

**TOWN OF COMOX**  
**Minutes of the Committee of the Whole Meeting,**  
**held in Council Chambers on Wednesday March 11, 2020**

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**Present:**

Mayor	R. Arnott
Councillors	A. Bissinger, K. Grant, S. McGowan, P. McKenna, N. Minions, M. Swift
Staff	A. Kenning, Chief Administrative Officer S. Russwurm, Corporate Officer C. Freundlich, Director of Finance M. Kamenz, Director of Development Services G. Schreiner, Fire Chief T. Hagmeier, Recreation Director S. Ashfield, Director of Operations

**Absent:** Nil

**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. Housing Needs Assessment - Alana Mullaly**

Ms. Mullaly provided a brief summary of the work undertaken on a Housing Needs Assessment for the Comox Valley. Mr. Mackay and Mr. Lovitt summarized the findings of the study specific to Comox, as follows:

- Comox has the highest dependency ration in the region and the highest proportion of seniors,
- Local employers are especially concerned about affordable housing,
- Median household incomes cannot reasonably afford a median priced single-family or patio home, and
- New household demand is greater than population growth, due to decreasing household size.

They also advised that the report is a tool to help Council determine how to best meet housing needs, and mentioned that a community forum to share results will occur in the near future.

**2. MINUTES OF MEETINGS: NIL**

**3. DEPARTMENT REPORTS: NIL**

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

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**4. STAFF REPORTS:**

**a. Building Capacity - Human Resources**

1. That the position of Land Use Planner be hired with an estimated start date of June 2020, and that the hiring of a Communications/Legislative Coordinator, a Human Resources Coordinator and a Parks Planner/Coordinator wait until input can be obtained from the new CAO on the nature of the positions.

*DEFEATED*

**COMMITTEE RECOMMENDATION:**

2. That the positions of Communications/Legislative Coordinator and Land Use Planner be hired with an estimated start date of June 2020, and that the hiring of a Human Resources Coordinator and a Parks Planner/Coordinator wait until input can be obtained from the new CAO on the nature of the positions.

*CARRIED*

**b. Budget - Early Approvals**

**COMMITTEE RECOMMENDATIONS:**

1. That a staff report be provided on the need for the replacement of the mowing tractor and the purchase of a garbage truck for parks use.
2. That early budget approval be granted for \$115,000 for the replacement of the recreation registration software.

*CARRIED*

*CARRIED*

**5. CORRESPONDENCE: NIL**

**Adjournment:**

Regularly moved and seconded that the meeting adjourn at 5:57 p.m.

*CARRIED*

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



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CHAIR