

# Meeting Notes



## Development Planners' Advisory Committee

**Date:** November 1, 2021

**Time:** 2:30 – 4:00 pm

**Location:** Online (MS Teams)

**Present:** Bill Brown (Esquimalt), Brian Green (North Saanich), Cameron Scott (Saanich), Corey Newcomb (Sidney), Don Elliott (Capital Regional District), Emily Sinclair (Capital Regional District), Iain Lawrence (Juan de Fuca), Jarret Matanowitsch (Central Saanich), Laura Beckett (Highlands), Leah Stohmann (Langford), Lindsay Chase (View Royal), Matthew Pawlow (Sooke), Nikki Elliott (Capital Regional District), Sherry Hurst (Metchosin)

**Regrets:** Deborah Jensen (Oak Bay), Iain Bourhill (Colwood), Karen Hoese (Victoria)

### Meeting Objectives

1. Receive information on key projects, ongoing and forthcoming municipal and regional planning activities.
2. Discuss opportunities for sharing and advancing collaborative efforts related to municipal and regional planning.

### 1. Welcome and Introductions

### 2. Housing Needs Study Implementation

- The majority of municipalities are using their assessments to inform planning processes such as Official Community Plan (OCP) updates, development and re-zoning applications and future servicing assessments. Some municipalities may update their assessments once the new census data is available.
- Regional and Strategic Planning (RSP) supports municipalities access general and custom census data, per the census release schedule. Statistics Canada will release data sets throughout 2022.
  - **ACTION:** RSP will contact municipalities in Q1 2022 to confirm geographies and place custom data orders.
- Discussion regarding the province's proposed **Bill 26, the Municipal Affairs Statutes Amendment Act (No. 2), 2021** which includes amendments to the *Local Government Act*, intended to streamline the development approvals process. Membership is waiting for clarity on how/if it will impact approvals in their communities. There will be forthcoming guidance coming from the province and may be discussed at a future meeting.
- Don Elliott, CRD Senior Manager, Regional Housing provided an overview of the **CRD's Affordable Housing Agreements Service**. The program supports municipalities, electoral areas and/or land trust areas in their efforts to implement policies that promote development of affordable housing units within new developments. CRD Regional Housing will consider entering into housing agreements with developers to provide administrative services related to the operation of below-market rental and ownership units.
  - **ACTION:** Members to contact Don Elliott if they would like further information.

### 3. Environmental Protection Projects Update

- Nikki Elliott, CRD Planner, provided an update on the Capital Region Coastal Flood Inundation Mapping Project.
  - CRD to host a webinar for municipal staff on November 16 regarding revisions to *Task 2 – Sea Level Rise Mapping and Modelling and Mapping Project*. Project deliverables to be provided to municipal staff.
  - **ACTION: If members would like to attend the webinar, connect with colleagues on the CRD Inter-Municipal Climate Action Working Group or the Local Government Emergency Programs Advisory Committee, or Nikki Elliott directly.**
- Emily Sinclair, CRD Senior Manager, Regional and Strategic Planning provided an update on regional biodiversity inventory project. Updates on project timelines to be provided at a later date.

### 4. Transportation Update

- Emily provided an update on the regional transportation priorities.
  - 13 regional transportation priorities and implementation actions approved by the Board. RSP was directed to identify a regional approach to transportation demand management and safety policy.
  - Transportation Working Group Terms of Reference have been prepared for Board approval. Members include representatives from local government planning and/or engineering departments. There is a clear link between land use and transportation.
  - **ACTION: Members to determine how they would like to be engaged with this group on an ongoing basis.**

### 5. OCP Updates

- Four municipalities (Central Saanich, North Saanich, Sidney and Sooke) are progressing OCP review processes. Peninsula representatives acknowledged multiple benefits to collaborating on their respective OCP processes thus far.
- View Royal is preparing to initiate an OCP review process.
- Juan de Fuca Electoral Area anticipates initiating an OCP review process in 2022.
- Discussion related to RSP providing comments on referral documents. Members indicated it is helpful to receive input on development applications that are not in line with Regional Growth Strategy (RGS) policies. Three members indicated value in communicating about RGS indicators.
  - **ACTION: Emily to send draft RGS monitoring report to DPAC.**

### 6. 2022 Projects / Round Table

- A number of municipalities are undertaking projects related to various topics including parking, active transportation, design guidelines, housing, local area planning, home ownership programming, parks, soil bylaw, garden suites, development cost charges bylaw and climate action.

### 7. Adjournment

- Next meeting: TBD
  - **ACTION: RSP to send calendar holds to members for 2022 quarterly meetings.**