Derman <Vic.Derman@saanich.ca>, Fred Haynes <Fred.Haynes@saanich.ca>, Sharon Hvozdzanski <Sharon.Hvozdzanski@saanich.ca>, Dean Murdock <Dean.Murdock@saanich.ca>, Colin Plant <Colin.Plant@saanich.ca>, Vicki Sanders <Vicki.Sanders@saanich.ca>, Leif Wergeland <Leif.Wergeland@saanich.ca>, Council <Council@saanich.ca>  
**CC:** CBA <cba.president@cbasn.com>, Chuck Bell <Chuck.Bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 5/23/2016 4:07 PM

Dear Mayor Richard Atwell and Councillors of Saanich,

I write you this letter, to support and approve the construction of a new building by the Cordova Bay Community Club (CBCC), and to ask the council to consider the approval of the application by CBCC.

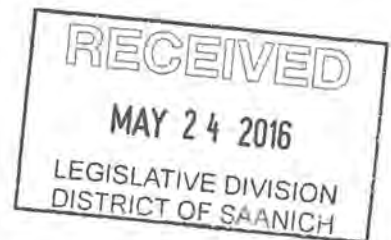
Our family has lived in our current house in Saanich for almost 20 years. We own our house, we are working full-time, and we pay tax, including property tax.

We're an active family. In addition to hiking, camping, and skiing, our kids have been playing competitive soccer in the Saanich Fusion Football Club since they were seven. We always appreciate the support from the Saanich Council for soccer, including the soccer fields, club house, and other facilities. I'm asking the Council to consider similar support to badminton, for an active living, youth sports development, and healthy residents in the Saanich community.

Our family started using the CBCC ten years ago with a group of other families with youth. While the parents were playing recreational badminton, we introduced our children, from kindergarten age to early teens, to the badminton games. Most children from these families, my own included, went on to take summer badminton camps, recreational drop-ins, badminton lessons, and some continued to take training at competitive level, all at CBCC! What they have benefited from CBCC led them to school badminton, inspiring other students to play, and leading the school teams to the city's, Island Championships, and provincials. As a parent, I thank CBCC for maintaining the facility and coaching to the development of our young athletes.

Personally, I had suffered from acute and chronic lower back pain for years. It cost me time and healthcare money, from medicine, chiropractic and other treatments, but nothing worked. Since I began playing badminton regularly at CBCC, my lower back pain slowly but steadily becomes more manageable, to the point that I no longer need treatment. In addition to health benefits, I also get to know many other recreational badminton players who live in Saanich, including Cordova Bay. These recreational players have a wide age range, from teenagers, adults, to seniors over 80 years old.

POST TO	<i>open</i>	POSTED	MAY 25 2016
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INFORMATION	<input checked="" type="checkbox"/>		
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REPORT	<input type="checkbox"/>		
FOR	<i>H.M.</i>		
ACKNOWLEDGED	<i>H.M.</i>		



For the last ten years, my own observation is that the CBCC members and badminton players respect the neighbours, drive watchfully at extra-slow speed on Sutcliffe Road, and caused no disturbance to others. Personally, I have never experienced negatively with the residents in the neighbourhood.

I believe the new building by CBCC, with improved structure and landscape, would visually complement the neighbourhood, while continue to provide a safer place for any residents in Saanich to play the game they love and live a healthy life.

Please contact me by email if you need to verify any of the facts I presented in this letter.

Sincerely

Yao Cui, P.Ge.

Saanich resident

Sutcliffe

**From:** d <[REDACTED]>  
**To:** <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>, <'mayor@saanich.ca>  
**CC:** <cbapresident@cbsn.com>, <Sharon.Hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/22/2016 10:16 PM  
**Subject:** Cordova Bay Community Club letter of support

Hello Mayor and Council,

I am writing in support of the new CBCC building. I do not understand why would anybody oppose the replacement of an old building with a new one that would only benefit the visual aesthetics and the health of the community, at a minimum. People will continue coming to a place where they can enjoy badminton as a recreational activity or as a competitive sport, regardless whether in an old [and repaired] facility or a new one. Greater Victoria region does not offer many choices in this regard; not to mention that CBCC is the only facility around our region where elite players are raised and trained.

Why here and not elsewhere? I don't think this would qualify as a serious question; the facility has been here for long time, many residences developed around it, with the acknowledgment of its presence, in peaceful coexistence. What would be the benefits of an old patched up building?!

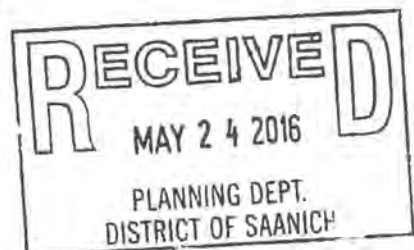
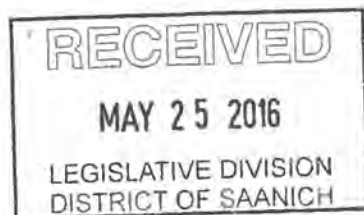
I hope you would make the right decision and reason would prevail before the conservatism of the people in opposition of the new. At a minimum, there must be a way of compromise, i.e. an approval with conditions that would address and appease any valid concerns of those who now oppose the new construction.

Thank you,

Dan Motisca

MAY 26 2016

POST TO	Gen	POSTED
COPY TO	SH (read)	✓
INFORMATION	<input checked="" type="checkbox"/>	
REPLY TO WRITER	<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION REPORT	<input type="checkbox"/>	
FOR		
ACKNOWLEDGED	dm	✓





*Autocite*

**From:** "Ian and Hatty" [redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Sharon.Hvozdzanski@saanich.ca>, <Dean.Murdoch@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbsn.com>, <chuck.bell@saanich.ca>, "Ron Jordan" <rwjordanster@gmail.com>  
**Date:** 5/24/2016 5:29 PM  
**Subject:** Letter re:- Cordova Bay Hall

Dear concerned individuals,

I hope this letter will be seen as a supportive one in terms of the future of the Cordova Bay Community Club. Having been through this ordeal when I was President of the Brentwood Community Club Association and the need to rebuild that hall, I hope this letter will address some of the fears the Community may have. I live in Thetis Heights, Western Communities and use Cordova Bay Hall as a preferred place to play badminton despite other facilities being much closer to me.

I currently use the Hall twice a week on a personal basis, but up until a few years back used it as much as five times a week, for myself and my daughter. As a family we have used the facility for over 20 years. My daughter was taught badminton there up to four nights a week and weekends and I am proud to say that because of her coaching, she became Provincial Champion in 1996 and went on to play National senior level play. This was no small feat for a Club with the limited facilities that it has; in fact in the year my daughter became Provincial Champion her mixed doubles partner was also the Provincial Champion in boy's singles. The success that this small facility has with great coaching is a credit to the Community feel that the establishment has about it. My granddaughter who has just turned 6 attends a coaching session once a week and loves it. The camaraderie and friendliness of the adults who attend at the same session are a joy to see and encourages her to want to attend and play more.

In an age where we are desperately trying to get our young people to be more active and less dependant on computers etc., it is essential that we provide facilities that will encourage just that. I believe this is an opportunity that could not only encourage more young people to be more active but the whole of the community of Cordova Bay, Saanich, Victoria and beyond.

Change is always fearful for many of us, but this is an opportunity that should not be missed. To develop a facility that will enhance the Community at large is far sighted and visionary. I believe this is just what the Cordova Bay Community Club is attempting to do and I would urge the powers that be to vote in favour of the development of the site as per their plans.

Do not be the ones to miss the opportunity of creating a facility that will be recognized as one that is going to attract interest Nationally and Internationally. Do not forget when the Commonwealth Games were held here, Cordova Bay was selected as a training facility for some of the teams from around the world. The Indigenous Games badminton event was held at Cordova Bay, where I was proud to be asked to officiate at, as an umpire.

The Hall has a great history in the Community, let us grasp the chance to develop and extend that history, of which the Community can be justifiably proud.

Yours truly

Ian Copus

**RECEIVED**  
 MAY 25 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

POST TO	<i>Gen</i>	PREPARED	26 2016
COPY TO	<i>SA rec'd</i>		
INFORMATION	<input checked="" type="checkbox"/>		
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COPY RESPONSE TO LEGISLATIVE DIVISION REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	<i>blm</i>		

*Sutcliffe*

**From:** George Spence [redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <Sharon.Hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 5/25/2016 9:00 AM  
**Subject:** Support letter for new building of Cordova Bay Community Club

TO : Saanich Mayor and Councillors

FROM : George Spence

[redacted] Murray Drive  
 Victoria, BC [redacted]

RE : Support letter for new building of Cordova Bay Community Club

DATE : May 24, 2016

POST TO	<i>Den</i>	POSTED	<i>MAY 26 2016</i>
COPY TO	<i>SH (red)</i>		
INFORMATION	<input type="checkbox"/>		
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**RECEIVED**  
**MAY 25 2016**  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

As a long-time Saanich resident, I am writing this letter to indicate my strong support for the new building of the Cordova Bay Community Club (CBCC).

I have lived in Saanich since 1987, and purchased my house in the Portage Inlet area in 1988 – almost 30 years as a Saanich municipal taxpayer. I have been active playing raquet sports all my life, playing mostly at UVic and at Saanich community centres. I only became aware of the badminton facilities at CBCC three years ago just after I retired, and have played there since then two times per week. I feel strongly that the municipality must support recreational activities like badminton that are life-long activities. As people get older, such activities are key to maintaining health in an aging population, and in the long term are very cost-effective in reducing health costs.

Elsewhere in Saanich, Victoria or the Westshore, there is no centre that provides a comparable facility like CBCC for playing badminton, without confusing lines from other sports like basketball or volleyball. But the current CBCC building is in serious need of upgrading. It has no shower facilities or warm-up facilities – such limitations were a huge surprise to me, in comparison to squash facilities in Victoria or badminton facilities

in other cities.

I urge the Saanich Council to approve the application for a new CBCC building.

Sutcliffe

**From:** Wendy Barry <[redacted]>  
**To:** <mayor@saanich.ca>  
**Date:** 5/18/2016 7:17 AM  
**Subject:** Cordova Bay Community Club

To Saanich Mayor and Councillors

I'm writing this to ask you to vote in favour of the new hall.

Although I am not a Saanich resident the facility has meant a lot to me over the past 16 years. For all of these years, I have been driving for a half hour each way, between 2 and 4 times weekly, in order to play badminton at the best facility on the south Island. However the hall is aging and needs replacing.

Over these years, I have stayed healthy, made many new friends, and my skills have risen to a level where I've been able to compete in local, provincial and national competitions at a senior/master level. I have seen many families - up to 3 generations in some cases, using this club.

What most people don't remember, is that if the original developer had gotten his wish, the hall would have been in place, long before the new residential townhouses were constructed.

Please, don't let the voices of a few dissenters stop you from voting favourably for this project when it next comes before you.

Yours truly,

Wendy Barry

POST TO	Gen	POSTED	2016.05.20
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INFORMATION	<input checked="" type="checkbox"/>		
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ACKNOWLEDGED	bl.m		

RECEIVED  
MAY 19 2016  
LEGISLATIVE DIVISION  
DISTRICT OF SAANICH

Sutcliffe

**From:** Scott [redacted] <[redacted]>  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>  
**CC:** "Susan.Brice@saanich.ca" <Susan.Brice@saanich.ca>, "judy.brownoff@saanich.ca" <judy.brownoff@saanich.ca>, "Vic.Derman@saanich.ca" <Vic.Derman@saanich.ca>, "Fred.Haynes@saanich.ca" <Fred.Haynes@saanich.ca>, "Dean.Murdock@saanich.ca" <Dean.Murdock@saanich.ca>, "Colin.Plant@saanich.ca" <Colin.Plant@saanich.ca>, "Vicki.Sanders@saanich.ca" <Vicki.Sanders@saanich.ca>, "Leif.Wergland@saanich.ca" <Leif.Wergland@saanich.ca>  
**Date:** 5/18/2016 3:13 PM  
**Subject:** CORDOVA BAY COMMUNITY CENTER

Dear Mayor : The Cordova Bay Community Center is a wonderful benefit to people of all ages.I play badminton their twice a week and my wife plays their three times a week.We both hope you will support the construction of our new building as it is of great importance to us and our fellow badminton players.This construction will enhance the community and give children in particular better playing facilities.I hope you and your councillors will support us in this. Yours Truly Scott and Lyn Godby

[redacted] Savannah ave. Saanich

POST TO	Cgen	POSTED	2016-05-20
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INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
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ACKNOWLEDGED:	[initials]		

RECEIVED  
MAY 19 2016  
LEGISLATIVE DIVISION  
DISTRICT OF SAANICH

*Sutcliffe*

**From:** "Sherman, Brenda Oraas" [redacted]  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <Judy.Brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Sharon.Hvozdanski@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**Date:** 5/19/2016 11:35 AM  
**Subject:** CBCC Building

To Saanich Councillors:

This email is to request your support for a new building on Sutcliffe Road for the Cordova Bay Community Club (CBCC).

I am a retiree [redacted] year old man. I moved with my family to Saanich in [redacted] initially purchasing a house in the Gordon Head area, and in 2007 moving to Broadmead. In 1980 I began playing badminton at Hillcrest Elementary School, but when it was no longer offered there I started playing at the CBCC, where I have played ever since. I now play there twice a week, on Monday and Wednesday mornings. [redacted]

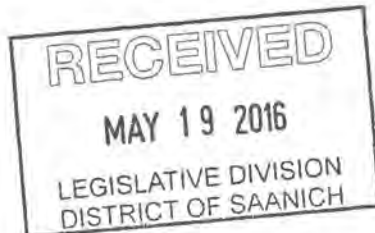
[redacted] I find that those particular time slots, along with the nearby location of the club, allow me to play.

As I get older, keeping fit is becoming more and more difficult. The badminton definitely helps. I also play pickleball on Friday mornings at Commonwealth Pool, and go for weekly walks with a friend. I regard myself as a recreational (rather than competitive) badminton player, and particularly enjoy the social contact, level of play, and reasonable cost offered at the CBCC. I intend to continue playing badminton as long as I am physically able.

As I am sure you are aware, the CBCC building is an eyesore that needs either extensive maintenance or replacement. It cannot continue as is. I believe that replacement is the better option, and I would appreciate your support for a new building.

Thank you.

Sherman Oraas



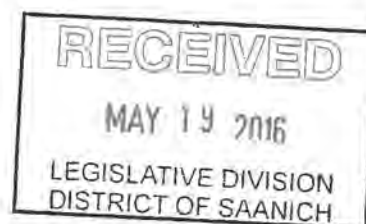
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FOR			
ACKNOWLEDGED	<i>dlm</i>		

5/18/16

To the Mayor and Council

District of Saanich,

May 18, 2016



I write this letter in support of the Cordova Bay Community Club and its application to construct a new building.

I have very strong ties to Cordova Bay. My grandparent's farm was on the Pat Bay Highway between Haliburton and Claremont before it was expropriated for the construction of the new highway. I lived on that farm for a number of years at different times as a child before I began to attend school in Victoria.

As an adult in the 1970's I rented and lived in a cottage on Cordova Bay Road across from McMorran's Restaurant for 2 years, and also owned and lived in a home on Cordova Bay Road across the road from Galey's farm for 2 years.

During my preteens and up to the time that I was 17, I lived in Esquimalt.

Between the time that I was 12 and 15 I played badminton with the Esquimalt Badminton Club

Some of the members of the Esquimalt Club also played badminton at the Cordova Bay Community Club because the club at Cordova Bay had a large number of stronger players.

By 1967 when I was [redacted] years old my game had improved significantly and I was encouraged to request to be allowed to "try out" at the Cordova Bay Community Club. At that time there was no professional who gave lessons and there were no junior programs. Each year a few young people were given the opportunity to play with the adults after proving their caliber was acceptable. I was fortunate to be accepted. Those were different times, for sure.

During my teen years the home in which I lived with my family was dysfunctional and abusive. Out of fear of reprisals from my parents, I kept my family situation hidden from everyone.

Being accepted to play at Cordova Bay was huge for me. The Cordova Bay Community Club became a safe haven for me whenever I was outside of my home. The members welcomed me and I made lifelong friends. I didn't just play badminton with them. They provided me with transportation to and from the club because I received no support from home. I babysat for some of them and we travelled to tournaments together. When I left home at the age of 17 some of them helped me get established on my own. Many of those people have passed away but I still have friends in their late 70's, 80's and early 90's that I played badminton with in Cordova Bay. None of those people ever knew the extent of the abusive environment that I was living in at home and I am eternally grateful for their kindness and support. With their support I was able to win many local and provincial championships and I always felt

like they were my family, especially since my family was never there to support me. I continued to play at Cordova Bay until 1980 when I was [REDACTED] and moved away from Victoria.

I returned to playing badminton at Cordova Bay in 2001 at the age of [REDACTED]. My contemporaries were all playing in "masters" tournaments at that time and they convinced me that it was a lot of fun and still very competitive. At that time I was welcomed to join in with the "junior's training workouts", the complete opposite from when I was a junior. I've also been able to take advantage of the private lessons given by the professionals there, one of the huge benefits of the Cordova Bay Club. Although I am still recovering from a car accident over a year ago I play badminton at Cordova Bay once or twice a week. My hope is that I will recover enough to be able to play at least three times per week.

I know that the young people playing badminton at the Cordova Bay Community Club feel as I do about it being like home when I see them returning to play there after graduating from university.

I presently live in and own a home on Bowker Avenue in a residential neighborhood of Oak Bay a short distance up the street from the location of the Oak Bay Tennis Club. I have been a member of the tennis club for 20 years. Our club is over 100 years old. The facility is adjacent to private homes. All of the tennis is played outdoors. Vehicle parking is on the street in front of homes. We have club rules and rules of etiquette intended to maintain a good relationship with our neighbors. It requires extra effort but it is very doable and it has been successful.

The Cordova Bay Community Club has always been in a residential neighborhood where the people who use the facility and the neighbors respect one another. I would expect that relationship to continue if a new facility were to be built.

I have a very long history with the Cordova Bay Community Club. It has been good to me and others. We are so fortunate to have this club there. I will be very sad if the District of Saanich turns down the application for the construction of a new Cordova Bay Community Club facility.

Yours truly,

Ms. Lyn Polson

[REDACTED] Bowker Avenue, Victoria, B.C. [REDACTED]



Sutcliffe

**From:** Changlin Yang [redacted]  
**To:** <mayor@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.deraman@saanich.ca>, <fred.haynes@saanich.ca>, <sharon.hvozdanski@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <chuck.bell@saanich.ca>, <rwjordanster@gmail.com>  
**Date:** 5/16/2016 8:33 PM  
**Subject:** Support to approval of the plans to renovate and renew Cordova Bay Community Hall

Dean Mayor and Saanich Councillors,

My name is Charlie Yang, the owner of [redacted] Sea Ridge Drive since August 2005. I am writing to indicate my support to approval of the plans to renovate and renew Cordova Bay Community Hall.

Although I am not registered as a Cordova Bay Community Club member, I do benefit from the facility. For many years, my family and myself have been playing badminton in the community hall. I joined a private group on Sundays back to 2013. My wife Julia also joined this group and play badminton regularly on Sundays from 2014. We have 5 families in this private group. All three courts are occupied during our reservation time, dads play with dads, moms play with moms, and kids play with kids. It is really a fun.

My younger son, Joshua Yan, ages [redacted] now, started his private badminton two years ago in the same facility. During hockey season, he went to this community hall twice a week, once on Thursdays for private lesson and once on Sundays. Now, Josh goes to community hall four times a week, with two extra group lessons on Saturdays and Wednesdays.

To celebrate my [redacted] birthday, I have booked the community hall on August 3rd last year. Over 20 our family friends played badminton in the hall and we all enjoyed the time together.

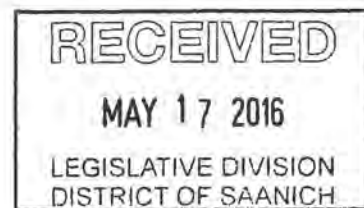
This is how the Cordova Bay Community Hall benefit my family. It is really important to us to have this facility renovated and renewed. I would like ask your approval to the renovate and renew plans. Thanks for your consideration in advance.

Thanks and good night!

Charlie, Julia, & Joshua  
[redacted] Sea Ridge Drive  
Saanich, BC [redacted]

—  
Charlie Yang  
[redacted]

POST TO	Gen	POSTED	2016-05-17
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Sutcliffe

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**From:** Joe Wan <[redacted]>  
**To:** <mayor@saanich.ca>, <Susan.Brice@saanich.ca>, <judy.brownoff@saanich.ca>, <Vic.Derman@saanich.ca>, <Fred.Haynes@saanich.ca>, <Sharon.Hyozdanski@saanich.ca>, <Dean.Murdock@saanich.ca>, <Colin.Plant@saanich.ca>, <Vicki.Sanders@saanich.ca>, <Leif.Wergeland@saanich.ca>  
**CC:** <cbapresident@cbsn.com>, <chuck.bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 5/15/2016 4:45 PM  
**Subject:** How CBCC is so important for my family

Dear Saanich Councillors,  
 I am writing up this email is because just want to let you know how CBCC is that important for my whole family.  
 We have three kids in our family, the [redacted] and had been living at Broadmead, Saanich since 2004. My older son Christopher was started playing badminton at CBCC facility since 2005, my younger son Melton was started playing there at 2007 and my youngest daughter was started playing there at 2011. And because of my kids were involved so much time on this game, my wife and I had joined the CBCC since 2010 and continuously to play 3 to 4 times every week and i believe my kids had been spending much more time than us to play and hang around there with all of his/her friends instead of to stay home to do computer/cellphone games. They all had been represented Badminton Victoria on different national tournaments and winter game in Canada which i believe it's the most beneficiary to them and we all appreciated very much for CBCC to offer us such a great place for doing different kinds of activities of which our family are totally support and approval of the plans to renovate and renew this facility in order to benefit more community members to participate into more different events.  
 Thank you.  
 Joe Wan  
 [redacted] Cobblestone Lane.  
 Victoria, BC [redacted]

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 MAY 17 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

Sutcliffe

**From:** "Damaris & Peter Brix" [REDACTED]  
**To:** <clerksec@saanich.ca>  
**CC:** <cbapresident@cbasn.com>, <sharon.hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, Ron Jordan <rwjordanster@gmail.com>  
**Date:** 5/16/2016 8:53 PM  
**Subject:** Cordova Bay Community Club

Dear Mayor Atwell and Saanich Council

My husband and I are residents of Cordova Bay and we are strongly in favour of the proposed new community sports facility on Sutcliffe Rd.

We have been playing badminton at the Cordova Bay Community Club on a weekly basis for [REDACTED] years since we first met as teenagers. The hall enabled us as active young adults to spend our time in a worthwhile manner. The lifestyle that we embraced back then thanks to the CBCC has continued throughout our lives and has ultimately lead to Canadian badminton titles for both of us.

It is my understanding that a new facility would be used for much more than badminton, including pickle ball, table tennis, fitness classes and yoga. Recreation is an important part of life, and Cordova Bay needs to embrace it. I would welcome the opportunity to have a modern facility offering a variety of recreational opportunities in my neighbourhood, which would give our young people a place to spend their time in a healthy manner.

Cordova Bay is experiencing a lot of development. Now we need the infrastructure to support the growing community. An updated recreation facility would fit this need and provide a marvelous outlet for the youth of the community.

Damaris & Peter Brix  
[REDACTED] Haliburton Road

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DISTRICT OF SAANICH

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*Meg*

**From:** Betty Dargie [redacted]  
**To:** <Council@saanich.ca>, <Mayor@saanich.ca>  
**CC:** Chuck Bell <Chuck.Bell@saanich.ca>, Susan Brice <Susan.Brice@saanich.ca>, Vic Derman <Vic.Derman@saanich.ca>, Fred Haynes <Fred.Haynes@saanich.ca>, Sharon Hvozdzanski <Sharon.Hvozdzanski@saanich.ca>, Dean Murdock <Dean.Murdock@saanich.ca>, Colin Plant <Colin.Plant@saanich.ca>, Vicki Sanders <Vicki.Sanders@saanich.ca>, Leif Wergeland <Leif.Wergeland@saanich.ca>, <cba.president@cbaasn.com>  
**Date:** 5/4/2016 3:13 PM  
**Subject:** Cordova Bay Community Club renovation proposal

As an enthusiastic user of the Cordova Bay Community Club badminton facilities, I strongly support the proposed renovations.

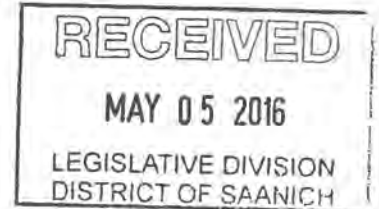
The Cordova Bay courts, probably the best used in all of Victoria, have served badminton players extremely well for many, many years, but the facility is definitely showing its age. The floor in particular is in very bad shape. Upgrading is much needed.

In addition to continuing to serve the large and growing badminton-playing community, a new building could also provide a home for pickle-ball and/or table tennis and a variety of fitness activities.

Please endorse the Cordova Bay Community Club project.

Yours truly

Betty Dargie



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Sutcliffe

VMS

**From:** Joe Worobec [redacted]  
**To:** <mayor@saanich.ca>  
**CC:** <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brown@saanich.ca>, <vic.deraman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <lief.wergeland@saanich.ca>  
**Date:** 5/9/2016 11:39 AM  
**Subject:** Cordova Bay Community Club proposed rezoning and expansion of 941 Sutcliffe

We have been a residents of Saanich for the past 5 years and live at [redacted] Cordova Bay Rd, the town house complex also known as [redacted] Seabury Lane. I am emailing you to express my wife's and my strong objections to the proposed rezoning and redevelopment of the lot at 941 Sutcliffe Road [i.e. , the Cordova Bay Community Club], from single family residential [RS-18] to recreational[p-4]. Why would Saanich Council even consider this proposal after hearing and being presented with numerous letters siting objections detailed with a list of reasons . Not the least of which is a request for an interest free loan from Saanich. This proposed expansion does not serve the greater Cordova Bay Community, but is designed to service a club with very limited community involvement. The entire community will be asked to absorb the increase in traffic , with heavy equipment congesting entrance and exits along Cordova Bay Rd. Then the notion of light and noise pollution connected to the proposed 24 hour usage of the facility, with increased security risks connected to that traffic , only brings more concern. This facility is suited for a more industrial area, not in the middle of a residential area. Please vote against any proposed redevelopment and expansion of the Cordova Bay Community Club at 941 Sutcliffe Rd. Joe and Deb Worobec, [redacted] Cordova Bay Rd.

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DISTRICT OF SAANICH

Sutcliffe

**From:** Alberto Garduno [REDACTED]  
**To:** <council@saanich.ca>  
**Date:** 5/10/2016 6:17 PM  
**Subject:** Cordoba Bay / sutcliffe street Hall

May 10, 2016

To whom it may concern:

Dear Sir/Madam:

I want to express how fortunate We feel to have the Sutcliffe Hall. We are badminton players and we have been lucky to have this facility to play the beautiful sport of Badminton for many years.

Unfortunately the Hall is getting old and needs to be replaced with a bigger and more modern community centre, properly equiped, with better bathrooms, showers if possible, so that Victoria can Host tournaments in a decent facility. Also having a bigger and more modern facility will attract other membersof the ommunity to use the hall not only for Badminton but for other indoor sports.

It will be very nice to have your support so that this project goes ahead.

Much appreciated:

Alberto Garduno  
Sidney Community

Sent from my iPad  
Sent from my iPad

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DISTRICT OF SAANICH

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May 11, 2016

Dear Mayor and Council,

I am writing in regards to the re-building of Cordova Bay Hall. I have been very upset by the misinformation that has been circulated through flyers and petitions in the area. I have lived in Saanich for approximately 30 years and am currently a joint owner of our home in this municipality.

I first played badminton in the hall when I was 15 and am now 61. The community that plays in the hall is nothing but inclusive. There are players there aged from age 4 to over 80, and ranging from recreational players using plastic shuttles to elite provincial level Open players and everything in between. There is also coaching available at all levels for those who wish to improve their game. Badminton Victoria runs as many grass-roots development programmes as they can find court space for (currently 4 hours a week). Junior players are also welcome in the drop-in sessions that have room for more players. It is a unique environment where the stronger players know and support the weaker players and younger players mingle with older players. The idea that this is an exclusive club is nothing short of ridiculous. In it's completed stage, it will also include space for meeting rooms, a fitness center and anything else that may be requested. We have also had interest expressed by pickle-ball and table tennis. The only thing limiting our accessibility is space.

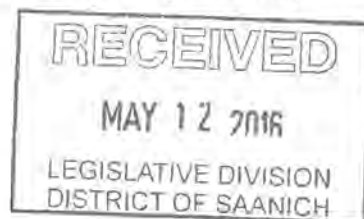
It has also been said that if we host a national level tournament there will be buses going up and down Sutcliffe. I have been volunteering and playing in national and international events for 25 years and I have never seen a bus used to shuttle players from the hotel to the venue. It is an individual sport and there is simply no need to move more than 5 or 10 people at a time. This is always accomplished with volunteers driving vans. A bus would be complete overkill. It should be noted that this is likely to happen once every 5 or 10 years, if at all. Provincial level tournaments may happen approximately once every 3 years. Otherwise there would be no more tournaments than we have now, and more courts would mean less back and forth between venues and therefore less traffic on Sutcliffe Ave.

There has also been mention of the road parking on Sutcliffe Ave. No-one from our club parks on Sutcliffe Ave, as there is ample room in our much closer parking lot. The new parking lot also exceeds Saanich's requirements for the building. We also have overflow parking organized at St David's by the Sea church, the Sutcliffe shopping center and Cordova Bay Plaza, should we require it for a special event. A speed check by the Saanich Police, both in visible mode and stealth mode revealed no excessive speeds as well.

I respectfully request that you support this opportunity to have a unique recreational centre in Saanich without the expense to you for either building or operation.

