

SPECIAL COUNCIL MEETING

AGENDA FOR WEDNESDAY JUNE 17, 2026

We respectfully acknowledge that the land on which we gather and work is on the Unceded Traditional Territory of the K'ómoks First Nation, the traditional keepers of this land.

NOTICE is hereby given pursuant to section 127 of the Community Charter that a Special Council Meeting will be held at the location and time noted below for the transaction of business as listed below.

Meeting Location: Council Chambers, 1801B Beaufort Avenue, Comox

Call to Order: 5:00 p.m.

Adoption of the Agenda

1. ADOPTION OF AGENDA:

- a. [Adoption of Agenda](#)

THAT the Special Council Meeting Agenda for June 17, 2026 be Adopted.

2. STRATEGIC PRIORITIES REPORT:

- (3) a. [Strategic Plan Scorecard](#)

3. AGENDA ITEMS:

- (8) a. [2026 First Quarter Financial Update](#)

THAT the June 17, 2026 report from the Director of Finance, titled "2026 First Quarter Financial Update" be received for information.

- b. [Council Term Accomplishments](#)

- (22) c. [UBCM 2026 Meeting Requests](#)

1. *THAT the Town of Comox request a UBCM Minister meeting to support the Town's goal of acquiring 900, 910, and/or 920 Pritchard Road for recreational purposes.*
2. *THAT the Town of Comox request a UBCM Minister meeting to support the Town's Federal Active Transportation grant application and seek Provincial support for the desired sidewalk along the north side of Guthrie on the Ministry of Transportation and Transit (MOTT) section of the road.*

4. RESOLUTION TO GO IN-CAMERA:

- a. [Exclude the Public](#)

THAT the Public be Excluded from the In-Camera session of Council on Wednesday, June 17, 2026, pursuant to the following sub-sections of section 90 of the Community Charter:

(1)(c) labour relations or other employee relations.

ADJOURNMENT



CORPORATE OFFICER


ORGANIZATIONAL EXCELLENCE	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS
	Asset Management	Develop and implement an asset funding strategy to close the infrastructure deficit			2023
	Continue to consider electrification of the Town's fleet and equipment where practical and appropriate				Added hybrid parks pickup truck in 2023, completing electrical assessment of Public Works charging capacity in 2025. New Ladder truck purchase includes all battery equipment and tools. Additional electric vehicle charging station added to parks building.
	Future proof infrastructure to prepare for climate change and events				In progress. Discussions with electrical contractor on generator installation for the Community Centre.
Staff Retention	Develop Standards of Conduct Policy to promote a positive workplace	Develop Policy Develop/Update accompanying policies - Respectful Workplace, Purchasing, Use of Technology		2023	Completed and adopted spring of 2025
	Pursue structural alignment through organizational Strategic Plan updates	Council adoption of policies		2024	Complete
	Bylaw Enforcement Officer Safety	Safety inventory and assessment		2022-26	In progress
		Personal protective equipment		2024	Complete
	TOP PROJECT: Streamline development application process**	Implement e-permitting for development applications		2024	Complete
		Implement outcomes of development application review process		2024	Complete
	Cross-train casual employees in different departments	Community Centre casual trained in Corporate		2023	Complete.
		Corporate casual trained in Finance		2023	Complete
	Digitize requests for information - looking at using online forms for submission of certain requests.	Banner Station - online application		2023	Complete
		Bylaw Complaint - online application		2024	Complete
		Business Licence - online application		2024	Complete
	Complete Climate Change Risk Assessment and Action Plan	Deliver Climate Change Risk Assessment and Action Plan		2024	Complete
	Council Policy Development and Renewals	Council Conference and Travel Policy		2024	Approved at Feb 21 RCM
		Video Surveillance Policy		2024	Not started
Internal Processes	Accessibility Requirements	Establish Accessibility Committee		2024	Comox Valley Accessibility Committee established as a regional committee for all Comox Valley local governments. Council adopted Accessibility Plan in spring 2025.
		Complete accessibility audit of Town facilities, services and communications		2024	Complete
		Develop an Accessibility Plan		2025	Plan adopted Feb 2025
		Complete accessibility SparcBC grant projects (website map layer, accessibility button, photo gallery)		2025	Final report sent to SparcBC Nov 18, 2025 to initiate final payment to the Town.
	Legal Agreement Development and Renewals	Marine Service Building Leases		2025	Complete
		Marina Food Vendor Lease Renewals		2024	Complete
		Solid Waste Commercial Contract Renewal		2024	Complete
		Facility Use Agreement Renewals		2025	Complete
	Bylaw Development and Renewals	New Solid Waste Management Bylaw		2023	Complete
		Updated Fees and Charges Bylaw		2024	Complete
		Adopt new Business Improvement Area Bylaw		2025	Complete
	Filing System Review and Archive	Administration files review and archive		2024	In progress
Customer Service	Move toward macro-focussed customer service model			2024	In progress. Example requirement to shovel sidewalks, requirement to mow boulevards, decreased support for development application construction.
	Develop an organizational growth plan			2024	Council approved 50% non-market growth in 2024 budget towards additional Parks seasonal. Council approved growth in Community Center revenue towards additional part time clerk and increased Ask-a-Trainer hours

* Status Colours:

** Strategic initiative reworded

Completed: 

On Hold: 

In Progress: 

AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS
Recreation	Focus on providing equitable access to community recreation through the LEAP and TRIP programs.	Provide Council Report: make permanent LEAP Adults	2024	Council approved LEAP adults at RCM June 5, 2024.
	Deliver youth recreation opportunities and continue to support the Comox Youth Council.		2024	CYC attended March 12th 2025. Mayor Minoins to serve as liaison.
	Youth Recreation	Hire Programmer	2024	Complete
	TOP PROJECT: Further enhance youth recreation opportunities through the construction of a pump track and development of skate park plans.	Determine location for pump track	2023	Council provided direction to seek grant support for pump track. Site considerations will be included in Parks and Trails Master Plan process. The Modular Pump Track report was presented to Council in October 2025. Staff reported back in December and are waiting for direction on the modular pump track.
		Seek and submit grant funding proposals	2024	Contractor hired to assist with search for grants.
	Update Recreation Marketing Plan	Add Council Strategic Plan vision, lenses and values to plan and create schedule of monthly communication tactics.	2025	Summer Camp branding and 2025 marketing and communication plan complete.
	Build schedule of Community Centre capital replacement	Source quotes for replacement Gym floor and wall	2024	Quotes received and consideration for replacement timing taking place. Water issue in floor believed to be resolved.
	Sport Field Strategy	Work with Courtenay and the CVRD to implement recommendations from the 2023 Comox Valley Sport Fields Strategy report	2024-25	Report provided to Council February 2025. Work beginning on regional sports field allocation and fee policy (see 'Good Governance' - relationships)
Recreation Master Plan		2025-26		
Parks	Complete Brooklyn Creek greenway south of Noel Avenue.			In progress
	Acquire further parks and nature space within town boundaries.			In progress
	Complete an ocean front walkway connection west of Marina Park to Ellis Street.			Complete, Council directed to not move forward with this project
	Explore acquiring a bee friendly designation			Completed. The Town is officially a bee friendly community.
	TOP PROJECT: Develop an Urban Forest Management Strategy to catalogue current needs and map future growth of the Town's parks systems.			Complete - final draft presented to Council RCM March 11, 2026
TOP PROJECT: Develop a Parks Master Plan to catalogue current needs and map future growth of the Town's parks systems.		2024-25	Completed. Select projects added to the Strategic Plan.	
Arts and Culture	Continue to support Nautical Days and Filberg Festival.	Renew management and maintenance agreement with Filberg Heritage Lodge and Park Association.	2024	In progress
		Develop Nautical Days Policy	2024	Complete
		Establish Nautical Days Advisory Committee	2024	Council Committee established, Terms of Reference on March 20 RCM, committee members appointed. Complete
		Dissolve Nautical Days Society	2025	Complete, society will not be dissolved as per Council direction December 4th 2024
	Provide support for community Halloween and Christmas Market events.		2024	Complete. Council resolved to provide funding to the BIA for these events.
	Continue to provide space for Pearl Ellis Art Gallery and Comox Archives and Museum		2024	Complete
	Construct Mack Laing viewing platform.		2024	In progress. Mack Laing demo complete and platform construction tentatively scheduled for April 20,
Hold annual forums, such as an annual Economic Development and Tourism forum and a Developer's Forum, with key Stakeholders			Developers Forum held in January of 2025.	
Public Safety	Continue provision of health and safety support including smoke detectors, AED's, Fire Smart support and wildfire mitigation, extreme weather event centers, and supporting outreach during extreme weather events.	Direct communications and assistance with citizens on improving their fire safety.	All	Over 60 AED's have been installed across Comox. Extreme weather event policy adopted by Council and Town staff committed to outreach support in conjunction with other valley municipalities during extreme weather events.
	Focus on life saving protection through the timely response to fire rescue and medical emergency situations.	Maintain good response times to emergencies.	All	Service delivery times meet current needs. Current daytime response of less than 2 minutes out of the station. Challenging maintaining an active group of dedicated and trained paid on call firefighters. High turnover. Update, 18 member left the department in 2025.
	Active participation in the Regional Emergency Management Program.	Maintain our partnership with other local governments to develop an effective role and response to local emergencies.	All	Staff attend regular meetings of Comox Valley Emergency Planning group and participate in training and exercises. Regional pooling of funds for indigenous engagement has been approved
	Increase public awareness of emergency evacuation routes			CVRD has a grant to update emergency evacuation routes information. Comox Fire Rescue has added links to web site with information about Evacuation routes. Difficult to designate evacuation routes within a small town as the routes are likely to change based on the type and location of an emergency. In a local emergency citizens would be directed by first responders as to which route to use to evacuate town.
	Fire Station Replacement		2026	UPDATE, May 2026: Class A/B construction budget lower than earlier estimates. Project has started with hazardous material abatement followed by demo of old building. Project expected to be completed, Fall 2027. Council provided direction to develop architectural drawings in March 2025. Contract awarded to local company for design(May 2025). Capital Infrastructure grant applied for (June 2025). Update: Council approves financing plan.Things are moving along well. Building permit received. Offices have been relocated to construction trailer behind station. Most of old station items have been removed. Hazmat removeable late April. Demolition early May. Class A/B budget expected late April. Demolition

