

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2021 - 162	Council Meeting - 29 Apr 2021	Esplanade and Willows Beach Parking	<p>THAT public parking facilities at Willows Beach remain in place as per the normal configuration;</p> <p>AND THAT the Esplanade be restricted to local traffic only as an ongoing pandemic-related restriction until current indoor dining restrictions are lifted;</p> <p>AND FURTHER THAT staff be directed to bring forward options to increase active transportation parking on the Esplanade.</p>	<p>R. Dowling 18 Jan 2024 11:24:21 AM First part complete - Second part assigned. Proposing to include in CPP#14 PRC Master Plan and incorporated in active transportation master plan.</p>	Medium (1-4 weeks)	On Hold
2021 - 172	Council Meeting - 10 May 2021	Pickleball Courts	<p>THAT staff provide information on the costing of an alternate location for the pickleball courts in the area of the Henderson Recreation Centre.</p>	<p>E. Robertson 31 Mar 2025 11:37:14 AM PRC Masterplan will be proceeding starting in Q3 2025 and running into 2026. This item will continue to be On Hold until the outcome of the planning process</p> <p>S. Meikle 09 May 2024 03:13:07 PM PRC Master Plan is scheduled to run from Q2 2024 to Q4 2025</p> <p>R. Dowling 18 Jan 2024 11:25:42 AM Proposing to review as part of CPP#14 PRC Master Plan.</p>	High (1 mo+)	On Hold
2021 - 255	Council Meeting - 12 Jul 2021	Allocation of Public Art Funds 2021	<p>THAT 1% of the Municipal Hall renovation project, amounting to \$7,000, be combined with the Public Art Fund of \$20,000 for the purchase and/or commission of artwork for Municipal Hall;</p> <p>AND THAT the District allocate these funds towards the commissioning of an artwork by an Indigenous artist from the Lekwungen-speaking Peoples on whose traditional territory the District of Oak Bay is located;</p> <p>AND FURTHER THAT the matter be referred to the Public Arts Advisory Committee for input regarding a possible process to engage an artist.</p>	<p>S. Meikle 09 May 2024 03:17:32 PM Q3 2023, Artist from Songhees Nation engaged in project, 12 months completion time minimum expected.</p> <p>R. Dowling 18 Jan 2024 11:35:49 AM In progress - Staff are working with a member of Songhees Nation to provide options to incorporate Indigenous history through art at Municipal Hall - Estimated completion 6-9 months</p>	High (1 mo+)	In Progress

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2021 - 261	Council Meeting - 12 Jul 2021	Parking Restrictions in the vicinity of St. Michael's School	THAT staff engage in further consultation with St. Michael's School and the surrounding neighbourhood to identify options to address the issues related to parking.	<p>S. Rennick 22 Nov 2024 09:15:03 AM Consultation complete (survey results inconclusive); issue has not received significant attention since the new parking area was constructed on the school's property, issue is on hold</p> <p>R. Dowling 18 Jan 2024 11:37:24 AM Consultation complete (survey results inconclusive); Staff to report back to Council in 2024</p>	Medium (1-4 weeks)	On Hold
2021 - 346	Council Meeting - 29 Nov 2021	Plaque Replacement - Walbran Park	THAT the 1925 municipal plaque in Walbran Park be reviewed with the intent of considering its replacement in light of the federal review of their plaque on the same site; AND THAT the review process be informed by and developed in conjunction with the Council Strategic Initiative "First Nations Relationship Building".	<p>R. Dowling 18 Jan 2024 12:02:02 PM Staff are working with Songhees Nation to support the review</p>	High (1 mo+)	In Progress
2021 - 018	Council Meeting - 25 Jan 2021	Small Engine Reduction Strategy	THAT staff plan a small engine reduction or replacement strategy, intended to green municipal operations by reducing energy consumption and pollution over the next 5 years, including a review of District landscaping and maintenance standards, proceeding on the condition that service levels are not impacted, and no incremental operational financial impacts are incurred.	<p>R. Dowling 18 Jan 2024 12:03:52 PM Gradual "greening" of operations is underway as equipment comes up for renewal (multi-year timeframe).</p>	High (1 mo+)	In Progress
2022 - 234	Council Meeting - 28 Mar 2022	Truth and Reconciliation in Oak Bay	<p>THAT the proposed approach for an initial phase of work that includes development of a Truth and Reconciliation Community Resource Tool and Potential Opportunities Summary, as outlined in the staff report, be approved;</p> <p>AND THAT the Mayor be requested to appoint two Council Liaisons to undertake the scope of work as proposed in the staff report;</p> <p>AND FURTHER, THAT staff contact the Administration of the Songhees and Esquimalt Nations to invite participation in this initiative as may be deemed appropriate by the respective Nations.</p>	<p>S. Williams 14 May 2024 09:53:52 AM 2023-11-29 - email to Rev. Hiebert to confirm interest in offering "Understanding the Village" to a group of community members, ReconciliACTION Confirmed interest in training - will provide numbers soon.</p> <p>R. Dowling 31 Oct 2023 01:55:15 PM Task force met over a period and have paused meetings to participate in Indigenous Awareness training and recommended to Council how community awareness could be expanded.</p>	High (1 mo+)	In Progress

