



BRITISH  
COLUMBIA

VIA EMAIL

Ref. 61441

September 26, 2023

His Worship Kevin Murdoch  
Mayor of the District of Oak Bay  
Email: [mayor@oakbay.ca](mailto:mayor@oakbay.ca)

Dear Mayor Murdoch:

RE: Housing Target Order for the District of Oak Bay

Thank you for your letter of September 14, 2023, in response to the proposed Housing Target Order (Order). Thank you for feedback about the housing targets program. Your suggestions have been directed to Ministry of Housing staff for further consideration.

I have attached the Order for the District of Oak Bay effective October 1, 2023 (see Appendix A). The Order sets out the total five-year housing target to be met by September 30, 2028 and annual cumulative housing targets (Schedule A), housing target performance indicators (Schedule B), and progress reporting dates (Schedule C). The Order will be published on BC Laws and must also be published on the District of Oak Bay's internet site.

I want to thank your staff for working with the provincial team through the target-setting process and the commitment from the District of Oak Bay to address the housing crisis in your community. To address the housing crisis, strong action is required from all levels of government.

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In February 2023, the Province launched the \$1 billion Growing Communities Fund, providing grants to every local and regional government to deliver infrastructure projects necessary to enable growth in their communities. In addition, the Province recently announced \$61 million to support local governments in meeting new density initiatives, including updating Housing Needs Reports, Official Community Plans, and zoning and development finance bylaws. BC Housing's Community Housing Fund and other funding programs give consideration to non-profits, co-operative and municipal housing providers, and First Nations delivering housing in municipalities where housing need is significant. Together, these funding initiatives provide a foundation for local governments to move forward with the implementation of housing targets within their communities, as well as contribute to the wider goal of addressing the housing crisis in B.C.

### **Housing Targets**

Housing targets set out in the Order reflect 75% of the Province's total estimated housing need for the District of Oak Bay. This is the minimum number of completed net new units to be delivered annually and cumulatively for the five-year period of the Order. The District of Oak Bay should strive to achieve 100% of the estimated housing need over the duration of the Order.

Appendix B includes the unit breakdown (size, tenure, unit affordability and supportive housing) as interim guidance for the District of Oak Bay. I encourage the District of Oak Bay to strive toward meeting and monitoring the unit breakdown to deliver the right type of housing needed in your community. The unit breakdown is currently not required but can be reported as supplemental information.

### **Progress Reporting**

Housing target progress reports must be received by Council resolution within 45 days after the end of each reporting period as set out in Schedule C. As soon as practicable after receiving the housing target progress report, the District of Oak Bay must submit the report to the Minister and publish the report on its municipal website.

In addition to reporting on the net new completed units, the District of Oak Bay must also report on information about actions taken and progress toward meeting the housing target order (see housing target performance indicators in Schedule B). If a housing target has not been met, the District of Oak Bay must also report any planned actions toward meeting the housing target within the 2-year period following the report.

I appreciate Oak Bay's concerns about completions as the primary metric for measuring progress towards achieving targets. The Province is committed to measuring the targets against move-in ready housing (completions), however building permits will also be considered as part of the evaluation of municipal efforts to meet targets. In addition to assessing progress towards meeting a housing target, the Province may analyze market conditions, and other external factors, concerning housing development.

**First Nations Engagement**

Municipalities have an important role to play in Reconciliation, particularly with First Nations whose territory includes your municipality and Indigenous peoples living in or near your community. I strongly encourage the District of Oak Bay to frequently and meaningfully engage with First Nations on land use planning to ensure that increased housing supply is responsive to Indigenous housing needs and does not negatively impact on culturally and environmentally sensitive lands.

We appreciate your commitment to working toward our shared housing outcomes.

Sincerely,



Ravi Kahlon  
Minister of Housing

**Attachments:**

Appendix A: Housing Target Order for the District of Oak Bay

Appendix B: Housing Unit Breakdown as Guidance for the District of Oak Bay

pc: Teri Collins, Deputy Minister, Ministry of Housing  
Okenge Yuma Morisho, Deputy Minister, Ministry of Municipal Affairs  
Bindi Sawchuk, Assistant Deputy Minister, Ministry of Housing  
Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs  
Selina Williams, Chief Administrative Officer, District of Oak Bay

## Appendix B – Housing Unit Breakdown as Guidance for the District of Oak Bay

The following guidelines are based on 75% of the Province’s estimated housing need by unit size, tenure, rental affordability, and rental units with on-site supports. Needs are estimated over a five-year timeframe between 2023 and 2028.

UNITS BY SIZE	GUIDELINE
Studio/One bedroom*	446* (1 Bedroom Minimum 183)
Two Bedroom	100
Three or More Bedroom	118

UNITS BY TENURE	GUIDELINE
Rental Units	246
Owned Units	418

**Rental units:** Number of new rental units built in prescribed municipality, including purpose built rental and secondary rental (e.g., secondary suites, accessory dwellings, etc.).

RENTAL AFFORDABILITY	GUIDELINE
Below Market	141
Market	104

**Below Market:** Number of rental units which are at or below 30% of the local Housing Income Limits (HIL) per size.

SUPPORTIVE RENTAL UNITS	TOTAL
With On-site Supports	20

**Supportive rental units with On-Site Supports:** Number of below-market rental units with on-site supports to provide permanent housing for people to transition out of homelessness.