

**MINUTES**  
**PLANNING, TRANSPORTATION AND ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**  
Municipal Hall, Committee Room 2  
**January 12, 2023 at 5:29 pm**

Present: Councillor Susan Brice (Chair); Fiann Crane; Kevin Elliott; Robert McLeod; Richard Michaels; Peter Spindloe

Staff: Rebecca Newlove, Manager of Sustainability; Amanda Blick-McStravick, Planning Analyst for Community Planning; Pam Hartling, Manager, Housing Policy & Planning; Megan MacDonald, Senior Committee Clerk; Kirsten Brazier, Committee Clerk

Regrets: Douglas Pascoe; Robert Finlay;

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**ADOPTION OF MINUTES**

**MOVED by R. Michaels and seconded by K. Elliott: "That the minutes of the Planning, Transportation and Economic Development Advisory Committee meeting held June 9, 2022, be adopted as circulated."**

**CARRIED**

**CHAIR'S REMARKS**

The Chair thanked committee members for continuing to serve and for coming together in person.

**MANAGER OF SUSTAINABILITY UPDATE**

The Manager of Sustainability, Rebecca Newlove, delivered an update on sustainability initiatives that are taking place across the district.

- Climate Plan Report Card was delivered last year. Extreme weather events have had an effect on the community (health, social, environmental, economic).
- Saanich approved climate plan January 2020 which lays out a pathway to 2040 and net zero carbon targets.
- The timeline for corporate emission targets has been accelerated.
- Climate plan is updated every five years (next update in 2024/2025).
- Consumption based emissions inventory has indicated high levels are generated in the area of goods & services (food).
- Progress has been made on community targets. They are moving in the right direction but are not yet on track. Community empowerment is key to reaching targets.

**Key Initiatives**

E-mobility: bikes, EV's, supporting EV charging network, EV infrastructure, Active Transportation Plan Update.

Building: Step code and Carbon Pollution Standards (bylaws for July 1 implementation).

- Development Permit Area Design guidelines are being updated.
- Building retrofit strategy is underway.
- The Regional Retrofit Service focuses home energy and electrification upgrades

- with a push to switch to a heat pump.
- The municipal Oil to Heat Pump Financing Program pilot has just concluded. This is one of the first programs in BC.

### **Adaptations**

- Sea level rise and tsunami mapping has concluded, and extreme heat mapping is talking place.

### **E-bike Incentive program**

- Saanich is the first local government to offer this incentive program.
- Saanich has collaborated with the Community Social Planning Council.
- We are also partnered with University of British Columbia to analyze data of the amount of GHG's offset.
- An interim report will be delivered to council soon.

### **Saanich Council has approved the Carbon Performance Standard**

- We are implementing this standard ahead of the Province.
- Preference from industry was to accelerate with the carbon performance standards.
- We are expecting to have an Equipment Efficiency Standard by 2030.

### **Revitalization Tax Exemption**

- Staff will present a report on the Revitalization Tax Exemption to Council next week.

### **Extreme Heat**

- Impacts were felt across in the region. We are working with the Emergency Program to develop strategies in this area.
- We are also looking at how we address extreme heat events in the current building stock.

### **Committee Discussion**

The Chair lead a discussion with committee members during which the following were discussed:

- Introduction of committee members & staff.
- Future builds will be incorporating EV infrastructure in new developments (multi-unit residential buildings), allows new owners to install the charger themselves. The electrical infrastructure is in place at time of build. For strata buildings it is more costly to retrofit than to build new.
- The bylaw covers both residential and commercial builds. This applies to new buildings only.
- Saanich has worked with government to ease the burden of upgrading existing buildings.
- The Municipality is engaging with BC Hydro to address issues for throttling, etc.
- Committee members expressed interest in the storm drain connection requirements, as they can cause complications during development.
- Committee members expressed interest in incentivizing solar in Saanich. Our electrical

grid is nearly 100% renewable. The resiliency of local power generation is now funded at the Federal level. In next Climate plan update resiliency will be further strengthened.

- BC Hydro bills are approximately equivalent to gas costs (but each are billed on a different term). Next time the Climate Plan should be more specific in the integration of climate, land use and transportation.
- Actions are in the Climate Plan that focus on advocacy. Saanich often works on projects that are in the “grey area” as proof of concept to the Province. The hope is that it would lead to legislation being put into place to support other municipalities.
- Infrastructure for travel and the Province have a plan in place for EV charging stations? Yes, they are actively implementing these projects.
- Extreme weather of the last few years has seen accelerated actions on resiliency planning.