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2022 - 436	Council Meeting - 24 May 2022	Gas-powered lawn equipment	THAT the District of Oak Bay adopt a plan to phase out, over a three year period, the use of gas-powered garden equipment, including leaf blowers on all residential properties in Oak Bay beginning in 2023.	<p>A. Boel 28 Mar 2025 04:06:59 PM Follow up for Regulatory Options for Gas-Powered Garden Equipment is currently paused with no specific timeline yet. This topic does need further review in order to determine how restrictions can be established. As part of the approval of the overall Climate Action Program on February 10, 2025 it was included in item 5. Other Climate Action Corporate Support.</p> <p>A. Boel 13 Sep 2024 07:24:32 AM Remains on hold for further review after start Senior Planner - Climate Action on Oct 1, 2024.</p> <p>A. Boel 02 Aug 2024 04:59:24 PM Second round of recruitment of Senior Planner - Climate Action underway.</p> <p>R. Dowling 15 May 2024 09:26:09 AM Recruitment underway for Climate Action Coordinator/Planner</p> <p>R. Dowling 18 Jan 2024 11:33:15 AM Initially paused due to staff vacancy but can now be included in CPP#68 - Climate Action Coordinator/Planner</p>	High (1 mo+)	On Hold
2022 - 522	Council Meeting - 27 Jun 2022	Infrastructure Project Delivery	<p>THAT staff be directed to enhance the District's infrastructure capital delivery capabilities by creating 5 full-time equivalent positions as outlined in the report by the Director of Engineering and Public Works;</p> <p>AND THAT a project management framework policy document that defines best practices and procedures for capital project delivery in Oak Bay, be presented to Council in Q3 of 2023.</p>	<p>E. Robertson 21 Nov 2024 11:11:35 AM Recruitment for Manager of Capital Construction is completed; Jan 06/25 starting date. Two positions remain to be filled and recruitment is in progress.</p> <p>S. Williams 16 May 2024 01:39:09 PM Framework Policy Manual for Capital Programs under development. Recruitment for Manager of Capital Construction impacting delivery; anticipate fourth quarter of 2024.</p> <p>R. Dowling 18 Jan 2024 12:19:03 PM Recruitment remains in progress.</p>	High (1 mo+)	In Progress

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2023 - 079	Council Meeting - 27 Feb 2023	Recreation Building Hours	THAT Council direct staff to report back by June 2024 with a further analysis of staffing levels and a proposal for the cessation or continuation of reduced building hours at Oak Bay Recreation Centre for implementation in September 2024.	<p>E. Robertson 01 Apr 2025 08:44:19 AM This will require a review by the new Director to examine the revenue and expenses of increasing hours, other considerations such as late night security, availability of staff and a survey of other rec centre hours of operation before a meaningful report can be developed.</p> <p>S. Meikle 03 Jul 2024 11:09:05 AM Report to Council delayed to September/October 2024 to allow for completion of lifeguard hiring process for Fall</p> <p>S. Meikle 09 May 2024 03:20:52 PM Report to Council planned for June/July 2024 with analysis of building hours reduction for last 18 months and options for future building hours.</p>	High (1 mo+)	In Progress
2023 - 129	Council Meeting - 27 Mar 2023	Council Code of Conduct Review	THAT Council direct a review of the Code of Ethics in 2024 and that staff bring forward the issue to a Committee of the Whole Meeting in Quarter 1 of 2024.	<p>R. Dowling 04 Jul 2024 10:43:18 AM Policy work will begin in 2024</p>	Medium (1-4 weeks)	Assigned
2023 - 139	Council Meeting - 27 Mar 2023	Derelict Properties	That Council direct staff to provide a New Initiative Impact Assessment report on options for preparing a Bylaw addressing property maintenance.	<p>A. Boel 28 Mar 2025 04:21:04 PM This operationalized direction remains on hold until major housing projects are further along.</p> <p>A. Boel 22 Nov 2024 05:40:30 PM This operationalized direction is on hold until major housing projects are further along.</p> <p>R. Dowling 18 Jan 2024 12:42:55 PM Initiative became CPP#58 and on December 14, 2023, Council operationalized (2023 - 667).</p>	Medium (1-4 weeks)	On Hold
2023 - 163	Council Meeting - 24 Apr 2023	Car Share Facilitation	THAT staff be directed to undertake an amendment to Streets and Traffic Bylaw No. 4100, 2000 to facilitate round trip carshare vehicle stations throughout the District.	<p>R. Dowling 18 Jan 2024 12:44:38 PM Initiative became CCP#30 and on December 14, 2023, Council directed that the project be added to the long list for future consideration of Council priorities.</p>	Low (<1 week)	On Hold

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2023 - 252	Council Meeting - 12 Jun 2023	Annual Sewer Surcharge - Humber/Rutland	THAT Sewer User Charge Bylaw No. 4392 and the Public Sewer Bylaw No. 3891 be amended to implement an annual sewer surcharge to be applied to each house in the Humber and Rutland project areas that have not separated their sewer and connected to the storm sewer lateral starting one year from the substantial completion and acceptance of each sub-catchment.	S. Rennick 09 May 2024 03:46:00 PM This won't happen until 2026  R. Dowling 31 Oct 2023 02:23:13 PM Report coming Q4 2023	Medium (1-4 weeks)	In Progress
2023 - 255	Council Meeting - 12 Jun 2023	Sewer Flow Cost Recovery Analysis	THAT staff be directed to prepare further detail on cost recovery via surcharge and analysis of potential cost savings from reduced sewage flows as monitored by CRD.	S. Rennick 09 May 2024 03:46:54 PM Report coming in 2025, closer to project completion  R. Dowling 31 Oct 2023 02:23:55 PM Report coming Q4 2023	Medium (1-4 weeks)	In Progress
2023 - 301	Council Meeting - 26 Jun 2023	1538 Monterey Avenue & 1531 Hampshire Avenue	THAT an Options Analysis be pursued as part of the Village Area Plan - Council Priority Project (#9) - to assess the costs and long term community wellbeing benefits of various potential uses of 1531 Hampshire Road and 1538 Monterey Avenue.	A. Boel 28 Mar 2025 04:21:44 PM The Village Areas Planning project is currently scheduled for 2026 and onward.  A. Boel 13 Sep 2024 10:49:27 AM The Village Areas Planning project is currently scheduled for 2026 and onward.	High (1 mo+)	On Hold
2023 - 576	Council Meeting - 14 November 2023	Correspondence Management Policy	THAT the draft policy be referred back to staff to incorporate Council's feedback.	C. Anderson 23 Apr 2025 09:34:00 AM Aiming to bring forward at a COTW with Council Procedure Bylaw amendments in the Fall.  C. Anderson 01 Apr 2025 02:30:09 PM Expected to be presented to Council April 2025	Low (<1 week)	In Progress