* Status Colours:
 ** Strategic initiative reworded

Completed:

On Hold:


In Progress:

ECONOMIC HEALTH	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS
			TOP PROJECT: Complete a Downtown Action Plan to guide future development and balance the need for growth vs. desire to maintain a small-		
	Downtown Vitality	Support downtown beautification through flower beds and routine maintenance.			In Progress
		Provide enhanced development approvals support for downtown projects.			Complete
		Explore and incentivize retail zoning in the downtown			Complete
		Explore establishing a Town of Comox Tourism Commission			Complete
	Balancing Vibrancy &	Promote and support local commercial into residential areas.	Complete communities	2024	Complete
			Rezoning application processing	2024	Complete
			Update home occupation regulations	2025	Complete
		Support the BIA in their renewal and potential boundary expansion process	Support the Renewal of the Downtown BIA	2025	Complete. Regular meetings with BIA initiated.
			Examine the feasibility of expanding the BIA	2025	Complete. BIA has decided to not expand for their next term.
			TOP PROJECT: Complete an Economic Development Strategy and Downtown Enhancement Action Plan.		
		Increase the Town's Employment Lands land base			Complete
	Comox Marina	Complete and provide occupancy to the Marine Services Building.	Building Complete July 2023	2023	Official opening Sep 7, 2023
			Request for Proposals (RFP) for lease of Units 102 & 105, effective Aug 1, 2023	2023	Leases to Big Animal Encounters and Compass Adventure
			Request for Proposals (RFP) for lease of Units 104 & 105, effective Feb 1, 2024	2024	Lease of both Units to Compass Adventure
		Provide marina space to encourage tourism and commercial activities.	2024 Mobile Vendor Renewals	2024	Complete
			Mobile Vendor RFP for 2025-26	2025	Complete
		Improve the pedestrian connection between the Marina and Comox Ave and explore mechanized alternatives			In Progress
		Install a floating platform off the breakwater		2024	Comox Valley Harbour Authority forwarded our proposal to Small Craft Harbours, a division of the Dept. of Fisheries and Oceans. Via CVHA, they advised the installation of a swim platform does not align with their purpose & mandate of the waterlot so the application is denied.

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Completed: 

On Hold: 


In Progress: 

GOOD GOVERNANCE	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS	
	Community Participation		Develop a pre-application policy with community input requirements to support and broaden community participation.	Develop Application Flow Charts with specific engagement requirements	2024	Completed as part of new development application procedure. Consultation will be for OCP amendments only, after Council has had an initial review.
			Further enhance online information regarding proposed developments.	Include development information on website	2024	Complete but opportunities for public engagement decreased through Provincial Regulation changes.
			Continue Town's communication and social media growth to build knowledge and engagement on town projects and initiatives.	Increase website readership	2023	Website views on top five pages (Homepage, Community Centre, Employment Opportunities, Program Registration, Recreation Guide) increased by 20% YTD in Jan 2024 compared to 2023
				Increase social media engagement	2023	Facebook followers up 11% over 2023, to 5200; Instagram followers up slightly to 1140, X followers 2,657 up over 2023 rates of 2,550.
				Promote ReCollect App for solid waste information	2023	Registered users up over 10% to 1987 users. Currently at 2050 (Nov. 2024)
	Relationships	Maintain high levels of support and coordination with other local governments and K'omoks First Nation.	Consult with K'omoks First Nations on projects of shared interest	2023	Presentation made to K'omoks Chief and Council. Bi-monthly meetings between KFN Council and Mayor and CAO have been scheduled.	
			Partner with other Comox Valley local governments in the Leisure for Everyone Accessibility Program (LEAP)	2023	Regional program established in April 2023	
			Partner with other Comox Valley local governments in establishing a regional accessibility committee to meet legislative requirements	2023	Regional framework adopted November 2023	
			Partner with City of Courtenay in regional sports field allocation and centralized booking strategy	2024	Underway completion expected 2026	
Coordinate with City of Courtenay in public engagement strategy for new solid waste			2023	Complete		
Decision Making	Improve ground level data collection and continue to modernize internal processes.	Finance and Public Works Department is exploring Asset Management software to better track and improve coordination of asset management and replacement.	2024-25	In Progress through Complete Communities project. Implementing CityWide Asset Manager software by moving existing asset information and starting to individualize certain previously pooled information. Collaborating with local municipalities on standards.		
		Include full life cycle costs in all asset acquisition or expansion decisions.	2024	Full life cycle costing is included in all capital acquisition budgeting decisions		

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Completed: 

On Hold: 

In Progress: 

BALANCED COMMUNITY PLANNING	AREA OF FOCUS	PROJECTS AND INITIATIVES	TASKS	YEAR	* STATUS
	Strategic Growth	Ensure appropriate amenity provisions in rezoning applications.		2024	Affordable housing contribution policy will be rescinded as per rising DCC and implementation of ACC's (October 22, 2025 RCM discussion).
		Develop an organization growth plan that supports and enhance the delivery of services as the community grows.	Work with Courtenay and the CVRD to implement recommendations from the 2023 Comox Valley Sport Fields Strategy report (staff report to Council, November 1, 2023).	2024-25	In progress
	Housing	TOP PROJECT: Update (Complete new) the OCP through community consultation to develop a vision for the future		2024	Complete
		Apply for and complete the Complete Community grant program to support future planning decision making.		2023	Complete. Grant obtained
		Apply for and complete the CMHC Housing Accelerator grant program to accelerate the Town's modernization process and		2023	Complete. Grant obtained
		TOP PROJECT: Develop a Housing Strategy that creates conditions for a diversity of housing options		2025	Complete with OCP adoption and rezoning of multi-family lots
	Community Addition	Require greenway and connectivity networks in new developments.		2024	will be identified in new OCP, to be completed end of 2025.
		Complete a DCC review to ensure equity and fairness in cost allocation in new developments.		2024	pending Final Adoption
		Create a community amenity policy for developments.		2024	Affordable housing contribution policy will be rescinded as per rising DCC and implementation of ACC's (October 22, 2025 RCM discussion).
Increase required bike parking and EV charging capabilities in multifamily development			Complete		
Create a residential tree planting program		2026	Tree protection bylaw scheduled for May		

* Status Colours:

** Strategic initiative reworded

Completed:



On Hold:

In Progress:

STRATEGIC PLANNING COMMITTEE MEETING

TO: Strategic Planning Committee	FILE: 1705-20
FROM: Edward Henley, Director of Finance	DATE: June 11, 2026
SUBJECT: 2026 First Quarter Financial Update	

Edward Henley

Prepared by:  Edward Henley, Director of Finance	Report Approved:  Jordan Wall, Chief Administrative Officer
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RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT the June 17, 2026 report from the Director of Finance, titled 2026 First Quarter Financial Update be received for information.

PURPOSE

To provide periodic financial updates to Council to perform oversight over the financial activities of the Town of Comox.