Yours sincerely,

Geraldine Pugh



Sutcliffe

**From:** Bradley Jawl <[redacted]>  
**To:** Council <Council@saanich.ca>, Mayor <Mayor@saanich.ca>  
**CC:** Chuck Bell <Chuck.Bell@saanich.ca>, Susan Brice <Susan.Brice@saanich.ca>, Vic Derman <Vic.Derman@saanich.ca>, Fred Haynes <Fred.Haynes@saanich.ca>, Sharon Hvozdzanski <Sharon.Hvozdzanski@saanich.ca>, Dean Murdock <Dean.Murdock@saanich.ca>, Colin Plant <Colin.Plant@saanich.ca>, Vicki Sanders <Vicki.Sanders@saanich.ca>, Leif Wergeland <Leif.Wergeland@saanich.ca>, <judy.brown@saanich.ca>, <cba.president@cbasn.com>  
**Date:** 4/30/2016 11:12 PM  
**Subject:** Cordova Bay Community Hall

I'm writing in support of the proposal to renovate the Cordova Bay Community Hall. I spent a great deal of my teenage years training and playing badminton there, and the effect it had on my athletic and social experience was enormous. It has always been a vital place in the community for me and many others, and I'm convinced that investing in the site is a worthwhile initiative for the community.

I am a business owner in the community and consider my needs all met between the amenities at Matticks Farm, my workplace at Tall Tree Integrated Health Centre, and the Community Hall on Sutcliffe. My wife and I are looking to buy a house within the next year and Cordova Bay is my vote, and I cite the Hall as a meaningful reason for that.

As it stands the facility, although timeworn, is well suited for badminton. I'm certain that the facility on proposal will suit even more leisure and recreation activities. I understand that table tennis, pickle ball, and badminton will all be accommodated. I'm not aware of another indoor recreation facility in Cordova Bay, and urge Saanich to value this project as a unique treasure in the community.

The demographic at the hall is worth mentioning. I see ages 5-80 on a daily basis. It's a rare instance for generations to interact and enjoy each other in sport, but badminton, table tennis, and pickle ball are true lifelong sports. The variety of ages is matched by the variety of skill levels. While it's largely comprised of recreational athletes, there are a number of provincial and national badminton champions in junior, open and masters series cohorts. This is a remarkable feat given the size and state of the facility. I myself competed at a national level as a junior and had some good results in the provincial Open circuit in my early 20s. At this stage I play recreationally 2-3 times a week with a group of friends of various ages. All this to say, we have a dedicated community of athletes who love the sport and take it seriously. This facility means a great deal to many people.

Thanks for your thoughtfulness and consideration towards this project.

Sincerely,

Bradley Jawl



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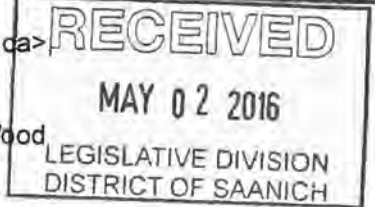
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MAY 02 2016  
LEGISLATIVE DIVISION  
DISTRICT OF SAANICH



Sutcliffe

**From:** Paul Wood  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>, "council@saanich.ca" <council@saanich.ca>, "susan.brice@saanich.ca" <susan.brice@saanich.ca>, "judy.brownoff@saanich.ca" <judy.brownoff@saanich.ca>, "vic.deraman@saanich.ca" <vic.deraman@saanich.ca>, "fred.haynes@saanich.ca" <fred.haynes@saanich.ca>, "dean.murdock@saanich.ca" <dean.murdock@saanich.ca>, "colin.plant@saanich.ca" <colin.plant@saanich.ca>, "vicki.sanders@saanich.ca" <vicki.sanders@saanich.ca>, "leif.wergeland@saanich.ca" <leif.wergeland@saanich.ca>  
**CC:** "Sharon.hvozdanski@saanich.ca" <Sharon.hvozdanski@saanich.ca>, "chuck.bell@saanich.ca" <chuck.bell@saanich.ca>, "cba.president@cbsn.com" <cba.president@cbsn.com>, "mary lynn reimer" <mary.lynn.reimer@saanich.ca>, "David" <David@saanich.ca>  
 Paul Wood

POST TO Gen POSTED 2016-05-02  
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 ACKNOWLEDGED blm



**Date:** 5/1/2016 7:53 PM  
**Subject:** Cordova Bay Community Club Proposed Rezoning and Expansion of 941 Sutcliffe Road (corrected version)

Dear Mayor, Councillors, Members of the Saanich Planning Department and others,  
 We the undersigned are the residents of [redacted] Cordova Bay Road. We strongly oppose the proposed rezoning and redevelopment application related to the lot located at 941 Sutcliffe Road (that is, the Cordova Bay Community Club). We oppose this application for the following reasons.

- 1) The proposed expansion of the badminton facility is completely out of keeping with the neighbourhood. The Preface to the Cordova Bay Local Area Plan of July 2008 states that 'a primary consideration is maintaining the suburban, village-like character of Cordova Bay'. Moreover, one of the Community Goals enunciated in the Plan reinforces this point in recommending that 'the suburban, village-like character [of Cordova Bay] ... be retained'. The scale and design of the proposed development is antithetical to this aim. The badminton facility in Port Alberni to which the proposed building has been compared is located in a light industrial area. The design of the proposed building is suited to such a site rather than a residential area given that it closely resembles a large warehouse or an aircraft hangar. The size of the building will dwarf the neighbouring properties and, because of its scale, will not blend into its setting. Given that the proposed building does not conform to the vision of Cordova Bay outlined in the Local Area Plan or in the Saanich Official Community Plan of 2008, the proposal ought to be rejected.
- 2) The proposed facility poses a serious threat to the safety of local residents. Traffic along Cordova Bay Road is already heavy. The significant increase in traffic volume that will inevitably result from the expansion of the badminton facility will exacerbate the numerous safety issues already faced by local residents and those who use Cordova Bay Road. The provincial and international tournaments envisaged by the Badminton Club will involve large buses for participants and spectators as well as significant numbers of private cars. The present configuration of Cordova Bay Road and Sutcliffe Ave. cannot accommodate the scale of bussing or vehicular traffic associated with these tournaments. The parking at the location of the badminton facility is inadequate at present and will remain so. There is nowhere for the number of cars and other vehicles involved in such competitions to park in the immediate vicinity. From the point of view of safety and security, therefore, the proposal is highly problematic and ought to be rejected.
- 3) The proposed badminton facility has little or no benefit for the residents of Cordova Bay. The use of the Badminton Club is restricted to members, and both the current and the proposed facilities are not open to those who live in the community. The costs of the proposal to local residents thus far outweigh the potential benefits.

Like many others in our neighbourhood, we are deeply concerned about the proposed rezoning and redevelopment application related to the lot located at 941 Sutcliffe Road. Because of the increased flow of traffic that will be generated by the expanded badminton facility and the parking issues involved, we will be directly affected by any redevelopment. Consequently, we urge you to reject the proposal.

Yours sincerely,  
 Paul and Judy Wood

Paul Wood [redacted] Cordova Bay Road | Victoria | British Columbia | Canada [redacted]

**From:** Derek Denny [REDACTED]  
**To:**  
**Date:** 4/29/2016 11:34 AM  
**Subject:** Proposed redevelopment application at 941 Sutcliffe Road

Dear Mayor and Council.

My wife and I have lived at [REDACTED] Cordova Bay Rd since 2003. We would like to add our name to the list of many neighbours against this ill advised application to redevelop the Cordova Bay Community Club. First of all, it is not a community club but a Badminton hall for residents of many areas of greater Victoria, all of whom drive to attend their games, contests and lessons. Meanwhile everyone in the surrounding neighbourhood have to put up with heavy traffic, noise of people coming and going, slamming car doors and loud chatter from these members often into the late evenings. The thumping of feet and noise of games being played can often easily be heard several houses away. The thought of an expansion of this misplaced hall is of great concern to us. It is not in keeping with the quiet and quality residential area that Cordova Bay has strived to become.

It was a mistake to allow this hall to be built on a property zoned residential in the first place but at that time Cordova bay was "out in the country". Now Cordova Bay has developed into a well developed residential area with fine homes and close knit community spirit. The hall is now out of place with its surroundings and to allow a new an even larger somewhat ugly industrial type structure to be constructed within this special residential neighbourhood, bringing increased traffic and noise is beyond reasonable. Since we have lived here we have been subjected to noise, unsightly rusting machinery, rusting oil drums, half finished projects, poorly maintained building and general non residential goings on. Past experience with this club has not given us any confidence that any future construction process will go quickly or smoothly. If this building were to be given approval, the neighbours will have to put up with the long process of construction, visual pollution from an oversized industrial building, more traffic and noise, parking problems and a deterioration of property values.

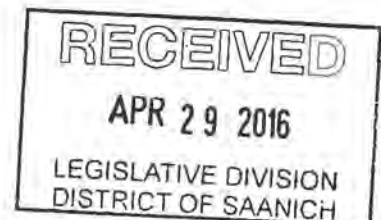
We ask that council think clearly about the damage this project will do to a peaceful and highly regarded residential area in the long run. The choice is between a large ugly industrial building being built against the community's wishes, or a return to the desirably peaceful residential area with quiet parks, roads and walking trails.

Thanks for your careful consideration  
 Derek and Lene Denny

Sent from my iPad

Sent from my iPad

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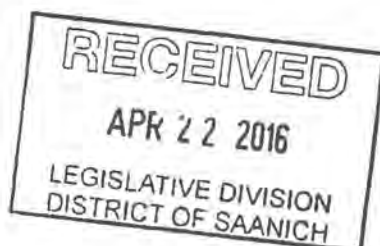
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#6 – 5164 Cordova Bay Road  
Victoria BC V8Y 2K6

April 15, 2016

Mayor and Council  
District of Saanich  
770 Vernon Ave.  
Victoria BC V8X 2W7



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Dear Mayor Atwell and Saanich Councillors,

Re: the proposed rezoning and redevelopment of the CBCC property at 941 Sutcliffe

When I was a small child, in the late 50s and early 60s, my family lived on Royal Oak Avenue and my father played competitive badminton at the badminton club in Cordova Bay. Of course in those days both Royal Oak and Cordova Bay were considered to be way out in the country and were not as densely populated as they are today.

In 1968 the District of Saanich opened its first community recreation facility, Pearkes Recreation Centre. Then in 1971 Saanich opened its second community recreation facility, Gordon Head Recreation Centre, in which gym space which could be used for badminton courts. Two years later, in 1973, the District opened the Cedar Hill Recreation Centre which included two badminton courts. Then 20 years later, in 1993, the District of Saanich opened Saanich Commonwealth Place which includes ample gym space in which residents can play badminton.

It seems to me that as the District of Saanich planned for the recreation needs of its citizens over the past fifty plus years it did not consider the CBCC to be a community recreation facility.

All four of the taxpayer funded Saanich recreation centres are located between 5.6 and 11.7 kilometres from the Cordova Bay Community Club (CBCC), private badminton club.

When I purchased my townhouse at Seabury Lane in 2003 I looked into the status of the badminton club next door. I was told that the property had been rezoned to residential by the District of Saanich and the CBCC use of the property would be grandfathered until the building collapsed, which looked to be imminent based on the building's state of disrepair.

As a long time Saanich resident and taxpayer I am more than happy to financially support the four recreation centres in our municipality. I do not support the continuation

of taxpayer subsidization of the not-for-profit CBCC which according to the District of Saanich website is exempt from paying municipal taxes.

Please do not change the current RS-18 zoning on the property located at 941 Sutcliffe.

Sincerely,

  
Susan Park

cc District of Saanich Planning Department

Sutcliffe

rez

██████████ Cordova Bay Road  
Victoria BC ██████████

April 15, 2016

Mayor and Council  
District of Saanich  
770 Vernon Ave.  
Victoria BC V8X 2W7

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Dear Mayor Atwell and Saanich Councillors,

I am writing to voice my concerns and opposition to the proposed rezoning and redevelopment of the Cordova Bay Community Club (CBCC) at 941 Sutcliffe.

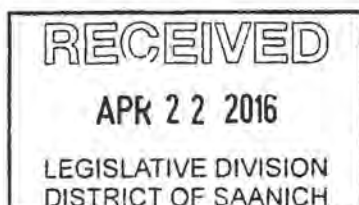
I am one of the original purchasers/owners of a townhouse in the Seabury Lane complex at ██████████ Cordova Bay Road. I have lived at Seabury Lane, next door to the CBCC, since the summer of 2003.

I am aware of the history of the badminton club in the Cordova Bay area since the 1950s. However when I bought my new townhouse the District of Saanich had a community plan in place and the zoning on the lot at 941 Sutcliffe was, and remains, residential single family dwelling.

Since 2012 the CBCC board has been focused on their plan to get the property rezoned and to obtain approval to build a new building. In 2012 the CBCC had an open house for neighbours to view the model of their proposed new building. Then in 2013 they had a second open house to share their revised plan to build a smaller building. Now I understand that the CBCC has submitted a completely different building plan to Saanich without sharing the information with its neighbours.

Over the past four years the CBCC volunteers have undertaken a number of projects, such as removing the green buffer between our properties and starting to create a Japanese garden, in preparation for the as yet unapproved rezoning and redevelopment. During the same period of time the CBCC has put little time, energy or funds into maintaining the existing building which is now over 60 years old.

The south side of the existing clubhouse building has not been painted in the 13 years that I have lived in my townhouse. Maintenance on the outside of the existing building appears to be done on a piecemeal basis, with some sections painted and others such as the wood left untreated.



There are 8 large rusting metal barrels stored at the southeast corner of the building, close to our fence and also to the stream on the Sutcliffe property, that we have been told contain an unnamed contaminated waste. It appears that for over a decade the CBCC board have been unable to determine how to safely and legally remove the contaminated waste from their property.

The CBCC has gone to great lengths over the past few years to appear to be more than a private badminton club. In 2013 they held a "community bonfire" in order to burn the waste created when they removed the green buffer along their fence line. In 2014 they held another "community bonfire" to burn some additional waste that had been collected. Last year they did not advertise a community bonfire but went ahead with another fire on Halloween, even trucking some waste in to the property.

Due to the fact that the CBCC seems unable to maintain their current building I do not support the District of Saanich rezoning the property and allowing the badminton club to build a second building which would also require maintenance. I believe it is time for the property at 941 Sutcliffe to be transitioned to residential property/properties.

Sincerely,

A rectangular grey box redacting the signature of Jean Mah.

Jean Mah

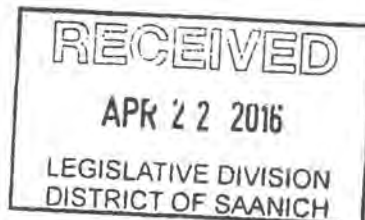
cc District of Saanich Planning Department  
District of Saanich Environmental Services

Sutcliffe

██████████ Cordova Bay Road  
Victoria BC ██████████

April 15, 2016

Mayor and Council  
District of Saanich  
770 Vernon Ave.  
Victoria BC V8X 2W7



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ACKNOWLEDGED:	bl.m		

Dear Mayor Atwell and Saanich Councillors,

Re: the proposed rezoning and redevelopment of the CBCC property at 941 Sutcliffe

I am the Vice-President of the Seabury Lane (VIS 5353) Strata Council. I am writing to inform you that 90% of our townhouse owners oppose any rezoning of the property at 941 Sutcliffe and the proposed building of a giant metal Quonset hut to hold four additional badminton courts.

Over the past 5 years the Cordova Bay Community Club's (CBCC's) preparations in anticipation of approval to build a new building to house additional badminton courts has impacted our strata on several occasions.

When the CBCC first mentioned removing some of the green buffer along their south fence line in 2013 we voiced the concern of our members who live along that fence line. A CBCC executive member promised that a cedar hedge would replace the existing collection of trees and shrubs. The original model of the proposed redevelopment included a cedar hedge along that side of the property. CBCC removed all of the green buffer in the fall of 2013. One of the CBCC executive told our strata that they could not afford to purchase a cedar hedge as promised. It took over a year of e-mails and multiple meetings to get the club to live up to their promise and plant a hedge of medium sized cedars.

The end result of the CBCC removing the vegetation in 2013 in preparation for an unapproved building project was that 3 of our units now have an unobstructed view of a gravel parking lot from their livingrooms. It will take many more years until the cedar hedge will grow enough to replace the green buffer that was removed by the CBCC.

In November of 2014 a CBCC executive member starting working with a bulldozer on a new Japanese garden in the southeast corner of their property. One of our strata members observed the bulldozer hit our fence and damage the top of a fencepost. The BCCC executive member promised to repair the damage. Instead we had to follow up

with e-mail and photos to discover the executive member had left town on a trip without bothering to communicate the issue of the damage and the promised repair.

In June of 2015 one of our Strata Council members observed trees being knocked over in the nature conservancy area in the northwest corner of our property at [REDACTED] Cordova Bay Road on a Saturday morning. She went to investigate and found a CBCC executive member on his bulldozer on the Seabury Lane property. She asked the bulldozer operator to stop trespassing and damaging the trees in the nature conservancy area. He denied that he was trespassing. When a Saanich policeman came to the property a short time later the CBCC executive member had moved the bulldozer and admitted to the policeman that he was in the wrong. (Saanich Police file [REDACTED])

Saanich Environmental Services staff subsequently visited our property to document the damage done by the BCCC executive member.

Originally the CBCC stated that they planned to do as much of the proposed new construction with volunteer labour as possible. While the volunteers build a clubhouse approach worked in the early 1950s it is not workable today. We have already experienced what happens when a volunteer operates a piece of heavy equipment close to, and over, the property lines.

Based on our experiences with our CBCC neighbours over the past few years the majority of the residents at Seabury Lane have grave concerns about this group being allowed to proceed with a large construction project. On behalf of the Seabury Lane residents we ask that you do not approve the rezoning of the property at 941 Sutcliffe and do not allow the CBCC to construct a large metal Quonset hut style structure which would be completely out of character in the Cordova Bay neighbourhood.

Sincerely,

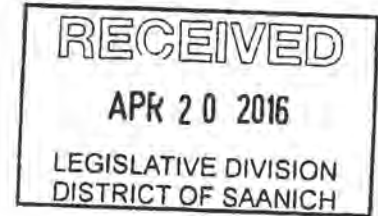
[REDACTED SIGNATURE]  
Barb Jacobs  
Strata Council Vice-President

cc District of Saanich Planning Department



*Sutcliffe*

**From:** Michael & Janice Marshall  
**To:** <mayor@saanich.ca>, <council@saanich.ca>  
**Date:** 4/19/2016 10:13 PM  
**Subject:** Badminton Hall - Sutcliffe Road



Dear Saanich Council,

We have been a neighbour of the Badminton Hall for the last 30 years. Our house borders the east side of the building. Over the years we have had to deal with a lot of hall traffic, noise, heating oil leaking into the waterway from the hall furnace and recently trees have fallen into the waterway which they are not removing.

Since the townhouses were built several years ago at the west end of Sutcliffe, the nicely paved road has become single lane only due to residents and visitors parking along the road. We did all agree to park on the south side only, so emergency vehicles can make it through, but as most of the few resulting parking spaces are constantly in use, any car at the wider east end of Sutcliffe routinely needs to wait for cars travelling towards them from the narrower west end. And leaving our driveway is often unsafe as we cannot see if cars are travelling west or east as parked vehicles are often blocking our view.

With the proposed enlargement of the hall to accommodate more badminton courts, we understand that the already limited parking lot is to be reduced to a capacity of under 30 cars. If the proposed seven courts are being used for doubles play, that alone could mean 28 players with their cars. And that doesn't count spectators or players waiting to play. Plus, we understand the badminton club wants to ultimately tear down the existing building which houses three courts and build a new one with four courts to match the one they want to build first. That would then mean 32 cars for players.

Sutcliffe Road is not a main thoroughfare with infrastructure for a larger recreation facility than the one already there. The existing parking lot used to be large enough to accommodate cars, but there has been an unsightly pile of rocks and heavy equipment taking up many parking spaces for over a year. We understand that the hall was originally built by community volunteers on donated land for the use of the Cordova Bay community. Now a large majority of users are from other communities. We wonder how a private badminton club got the right to determine what activities the hall allows and who gets to use it.

Finally, with the other private residences, a seniors resident with limited on-site parking, a pre-school, a church and dance studio on the same street, plus an entrance/exit from the parking lot of three businesses fronting on Cordova Bay Road, this short dead end road is already at its capacity. And in case you may wonder whether we object to the presence and use of the current hall, we do not, although we are chagrined that it is currently for the use of an elite group of non-residents. The hall was already here when we arrived, functioning as a community hall.

We're confident that the land would not have been originally donated, nor the current hall even built, if the present use was then considered and therefore do not see this proposal as a community minded development that will benefit Sutcliffe Road residents or the greater Cordova Bay community.

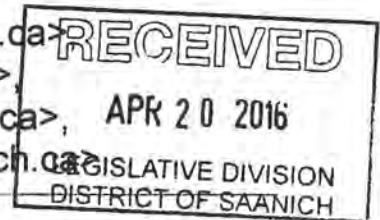
Residents  
Janice & Michael Marshall  
Sutcliffe Road

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FOR \_\_\_\_\_  
ACKNOWLEDGED: *blm*

**Council - proposed rezoning and redevelopment of 941 Sutcliffe Road  
Cordova Bay Community Club**

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FOR			
ACKNOWLEDGED:	d.m.		

**From:** [redacted]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>  
**Date:** 4/20/2016 8:35 AM  
**Subject:** proposed rezoning and redevelopment of 941 Sutcliffe Road -  
 Cordova Bay Community Club  
**CC:** <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>  
 <vic.derman@saanich.ca>, <fred.hayes@saanich.ca>  
 <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>  
 <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>



Dear Mayor and Council,

I am a long-time Cordova Bay resident (since 1991) and along with my husband own the property at [redacted] Rambler Road. We intent to start building a new home on that property to accommodate [redacted]. We have owned two other homes in Cordova Bay and are currently residing in rental accommodation at 5041 Lochside Drive while we finish our design of the house and go through the building permit application process.

Naturally the proposed rezoning and redevelopment of the "Cordova Bay Badminton Club" is off great interest and concern to us. Our Rambler Road property pretty much backs onto the property at 941 Sutcliffe Road. I have seen the proposed design drawings (elevations and site plan).

I categorically object to the proposed rezoning (currently single family residential RS-18 to recreational p-4) and redevelopment of the property at 941 Sutcliffe Road (Lot 1, Section 31, Lake District, Plan 7684).

I believe that the proposed building, the sheer size of it, scale and massing of the structure is absolutely not within keeping of the neighbourhood. Nor is the proposed "look" at all in line what would be considered fitting to a residential neighbourhood. The new building would sit far back on the west side of the lot (the side our property is almost adjacent to) and would mean a complete change to the look and feel of the immediate area. We would literally be looking at a straight wall of corrugated metal siding!

I can find no evidence that this look and size of building, as well as the proposed usage as an elite level badminton facility is at all fitting to the local area plan.

One can only imagine the increase in traffic this new facility would cause along Cordova Bay Road and Sutcliffe Road. Most of these roads are narrow and if vehicles are parked along one side, at times it is like navigating an obstacle course. I know from own experience that traffic along Cordova Bay Road has increased significantly over the last 5 years or so. Any left hand turn off or onto Cordova Bay Road requires patience and significant awareness by the driver to look out for pedestrians and bikers. We are especially proud of being a pedestrian and bike friendly community and I would hate for this to change due to further increased vehicle traffic. I would also assume that at busy times there will be significant overflow parking along other neighbouring streets, including Rambler Road. I was stunned to see that apparently only 2 parking stalls are required per proposed badminton court. Where are all these players, their parents, coaches and spectators going to park when they come to attend the multitude of tournaments the Badminton Club intends to host?

We chose to live in Cordova Bay because of its sense of community and the feel of an organically grown community. We love its diversity and the almost complete absence of massive developments. We love it for its walkability and how close we are to our amenities. We wholeheartedly support community efforts that aim to improve the quality life for the residents of Cordova Bay.

We agree that elite Badminton players will need a facility to train and hold tournaments. But we also believe that such a facility would be better suited for a more industrial/commercial area with sufficient and easy vehicle access to and from the facility. This proposed facility would be used by very few, if any, actual Cordova Bay residents and thus I strongly oppose for such a facility to be in the heart of our community, down a small and narrow dead-end street in a completely residential area.

Thank you for considering my concerns.

Ruthild Ohl

[REDACTED] Rambler Road  
[REDACTED]  
[REDACTED]

**Council - Engineering Study Review re: Proposed Rezoning and Redevelopment at 941 Sutcliffe Rd.**



**From:** Sharon Hvozdzanski  
**To:** Boag, David  
**Date:** 4/21/2016 9:56 AM  
**Subject:** Engineering Study Review re: Proposed Rezoning and Redevelopment at 941 Sutcliffe Rd.  
**CC:** Brice, Susan; Brownoff, Judy; Council; Derman, Vic; Haynes, Fred; Mayor; Murdock, Dean; Plant, Colin; Sanders, Vicki; Wergeland, Leif

Hello Mr. Boag,

Thank you for taking the time to write me with your concerns about the above noted development application. I have asked that the Jarret Matanowitsch, Manager of Current Planning who oversees development applications, and Harley Machielse, Director of Engineering to take a look at your concerns and follow up with you directly. In the interim if you have any further questions or concerns, please do not hesitate to contact me.

Regards,

Sharon Hvozdzanski  
Director of Planning  
District of Saanich  
250-475-5470

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FOR			
ACKNOWLEDGED			

>>> David Boag [redacted] 4/18/2016 9:26 PM >>>  
Dear Ms Hvozdzanski,

I am a home owner at [redacted] Sutcliffe Rd. and I am writing you today in regards to the traffic study that was done approximately June 2015 as part of the process that will lead to a municipal decision on the rezoning and redevelopment application for 941 Sutcliffe Rd (locally known as the Cordova Bay Community Club).

I disagree strongly with the conclusions reached in the Engineering Study Review. I believe that the study was flawed to the point that its findings should be completely rejected and that the Engineering Department should notify Mayor Atwell and Council of this decision and the reasons behind it.

I will explain (below), but the approach to the study begs the question, "Why did the study not consider traffic outside of "normal hours?"

As background, the proposed rezoning and redevelopment calls for a facility of up to 7, leading to potentially 8, courts along with a considerable amount of meeting/activity space for small groups, including a proposed "fitness centre" (identified by two club directions, Mr's Ron

Jordan and Rob Oldfield at a meeting hosted by Diane Mellott, [REDACTED] Sutcliffe Rd. on March 22, 2016.

The Engineering Department responded in their report as follows: (excerpt from Mr. Chuck Bell's email response to Mr. Donald Haney, home owner at [REDACTED] Sutcliffe Rd)

"As they do with all Rezoning and Development Permit applications, our Engineering Department has reviewed the proposal with respect to traffic...

The anticipated increase in traffic trip generation to this proposed development will have, for all intents and purposes, no impact on the existing traffic operations at this intersection. Even during the busiest peak hours on Cordova Bay Road, there are more than adequate gaps between the platoons of traffic to complete these left turns with reasonable delays to the traffic flow on Cordova Bay. Further to this, a large percentage of the Badminton Club members will not be affecting the traffic operations during peak traffic times as they tend to use the courts during off-peak hours and weekends. Based on these factors, Engineering has no concerns with the proposed development."

An assessment of traffic based on "normal" court usage is just plain nonsense. The "normal" for a medium-sized, multi-purpose complex is typically from 6:00 am through to late evening, often after 10:00 pm in private facilities. And this, 7 days a week, with few interruptions to hourly service throughout the year and only one or two whole-day closures. Furthermore, traffic is often "steady" and sometimes "heavy" at so-called "non-normal" times (i.e., before 9:00 am and after 7:00 pm and weekends/holidays).

Then too, the proposed facility is to be purpose-built to host tournaments (Mr's Jordan and Oldfield indicated at our meeting on March 22nd that the club would seek to boost its hosting of badminton tournaments from 4 per year to 6 or more (at a provincial level); to host badminton league play, offer badminton clinics and other types of coaching sessions, and offer spring-break and summer badminton camps).

Add to the above the director's statements that they would seek to develop pickle ball and table tennis programs (one would assume similar to those representative of badminton), attract bridge and other activity to the club, to create outdoor space for picnics, and to seek rental income from other potential users (e.g., weddings, anniversaries, sports club wind-ups, and other celebrations), the neighborhood is likely to be confronted by on-going (beyond so-called "normal" hours) levels of very high traffic and frequent extreme levels (e.g., provincial and large tournament play often attracts 150 - 200 registrants with play starting on Thursday evening and ending Sunday night. With players, coaches, and spectators numbers can easily range between 250 - 300 with corresponding very high levels of traffic (one might assume both private vehicles and school buses ( a school bus would typically be about 9.5 to 11 feet high and around 8 feet wide. The length of a school bus can range from about 12 feet to 40) - coming and going on a consistent basis over the duration of the tournament).

As well, the proposed facility will see an escalation in service needs - garbage collection, municipal inspection (fire, sanitation, etc.) and supply (food and non-food items). This increased service activity will add to traffic in the area, but it must also be acknowledged that the vehicles providing this service will be very large and likely inappropriate to the ability of the intersection at Cordova Bay Road and Sutcliffe Rd. and Sutcliffe Rd. itself, to safely accommodate.

Finally, there are two "at-risk" populations on Sutcliffe Road that I believe have special needs vis-à-vis their interaction with traffic. St. David By The Sea Anglican Church (5182 Cordova Bay Rd. at the intersection with Sutcliffe Rd.) facilitates many children's/teen programs ranging from "Sunday School" through pre-school (Cordova Bay Coop Preschool) and after-school programs such as dance (Pacific Dance Centre); Sutcliffe Court, 981 Sutcliffe Rd. is a 10 unit townhome complex for "seniors". Both groups have potential limitations in their response to traffic situations (youth – attention; seniors –mobility).