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2024 - 013	Council Meeting - 08 Jan 2024	Fencing Wessex Close	<p>THAT the fence, installed by the District, on the east side of Foul Bay Road behind the Wessex Close properties be removed along with invasive species next to the existing fence; AND THAT prior to removal, notice be given to adjacent property owners providing an opportunity for individual sections of fence to remain if requested by the owners;</p> <p>AND THAT, where a property owner wishes to keep their section of the existing fence or build a new fence in the same location, or where they have already replaced the District fence with their own fence on District property, the District of Oak Bay will conduct a legal survey and develop a Right of Way Agreement over the District property with that property owner at the expense of the District;</p> <p>AND FURTHER THAT the District of Oak Bay will no longer be responsible for the maintenance and replacement of any future fences in the Wessex Close subdivision along the east side of Foul Bay Road.</p>	<p>E. Robertson 21 Nov 2024 11:16:02 AM Final review is underway. Goal is to have all agreements in place with property owners by Feb 2025.</p> <p>S. Williams 23 Jul 2024 12:56:07 PM once the work is completed, if a balance remains in the reserve, staff will report back to Council.</p> <p>S. Rennick 09 May 2024 03:41:39 PM Engineering staff are working on making agreements with property owners to deal with the fence</p>	High (1 mo+)	In Progress

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2024 - 117	Council Meeting - 11 Mar 2024	GHG and Energy Reduction in Buildings and Other Climate Action Opportunities	<p>THAT staff prepare an amendment to the Building and Plumbing Bylaw No. 4247, 2005 for Step Code and Zero Carbon Step Code with the changes in "GHG and Energy Reduction in Buildings and Other Climate Action Opportunities", with the Step 3 Energy Step Code timeline for Part 3 buildings being moved from 2027 to 2024, and the Zero Carbon Step Code EL-4 implementation timeline moving from July 1, 2024 to September 2024;</p> <p>AND THAT Council approve funding for up to \$10,000 from the Climate Grant operational budget for promotion of Green House Gas energy retrofit programs for existing buildings during 2024;</p> <p>AND THAT staff prepare a report regarding the feasibility and resource requirements for grant and rebate programs in addition to existing provincial and federal retrofit programs (e.g. CleanBC) as well as rebate program options for e-bikes, EV charging, electric garden equipment, or other recommendations from staff;</p> <p>AND FURTHER THAT staff provide the Provincial research that was conducted on the costs of implementing the Energy Code and Zero Carbon Step Code when the bylaw comes back for readings.</p>	<p>A. Boel 28 Mar 2025 05:53:02 PM Part 2 followed up on February 10, 2025 Climate Action Program report (alternate source of funding was accessed for this).</p> <p>Part 3 remains outstanding for actioning sometime in 2025, as per Climate Action Program, reported on February 10, 2025.</p> <p>A. Boel 09 May 2024 01:33:16 PM Part 1 and 4 to May 13, 2024 meeting.</p>	High (1 mo+)	In Progress
2024 - 134	Council Meeting - 11 Mar 2024	Delegation of Authority for Permit Approvals	<p>THAT staff report back on delegation options for Development Permits, Uplands Siting and Design applications and Heritage Alteration Permits that could be delegated to staff as part of Council Priority Project #78 Optimize Development Processes.</p> <p>AND THAT as part of Council Priority Project #78 (Optimize Development Processes) and Council Priority Project #75 (Complete Mandated Five-Year Review of OCP) staff report back with policy options to exclude certain types of projects from requiring a development application in order to further streamline and simplify development approvals.</p>	<p>A. Boel 28 Mar 2025 04:35:08 PM This has been part of the review for Council Priority Project - Optimizing Development Approvals and can be actioned in part 2 of the project anticipated to start in the spring of 2025.</p> <p>A. Boel 09 May 2024 01:37:43 PM Await start of related Council Priority Project.</p>	Medium (1-4 weeks)	On Hold

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2024 - 134	Council Meeting - 11 Mar 2024	Delegation of Authority for Permit Approvals	<p>THAT staff report back on delegation options for Development Permits, Uplands Siting and Design applications and Heritage Alteration Permits that could be delegated to staff as part of Council Priority Project #78 Optimize Development Processes. AND THAT as part of Council Priority Project #78 (Optimize Development Processes)and Council Priority Project #75 (Complete Mandated Five-Year Review of OCP) staff report back with policy options to exclude certain types of projects from requiring a development application in order to further streamline and simplify development approvals.</p>	<p>A. Boel 28 Mar 2025 04:33:56 PM This has been part of the review for Council Priority Project - Optimizing Development Approvals and can be actioned in part 2 of the project anticipated to start in the spring of 2025.</p> <p>A. Boel 02 Jul 2024 06:07:04 PM Further review of potential delegated permit approvals will be included in the scope for Council Priority Project Optimizing Development Approvals, expected to start later this year.</p> <p>A. Boel 09 May 2024 01:38:38 PM Under review in relation to Infill Housing and provincial requirements in Q2.</p>	Medium (1-4 weeks)	On Hold
2024 - 186	Council Meeting - 08 Apr 2024 - 7:00 PM	Blasting Regulation Changes	<p>THAT staff be directed to gather additional public input on the proposed blasting changes outlined in, "Blasting Regulation Changes - Consultation Summary and Next Steps", dated March 18, 2024, through Connect Oak Bay.</p>	<p>A. Boel 28 Mar 2025 05:45:38 PM Consultation completed, but follow up paused due to staff needing to prioritize Council Priority Projects Infill (wrap up), OCP Update, and Optimization of Development Review Processes.</p> <p>A. Boel 13 Sep 2024 07:28:13 AM Consultation starting mid September till mid October followed by reporting back to Council before year end.</p> <p>A. Boel 02 Jul 2024 06:05:47 PM Staff and consultant were unable / unavailable to start this process in June. Consultation has now been re-scheduled for September, after the summer break.</p> <p>R. Dowling 15 May 2024 11:35:57 AM This resolution supersedes 2023-284</p> <p>A. Boel 09 May 2024 01:41:22 PM The requested additional consultation is planned for June 2024.</p>	Medium (1-4 weeks)	On Hold



