

# COUNCIL PRIORITIES PLAN (2022-26 Council)

Last Status Update: June 25, 2025

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options for addressing constraints to affordable and diverse housing (included #2)	Community Building & Planning	No	Superseded	--	--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3	Livability	Undertake a 'light review' of the OCP	Community Building & Planning	No	Superseded	--	--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	No	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5	Housing	Develop Infill Housing Program	Community Building & Planning	No	Superseded	--	--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Building and Planning Department processes - note possible overlap / connection to #59	Community Building & Planning	No	Superseded	--	--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	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--

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8	Housing	Identify how to prevent or reduce building and infrastructure loss from earthquakes, tsunamis, sea level rise etc.	Engineering & Public Works	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
9/16	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
11	Livability	Support Deer Management Research Program	Strategic Initiatives	No	Operationalized	The Province has provided grant funding to the Urban Wildlife Stewardship Society to undertake research in 2025 and to prepare a final report. UWSS's report was received in Q2. The District has reached out to the Province to find out whether the report is sufficient to allow the Province to permit deer immuno-contraception outside the context of a research program. A response is anticipated in Q3 2025.	--
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	No	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	A new Director of Parks, Recreation and Culture commenced work in May 2025. The new Director is reviewing the scope of work and approach detailed in the Council Project Sign-off previously approved by Council and will approach Council for changes if necessary and if no changes are necessary, will proceed to issue an RFP for this work in Q3.	--
15	Livability	Design Carnarvon Park Building	Finance & Asset Management	Yes	Advance in 2025	Technical analysis was brought forward on December 9, 2024. Council chose building Option 3.1 (large pavillion with child care) to move forward to architectural and engineering design. On April 28, 2025 Council awarded tender for design to Shape Architecture. Public and partner engagement will be initiated in Q3. Schematic design expected to be advanced to Council by year end 2025.	--

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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	No	Placed on Long List (Potential Future Project, Not Yet Funded)	Staff sought direction from Council at their regular meeting of June 23, 2025 regarding the connection between CPP #17 and a related Council Resolution (2024-716) via a Project Options Analysis. Council directed staff to bring back CPP #17, including engagement for consideration at the year-end review of Council Priorities in Nov/Dec 2025.	--
18	Livability	Prepare an options analysis for a potential temporary off-leash dog park	Parks, Recreation & Culture	Yes	Advance in 2025	Related report to Council is targetted to be advanced in Q3.	--
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	No action undertaken year to date. Awaiting input from new Parks, Recreation and Culture Director.	--
21	Livability	Expand opportunities for dry winter walking at Uplands Park	Parks, Recreation & Culture	Yes	Completed as Council Priority Project	Equipment and supplies have been ordered. Contract has been awarded. Construction completed in Q2 2025. Post construction refinements to non-boardwalk areas will be completed in Q3.	--
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	A new capital (sidewalk replacement) project was created in the Financial Plan in 2024 for approx. \$500K/year. This budget is being accessed to address tripping hazards and broken sidewalks.	--

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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 was completed in April 2025. Phase 2 work underway including implementation of Enterprise Asset Management system, development of standards/practices and completion of Asset Management Plans and conditions reports. Phase 2 will take at least 2 years. A progress and decision report will be forwarded to Council in Fall 2025. Council will be asked to identify service levels to be incorporated in Financial Plan.	--
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	Engineering staff participate in CRD's Transportation Working Group.	--
30	Transportation	Encourage car share programs	Community Building & Planning	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
31	Transportation	Expand bike parking	Engineering & Public Works	No	Operationalized	--	--

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32	Transportation	Explore options to provide bus passes to youth 13-18	Engineering & Public Works	No	Operationalized	Council directed staff to investigate ways to provide passes to families in LIFE program. Staff are working on finding an avenue to provide these passes through partnerships with non-profit agencies. As per Council direction of June 23, 2025, staff will, as soon as possible, prepare a report outlining costs to fund youth bus passes for families enrolled in the LIFE program.	--
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 planning/design costs. Per terms of the grant, the project must be completed by July 31, 2026. Council Project Sign-Off took place on Feb 10, 2025. RFP for preliminary design closed mid-June. Songhees and Esquimalt Nations have been notified of project. Preliminary design expected to be completed Q1 2026.	--
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	Council approved Project Sign-off on May 5, 2025. Initial Community Climate Action planning will take place through OCP update project.	--
36	Climate Change & Environment	Develop Corporate Climate Action Plan	Community Building & Planning	Yes	Advance in 2025	Council approved Project Sign-off on May 5, 2025. Contracted will be awarded for Corporate Climate Action Plan in Q3.	--
37	Climate Change & Environment	Expand naturalization of Bowker Creek	Engineering & Public Works	No	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	Council directed Mayor to strike a taskforce. Terms of Reference and membership for a Derelict Boats Task Force have been established. Staff are working to secure consultant resources to support the Task Force. Report back to Council may be available by year end.	--

