

**TOWN OF COMOX**  
**Minutes of the Committee of the Whole Meeting,**  
**held in Council Chambers on Wednesday May 22, 2019**

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**Present:**

Mayor	R. Arnott
Councillors	A. Bissinger, S. McGowan, P. McKenna, N. Minions, M. Swift
Staff	S. Ashfield, Acting CAO S. Russwurm, Deputy Corporate Administrator C. Freundlich, Director of Finance M. Kamenz, Municipal Planner G. Schreiner, Fire Chief

**Absent:** Councillor K. Grant

**Call to Order:** The meeting was called to order at 4:15 p.m.

The Agenda was Adopted.

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**1. Delegations:**

**a. Maya Chorobik (Community Energy Association) BC Energy Step Code implementation options**

Maya Chorobik advised of the Province's Clean BC Strategy, which reaffirmed the Net Zero Energy Ready challenge (designed to support, promote and celebrate the design and construction of net-zero energy-ready buildings). She advised of the targets and deadlines of the Strategy, with the first deadline of 2022, when new homes must perform 20 percent better than those built to the requirements of the 2018 BC Building Code. She also advised that they will provide assistance to local governments in implementing the Step Code.

**b. Cory Vanderhorst (MNP) - 2018 Audit Findings**

Cory Vanderhorst summarized the 2018 audit findings for the Town of Comox, including financial statement highlights, the draft audit report and audit findings report. He advised that the audit went really well and thanked staff and Council for their assistance. He identified that it was a clean audit, with no irregularities and no conflicts of interest. Mr. Vanderhorst stated that financial sustainability is healthy and has continued to trend in a positive direction over the past 10 years. He stated that flexibility is also strong and continues to decline, and that the Town is not highly vulnerable to other funding sources.

**2. Minutes of Meetings: NIL**

**3. Department Reports:**

**a. Fire Department - Report (January - April, 2019)**

The Fire Department Report for January to April 2019 was received for information.

**TOWN OF COMOX - COMMITTEE OF THE WHOLE MEETING MINUTES**

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**b. Public Works - Capital and Operational Status (January - April, 2019)**

The Public Works - Capital and Operational Status Report for January to April 2019 was received for information.

**c. Planning and Building Department (January - April, 2019)**

The Planning and Building Department Report for January to April 2019 was received for information.

**d. Parks and Property Management Report (January - April, 2019)**

The Parks and Property Management Department Report for January to April 2019 was received for information.

**e. Recreation Department Management Report (January - April 2019)**

The Recreation Department Report for January to April 2019 was received for information.

**f. Administration Department Report (January - April, 2019)**

The Administration Department Report for January to April 2019 was received for information.

**4. Staff Reports: NIL**

**5. Correspondence:**

**a. Bob Wells, Chair (CVRD) - Fun challenge, Bike to Work Week May 27 to June 2, 2019**

The May 16, 2019 letter from Bob Wells, Chair of the Comox Valley Regional District, advising of the Regional District's challenge to neighbouring local governments to log the most kilometers per capita during Bike to Work Week, May 27 to June 2, 2019, was received for information.

**6. Exclude the Public: NIL**

**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 5:03 p.m.

*CARRIED*

Certified correct pursuant to Section 97(1)(b) of the Community Charter.



CHAIR