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2024 - 297	Council Meeting - 13 May 2024 - 7:00 PM	Council Youth Representative	THAT Council approve the establishment of a Youth Representative to the Council of the District of Oak Bay; AND THAT staff be asked to bring back options to establish a youth representative at a future Regular meeting of council for discussion.	C. Anderson 23 Apr 2025 09:22:34 AM Report for Council consideration on at the April 28 Regular Council meeting  C. Anderson 01 Apr 2025 02:31:24 PM Expected to be presented to Council April 2025	High (1 mo+)	Assigned
2024 - 335	Council Meeting - 27 May 2024	TCO 2024-04 - Arden Road Accessible Parking	THAT staff be directed to prepare amendments to the Streets and Traffic Bylaw to delegate authority for establishing accessible parking stalls to the Director of Engineering and Public Works.	S. Rennick 22 Nov 2024 09:16:33 AM Amendments will come back to Council in early 2025  S. Rennick 03 Jul 2024 01:06:27 PM Amendments will come back to Council later in 2024	Low (<1 week)	Assigned
2024 - 332	Council Meeting - 27 May 2024	Youth Bus Pass Options	THAT staff come back with a costed option to provide free bus passes for youth in Oak Bay that currently qualify for LIFE program.	S. Rennick 22 Nov 2024 09:17:04 AM Will target early 2025 for this	Medium (1-4 weeks)	Assigned
2024 - 353	Council Meeting - 03 Jun 2024	Zoning Bylaw Changes for Infill Housing and Provincial Mandate	THAT Council direct staff to bring options for various staff delegated authorities that were heard tonight including options for staff delegated authority for variances for: existing buildings, strata of existing buildings, driveway access regulations, front forms/landings/welcome areas for design elements along frontage minor lot coverage variances	A. Boel 28 Mar 2025 05:43:21 PM Following the October report, this topic has been on hold while Part 1 of CPP #78 (Optimization of Development Review Processes) is being completed. In part 2 of that project, this direction and others regarding delegation will be actioned and reported back on to Council.  A. Boel 13 Sep 2024 08:07:30 AM An upcoming staff report anticipated for October will review this further.  A. Boel 02 Jul 2024 05:56:08 PM To be reviewed in conjunction with upcoming staff report minor variances July 22, 2024	Medium (1-4 weeks)	On Hold
2024 - 448	Council Meeting - 22 Jul 2024	Regulatory Options for Unregulated Long-Term Moorage	THAT the Mayor strike a task force to provide one or more ocean morale management options for Council consideration.	C. Anderson 23 Apr 2025 09:37:40 AM Awaiting further direction	Medium (1-4 weeks)	Assigned

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2024 - 450	Council Meeting - 22 Jul 2024	Review of Home-Based Business Regulations Options	THAT Council direct staff to proceed with option two as outlined in the report titled Home-Based Business Regulations Options dated June 17, 2024, with the scope outline including the following additions: criteria for determining classification rating (i.e. Class 1-6, split, or intermunicipal) restrictions to minimize disturbances to surrounding homes	A. Boel 28 Mar 2025 05:06:20 PM As directed Home Based Business Regulation will be included in the scope for CPP #75 Complete Mandated Five-Year Review of OCP which is currently underway. Details remain to be determined.  A. Boel 02 Aug 2024 05:03:37 PM As directed Home Based Business Regulation will be included in the scope for CPP #75 Complete Mandated Five-Year Review of OCP which is anticipated to be brought forward Q3 or Q4, 2024.	Medium (1-4 weeks)	On Hold
2023 - 666	Council Meeting - 14 Dec 2023	2022-2026 Council Priorities - 2023 Review	THAT staff be directed to include funding for the following projects in the Five Year Financial Plan and that staff advance work on the projects as staff resources are available once funding is approved and that those projects be removed from the Council Priorities Plan (priority projects or potential future projects as applicable): #11 - "Support Deer Management Research Program"; #20 - "Review Parks and Recreation memorial bench program"; #23 - "Ensure service levels as they relate to sidewalks and walkways are restored to what they were five+ years ago"; #29 - "Advance regional cooperation, engagement and planning with regards to active transportation and transit"; #32 - "Explore Options to Provide Free Transit Passes for Youth aged 13-18"; #39 - "Improve management of boat moorage in District's bays"; #41 - "Prepare for Climate-Related Emergencies"; #43 - "Change Rules for Home-Based Businesses"; #44 - "Improve Public Engagement and Connection"; #48 - "Provide Training to Staff and Council on Intercultural Competencies, specifically related to local First Nations communities and culture"; #50 - "Provide opportunities for community to learn and share in the process of reconciliation"; #58 - "Prepare Property Maintenance Bylaw"; and #69 - "Community Gardens at 1538 Monterey".		Medium (1-4 weeks)	In Progress
2024 - 502	Council Meeting - 09 Sep 2024	Contract Award for Supply of Boardwalk, for Uplands Park	THAT the contract for the Uplands Park Boardwalk Project be awarded to Habitat Systems Inc. in accordance with their tender submission, in the amount of \$260,366 plus GST.	E. Robertson 31 Mar 2025 01:11:01 PM Project is expected to be completed in Q2 2025.	Medium (1-4 weeks)	In Progress