STRATEGIC PLAN LINKAGE

Strategic Priority Areas of Focus	
Lenses	Fiscally Responsible – We will balance the short- and long-term financial impacts of our decisions.
Values	Disciplined Decision Making - We are responsible and transparent in our decision making.
Good Governance – Areas of Focus	Decision Making - We make evidence-based decisions focused on the best interests of the Town over the long term.
Core Services	Financial management and accountability

BACKGROUND

The purpose of financial reporting is to ensure the transparency and accountability of the local government system.

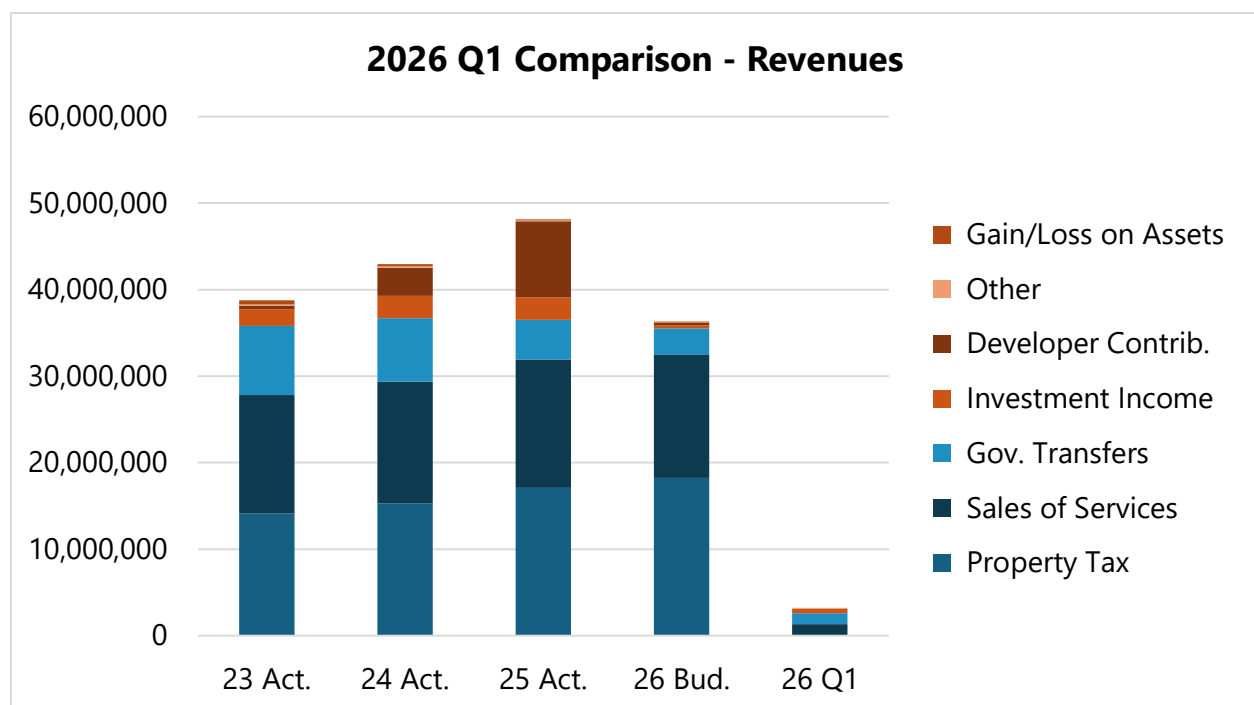
Through the annual budgeting process, local governments are accountable to their citizens and businesses for how they plan to provide necessary public services and projects in a cost-effective manner, and how they intend to raise the funds to pay for those services and projects. The budgeting process helps local governments in determining their tax rates for the year.

Quarterly financial updates provide reporting to Council as to the financial status of the implementation of the financial plan approved during the budgeting process.

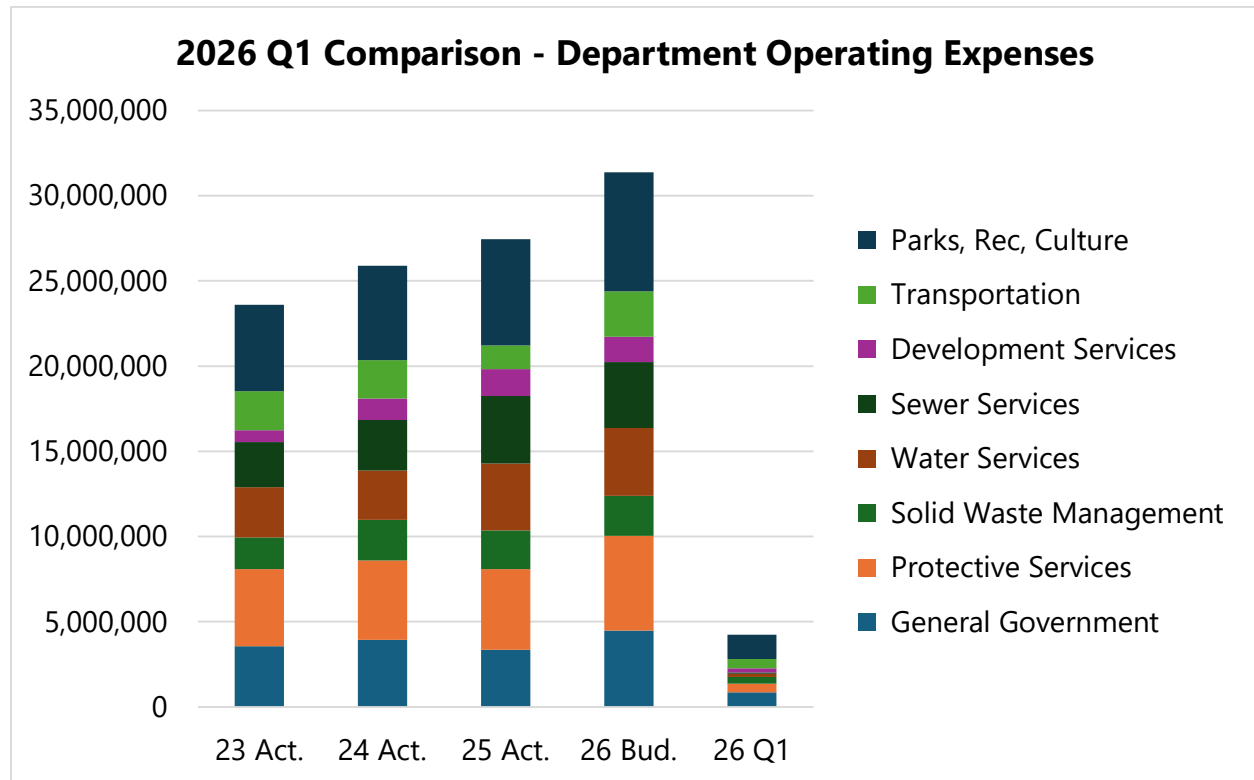
There are a number of appendices attached with the financial numbers in summary and in detail.