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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	The Emergency Program has revised and updated personal emergency preparedness curriculum. Staff are in the process of re-engaging volunteer teams to delivery updated curriculum. Oak Bay participates in a CRD regional commission that produces standardized emergency preparedness public educational workbook and related material and initiatives. Oak Bay works closely with provincial bodies to support severe weather (heat and cold) responses.	
42	Diversity & Inclusion	Refresh website	Corporate Services	Yes	Completed as Council Priority Project	Website launched on March 20, 2025.	2025-03-20
43	Diversity & Inclusion	Change rules for home-based business	Community Building & Planning	No	Operationalized	This will be explored through OCP update project.	
44	Diversity & Inclusion	Improve public (including youth) engagement and connection (neighbourhood meetings, community events etc.)	Strategic Initiatives	No	Operationalized	Oak Bay will be updating its approach to community engagement by developing an Engagement Framework to clearly communicate Oak Bay's commitments to public engagement in alignment with IAP2 practices and developing an Engagement Toolkit to provide staff with a structured process for delivering on engagement initiatives. This work is anticipated to be completed in Q3 2025.	
45	Diversity & Inclusion	Develop program to improve diversity and inclusion	Corporate Services	Yes	Completed as Council Priority Project	Accessibility Plan has been completed and adopted, thus completing this Council Priority Project. Council directed preparation of a feasibility study and identification of resource implications. Consultant has been engaged to undertake work. Completion anticipated by year end. This project is related to CPP #89.	2025-01-13
46	Diversity & Inclusion	Review Council meeting frequency and timing	Corporate Services	No	Completed as Operationalized Project	--	2023-06-12
47	Truth & Reconciliation	Seek Songhees and Esquimalt Nations, potential business partners, and community input into future of Turkey Head (Spewhung)	Strategic Initiatives	Yes	Advance in 2025	A consultant was engaged in Q1. First phase of work (First Nations engagement) commenced in Q2. Next update to Council anticipated in Q3. Project details available on Connect Oak Bay. <a href="https://connect.oakbay.ca/turkey-head-spewhung-point-consultation">https://connect.oakbay.ca/turkey-head-spewhung-point-consultation</a>	--

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48	Truth & Reconciliation	Provide training to staff and Council on intercultural competencies, engage with local First Nations	Human Resources	No	Operationalized	Council and staff have taken part in workshops building relationships with Tsartlip Nation members. Council & Songhees and Esquimalt Nation leaders came together for a “Saturday Journey” through significant areas of Oak Bay to learn with and from one another, deepening understanding and building relationships. In April 2025, the District purchased 3 copies of "The Truth and Reconciliation Game", a guided learning tool designed to support meaningful conversations about Indigenous history, residential schools, and ongoing impacts of colonization. Copies are available for Council, staff & community use. Two cultural tours through Songhees Tourism have been scheduled for June 2025; one for Council and another for District staff.	--
49	Truth & Reconciliation	Explore ways to increase economic prosperity for First Nations	Administration	No	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	An invitation was extended to ReconciliACTION Oak Bay to participate in a District-funded "Understanding the Village" training session. The District is awaiting a response. Community organizations are invited to apply for Grants-in-Aid to support community reconciliation initiatives. No work undertaken year-to-date in 2025.	--
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	Completed as Council Priority Project	Energy step code and zero carbon step code changes were implemented in 2024. Heat pump regulation changes were made Q2 2025 and a brochure was completed.	2025-04-28
54	Truth & Reconciliation	Sitchanalth Willows Shared Knowledge Planning Project	CAO	Yes	Advance in 2025	The grant funding this work expires in July 2025. Project focus has shifted to Turkey Head (Spewhung Point). Related work is being undertaken as part of CPP #47.	--