### **TENANT ASSISTANCE POLICY (TAP)**

The Planning Analyst for Community Planning, Amanda Blick McStravick delivered a presentation on the development of a draft of the Tenant Assistance Policy.

#### **Overview**

- This policy lays out how landowners are to support tenants who must leave their homes.
- There are many older residential rental buildings in Saanich. We have the benefit of learning from other regions in this area.
- TAP is one of the top 10 actions noted in the Provincial Housing Strategy.
- 30.8 % of Saanich residents are renters.
- Tenant Assistance Policy outlines how landowners should support residential tenants.
- Tenant Assistance policy is intended to add to the legislation that we currently have.
- Currently undertaking internal stakeholder engagement.
- Council consideration is targeted for March.

#### **Draft TAP Considerations**

- Policy Triggers and Applicability
  - Rezoning
  - If approved, it would result in the displacement of tenants
- Non-market housing sector concerns: minimizing tenant impact. Additional steps will lead to delays in their work.

#### **Findings**

- Compliance with the policy will be expected with rezoning applications where the development would result in the loss of existing residential units.
- Applications will require a relocation plan (coordinator/communications).
- There is an opportunity for the district to support with guiding documents.
- Financial compensation could be tied to length of tenancy.
- Compensation for moving expenses is likely.
- First right of refusal should be offered to tenants (expected rent levels upon return varies).
- Might be an idea to tie the right of first refusal rents to household income.
- Relocation Assistance will likely be a part of the policy.
- Market developers need to help existing tenants transition to non-market housing system

(supported housing).

## **Key Factors**

- Relocation Coordinator needs to have the right skill set and resources to assist tenants.
- Timely communication is important in order for relocation coordinators to assist tenants.

## **Process**

- Staff would be available to discuss in pre-application stage
- Tenant Assistance Plan would likely be required with the application package.
- Review & revisions of this plan would take place with a recommendation to council on whether this policy had been met.
- Follow up mechanism would be needed.

## **Considerations for Policy Success**

- Scope will affect staff resourcing.
- Opportunity to build on best practices that are working in other jurisdictions.
- Opportunity to build capacity and resources.
- Supporting document and resources from the district to act as supports for both parties.
- Regular review of TAP would be necessary.

## **Committee Discussion**

During discussion with the committee on the Tenant Assistance Plan, the following points were raised;

- The question was raised on if there is alignment with the City of Victoria on the Policy. Staff reported that they hear the City is undertaking a course correction. We are hoping to borrow from them what is working well.
- The development of Esquimalt's policy is also in process. They are in the same stages as Saanich.
- The question was raised as to when the Residential Tenancy Office or Tenant Ambassador might come into play. There is nothing planned for Saanich to do this at this time.
- The effect of Tenant policies on developers; This policy sets a condition that might slow people down from development and consider the social impact of that decision.
- The ability for residents to be able to access the guiding document and supports will be developed in the future. There will be a discussion with Council around communication tools that could be made available.
- This scan revealed that most assistance is available to people in purpose-built rentals, which is the main market being targeted. 22% of rental stock is purpose-built rentals. Impact will be seen mostly in the primary rental sector.
- Staff are compiling data on stock and age of rentals in the district.
- Data collection to support TAP would be helpful to support the initiation of the policy and the program.
- The Premier announced today that the province will allow non-profits to pick-up purpose-

built buildings for rentals.

- The concept has strong merits. The committee supports the development of the concept and further development.

**Moved by P. Spindole and Seconded by R. Michaels. “Having heard the presentation, the committee sees merit in the Tenant Assistance Policy concept and encourages further development.”**

**CARRIED**

**REVIEW OF PTED PURPOSE, TERMS OF REFERENCE, COMMITTEE MEETING TIMING AND DATES, COMMITTEE PROCEDURES**

- ToR will continue to cover the committee for next 2 months of the current committee configuration.
- Staff will send out the February and March committee dates.
- Times and procedures: Members are in favour of face-to-face meetings. Therefore, we will continue with in-person meetings, 5:30pm to 7pm.

**ADJOURNMENT**

The meeting adjourned at 6:58 p.m.

**NEXT MEETING**

The next meeting is scheduled for February, February 9, 2023.

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Councillor Brice, Chair

I hereby certify these minutes are accurate.

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Kirsten Brazier, Committee Clerk