ANALYSIS/ISSUES/IMPLICATIONS

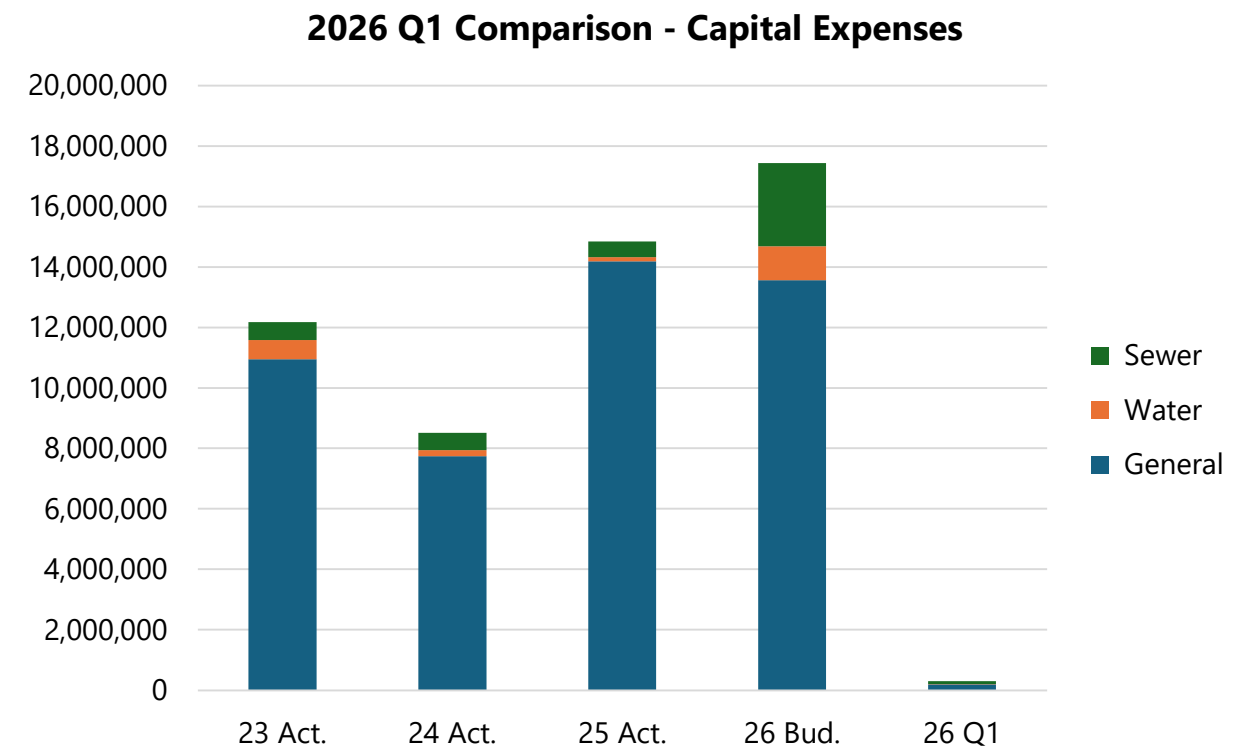
a. Financial



The revenues are collected seasonally and are progressing as anticipated with some monthly collection of prepaid tax plans while most taxes are to be paid in Q2 and Q3 on the tax due date. Sales of Services are primarily from recreation programs in Q1. Utilities revenue does not usually start until Q2. Government transfers are sporadic and either sent in advance or after the claims are filed or transferred to a 'reserve' until it is recognized as revenue when the funds are spent. Most sales of service are received in Q2 with marina, water, sewer and solid waste generally being billed then.



Some larger billings are a month or two delayed by the vendor after the period it is for. As such the expenses are often a lagging indicator. Special projects are usually in initial planning stages in Q1 with strategic work or issuing of tenders and RFPs. Some projects and initiatives may be delayed due to staffing constraints or scheduling.



Many capital projects are in initial planning stages or waiting for deployment due to contract negotiations or weather constraints. In addition, construction contractors typically bill monthly after work is completed resulting in expenses being recorded 6-8 weeks after work is initiated.

Special Projects

A number of projects were carried forward from prior years as multi-year projects. Other projects were just getting started in Q1 including strategy and implementation planning or preparing RFPs or tenders.

(See Appendix 3)

Capital Projects

A number of projects were carried forward from prior years as multi-year projects. Other projects were just getting started in Q1 including strategy and implementation planning or preparing RFPs or tenders.

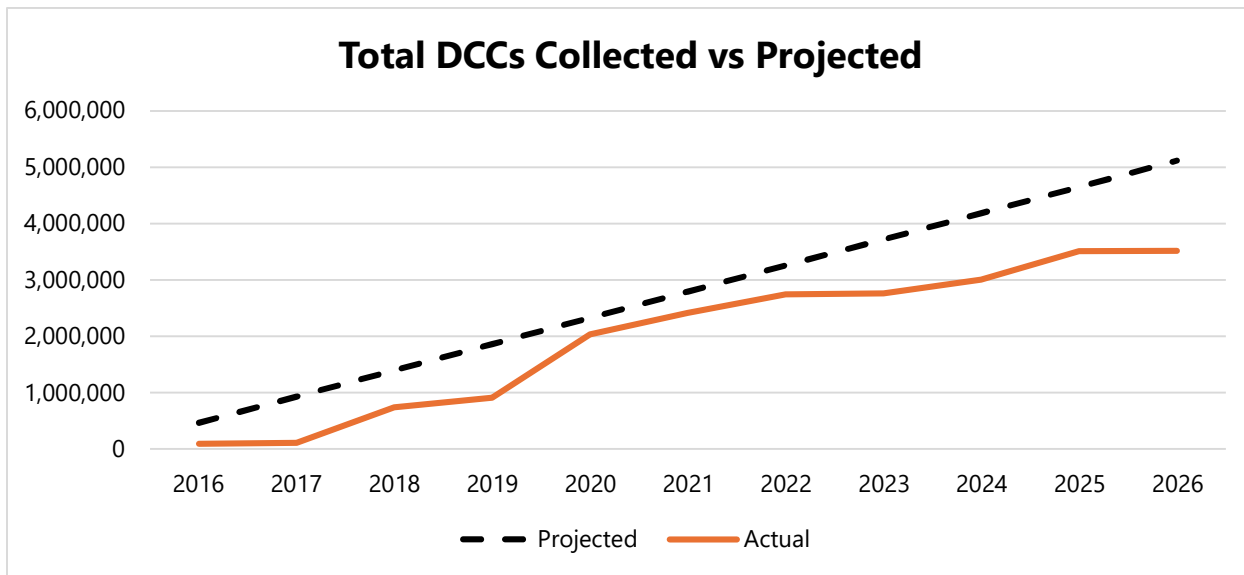
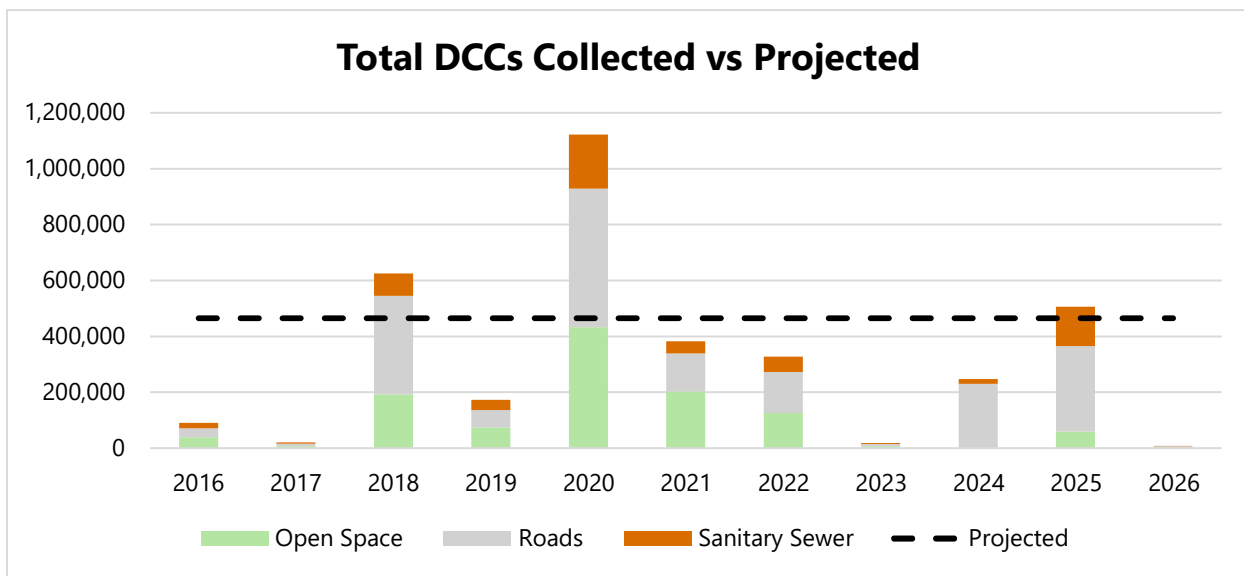
The Bolt Anderton pedestrian crosswalk lights went over budget because the project was costed based on a previous installation of pedestrian flashing signals completed in 2020. We received a quote late in 2025 that did not end up getting incorporated into the project budget for 2026. We did receive funding from ICBC for this project for \$10,200 that reduces the net cost to just slightly over budgeted. (See Appendix 4)

Development Cost Charges (DCCs)

There were no credits issued for DCCs. Typically Q1 does not have a high number of building permits initiated due to weather and hiring and scheduling of contractors for the season. The DCCs are still under the 2016 bylaw and DCCs for Water, Storm Drain and Fire are not collected until the 2026 DCC bylaw is adopted. Once the new DCC bylaw is adopted there are clauses that permit some developers to use the old DCC bylaw rules and lower rates for the first year of the new DCC bylaw's adoption.

DCC Units collected by Unit Type	SFD (per parcel)	Multi-Family Low Density exc. Downtown (per unit)	Multi-Family High Density exc. Downtown (per unit)	Institutional (per m2)
Q1	0	2	0	0
Q2				
Q3				
Q4				
2026 Total	0	2	0	0

DCC \$ collected by DCC Type	Open Space DCC (Parks & Trails)	Water DCC	Roads DCC	Storm Drain DCC	Sewer DCC	Fire DCC
Q1	3,317		3,104		1,638	
Q2						
Q3						
Q4						
2026 Total	3,317	0	3,104	0	1,638	0



Amenity Cost Charges (ACCs)

There were no ACCs collected.