So in ending, and in light of the above observations:

- I can't understand how, in the first place, the traffic study would have been conducted as it was. Clearly the department should have known that this was to be a purpose-built facility of significant scale designed for heavy year-round use and beyond "normal" hours and conducted its traffic study accordingly. I think the existing study is "lazy" and publically embarrasses the department (at a minimum) and is potentially indicative of a lack of expertise, judgement, or community respect (at its worst).
- The results of the study, and the study itself, should be voided and Mayor and Council notified accordingly. This is important since the study represents a significant input to the Mayor and Council's decision-making concerning the application. Since the report's methodology is wrong and the conclusions clearly misleading, the very real potential exists for the Mayor and Council to make a wrong decision.
- If the department is committed to understanding and reporting to Mayor and Council on the potential traffic impacts of the proposed rezoning and redevelopment at 941 Sutcliffe Rd., a new properly scoped, designed, and administered study should be undertaken.

I look forward to your response. I and my neighbors would also like to suggest a meeting with you to further this discussion. I can be reached via email or my cell.

Sincerely,

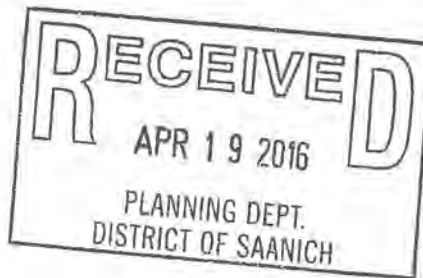
David Boag  
 [REDACTED] Sutcliffe Rd.  
 [REDACTED]

**From:** [REDACTED]  
**To:** "chuck.bell@saanich.ca" <chuck.bell@saanich.ca>  
**Date:** 4/18/2016 3:00 PM  
**Subject:** Cordova Bay Community Club Expansion

G'day Chuck Bell,  
I am a resident of Cordova Bay ( Seabury Lane ) very concerned regarding the Badminton Club expansion. I strongly feel living in a residential area it should zoned for single family residential. I am very concerned about my property value, the noise & extra traffic. The current CBCC just does NOT belong in this area!! It is time that this is resolved now! Thank you for your time, I really hope you look into this tiresome situation.  
Kim Staley

Sent from my iPad

ENTERED  
IN CASE



Sutcliffe

Rez ✓

**From:** "marjorie nixon" [redacted]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>  
**Date:** 4/18/2016 1:48 PM  
**Subject:** Badminton all

Due to the following concerns \*we oppose rezoning of lot 1, Section 31, Lake District, Plan 7684 at 941 Sutcliffe Road from RS-18{single family residential to P-4{recreation} and the proposed expansion of the facility {Cordova Community Club home of Cordova Day Baminton Club}

This is a residential community with narrow roads . parking is already an issue.

Extra traffic will be a safety issue. , for local residents and visitors.

The property was a gift to the community and should be for the communities use, a community park, picnic area would be of more use to the community.

If this facility is built we will have very noisy tournaments, traffic and safety issues. I fell it will destroy our peaceful community.

Sincerely,

Marjorie Nixon  
 [redacted] Sutcliffe Road

POST TO	Gen	POSTED	2016-04-19
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INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
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ACKNOWLEDGED:	bl.m		

**RECEIVED**  
 APR 20 2016  
 PLANNING DEPT.  
 DISTRICT OF SAANICH

**RECEIVED**  
 APR 19 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

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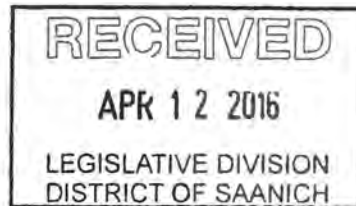


*[Handwritten signature]*

**Council - Cordova Bay Community Club (Cordova Bay Badminton Club) Expansion**

**From:** "Jack Mirtle" [redacted]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>  
**Date:** 4/7/2016 4:20 PM  
**Subject:** Cordova Bay Community Club (Cordova Bay Badminton Club) Expansion  
**CC:** <chuck.bell@saanich.ca>, "Jack Davis" [redacted], <cba.president@cbsn.com>

To:  
 Mayor Richard Atwell,  
 Saanich Council,  
 Saanich Planner,  
 Community Affairs President.



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ACKNOWLEDGED	blm		

The following is submitted to bolster the stance of local Cordova Bay residents in opposition to the very grand proposals of up-grading the facilities of the Cordova Bay Community Club.

**Cordova Bay Community Club (Cordova Bay Badminton Club) Expansion**

Due to the following concerns we oppose rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road from RS-18 (single family residential to P-4 (recreation) and the proposed expansion of the facility (Cordova Bay Community Club).

1. The location, the scale and the esthetics of the proposed development does not fit the current neighbourhood, which has significantly changed in the 65 years since the original structure was erected.

District of Saanich Advisory Design Panel Meeting July 8, 2015  
<http://www.saanich.ca/living/mayor/boards/adp.html>  
 "The new building is atrocious and will not be pleasing for the neighbours"

District of Saanich Advisory Design Panel Meeting Approval of Design Oct. 7, 2015  
<http://www.saanich.ca/living/mayor/boards/pdf/2015/ADP/2015-10-07-ADP-Minutes.pdf>

Cordova Bay Local Area Plan  
 9.0. Institutions and Public Assembly pg/26 <http://saanich.ca/business/lap/cordova.html>  
 The introduction of new institutional uses must respect local context and concerns. Traffic generation, access, lot size, and building scale and design are elements which influence the impact that a specific proposal may have on the neighbourhood.

Link to Cordova Bay Community Club Website / New Building  
[http://cordovabaycommunityclub.ca/?page\\_id=11](http://cordovabaycommunityclub.ca/?page_id=11)

2. The proposed development does not fit in with long term plans and goals of both the Cordova Bay Village Development Permit Area nor with the Cordova Bay Local Area Plan.

Saanich General Development Permit Area, Cordova Bay Village Development Permit Area  
[http://www.saanich.ca/living/pdf/DPA Guidelines November 2006 Printing updated August 2014 smaller.pdf](http://www.saanich.ca/living/pdf/DPA%20Guidelines%20November%202006%20Printing%20updated%20August%202014%20smaller.pdf)

Justification pg. 17  
 The objective of the designation is to strengthen the core as a focal point in the local area and to offer a visually attractive living environment. New development should reflect the historical character of the Village and be integrated so as to

minimize the impact on existing single family uses.

**Guidelines. Pg 17**

2. The massing and scale of buildings should be compatible with adjacent development and should reflect a small scale village-like character. New development should be low level in scale, pedestrian and bicycle friendly, and be well landscaped. Generally, new buildings should not exceed 7.5 m in height, exception the site in the extreme southwest corner of the area, higher buildings may be considered provided that adequate setbacks are maintained to prevent over shadowing of adjacent single family dwellings.
3. Exterior treatment should emphasis the use of natural materials and colours should be subtle to compliment the natural surroundings.
5. Additions, alterations or replacement of existing structures shall require the entire project to meeting the requirements of the Zoning Bylaw with regard to parking, landscaping screening, and signs.

**3. There are no plans to maintain the 1949 vintage building – which along with the site has deteriorated significantly and poses a safety and an environmental risk to the community and facility users and is not in keeping with the well maintained residential neighbourhood.**

*"No renovations are proposed to the existing building"*

*"The existing building has a deteriorated appearance and should be better maintained, the landscape is in poor condition."*  
Minutes of the District of Saanich Advisory Design Panel Meeting, July 8, 2015

*... "drain tiles were installed in the ground from the NW corner to the SW corner to pick up surface drainage and from the roof. Tiles were placed down from the SW to SE corners and all drainage water goes into an oil separator before going into the ditch on the east side of the property." \**

**Cordova Bay Community Club AGM June 23<sup>rd</sup>, 2012**

*"Ron Jordan, President, told the CBA that the present building has been ungraded to ensure its safe. However, they've been advised that the building would be in jeopardy of collapsing in a serious earthquake. Saanich would like the club to build a new building by the Cedar Hill Golf Course; however the members would like to stay in Cordova Bay. The club is not considering a move unless the economics favour such action."*

**The Cordovan, Cordova Bay Association for Community Affairs, Spring 2011.**

*"In the long term the engineer had questions about putting money into it because of the problems with the foundation. He stated that we might be better to tear down than to do all that is necessary to bring up to code. From that report the board of director's made a decision to maintain the hall with no new improvements."*

**Cordova Bay Community Club, Minutes, AGM June 23, 2012**

*"Historically, as asbestos only required minimal refining prior to its use in manufacturing, it was a very inexpensive and effective constituent of many products. One of the sectors that utilized asbestos most frequently was the construction industry. Asbestos was added to building materials to give them strength and fire proofing. As a consequence, virtually all of the buildings constructed prior to 1980 contain some form of an asbestos building product."*

**University of British Columbia, Typical Asbestos Use** <http://riskmanagement.ubc.ca/health-safety/asbestos-management/typical-asbestos-use>

*\*Members of the board stated at the open house in June of 2014 that an environmental report stating that oil contamination at the sight has been remediated is in their possession. To date they have failed to provide the request report.*

1. **The increased usage of the facility with the proposed expansion from three to seven courts will impact the quality of life of the twenty eight families residing along Sutcliffe Road, the residents of Rambler Road, the residents of Seabury Lane as well as the safety of the families and children attending Cordova Bay Preschool, the families and children attending the Pacific Dance School, and the congregation that attend St. David By The Sea Anglican Church.**

**Ongoing construction (with related construction equipment and noise) over a period of years while the club continues to expand from phase 1 to phase 2 and the eventual demolition of the original building will further impact the neighbourhood.**

**Cordova Bay Local Area Plan** <http://saanich.ca/business/lap/cordova.html>

**9.0. Institutions and Public Assembly pg. 26**

*The introduction of new institutional uses must respect local context and concerns. Traffic generation, access, lot size, and building scale and design are elements which influence the impact that a specific proposal may have on the neighbourhood,*

**Policies. 9.1**

*Judge a rezoning application for an institutional use on its merits giving specific consideration to access, traffic*

generation, noise, scale, parking, municipal services, and impact on adjoining residential properties.

*-The facility is currently in use seven days a week from 6:00 am to 12:00 midnight.*

*-Currently, with three courts at CBCC in use, there are often more than twenty cars parked in the club parking lot.*

*-With the addition of four courts the realistic anticipated increase to traffic would be more than double that with totalling at least 44 cars at one time manoeuvring this narrow residential 'no exit' street.*

*-This would be in addition to cars either exiting or entering the club at the same time, pedestrian traffic, church traffic, playschool traffic, dance school traffic, and residential traffic.*

*-Increased traffic generation, with it's resulting noise and congestion, the lack of easy access by residents to their homes and of access to residences by municipal and emergency vehicles will create a significant impact to the adjoining residential properties*

**5. Parking is at a premium on Sutcliffe Road, a narrow, short road with limited residential parking spaces. The current plan for CBCC Phase 1 expansion limits parking to 28 spots, one designated handicap, with a total of seven courts. With limited on-site parking it is to be expected that overflow parking will significantly impact residents on Sutcliffe Road, Rambler Road and users of St. David By The Sea Church.**

*-Currently there are often over twenty cars in the lot with only three courts open.*

*-The new plans only offer a total of 28 parking spots which will not be sufficient parking for users of 7 badminton courts, coaches and the air rifle club.*

*-The club has approval to use parking at the shopping plaza on Cordova Bay Road but only after business hours (evenings and Sundays).*

*-The club does NOT have approval to use St. David By The Sea parking due to insurance concerns by the Archdiocese. (Letter on file).*

**Cordova Bay Village Development Permit Area [http://www.saanich.ca/living/pdf/DPA Guidelines November 2006 Printing updated August 2014 smaller.pdf](http://www.saanich.ca/living/pdf/DPA_Guidelines_November_2006_Printing_updated_August_2014_smaller.pdf)**

*3. Parking and access should be designed to be convenient and safe while minimizing intrusion into the residential neighbourhood and maintaining a safe pedestrian environment.*

**6. CBCC was originally built with volunteer labour as a community club for the citizens of Cordova Bay. It no longer functions as a club for community use, the site now functions as a badminton training facility for elite players, mostly adult, and mostly from outside the Cordova Bay Community. There are no plans in the current expansion to add community use space. As such is not fulfilling its own stated purpose as a society.**

**Cordova Bay Community Club Constitution**

*2. The purpose of the society is to*

*a. to promote and extend good fellowship*

*b. to sponsor sports and social activities in the community; and*

*c. to sponsor and support advancement of the community.*

*"The Cordova Bay Community Club is home of the Cordova Bay Badminton Club."*

*"Led by Keith Anton, the Cordova Bay Badminton Club is a \*high performance club for all ages."*

*Cordova Bay Community Club website.*

*\*"High performance", according to Badminton BC, is high level, elite and Olympic badminton players and coaches.*

*Badminton BC website <http://www.badmintonbc.com/page.aspx?id=26534>*

*-The new addition **will not** contain space for community use.*

*-The Cordova Bay Badminton Club (who for the most part **do not** reside in Cordova Bay) will retain control and set rental fees for the booking of the facility.*

*-The 'community club' aspect that has not been available for community at the CBCC has been provided by St. Andrew's by the Sea, The Cordova Bay +55, Cordova Bay United Church and local schools. These facilities provide preschools, youth sports, adult yoga, dance programs and seniors programs not provided by CBCC for Cordova Bay families.*

*-Cordova Bay Girl Guides and Scouts have amalgamated with troops outside the Cordova Bay Area and no longer meet in the community*

*-The board consists of nine members. In 2014 none of those board members were from Cordova Bay, in fact only four reside in Saanich.*

***Cordova Bay Community Club membership in 2013; 113 members, 11 members from Cordova Bay. 2014 membership; 132 members, 38 members from Cordova Bay (the increase in membership from Cordova Bay reflects neighbours joining due to concerns). Currently of the nine elected board members, none reside in Cordova Bay.***

**7. While the club states, "The new building is intended for the youth of our society. This is why the membership voted heavily in favour of the mortgage and the new building." (CBCC AGM, June 22, 2013) in reality the club does not promote nor make space available for non-competitive recreational badminton for youth. Youth currently serviced by the club are paying for private lessons and coaching at an elite level.**

**CBCC website inquiry:** ([http://cordovabaycommunityclub.ca/?page\\_id=55](http://cordovabaycommunityclub.ca/?page_id=55))

Question:

Is there badminton in this club? What is the required age?

Answer:

"Yes, there are several different opportunities to play badminton at the club. For the most part, the badminton played is by adults, however there are coaching sessions available that do not have an age restriction. As well there are some junior aged programs as well as playing opportunities – mostly at a high playing level."

David Niven, Director

"If you have interest for youth please go to the **Badminton Victoria** website for more info."

Mary Jo Randal, Director and Head Coach for \*Badminton Victoria

"Badminton Victoria is the regional sport organization for the sport and provides school and community level programs through to high performance programming through local clubs and its own programs. A large component of the club programs are for Masters competitive and recreational players - age 25 and above." "Badminton Victoria website: <http://www.badmintonvictoria.com/old/>

**CBCC Schedule** [http://cordovabaycommunityclub.ca/?page\\_id=51](http://cordovabaycommunityclub.ca/?page_id=51)

(No non-competitive recreational youth badminton scheduled.)

**Badminton Victoria Schedule** [http://www.badmintonvictoria.com/wp/?page\\_id=138](http://www.badmintonvictoria.com/wp/?page_id=138)

All non-competitive recreational badminton scheduled for youth in Saanich is located in a variety of facilities in Saanich. None are scheduled at CBCC.

**8. Increased traffic on Cordova Bay Road by non-Cordova Bay residents. Access to the club is only by Cordova Bay Road (and thence to Sutcliffe Rd.), and the majority of the members of CBCC do not reside in Cordova Bay. With the expansion this traffic will increase significantly.**

***If you share these concerns send an email to Mayor Richard Atwell and Council stating your opinion in regards to an expanded facility.***

cc' your email to individual **Saanich Council members, Chuck Bell, Planner, AND Cordova Bay Association for Community Affairs** (not affiliated with Cordova Bay Community Club). Your email must address both the Mayor and Council for it to be accepted.

**END**

**Submitted for your perusal in anticipation of your understanding of the situation fermenting between the concerned residents of Sutcliffe Gardens, Saanich and the Cordova Bay Community Club.**

As the thoughts of the residents of Sutcliffe Gardens (the cluster of fourteen townhouses directly opposite the CBCC) are strikingly similar, I am enclosing the entire dissertation of our conclusions with the arguments. I believe that the gist of this email has been before you quite recently but my wife and I, Anne and Jack, residents of number 10 at 974 Sutcliffe Rd. since 2009, feel that our concern cannot be overstated as we believe that:

1. The CBCC are acting only in their own interests to a glorified end more befitting the Commonwealth Pool facilities, and the eventual expansion as they envision would cripple even the Commonwealth's abilities to cope;
2. Absolutely none of the CBCC proposals could enhance the quality of life that residents in this

unique area of Saanich's Cordova Bay currently enjoy.

The whole process is time consuming for all concerned and I'm thankful that our democratic process allows for collective thought to be presented for perusal, debate and proper action. My final point – perhaps superfluous, is that we have been continuous residents of Saanich since August, 1974.

**Jack Mirtle**

[REDACTED]  
**Sutcliffe Rd.**  
[REDACTED]

**Mayor Richard Atwell and Council;**

Chuck Bell; Saanich Planner;

Cordova Bay Association for Community Affairs;

Anthony Minniti;

Sutcliffe

✓rec

**Council - Cordova Bay Community Club Expansion**

**From:** "John E. Holt" - [redacted]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>  
**Date:** 4/13/2016 11:24 AM  
**Subject:** Cordova Bay Community Club Expansion  
**CC:** <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>, <Sharon.hvozdanski@saanich.ca>, <chuck.bell@saanich.ca>, <cba.president@cbsn.com>

Mayor Richard Attwell and all Saanich Council Members:

We are sending this letter to express our concern regarding the proposed development of the property at 941 Sutcliffe Rd in Cordova Bay. We do not feel that this project will be aesthetically pleasing and will be most disruptive to a small residential street.

We are also most concerned regarding the ownership of this property, granted for community use since 1949. How can the Cordova Bay Badminton Club assume the name of the Cordova Bay Community Club and have the right to build or develop for their own exclusive use. This is not community minded.

We know that the proposed plans and subsequent objections have been forwarded to you and we hope you will pay careful attention to this matter

Thank You,  
John and Lynne Holt  
[redacted] Rambler Road  
Victoria B.C.

April 13, 2016

**RECEIVED**  
 APR 14 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

POST TO	gen	POSTED	2016 04/19 30
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INFORMATION	<input checked="" type="checkbox"/>		
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FOR	[redacted]		
ACKNOWLEDGED	D.M.		

Sutcliffe

v rez

**Due to the following concerns \*we oppose rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road from RS-18 (single family residential to P-4 (recreation) and the proposed expansion of the facility (Cordova Bay Community Club home of Cordova Bay Badminton Club) .**

**We have resided on Sutcliffe Road since 1986 and have seen this short dead-end street go from 7 residences to 28 with the addition of a small group of businesses on the corner of Sutcliffe and Cordova Bay Road. Needless to say the traffic has increased dramatically on our once quiet street.**

**The proposed expansion of the Community Hall at the end of our road is just not fitting for this street. The proposal of the Club of increasing the number of courts and making this a world class badminton facility would dramatically increase traffic on this already overloaded street. With all these residences, the parking on the street is already full.**

**Our safety concerns are huge. The speed of some of the vehicles travelling up Sutcliffe is excessive without even more cars being added. The Club, to make their proposal feasible will have to hold many tournaments and have suggested buses going up and down our narrow road. With a Senior's complex, preschool, dance school and the parking lot to St. David's Church's only access being on Sutcliffe this will dramatically increase the dangers on our road.**

**When we first moved here the hall was used for many other groups, from Grads to Scouts to the Kiwanis and had a community feel but now seems focused on one group – badminton players.**

**Please consider the local residents on this issue, our safety and traffic concerns and the unsuitability on this street of this large proposal.**

**Sincerely**

**Peter and Sharon Darroch**

**Sutcliffe Road**

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**RECEIVED**  
**APR 14 2016**  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

Sutcliffe

941 Sutcliffe

From: mary lynn reimer [REDACTED]  
 To: <planning@saanich.ca>  
 CC: LARRY GONTOVNICK <cba.president@cbasn.com>  
 Date: 4/14/2016 4:13 PM  
 Subject: 941 Sutcliffe Road

Sirs/Mesdames:

The Cordova Bay Association Board met yesterday and advises that it cannot support the rezoning of 941 Sutcliffe Road.

As per the Local Area Plan, we judged the rezoning application "on its merits, giving specific consideration for access, traffic generation, noise, scale, parking... and impact on adjoining residential properties", and found that the expansion of the Badminton Club would present problems on all of these issues. Furthermore, the proposed building is completely unsympathetic to a residential neighbourhood. Our recommendation is that the site remain zoned for residential use.

We applaud the Badminton Club for providing athletes with training and recreational opportunities, and hope that they will find a more suitable location, perhaps in conjunction with another athletic facility.

Mary Lynn Reimer  
Planning co-chair

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REPORT	<input type="checkbox"/>		
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ACKNOWLEDGED	<i>[Signature]</i>		

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APR 15 2016	
PLANNING DEPT. DISTRICT OF SAANICH	

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APR 18 2016
LEGISLATIVE DIVISION DISTRICT OF SAANICH

ENTERED  
IN CASE

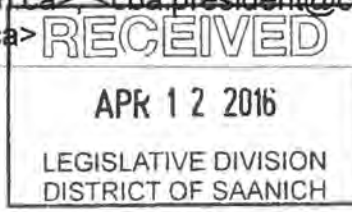
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<input checked="" type="checkbox"/>	CLERKS
	REPLIED



vrez.

**Council - Cordova Bay Community Club Re-zoning Application**

**From:** Brian and Judith Dunning [redacted]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, Judy Brownoff <judy.brownoff@saanich.ca>, <vicki.sanders@saanich.ca>, <vic.deraman@saanich.ca>, <fred.haynes@saanich.ca>, <colin.plant@saanich.ca>, <leif.wergeland@saanich.ca>  
**Date:** 4/8/2016 2:36 PM  
**Subject:** Cordova Bay Community Club Re-zoning Application  
**CC:** Chuck Bell <chuck.bell@saanich.ca>, <cba.president@cbasn.com>, <sharon.hvozdanski@saanich.ca>



Dear Mayor Atwell and Council Members,

I previously sent a letter spring, 2013 in regards to my concerns regarding the rezoning application of Cordova Bay Community Club, located at 941 Sutcliffe Road, and would like to say that my concerns have not changed since then and I feel even more alarmed after I have seen the Cordova Bay Community Club's newest plans. I will not repeat all my previous concerns as I'm sure you have a fairly good understanding of how the neighbours at Sutcliffe Road feel so I would like to speak about the safety of our community.

The extension that the club is proposing will cause 4 times the traffic along a narrow dead end road that is really one useable lane and it will put the safety of our neighbours in jeopardy. Living on our street we have a good mixture of families, elderly people, singles and couples. This is very much a walking community. Our pathway from Rambler Road down to Sutcliffe Road is a walking and bike path. Users of the club frequently access the lot from the wrong direction on the traffic circle, cutting off pedestrians and bike riders coming down the hill. They also cut in front of drivers who are using the traffic circle in a proper manner. We also have up to 12 deer that live in this area and graze along the side of Sutcliffe Road.

The club plans to have a 24 hour turnkey service for players meaning we will have cars coming and going at all hours. Also during tournaments they will need to use coaches to pick up people from an offsite parking area and come up our narrow road causing pollution from bus exhaust fumes. These tournaments (badminton, table tennis, and pickle ball) could increase to 12 times a year for 3 to 4 days at a time with over 200 participants.

What I don't understand is why we, who are Cordova Bay citizens, have to fight to keep a private organization from changing the zoning to satisfy their needs when 90 percent of their members do not live in this area. Plus they do not pay taxes and yet are requesting an interest free loan to assist them in their plans for an International World Class facility that is not at all benefiting the community by building a semi industrial building in a single family and town home community.

CBCC has never taken the initiative to paint the present structure and add landscaping in the front to help it fit in with the homes here. They have large rocks and gravel sitting out front since Saanich stopped them from making a Japanese Garden along the catch basin creek on the side of their building. They removed all the natural bushes which has weakened the sides of the basin and now caused a large tree to die and fall into the creek. We have asked whose responsibility it is to remove it and as far as we know it is theirs. They have done nothing. We have a swale behind us that catches the water that flows down from the area above Rambler Road. When we have a heavy rainfall our swale fills up and drains into this catch basin. This large dead tree could block the water from flowing through and cause at least two of our homes to flood. Clearly, the board and facility users of CBCC are not invested in the Cordova Bay community nor their immediate neighbourhood.

CBCC will eventually add a Phase 2 which they plan to use as a full community centre. This will mean we

will have weddings, liquor licenses, more tournaments from other sports and constant usage in order to pay for the expenses. They plan to draw players from up island and the peninsula. This is not the right area for all this activity. With limited access and parking etc. it is not conducive to such a large endeavour.

I would like to see the zoning remain as it is and welcome homes and townhouses to be built where people will add to our community by bringing in new residents who will participate in all that Cordova Bay has to offer such as shopping at local shops, partaking in community events, contributing to the community, as well as bringing tax money into our community which will benefit Cordova Bay to continue to grow into an even more beautiful place to live in.

Thank you for your consideration,

Judith Dunning

Sutcliffe

**Council - Cordova Bay Community Club**

**From:** "shirley"  
**To:** <"Undisclosed-Recipient;">  
**Date:** 4/18/2016 9:52 AM  
**Subject:** Cordova Bay Community Club  
**BC:** Council

POST TO	gen	POSTED	2016-04-19	SO
COPY TO	shv			
INFORMATION	<input checked="" type="checkbox"/>			
REPLY TO WRITER	<input type="checkbox"/>			
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ACKNOWLEDGED	blm			

**Due to the following concerns \*we oppose rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road from RS-18 (single family residential to P-4 (recreation) and the proposed expansion of the Facility (Cordova Bay Community Club home of Cordova Bay Badminton Club).**

I live on Sutcliffe Road where the expansion to the Cordova Bay Community Club is being proposed. I have concerns for the safety of the children, seniors to which I am one and all others that call this road home; first it is a very narrow road and one side of it is used for parking which makes the road is single lane really. They will have large trucks up and down this narrow road for many months as there is no other access to the facility but Sutcliffe Road, we have children from the church daycare and dance classes that are being dropped off and picked up and do not always watch as we know children do, we have dog walkers, 4 in our own seniors complex that are out everyday and many others. I don't see how this can be safe. I already have to be very careful when pulling up our driveway as people using the facility tend to travel fast up and down our road with little thought of others now, who knows what it will be like during construction. They say parking will not be an issue when it is complete and they will arrange for overflow parking in the shopping mall and use buses to bring the people to the building during tournament times, again we come back to a safety issue because of our street being so narrow and the noise.

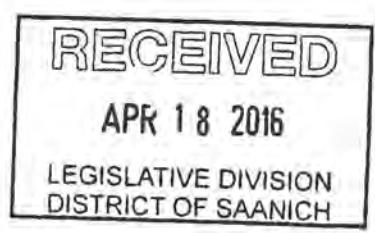
The noise while this expansion is being done will be another factor and we are not talking a few weeks but months, and then after it is in full use.

Also I feel the facility is not a Community building no other activity but badminton is played there by coaches and there students. If a building is saying Community then the Community should be encouraged to use it as it was when first built, which it is not now.

I hope you will consider the residents who live near and around this facility and the people who make there home on Sutcliffe Road.

Thank you for your time.

Sincerely,  
Shirley Lier  
Sutcliffe Road



Sutcliffe

urez

ClerkSec - Rezoning 941 Sutcliffe Road

**From:** "willis" <[redacted]>  
**To:** "susan brice" <susan.brice@saanich.ca>, "richard atwell" <mayor@saanich.ca>, "dean murdock" <dean.murdock@saanich.ca>, "vic derman" <vic.derman@saanich.ca>, "leif wergeland" <leif.wergeland@saanich.ca>, "judy brownoff" <judy.brownoff@saanich.ca>, "vicki sanders" <vicki.sanders@saanich.ca>, "colin plant" <colin.plant@saanich.ca>, "fred haynes" <fred.haynes@saanich.ca>  
**Date:** 4/7/2016 10:45 AM  
**Subject:** Rezoning 941 Sutcliffe Road

Your Honor, ladies and gentlemen Councilors:

I am writing to express the concerns of my wife and me regarding the proposed rezoning.

We have long supported sporting facilities. recognizing the benefits of physical activities on fitness and health of the population. I am pleased that such facilities abound, in Saanich, having enjoyed Tennis, Swimming, Cycling and of course walking.

The Badminton Club structure, in it's present form, was here when we purchased our home at at 974 Sutcliffe road, in Sutcliffe Gardens adjacent to the facility. I no longer play the sport, but it seems, judging by the amount of traffic, that the club has an active membership, and that it does, along with the other Badminton facilities in the CRD, serve it's adherents well.

I assume from the scale of the proposed expansion of the facility, that there is a desire by the membership to increase participation and raise the level of competition of the sport here in this modest location. I must oppose the application for the following reasons:

-Increasing the level of competition does not benefit the health of the group generally, but rather, caters to an "elitist" group of players, turning it into a "spectator sport" for the others.

-The added traffic on the narrow Sutcliffe Road, with the non-standard round about, will only exacerbate existing conflicts of opposing vehicles, impede access of emergency vehicles, and increase the incursions into the round-about, especially by vehicles of longer wheelbases such as busses, thereby damaging Sutcliffe Gardens enclosed foliage and irrigation system.