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2024 - 511	Council Meeting - 09 Sep 2024	City of Victoria - Official Community Plan Referral	THAT staff provide an update to the City of Victoria's Official Community Plan progress, when the Oak Bay Official Community Plan comes to Oak Bay Council for review.			Assigned
2024 - 513	Council Meeting - 09 Sep 2024	Best Practices Review of Heritage Policy and Procedures	THAT staff include a policy referencing the Standards and Guidelines for the Conservation of Historic Places in Canada in the Official Community Plan.	<p>A. Boel 28 Mar 2025 05:00:19 PM On hold until the Official Community Plan project progresses to policy drafting, anticipated in the spring and summer of 2025.</p> <p>A. Boel 22 Nov 2024 05:56:45 PM On hold until the Official Community Plan project progresses to policy drafting, anticipated in the spring of 2025.</p>	Low (<1 week)	On Hold
2024 - 517	Council Meeting - 09 Sep 2024	Best Practices Review of Heritage Policy and Procedures	THAT the report titled "Best Practices Review of Heritage Policy and Procedures", from the September 9, 2024, meeting agenda, be forwarded to the Oak Bay Heritage Foundation for their information.			Assigned
2024 - 523	Council Meeting - 12 Sep 2024	Carnarvon Park Master Plan Refresh – Public Engagement Summary	THAT staff provide options for moving the pickleball and/or tennis courts to the location of where the the current parking lot is, on the northwest side of the park. during the technical analysis of Options 2, "Pavilion with Community Room" and 3, "Large Pavilion with Childcare".	<p>D. Graham 31 Mar 2025 02:26:38 PM Pickleball and Tennis were moved slightly further towards the North West corner in the Dec 9, 2024 final report. Further review of this will be incorporated in the Detailed Design phase to balance the need for parking and the effectiveness of sound mitigation measures if Picklball is moved closer to the neighbouring homes.</p>	High (1 mo+)	In Progress
2024 - 524	Council Meeting - 12 Sep 2024	Carnarvon Park Master Plan Refresh – Public Engagement Summary	THAT staff bring back potential quick win projects that could be implemented in Carnarvon Park during the construction phase of Carnarvon Park Master Plan Refresh.	<p>D. Graham 31 Mar 2025 01:31:27 PM Quick Win projects will be explored with the consultants in the spring of 2025. Recommendations or results will be reported to Council in a Quarterly Update.</p>	High (1 mo+)	In Progress
2024 - 557	Council Meeting - 15 Oct 2024 - 7:00 PM	<strong>Community to Community (C2C) Grant Funding	THAT, with confirmation of interest from First Nations partners, staff, in consultation with Council, work with the Songhees and Esquimalt First Nations to develop a Relationship Agreement to		Low (<1 week)	In Progress
2024 - 571	Council Meeting - 15 Oct 2024 - 7:00 PM	Delegation of Approval for Minor Development Variance Permit Applications	THAT item 9.3 Delegation of Approval for Minor Development Variance Permit Applications be deferred to a future meeting and direct staff to consider options for capping the total number of minor variances that can be considered within a minor variance application.	<p>A. Boel 28 Mar 2025 04:31:40 PM This topic has remained on hold while the Infill Housing, OCP Update and Optimization projects were given priority.</p> <p>A. Boel 22 Nov 2024 05:48:37 PM This topic was put on hold by staff while bylaw changes for Infill Housing are being considered.</p>	Medium (1-4 weeks)	On Hold

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2024 - 612	Council Meeting - 12 Nov 2024 - 7:00 PM	(HRA00012) – 1318 Transit Road	THAT the property at 1318 Transit Road be added to the Community Heritage Register.	A. Boel 22 Nov 2024 05:41:24 PM This will be actioned as part of the application file wrap up.	Low (<1 week)	Assigned
2024 - 619	Council Meeting - 12 Nov 2024 - 7:00 PM	Cool It! Climate Leadership Training Program 2024/2025	THAT Council approve funding of up to \$6,000 from the Climate Action Reserve Fund to support the BC Sustainable Energy Association (BCSEA) Cool It! Climate Leadership Training to deliver workshops and training in the District of Oak Bay during the 2024/2025 school year.			Assigned
2024 - 622	Council Meeting - 12 Nov 2024 - 7:00 PM	Comm. Assoc. of OB & OB Climate Force - Housing, Infrastructure, and Climate Resilience	THAT Council refer "Community Association of Oak Bay & Oak Bay Climate Force - Housing, Infrastructure, and Climate Resilience" to staff to provide a report to Council on the implications of submitting an expression of interest form, as recommended by the presentation.	A. Boel 22 Nov 2024 05:44:38 PM This item will be further discussed with other departments before a report can be prepared.	Medium (1-4 weeks)	Assigned
2024 - 644	Council Meeting - 25 Nov 2024 - 7:00 PM	Oak Bay Avenue and Wilmot Place Crosswalk	THAT Traffic Control Order TCO 2024-12 to relocate current the police post on the south side of Oak Bay Avenue to the north side of the Avenue, be adopted;  AND THAT the planters currently located on the north and south side of Oak By Avenue at Wilmot Place be replaced with concrete curb bulges.			Assigned
2024 - 648	Council Meeting - 25 Nov 2024 - 7:00 PM	(HRA00014) – 1566 Hampshire Road	THAT the property at 1566 Hampshire Road be added to the Community Heritage Register.			Assigned
2024 - 670	Council Meeting - 02 Dec 2024	Department Service Levels	THAT a project backgrounder for a potential Council Priority Project be created regarding the development of a set of performance standards/indicators, for the purpose of reporting to Council and the public.	S. Bagh 05 Dec 2024 12:18:47 PM This will be brought back to Council along with the Q2 Quarterly Report in mid-2025.	Low (<1 week)	In Progress
2024 - 674	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	AND FURTHER THAT the following projects be considered complete once the projects have been finished: #21 - "Expand Opportunities for Dry Winter Walking at Uplands Park and Establish Costs for Developing Comprehensive Management Plan"	S. Bagh 21 Mar 2025 08:46:40 AM Once PRC completes this project, Strategic Initiatives will mark it complete in the next Council Priorities Project Update, which gets posted to the District's website.		Assigned
2024 - 674	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	AND FURTHER THAT the following projects be considered complete once the projects have been finished: #45 - "Develop Program to Improve Diversity and Inclusion"	S. Bagh 21 Mar 2025 08:51:55 AM Once Strategic Initiatives is advised this work is complete, Strategic Initiatives will mark it as such in the next Council Priorities Projects update which is posted on the District's website.		Assigned
2024 - 675	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to continue to advance the following Council Priorities Plan projects: #14 - "Prepare Parks, Recreation and Culture Master Plan"	E. Robertson 31 Mar 2025 11:59:02 AM In Q2 2025 a consultant is being selected to undertake the project	High (1 mo+)	In Progress