ACC Units collected by Unit Type	SFD (per parcel)	Multi-Family Low Density	Multi-Family High Density	Institutional (per m2)
Q1	0	0	0	0
Q2				
Q3				
Q4				
2026 Total	0	0	0	0

ACC \$ collected	ACCs
Q1	0
Q2	
Q3	
Q4	
2026 Total	\$0

Town of Comox
2026 - 2030 Financial Plan

Schedule A - Summary	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance (\$)	2026 Variance (%)
Revenue						
Municipal Property taxes	15,274,067.03	17,086,135.48	18,234,566	2,658.19	(18,231,907.81)	-
Sales of Services	14,086,511.39	14,846,141.88	14,279,107	1,323,288.21	(12,955,818.79)	9%
Government Transfers	7,335,559.68	4,567,843.21	2,982,534	1,276,055.67	(1,706,478.33)	43%
Investment Income	2,574,886.51	2,585,957.71	400,000	490,338.54	90,338.54	123%
Developer Contributions	3,280,475.52	8,809,185.91	332,803	-	(332,803.00)	-
Other	134,445.48	128,185.97	125,350	111,921.58	(13,428.42)	89%
Gain/Loss on Assets	245,404.49	83,074.75	-	-	-	-
Total Revenues	42,931,350.10	48,106,524.91	36,354,360	3,204,262.19	(33,150,097.81)	9%
Operating Expenses						
<u>Fiscal</u>						
Interest payments on debt	148,884.11	101,760.50	232,963	64,270.63	(168,692.37)	28%
Amortization expense	4,060,801.61	4,313,766.73	3,700,000	95,052.27	(3,604,947.73)	3%
Grants to Other Organizations	196,115.81	312,204.45	178,000	110,000.00	(68,000.00)	62%
Total fiscal	4,405,801.53	4,727,731.68	4,110,963	269,322.90	(3,841,640.10)	7%
<u>Functions</u>						
General Government	3,938,452.76	3,359,199.59	4,476,909	847,092.15	(3,629,816.85)	19%
Protective Services	4,663,243.98	4,723,667.77	5,565,929	510,121.84	(5,055,807.16)	9%
Solid Waste Management	2,382,168.40	2,277,593.41	2,346,686	400,108.47	(1,946,577.53)	17%
Development Services	1,267,644.26	1,587,535.00	1,471,462	248,814.28	(1,222,647.72)	17%
Transportation	2,248,522.14	1,385,329.52	2,671,281	541,470.90	(2,129,810.10)	20%
Parks, Rec, Culture	5,546,517.12	6,230,438.78	6,994,877	1,428,946.04	(5,565,930.96)	20%
Water Services	2,889,007.28	3,921,638.25	3,984,033	187,534.82	(3,796,498.18)	5%
Sewer Services	2,964,289.10	3,958,582.15	3,869,183	73,070.52	(3,796,112.48)	2%
Total Functions	25,899,845.04	27,443,984.47	31,380,360	4,237,159.02	(27,143,200.98)	14%
Total Operating Expenses	30,305,646.57	32,171,716.15	35,491,323	4,506,481.92	(30,984,841.08)	13%
Revenue over expenses	12,625,703.53	15,934,808.76	863,037	(1,302,219.73)	(2,165,256.73)	(151%)
Revenue over expenses			\$ 863,037	\$ (1,302,220)	\$ (2,165,257)	(151%)
Add						
Amortization	4,060,801.61	4,313,766.73	3,700,000	95,052.27	(3,604,947.73)	3%
Transfers from reserves	7,127,196.45	9,431,626.05	11,486,833	-	(11,486,833.00)	-
Proceeds of debt (loans/leases)	1,822,886.70	1,109,520.00	6,105,445	-	(6,105,445.00)	-
Total Additions	13,007,328.76	14,854,912.78	21,292,278	95,052.27	(21,197,225.73)	-
Deduct						
Transfers to reserves	12,024,381.88	8,534,411.41	4,066,619	-	(4,066,619.00)	-
Principal repayment on debt	483,535.14	530,658.75	654,523	-	(654,523.00)	-
Capital, General Municipal	7,738,660.94	14,182,494.54	13,559,797	187,778.57	(13,372,018.43)	1%
Capital, Water Fund	205,757.49	148,057.91	1,121,985	9,156.19	(1,112,828.81)	1%
Capital, Sewer Fund	564,123.50	516,632.93	2,752,391	96,423.66	(2,655,967.34)	4%
Total Deductions	21,016,458.95	23,912,255.54	22,155,315	293,358.42	(21,861,956.58)	1%
Financial Plan Balance	4,616,573.34	6,877,466.00	\$ -	(1,500,525.88)	(1,500,525.88)	-

Town of Comox

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance (\$)	2026 Variance (%)
Revenue						
<u>Property Tax</u>						
Real Property Tax	11,951,574.29	13,383,354.29	\$ 14,788,741	(66.25)	(14,788,807.25)	-
Penalty & Interest	144,243.41	150,854.92	70,000	2,724.44	(67,275.56)	4%
Parcel Taxes	963,754.05	1,055,549.42	1,086,859	-	(1,086,859.00)	-
Local Service Taxes	-	-	-	-	-	-
1% Utility Tax	207,172.80	205,939.38	201,450	-	(201,450.00)	-
Grant in Lieu of Taxes (GILT)	1,934,137.27	2,210,474.74	1,999,307	-	(1,999,307.00)	-
Other	73,185.21	79,962.73	88,209	-	(88,209.00)	-
Total Property Tax	15,274,067.03	17,086,135.48	18,234,566	2,658.19	(18,231,907.81)	-
<u>Sale of Services</u>						
General Government	198,048.53	246,632.00	205,921	41,536.03	(164,384.97)	20%
Protective Services	1,147,467.19	1,314,756.51	1,120,785	20,325.71	(1,100,459.29)	2%
Solid Waste	2,600,827.95	2,502,278.62	2,612,420	198,636.62	(2,413,783.38)	8%
Housing/Health	-	-	-	-	-	-
Development Services	228,861.70	262,637.94	147,896	121,694.86	(26,201.14)	82%
Transportation	87,229.31	188,495.48	10,400	1,550.00	(8,850.00)	15%
Parks, Rec & Culture	2,631,934.26	2,713,705.67	2,546,365	950,624.53	(1,595,740.47)	37%
Water services	3,490,729.01	3,657,304.12	3,585,560	(12,058.98)	(3,597,618.98)	-
Sewer services	3,701,413.44	3,960,331.54	4,049,760	979.44	(4,048,780.56)	-
Total Sale of Services	14,086,511.39	14,846,141.88	14,279,107	1,323,288.21	(12,955,818.79)	9%
<u>Government Transfers</u>						
Federal	2,038,004.73	2,891,947.57	2,227,993	1,276,055.67	(951,937.33)	57%
Provincial	2,248,076.32	1,625,950.45	734,541	-	(734,541.00)	-
Regional & Other	3,049,478.63	49,945.19	20,000	-	(20,000.00)	-
Total Government Transfers	7,335,559.68	4,567,843.21	2,982,534	1,276,055.67	(1,706,478.33)	43%
<u>Investment Income</u>						
Interest & investment gains	2,574,886.51	2,585,957.71	400,000	490,338.54	90,338.54	123%
Total Investment Income	2,574,886.51	2,585,957.71	400,000	490,338.54	90,338.54	123%
<u>Developer Contributions</u>						
Contributions	3,280,475.52	8,809,185.91	332,803	-	(332,803.00)	-
Total Developer Contributions	3,280,475.52	8,809,185.91	332,803	-	(332,803.00)	-
<u>Other</u>						
Other Revenue	134,445.48	128,185.97	125,350	111,921.58	(13,428.42)	89%
Total Other	134,445.48	128,185.97	125,350	111,921.58	(13,428.42)	89%
<u>Gain (loss) on Sale of Assets</u>						
Gain (loss) on Sale of Assets	245,404.49	83,074.75	-	-	-	-
Total Gain/Loss on Sale of Assets	245,404.49	83,074.75	-	-	-	-
Total Revenues	42,931,350.10	48,106,524.91	\$ 36,354,360	3,204,262.19	(33,150,097.81)	9%