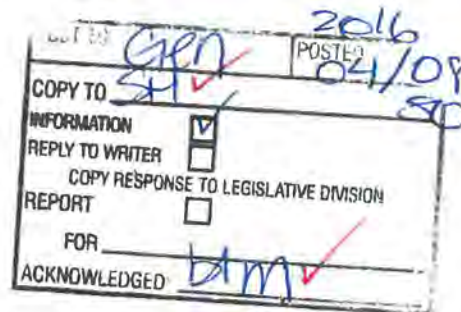
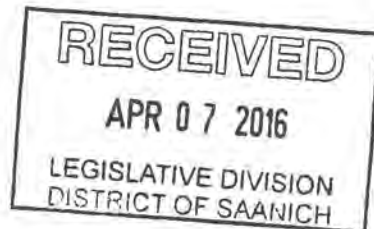
We have lived in Saanich since 1999 and are very pleased with the management that has been provided by diligent Mayors/Councilors maintaining our community. It is notable that when an aging structure has been replaced, the new one is much more amenable to the surroundings. The proposed structure would not follow this trend.

Thank-you for your consideration,

Yours truly,

Willis Cline

April 7, 2016

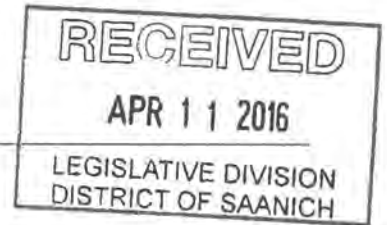


Sutcliffe

Council - Mayor Atwell

POST TO	den	POSTED	2016-04/11 3:30
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INFORMATION	<input checked="" type="checkbox"/>		
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REPORT	<input type="checkbox"/>		
ACKNOWLEDGED	blm		

**From:** Jenny Szulc  
**To:** <sharon.hvozdanski@saanich.ca>, <check.bell@saanich.ca>, <cba.president@cbsn.com>, <[redacted]>  
**Date:** 4/9/2016 1:57 PM  
**Subject:** Mayor Atwell  
**CC:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.deraman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>



Dear Mr. Atwell and Council,

I am a resident who lives at [redacted] Sutcliffe in Cordova Bay. I have two young children who attend the local schools.

I am writing to express my extreme concern with respect to the proposed Cordova Bay Community Club Expansion.

The club is on a very small residential street. Club participants regularly race up and down the road in order to get to their games on time.

I have spoken to them on numerous occasions, as have other residents, about the speed they travel.

Now they are proposing to expand their club, which would mean more cars up and down our road.

This is a significant danger to all who live here, including Cordova Bay Preschool students and families who are also located on this street.

It is great that they love to play badminton and be healthy. We too, want to walk peacefully and allow our children to ride their bikes around the neighbourhood.

It is terrifying to see the increase in traffic and makes me question living in Cordova Bay.

I would appreciate you looking into this matter more closely. I do not believe that Saanich should allow development at all costs. This is a small, small street and we would like to preserve our right to the quiet, peaceful neighbourhood that we have grown to love.

Sincerely,

Jenny Szulc  
[redacted]

**Council - Cordova Bay Community Club Expansion**

**From:** "Cathy & John" [REDACTED]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>  
**Date:** 4/9/2016 12:57 PM  
**Subject:** Cordova Bay Community Club Expansion  
**CC:** <susan.brice@saanich.ca>, <judy.brown@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>, <Sharon.hvozdzanski@saanich.ca>, <chuck.bell@saanich.ca>, <cba.president@cbasn.com>

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INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	[Signature]		

Good Day Everyone,

I am mailing to register my family's vehement opposition to the rezoning of Lot 1, Section 31, Lake District, plan 7684 located at 941 Sutcliffe Rd., from RS-18 to P-4. We have been residents of [REDACTED] Rambler Rd. for nearly 30 years. Our two daughters attended preschool at St. David's and then Cordova Bay Elementary. Now our Grandson will follow. There is no "community" at the Badminton Club, there is no "recreation", only private lessons and coaching. Most participants are not from this area. Of the nine elected board members, NONE reside in Cordova Bay and many outside of Saanich.

They don't pay taxes - We do - and this expansion depends on an interest free loan from Saanich.

This is a planned parking nightmare. Pedestrian safety will be seriously compromised.

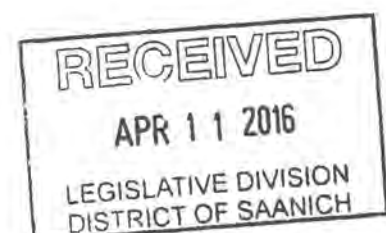
There is no "up side" for local residents or the community as a whole.

We have not regarded this facility as a community hall for a long time. We laugh at the notion. This has been a private club for this group.

Are we really proposing expansion? Who benefits, how? Four day Tournaments with insufficient parking, buses on Sutcliffe !?

Good Grief, STOP THIS

John Hickson, Catherine Challinor, Lorraine and Georgia Hickson, and now Carter Hickson-Baille



rez

**Council - Rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road**

**From:** Georgalea Hendry [redacted]  
**To:** <mayor@saanich.ca>  
**Date:** 4/8/2016 12:30 PM  
**Subject:** Rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road  
**CC:** <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>, <chuck.bell@saanich.ca>, <cba.president@cbsn.com>

I am writing to voice my opposition to the proposed rezoning of the above mentioned property for the following reasons:

1. The proposed increased usage of the facility is inappropriate for the location. Traffic on Sutcliffe Road is often single lane only due to existing parking conditions. Increasing the number of available courts will only add to this problem. The idea of having high attendance national competitions would add spike traffic volumes that the area would not be able to handle.
2. Noise from the courts is often excessive within the current hours of use - it is understood they wish to change to being open 24/7.
3. The club does not serve the community - it is aimed at elite players for the lower Vancouver Island area.
4. Most of the club membership reside outside of the Cordova Bay area.
5. The proposed development does not fit in with the Cordova Bay Village Development Permit Area nor the Cordova Bay Local Area Plan.

Thank you for listening to my concerns

Georgalea Hendry  
Sutcliffe Road

POST TO	gen	POSTED	2016 04 12 30
COPY TO	gen		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	blm		

**RECEIVED**  
 APR 08 2016  
 LEGISLATIVE DIVISION  
 DISTRICT OF SAANICH

March 28, 2016

Subject: Proposed Development of the Cordova Bay Community Club

Dear Sir/ Madam;

My name is William Stephen and I have recently relocated to Victoria from Edmonton, Alberta. I purchased a townhouse on Sutcliffe Rd in October and have been living here since.

I absolutely love Victoria, Cordova Bay and my lovely, quiet townhouse complex.

I know there is currently an application before you to rezone or redevelop the community/badminton club across the street from my home and I want you to know how strongly I oppose any redevelopment or expansion of that facility.

Sutcliffe Road is a peaceful, residential community with a lovely little church that also houses dance, yoga and preschool facilities. Those facilities, alone, create considerable traffic every day, all day, for Sutcliffe Road which is a narrow, barely two-lane roadway that can be, and is, difficult to negotiate with cars parked on both sides. That is a fact for residents 24 hours a day. I fear that any expansion of the badminton facility will create an intolerable situation of increased vehicle and human traffic that will not only spoil the peace and quiet of our lovely neighbourhood but will also severely impede access to our homes and disrupt our lives.

Apart from my selfish concerns for the disruption to my life, I suggest that Sutcliffe Road is simply not capable of handling the increased traffic that will inevitably result.

Thank you for your attention.

Yours truly,

Bill Stephen





Sutcliffe

Res

POST TO	Gen	POSTED	2016 04-01-16
COPY TO	SH		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>	COPY RESPONSE TO LEGISLATIVE DIVISION	
FOR			
ACKNOWLEDGED:	blm		

Carol J. & H. Douglas Spray

[Redacted] Sutcliffe Road

March 25, 2016

Mayor Richard Atwell and Council - District of Saanich

Mayor Atwell and members of Saanich Council we are owner/occupiers of [Redacted] Sutcliffe Gardens Condominium Strata, located on Sutcliffe Road across from the land occupied by the Cordova Bay Community Club. When we purchased our Townhouse in 2007 we were made aware that the Cordova Bay Community Club operated exclusively on their property as The Cordova Bay Badminton Club. To date, to the best of our knowledge, the facility operates for members and guests and is not open to the General Public. We understand the land is subdivided into residential lots and zoned accordingly; this would then establish the structures as non-compliant and subject to specified building/re-building conditions.

The development proposals for the site would seem to be, in the main, contrary to existing Saanich By-laws. While the operation of the existing Building, accommodating mainly Badminton Courts, is not in our opinion ideal for the neighbourhood it has certainly been tolerable. The traffic flow on Sutcliffe Road emanating from the site has not, to the best of our knowledge, caused other than normal disruptions to residents found in any residential area. Ideally a residential street such as Sutcliffe would have a 30km speed limit together with 'Residential Only' parking restrictions. The existing no parking allowed areas on the Street were established at the request of Sutcliffe Gardens Strata Council to ensure the probability of always having clear passage for Emergency Responder Vehicles.

Saanich has, in our memory, had a very high reputation as a municipality of family friendly neighbourhoods; Cordova Bay is not an exception. Notwithstanding Saanich's reputation, the expansion of the Cordova Bay Badminton Club facilities will do much to damage that reputation; imagine living across the street from a Port Alberni Athletic Hall look-alike - great in a light industrial area of Port Alberni, not-so-much-so in Cordova Bay, Saanich. We are not talking about a "not in my neighbourhood" concept. We already have Badminton Courts in our neighbourhood, we are just asking for a stop at the existing size and capacity of the complex.

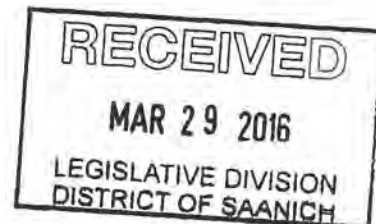
Thank you for taking the time to consider our point of view.

Sincerely

Carol and Doug Spray

[Redacted]

cc Sharon Hvozanski, Director of Planning; Chuck Bell, Planning; Cordova Bay Association for Community Affairs



SUTCLIFFE

**Council - Fwd: Rezoning application 941 Sutcliffe Road, Cordova Bay Community Club**

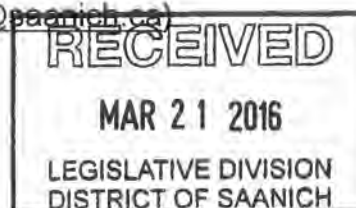
**From:** Diane Mellott [REDACTED]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, Judy...  
**Date:** 3/20/2016 11:39 AM  
**Subject:** Fwd: Rezoning application 941 Sutcliffe Road, Cordova Bay Community Club  
**Attachments:** Port Alberni Athletic Hall.jpg

POST TO	POSTED
COPY TO	
INFORMATION	<input type="checkbox"/>
REPLY TO MAILING LIST	<input type="checkbox"/>
REPORT FOR	<input type="checkbox"/>
LEGISLATIVE DIVISION	
Cordova Bay Community Club	

(Resend of original email due to email address error to [council@saanich.ca](mailto:council@saanich.ca))

March 20, 2016

Dear Mayor Attwell and Council,



My husband and I are residents of Cordova Bay and reside across the street from the Cordova Bay Community Club located at 941 Sutcliffe Road. We wish to reaffirm that we oppose the application by the club to rezone the property from RS – 18 Single Family Residential to P – 4 Recreational due to the negative impact to the quality of life of the immediate and surrounding neighbours.

Sutcliffe Road is off Cordova Bay Road and is a narrow dead end, 180 meter long lane with limited parking . It services 28 residences, a church with a preschool, a dance school, yoga classes and an active congregation, a small shopping center, two strata complexes and the Cordova Bay Badminton Club which is located in the Cordova Bay Community Club.

The club was built in 1949 by Cordova Bay community volunteers and serviced the community for many years with sports, Guides, Scouts, the Kiwanis Club and served as an auditorium for high school graduations and a venue for gatherings. In the 67 years since it was constructed the demographics of the Cordova Bay community have changed dramatically and the needs of the community have been better serviced by a number of larger area recreation centers, Cordova Bay +55 and the larger auditoriums of local schools. The building has fallen into significant disrepair and is now being managed by members of a badminton club. The club functions as a private not-for-profit venue for elite, mostly masters level badminton players and as a training and coaching center. It no longer functions as a community center for the citizens of Cordova Bay. In fact, none of the executive of the current club reside in Cordova Bay and most do not reside in Saanich. While membership shows a significant increase of Cordova Bay members in the past few years (38 of 136 members) this reflects a large number of members who have joined due to concerns about the planned rezoning.

The club intends to expand their venue in two phases. Phase 1 will add an additional four courts for a total of seven courts. The original building will remain open as to provide washrooms and locker facilities for the new building which in Phase I will not have onsite plumbing. Eventually, when funds allow, Phase II will be constructed. During this time the entire lot will be blanketed with buildings and construction equipment. The original building will be demolished when funds allow and when Phase II is complete for a total of eight courts with 28 parking spots. There is no timeline for construction.

Our concerns:

- This narrow, one lane, dead end residential street is not appropriate for a large scale 'world-class' badminton center servicing elite, masters badminton players that will also have the (planned) capability to host local, provincial and national tournaments for up to 200 participants.
- The expansion will significantly impact the quality of life of the surrounding neighbours with increased traffic, noise, limited parking and a lengthy construction period.
- With heightened awareness of the potentiality of earthquake and the impact that it will have on Cordova Bay; evacuation for residents of Sutcliffe Road and a fully occupied expanded badminton center will likely be impossible as will egress for emergency vehicles. Even a small emergency will make it difficult for emergency vehicles to access the area.
- Parking is at a premium on Sutcliffe Road. The new facility will 'boast' a total of 28 parking spots for a total of eight courts. Currently with three courts there are often over 15 cars (5 cars per court) and often over 20 cars (6.6 cars per court) during both daytime and evening hours. Eight courts times five or six cars makes for a total of 40 – 52 cars on a regular basis.
- Most members are from outside of the Cordova Bay Community and all board members reside outside of Cordova Bay. As a community center it does not service the community.
- All other community centers in the Saanich area are in light industrial areas, are on two lane streets where the facility can be easily accessed from more than one direction or have remained on a scale that can be easily serviced by the neighbouring community. (Burnside Gorge Community Centre, Saanich Recreation Centre, Pearkes Recreation Centre, Cordova Bay +55, Saanich Centre, Braefoot Community Association, Quadra Village Community Centre, Fernwood Community Centre, Oaklands Community Centre).
- The plans for the new building are 'atrocious' (Advisory Design Panel, July 8, 2015) a sentiment that is echoed by the neighbourhood. The club admits it is striving for a similar facility to the Port Alberni Athletic Hall (image attached). Port Alberni Athletic Hall is situated in a light industrial area of Port Alberni, where it's industrial appearance is suitable for the surrounding area.
- The club's planned expansion relies, to a large extent on receiving a tax free loan from the Municipality of Saanich. We do not agree with our tax dollars servicing a private, elite club with few ties to the immediate community.

We request that Mayor, Council and Planning refer to the **Cordova Bay Local Area Plan** when reaching a decision in regards to the rezoning of Lot 1, Section 31, Lake District, Plan 7684 located at 941 Sutcliffe Road, in particular **Point 9.0 Institutions and Public Assembly (9.1)** as well as **Cordova Bay Village Development Permit Area Justification and Guidelines (pg. 17)**.

Sincerely,

Diane and Darrell Mellott

POST TO	GEN	POSTED	Mar 22
COPY TO	SH HM		✓
INFORMATION		<input checked="" type="checkbox"/>	
REPLY TO WRITER		<input type="checkbox"/>	
COPY RESPONSE TO LEGISLATIVE DIVISION		<input type="checkbox"/>	
REPORT		<input type="checkbox"/>	
FOR			
ACKNOWLEDGED	BIM		✓



**Council - recent rezoning and proposed redevelopment of Lot 1, section 31, Lake District, Plan 7684 . CBCC at 941 Sutcliffe Rd.**

**From:** [Redacted]  
**To:** <mayor@saanich.ca>  
**Date:** 3/16/2016 5:16 PM  
**Subject:** recent rezoning and proposed redevelopment of Lot 1, section 31, Lake District, Plan 7684 . CBCC at 941 Sutcliffe Rd.  
**CC:** <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vickie.saunders@saanich.ca>, <leif.wergeland@saanich.ca>, <chuck.bell@saanich.ca>, <cbapresident@cbasn.com>

To Whom it May Concern,

We, as owners of a townhouse at [Redacted] Sutcliffe Rd, across from CBCC at 941 Sutcliffe Rd., are strongly opposed to the present redevelopment plans. The proposed plans do not, in our opinion reflect the fabric of this neighbourhood, or the Community of Cordova Bay. Sutcliffe Rd. is a narrow street, not lending itself to a higher volume of traffic, than we are presently seeing.

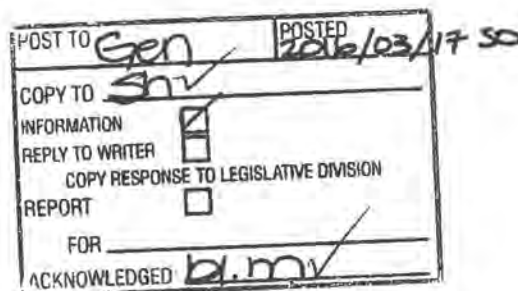
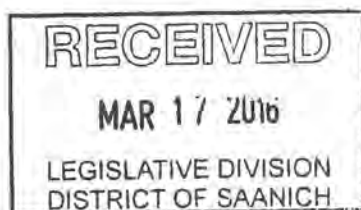
The services, which an enlarged new building on the site of 941 Sutcliffe Rd. would demand, would increase the volume of traffic, and the size of these vehicles would be prohibitive.

Any building designs we have seen to this point, for new structures, would not blend in with the homes presently existing on this small street. The population on this street, consists of elderly people, as well as some families; one family has school aged children, riding bicycles. We have a sidewalk on only one side of a narrow road, where parking is allowed on one side, except for a wider portion toward Cordova Bay Rd. A lot of the traffic at the Cordova Bay end consists of activities associated with St. David's Anglican Church, whose parking lot access is on Sutcliffe Rd. As well as Church-based activities, renters of the church halls are a long established Cordova Bay Preschool, a long established Pacific Dance school , Yoga and Aerobic classes. This is a busy intersection 7 days a week.

We know that the vast majority of people using the present Cordova Bay Community Club reside outside of Cordova Bay, thus not servicing this community. Any large expansion will continue to service a broader community; from what we understand to be an International Community.

This is definitely not a good fit for this location. Sincerely, Lynne and Don Johnson

This email has been sent from a virus-free computer protected by Avast.  
[www.avast.com](http://www.avast.com)



*mez*

**ClerkSec - Fwd: Development at 941 Sutcliffe Rd**

**From:** Hannah Gibson [redacted]  
**To:** "mayor@saanich.ca" <mayor@saanich.ca>  
**Date:** 3/17/2016 3:23 PM  
**Subject:** Fwd: Development at 941 Sutcliffe Rd

Sent from my iPad

Begin forwarded message:

**From:** Hannah Gibson [redacted]  
**Date:** March 15, 2016 at 6:35:57 PM PDT  
**To:** Brian and Judith Dunning [redacted]  
**Subject:** Development at 941 Sutcliffe Rd

POST TO	<i>Gen</i>	POSTED	<i>2016-03-18</i>
COPY TO	<i>SH</i>		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	<i>dm</i>		

I am writing to express my opposition to the expansion and zone change of the badminton club at 941 Sutcliffe Rd., I live in a townhouse at [redacted] Sutcliffe Rd. This is a very inappropriate location for the size of a facility they are proposing, the street is dead end and, with parking on one side, effectively single lane.

This is primarily a residential neighbourhood, a facility hosting large events would seriously impact our quality of life. There is a day care on the corner and the inevitable increase in traffic would be a hazard to them and their parents.

I hope you will consider the neighbourhood concerns when making decisions on this matter.

Sincerely, Hannah Gibson

[redacted] Sutcliffe Rd.

Sent from my iPad



✓  
ms

**ClerkSec - Cordova Bay Community (Badminton) Club Expansion Proposal**

**From:** "A Rowe" [redacted]  
**To:** "Richard Atwell" <mayor@saanich.ca>, "Susan Brice" <susan.brice@saanich.ca>, <jbrownoff@telus.net>, "Vic Derman" <vic.derman@saanich.ca>, "Fred Haynes" <fred.haynes@saanich.ca>, "Dean Murdock" <dean.murdock@saanich.ca>, "Colin Plant" <colin.plant@saanich.ca>, "Vicki Sanders" <vicki.sanders@saanich.ca>, "Leif Wergeland" <leif.wergeland@saanich.ca>  
**Date:** 3/9/2016 6:01 PM  
**Subject:** Cordova Bay Community (Badminton) Club Expansion Proposal  
**CC:** "Chuck Bell" <chuck.bell@saanich.ca>, "Community Club Committee" [redacted], <cba.president@cbsn.com>

We, the undersigned, are residents on Sutcliffe Road in Saanich, and we wish to state our Opposition to the present Application to Re-zone from Single Family Residential (RS-18) to Recreational (P-4), and the plan to Expand Lot 1, Section 31, Lake District Plan 7684, the facility at 941 Sutcliffe Road, a.k.a. the Badminton Club.

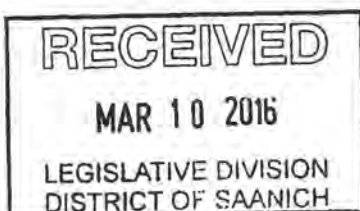
When Mr. Tom Sutcliffe turned over the land to the local folk over 60 years ago, we can imagine what a great gathering place was envisioned for the small community Cordova Bay was at that time. Now Old Age has apparently caught up with the hall, as reports state that it has deteriorated to a point where it now poses safety concerns, both to users and neighbourhood residents as well. Besides its poor appearance, plus the number of vehicles entering and leaving daily, the property resembles a municipal maintenance yard, with various construction and business vehicles – a backhoe, a Bobcat, and other pickups and trailers parked there 24/7, along with a pile of huge boulders on the north side of the building for the last year or two!

We do not oppose the operation of a badminton/athletic club as such, however feel that now is the appropriate time for an operation of the proposed magnitude to settle in a far-more-suitable location. Sutcliffe Road is a narrow street – already parking is allowed on one side only, to accommodate those nearby residents who have no private on-site parking, so the street is mostly a single driving lane, ending in a small roundabout. Outside of the Hall building, this is a fully residential area, and obviously any redevelopment of the Hall site should be in the form of residential space similar to that now in place, and already zoned as such, namely Residential (RS-18).

The newly-proposed metal building, resembling a "pre-fab" structure, would certainly not fit in with the surrounding residential neighbourhood, nor with the long-term goals of the Cordova Bay Local Area Plan. We heartily agree with the statement quoted by the Saanich Advisory Design Panel – July 8, 2015 – "the new building is atrocious, and not pleasing for neighbours"! We are the 'neighbours' who are some of those living closest to the old hall!

Thank you for your consideration, and we look forward to being present at the promised Committee of the Whole Meeting. We assume we will be advised further in that regard.

(Signed) Arthur and Dorris Rowe - [redacted]



POST TO	Gen	POSTED	2016/03/11 50
COPY TO	SH (recd) ✓		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>		
REPORT	<input type="checkbox"/>		
FOR			
ACKNOWLEDGED	bl.m ✓		

2870-20 Sutcliffe

POST TO	General	POSTED	2016
COPY TO	SHV		03/08
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO MASTER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION	<input type="checkbox"/>		
REPORT FOR			

**Council - Cordova Bay Community Club**

**From:** Brian and Judith Dunning [REDACTED]  
**To:** <mayor@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, Judy... BIM ✓  
**Date:** 3/4/2016 3:23 PM  
**Subject:** Cordova Bay Community Club  
**CC:** Chuck Bell <chuck.bell@saanich.ca>

RECEIVED

MAR 07 2016

LEGISLATIVE DIVISION  
DISTRICT OF SAANICH

Dear Mayor Richard Atwell and Council Members,

We are residents of Sutcliffe Gardens, located at [REDACTED] Sutcliffe Road in Saanich, and object to the proposed re-zoning and re-development of 941 Sutcliffe Road, legally Lot 1, Section 31, Lake District, Plan 7684., from RS-18 (Single Family) to P-4 (Recreation), commonly known as Cordova Bay Community Club.

The proposed plan is not in accordance with nor the long term plans and goals of the current Cordova Bay Village Development Plan nor with the Cordova Bay Local Area Plan. The scale of expansion and aesthetics has no apparent concern for the type of existing residences surrounding the site. The area in and around Sutcliffe Road is essentially single family and the proposed plan violates the appearance of the general neighbourhood.

The expansion is planned in two stages, with the first phase constructing a building shell to accommodate four (4) courts, with no utilities, relying on it's close proximity to the existing building to provide for washroom and change facilities. The second phase will add four (4) more courts with a centre section to provide for all necessary needs of the Club. The whole plan, if approved, would be an eyesore to the community and be essentially a private club, catering to people outside of the Cordova Bay and Saanich area, with no apparent concern for the needs of local residents. The existing building is old (circa 1946), and is in need of repair and has some environmental issues. No attempt has been made by the Club to make the building and site attractive to the surrounding area. At present, the site is in need of cleaning up, with visible signs of a need to re-paint and other maintenance requirements. (This would appear to send a message to the community of a lack of concern for the betterment of neighbour relations).

This proposal will directly impact the residents on Sutcliffe Road due to an increase traffic load and pedestrian activity in the area. Sutcliffe Road is a 180-meter long, single lane residential cul-de-sac that can only be accessed by Cordova Bay Road. It is the only access to 28 homes with approximately 50 residents and the only access to St. David by the Sea Church parking lot and the Cordova Bay Community Club. Besides the church congregation, St David by the Sea is also the home to the Pacific Dance School and the Cordova Bay Preschool. The badminton club currently has 138 members who also commute to the facility. Sutcliffe Road can be very busy at times, with neighbourhood traffic, facility traffic, pedestrians, bicyclists and neighbourhood children. Parking plans on site allow for up to 28 parking spaces, and the current building with just three existing badminton courts, has up to as many as 25 cars parked during any given day.

The badminton club is misrepresenting itself as Cordova Bay Community Club in order to secure potential funding and community support. The facility has been used exclusively for badminton for the past 18 years and it no longer functions as a community hall or club for



Cordova Bay residents. Membership of the club is made up of badminton players, coaches and enthusiasts. A large percentage of the members do not reside in Cordova Bay and currently there are no Cordova Bay residents sitting on its board. The proposed facility is being purpose built for intermediate to elite, mostly adult badminton players (see Cordova Bay Community Club website under the heading 'memberships') and will be a desirable tournament facility due to it's proposed 'world-class' construction.

While the proposed badminton club is not presenting itself as a commercial venue, it is realistically a private club that will have to fund the new facility with revenue by increased membership and by hosting local, provincial and national tournaments.

Finally, in regards to areas identified for institutions and assembly, the Cordova Bay Local Area Plan Policy 9.1 states that the District of Saanich will: ***"Judge a rezoning application for an institutional use on its merits giving specific consideration to access, traffic generation, noise, scale, parking, municipal services, and impact on adjoining residential properties."***

Respectively submitted,

Brian and Judith Dunning

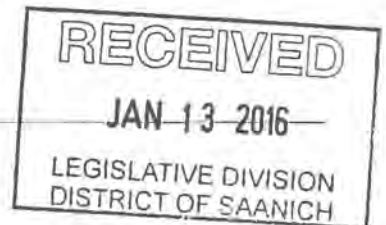
[REDACTED] Sutcliffe Road.  
Victoria, BC. [REDACTED]  
[REDACTED]

Sutcliffe

**ClerkSec - Re; Cordova Bay Community Club**

POST TO	gen	POSTED	2/2/2016
COPY TO	3/1		
INFORMATION	<input checked="" type="checkbox"/>		
REPLY TO WRITER	<input type="checkbox"/>		
COPY RESPONSE TO LEGISLATIVE DIVISION REPORT	<input type="checkbox"/>		
FOR	blm		
ACKNOWLEDGED			

**From:** Gillian Kisman  
**To:** <mayor@saanich.ca>  
**Date:** 1/12/2016 1:28 PM  
**Subject:** Re; Cordova Bay Community Club  
**CC:** <chuckbell@saanich.ca>, <council@saanich.ca>, <susan.brice@saanich.ca>, <judy.brownoff@saanich.ca>, <vic.derman@saanich.ca>, <fred.haynes@saanich.ca>, <dean.murdock@saanich.ca>, <colin.plant@saanich.ca>, <vicki.sanders@saanich.ca>, <leif.wergeland@saanich.ca>



Dear mayor Richard Atwell, and Council,

I have concerns regarding the application for rezoning of the site of the Cordova Bay Community Club on Sutcliffe Road. These prompt me to **oppose this application.**

**The site of the Club was established in 1949. At that time there were no residential buildings adjacent.**

In 60 years the area has changed. The area around the Club facility has become residential. All the homes and landscaping are well maintained.

The proposed facility does not fit in aesthetically with a residential neighbourhood.

The club is a dirty white concrete building on land which is zoned single family residential. A poorly maintained rough gravel parking lot is adjacent.

The application for rezoning for recreational use is to permit construction of additional badminton courts to total seven; this would occupy a considerable portion of the site.

**I consider this rezoning application and expansion plan of the Club to be quite inappropriate for the area.**

This is a residential area which would be considerably affected by increased traffic flow.

Sutcliffe Road is narrow one lane and for vehicular traffic; it is a cul-de-sac.

Noise levels will increase, disturbing this otherwise quiet residential area. Even at present the Club's long hours inflict traffic noise from 6:00am until midnight. Many are not sensitive to the residential nature of the area.

**The Club functions for High Performance Badminton players.** They have no connection whatsoever to the immediate community. This is not a Club providing nor is it planning to provide recreational facilities for Cordova Bay residents.

Badminton facilities are available throughout Victoria for general use and are therefore not needed at his site. in 1949 this was not the case.