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2024 - 675	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to continue to advance the following Council Priorities Plan projects: #15 - "Design Carnarvon Park Building"	D. Graham 31 Mar 2025 01:49:01 PM This project continues to advance as per resolutions #2024-701, 702, 704, 705, 706. Detailed design and community engagement will continue to mid 2026 resulting in tender ready packages for each phase of the park renewal.	High (1 mo+)	In Progress
2024 - 675	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to continue to advance the following Council Priorities Plan projects: #18 - "Prepare an Options Analysis for a Potential Temporary Off-Leash Dog Park"			Assigned
2024 - 675	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to continue to advance the following Council Priorities Plan projects: #34 - "Develop an Erosion Prevention Program for McNeill Bay"			Assigned
2024 - 675	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to continue to advance the following Council Priorities Plan projects: #34 - "Develop an Erosion Prevention Program for McNeill Bay"			Assigned
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #35 - "Develop Energy Plan for Municipal Operations (updating of Community Energy Plan from previous Council Priority Plan to provide for broader content)"	A. Boel 30 Mar 2025 07:46:24 PM Project sign off under preparation for Council consideration Q2, 2025	High (1 mo+)	In Progress
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #36 - "Develop Community Climate Action Plan"	A. Boel 30 Mar 2025 07:47:03 PM Project sign-off under preparation for Council consideration Q2, 2025	High (1 mo+)	In Progress
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #47 - "Seek Songhees and Esquimalt Nations and Community Input into Future of Turkey Head (Spewhung)"	S. Bagh 21 Mar 2025 08:55:41 AM Consultants have commenced Phase 1 (Engagement with Songhees and Esquimalt Nations) work. The next report to Council on this project is anticipated for July 2025.  S. Bagh 12 Feb 2025 03:10:15 PM Council has approved the Project Sign-Off. An RFP has been posted. A consultant has been selected. Contract award anticipated by end of February. Project start anticipated by March 2025.  S. Bagh 05 Dec 2024 12:40:05 PM Status will be reflected in next quarterly updates and Council Priority Plan update. Project will be advanced as determined by Council following Council Project Sign-Off.	High (1 mo+)	In Progress

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #54 - "Sitchanalth Willows Shared Knowledge Planning Project"			Assigned
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #75 - "Complete Mandated Five-Year Review of OCP (Provincially Required)(2024 and first half 2025)"	A. Boel 30 Mar 2025 07:50:00 PM Project underway. Engagement strategy presented to Council Feb. 10, 2025. Proposed engagement materials and direction to be considered by Council in April 2025.	High (1 mo+)	In Progress
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #76 - "Complete Mandated Pre-Zoning to Implement Updated OCP (Provincially Required) (second half of 2025)"	A. Boel 30 Mar 2025 07:52:39 PM Project combined with CPP #75 (OCP Update). Preparations underway for May 2025 public engagement.	High (1 mo+)	In Progress
2024 - 676	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects in 2025: #78 - "Optimize Development Processes"	A. Boel 30 Mar 2025 07:53:44 PM Part 1 of this project received scope sign-off in September 2024. Report to Council on results under preparation for May 2025 consideration.	High (1 mo+)	In Progress
2024 - 677	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects once departmental capacity is available through completion of earlier-assigned projects: #9/16 - "Prepare Village Area Plan(s) for the Oak Bay Village/Cadboro Bay Road corridor and for the Secondary Village areas and Design Plan for OB Village"	A. Boel 30 Mar 2025 07:55:28 PM Anticipated earliest opportunity to start advancing this project is late 2025, for a possible 2026 start. Meanwhile CPP#75 OCP Update does explore high level land uses relevant for future Village Areas planning.	High (1 mo+)	On Hold
2024 - 677	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects once departmental capacity is available through completion of earlier-assigned projects: #26/55 - "Extend Bowker Creek public walkway from Oak Bay High School to Bee Street / Outline options to advance the vision for the Bowker at Bee Street area as shared in the Friends of Bowker Creek correspondence, including public engagement"			Assigned
2024 - 677	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to advance the following Council Priorities Plan projects once departmental capacity is available through completion of earlier-assigned projects: #70 - "Prepare Comprehensive Park Management Plan at Uplands Park/Cattle Point"	E. Robertson 01 Apr 2025 09:55:46 AM Development of this Plan is proposed to be in the 2026 budget	High (1 mo+)	Assigned