Town of Comox

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance (\$)	2026 Variance (%)
	2024 Actual	2025 Actual	2026 Budget	2026-03-31 Actual	2026 Variance (\$)	2026 Variance (%)
Fiscal Expense						
Interest payments on debt	197,900.77	140,251.96	262,963	64,250.15	(198,712.85)	24%
Amortization expense	4,054,017.88	4,297,317.28	3,700,000	95,052.27	-	3%
Grants to other Organizations	-	-	-	-	-	-
Total fiscal expenses	4,251,918.65	4,437,569.24	3,962,963	159,302.42	(3,803,660.58)	4%
Core Operating Expense						
<u>General Government</u>						
Council	368,795.88	386,989.86	475,185	67,290.01	(407,894.99)	14%
Administration	1,903,785.78	1,489,768.70	2,028,121	335,848.07	(1,692,272.93)	17%
Finance	1,092,726.51	657,590.65	924,596	310,273.81	(614,322.19)	34%
Technology	497,557.93	531,119.07	547,950	115,369.99	(432,580.01)	21%
Total General Government	3,862,866.10	3,065,468.28	3,975,852	828,781.88	(3,147,070.12)	21%
<u>Protective services</u>						
Police	2,188,947.67	2,216,858.37	2,589,425	34,985.23	(2,554,439.77)	1%
Fire	2,155,604.75	2,209,823.14	2,569,456	430,140.11	(2,139,315.89)	17%
Bylaw enforcement	96,707.69	52,528.96	180,343	10,985.03	(169,357.97)	6%
Building inspections	147,261.23	159,747.76	196,629	34,011.47	(162,617.53)	17%
Other protective service	16,432.72	3,706.33	20,076	-	(20,076.00)	-
Total Protective Services	4,604,954.06	4,642,664.56	5,555,929	510,121.84	(5,045,807.16)	9%
<u>Solid waste management</u>						
Solid waste management	2,382,168.40	2,277,593.41	2,346,686	400,108.47	(1,946,577.53)	17%
Total Solid waste management	2,382,168.40	2,277,593.41	2,346,686	400,108.47	(1,946,577.53)	17%
<u>Housing/Health</u>						
Housing/Health	-	-	-	-	-	-
Total Housing/Health	-	-	-	-	-	-
<u>Development services</u>						
Development	736,688.48	699,637.70	806,409	163,432.00	(642,977.00)	20%
Total Planning Services	736,688.48	699,637.70	806,409	163,432.00	(642,977.00)	20%

Town of Comox

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance (\$)	2026 Variance (%)
<u>Transportation</u>						
Engineering	2,248,522.14	1,303,347.83	2,410,100	514,354.34	(1,895,745.66)	21%
Public Works	-	-	-	-	-	-
Total Transportation	2,248,522.14	1,303,347.83	2,410,100	514,354.34	(1,895,745.66)	21%
<u>Parks, Rec & Culture</u>						
Parks	1,956,085.23	1,826,117.93	2,220,327	486,400.61	(1,733,926.39)	22%
Community Services	2,937,361.25	3,214,374.94	3,584,118	833,886.17	(2,750,231.83)	23%
Culture	242,841.20	312,668.21	269,948	43,092.87	(226,855.13)	16%
Facilities	94,371.76	264,770.30	198,516	64,008.64	(134,507.36)	32%
Marina	127,561.47	318,210.11	360,991	60,304.80	(300,686.20)	17%
Total Parks, Rec, Culture	5,358,220.91	5,936,141.49	6,633,900	1,487,693.09	(5,146,206.91)	22%
<u>Water services</u>						
Water services	2,889,007.28	3,921,638.25	3,834,033	187,534.82	(3,646,498.18)	5%
Total Water services	2,889,007.28	3,921,638.25	3,834,033	187,534.82	(3,646,498.18)	5%
<u>Sewer services</u>						
Sewer services	2,956,039.10	3,847,739.02	3,780,026	29,461.84	(3,750,564.16)	1%
Total Sewer services	2,956,039.10	3,847,739.02	3,780,026	29,461.84	(3,750,564.16)	1%
<u>Other Services</u>						
Other (Cemetery)	-	-	-	-	-	-
Total Other Services	-	-	-	-	-	-
Core Expenses	25,038,466.47	25,694,230.54	29,342,935	4,121,488.28	(25,221,446.72)	14%

Town of Comox

	2024 Actual	2025 Actual	2026 Budget	2026 Actual	2026 Variance (\$)	2026 Variance (%)
	2024 Actual	2025 Actual	2026 Budget	2026-03-31 Actual	2026 Variance (\$)	2026 Variance (%)
Special Projects						
General Government	69,570.00	419,991.85	513,557	18,330.75	(495,226.25)	4%
Protective services	62,989.92	81,003.21	10,000	-	(10,000.00)	-
Solid Waste management	-	-	-	-	-	-
Housing/Health	-	-	-	-	-	-
Development services	530,955.78	887,897.30	665,053	85,382.28	(579,670.72)	13%
Transportation services	-	81,981.69	261,181	27,116.56	(234,064.44)	10%
Parks, Recreation & Culture	343,495.75	458,199.19	496,477	51,252.95	(445,224.05)	10%
Water Services	-	-	150,000	-	(150,000.00)	-
Sewer Services	8,250.00	110,843.13	89,157	43,608.68	(45,548.32)	49%
Total Special Projects	1,015,261.45	2,039,916.37	2,185,425	225,691.22	(1,959,733.78)	10%
Total Operating Expenses	30,305,646.57	32,171,716.15	35,491,323	4,506,481.92	(30,984,841.08)	13%
Revenue over expense	12,625,703.53	15,934,808.76	863,037	(1,302,219.73)	(2,165,256.73)	(151%)
Add						
Amortization	4,060,801.61	4,313,766.73	3,700,000	95,052	(3,604,948.00)	3%
Transfer from reserves	7,127,196.45	9,431,626.05	11,486,833	-	(11,486,833.00)	-
Proceeds of debt	1,822,886.70	1,109,520.00	6,105,445	-	(6,105,445.00)	-
Proceeds on sale of TCA	(3,556.00)	-	-	-	-	-
Total Additions	13,007,328.76	14,854,912.78	21,292,278	95,052.27	(21,197,225.73)	-
Deduct						
Transfers to reserves	12,024,381.88	8,534,411.41	4,066,619	-	(4,066,619.00)	-
Principal payment on debt	483,535.14	530,658.75	654,523	-	(654,523.00)	-
Capital						
General Government	721,464.23	113,199.10	74,309	-	(74,309.00)	-
Protective services	1,095,901.05	324,667.45	6,194,669	71,267.07	(6,123,401.93)	1%
Solid Waste management	1,822,886.70	-	-	-	-	-
Social Housing	-	-	-	-	-	-
Development services	-	-	-	-	-	-
Transportation	3,219,440.44	7,975,970.54	4,455,230	52,446.05	-	1%
Parks, Recreation & Culture	878,968.52	5,768,657.45	2,835,589	64,065.45	-	2%
Water Services	205,757.49	148,057.91	1,121,985	9,156.19	(1,112,828.81)	1%
Sewer Services	564,123.50	516,632.93	2,752,391	96,423.66	(2,655,967.34)	4%
Other Services	-	-	-	-	-	-
Capital Total	8,508,541.93	14,847,185.38	17,434,173	293,358.42	(17,140,814.58)	2%
Total Deductions	21,016,458.95	23,912,255.54	22,155,315	293,358.42	(21,861,956.58)	1%
Schedule A - Detail	4,616,573.34	6,877,466.00	-	(1,500,525.88)	(1,500,525.88)	-