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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	Merged w/ 26	--
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	No actions undertaken yet in 2025 due to departmental focus on delivering Council Priority projects. Tentatively planning to action later in 2025 with consultant support.	--
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	--	--

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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	--	--
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 (superceded 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	No work undertaken year-to-date in 2025.	--
70	Livability	Comprehensive Park Management Plan at Uplands Park/Cattle Point	Parks, Recreation & Culture	Yes	Advance in 2026 or later	--	--

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71	Livability	Parking Bylaw Review	Community Building & Planning	No	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	--	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	Project started early in 2025. Community engagement undertaken in May 2025. Following that, a draft OCP will be prepared by consultants, with additional community engagement in Fall 2025. This project is combined with CPP#76.	--
76	Housing	Complete Mandated Pre-Zoning to Implement Updated OCP (second half of 2025)	Community Building & Planning	Yes	Advance in 2025	Project started early in 2025. Community engagement undertaken in May 2025. Following that, a draft Zoning Bylaw will be prepared by consultants, with additional community engagement in Fall 2025. This project is combined with CPP#75.	--
77	Housing	Prepare Tracking Program (Provincially Required)	Community Building & Planning	Yes	Completed as Council Priority Project	--	2024-11-12
78	Housing	Optimize Development Processes (Provincially Triggered)	Community Building & Planning	Yes	Advance in 2025	Part 1 results/recommendations were presented to Council on May 20, 2025. Part 2 will now be scoped and brought to Council for Sign-Off in Q3 2025.	--

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79	Housing	Respond to increased development interest (Provincially Triggered)	Community Building & Planning	Yes	Advance in 2025	Staffing resources were secured as of May 2025 to respond to support change management and respond to increased development interest. It is noted, however, that the Department is still short-staffed due to a vacancy. Staff are working to fill the vacancy. In the meantime, consultants are being used to, in part, address capacity constraints.	--
80a	Housing	Prepare Amenity Cost Charge Approach (Provincially Triggered)	Finance & Asset Management	Yes	Completed as Council Priority Project	Bylaw was approved in January 2025. Implementation underway (outside scope of Council Priority Project), including assessing Community Amenity Charges, removing overlapping requirements.	2025-01-13
80b	Housing	Prepare DCC Bylaw (Provincially Triggered)	Finance & Asset Management	Yes	Completed as Council Priority Project	Bylaw was approved in February 10, 2025. Implementation underway (outside scope of Council Priority Project) including assessing Community Amenity Charges, removing overlapping requirements.	2025-02-10
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	No	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	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
85	Livability	Establish a Heritage Planner service	Community Building & Planning	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--

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86	Livability	Create an incentives program for new heritage designations	Community Building & Planning	Yes	Advance in 2026 or later	--	--
87	Livability	Develop a set of performance indicators for reporting to the public	Strategic Initiatives	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
88	Housing	Implement Remaining Infill Housing Recommendations	Community Building & Planning	No	Prepare Report to Committee of the Whole	Following completion of CPP 75 and CPP 76, staff will prepare a report for Committee of the Whole for further discussion of remaining infill housing recommendations from Table 2, as well as the entirety of Table 3, outlined in the staff report titled, “Infill Housing Program Recommendations and Suggested Approach”, dated November 18, 2024. At that time, the Committee of the Whole can recommend to Council whether/how to proceed with this potential project.	--
89	Diversity & Inclusion	Complete a diversity, equity, and inclusion (DEI) scan of municipal operations and facilities	Human Resources	No	Placed on Long List (Potential Future Project, Not Yet Funded)	--	--
90	Housing	Develop a Deconstruction Building Relocation Bylaw	Community Building & Planning	No	Prepare Project Options Analysis	Project Options Analysis will be prepared by staff for Council's consideration at the annual review of Council Priorities in Nov/Dec 2025. At that time, Council can direct whether/how to proceed with this potential project.	
91	Housing	Develop Tenant Protection Bylaw	Community Building & Planning	No	Prepare Project Options Analysis	Project Options Analysis will be prepared by staff for Council's consideration at the annual review of Council Priorities in Nov/Dec 2025. At that time, Council can direct whether/how to proceed with this potential project.	