**Most members do not live in Cordova Bay and therefore drive to the facility.**

The planned 28 parking spaces, based on current usage, would be quite inadequate. Where would vehicles park? Sutcliffe Road is not an option.

**In case of an emergency,** ambulance, fire, earthquake, safety concerns are paramount.

Ease of access and mass evacuation would be problematical. Sutcliffe road is frequently congested, one narrow road with a roundabout at the end which large vehicles cannot easily

negotiate.

As a resident of Sutcliffe Road, living adjacent to the 941 site I am concerned and hoping that careful and considerate attention will be given to this rezoning application.

Yours truly,

*Gillian Kisman*

[REDACTED] Sutcliffe Road  
Victoria, BC. [REDACTED]  
Canada

[REDACTED]

1410-24  
2016 2110-55

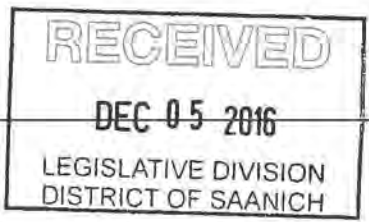


The Corporation of the District of Saanich

Mayor  
Councillors  
Administrator  
Council  
Administrato  
Media

# Report

To: Mayor and Council  
From: Sharon Hvozdzanski, Director of Planning  
Date: December 2, 2016  
Subject: Exploration of Farmland Trusts  
File: 2110-55



## PURPOSE

The purpose of this report is to:

1. Provide an overview of recently completed research on farmland trust models; and
2. Seek Council support for further exploration of farmland trusts in conjunction with the proposed Capital Regional District (CRD) "Capital Region Food and Agriculture Strategy Plan" and companion Task Force.

## BACKGROUND

At its meeting of January 28, 2014, the Environment and Natural Areas Committee passed the following motion:

"That the Environment and Natural Areas Advisory Committee recommends to Council that they request Planning staff undertake a preliminary exploration of possible partnerships with other regional stakeholders; and draft potential frameworks for the development of a Farmland Trust for Council's consideration."

Subsequently, at its February 24, 2014, Council passed the following motion:

"That Council request Planning staff undertake a preliminary exploration of possible partnerships with other regional stakeholders and draft protection frameworks for the development of a Farmland Trust for Council's consideration."

As an outcome of the above noted motions, and interest expressed by other local governments and stakeholders in the Region, the exploration of a potential Farmland Trust government model was initiated in 2015 by the Capital Regional Food and Agriculture Initiatives Roundtable (CRFAIR).

Rather than duplicating the work being undertaken by Capital Regional Food and Agriculture Initiatives Roundtable, Saanich staff opted to support the work and ultimately bring it before Council for consideration. Representatives from Capital Regional Food and Agriculture Initiatives Roundtable will be attending the Council meeting at which this matter is discussed.

The Capital Regional Food and Agriculture Initiatives Roundtable published their findings in August 2015 in a report entitled, "Findings Report - Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach". A copy of the report is included in Council's Agenda package.

This staff report summarizes information on farmland trust models presented in the Capital Regional Food and Agriculture Initiatives Roundtable report and seeks Council direction on whether to pursue further exploration of potential farmland trust models through the ongoing work at the CRD and the proposed Task Force which Saanich staff are to be part of.

Subsequent to its January 2014 motion, the Environmental and Natural Areas Committee made the following motion at its June 23, 2015 meeting:

"That the Environmental and Natural Areas Advisory Committee request that Council consider having Saanich take a leadership role in the development of a Farmlands Trust."

As noted further on in this report, staff believe the best approach for Saanich to take a leadership role on this issue is to participate in the proposed CRD Food and Agricultural Task Force. At the time the Environmental and Natural Areas Committee (ENAC) made the above noted motion the notion of the proposed Task Force had not fully evolved. Staff believe ENAC's objective can be met through Council endorsed participation by staff in the CRD Task Force.

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## **FARMLAND TRUSTS**

A farmland trust is based on the principle of managing a community asset for public good. Farmland trusts facilitate partnerships and programming that enables the protection of farmland, promotion of environmentally sound farming practices, and retention of farmers on the land. Farmland trust activities commonly include:

- Land acquisition and long term leases to farmer(s);
- Covenants attached to the land title;
- Land use planning and monitoring;
- Land stewardship support; and
- Farm support, succession planning, and public engagement programs.

Farmland trusts are most commonly private non-profit organizations, however, governments may also act as a land trust for holding farmland as a public service and may seek partnerships for the management and production on the farmland. The Capital Regional Food and Agriculture Initiatives Roundtable report focuses primarily on farmland trust models that include public ownership of land.

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## **CAPITAL REGIONAL FOOD AND AGRICULTURE INITIATIVES ROUNDTABLE FARMLAND TRUST REPORT**

The Capital Region Food and Agriculture Initiative Roundtable (CRFAIR) "Findings Report - Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach" responds to the interest in exploring possible partnerships and a framework for the

development of a farmland trust, as expressed by Saanich and North Saanich Council's and the Capital Regional District (CRD).

The study reviews the rationale for establishing farmland trusts, methods for acquiring agricultural land, mechanisms for financing the purchase of land, and options for the management and operation of farmland trusts for the public good.

Capital Regional Food and Agriculture Initiatives Roundtable researched examples of farmland trust models that have been created for different situations in other communities within British Columbia and undertook a series of stakeholder consultations to gather input and gauge public support for the different approaches that could be employed in establishing and managing a farmland trust.

The following is a summary of options for a local government farmland trust model that were explored in the report. The full report provides a more detailed analysis of these topics, as well as case study examples.

### **Rationale for a Farmland Trust**

The report highlights some of the current conditions that threaten the long-term viability of farming and overall farmland productivity in the CRD. Key challenges include:

- Much of the farmland in the CRD is not being farmed. A 2012 study by CRFAIR estimates that nearly 50% of CRD farmland sites sit idle;
- More than half of British Columbia farmers are over 55 years old and likely to retire in the next 20 years;
- Non-farm use of farmland, including for residential, transportation, and recreation, reduces the availability of arable land and drives up the cost of available land;
- High land prices represent a significant barrier to the next generation of farmers being able to take over a family farm or for new farmers to establish new farms; and
- Development pressure and speculation are leading to higher land prices.

A trust is identified as one tool that can contribute to protecting working farmland in the region, through such means as: protecting land in perpetuity; supporting the succession process between retiring and new farmers; and helping with the transference of practical knowledge about farming between generations.

### **Ownership and Governance Options**

The Capital Regional Food and Agriculture Initiatives Roundtable report notes that a farmland trust could be implemented at either a regional (CRD) or municipal level, as land can be acquired, owned, and managed by both levels of government. Food production and farming are inherently a regional issue and Capital Regional Food and Agriculture Initiatives Roundtable consultation with stakeholders indicated a preference for a regional trust.

The report states that a governance structure would be required to oversee the acquisition and management of the lands according to a strategic plan developed for that purpose. Possible options for the governance of a farmland trust are:

#### In-House Governance Model:

The management of a local government farmland trust and acquisition fund could be incorporated into the mandate of an existing government department. This approach is

currently used by the CRD to manage regional parklands, with staff responsible to oversee land acquisition, develop management plans, conduct assessments, and consult with partners in the management of lands.

Local Government Corporation Model:

A legal entity could be established in the form of a local government corporation that is a not-for-profit, subsidiary corporation managed by its own board of directors. The board of directors could incorporate both community stakeholders and government representatives. The Capital Regional Housing Corporation is an example of a local government corporation.

**Land Acquisition**

The Capital Regional Food and Agriculture Initiatives Roundtable report identifies a range of mechanisms for acquiring farmland, including:

- Identification of existing public lands that are available and suitable for farming;
- Donations from private land owners to government;
- Community amenity contributions and density bonus zoning; and
- Purchase or co-purchase with a non-governmental organization.

**Financing the Purchase of Land**

In the case where farmland is to be purchased, options for financing the purchase may be accomplished in many different ways and would most likely require a combination of approaches. Capital Regional Food and Agriculture Initiatives Roundtable states that people they consulted thought it would be important to have both government and non-government sources working together to fund land purchase and farm maintenance. Options identified for financing include:

- Cash-in-lieu amenity contributions;
- Development cost charges (at the current time, development cost charges may only be imposed for the purpose of providing funds to assist in providing sewage, water, drainage, and highway facilities or providing park land. Changes would need to be made to the "Local Government Act" to allow contributions for farmland or park land that would need to be acquired for the purpose of farming);
- Property taxes/household or municipal levy (CRD parkland acquisition model/Regional Housing Trust Fund model);
- Leveraging investment from other levels of government; and
- Non-profit or private sector partners (funding from private donors to non-profit organizations or a Community Investment Fund).

**Land Management and Access Arrangements**

The Capital Regional Food and Agriculture Initiatives Roundtable report suggests that management of the activities on the lands within a farmland trust may either be through local government or a non-governmental organization. Local government staff could manage access agreements directly with farmers or the government could lease the land to a non-government organization who would then be responsible for the management of activities and access to the land.

**Key Findings**

Through their consultation, Capital Regional Food and Agriculture Initiatives Roundtable found considerable support for a farmland trust model. They note that broad public support,

particularly in municipalities that do not have a significant amount of farmland, would be required to implement a local government farmland trust. Emphasizing the public benefits of the farmland trust and its link to existing policy is seen as critical to gaining support. Based on the research and consultations, the report highlights thirteen key findings:

1. There is general support for a local government farmland trust policy direction;
2. A regional (CRD) approach to a farmland trust was favoured over implementation at the municipal level;
3. There was preference for a trust and fund specific to farmland;
4. The acquisition of land can occur through a diverse strategy;
5. A strong, diversified funding strategy is required;
6. Adopt a "no net loss of farmland" approach;
7. A clear governance structure and development of a strategic plan is a key to success;
8. Partnerships with non-governmental organizations was recommended;
9. Build on proven models;
10. A trust mandate inclusive of diverse land uses/food activities is desired;
11. Explore partnerships with First Nations;
12. Start with existing public lands to establish a trust framework and develop operations; and
13. Strike a joint government-key stakeholder task force.

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## DISCUSSION

The Capital Regional Food and Agriculture Initiatives Roundtable report addresses Council's motion requesting a preliminary exploration of farmland trust models. The report provides insights into potential farmland trust models that could be implemented and highlight areas for further exploration. Notable findings from the report include:

- A stakeholder preference for operating a farmland trust of public lands at the regional level;
- A recommendation for a strategy that includes diversified financing options and non-government sector partnerships;
- Funding and management options similar to the CRD Parkland Acquisition model and/or the Regional Housing Trust Fund model;
- Suggestions that a phased approach may work best, where one or two municipal governments initiate a farmland trust and over time the model may expand to other municipalities; and
- A recommendation to engage a community advisory board or task force to develop the strategy for management.

### **Relationship to Other Initiatives**

#### Agriculture and Food Security Plan

The Planning Department is currently working on developing an Agriculture and Food Security Plan, with the intention of presenting a plan for Council's consideration in early-mid 2017. A primary goal of the Agriculture and Food Security Plan is to establish priorities for future work items to support agriculture and food security. Initial public consultation has identified the protection of farmland and support for multi-generational and emerging farmers as key areas of community interest. Farmland trusts have been identified in public feedback as one potential action to address this concern.

From a Saanich perspective, further work exploring a farmland trust represents an opportunity to gather more information and assess regional interest in establishing a farmland trust. The



farmland trust model provides a potential tool to further the Official Community Plan direction of ensuring a healthy, sustainable, and stable food supply. Based on the experience in other communities, farmland trusts are a viable tool that could be used to address the issues of high agricultural land values, idle farmland not in productive use, and succession planning for older farmers. Given the potential implications for Saanich taxpayers of establishing a farmland trust, the additional proposed work would provide important information to help inform future Council decisions around potential participation in a farmland trust.

#### Capital Region Food and Agriculture Strategy

A draft "Capital Region Food and Agriculture Strategy" has been completed by the CRD. The Strategy includes a direction to: "Initiate a process to establish a regional food and farmland trust". This direction reinforces the Capital Regional Food and Agriculture Initiatives Roundtable finding that supports the establishment of a trust at the regional level. The draft Plan is scheduled to appear before the CRD Board in mid-December for review and consideration. As Council is aware, as part of the CRD's "Capital Region Food and Agriculture Strategy" a companion Task Force is being recommended to support the implementation of the CRD Plan. A Saanich staff representative is proposed to be part of the CRD Task Force.

#### **Next Steps**

If Council endorses further exploration of farmland trust models, it is recommended that, Saanich staff work with other regional stakeholders to assess potential approaches. Assuming the CRD "Capital Region Food and Agriculture Strategy Plan" and companion Task Force are supported by the CRD Board at its upcoming December meeting, the CRD Task Force would be the most appropriate venue through which to further explore the funding and governance structure related to a potential farmland trust. As previously noted, a Saanich staff representative is proposed to be part of this CRD Task Force.

If the CRD "Capital Region Food and Agriculture Strategy Plan" and/or companion Task Force is/are not supported by the CRD Board at its upcoming December meeting, Saanich Planning staff would bring forward a subsequent report to Council seeking direction on alternative options for proceeding forward with exploring the potential for a farmland trust.

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#### **SUMMARY**

The Districts of North Saanich, Central Saanich, and Saanich and the Capital Regional District (CRD) have all shown support for the exploration and development of farmland trusts through resolution or policy. Capital Regional Food and Agriculture Initiatives Roundtable's, "Findings Report - Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach" outlines options for the acquisition, financing, and governance of a local government based farmland trust on public land.

The Capital Regional Food and Agriculture Initiatives Roundtable report recommends that a local government farmland trust be established and governed at the regional level and that funding and management of the farmland trust could follow the CRD Parkland Acquisition model and/or the Regional Housing Trust Fund model. They also encourage the option of partnering with not-for-profit organizations in the financing and management of the trust. As a next step, Capital Regional Food and Agriculture Initiatives Roundtable recommends that an inter-municipal task force be formed to develop strategic direction for a farmland trust in the region. The CRD Food and Agriculture Strategy will be considered for adoption by the CRD Board before the end of 2016. A key action of the Strategy is to establish a Regional Food and Farmland Trust.

Both the Capital Regional Food and Agriculture Initiatives Roundtable report and the draft "Capital Region Food and Agriculture Strategy" identify the further exploration of farmland trust models among municipalities as a key next step. Staff recommend that Council support this continued work to assess farmland trust models in the CRD in order to provide better information to inform future decisions on potential participation in a farmland trust.

Saanich support of this further work would not involve significant resource commitments at this time, as the process would hopefully be led by a regional partners and would be exploratory at this stage.

If Council endorses further exploration of farmland trust models, it is recommended that, Saanich staff work with other regional stakeholders to assess potential approaches. Assuming the CRD "Capital Region Food and Agriculture Strategy Plan" and companion Task Force are supported by the CRD Board at its upcoming December meeting, the CRD Task Force would be the most appropriate venue through which to further explore the funding and governance structure related to a potential farmland trust. As previously noted, a Saanich staff representative is proposed to be part of this CRD Task Force.

If the CRD "Capital Region Food and Agriculture Strategy Plan" and/or companion Task Force is/are not supported by the CRD Board at its upcoming December meeting, Saanich Planning staff would bring forward a subsequent report to Council seeking direction on alternative options for proceeding forward with exploring the potential for a farmland trust.


**RECOMMENDATION**

That Council:

1. Receive the Capital Regional Food and Agriculture Initiatives Roundtable (CRFAIR), "Findings Report - Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach" for information.
2. Support continued work to explore a farmland trust in the Capital Regional District (CRD), through participation in the proposed "Capital Region Food and Agriculture Strategy Plan" companion Task Force.

Report prepared by:   
 Jane Evans, Planner

Report prepared & reviewed by:   
 Cameron Scott, Manager of Community Planning

Report reviewed by:   
 Sharon Hvozden, Director of Planning


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Attachment

cc: Paul Thorkelsson, CAO

**CAO'S COMMENTS:**

I endorse the recommendation of the Director of Planning.



Paul Thorkelsson, CAO



August 2015

# Findings Report

Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach



# Acknowledgements

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This report is brought to you by CRFAIR, the Capital Region Food and Agriculture Initiatives Roundtable. CRFAIR, is a collaborative initiative of food and farm organizations formed in 1997. CRFAIR's mission is to mobilize and connect efforts to develop a healthy and sustainable food system in the Capital Region. Our work is focused on aligning efforts for collective impact in the areas of food literacy, food access and the local food economy.

CRFAIR would like to acknowledge Jessica Dennis and Linda Geggie for their work in preparing this report. We thank the District of Saanich and North Saanich for their leadership and support for advancing a local government farmland trust. We would also like to acknowledge our project collaborators Heather Pritchard of FarmFolk CityFolk and Hannah Wittman from the UBC Faculty of Land and Food System. Finally we would like to acknowledge all those who participated in individual meetings, participants in our roundtable consultation and public forum, the Peninsula Agriculture Advisory Committee and the Environment and Natural Areas Committee for their participation and input.

This report is supported by preceding discussion papers and community dialogues done by CRFAIR. The following reports are available on CRFAIR's website<sup>1</sup>:

1. Policy Discussion Paper One: Role of Local Government in Farmland and Farm Viability
2. Policy Discussion Paper Two: Regional Farmland Conservation and Access Program
3. Policy Discussion Paper Three: Agriculture Parks Model for the CRD
4. Policy Discussion Paper Four: Farm Incubators – Growing Access to Land and Mentorship for New Farmers in the CRD

This initiative and report was made possible by funding from the Real Estate Foundation of British Columbia, Vancity, and the District of North Saanich.



The following report addresses land management and access on the Saanich Peninsula. We acknowledge that the Saanich Peninsula and current agricultural lands on the Peninsula are the traditional territory of the Saanich Peoples (Tsawout, Tsartlip, Pacquachin, Tseycum, and Malahat First Nations).

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<sup>1</sup> CRFAIR Policy Discussion Papers available at <http://crfair.ca/resources/reports/>

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## Executive Summary

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The Districts of Saanich and North Saanich and the Capital Regional District are considering frameworks for a farmland trust and acquisition fund. CRFAIR undertook research and a series of stakeholder consultations to gauge support for the approach, gather input, and to explore models and mechanisms available to local government to support the utilization of publicly owned lands for food growing and farming. This report contains a summary of what we heard. The project goal is to support dialogue and advance local government strategies to secure and support the productivity of farm and food lands today and into the future.

The key findings are enumerated below. The full report elaborates on these key findings and provides case studies illustrating the models and mechanisms presented for the implementation of a farmland trust and acquisition fund in practice.

1. **There is general support for a local government farmland trust policy direction:** We received a positive response from a diversity of stakeholders to advancing a local government approach to a farmland trust and to the public financing of farmland acquisition and management.
2. **A regional (CRD) approach to a farmland trust and acquisition fund was favoured over implementation at the municipal level.** However, municipal leadership and support is critical to implementation. A phased approach in which the trust and acquisition fund is initiated within the municipality of Saanich and/or North Saanich and then expanded to incorporate other municipalities in the CRD is an option we heard support for.
3. **There was a preference for a trust and fund specific to farmland** as opposed to an approach that would broaden an existing fund (e.g. parklands acquisition fund) to be inclusive of agricultural lands.
4. **The acquisition of land can occur through a diversified strategy,** including expanding food activities on already owned public lands, using policy tools such as community amenity contributions and density bonusing, and through the creation of a farm trust and acquisition fund to raise public revenue for the acquisition of key lands.
5. **A strong diversified funding strategy is required.** Potential means of raising public funds include cash-in-lieu amenity contributions, development cost charges, and property taxes. Local government funds can be used to leverage matching funds from other levels of government, the private sector, and the non-profit sector. Donations of land, public fundraising campaigns, and emerging financing models (e.g. community investment funds) should be considered in tandem.
6. **Adopt a ‘no net loss of farmland’ approach.** We clearly heard concern for utilizing any strategy that would encourage or support land coming out of the ALR. We strongly advise

against advancing any strategy founded on the removal of ALR lands in exchange for cash contributions to an agricultural fund.

7. **A clear governance structure and development of strategic plan is a key to success.** A governance structure and strategic direction for trust operations will need to be established, there must be built in oversight mechanisms with community representation and advisory for the fund expenditures, land acquisition, and management of land placed in trust.
8. **Partnerships with non-governmental organizations** for the management of farming and food activities (day-to-day land use) on the publicly held land was recommended.
9. **Build on proven models:** we heard of a diversity of local government models, tools, and mechanisms transferrable to a farmland trust. Two models that we heard particularly strong support for were the CRD's Parklands Acquisition Fund and the CRD's affordable housing strategy which is operationalized through the Regional Housing Trust Fund, Housing Secretariat and Capital Regional Housing Corporation. These models have established governance structures, legislative frameworks, financing and asset acquisition models that can be used to inform the development of a farmland trust and acquisition fund.
10. **Trust mandate inclusive of diverse land uses/food activities desired:** we heard support for a diversity of land uses including long term leases to commercial agricultural operations, non-commercial community food activities, training and incubator farm programs, and mixed use 'agricultural parks' that will meet a broad set of public services and community needs.
11. **Explore partnerships with First Nations:** the Saanich peninsula is the traditional territory of the Tsawout, Tsartlip, Pacquachin, Tseycum, and Malahat First Nations and it is essential that First Nations' government and community representatives be engaged to explore opportunities for ongoing partnership in the stewardship of food lands on the Saanich Peninsula.
12. **Start with existing public lands to establish a trust framework and develop operations:** Examine and build from existing public farmland models in the region (Newman Farm, Haliburton Farm, Welland Orchard). Develop land use of recently acquired public agricultural lands (Sandown Raceway Panama Flats). Identify existing public lands with potential for farming or food activities and develop models to bring these lands into production. Build from these initiatives to develop a unified framework for a local government farmland trust model which can then be expanded to future land acquisitions.
13. **Strike a joint government-key stakeholder task force** to develop a strategic direction and to identify and initiate needed policies to establish a local government farmland trust and acquisition fund.



# 1. Introduction

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The Districts of Saanich and North Saanich recently passed council motions to explore frameworks for a farmland trust and acquisition fund. This report presents findings from an initial exploration of options for implementing a local government (municipal or regional) farmland trust for the consideration of planning staff and council. At the regional level, the development of the Regional Growth Strategy (RGS) by the Capital Regional District (CRD) includes a policy directive to initiate a farmland trust in the region. CRFAIR undertook a research project to gather ideas, gauge support for this approach, and to explore models and mechanisms available to municipalities and/or the CRD to support the utilization of publicly owned lands for food growing and farming. This report contains a summary of what we heard. Our intention is to support dialogue and advance the work of local governments in the development of strategies to secure and support the productivity of farm and food lands today and into the future. There are a diversity of strategies available to local governments and this report focuses on the option to create a farmland trust.

Throughout the report we refer to a farmland trust, as per the language used in current council motions, however we would like to introduce the term “foodlands” and “foodlands trust” which emerged from dialogue with participants from the Working Group on Indigenous Food Sovereignty. The term foodlands trust aims to recognize the diversity of food growing and harvesting practices and to open a dialogue between farmland protection and access initiatives and Indigenous land rights in BC. We encourage consideration of a shift from ‘farmland trust’ to ‘foodlands trust’ to be inclusive of the wide range of approaches to food growing, harvesting and gathering, both commercial and non-commercial, that may be supported by a trust approach.

## 1.1 Why a Farmland Trust in the CRD?

Farming and food production are key contributors to local food availability, the regional economy, the retention of natural areas, the provision of ecosystem services, and to the rural culture of the Capital Regional District and the Saanich Peninsula. A 2014 survey of BC residents reported that 92% believe local food production and the reduction of dependency on food imports is very important. It was also found that respondents identified “food and farming” as the second most important land use in the province after “natural fresh water systems.”<sup>2</sup> In a 2012 study of farmers markets across BC, it was reported that demand for locally grown food has grown dramatically over the past decade. The study found that provincial farmers markets

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<sup>2</sup> McAllister Opinion Research. (2014). BC Public Attitudes Toward Agriculture and Food 2014. [http://www.refbc.com/sites/default/files/BC-Poll-Agriculture-and-Food-Detailed-Topline-Report-Aug-2014-PUBLIC\\_0.pdf](http://www.refbc.com/sites/default/files/BC-Poll-Agriculture-and-Food-Detailed-Topline-Report-Aug-2014-PUBLIC_0.pdf)

sales in 2012 were 147% those of 2006, contributing over \$170 million in economic benefits.<sup>3</sup> In the CRD, the Moss Street Market has been operating for over 20 years and was estimated to have an economic benefit to the local economy of \$3.6 million annually and to draw on average 1,000 people per hour.<sup>4</sup> Demand for local food is on the rise and maintaining working agricultural lands in the region and province is a public priority.

The Agricultural Land Reserve (ALR) is an essential policy for the protection of farmland in British Columbia and local governments further contribute to the retention of farmland through zoning bylaws and planning tools. However, even with protective measures there is significant development pressure on BC's limited farmlands. In the capital region it is estimated that over 3,000 hectares of ALR land has been lost since the ALR's inception.<sup>5</sup> Land use competition will further increase with a predicted population increase of 30% in the CRD between 2006 – 2036.<sup>6</sup> There is a need for continued strengthening of farmland protection measures and support for food producing activities to ensure the continuity of a productive agricultural sector in the CRD. A farmland trust is one tool that can contribute to protecting working farmland in the region.

The protection of farmland must be coupled with measures to promote the utilization of farmland for farming, to ensure farmland is accessible to farmers, and that farmers can make a living on the land. Non-farm uses of farmland and the high cost of farmland are major impediments to the agricultural sector. The amount of land reported to be actively farmed in BC in the 2011 Census of Agriculture amounted to 55% of the total land in the ALR,<sup>7</sup> and it is estimated that near 50% of farmland in the CRD is sitting idle.<sup>8</sup> Part of the non-farmed land in the ALR is a result of anthropogenic uses including residential, transportation and recreation. There is also a significant portion of ALR land that is natural areas and may not be suitable and/or desirable for agricultural development. Non-farm uses of farmland reduce land availability for farming in a province in which agricultural land is already limited to 5% of the total land base. Non-farm uses of farmland as well as speculative land holdings also drive up the cost of farmland above its farming value and make it unaffordable to farmers. The average cost of farmland in Southern BC is the most expensive in Canada<sup>9</sup> and can reach up to \$100,000/acre

<sup>3</sup> Connell, D.J. (2012). Economic And Social Benefits Assessment. BC Farmers Market Association and University of Northern BC. <http://www.bcfarmersmarket.org/resources/subpage/economic-and-social-benefits-study>

<sup>4</sup> Ibid.

<sup>5</sup> ALC. (2014). ALC Annual Report 2013/4. <http://www.regulatorwatch.com/wp-content/uploads/2014/06/ALC-Annual-Report-2013-2014.pdf>

<sup>6</sup> CRD. (2009). Capital Regional District Strategic Plan 2009- 2011. <https://www.crd.bc.ca/docs/default-source/legislative-pdf/strategic-plan-2009-2011.pdf?sfvrsn=2>

<sup>7</sup> Statistics Canada. (2012a). Table 004-0001 Census of Agriculture, number and area of farms and farmland area by tenure, Canada and provinces, every 5 years (CANSIM database). <http://www5.statcan.gc.ca/cansim/a33?lang=eng&spMode=master&themID=920&RT=TABLE>

<sup>8</sup> CRFAIR. (2012). Local Government Growing Local Food Systems: Regional Farmland Conservation and Access Program. [http://crfair.ca/wp-content/uploads/2014/06/CRFAIR-Farmland\\_Access\\_and\\_Conservation\\_Policy\\_Discussion\\_Paper\\_0.pdf](http://crfair.ca/wp-content/uploads/2014/06/CRFAIR-Farmland_Access_and_Conservation_Policy_Discussion_Paper_0.pdf)

<sup>9</sup> REMAX. (2014). FARM Report 2014.

<http://www.cafanet.com/LinkClick.aspx?fileticket=iGyXXyOYNwM%3D&tabid=96>

in the CRD.<sup>10</sup> There is a growing trend of farmland being purchased as rural residences for its pastoral character, especially in peri-urban areas. A study conducted in Saanich reported that hobby farms/rural residences in the ALR drive up the cost of ALR land in the range of \$61,700 to \$162,200/ha.<sup>11</sup>

In BC only 5.4% of farm operators are under 35 while 54% are over 55 years old.<sup>12</sup> The average age of farmers is at a historic high. With more than 50% of farmers over 55 it is predicted that up to half the provinces farmers will retire in the next two decades implying a significant turnover of farmland. A recent study of new and beginning farmers in BC found that the cost of land was the most significant barrier to establishment for new farmers in Southern BC.<sup>13</sup> Farmland trusts can support the entry of new farmers, support the retirement and succession of outgoing farmers, and help transition both land and farming practices between generations.

"It's not farmland without farmers."<sup>14</sup> A key element in protecting our farmland is to ensure it remains actively farmed. Yet, there is a significant amount of farmland currently used for non-farm purposes and the cost of farmland in the CRD is increasingly prohibitive to ownership for farming.

## 1.2 Farmland Trusts Primer

A farmland trust approach is founded on the principle of managing farmland as a public good rather than as a private asset and placing land in trust can act to remove farmland from the impacts of the real estate market. Trusts are used as an approach across different sectors such as housing, conservation and agriculture. Farm Folk City Folk and The Land Conservancy carried out a review of non-profit farmland trusts<sup>15</sup> that provides information on the structure, governance and activities of farmland trusts in the US and Canada. The report defines a farmland trust as follows:

"A farmland trust is an independent non-profit organization that protects and preserves farmland. They do this by owning and managing farmland, holding covenants, and/or providing information and support for farmland protection and farming."<sup>16</sup> Farmland trusts are commonly non-profit organizations, however, governments can also act as a land trust (public land bank) and hold and manage farmland as a public service.