Special Projects - Q1 Financial Update

Quarter ending Mar 31, 2026

WO# WO Desc

		Budget	Actual	% spent	
14_Admin_Live.xlsm		\$ 103,662.00	\$ 1,481.12	1%	
190057	Records management assessment (cfwd 2025)	\$ 20,000.00	\$ -	0%	
190063	Town Alarm Systems	\$ -	\$ 637.74	0%	
190133	Temporary Winter Shelter -Comox Share	\$ 13,662.00	\$ -	0%	
190140	Strategic Plan - new council term	\$ 15,000.00	\$ -	0%	
190141	Council Orientation	\$ 15,000.00	\$ -	0%	
190142	Election -equipment and other expenses	\$ 40,000.00	\$ 843.38	2%	
15_Finance_Live.xlsm		\$ 324,895.00	\$ 9,002.83	3%	
190045	Payroll documentation(cfwd 2025)	\$ 6,420.00	\$ -	0%	
190081	Municipal Asset Mangement Program (MAMP)(cfwd 2024/2025)	\$ 116,350.00	\$ 8,250.00	7%	
190130	BCDR1 Phase 2 One drive migration/MS365 improvement(cfwd 2025)	\$ 8,625.00	\$ -	0%	
190131	BCDR3 Phase 1&2 transition to cloud(cfwd 2024/2025)	\$ 51,000.00	\$ -	0%	
190151	Updated accounting software(cfwd 2025)	\$ 80,000.00	\$ -	0%	
190143	Cybersecurity framework - master plan	\$ 37,500.00	\$ -	0%	
190144	Intune Implemetation - Mobile Device Mgt	\$ 10,000.00	\$ -	0%	
190145	File Server restructure (All Depts)	\$ 15,000.00	\$ -	0%	
	Adj For adjustment	\$ -	\$ 752.83	0%	
22_Fire_Live.xlsm		\$ 10,000.00	\$ -	0%	
190017	Community safety project	\$ 10,000.00	\$ -	0%	
51_Development_Live.xlsm		\$ 665,053.00	\$ 84,635.42	13%	
190003	HAF-OCF Review and Update (2025)	\$ 12,000.00	\$ 11,161.80	93%	
190088	PSD Citywide module planning/building permit software(2025)	\$ 44,965.00	\$ -	0%	
190090	HAF Subdivi Dev. Serv Bylaw(2025)	\$ 58,663.00	\$ -	0%	
190100	HAF Comprehensive zoning bylaw review(2025)	\$ 8,000.00	\$ 6,747.30	84%	
190109	HAF Incentive programs (rebate)-2025	\$ 72,000.00	\$ 3,000.00	4%	
190111	HAF SSMUH guide (2025)	\$ 5,000.00	\$ -	0%	
190112	HAF Downtown master plan implement and infra assessment(2025)	\$ 186,545.00	\$ -	0%	
190113	HAF manual optional work(2025)	\$ 21,307.00	\$ 8,631.50	41%	
190116	HAF Document digitization(2025)	\$ 85,821.00	\$ 17,829.00	21%	
190117	HAF Software readiness corp record mgt improvement (2025)	\$ 90,752.00	\$ 7,769.77	9%	
190118	HAF Software readiness GIS improvements(2025)	\$ 25,000.00	\$ -	0%	
190127	HAF General Advisory projects	\$ 30,000.00	\$ 5,599.80	19%	
190148	HAF PSD Citywide Business License software(2025)	\$ 25,000.00	\$ 23,896.25	96%	
61_Transportation_Live.xlsm		\$ 253,640.00	\$ 27,116.56	11%	
190053	HAF-new storm study/2013 update and condition assessment(cfwd 2025)	\$ 152,190.00	\$ 20,651.97	14%	
190096	Lazo Rd monitoring and reporti	\$ -	\$ 1,956.94	0%	
190104	HAF-SDS Bylaw (cfwd 2025)	\$ 49,450.00	\$ 4,203.90	9%	
190106	Snow Angels Program (cfwd 2025)	\$ 17,000.00	\$ -	0%	
190107	Cobalt Controller-Guthrie/McDonald-cost share w.Courtenay(cfwd 2025)	\$ 5,000.00	\$ -	0%	
190019	PW Orthophotos	\$ 30,000.00	\$ 303.75	1%	
71_Parks_Live.xlsm		\$ 218,466.00	\$ 41,221.59	19%	
190049	Urban Forest Mgt Strategy (cfwd 2025)	\$ 22,412.00	\$ 11,138.00	50%	
190075	Filberg Driveway stability investigation-prelim geotech report(cfwd 2025)	\$ 20,000.00	\$ -	0%	
190094	Irrigation Improvements	\$ -	\$ 9,083.59	0%	
190122	Comox Tree Mgt and Protection Bylaw No. 1125, 1994 Update (cfwd 2025)	\$ 50,000.00	\$ 21,000.00	42%	
190123	Tree Planting Master Plan(cfwd 2025)	\$ 28,000.00	\$ -	0%	
190124	Village Park -Community Centre Field - Pop UP Park(cfwd 2025)	\$ 23,054.00	\$ -	0%	
190137	Lancaster Park Concept Plan	\$ 35,000.00	\$ -	0%	
190138	Community Centre Outdoors/Village Park Concept Plan(ACC)	\$ 40,000.00	\$ -	0%	
75_Recreation_Live.xlsm		\$ 142,225.00	\$ 10,542.99	7%	
190012	Recreation Master Plan (cfwd 2025)	\$ 110,000.00	\$ -	0%	
190126	Recreation eqpt-new/replacement-various<\$10K	\$ 32,225.00	\$ 10,542.99	33%	
78_Facilities_Live.xlsm		\$ 228,327.00	\$ 8,599.63	4%	
190008	PW/Other building maintenance-contract painting (cfwd 2025)	\$ 35,786.00	\$ -	0%	
190119	Hydro assessment for EV fleet public works-charging stations(cfwd 2025)	\$ 7,541.00	\$ -	0%	
190064	Property Evaluations for Town Property Insurance purposes	\$ 35,000.00	\$ -	0%	
190146	Facility Condition Index report -all facilities	\$ 50,000.00	\$ 8,599.63	17%	
190136	General recreation centre maintenance	\$ 100,000.00	\$ -	0%	
79_Marina		\$ -	-\$ 517.60	0%	
190139	REDIP Marina Proj-Non-Capital	\$ -	-\$ 517.60	0%	
81_Water_Live.xlsm		\$ 150,000.00	\$ -	0%	
190023	HAF Water model study update and condition assessment	\$ 150,000.00	\$ -	0%	
82_Sewer_Live.xlsm		\$ 89,157.00	\$ 43,608.68	49%	
190054	New update 2013 sanitary model and condition assessment(cfwd 2025)	\$ 89,157.00	\$ 43,608.68	49%	
Grand Total		\$ 2,185,425.00	\$ 225,691.22	10%	

