

COUNCIL PRIORITIES PLAN (2022-26 Council)

Last Status Update: December 17, 2024

Council Priority Plan							
Project #	Priority Theme	Project Description	Work Plan (Dept)	Part of Council Priority Plan?	Status	Status Notes (For In Progress Items Included in Council Priority Plan)	Completion Date
1	Housing	Identify options for addressing constraints to affordable and diverse housing (included #2)	Community Building & Planning	No	Superseded	--	--
2	Housing	Develop a strategy for maintaining rental housing stock -- Grouped with Project #1	Community Building & Planning	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
3	Livability	Undertake a 'light review' of the OCP	Community Building & Planning	No	Superseded	--	--
4	Housing	Secondary Suites Incentives Program	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
5	Housing	Develop Infill Housing Program	Community Building & Planning	No	Superseded	--	--
6	Housing	Streamline Building and Planning Department processes - note possible overlap / connection to #59	Community Building & Planning	No	Superseded	--	--
7	Housing	Update Zoning Bylaw	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
8	Housing	Identify how to prevent or reduce building and infrastructure loss from earthquakes, tsunamis, sea level rise etc.	Engineering & Public Works	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
9	Livability	Prepare Village Area Plan(s) for the Oak Bay Village/Cadboro Bay Road corridor and for the Secondary Village areas. Also prepare an Urban Design Plan for Oak Bay Village - connected to CPP#66	Community Building & Planning	Yes	Advance in 2026 or later	--	--
10	Livability	Prepare Fire Master Plan	Fire	Yes	Completed as Council Priority Project	--	2023-11-27

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11	Livability	Support Deer Management Research Program	Strategic Initiatives	No	Operationalized	--	2023-12-14
12	Livability	Analyse Stormwater Management Program Options	Engineering & Public Works	Yes	Completed as Council Priority Project	--	2023-11-27
13	Livability	Update dog-use policies	Parks, Recreation & Culture	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
14	Livability	Prepare Parks, Recreation and Culture Master Plan	Parks, Recreation & Culture	Yes	Advance in 2025	RFP likely to be posted by Q2 2025.	--
15	Livability	Design Carnarvon Park Building	Finance & Asset Management	Yes	Advance in 2025	Council narrowed down building options to two options. Technical analysis was brought forward on Dec. 9. Council chose building Option 3.1 (large pavillion with child care) to move forward to architectural and engineering design. Council adopted proposed implementation plan for remaining park amenities.	--
16	Livability	Develop tools needed to regulate/permit sidewalk patios and prepare associated design guidelines	Community Building & Planning	No	Merged	--	--
17	Livability	Identify options for improving solid waste management at Elgin Road	Engineering & Public Works	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
18	Livability	Prepare an options analysis for a potential temporary off-leash dog park	Parks, Recreation & Culture	Yes	Advance in 2025	--	--
19	Livability	Design and implement a data collection system to monitor the impact of deer on public safety	Strategic Initiatives	No	Removed from Long List	--	--
20	Livability	Review Parks and Recreation memorial bench program	Parks, Recreation & Culture	No	Operationalized	--	2023-12-14
21	Livability	Expand opportunities for dry winter walking at Uplands Park	Parks, Recreation & Culture	Yes	Almost Complete	Equipment and supplies have been ordered. Contract has been awarded. Construction anticipated to be completed in Q1 2025.	--