<sup>10</sup> CRFAIR. (2012). Local Government Growing Local Food Systems. <http://crfair.ca/resources/reports/>

<sup>11</sup> Stobbe, T., Cotteleer, G., & van Kooten, G. C. (2009). Hobby Farms and Protection of Farmland in British Columbia. *Canadian Journal of Regional Science*, 393–410.

<sup>12</sup> Statistics Canada. (2012b). Table 004-0017 - Census of Agriculture, number of farm operators by sex, age and paid non-farm work, Canada and provinces, every 5 years (number).

<http://www5.statcan.gc.ca/cansim/a33?lang=eng&spMode=master&themeID=920&RT=TABLE>

<sup>13</sup> Dennis, J. and Wittman, H. 2014. Farmland Access in British Columbia: Project Summary Report.

<sup>14</sup> American Farmland Trust. <https://www.farmland.org/>

<sup>15</sup> Gorsuch, W., & Scott, R. (2010). *A Review of Farmland Trusts* (pp. 1–126)  
[http://www.farmfolkcityfolk.ca/PDFs\\_&\\_Docs/CFPdocs/FLT\\_web.pdf](http://www.farmfolkcityfolk.ca/PDFs_&_Docs/CFPdocs/FLT_web.pdf)

<sup>16</sup> Ibid.

**Farmland trust activities commonly include:<sup>17</sup>**

- Land acquisition and long term lease to farmer(s)
- Covenants attached to the land title
- Land use planning and monitoring, land stewardship support
- Farmer support, succession planning, public engagement programs

Farmland trusts function similar to conservation trusts in that they aim to acquire and hold land (purchased or donated) and/or place covenants on land with the goal of protecting a particular value of the land, in this case the agricultural value. On top of contributing to farmland protection, farmland trust organizations aim to ensure that farmland is actively farmed through the management of leasing arrangements with farmers. Farmland trusts can contribute to addressing challenges farmers face in securely accessing land by securing farmland and providing affordable leasing arrangements with appropriate long term land tenure. Farmland trusts can also be used as a tool to support succession and the transition of land between generations through accepting land donations and life-estates. In some cases retiring farmers can remain on the farm as new farmers come on to farm it. Farmland trusts may also provide support in the form of resources for farmers and act as a tool for land use planning.<sup>18</sup>

**Farmland trusts can benefit the agricultural community in a diversity of ways:**

- |  |   |
|--|---|
| • Land access for current & new farmers    | • Provide farmer training and resources |
| • Secure leases for farmers                | • Provide succession planning options   |
| • Increase young entrants into agriculture | ○ Non-family farm transfers             |
| • Protect farmland                         | ○ Support retirement on the land        |
| • Keep farmland in production              | ○ New farmer mentorship                 |

Land trusts can also use a tool called a covenant, which is a legally binding agreement attached to the title of land to conserve a feature or to protect a desired land use. Covenants are voluntary agreements registered on the title of land that pass between land owners and are a tool for protecting land that remains in private ownership.<sup>19</sup> Covenants are often restrictive, preventing certain activities on the land. Covenants can also be affirmative and require that the land be used for a certain purpose, such as farming, however there are limited examples of affirmative agricultural covenants in practice. Covenants are effectively used by other farmland trusts to protect farmland in Canada; for example it is the primary approach employed by the Ontario Farmland Trust.<sup>20</sup> Local governments can hold covenants, positive or negative, as per section 219 of the *Land Title Act*<sup>21</sup> and is hence a tool that can be considered for a local government trust. While we heard interest in better understanding the potential of covenants for agricultural land protection in BC from selected stakeholders, we also heard that using

<sup>17</sup> Ibid.

<sup>18</sup> Ibid.

<sup>19</sup> Ibid.

<sup>20</sup> Ontario Farmland Trust. 2014. Protected Farms. <http://ontariofarmlandtrust.ca/protected-farms/>

<sup>21</sup> Land Title Act [RSBC 1996] CHAPTER 250 Part 14 — Registration of Title to Charges Division 1 — General. Last updated June 17, 2015. Queen's Printer, Victoria, British Columbia, Canada.

covenants for farmland protection in BC faces challenges as there are restrictions on placing covenants on land in the ALR. Furthermore the ALR already places a restriction on development and hence a restrictive covenant may be redundant, and it was expressed by stakeholders that affirmative covenants are challenging to use. While the use of covenants by local government is a possibility, a key stakeholder with legal expertise in the area advised against pursuing covenants as a key strategy for a farmland trust in the BC context.

**While it is worth noting that covenants are a tool at local government's disposal they face limitations with respect to farmland in the BC context and therefore are not recommended as the primary function of a farmland trust.**

There are many non-profit conservation trusts working in BC, and farmland trusts are widely used in the United States and other countries, however the advancement of farmland trusts in BC has been limited in comparison. There are currently four small farmland trusts in BC whose capacity are restricted, in particular with respect to successful land acquisition in the face of the extremely high cost of farmland in BC. *Communities are striving to respond to a need to protect and manage farmland, however it was found that the non-profit sector faces limitations in advancing farmland trust activities in BC. The findings of this study suggest that a local government farmland trust approach has greater potential to leverage public funds, policy options, and government operating capacity to successfully advance a regional farmland trust that is more likely to be sustained over time.*

**Case Study: Non-profit Sector Farmland Trust  
Madrona Farm, Victoria**

Madrona Farm is located in Victoria and was to be sold after the farmer working the land since the 1950s passed away. The land is located in an area of high development pressure and the farmers leasing the land were concerned that the farm may be purchased for residential use. They wanted to see the farm protected into the future and launched a campaign with The Land Conservancy of British Columbia (TLC), a provincial land trust, to purchase the property and have it held in trust and have its agricultural use protected in perpetuity. The funds for TLC to purchase the land were successfully raised through a community fundraising campaign and private donations. The farmers who were on the land now have a long term secure lease from TLC and remain actively farming the land. Madrona Farm is ecologically farmed, it has an onsite market open to the public and is an active community member hosting fundraising events on site. The acquisition of the land by a land trust has ensured the protection of the farm and provides secure land access to farmers.<sup>22</sup>

The Land Conservancy is a conservation and heritage trust that had a farmland program between 2006 and 2012. It was the only provincial trust to work with farmland and since the

<sup>22</sup> The Land Conservancy of BC. (n.d.). Madrona Farm. <http://blog.conservancy.bc.ca/properties/vancouver-island-region/madrona-farm/>

program was discontinued there is a lack of trust organization to hold and manage farmland in the province. FarmFolk CityFolk and The Land Conservancy of BC produced a Review of Farmland Trusts that is available online and provides a more detailed picture of farmland trust operations and activities.<sup>23</sup>

### 1.3 Local Government Farmland Trust Directives

The Districts of Saanich and North Saanich Councils have both passed motions to explore a farmland trust as a mechanism to support farmland protection and utilization. The CRD's draft Regional Growth Strategy currently includes a directive to implement a farmland trust.

#### **Saanich Council Motion, February 2014:**

"That Council request Planning staff undertake a preliminary exploration of possible partnerships with other regional stakeholders; and draft protection frameworks for the development of a Farmland Trust for Council's consideration."<sup>24</sup>

#### **North Saanich Council Motion, July, 2014**

BE IT RESOLVED that the District of North Saanich work in concert with the CRD and other regional municipalities to support a regional farm trust and farm land acquisition fund to acquire a supply of farm land, and including land already acquired, for lease to farmers, including incubator farm plots for new farmers.<sup>25</sup>

#### **CRD Draft Regional Sustainability<sup>26</sup> Strategy, 2015**

##### Policy Section 2.3

"Initiate a regional farmland trust and farmland acquisition fund."<sup>27</sup>

<sup>23</sup> Gorsuch, W., & Scott, R. (2010). *A Review of Farmland Trusts* (pp. 1–126).

[http://www.farmfolkcityfolk.ca/PDFs\\_&\\_Docs/CFPdocs/FLT\\_web.pdf](http://www.farmfolkcityfolk.ca/PDFs_&_Docs/CFPdocs/FLT_web.pdf)

<sup>24</sup> District of Saanich. (2014). Minutes of the Council Meeting, February 24, 2014.

<http://www.saanich.ca/living/mayor/pdf/mins/2014/feb24minutes.pdf>

<sup>25</sup> District of North Saanich. July 29, 2014 Staff Report: Notice of Motion: Regional Farm Trust and Farmland Acquisition Fund. <https://northsaanich.civicweb.net/document/6629/Rpt%20Farm%20Trust%20and%20Acquisition%20Fund.pdf?handle=B8D4E4F9FE1748FCBCD8D4BF5182B5E4>

<sup>26</sup> Note the draft document still has the title Regional Sustainability Strategy, however at the May 27, 2015 meeting the decision was made to call the document the Regional Growth Strategy.

<sup>27</sup> CRD. (2015a). Regional Sustainability Strategy Draft, October 2015 – Revised.

<https://www.crd.bc.ca/docs/default-source/regional-planning-pdf/rss/rssdraft-october2014-revised.pdf?sfvrsn=2>

## 2. Report Purpose and Research Approach

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CRFAIR is a non-profit organization working on food and agriculture initiatives in the CRD and undertook preliminary research on local government farmland trust options in response to the above policy directives.

The research purpose was to explore models and mechanisms available to municipalities and/or the CRD to support the utilization of publicly owned lands for farming and food and to present the findings to relevant stakeholders to gauge support, hear concerns, and generate ideas and dialogue.

**Phase 1:** Individual meetings with key stakeholders were conducted between January and May of 2015. The meetings were used to gather information on relevant models, mechanisms, and approaches from individuals with relevant expertise. Background research was carried out to identify models and mechanisms used by trust organizations and by local government that could be applied to a local government farmland trust and to follow up on information and recommendations from the stakeholder meetings. The meetings included representatives from the following types of organizations:

- Farmland Trusts
- Conservation Trusts
- Local Government Staff
- Provincial Government Staff
- Vancity Community Foundation
- Private Farmland Investors
- Farm Organization

**Phase 2:** The initial findings were presented and feedback sought from several relevant groups in Saanich, which were as follows:

- Key Stakeholder Roundtable, May 13 2015
  - Included representatives from Municipalities of Saanich, Central Saanich, North Saanich, Metchosin, CRD, Saanich South MLA/Opposition Spokesperson for Agriculture and Food, Islands Trust, Non-Profit Trusts, FarmFolk CityFolk, National Farmers Union Youth, National New Farmers Coalition, Linking Land and Farmers, Peninsula Agriculture Advisory Committee, Vancity, UVIC Faculty of Law, Kwantlen Institute for Sustainable Food Systems
- Peninsula Agriculture Advisory Committee, May 14 2015
- Saanich Public Forum, May 25 2015
- Environment and Natural Areas Advisory Committee, May 26 2015

The consultations focused on the Saanich Peninsula, however representatives from other municipalities attended and there were expressions of interest in the farmland trust initiative beyond the Saanich Peninsula. The project team will be following up to make this report available to other interested municipalities and community organizations in the CRD.

**Phase 3:** This report was produced based on the findings and will be presented to the District of Saanich, Central Saanich, and North Saanich planning staff and council for consideration, to CRD planners and Board, and shared with other interested parties.

### 3. Public Value of Farm and Food Lands - The Case for a Local Government Trust

As stated in the introduction, farmland and food production are essential to local food availability, economic activity, ecological services, and cultural heritage. The term foodlands is used to acknowledge the diversity of systems of food production including both commercial and non-commercial and in particular to recognize Indigenous food systems in BC. Foodlands managed by and for the community in which they are located offer a wide diversity of public goods that coincide with the service provision mandates of local and regional governments in the CRD. Local government policy already plays a key role in farmland management and the implementation of a trust is a further action that can be taken towards supporting a strong agricultural sector in the CRD and to achieve a diversity of public benefits as shown below.

Public Values of Farm and Food Lands	
• Food security	• Learning and education
• Local food availability	• Health and wellness
• Regional food system viability	• Active living
• Rural economic development	• Community engagement
• Stimulates regional economy	• Wildlife habitat
• Job creation	• Biodiversity
• Agri-tourism	• Ecological services
• Cultural heritage and practices	• Greenspace

Public support for farmland protection has remained strong over time in BC. In 1997 it was reported that 90% of residents in BC supported strategies to contain urban development and protect farmland,<sup>28</sup> in a 2008 Ipsos Reid poll 95% of residents said they supported the ALR and policies to preserve farmland,<sup>29</sup> and in a 2014 Angus McAllister public opinion poll (commissioned by the Real Estate Foundation and Vancouver Foundation) respondents identified “food and farming” as the second most important land use after “natural fresh water

<sup>28</sup> Quayle, M. (1998). Stakes in the ground, provincial interest in the Agricultural Land Commission Act: a report to the Minister of Agriculture and Food. British Columbia. Ministry of Agriculture and Food.

<sup>29</sup> Ipsos Reid Public Affairs. 2008. Poll of Public Opinions Toward Agriculture, Food and Agri-Food Production in BC. Retrieved from [http://www.iafbc.ca/publications\\_and\\_resources/documents/PublicOpinionPoll\\_Results.pdf](http://www.iafbc.ca/publications_and_resources/documents/PublicOpinionPoll_Results.pdf)



systems” and 95% of respondents supported the ALR.<sup>30</sup> There is clear public support for government policies that ensure the continuity of farming in BC. The need for a farmland trust or land bank mechanism in BC has also been previously identified. A public land bank was recommended to the Provincial Government in 1998 followed by provincial consultations<sup>31</sup> and the non-profit organization FarmFolk CityFolk has been supporting community trust farms since 2006 and is pursuing the development of a provincial Foodlands Trust.<sup>32</sup> This Provincial framework could support regional approaches such as a local government farmland trust.

Over the course of our research we received a positive response from a diversity of stakeholders to advancing a local government approach to a farmland trust and to the public financing of farmland acquisition and management.

Throughout our conversations with stakeholders, we found considerable support for the approach and also heard that implementing a local government farmland trust will require broad public support, particularly in municipalities that do not have a significant amount of farmland. Some approaches to garnering public support for the initiative suggested include:

1. Frame the initiative within a set of broad public benefits as listed in the table above.
2. Identify existing government policy directives that a farmland trust policy would contribute to fulfilling beyond those specific to agriculture.
3. Emphasize the benefits of a farmland trust for all members of the farming community (new farmers, current, and outgoing farmers).
4. Highlight successful farmland trust and public agricultural land management examples to demonstrate the potential.
5. Develop and set targets to better communicate (to both public and policy makers) the goals and potential outcomes of implementing a farmland trust in the region.



<sup>30</sup> McAllister Opinion Research. 2014. BC Public Attitudes Toward Agriculture and Food 2014. [http://www.refbc.com/sites/default/files/BC-Poll-Agriculture-and-Food-Detailed-Topline-Report-Aug-2014-PUBLIC\\_0.pdf](http://www.refbc.com/sites/default/files/BC-Poll-Agriculture-and-Food-Detailed-Topline-Report-Aug-2014-PUBLIC_0.pdf)

<sup>31</sup> Quayle, M. (1998). Stakes in the ground.

<sup>32</sup> FarmFolk CityFolk. 2015. Foodlands Trust Project Background. <http://www.farmfolkcityfolk.ca/projects/foodlands-trust/>

## 4. Overview of Trust Models & Mechanisms

There are four key components to a farmland trust model and within these four components there are different options or mechanisms that can be combined. The diagram below shows these four components listed down the right hand side with potential options illustrated in the flow chart.

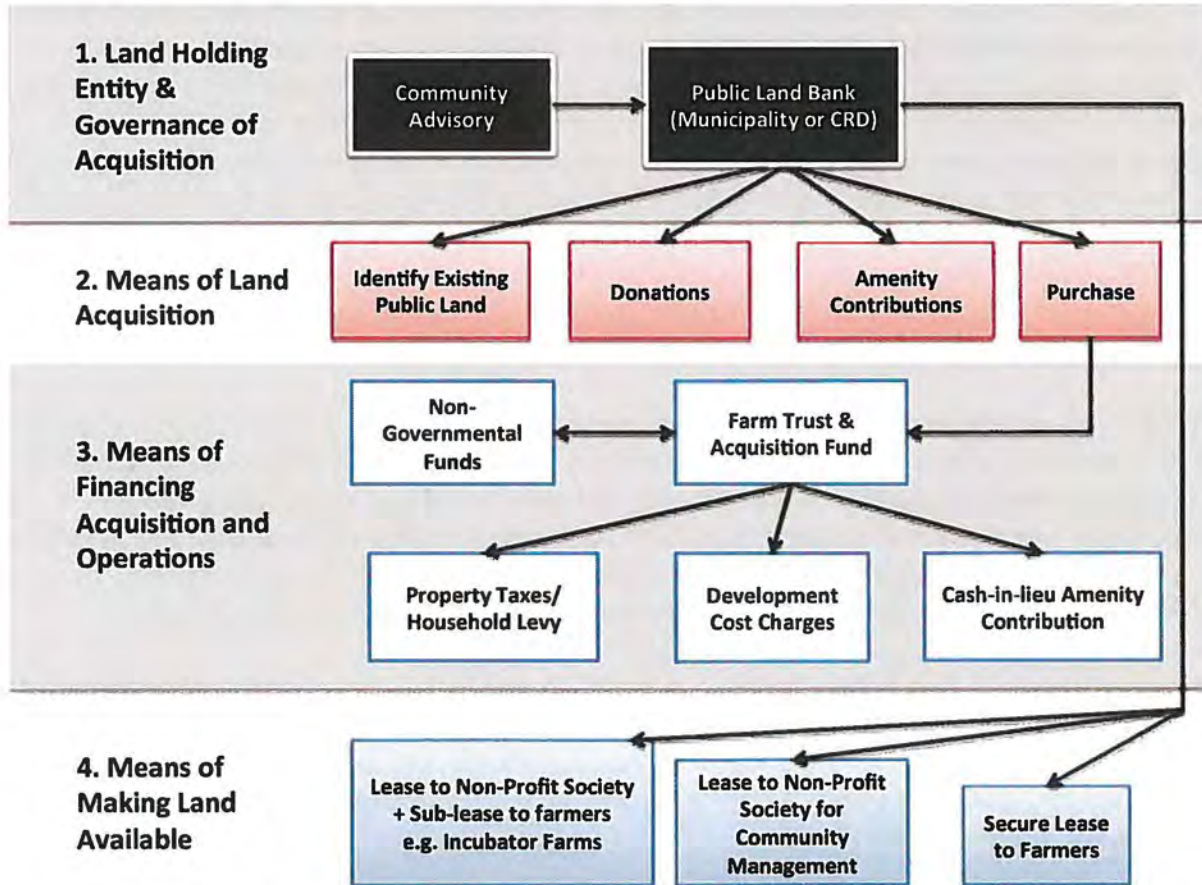


Figure 1: Listed in the left hand column are four key components of a farmland trust and the flow chart illustrates potential options for a local government trust within these four areas.



## 5. Trust Jurisdiction: Municipal, Regional or Phased Approach

Motions to explore a farmland trust were passed in two municipalities and a policy directive to initiate a farmland trust is currently included in the CRD's draft Regional Growth Strategy and Regional Food Strategy. A farmland trust could be implemented at the municipal or regional level as land can be acquired, owned, and managed by both levels of government. We heard a preference for implementation at the regional level. However, it was noted that implementation at the CRD level requires support from across the municipalities and may take longer to implement. It was expressed that a regional approach would be more effective at garnering funds. Some municipalities have less residents and development occurring and hence wouldn't be able to leverage property, household, or development funds as effectively as other municipalities. Furthermore agriculture is inherently a regional issue with farmland in certain municipalities enabling local food access and activities across the region and in those municipalities without farmland. Farmland protection is an issue relevant to urban and rural communities and to farmers and eaters across the CRD.

A regional farmland acquisition fund could coincide with the CRD being the entity that acquires and owns land and/or a regional level farmland fund could be established and made accessible to the municipalities who in turn could be the land owners and managers. The farmland acquisition fund could also be made available to non-government entities seeking to hold and manage farmland in parallel to the way the CRD's Regional Housing Trust Fund (further described below) is available to non-governmental entities creating affordable housing.

A phased approach is an option for implementation at the regional level and could begin with a pilot program in one or more municipalities such as Saanich and North Saanich who already have council support. The Regional Housing Trust Fund began with 6 participating municipalities and has since expanded to 12.<sup>33</sup> A farmland trust could similarly begin with selected municipalities and expand over time.

The Agricultural Land Reserve is an essential provincial policy to protect farmland in BC and a local government farmland trust would be a complimentary measure. It was recommended in consultations that the Agricultural Land Commission be engaged by local government as the project advances.

It was found that a regional approach to a farmland trust and acquisition fund was preferred, however, having municipal leadership and support is critical to implementation. A phased approach in which the trust and acquisition fund is initiated within the municipality of Saanich and/or North Saanich and then expanded to incorporate other municipalities in the CRD is an option that we heard support for.

<sup>33</sup> CRD. 2015. Regional Housing Trust Fund. <https://www.crd.bc.ca/about/what-we-do/affordable-housing/regional-housing-trust-fund>

## 6. Land Ownership and Governance Options

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Land placed in a local government farmland trust would be owned and held as an asset by the government. In our region that would mean that it would either be owned by a municipality or by the CRD. The level of government at which the land will be owned and the governance mechanism is tied to the above discussion regarding the jurisdiction at which a farmland trust is implemented. If implemented at the municipal level then the municipality would be the land owner and governance would occur within the municipality. If a farmland trust and acquisition fund is implemented at the regional level then there is greater complexity – the municipality or the CRD could be land owners and there would need to be regional level governance of the farmland trust program with municipal representation in that governance structure.

A farmland trust requires development of a governance structure for acquiring and managing lands brought into public ownership. This governance structure would oversee the acquisition and management of the lands according to a strategic plan. Governance and management of the farmland trust operations could occur by an existing government department, referred to as the 'in-house model' below, or could occur through the initiation of a new governance structure specific to the farmland trust, such as a subsidiary corporation, referred to below as a 'local government corporation model.' These two options are elaborated below.

If a public farmland trust fund is established as part of a local government farmland trust framework, then another consideration with respect to governance is whether land acquisition and land held in trust is governed by the same or a separate entity as the farmland trust fund. A final consideration discussed in this section is the potential for a local government farmland trust model to incorporate a mechanism to enable land owned by non-governmental organizations alongside publicly held land.

### 6.1 In-House Governance Model

The management of a local government farmland trust and acquisition fund could be incorporated into the mandate of an existing government department, such as the parks department. If this approach is pursued the creation of a staff position and portfolio specific to the farmland trust within the existing department would facilitate effective management. A second approach to an in-house model is to establish a new department or operating unit with a staff and a mandate specific to the new service delivery area of the farmland trust and acquisition fund. In both of these cases the governance and operations would be executed by local government staff under the direction of the CRD board or municipal council. A long term strategic plan specific to farmland acquisition and management would guide management decisions and an advisory board established to support and monitor the implementation of the plan by staff. Community stakeholder input would occur through engagement of a citizen advisory board to develop a farmland trust and acquisition strategic plan and through the creation of a farmland trust advisory board to provide ongoing input to government staff.

This approach is used by the CRD to manage regional parklands. The CRD established a Parks Acquisition Fund and the Regional Parks department staff are responsible to oversee land acquisition, develop management plans, conduct assessments and environmental management, and to consult with partners in the management of parklands. The CRD Regional Parks department acts in accordance with a CRD Board approved 10 year strategic plan in place for parks in the region. In the most recent strategic plan (2012- 2021) a volunteer Citizen Advisory Panel (CAP) was formed to integrate community input into the plan.<sup>34</sup>

## 6.2 Local Government Corporation Model

A second approach to governance is to establish a distinct legal entity in the form of a local government corporation to manage the operations of the farmland trust. A local government corporation entails the establishment of a board of directors who would then be responsible for management of the farmland trust operations (as opposed to existing government staff). The board of directors can incorporate both community stakeholders and government representatives allowing local government to draw on outside expertise and directly incorporate non-governmental stakeholders into the governance structure. A separate legal entity would take responsibility for the operations and financial management of the farmland trust rather than placing that responsibility on the existing government staff. Local government corporations can have different structures and require the engagement of business, legal and financial expertise to develop. The provincial government published a guide that can be referred to for further information on local government corporation structures, benefits and drawbacks.<sup>35</sup>

The Capital Regional Housing Corporation (CRHC) is an example of a local government corporation in the CRD. The CRHC was created to develop and manage affordable housing units in the capital region. The CRHC is a wholly owned, not-for-profit , subsidiary corporation and is managed by its own board of directors which includes government and community representation.<sup>36</sup> A farmland trust could similarly be operationalized through the establishment of a local government corporation.

## 6.3 Unified or Distinct Governance of the Land and the Funds?

A consideration in developing a governance structure for a farmland trust and acquisition fund is whether the land acquisition and land held in trust is governed by the same or a separate entity as the farmland trust fund. One option is that governance of the farmland acquisition fund and the acquisition and management of the land assets could occur by a single **unified** governance structure. A second option is for the farmland trust fund and for the land placed in

<sup>34</sup> CRD. (2012). Regional Parks Strategic Plan 2012 – 2021. <https://www.crd.bc.ca/docs/default-source/parks-pdf/regional-parks-strategic-plan-2012-21.pdf?sfvrsn=0>

<sup>35</sup> BC Ministry of Community Services. (2006). Launching and Maintaining a Local Government Corporation. [http://www.cscd.gov.bc.ca/lgd/infra/library/Local\\_Government\\_Corporations\\_Guide.pdf](http://www.cscd.gov.bc.ca/lgd/infra/library/Local_Government_Corporations_Guide.pdf)

<sup>36</sup> CRD. (2015b). Capital Region Housing Corporation. <https://www.crd.bc.ca/about/what-we-do/affordable-housing/capital-region-housing-corporation>

the farmland trust, the assets, to be managed by **distinct** entities. The CRD Regional Housing Trust Fund (RHTF) is an example in which the fund is managed distinctly from the entity (CRHC) that manages the assets. The RHTF raises funds through a levy on participating municipalities to support the creation of affordable housing. The fund is managed by a government commission (bylaw 3294)<sup>37</sup> and a stakeholder advisory committee (bylaw 3296)<sup>38</sup> which includes participating municipalities and an advisory of community stakeholders. The CRHC manages the housing assets and has its own separate board of directors distinct from the governance structures managing the RHTF.

## 6.4 Another Approach to Consider: Mixed Government and Non-Governmental Land Ownership and Management?

This report is on local government farmland trust options and is focused on strategies that involve publicly owned land. However, there is also potential for a local government farmland trust model to incorporate land held by non-governmental organizations alongside publicly held land. The establishment of a local government farmland trust fund could allow for non-governmental organizations to access public funds to purchase and hold farmland in trust. There is also the potential for non-governmental organizations to be the recipient of land as a result of local government policies (i.e. amenity contributions). See the case study of Salt Spring Island Farmland Trust and Burgoyne Farm on page 18.

If we are to look at the example of the Regional Housing Trust Fund again, the RHTF acquires public funds and these funds are made available to government and non-governmental organizations (private sector or non-profit sector) to create affordable housing. A farmland trust fund could similarly be set up such that public funds are raised for the acquisition and management of farmland but are made accessible to both government and non-governmental organizations to acquire and manage the lands for the purpose of supporting agricultural activities on those lands.

The following table summarizes some of the pros and cons with respect to government and non-governmental ownership. We want to emphasize again that it does not need to be one option or the other, but could involve a mix of ownership by local government, ownership by non-profit organizations or co-ownership between local government and a non-governmental organization.

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<sup>37</sup> CRD. (2005a). Bylaw No. 3294: A Bylaw Establishing the Regional Housing Trust Fund Commission and the Administration of the Fund. <https://www.crd.bc.ca/docs/default-source/crd-document-library/bylaws/housingtrust/3294---capital-regional-district-housing-trust-fund-commission-and-administrative-bylaw-no-1-2005B.pdf?sfvrsn=0>

<sup>38</sup> CRD. (2005b). Bylaw No. 3296: A Bylaw To Establish A Regional Housing Trust Fund Advisory Committee. <https://www.crd.bc.ca/docs/default-source/crd-document-library/bylaws/housingtrust/3296---capital-regional-district-housing-trust-fund-advisory-committee-bylaw-no-1-2005B.pdf?sfvrsn=0>

Government Land Ownership	Non-Governmental Land Ownership
<p><b>Pros</b></p> <ul style="list-style-type: none"> <li>• Leverage government financial and human resources and existing government lands</li> <li>• Organizational stability over long term</li> <li>• Manage land to meet multiple public values</li> </ul>	<p><b>Pros</b></p> <ul style="list-style-type: none"> <li>• May be higher level of trust amongst public with respect to long term protection of land from development</li> <li>• Mandate focused on farming</li> <li>• Often closer connection to community</li> <li>• Ability to offer long-term lease arrangements and housing options for farmers</li> </ul>
<p><b>Cons</b></p> <ul style="list-style-type: none"> <li>• Concerns over security of program with change in government over time</li> <li>• Limitations of activities on current public land farms, (e.g. no farmer housing)</li> <li>• Need to manage for mixed public values</li> <li>• Short-term license agreements are currently practiced</li> </ul>	<p><b>Cons</b></p> <ul style="list-style-type: none"> <li>• Current lack of established trust organization capable of being land holder across CRD</li> <li>• Organizational and financial vulnerability of non-governmental land trust organization over long term</li> </ul>

***Regardless of the governance structure selected, we heard that a key consideration is the integration of community stakeholder oversight into the governance structure and the development of a strategic vision in advance (with stakeholder input) to guide decisions on farmland acquisition and fund expenditures.*** Stakeholder and community oversight can be achieved through different structures such as advisory panels, advisory boards, or as board members of a subsidiary corporation. Options for the management of activities on the farmland following acquisition is further discussed in Section 9.