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2024 - 678	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	<p>THAT staff be directed to provide funding for the following project in the Five Year Financial Plan and, once funded, list those projects in the Council Priority Plan for initiation in 2026 or beyond:</p> <p>#82 - "Create a Standards of Maintenance Bylaw for heritage designated properties"</p>	<p>S. Bagh 21 Mar 2025 09:03:13 AM This project is included in the Five Year Financial Plan under consideration by Council.</p> <p>S. Bagh 05 Dec 2024 12:43:25 PM Will be listed as a Council Priority Project in next Council Priority Plan update if/once funded through the Five Year Financial Plan.</p>	Low (<1 week)	In Progress
2024 - 678	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	<p>THAT staff be directed to provide funding for the following project in the Five Year Financial Plan and, once funded, list those projects in the Council Priority Plan for initiation in 2026 or beyond: #86 - "Create an incentives program for new heritage designations"</p>	<p>S. Bagh 21 Mar 2025 09:05:04 AM Funding for this project is included in the Five Year Financial Plan under consideration by Council.</p> <p>S. Bagh 05 Dec 2024 12:42:37 PM Will be listed as a Council Priority Project in next Council Priority Plan update if/once funded through the Five Year Financial Plan.</p>	Low (<1 week)	In Progress
2024 - 681	Council Meeting - 02 Dec 2024	2022-2026 Council Priorities -- 2024 Review	THAT staff be directed to prepare a project backgrounder on providing a diversity, equity and inclusion scan of all municipal operations and facilities.			Assigned
2024 - 685	Council Meeting - 02 Dec 2024	Mailing of Annual Survey	<p>THAT the following motion be referred to staff to provide options on how to increase diversity of respondents in the annual survey:</p> <p>THAT staff be directed to distribute information about completing the annual survey regarding Council priorities that is advertised with the property tax notices to all residences in Oak Bay in a mail out separate from the property tax bill to encourage more feedback from our residents that rent their homes.</p>	<p>S. Bagh 21 Mar 2025 12:03:07 PM Staff will reach out to renters and other underrepresented groups by implementing targeted promotion and direct outreach efforts. Plans for publicizing the 2025 Community Questionnaire include a direct mail campaign to reach to renters. This includes connecting with local property management groups, sending direct mailouts, and exploring additional ways to engage underrepresented communities more effectively.</p>		In Progress

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2024 - 701	Council Meeting - 09 Dec 2024	Carnarvon Park Master Plan Refresh and Main Building Design Options	THAT Council select Option 3.1 "Large Pavilion with Childcare" of the proposed building conceptual design options to proceed to the detailed architectural and engineering process as outlined in the report titled "Carnarvon Park Master Plan Refresh and Main Building Design Options", authored by Steve Meikle, Director Parks, Recreation and Culture dated December 9, 2024.	D. Graham 31 Mar 2025 01:54:54 PM The RFP for Architectural and Engineering Teams to complete the work closed on March 27, 2024 and the selection committee is expected to make a recommendation by April 11th. Pending Council approval of the contract, work will commence with the first phase of public engagement scheduled for the summer of 2024. Design work will continue, with several Council touch-points, until mid 2026 resulting in tender ready packages for each phase of the work.	High (1 mo+)	In Progress
2024 - 702	Council Meeting - 09 Dec 2024	Carnarvon Park Master Plan Refresh and Main Building Design Options	THAT Council select the Net Zero Carbon and Net Zero Energy levels of sustainability for the building design of Option 3.1 . "Large Pavilion with Childcare" as outlined in the report titled "Carnarvon Park Master Plan Refresh and Main Building Design Options", authored by Steve Meikle, Director Parks, Recreation and Culture dated December 9, 2024 .	D. Graham 31 Mar 2025 02:03:14 PM The RFP for Architectural and Engineering Teams to complete the work closed on March 27, 2024 and the selection committee is expected to make a recommendation by April 11th. Pending Council approval of the contract, work will commence with the first phase of public engagement scheduled for the summer of 2024. Design work will continue, with several Council touch-points, until mid 2026 resulting in tender ready packages for each phase of the work. Net Zero Carbon and Net Zero Energy is part of the scope of work.	High (1 mo+)	In Progress
2024 - 706	Council Meeting - 09 Dec 2024	Carnarvon Park Master Plan Refresh and Main Building Design Options	THAT Council approve of the Carnarvon Park Master Plan Refresh park amenity upgrades phased implementation plan as proposed.	D. Graham 31 Mar 2025 02:05:47 PM The RFP for Architectural and Engineering Teams to complete the work closed on March 27, 2024 and the selection committee is expected to make a recommendation by April 11th. Pending Council approval of the contract, work will commence with the first phase of public engagement scheduled for the summer of 2024. Design work will continue, with several Council touch-points, until mid 2026 resulting in tender ready packages based on the phased approach outlined in the Dec 9, 2024 Council meeting.	High (1 mo+)	In Progress



Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2024 - 709	Council Meeting - 09 Dec 2024	Council Project Sign-Off - Turkey Head (Spewhung Point) Consultation	The question was called on the main motion as amended: THAT "Council Priority Project #47: Seek Songhees and Esquimalt Nations and Community Input into Future of Turkey Head (Spewhung)" be delivered per the approach set out in the Council Project Sign-Off (Attachment 1) in the report from the Director of Strategic Initiatives, dated December 9, 2024, with Council input included in the consultant selection by staff following an RFP process.	S. Bagh 21 Mar 2025 09:14:50 AM Project has commenced and is proceeding per consultant proposal approved by Council.  S. Bagh 12 Feb 2025 03:05:16 PM Council has evaluated proposals and selected a consultant. Contract has been sent to selected consultant for review. Once contract signed, the project will commence. Project start anticipated for March 2025.		In Progress
2024 - 712	Council Meeting - 09 Dec 2024	Council Project Sign-Off - Turkey Head (Spewhung Point) Consultation	THAT staff be directed to obtain a geotechnical assessment of the Turkey Head (Spewhung Point) site, including seismic testing.	S. Bagh 12 Feb 2025 03:07:36 PM A consultant has been commissioned to complete this work. Project work expected to be complete by end of March 2025.  R. Putnins 20 Dec 2024 12:08:16 PM S. Bagh 17 Dec 2024 10:53:34 AM An RFQ was distributed to three firms for quotes on Dec. 11. Proposals due Jan. 9. After that, proposals will be reviewed and, if appropriate, a contract signed for completion of the work. Work to be completed within six weeks of contract award		In Progress
2024 - 716	Council Meeting - 09 Dec 2024	Elgin Road Public Works / Parks Site - Space Implications and Options	THAT options for modifying services at Elgin Road Public Works Yard, presented in the report titled "Elgin Road Public Works / Parks Site - Space Implications and Options", be presented to the public through Connect Oak Bay to receive feedback on the options, and the results be brought back to Council for consideration. AND THAT staff be directed to bring back options and impacts of using the southern portion of the Goldsmith Street parking lot as a secure parking area.			Assigned
2025 - 005	Council Meeting - 13 Jan 2025	Accessibility Plan	THAT the Accessibility Plan be approved; AND THAT staff work with a consultant to report back to Council with an implementation plan that includes the feasibility and resource implications of the sixteen recommendations outlined in the draft Accessibility Plan.	C. Anderson 23 Apr 2025 09:35:39 AM Consultant has been retained, project in progress.		In Progress
2025 - 009	Council Meeting - 13 Jan 2025	Heat Pump Siting Options to Advance Climate Action	THAT staff develop a best practice guide for noise attenuation related to heat pump siting.		High (1 mo+)	In Progress