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22	Livability	Develop a playground replacement policy	Parks, Recreation & Culture	Yes	Completed as Council Priority Project	--	2023-10-23
23	Livability	Ensure service levels as they relate to sidewalks and walkways are restored to what they were five+ years ago	Engineering & Public Works	No	Operationalized	--	2023-12-14
24	Livability	Survey On Street Parking	Engineering & Public Works	No	Merged	--	--
25	Livability	Prepare Comprehensive Asset Management Plan & Undertake Municipal Facilities Planning with Sustainability Lens (Grouped with #38)	Finance & Asset Management	Yes	Advance in 2025	Phase 1 is near completion; Director to report to Council in Q1 2025 with project status update.	--
26/55	Livability	Undertake parking study & preliminary creek/walkway design at Oak Bay Rec Centre.	Engineering & Public Works	Yes	Advance in 2026 or later	--	--
27	Transportation	Prepare an Active Transportation Program based on increased levels of funding and determine how active transportation network can be fully constructed (Includes #28)	Engineering & Public Works	Yes	Completed as Council Priority Project		2024-12-02
28	Transportation	Determine how active transportation network can be fully constructed (Grouped with #27)	--	No	Merged	--	--
29	Transportation	Advance regional cooperation, engagement and planning with regards to active transportation and transit	Engineering & Public Works	No	Operationalized / Became Capital Project	--	2023-12-14
30	Transportation	Encourage car share programs	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
31	Transportation	Expand bike parking	Engineering & Public Works	No	Merged	--	--
32	Transportation	Explore options to provide bus passes to youth 13-18	Engineering & Public Works	No	Operationalized	--	2023-12-14

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33	Climate Change & Environment	Implement Coolkit Program community engagement on urban forestry and climate change	Parks, Recreation & Culture	Yes	Completed as Council Priority Project	--	2024-06-24
34	Climate Change & Environment	Develop an erosion prevention program for McNeil Bay	Engineering & Public Works	Yes	Advance in 2025	The District has received grant funding for design costs. Per terms of the grant, the project must be completed by July 31, 2026. A Council Project Sign-Off is expected in Q1 2025.	--
35	Climate Change & Environment	Develop Community Climate Action Plan (updating of Community Energy Plan from previous Council Priority Plan to provide for broader content)	Community Building & Planning	Yes	Advance in 2025	A Senior Planner -- Climate Action was hired in Q3 and will have started in Q4. The new hire will prepare and seek Council approval on a Project Sign-off, likely in early 2025.	--
36	Climate Change & Environment	Develop Energy Plan for Municipal Operations	Community Building & Planning	Yes	Advance in 2025	A Senior Planner -- Climate Action was hired in Q3 and will have started in Q4. The new hire will prepare and seek Council approval on a Project Sign-off, likely in early 2025.	--
37	Climate Change & Environment	Expand naturalization of Bowker Creek	Engineering & Public Works	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
38	Climate Change & Environment	Undertake municipal facilities planning with sustainability lens (Grouped with #25)	--	No	Merged	--	--
39	Climate Change & Environment	Improve management of boat moorage in District's bays	Corporate Services	No	Operationalized	--	2023-12-14
40	Climate Change & Environment	Improve management of geese	Parks, Recreation & Culture	No	Removed from Long List	--	--
41	Climate Change & Environment	Prepare for Climate-Related Emergencies	Fire	No	Operationalized	--	2023-12-14
42	Diversity & Inclusion	Refresh website	Corporate Services	Yes	Almost Complete	Website was tested in Q4. Launch is anticipated for March 2025, following accessibility testing to ensure the site is inclusive and user-friendly for all. Launch timing will be set to avoid disruptions to recreation program registrations.	--
43	Diversity & Inclusion	Change rules for home-based business	Community Building & Planning	No	Operationalized	--	2023-12-14