## 7. Mechanisms of Land Acquisition

As land is very expensive, one of the largest concerns we heard was regarding how land would actually be acquired for a farmland trust. We found a lot of examples of how this is currently occurring and heard a lot of good ideas about how this could be done in the region. In this section we provide an overview of the different recommendations we heard and case studies to illustrate different mechanisms for land acquisition.

### 7.1 Identify Potential Public Lands

A key recommendation from stakeholder meetings and consultations was to pursue the development of agriculture and/or community food activities on already owned public lands with production capacity. Placing these lands into a farmland trust framework would also need to consider complimentary uses that could continue (e.g. recreation and biodiversity, flood plain and watershed management), but these lands may be one of the first steps to identifying

food producing lands to include in the region's land bank. It was recommended that as a first step, a survey of land held by local government across the CRD be carried out to identify parcels of land with existing or potential food production/community food activities.

**Case Study: Underutilized Public Land  
Loutet Farm, North Vancouver**

Loutet Farm was established on existing municipal parkland owned by the City of North Vancouver. The project was initiated in partnership with the UBC Faculty of Landscape Architecture, the City of North Vancouver and the North Shore Neighbourhood House's Edible Garden Project. The project is managed by the Edible Garden Project, a non-profit society, and the urban farm is structured as a social enterprise that aims to be revenue neutral. Loutet Farm generates employment, local food availability, provides educational opportunities for youth, volunteer opportunities, and community events, thereby providing a diversity of public benefits to the surrounding community.<sup>39</sup>

## 7.2 Donations From Private Land Holder to Government

One of the means through which non-profit conservation trusts acquire land is through donations from private land owners. The donation and transfer of land can occur upon the owners passing away or can occur while the owner remains living on the land with the management of the land transferring to the trust when the owners passes on. More than half of the farming population is nearing retirement age in BC and it is estimated that there will be a significant transfer of farmland in the coming decades. A farmland trust can be used as a mechanism for land owners to donate land for the purpose of ensuring the continuity of farming in cases in which there is not an heir. The transfer of land to a farmland trust can also be employed as a succession planning tool for retiring farmers without children to take over the farm. Succession planning includes not just the land transfer but the transfer of the farm business and practices between generations, and a farmland trust can play a role in facilitating that transfer to a new generation of farmers.

**Case Study: Private Land Donation  
Newman Farm, Central Saanich**

Newman Farm is a historic multi-generational farm located in Central Saanich that was farmed by the Newman family since 1897. Without a next generation to take over the farm, the land was donated by the Newman family to the municipality in 2003 for use as public parkland. The plans developed for the site involve multiple uses including restoring active agriculture on the land. In 2012 a lease agreement was signed between the District of Central Saanich and a non-

<sup>39</sup> Edible Garden Project. (n.d.). Loutet Farm. <http://ediblegardenproject.com/loutet-farm/>



profit organization called the Farmlands Trust Society, who are in charge of the regeneration and management of agricultural activities on the land.<sup>40</sup> This case is an example of a private land donation to local government as well as an example of an agreement with a non-profit organization for the management of activities on public land.



### 7.3 Community Amenity Contributions and Density Bonus Zoning

“Community Amenity Contributions (CACs) are amenity contributions agreed to by the applicant/developer and local government as part of a rezoning process initiated by the applicant/developer.”<sup>41</sup> CACs have a high level of flexibility and hence may be opportune for extending to farm and food production related amenities.

In BC, CACs can be obtained in two ways: 1) through a voluntarily negotiated amenity contribution at the time of rezoning, or 2) through density bonus zoning as per Section 904 of the Local Government Act. An amenity contribution is agreed upon through voluntary negotiations and is obtained by local government once the rezoning bylaw is adopted. CACs can include a diversity of amenities such as affordable housing, child care, infrastructure, recreation facilities and importantly can include amenities that Development Cost Charges (DCCs)

<sup>40</sup> District of Central Saanich. (n.d.). Newman Farm.  
[http://www.centrialsaanich.ca/hall/Departments/planning/community\\_services/Parks/Parks\\_Inventory/Newman\\_Farm.htm](http://www.centrialsaanich.ca/hall/Departments/planning/community_services/Parks/Parks_Inventory/Newman_Farm.htm)

<sup>41</sup> Ministry of Community, Sport and Cultural Development. (2014). Community Amenity Contributions: Balancing Community Planning, Public Benefits and Housing Affordability.  
[http://www.cscd.gov.bc.ca/lgd/intergov\\_relations/library/CAC\\_Guide\\_Full.pdf](http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/CAC_Guide_Full.pdf)

(explained in the section below) cannot be applied towards. The extension of DCCs to farmland acquisition would require a legislative change whereas CACs can currently include farmland and there are examples of this presented in the case studies below. Local government has the authority to negotiate CACs with a developer but unlike DCCs, CACs are not legislative requirements and cannot be imposed by government.<sup>42</sup>

Density Bonusing is authorized under the Local Government Action (LGA) section 904, and “is intended to provide options for the developer to build either to the “base” density or to a higher level of density, if they provide certain amenities or affordable housing, or meet other specified conditions.”<sup>43</sup> Density bonusing, like CACs, have flexibility and are a policy tool that could be currently applied to a farmland trust and acquisition fund.

Section 904 of the Local Government Act allows for government to provide a developer with increased density, above the base density zoning, in exchange for providing an amenity or providing a cash-in-lieu amenity contribution which would be set aside for the establishment of a community amenity in the future.<sup>44</sup> Hence density bonusing could involve the direct provision of an amenity such as land for farming or community gardens, or a cash-in-lieu contribution to a farmland acquisition (or broader community services) fund (further discussed in the section below).

**Case Study: Farmland Amenity Contribution  
Burgoyne Farm, Salt Spring Island**

The Salt Spring Island Farmland Trust Society (SSIFTS) is a charitable organization that was formed in 2009 with the goal “To promote agriculture on Salt Spring Island and Southern Gulf Islands by acquiring, managing and leasing land for farming.”<sup>45</sup> The Burgoyne Valley Community Farm is a 60 acre parcel in the ALR that has been used for agriculture since 1887. It was purchased by a real estate developer in 2005. The property was transferred to the SSIFTS as an amenity contribution as part of a rezoning application on a property in Fulford Harbour. The rezoning was approved by the local government in exchange for provision of the farm property to a community organization. This is an example a local government policy option contributing to the acquisition of farmland by a non-governmental organization and subsequent management of the farmland by that organization. The SSIFTS released a request for proposals, has an established application process, and is managing leases of up to 10 acres to farmers for 10 years. The RFP and rental MOU can be viewed on their website.<sup>46</sup>

<sup>42</sup> Ibid.

<sup>43</sup> Ibid.

<sup>44</sup> Ibid.

<sup>45</sup> Salt Spring Island Farmland Trust Society. (n.d.). <http://ssifarmlandtrust.org/>

<sup>46</sup> Salt Spring Island Farmland Trust Society. [http://ssifarmlandtrust.org/?page\\_id=20](http://ssifarmlandtrust.org/?page_id=20)

**Case Study: Farmland Amenity Contribution  
Sandown Racetrack, North Saanich**

The former Sandown Racetrack in North Saanich is a 95 acre site and is in the ALR. The land owners, a development company, put in a proposal to the District to rezone 12 of the 95 acres for light commercial use and offered to transfer the remaining 83 acres to North Saanich. In accordance with ALR legislation North Saanich's proposal included the addition of an adjacent 12 acres of land into the ALR to ensure no net loss of ALR lands. This is an example of a community amenity contribution of farmland in exchange for a rezoning application approval by local government. The District of North Saanich now owns a 95 acre parcel of farmland that will be protected from development and managed for agricultural uses. The District is also seeking to register a covenant to the land to restrict its use to agriculture. If successful the use of a covenant by local government for ensuring the farming use of publicly held farmland could be used as a model in other cases. North Saanich has stated that the primary use will be agriculture and is considering a diversity of options including, small plots to new farmers, larger leases to farmers, community gardens, farmers markets, educational initiatives by universities and other organizations. The District is undertaking a consultation process with the public and key advisors to determine the future management and site plan.<sup>47</sup> The development of the agricultural activities at Sandown provides an excellent opportunity to demonstrate the potential operations and benefits of a local government farmland trust in the region and to inform the development of a farmland trust framework.

**Case Study: Farmland Amenity Contribution  
Southlands Farm, Delta**

Southlands Farm (previously Spetifore Farm) is a 217 hectare parcel of farmland in South Delta that was acquired by Century Group, a local real estate development and property management company in the early 90s. The farm was removed from the ALR in 1981 but remained zoned farmland. In 2005 Century Group began community consultations around the future of the Southlands property and developed a mixed-use plan incorporating housing, farming, a market square, natural areas and walking paths. The final plan which has now been approved by the Municipality of Delta and by Metro Vancouver involved the transfer of 80% of the land (425 acres) from private to public ownership by Delta. The remaining 20% of the land (107 acres) will be developed into mixed housing and commercial space by Century Group. Delta plans to protect the agricultural use of the land by applying to add 300 acres of the publicly held land back into the ALR. The Municipality of Delta agreed to rezone a portion of the land for housing and commercial development and Century Group transferred a portion of the land to public ownership as an amenity contribution. On top of the land

<sup>47</sup> District of North Saanich. (2014). Sandown Proposal Meeting.  
<http://www.northsaanich.ca/Assets/Current+Projects/Sandown+Racetrack/Proposal+Public+Meeting.pdf?method=1>

transfer Century Group is also providing a 9 million dollar fund to develop the agricultural capacity of the land including the installation of drainage and irrigation. The vision for the agricultural land is a community farm integrated with an urban neighbourhood that is managed for the benefit of community members, to increase local food availability, and contribute to community food security.<sup>48</sup>

Note that this example involves the loss of 107 acres of farmland to residential and commercial development and this loss was raised as an issue by opponents of the plan. While 'no net loss of farmland' must be a guiding principal in decisions involving rezoning applications and CACs, each case is unique and enabling viable, active agriculture needs to be weighed along with land preservation goals. Southlands farm had not been productive for a long time and the cost of land and needed upgrades was out of the range of any farm operation. The 9 million dollar fund provided by Century Group is facilitating land improvements and infrastructure essential to activating the agricultural potential of the land. In urban and peri-urban areas there is opportunity in pursuing integrated urban-agricultural land use plans to contribute to farmland utilization and viability on top of protection.

## 7.4 Purchase

The municipality or regional government can outright purchase farmland. Farmland is expensive and purchasing land is just one means of acquiring land to be integrated with the above approaches that do not require purchase. Over the course of the consultations there was strong support for initiating a farm trust and acquisition fund specific to farmland that would leverage public funds to support farmland acquisition and management. There are a diversity of options regarded as having potential for structuring the fund and these are discussed in the section below. A local government fund can be used in conjunction with funds matched from other levels of government, private and/or non-profit sector funds, or donations from citizens to acquire land. The government can also co-purchase and manage farmland with a non-governmental organization to share the cost and management. There are precedents in which the CRD has co-purchased and shared management of parkland with non-governmental organizations (e.g. The Land Conservancy of BC and the Nature Conservancy of Canada).<sup>49</sup> Another option is for a farmland trust fund to be structured such that the public funds raised could be directly accessed by a non-governmental organization for the purpose of acquiring and managing farmland similar to the way the CRD's Regional Housing Trust Fund is accessible to government, private, and non-profit sectors to create affordable housing.

<sup>48</sup> Century Group. (2014). Imagine Southlands. <http://www.imaginesouthlands.ca/>

<sup>49</sup> CRD. (n.d.) Creating New Parks: Annex G.

<https://powellriverregionaldistrict.civicweb.net/document/2938/Annex%20G.pdf?handle=35E41987B4C1410FA606B712B8040E76>

### Case Study: Purchased Land, Panama Flats, Saanich

In 2011 the District of Saanich purchased Panama Flats, a 26.5 hectare site zoned agricultural with 8.5 hectares in the ALR. The property has a history of agricultural uses and is also an important floodplain. The land was recently purchased by a farmer who wanted to install berms to prevent flooding in order to produce a berry crop which would be problematic for water management in the area. In response to concerns over the impacts of the proposed berry farm, The District of Saanich purchased the land from the private land owner and then initiated a planning process with hired consultants and public consultations. The Panama Flats Concept Plan was approved by council in 2014 and a key element of the plan is the addition of 14.5 ha of land to the ALR and ensuring the continued agricultural use of the land. The land will also be managed to provide additional public amenities including floodplain management, wildlife habitat, and walking trails. In the planning process Saanich emphasized the farming value of the land and states that the protection of the agricultural land for farming is a significant community asset and a means to further support local food production and food security.<sup>50</sup> Panama Flats is an example of private farmland purchased by local government to protect the agricultural and ecological value for the public good. Along with Sandown in North Saanich, the development of the agricultural activities at Panama Flats provides an opportunity to demonstrate the potential operations and benefits of a local government farmland trust in the region and to inform the development of a farmland trust framework.

## 8. Financing & Acquisition Fund Models

Figuring out how to finance the land acquisition, management and maintenance of the farmlands is a key part of making a farmland trust possible. What we heard is that there are a lot of different ways this could happen and that this area will most likely require a combination of approaches. We also heard that it will be important to have both government and non-government sources working together to create the resources necessary.

### 8.1 Local Government Financing Options

The Council motion from the District of North Saanich refers to a Farm Trust and Acquisition Fund. Leveraging public funds that can be used for farmland acquisition and management through local government mechanisms received positive feedback across consultations and was identified by stakeholders as key piece in developing a local government farmland trust. Non-profit trusts are often limited in their activities by their ability to access financial resources. Leveraging public funds is a means to overcome this barrier and advance farmland trust activities in the region. Having a stable publicly owned and controlled entity such as local

<sup>50</sup> District of Saanich. (2014). Panama Flats Planning. <http://www.saanich.ca/parkrec/parks/projects/planninganddesignconcepts/PanamaFlatsManagementPlan.html?ref=shortURL>

government to provide a consistent and stable base of funds for the trust was something that people held to be important.

With respect to establishing a farmland fund, a key point of consideration is whether to, 1) establish a new fund that is specific to farmland and a new mechanism to raise those funds (e.g. household levy), or 2) to include farmland as one of the amenities/services that a general amenities fund could be applied to thereby drawing from existing funding streams. An option that was raised was that of acquiring parkland to then be used as farmland. Parkland can be used for agricultural activities and there is already the legislation in place for local governments to raise funds through household taxes and development cost charges for parkland acquisition. However there were concerns raised over the public perception towards devoting parkland to agricultural activities and there was a preference among participants at consultations to seek the establishment of a fund and mechanism specific to farmland acquisition and management. Three key mechanisms to create a fund available to local government were considered and are as follows:

#### 8.1.1. Cash-In-Lieu Amenity Contributions

As discussed in Section 7, a cash-in-lieu amenity contribution can be provided rather than an asset. Cash-in-lieu amenity contributions could be directed into a fund to be used for farmland acquisition and/or a general amenities fund inclusive of farmland. Langford had an example of a policy which required an amenity contribution for increased density zoning that was put towards a fund dedicated to the acquisition of agricultural land and the support of agriculture. The fund has since been rolled into a General Amenity Reserve Fund and the funds collected can still be used for agriculture as well as other amenities. One of the planners from Langford expressed a preference for the flexibility of a General Amenity Reserve Fund over a fund devoted specifically to agriculture. However, Langford has yet use any of the collected funds towards supporting agriculture.

At the time of writing this report, this approach is currently being proposed in Langford but tied to removal of ALR lands. Langford is proposing an approach whereby landowners who want to remove land from the ALR provide a cash contribution to support an agriculture fund. This fund would be used to support the development of agriculture, and potentially more urban agriculture in their jurisdiction. ***We heard clearly that there is concern for utilizing any type of strategy that would encourage or support land coming out of the ALR. We strongly discourage any strategy that sees cash contributions for land removal from the ALR.*** There may be circumstances in which the removal of land in exchange for the addition of equivalent ALR land (e.g. Sandown) or in which the removal of land with low agricultural potential in exchange for lands/funds that will dramatically increase the utilization of farmland (e.g. Southlands) be carefully considered on a case-by-case basis.

**We strongly advise against advancing a strategy founded on the removal of ALR lands in exchange for cash contributions to an agricultural fund.**

### 8.1.2. Development Cost Charges

“Development Cost Charges (DCCs) are monies that are collected from land developers by a municipality, to offset some of the infrastructure expenditures incurred, to service the needs of new development.” Local governments are limited as to what services they are permitted to spend these monies on and would require a legislative change to extend DCCs to farmland acquisition.<sup>51</sup>

DCCs are regulated by the provincial Local Government Act (section 932 - 937) and in the Act, their expenditure is restricted to the following uses: roads, other than off-street parking, sewage, water, drainage, parkland acquisition and improvement. The City of Vancouver has an allowance to use DCCs to acquire property for childcare facilities and the Resort Municipality of Whistler Act allows for DCCs to be used for employee housing. Hence there are precedents of extending DCCs to other service provision areas.<sup>52</sup> Parkland can be used for agricultural purposes and hence it is currently feasible for local government to use DCCs to acquire parkland and incorporate farming and food production activities on that land. CRFAIR has a policy brief available on the potential of agricultural park models for the CRD where an agricultural park is defined as “a park that is accessible to the public providing recreation and wildlife habitat at the same time as providing space and opportunity for a range of food growing and educational opportunities.”<sup>53</sup> There was a preference expressed in the consultations for pursuing the necessary changes to allow for DCCs to be applied to farmland directly rather than using parkland for agricultural activities. This approach would allow for a diversity of land use models, such as long term tenure to commercial farmers, alongside agricultural parks.

### 8.1.3. Property Taxes: Household or Municipal Levy

CACs and DCCs are both means through which community development goals and public services are achieved by raising revenue and assets from development. Property taxes or household levies are another way for municipalities to generate revenue that can be used towards property acquisition and community development. Two models that have proved successful are the Capital Regional District Parklands Acquisition Fund which relies on a household levy and the Regional Housing Trust Fund which relies on a levy on participating municipalities in the CRD who in turn raise their contribution through property taxes. A farm trust and acquisition fund based on a property taxation strategy could leverage funds directly from tax payers in participating municipalities whereas CACs and DCCs do not directly affect individuals' taxes but rather directly impact developers. The choice of mechanism through which to establish a farmland acquisition fund will have different impacts on different segments

<sup>51</sup> BC Ministry of Community Services. (2005). Development Cost Charge Best Practices Guide. [http://www.cscd.gov.bc.ca/lgd/intergov\\_relations/library/DCC\\_Best\\_Practice\\_Guide\\_2005.pdf](http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/DCC_Best_Practice_Guide_2005.pdf)

<sup>52</sup> Ibid.

<sup>53</sup> CRFAIR. (2013). Policy Discussion Paper 3: Agriculture Parks Model for the Capital Region. [http://www.communitycouncil.ca/sites/default/files/CRFAIR2013\\_Agriculture\\_Parks\\_Discussion\\_Paper\\_3\\_0.pdf](http://www.communitycouncil.ca/sites/default/files/CRFAIR2013_Agriculture_Parks_Discussion_Paper_3_0.pdf)

of the community that need to be weighed in the decision. The Regional Park Land Acquisition Fund and the Regional Housing Trust Funds are both successful examples of funds based on property taxes that were identified by participants as models to consider for a farmland acquisition fund.

#### **Case Study: Household Levy**

##### **Regional Park Land Acquisition Fund, Capital Regional District**

The Regional Park Land Acquisition Fund (RPLAF) was established in 2000 for the acquisition of parklands in the CRD. The RPLAF is based on a household levy and was initially established at a rate of \$10 per average assessed household for a 10 year period. The Fund proved successful over the first 10 years and was renewed for an additional 10 years (2010 – 2019) with a \$2/year increase in the levy up to maximum \$20 per household by 2014. Between 2000 and 2014, 4,485 hectares of land were acquired by the CRD totaling a value of over \$48 million. The CRD partners with non-governmental organizations, such as conservation trusts, in the acquisition and management of selected properties. Of the funds expended 72% were raised by the CRD and 28% by non-profit and private partners/donors. The fund is projected to raise \$3.6 million per year resulting in a total of \$15.6 million by 2019. Acquisitions are managed by CRD staff and are guided by the goals established in the Capital Regional District Board’s Regional Parks Strategic Plan 2012-2021.<sup>54</sup> The RPLAF has been successful in raising funds and acquiring lands and could be replicated as a model for a farmland acquisition fund. Utilizing funds raised through the RPLAF for purchasing parkland to be managed for agricultural uses is an option, however doing so may cause tension over limited fund allocation/land use and it was expressed by stakeholders that a dedicated farmland fund is preferable. Key aspects of this model are that the fund is based on a household levy across the region, acquisitions are managed by government staff, acquisitions are guided by a 10 year strategic plan approved by the CRD board, public funds are complimented by private and non-profit funds for land acquisition, there are examples of co-ownership and management of land between government and non-profit sector.



<sup>54</sup> CRD. (2015c). Regional Parks Land Acquisition Summary of 2014 Regional Parks Land Acquisition Fund. Bulletin 15.

<https://www.crd.bc.ca/docs/default-source/parks-pdf/2014-land-acquisition-fund---bulletin-15.pdf?sfvrsn=4>



### **Case Study: Municipal Levy Regional Housing Trust Fund, Capital Regional District**

The Regional Housing Trust Fund (RHTF) provides a second fund model used by the CRD that also raises monies through property taxes. The RHTF was created in 2005 initially with six participating municipalities to contribute to addressing the need for affordable housing. Participation has since expanded to 12 municipalities and electoral areas. The administration and disbursement of funds is governed by the Regional Housing Trust Fund Commission, which consists of a municipal council member from each of the participating areas, and the Regional Housing Trust Fund Advisory which consists of other levels of government, a Capital Regional Housing Corporation representative, and community stakeholders. The RHTF provides grants to eligible applicants which includes regional non-profit housing societies, private developers, landlords and individuals and require a minimum 5:1 leveraging of funds. Leveraged funds have included other levels of government and private sector sources.<sup>55</sup> Between 2005 and 2012 the fund contributed 5.9 million towards capital assets valued at \$78 million, contributing significantly to the amount of affordable housing available in the CRD.<sup>56</sup> As opposed to a household levy, the RHTF raises monies through a levy on participating municipalities who raise their share through property taxes. Key aspects of the RHTF model include: that it was able to be launched regionally without the participation of all municipalities; participation expanded over time; the fund makes public monies available to the public, non-profit and private sectors to create affordable housing through a granting approach; a government commission was established to oversee operations; an advisory of non-governmental stakeholders provides input to the commission; and there is a requirement for other sources of funds to be leveraged by applicants. The RHTF differs from the Regional Park Land Acquisition Fund in terms of how the funds are dispensed, who can access the funds, and who manages the asset. Both the parklands and housing fund structures allow for involvement of non-governmental organizations; the Regional Park Land Acquisition Fund through co-purchasing and managing park lands and the RHTF through directly providing access to the fund to non-governmental entities.

Note that the RHTF is independently governed from the Capital Regional Housing Corporation. The CRHC is a wholly owned non-profit government subsidiary corporation that acts on behalf of the CRD to develop and manage affordable housing units. The CRHC can access funds through the RHTF along with private and non-profit sector developers of affordable housing projects. The CRHC is governed by a board of directors that includes both community members and directors from the Capital Region District Board.<sup>57</sup> Both the CRHC and the RHTF have governance structures that ensure community stakeholder input.

<sup>55</sup> CRD. Regional Housing Trust Fund Program Policy Guidelines. <https://www.crd.bc.ca/docs/default-source/housing-pdf/rhtfprogramguidelines.pdf?sfvrsn=0>

<sup>56</sup> CRD. 2015. Regional Housing Trust Fund. <https://www.crd.bc.ca/about/what-we-do/affordable-housing/regional-housing-trust-fund>

<sup>57</sup> CRD. 2015. Capital Region Housing Corporation. <https://www.crd.bc.ca/about/what-we-do/affordable-housing/capital-region-housing-corporation>

## 8.2 Non-Government Financing Options

A local government farmland acquisition fund could be complimented with other sources of revenue including from other levels of government, private sector and non-governmental sector. The RHTF explicitly includes leveraging funds as one of its purposes stated in the program guidelines. The RHTF has leveraged funds from provincial, federal and private sector and in the first five years of the program leveraged project funds ranged from 8:1 to 16:1. The CRD Parklands Acquisition Fund partners with non-profit organizations such as conservation trusts to share acquisition costs and/or management costs.

In terms of non-profit trusts the primary sources of funding are private donations, endowment funds and grants. The case of Madrona Farm (described above) is an example in which the funds to purchase farmland and place it in trust occurred through private donations to a non-profit land trust. Alternative financing options continue to emerge and are becoming increasingly available in BC and the CRD. Alternative financing options blend non-profit and private sector financing strategies and are creating new opportunities for raising funds for social purpose businesses and non-profit initiatives. Two mechanisms that are growing in use are Community Bonds<sup>58</sup> and Community Investment Funds. The Community Social Planning Council is currently working to establish a Community Investment Fund in the Capital Region and Vancity launched a community investment cooperative called Knives & Forks Investment Co-op in 2015. For further information on community bonds in BC see the report produced by the Community Social Planning Council.<sup>59</sup> It is recognized that a diversified funding stream is ideal to advance a farmland trust. Non-profit and alternative financing mechanisms can be used in conjunction with publicly raised funds to increase the project scope and impact through partnership.

Supporting viable farm operations contributes to keeping farmland in production. There is opportunity with establishing a farm trust and acquisition fund to create a fund that can be accessed to support farming through diverse ways. As an example, in Ontario when the Greenbelt zone policy was established to protect farmland in Southern Ontario from development, the Greenbelt Foundation was also established to “to help keep farmers successful, strengthen local economies, and protect and grow natural features.”<sup>60</sup> The Greenbelt Foundation has provided over \$19 million in grants to support food and agriculture initiatives in the Greenbelt region since 2005. The Greenbelt Foundation is non-profit operated with funding received through the provincial government. It is an example of a fund that compliments a farmland protection policy by enhancing and supporting agricultural activity in the region. Hence in establishing a farm trust and acquisition fund in the Capital Region,

<sup>58</sup> For info on Community Bonds in BC see here:

<http://www.socialenterpriseCanada.ca/webconcepteurcontent63/000024540000/upload/Resources/Community%20Bonds%20-%20White%20Paper%20final%20%28Jan%202013%29.pdf>

<sup>59</sup> Community Social Planning Council. (2015). Community Investment.

<http://www.communitycouncil.ca/initiatives/cif.html>

<sup>60</sup> Greenbelt Foundation. (n.d.). About the Greenbelt Foundation. <http://www.greenbelt.ca/foundation>

consideration should be given to applying the funds to both land acquisition and activities to enhance agricultural activity.

#### **Case Study: Agricultural Fund**

##### **Fonds d'Investissement pour la Relève Agricole (FIRA), Québec**

FIRA is a private enterprise, launched in 2011, that operates across the province of Québec. Their mission is to support entry into agriculture of young farmers by providing business support, access to capital, and access to land. FIRA emerged in response to the barriers young farmers face in accessing capital and land. With respect to supporting land access, FIRA will acquire properties through purchase and lease it to farmers. They provide 15 year leases in which the farmer can terminate the lease with 6 months notice at any time and the tenant farmer can purchase at anytime and has the sole right to purchase the land for the duration of the 15 years. Eligible applicants must be 18-39 and must have completed a recognized agricultural training program. FIRA an example of a buy and sell approach providing farmers the option to own the land when they are established and able. The fund was created through the provision of \$25 million from the provincial government, \$25 million from a credit union and \$25 million from a private development capital fund that invests in local businesses.<sup>61</sup> While not a farmland trust specifically, FIRA is an example of an agricultural fund that was created through private and public contributions that contributes to farmland access and supporting beginning farmer establishment.

## **9. Land Management and Access Arrangements**

The last of the four key components of a farmland trust is the management of the activities on the land and of the access arrangements over time. Two key options are:

1. Local government staff be responsible for the farmland management and access agreements with farmers;
2. The government leases the land to a non-governmental organization who is then responsible for managing activities on the land and access agreements with farmers.

There are examples of both options in practice in BC. Haliburton Farm in Saanich is an example of the municipality leasing to a non-profit society and the Haliburton Farm Society in turn manages all programming on the land and the access agreements with farmers. There are also examples of both local and provincial governments leasing land directly to farmers. For example the City of Richmond owns farmland, leases directly to individual farm businesses and the leases are managed by city staff in the Parks Department.

<sup>61</sup> FIRA. (2015). Accéder à une Ferme Sans Avoir à l'acheter. <http://lefira.ca/accueil,2>

In our research we heard that there is a need for access to land for a diversity of uses including commercial farming, new farmer training, and non-commercial food and farming activities. Different pieces of land can be managed for different goals; for example community garden plots, agricultural training programs, incubator farms, and long term leases to farm operators. Land management can also include diverse uses including both production agricultural, market infrastructure, and community food activities such as garden plots on a single property. We heard a need for long term secure leases for farmers and a farmland trust is a way to provide tenure security to farmers. There is a prevalence of short term leases on farmland which is a barrier to long term establishment and investment in the land and farm operation. Tenure security for farmers is an important consideration in devising land management and access arrangements.

Incubator farms provide short term land access to support the establishment phase of beginning farmers. Young farmers are on the decline and land access is a major barrier to establishment for beginning farmers. Incubator farms can contribute to growing a new generation of farmers and the continuity of local farming and agricultural economy in the region. An incubator farm is one model that could be established on public farmland and there are precedents such as the recently established Richmond Incubator Farm on land provided by the City of Richmond. For more information on incubator farms and their potential in the CRD see the Incubator Farms Introductory Guide produced by CRFAIR.<sup>62</sup>

A local government farmland trust must recognize that the land being managed for agricultural uses on the Sannich Peninsula is the traditional territory of the Saanich Peoples. There is opportunity to work with First Nations governments and communities on the Peninsula to determine how land access needs and food activities of First Nations communities on the peninsula can be integrated into the development and goals of a regional foodland trust.