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2025 - 023	Council Meeting - 20 Jan 2025	Tender OBMH 31-2024 Estevan Storm Sewer and Outfall Replacement	THAT tender OBMH 31-2024 for Estevan Storm Sewer and Outfall Replacement be awarded to Don Mann Excavating Ltd. in accordance with their tender submission of \$6,069,567.44 plus GST.			Assigned
2025 - 025	Council Meeting - 20 Jan 2025	(HAP) Update #2	THAT the program next steps and timing presented in the report titled Housing Action Program (HAP) Update #2 be endorsed.	A. Boel 30 Mar 2025 08:03:07 PM A follow up third update is anticipated for the fall of 2025, in conjunction with Council Priorities Planning and Budget processes.	High (1 mo+)	In Progress
2025 - 057	Council Meeting - 10 Feb 2025	Heritage Revitalization Agreement/ OCP Amendment - 1558 Beach Drive	THAT staff draft an Official Community Plan Amendment Bylaw for the property located at 1558 Beach Drive for consideration of first and second reading. AND THAT staff draft a Heritage Revitalization Agreement Bylaw for the property located at 1558 Beach Drive for consideration of first and second reading;  AND THAT staff draft a Heritage Designation Bylaw for the property located at 1558 Beach Drive for consideration of first and second reading;  AND THAT staff draft a Housing Agreement Bylaw for the property located at 1558 Beach Drive for consideration of first and second and third reading.			Assigned
2025 - 060	Council Meeting - 10 Feb 2025	Climate Action Program	THAT staff be directed to implement the Climate Action Program (CAP) as described in this report using funding from the Climate Action Reserve Fund provided by the Province through the Local Government Climate Action Program (LGCAP).	A. Boel 30 Mar 2025 09:49:15 PM Implementation of the Climate Action Program has started, and progress will be reported on annually.	High (1 mo+)	In Progress
	Council Meeting - 10 Feb 2025	Climate Action Program	THAT staff be directed to annually update Council on the status of the Climate Action Program.	A. Boel 30 Mar 2025 09:50:05 PM Next annual update at the start of 2026.	Medium (1-4 weeks)	In Progress
2025 - 064	Council Meeting - 10 Feb 2025	McNeill Bay Erosion Prevention Program - Council Project Sign-off	THAT the scope of work to develop an Erosion Prevention Program for McNeill Bay be approved as outlined in the February 10, 2025 Council Project Sign-Off.			Assigned
2025 - 085	Council Meeting - 18 Feb 2025	Amendment Bylaws for the Refinement of the Infill Housing Program	THAT Zoning Bylaw No. 3531, 1986, Amendment Bylaw No. 4894, 2025, be referred back to staff to reduce impermeable surface coverage in R-4 and R-5 Zones to be more inline with what is currently provided for paved surfaces. AND THAT options be brought back to Council for consideration.	A. Boel 30 Mar 2025 09:52:33 PM Further information is being compiled and a report back anticipated for April or May 2025.	Medium (1-4 weeks)	In Progress

Resolution Number	Meeting	Meeting Item Description	Resolution Text	Comments	Time Required	Follow-Up Status
2025 - 096	Council Meeting - 24 Feb 2025	UBCM Emergency Preparedness Fund - EOC Equipment/Training Grant	THAT staff apply to the 2025 UBCM Community Emergency Preparedness Fund -Emergency Operations Centre Equipment and Training Grant for funding to advance the District of Oak Bay's planning and emergency response capacity by equipping the District Emergency Operation Centre with the necessary equipment and by providing Emergency Operations Centre training to District staff.	F. Macdonald 25 Mar 2025 03:37:22 PM Grant application submitted to UBCM, waiting for approval status.	High (1 mo+)	In Progress
2025 - 097	Council Meeting - 24 Feb 2025	(HAD00015) - 2560 Orchard Avenue	THAT the property at 2560 Orchard Avenue be added to the Community Heritage Register.			Assigned
2025 - 133	Council Meeting - 10 Mar 2025	(DP000052) - 2101 Sutherland Road	THAT Development Permit (DP000052) for the construction of two new single-family homes in the Infill Residential Development Permit Area, for the property located at 2101 Sutherland Road be approved. AND THAT staff be directed to work with the applicant to consider dark sky lighting and drought tolerant plants in the landscape design.			Assigned
2025 - 155	Council Meeting - 24 Mar 2025	HAP00034 – 1052 Newport Avenue	THAT the Heritage Alteration Permit (HAP00034) for the property located at 1052 Newport Avenue be approved.			
2025 - 169	Council Meeting - 24 Mar 2025	NOM - Henderson Haultain-Estevan Bikeway public engagement	THAT staff reach out to answer questions and receive design feedback from the Carrick, Haultain, Epworth, Florence, Eastdowne (CHEFE) neighbourhood group in advance of the Haultain-Eastdowne Estevan bikeway item returning to Council.			
2025 - 170	Council Meeting - 24 Mar 2025	Victoria Family Court and Youth Justice Committee	THAT the Victoria Family Court and Youth Justice Committee 2024 Annual Report, be received.			Assigned