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44	Diversity & Inclusion	Improve public (including youth) engagement and connection (neighbourhood meetings, community events etc.)	Corporate Services	No	Operationalized	--	2023-12-14
45	Diversity & Inclusion	Develop program to improve diversity and inclusion	Human Resources	Yes	Almost Complete	Accessibility Committee has been established. Draft Accessibility Plan will have been completed by year end, fulfilling the scope of work set out in the related Project Backgrounder. Any further work would need to be completed separately from this project.	--
46	Diversity & Inclusion	Review Council meeting frequency and timing	Corporate Services	No	Completed as Operationalized Project	Completed as an operationalized project	2023-06-12
47	Truth & Reconciliation	Seek Songhees and Esquimalt Nations, potetial business partners, and community input into future of Turkey Head (Spewhung)	Strategic Initiatives	Yes	Advance in 2025	Council approved Project Sign-Off on Dec. 9, 2024. An RFP seeking communications consultant was posted thereafter. Consultation will occur following engagement of consultant.	--
48	Truth & Reconciliation	Provide training to staff and Council on intercultural competencies, engage with local First Nations	Human Resources	No	Operationalized	--	2023-12-14
49	Truth & Reconciliation	Explore ways to increase economic prosperity for First Nations	Administration	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
50	Truth & Reconciliation	Provide opportunities for community to learn and share in the process of reconciliation	Corporate Services	No	Operationalized	--	2023-12-14
51	Livability	Initiate Uplands Sewer Separation	Engineering & Public Works	Yes	Completed as Council Priority Project	--	2023-11-27
52	Livability	Undertake Options Analyses for Marina (near-term and long-term)	Strategic Initiatives	Yes	Completed as Council Priority Project	--	2024-12-02
53	Climate Change & Environment	GHG & Energy Reduction in Buildings Program (Community Climate Action Working Group Report Implementation)	Community Building & Planning	Yes	Almost Complete	In Q2, Bylaw amendments were prepared and related supportive policy changes were directed by Council. Bylaw amendments were adopted in Q2, with remaining amendments anticipated to be brought forward by the newly hired Senior Planner -- Climate Action, for Council consideration in Q1 2025.	--
54	Truth & Reconciliation	Sitchanalth Willows Shared Knowledge Planning Project	CAO	Yes	Advance in 2025	The grant funding this work has been extended to July 2025 to provide opportunity for further dialogue with Songhees and Esquimalt Nations towards finding a path forward for this project to be completed in a manner, and on a timeline, that works for Songhees and Esquimalt Nations and to align conversations with future projects.	--

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55	Livability	Outline options to advance the vision for the Bowker at Bee Street area as shared in the Friends of Bowker Creek correspondence, including a public engagement component.	--	No	Merged	--	--
56	Climate Change & Environment	Amend the Zoning Bylaw to expand beekeeping opportunities to commercial zoning.	--	No	Completed as Operationalized Project	--	2023-07-10
57	N/A	--	--	No	--	--	--
58	Livability	Prepare Property Maintenance Bylaw	Community Building & Planning	No	Operationalized	--	2023-12-14
59	Housing	Complete Housing & Development Service Optimization Study and Digitize Application Processes - note possible overlap / connection to #6.	Community Building & Planning	No	Superseded	--	--
60	Housing	Initiate administrative and policy changes in response to legislative changes by the Provincial government as part of the BC Homes for People Action Plan	Community Building & Planning	No	Superseded	--	--
61	Housing	OCP update and community consultation process for "Cedar Hill Corner"	Community Building & Planning	No	Superseded	--	--
62	Livability	Possible Growing Communities Fund allocation identified May 8, 2023 - Additional playground improvements.	Parks, Recreation & Culture	No	Not a Council Priority Project	--	--
63	Livability	Possible Growing Communities Fund allocation identified May 8, 2023 - Provide longer and more comprehensive lighting in sports fields.	Parks, Recreation & Culture	No	Not a Council Priority Project	--	--
64	Livability	Possible Growing Communities Fund allocation identified May 8, 2023 - Replace/enhance existing parks water fountains on Beach Drive for modernization.	Parks, Recreation & Culture	No	Not a Council Priority Project	--	--
65	Livability	Possible Growing Communities Fund allocation identified May 8, 2023 - Washroom upgrades at Cattle Point and Willows Beach	Parks, Recreation & Culture	No	Not a Council Priority Project	--	--