#### **Case Study: Lease to and Managed by Society**

##### **Richmond Sharing Farm, Newman Farm Central Saanich, and View Royal Welland Community Orchard**

Terra Nova Rural Park is a 63 acre park owned by the City of Richmond. The Sharing Farm Society operates a community farm on 4 acres of the parkland and grows food primarily for donation to the Richmond food bank. The land use is managed by the Society and there is a hired farm manager who runs the farming operations and works to integrate the many community volunteers on which this farm relies. The site also has a community garden offering garden boxes to individual community members and runs a diversity of workshops and events on the land for the public. The farm is also host to the Richmond Farm School run by Kwantlen Polytechnic University which is a 10 month hands on training program for entry into agriculture. The Sharing Farm is an example of agricultural activities on public land directly run by a non-profit society and an example of a farm on public park land providing a diversity

<sup>62</sup> CRFAIR. (2013). Incubator Farms Introductory Guide. <http://crfair.ca/wp-content/uploads/2014/10/Incubator-Farms-Introductory-Guide.pdf>

of public benefits to the community. The Sharing Farm hosts over 1,000 volunteers per year, provides thousands of pounds of fresh fruits and vegetables to meal programs and the Richmond Food Bank each year, and provides educational opportunities for entry into agriculture.<sup>63</sup> The activities on Newman Farm in Central Saanich is similarly being managed by a non-profit society, the Farmlands Trust Society, who leases land from Central Saanich. Welland Community Orchard is another example of this same arrangement in a more urban context. Rex Welland donated his orchard to the City of View Royal when he passed away and the City of View Royal has an agreement with LifeCycles, a local non-profit organization, to support teaching and learning, and community food growing on the site.



**Case Study: Government Lease to Society & Society Rental to Farmers  
Haliburton Community Organic Farm Society, Saanich**

Haliburton Farm was purchased by the District of Saanich from the CRD in response to community request for the municipality to preserve the agricultural uses of the land. The land is leased to the Haliburton Community Organic Farm Society (HCOFS), managed by a volunteer board of directors, which in turn manages land use and rental agreements to farmers on the land. Haliburton is a community farm with multiple independent farm businesses sharing the land. Farmers rent sections of land for 4 years with an option to renew, and similar to the incubator farm model, Haliburton provides an opportunity for farmers to get started and establish their business without buying land and with support on the land. A unique feature of Haliburton farm is that the land was rezoned by Saanich as Rural Demonstration Farm Zone. Haliburton Farm provides an example of an existing lease template between the Saanich and a non-profit society and has an established farmer application process and rental agreements that can be used as templates in future initiatives.<sup>64</sup>

<sup>63</sup> Sharing Farm Society. (2012). About Us. <http://www.sharingfarm.ca/about/>

<sup>64</sup> Haliburton Community Organic Farm Society. (2015). Haliburton Community Organic Farm. [haliburtonfarm.org/](http://haliburtonfarm.org/)

### **Case Study: Direct Lease Between Government and Farmers ALR Property Management Program**

There are examples across the province of public land, both provincial crown lands and municipally owned land, leased directly to farm operators and ranchers. The ALR Property Management Program was established in 1974 right after the ALR was formed and its purpose was "To assist young persons in establishing family run farm operations. The ALC may lease farmland in order to allow young operators, who cannot afford to buy a farm at today's very high process, to establish themselves on a long-term basis."<sup>65</sup> The ALC managed leases with farmers on provincially owned farmland. The program has an established application process, selection criteria, a selection panel, and leasing templates. The program provided long-term leases to farmers and created a means for lessees to build equity through improvements to the land which could be transferred to a new lessee or were compensated by the Agricultural Land Commission. The program also offered the opportunity for farmers to purchase the house on the land while leasing the land. The rental cost policy was market value, however reduced rent allowances could be made for the first 3 – 5 years to support establishment. Monitoring and oversight of the farming activities and assurance that lessees were using land according to the program criteria was carried out by a field agrologist with the ALC. The program was cancelled in the mid-1980s with a changing government and leased land was sold to farmers. While the program is no longer in place it provides an example of the government management of publicly owned farmland through direct leasing arrangements with farmers. The program operating protocol and application criteria can be accessed through the ALC to inform the development of a public farmland trust. The fact that the program was cancelled with a change in government and land transferred to private ownership should be taken into consideration. An oversight mechanisms that ensures land remains public and remains farmland should be integrated into a future public farmland trust.



<sup>65</sup> Agricultural Land Commission. (1974). Provincial Agricultural Land Commission and Property Management Branch, BC Ministry of Agriculture and Food Guidelines to Leasing Farmland.

Government Manages Lease Agreements and Oversight of Land	Non-Profit Manages Lease Agreements and Oversight of Land
<p><b>Pros</b></p> <ul style="list-style-type: none"> <li>• Maintain control over tenant selection &amp; property management</li> <li>• Rental Income</li> <li>• Streamlined, single lease agreement</li> </ul> <p><b>Cons</b></p> <ul style="list-style-type: none"> <li>• Government staff time to manage</li> <li>• Lack of knowledge or expertise in leasing and managing farmland</li> </ul>	<p><b>Pros</b></p> <ul style="list-style-type: none"> <li>• Reduction in government staff time</li> <li>• Non-profit link to community</li> <li>• Non-profit can leverage non-governmental funds for programming</li> <li>• Provide support for farmers, run training programs</li> <li>• Often better knowledge and expertise in farmland management and programming</li> </ul> <p><b>Cons</b></p> <ul style="list-style-type: none"> <li>• Engaging with a society/board of directors may be a deterrent to some farmers</li> </ul>

## 10. Key Considerations In Developing Farmland Trust Model

In developing and implementing any new program or policy it is essential to consider potential unforeseen and perverse impacts. The following are three overarching considerations that emerged across consultations that should be taken into account in developing a farmland trust model.

### 10.1 No Net Loss of Farmland

In considering the options of Community Amenity Contributions and Density Bonusing as strategies for a farmland trust it must be ensured that the acquisition of farmland by local government is not occurring at the expense of loss of other farmland. The provision of farmland as a CAC or the use of DCCs directed to a farmland fund must avoid the creation of allowances for the development of farmland and/or removal of farmland from the ALR.

### 10.2 Impact of Taxation

Changes to property taxation can have an impact on land values, affordability and land use that must be taken into account. In particular, concerns were raised over the impact of an additional household levy or property taxes for farmland land acquisition on housing affordability. CAC and DCC policies can impact levels and location of development. Secondary impacts of implementing any taxation or levy on development must be considered. It was also

recommended that the impact of any taxation strategy, as well a farmland trust generally, on farm property values in the region be considered.

### 10.3 Oversight & Governance

Strong governance structures and oversight mechanisms need to be established for both the land acquisition process and for the management of the land over time. One challenge of a farmland trust is ensuring that the land remains appropriately used over time by the lessees and measures need to be taken to devise clear rights, responsibilities and expectations between lessor and lessees. In the case of commercial operations leasing arrangements should provide long-term secure tenure to farmers but there also needs to be a termination strategy in place in case of tenants not meeting lease terms. Concerns were raised by selected participants over previous examples of government land banks which lacked oversight and resulted in abuse of the program by tenants who were not maintaining active farm operations.

It is highly recommended that a local government farmland trust be implemented in partnership with community members and non-governmental organizations. The governance structure of a local government trust and acquisition fund should directly incorporate relevant non-governmental representation whether through board representation or through an advisory committee. The management and oversight of activities on public land can be managed, solely or in partnership, by a non-profit society or non-governmental organization. There are already many examples in which public land is managed for farming and community food activities by non-governmental organizations as described in the report. There are also examples of public parkland managed or co-managed by non-profit conservation trusts and of community gardens managed by non-profit societies on city parkland. Partnering with a local community group removes the managing and oversight time requirements from city staff and has the benefit of planning and day-to-day management coming from an organization with direct connections to the community. Integrating non-governmental advisory into the governance structure of the farm trust and acquisition fund and partnering with local community and agriculture groups/societies for day-to-day land use management and oversight is an important means to implement checks and balances on the long term management of farmland held in a local government trust.





## 11. Complimentary Local Government Strategies

Local governments play an essential role in protecting and managing farmland. The implementation of a farmland trust must be one part of an integrated approach. Complimentary policy approaches were raised by stakeholders and in consultations. Local government policy options and tools to support farmland protection have been developed in detail in previous reports available online.<sup>66,67,68,69</sup> The following is a summary of salient strategies from these previous reports and raised by stakeholders over the course of our research:

1. Set goals and policy directives to support farmland protection, farmland access, and maintain working farms in Regional Growth Strategies, Official Community Plans, Agricultural Area Plans, Food Charters.
2. Implement zoning regulations that further protect ALR and non-ALR farmland and ensure its use is limited to farming, use zoning by-laws and edge planning to limit urban sprawl.
3. Limit subdivision of agricultural lands and control housing footprints;
  - a. Consider a 'Community Farm' or 'Farm Village' zoning designation to allow for alternative farmland access and operating arrangements in which multiple farmers are accessing a single parcel of farmland without requirements for subdivision.
4. Review Farm Tax Status requirements and consider raising the minimum required revenue to be eligible for farm tax status in order to avoid abuse of the property tax benefit by rural residences on farmland.
5. Consider property taxation strategies to better incentivize farmland utilization and disincentive non-farm uses.
6. Consider land ownership regulations to limit the purchasing of farmland for non-farm uses (e.g. residential) and speculation.
7. Develop a task force to consider policy options available to local government to inhibit farmland speculation and address rising farmland cost beyond the farming value.

<sup>66</sup> Curran, D. (2005). Protecting The Working Landscape Of Agriculture: A Smart Growth Direction For Municipalities In British Columbia. West Coast Environmental Law Research Foundation. [http://www.smartgrowth.bc.ca/Portals/0/Downloads/WCEL\\_ALR.pdf](http://www.smartgrowth.bc.ca/Portals/0/Downloads/WCEL_ALR.pdf)

<sup>67</sup> CRFAIR. (2013). Policy Discussion Paper #1: Role of Local Government in Promoting Farmlands and Farm Viability. [http://www.communitycouncil.ca/sites/default/files/CRFAIR2013\\_Role\\_of\\_Local\\_Government\\_Discussion%20Paper\\_1\\_0.pdf](http://www.communitycouncil.ca/sites/default/files/CRFAIR2013_Role_of_Local_Government_Discussion%20Paper_1_0.pdf)

<sup>68</sup> Curran, D. and Stobbe, T. (2010). Local Government Policy Options to Protect Agricultural Land and Improve the Viability of Farming in Metro Vancouver. Prepared for Metro Vancouver. [http://www.metrovancouver.org/services/regional-planning/PlanningPublications/Local\\_Government\\_Policy\\_Options\\_to\\_Protect\\_Agricultural\\_Land.pdf](http://www.metrovancouver.org/services/regional-planning/PlanningPublications/Local_Government_Policy_Options_to_Protect_Agricultural_Land.pdf)

<sup>69</sup> Gorsuch, W. (2009). BC's Farming and Food Future Local Government Toolkit for Sustainable Food Production The Land Conservancy of British Columbia. Prepared for The Land Conservancy of BC and FarmFolk/City Folk. [http://www.farmfolkcityfolk.ca/PDFs\\_&\\_Docs/CFPdocs/toolkit\\_final.pdf](http://www.farmfolkcityfolk.ca/PDFs_&_Docs/CFPdocs/toolkit_final.pdf)

8. Contribute to bringing underutilized private farmland into production through a publicly funded land-linking program that connects farmers seeking land to landowners with available land. Make public funds available to provide support services to both parties to establish successful access arrangement. Banque de Terre in Quebec provides a model of a municipally supported land-linking program that could be initiated in the CRD.<sup>70</sup>

## 12. Conclusion and Key Findings

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Farmland and food production play an important ecological, social and economic role on the Saanich peninsula and there is a need for continued local government policy development to ensure the continuity of a healthy agricultural sector and to support community food initiatives. One of the most important findings was the positive response we received towards implementing a local government farmland trust and acquisition fund on the Saanich peninsula and from other municipalities in the CRD. With respect to our exploration of models and mechanisms available to local government we found that there is a diversity of tools that are already in practice, such as acquisition of farmland through community amenity contributions, that could be expanded as well as tools used in other sectors such as housing and parkland management that may be transferrable to a local government farmland trust. A diversified strategy incorporating local government policy and financing options and partnering with non-governmental sectors is an opportune approach for a regional farmland trust. The following are a summary of key findings:

1. **There is general support for a local government farmland trust policy direction:** We received a positive response from a diversity of stakeholders to advancing a local government approach to a farmland trust and to the public financing of farmland acquisition and management.
2. **A regional (CRD) approach to a farmland trust and acquisition fund was favoured over implementation at the municipal level.** However, municipal leadership and support is critical to implementation. A phased approach in which the trust and acquisition fund is initiated within the municipality of Saanich and/or North Saanich and then expanded to incorporate other municipalities in the CRD is an option we heard support for.
3. **There was a preference for a trust and fund specific to farmland** as opposed to an approach that would broaden an existing fund (e.g. parklands acquisition fund) to be inclusive of agricultural lands.
4. **The acquisition of land can occur through a diversified strategy,** including expanding food activities on already owned public lands, using policy tools such as community amenity contributions and density bonusing, and through the creation of a farm trust and acquisition fund to raise public revenue for the acquisition of key lands.

<sup>70</sup> Banque de Terre. (2015). Banque de Terre: Des Paysages au Paysans. <http://www.banquedeterres.ca/>

5. **A strong diversified funding strategy is required.** Potential means of raising public funds include cash-in-lieu amenity contributions, development cost charges, and property taxes. Local government funds can be used to leverage matching funds from other levels of government, the private sector, and the non-profit sector. Donations of land, public fundraising campaigns, and emerging financing models (e.g. community investment funds) should be considered in tandem.
6. **Adopt a ‘no net loss of farmland’ approach.** We clearly heard concern for utilizing any strategy that would encourage or support land coming out of the ALR. We strongly advise against advancing any strategy founded on the removal of ALR lands in exchange for cash contributions to an agricultural fund.
7. **A clear governance structure and development of strategic plan is a key to success.** A governance structure and strategic direction for trust operations will need to be established, there must be built in oversight mechanisms with community representation and advisory for the fund expenditures, land acquisition, and management of land placed in trust.
8. **Partnerships with non-governmental organizations** for the management of farming and food activities (day-to-day land use) on the publicly held land was recommended.
9. **Build on proven models:** we heard of a diversity of local government models, tools, and mechanisms transferrable to a farmland trust. Two models that we heard particularly strong support for were the CRD’s Parklands Acquisition Fund and the CRD’s affordable housing strategy which is operationalized through the Regional Housing Trust Fund, Housing Secretariat and Capital Regional Housing Corporation. These models have established governance structures, legislative frameworks, financing and asset acquisition models that can be used to inform the development of a farmland trust and acquisition fund.
10. **Trust mandate inclusive of diverse land uses/food activities desired:** we heard support for a diversity of land uses including long term leases to commercial agricultural operations, non-commercial community food activities, training and incubator farm programs, and mixed use ‘agricultural parks’ that will meet a broad set of public services and community needs.
11. **Explore partnerships with First Nations:** the Saanich peninsula is the traditional territory of the Tsawout, Tsartlip, Pacquachin, Tseycum, and Malahat First Nations and it is essential that First Nations’ government and community representatives be engaged to explore opportunities for ongoing partnership in the stewardship of food lands on the Saanich Peninsula.
12. **Start with existing public lands to establish a trust framework and develop operations:** Examine and build from existing public farmland models in the region (Newman Farm,

Haliburton Farm, Welland Orchard). Develop land use of recently acquired public agricultural lands (Sandown Raceway Panama Flats). Identify existing public lands with potential for farming or food activities and develop models to bring these lands into production. Build from these initiatives to develop a unified framework for a local government farmland trust model which can then be expanded to future land acquisitions.

13. **Strike a joint government-key stakeholder task force** to develop a strategic direction and to identify and initiate needed policies to establish a local government farmland trust and acquisition fund.



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**Clerksec - District of Saanich & Farmland Trust Approach to Land Access in Region**

**From:** Keeley Nixon <knixon@crfair.ca>  
**To:** <mayor@saanich.ca>  
**Date:** 12/2/2016 4:52 PM  
**Subject:** District of Saanich & Farmland Trust Approach to Land Access in Region  
**CC:** Linda Geggie [REDACTED]  
**Attachments:** 2015\_CRFAIR\_LocalGovernmentFarmlandTrust\_PolicyBrief.pdf,  
 CRFAIR\_FarmlandAccess\_Handout.pdf

POST TO	POSTED
COPY TO	
INFORMATION	<input type="checkbox"/>
REPLY TO WRITER	<input type="checkbox"/>
REPORT	<input type="checkbox"/>
FOR	
ACKNOWLEDGED:	

Dear Mayor Atwell,

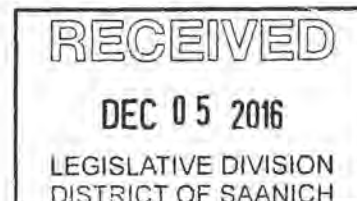
As is evidenced by the input to date provided to the Food and Agriculture Task force, farmland and the viability of farming is a priority to the residents of Saanich. We know that many factors are contributing to the loss of farmland and driving up the price of farmland. We also know that over 50% of our farm community will retire in the next decade, and one of the greatest and significant barriers to new entrants is access to land. The Agriculture Land Reserve and current land use planning measures in place by local governments are unable to contend with the current market conditions around farmland and we need to look to innovative approaches to ensure we plan for food and have farmland into the future (just as we have for water, housing and transportation).

The Capital Region Food and Agriculture Initiative Roundtable (CRFAIR) has been appreciative to partner with the District of Saanich on this issue and have worked with staff since council passed the 2014 motion to explore partnerships and a framework for the development of a farmland trust to hold and manage farmland. As the Farmland Access Coordinator for CRFAIR I was heartened to hear that the staff report will be coming forward to the December 12 Committee of the Whole meeting. We will attend for public input and answer any questions that may arise in terms of the need for this initiative or the proposed options on the table. CRFAIR has done significant stakeholder consultation and background research (such as our 2015 findings report, *Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach*) into the viability of a regional farm and foodlands trust model and the mechanisms available to local government to support the utilization of publicly owned lands for learning, food growing and farming. The farm community is behind this direction and a motion was passed at the November's Peninsula & Area Agricultural Commission (PAAC) monthly meeting affirming that the Commission recognizes that the creation of a land bank is a viable strategy to address land tenure and endorse the exploration of implementing an agricultural land bank held in trust by municipalities in the CRD.

Recently the CRD Planning and Protective Services Committee endorsed the Regional Food Strategy, this strategy also supports (recommendation #9) the establishment of a regional farmland trust. We hope that you will see the importance of this initiative and support it going forward.

We have attached the following documents for your information to provide additional background on this proposal.

- Local Government Farmland Trust Policy Brief
- Farmland Access Overview



We are dedicated to collaborating with municipalities in furthering land access in our region. If there is further information we can provide you on this topic or questions you may have, please feel free to connect, we are happy to touch base over the phone or in person in the coming week prior to the meeting, or afterwards.

Thank you for your time,  
Sincerely,  
Keeley

—

**Keeley Nixon**  
Farmland Access Coordinator  
Capital Region Food and Agriculture Initiatives Roundtable  
[knixon@crfair.ca](mailto:knixon@crfair.ca)  
[www.crfair.ca](http://www.crfair.ca)



## Policy Brief

# Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach



This policy brief reports on options for implementing a local government farmland trust and land acquisition fund in the CRD to permanently secure regional farmland and support affordable land access for farmers and community members. This brief is a summary of findings from research and consultations led by The Capital Region Food and Agriculture Initiatives Roundtable (CRFAIR) on mechanisms available to local government to support the utilization of publicly owned lands for food growing and farming.

**Over the course of our research we received a positive response from a diversity of stakeholders to advancing a local government approach to a farmland trust and to the public financing of farmland acquisition and management in the CRD.**

### The Challenge

Farmland is disappearing and becoming inaccessible to farmers due to the high price of land caused by population growth and urban development pressures in the CRD. There is a need for the implementation of policy to ensure farmland is used for farming and that farmland is affordable for farming.

### CRD Context

There is significant development pressure on BC's limited farmlands. In the capital region over 3,000 hectares of ALR land has been lost since the ALR's inception.<sup>1</sup> Land use competition will further increase with a predicted population increase of 30% in the CRD between 2006 – 2036.<sup>2</sup> There is a significant amount of land in the ALR that is not farmed and it is estimated that near 50% of farmland in the CRD is sitting idle.<sup>3</sup> Non-farm uses and speculative holdings of farmland reduce the availability of farmland for farming and drive up the cost of farmland making it unaffordable to farmers. In BC only 5.4% of farm operators are under 35 while 54% are over 55 years old.<sup>4</sup> It is predicted that up to half the provinces farmers will retire in the next two decades implying a significant turnover of farmland. A recent study found that the cost of land was the most significant barrier to establishment for new farmers in Southern BC.<sup>5</sup>

### What is a Farmland Trust?

A farmland trust approach is founded on managing farmland as a public good rather than as a private asset and placing land in trust can act to remove farmland from negative impacts of the real estate market. Trusts are used as an approach across different sectors such as housing, conservation and agriculture. Farmland trusts are commonly non-profit organizations, however, governments can also act as a trust (public land bank) and hold and manage farmland as a public service. Farmland trusts support the utilization of farmland for farming and access to land for farmers through affordable, secure leases.

### Why a local government farmland trust?

1. There is strong public support for farmland protection policies in BC and regional farmland and farming contribute to a diversity of public goods.

<sup>1</sup> ALC. (2014). ALC Annual Report 2013/4.

<sup>2</sup> CRD. (2009). Capital Regional District Strategic Plan 2009- 2011.

<sup>3</sup> CRFAIR. (2012). Local Government Growing Local Food Systems: Regional Farmland Conservation and Access Program.

<sup>4</sup> Statistics Canada. (2012b). Table 004-0017 - Census of Agriculture, number of farm operators by sex, age and paid non-farm work, Canada and provinces, every 5 years (number).

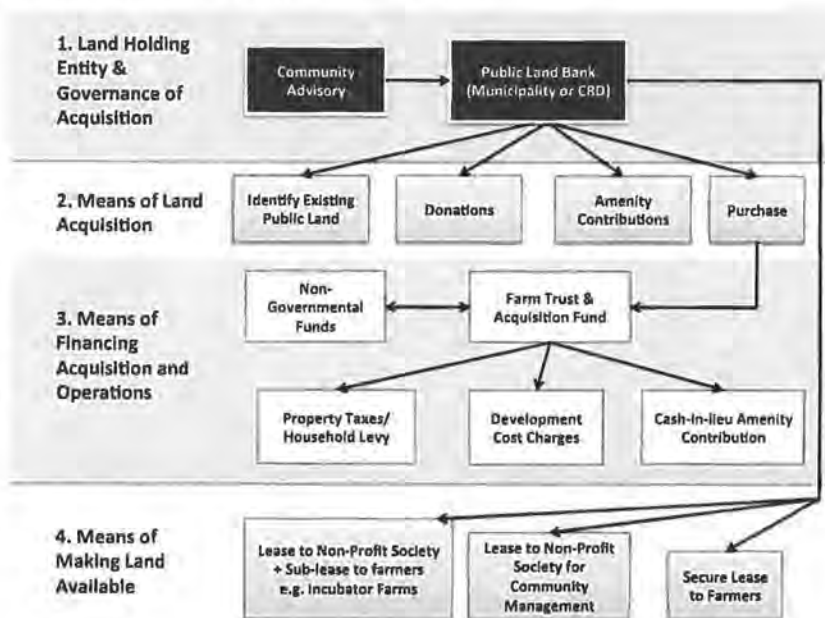
<sup>5</sup> Dennis, J. and Wittman, H. 2014. Farmland Access in British Columbia: Project Summary Report.

2. A farmland trust is a tool available to local government that can contribute to addressing the challenges of farmland access and to ensuring the utilization of farmland for farming.
3. The non-profit sector faces limitations in advancing farmland trust activities in BC.
4. Saanich and North Saanich Councils passed motions to explore a farmland trust mechanism and the CRD's draft Regional Growth Strategy currently includes a directive to implement a farmland trust.

### Key Mechanisms for Implementation of Local Government Trust:

#### Land Holding Entity & Jurisdiction

- Municipalities and/or regional government can acquire and hold land
- A farmland trust could be implemented at the municipal or the CRD level. A preference for regional implementation was found. A phased approach was identified as an option; start with implementation in supportive municipalities and expand over time to include more municipalities across CRD (Regional Housing Trust Fund was implemented in this manner).



#### Governance Options

1. Incorporate foodland trust management into the mandate of an existing government department. Governance and operations would be executed by local government staff under the direction of council. Community input would occur through engagement of a citizen advisory board to develop a strategic plan and through the creation of a foodland trust citizen advisory board; or
2. A second approach is to establish a distinct legal entity in the form of a local government corporation to manage the foodland trust (e.g. Capital Region Housing Corporation). This entails the establishment of a board of directors responsible for management of the farmland trust operations and the board can incorporate both community stakeholders and government representatives.

#### Financing & Land Acquisition

- Support was expressed for initiation of a farmland acquisition and management fund to direct public monies to the management of farmland (similar to the way parklands are acquired and managed by local governments).
  - Funds may be raised through property taxes and/or cash-in-lieu amenity contributions and/or development cost charges.
  - Two successful examples in the CRD after which a farmland acquisition and management fund could be modeled are the Regional Parks Land Acquisition Fund (household levy) and the Regional Housing Trust Fund (municipal levy).
- Farmland can be acquired as a Community Amenity Contribution (CAC) or as a result of density bonusing (e.g. Sandown Raceway in North Saanich, Southlands Farm in Delta, Burgoyne Farm, SSI).
- In cases where public land is leased to a non-profit society to manage, the non-profit society can finance land management through channels available to societies;

- Fundraising campaigns, grants, charitable donations of land and/or funds
- Revenue generation activities, e.g. rent from tenants

### Operations

- Land acquisition is managed by local government in line with a strategic plan and with community/stakeholder advisory.
- A fund to support land acquisition and foodland trust operations is managed by local government with community/stakeholder advisory.
- A leasing agreement is established either directly with a farmer to manage production on the land or the land is leased to a non-profit organization who is then responsible for management of land use and day-to-day activities. The non-profit organization can directly manage activities on the land (e.g. Richmond Sharing Farm) or can manage sub-leases/rental agreements with farmers (e.g. Haliburton Community Farm).
  - Partnership with non-governmental organizations for land management was identified as key factor for success of local government farmland trust and as an important oversight mechanism.

### Next Steps for Local Government:

1. **Strike a joint government-key stakeholder task force** to develop a strategic direction and to identify and initiate needed policies to establish a local government farmland trust and acquisition fund.
2. **Use existing public lands to establish a trust framework and develop operations:**
  - a. Examine and build from existing public farmland management models in the region (Newman Farm, Haliburton Farm, Welland Orchard).
  - b. Develop land use of recently acquired public agricultural lands (Sandown Raceway and Panama Flats). Use these existing opportunities as pilots to develop farmland trust framework and operations.
  - c. Identify existing public lands with potential for farming or food activities and develop models to bring these lands into production.
  - d. Build from existing models and opportunities to develop a unified framework for a local government farmland trust model which can then be expanded to future land acquisitions.
3. **Continue to collaborate with the non-governmental sector** to engage the public and municipalities across the CRD and build support for the implementation of a local government farmland trust.

### Acknowledgements

This report is brought to you by CRFAIR, the Capital Region Food and Agriculture Initiatives Roundtable. CRFAIR, is a collaborative initiative of food and farm organizations whose mission is to mobilize and connect efforts to develop a healthy and sustainable food system in the Capital Region. CRFAIR would like to acknowledge Jessica Dennis and Linda Geggie for their work in preparing the report and brief, our collaborators Heather Pritchard of FarmFolk CityFolk and Hannah Wittman from the UBC Faculty of Land and Food System, the District of Saanich and North Saanich and participants in consultations.

**References:** This Policy Brief is a condensed version of a Policy Discussion Report titled. More comprehensive information, and references are found in full report: <http://crfair.ca/resources/reports/>

**For More Information:** please contact the CRFAIR Coordinator, Linda Geggie at lgeggie at telus.net



# Farmland Access in the CRD



*a vibrant, valued and evolving local food and agricultural economy that is rooted in the principles of interdependence, reciprocity and respect.*



## What's happening on the ground?

- research and series of stakeholder consultations
- Report: *Exploring Farm and Food Lands Access in the CRD: A Local Government Farmland Trust Approach*
- Creating directive: Intergovernmental Food Farmland Task Force

### What's a Food & Farmland Trust?

A public land bank for farmland to make it accessible to farmers over the long term and manage it for public benefit

#### Did you know?

A recent study of new and beginning farmers in BC found that the cost of land was the most significant barrier to establishment for new farmers in Southern BC\*

\*Dennis, J. and Wittman, H. 2014. Farmland Access in BC: Project Summary Report.

### Why is now the time for a regional Trust?

Predicted population growth in region (↑30% 2010-36) means increasing land use competition

#### Did you know?

In 2014 public opinion poll, 81% of respondents identified food and farming as a priority land use and 95% of respondents supported ALR?\*

\*McAllister Opinion Research. 2014. BC Public Attitudes Toward Agriculture and Food 2014.

### How does it support food production?

A trust can secure a land base for food growing and teaching, training and learning; all which support growing farmers

#### Did you know?

In the next decade we will lose over 50% of our current farmers to retirement, we need to support new entrants by providing access to training and land today

\*Stats. Canada. (2012b). Table 004-0017 Census of Ag., number of farm operators by sex, age and paid non-farm work, Canada and provinces.

Read the report  
<https://goo.gl/AZpFol>

Find out more  
[www.crfair.ca](http://www.crfair.ca)



Capital Region  
Food and Agriculture  
Initiatives Roundtable