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66	Livability	Possible Growing Communities Fund allocation identified May 8, 2023 - Streetscape improvements related to the village area planning project.	Engineering & Public Works	No	Not a Council Priority Project	--	--
67	Housing	Reserve for Response to Province's Housing Target Order (superseded by 72-81)	--	No	Superseded	--	--
68	Climate Change & Environment	Implement climate and sustainability related projects and programs.	Community Building & Planning	Yes	Completed as Council Priority Project	--	2023-11-27
69	Livability	Community Gardens at 1538 Monterey	Parks, Recreation & Culture	No	Operationalized	--	2023-12-14
70	Livability	Comprehensive Park Management Plan at Uplands Park/Cattle Point	Parks, Recreation & Culture	Yes	Advance in 2026 or later	--	--
71	Livability	Parking Bylaw Review	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
72	Housing	Update Zoning Bylaw to accommodate SSMU Zoning (Provincially Required) (by June 2024)	Community Building & Planning	Yes	Completed as Council Priority Project	--	2024-06-24
73	Housing	Update OCP to accommodate SSMU Zoning (Provincially Required) (by June 2024)	Community Building & Planning	Yes	Completed as Council Priority Project	--	2024-12-02
74	Housing	Complete Interim Housing Needs Report (Provincially Required) (by end of 2024)	Community Building & Planning	Yes	Completed as Council Priority Project	Project was completed November 12, 2024.	2024-11-12
75	Housing	Complete Mandated Five-Year Review of OCP (Provincially Required)(2024 and first half 2025)	Community Building & Planning	Yes	Advance in 2025	Council signed off on the project approach on Sept. 23, 2024. Consultants have been selected, with project to start early in 2025.	--
76	Housing	Complete Mandated Pre-Zoning to Implement Updated OCP (second half of 2025)	Community Building & Planning	Yes	Advance in 2025	Council signed off on the project approach on Sept. 23, 2024. Consultants have been selected, with project to start early in 2025. Home-based business (Project #43) will be addressed as part of this initiative.	--

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77	Housing	Prepare Tracking Program (Provincially Required)	Community Building & Planning	Yes	Completed as Council Priority Project	Second report was advanced to Council for receipt and filed.	2024-11-12
78	Housing	Optimize Development Processes (Provincially Triggered)	Community Building & Planning	Yes	Advance in 2025	Council signed off on the project approach on Sept. 23, 2024. Consultants have been engaged and work started in Q4 2024. Phase 1 will be completed by June 2025. Phase 2 will be scoped after that.	--
79	Housing	Respond to increased development interest (Provincially Triggered)	Community Building & Planning	Yes	Advance in 2025	Project is underway. Rezoning applications have increased. Staffing resources are in process of being secured to respond to support change management and respond to increased development interest.	--
80a	Housing	Prepare Amenity Cost Charge Approach (Provincially Triggered)	Finance & Asset Management	Yes	Advance in 2025	Project has been slightly delayed due to a need to run multiple development scenarios. Related report was presented to Council in Q4. Implementation expected to follow thereafter. Implementation is outside project scope and may require additional resources.	--
80b	Housing	Prepare DCC Bylaw (Provincially Triggered/Required?)	Finance & Asset Management	Yes	Advance in 2025	Project has been slightly delayed due to a need to run multiple development scenarios. Related report was presented to Council in Q4. Implementation expected to follow thereafter. Implementation is outside project scope and may require additional resources.	--
81	Housing	Reserve for potential yet-to-come projects triggered by the Province	Community Building & Planning	No	--	--	--
82	Livability	Create a Standards of Maintenance Bylaw for heritage designated properties	Community Building & Planning	Yes	Advance in 2026 or later	--	--
83	Livability	Establish a Heritage Procedures Bylaw	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
84	Livability	Identify further implementation options for all Heritage Program Review recommendations	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
85	Livability	Establish a Heritage Planner service	Community Building & Planning	Yes	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
86	Livability	Create an incentives program for new heritage designations	Community Building & Planning	Yes	Advance in 2026 or later	--	--

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87	Livability	Develop a set of performance indicators for reporting to the public	Strategic Initiatives	No	Prepare Project Backgrounder	Project Backgrounder will be prepared by staff for Council's consideration in mid 2025. At that time, Council can direct whether/how to proceed with this potential project.	--
88	Housing	Implement Remaining Infill Housing Recommendations	Community Building & Planning	No	Prepare Project Backgrounder	A few recommendations can be implemented immediately. For remaining recommendations, a Project Backgrounder will be prepared by staff for Council's consideration in mid 2025. At that time, Council can direct whether/how to proceed with this potential project.	--
89	Diversity & Inclusion	Complete a diversity, equity, and inclusion (DEI) scan of municipal operations and facilities	TBD	No	Prepare Project Backgrounder	Project Backgrounder will be prepared by staff for Council's consideration in mid 2025. At that time, Council can direct whether/how to proceed with this potential project.	--