started
completed

Capital Projects - Q1 Financial Update

Quarter ending Mar 31, 2026

WO#	WO Description	Budget	Actual	% spent
15_Finance_Live.xlsm		\$ 74,309.00	\$ -	0%
530001	BCDR2 Phase 2: Laptop Conversion/Aruba Hrdwre/firewall(cfwd 2025)	\$ 23,809.00	\$ -	0%
530005	Photocopier/printers	\$ 42,000.00	\$ -	0%
530004	Council's android tablets replacements	\$ 8,500.00	\$ -	0%
22_Fire_Live.xlsm		\$ 6,134,669.00	\$ 71,267.07	1%
310034	New firehall (\$105K+ fr 2025)	\$ 6,105,445.00	\$ 71,267.07	1%
571001	Fire equipment (new and replacement)(cfwd 2025)	\$ 29,224.00	\$ -	0%
51_Development_Live.xlsm		\$ 60,000.00	\$ -	0%
512055	Unit 55 Bylaw Inspector vehicle replacement	\$ 60,000.00	\$ -	0%
61_Transportation_Live.xlsm		\$ 4,455,230.00	\$ 52,446.05	1%
201002	Rodello Roundabout-Comox(cfwd 2024/2025)	\$ 314,540.00	\$ -	0%
220002	Comox Round-about@Glacier-Landscaping(cfwd 2025)	\$ 50,000.00	\$ -	0%
512011	Unit # 11 Ford F150 replacement(cfwd 2025)	\$ 60,000.00	\$ -	0%
610012	Beaufort (Church-Nordin)-road subsurface(cfwd 2025)	\$ 594,248.00	\$ -	0%
620033	Robb (Aitken to Anderton)-construction/bike lanes	\$ 1,105,386.00	\$ 11,941.07	1%
620034	Beaufort (Church-Nordin)_Rd	\$ -	\$ 82.76	0%
620035	Glacier Comox Rd Round-about_Rd (cfwd 2024/2025)	\$ 286,233.00	\$ -	0%
620065	Balmoral Ave (Donovan-Albatross)(cfwd 2024/2025)	\$ 154,533.00	\$ -	0%
640001	Bolt and Aspen Sidewalk (cfwd 2025)	\$ 23,060.00	\$ 3,220.63	14%
640002	Balmoral Ave Sidewalk-Pritchard/Stewart(cfwd 2025)	\$ 131,171.00	\$ -	0%
652001	Bus Stop Upgrades(cfwd 2024/2025)	\$ 90,000.00	\$ -	0%
720007	Robb Rd - Anderton West-Storm	\$ 104,436.00	\$ 737.05	1%
720025	Beaufort Ave Upgrades (Church to Nordin)-Storm(cfwd 2025)	\$ 51,700.00	\$ -	0%
782001	NE Comox Ponds_Wetland-LAS - Storm (cfwd 2024/2025)	\$ 37,505.00	\$ -	0%
512017	Unit #17 - MACK vehicle replacement	\$ 250,000.00	\$ -	0%
512009	Unit 09-Install thumb to improved operational functionality	\$ 20,000.00	\$ -	0%
512005	Unit # 05 Ford F150 replacement	\$ 120,000.00	\$ -	0%
T-tbd	Fibre optics ntwrk enhancement & other new projects(cfwd 2025)	\$ 191,535.00	\$ -	0%
640030	Bolt and Anderton-pedestrian crosswalk lights(cfwd 2025)	\$ 14,233.00	\$ 31,710.73	223%
600003	Church St-Robb to Comox-Road	\$ 150,000.00	\$ -	0%
620031	Heather Court resurfacing	\$ 90,000.00	\$ -	0%
640029	Robb (Aitken to Anderton)-sidewalks	\$ 436,650.00	\$ -	0%
620059	Thistle Crt, Ashphalt replacement	\$ 135,000.00	\$ -	0%
720010	New Storm Drain Connections_Pipe-Gen	\$ -	\$ 4,753.81	0%
720026	Robb to Comox-Storm	\$ 45,000.00	\$ -	0%
71_Parks_Live.xlsm		\$ 1,084,614.00	\$ 6,447.93	1%
210002	Lazo Greenway_LndScape	\$ -	\$ 3,957.93	0%
210007	Balmoral Park Land Improvement	\$ -	\$ 2,490.00	0%
221004	Walkway Lighting (cfwd 2025)	\$ 75,000.00	\$ -	0%
262002	Replace Bleachers - 2 per year(2025-2027)(cfwd 2025)	\$ 15,000.00	\$ -	0%
290005	Pickleball Plaza(cfwd 2025)	\$ 12,000.00	\$ -	0%
512060	Unit 60-2013 Chevrolet Silverado replacement(cfwd 2025)	\$ 64,000.00	\$ -	0%
540001	Table Tennis table new (cfwd 2025)	\$ 10,614.00	\$ -	0%
210006	Beach Access Improvements	\$ 15,000.00	\$ -	0%
252001	Pioneer Park dog park (fencing and signage)	\$ 20,000.00	\$ -	0%
240001	Dog Park-shade structure	\$ 60,000.00	\$ -	0%
254001	McKenzie Park Water Fountain and misting pole	\$ 20,000.00	\$ -	0%
290006	Harbourwood Park-court land improvements	\$ 60,000.00	\$ -	0%
P-tbd	Youth Recreation Infra-Village Park Pump Track(cfwd 2024/2025)	\$ 500,000.00	\$ -	0%
254013	Village Park Pop Up - Modular Pump Track	\$ 140,000.00	\$ -	0%
512064	Unit 64- 2015 F250 replacement	\$ 80,000.00	\$ -	0%
513080	Unit #80-John Deer Gator (50% share of Comox)	\$ 13,000.00	\$ -	0%
75_Recreation_Live.xlsm		\$ 314,000.00	\$ -	0%
523001	Generator backup for rec centre	\$ 150,000.00	\$ -	0%
573001	Fitness Equipment	\$ 36,000.00	\$ -	0%
312015	Boulder/Climbing Wall Gym A or B	\$ 18,000.00	\$ -	0%
314005	Domestic hot water tank replacement	\$ 60,000.00	\$ -	0%
310009	HVAC system-PC and software replacement	\$ 50,000.00	\$ -	0%
78_Facilities_Live.xlsm		\$ 761,352.00	\$ 57,617.52	8%
310032	Mack Laing pavilion-w. Trust funding	\$ 661,352.00	\$ 57,617.52	9%
F-tbd	Chimo Bathroom(cfwd 2024/2025)	\$ 100,000.00	\$ -	0%
79_Marina		\$ 675,623.00	\$ -	0%
671001	Dock upgrades(cfwd 2025=\$21K)	\$ 71,881.00	\$ -	0%
671002	REDIP Marina Project (cfwd 2025)	\$ 603,742.00	\$ -	0%
81_Water_Live.xlsm		\$ 1,121,985.00	\$ 9,156.19	1%
840006	Beaufort Ave Upgrades (Nordin to Church)(cfwd 2025)	\$ 50,000.00	\$ -	0%

840008	New Water Connections_Pipe-Gen	\$	-	\$	2,604.64	0%	
840020	Watermain replacement (Aitken to Anderton)(cfwd 2025=\$75K)	\$	897,985.00	\$	6,551.55	1%	
881002	Water Meter Software	\$	30,000.00	\$	-	0%	
882002	New Fire Hydrants(cfwd 2025=\$20K)	\$	20,000.00	\$	-	0%	
840022	Church, Noel to Robb Water project	\$	28,000.00	\$	-	0%	
840023	Church, Robb to Comox Water project	\$	81,000.00	\$	-	0%	
840024	Water replacement - Centennial to Pathway	\$	15,000.00	\$	-	0%	
82_Sewer_Live.xlsm			\$ 2,752,391.00		\$ 96,423.66	4%	
940001	Torrence Sanitary_Pipe (cfwd 2024/2025)	\$	27,219.00	\$	-	0%	
940002	New Sewer Connections_Pipe-Gen	\$	-	\$	4,239.57	0%	
940005	Robb Sewer (Stewart - 50 m W)(cfwd 2025)	\$	33,743.00	\$	2,948.20	9%	
940006	Port Augusta-Jane St Sanitary(HAF=\$1.960M)	\$	2,250,929.00	\$	22,742.67	1%	
940007	Beaufort_Pipe-Gen	\$	-	\$	51.62	0%	
932002	Simon Cresc. Electrical Kiosk(cfwd 2025)	\$	60,000.00	\$	-	0%	
940012	Sewer replacement as part of road resurfacing	\$	14,000.00	\$	-	0%	
940013	Sewer replacement (\$72.5K)-road resurfacing part (2027=\$66K)	\$	6,500.00	\$	-	0%	
92005	Beaufort Ave Sewer(for distribution later)	\$	-	\$	66,441.60	0%	
940014	Robb Ave - Anderton to Aitken	\$	360,000.00	\$	-	0%	
Grand Total			\$17,434,173.00		\$293,358.42	2%	

started
completed

SPECIAL COUNCIL MEETING

To: Mayor and Council	File: 0390-20, 0870-30, 3220-20
From: Jordan Wall, Chief Administrative Officer	Date: June 12, 2026
Subject: UBCM 2026 Minister Meeting Requests	

Report Approved:



RECOMMENDATION(S) FROM THE CHIEF ADMINISTRATIVE OFFICER:

THAT Council Receive this report for discussion

ALTERNATIVES TO THE RECOMMENDATIONS

THAT Council requests a meeting with the Ministry of ____ to discuss (up to three topics).

PURPOSE

To set meeting requests for Minister of Ministry Staff meetings at the 2026 UBCM meeting September 14th-18th in Vancouver BC.

BACKGROUND

On May 13th the Province sent an invitation to book meetings with Ministers prior to June 24th

During UBCM the Province offers an opportunity for Councils to meet with Minister from Provincial Cabinet or senior level ministry staff members. UBCM meetings are 15 minute sessions where municipalities and Ministers briefly speak about issues. The 15 minute time frame includes the amount of time it takes to enter, conduct introductions, say farewells, and depart. This leaves very little time for actual conversations so meetings should contain no more than 1 or 2 items and be delivered succinctly.

Each Minister over the course of four days will meet with nearly 100 member municipalities. The most effective manner for these meetings is if a municipality has an already established project for which incremental support from the Province can help it reach fruition. The Province is generally looking for 'easy wins' in these meetings. General advocacy is normally meant to be channeled through the UBCM resolutions section of the event however nothing prevents a Council from using these meetings for such.

Councils can also utilize these meetings to simply introduce topics or issues to Ministers and get face to face time with senior decision makers in the Province in an effort to build relationships.

Staff have identified two topics that Council may want to consider given past discussions:

- RCMP cost sharing with Electoral Areas
 - Council has met with the Province on this before and was told the Province was examining its option. That process is now complete and we are unaware of any action take or decisions made.
- Boundary Expansion Process
 - The current boundary expansion process requires an order of Cabinet to complete. This can mean fairly routine requests take extremely long times to complete. In the municipal context the Province has delegated these types of decisions (for housing variances) to staff. If the Province were to follow that model here it would greatly decrease the processing time.
 - As an example the Town submitted a small boundary expansion on Noel and Torrence to the Province and had all statutory items submitted to the Province on July 24th 2025. A reply was expected in the fall of 2025. No decision has been made as of the time of writing this report.

In the past number of years meetings on the following topics took place:

Ministry of Finance: Request to apportion a percentage of the Property Transfer Tax towards asset renewal costs.

Ministry of Municipal Affairs: Information update to the Province around need for boundary expansions in Comox's future.

Ministry of Jobs Economic Recovery and Innovation: Request for recapitalization of ICET.

Ministry of Transportation and Infrastructure: Request for Province to support Bolt-Aspen sidewalk grant application.

Ministry of Finance: Regional District cost sharing for RCMP

Minister of Land Stewardship: Initial conversation on acquiring recreation land along Pritchard

ANALYSIS/ISSUES/IMPLICATIONS

The following Ministries or agencies are available for meeting requests. Ministry of

- Agriculture and Food
- Attorney General
- Children and Family Development
- Citizens' Services

- Education and Child Care
- Emergency Management and Climate Readiness
- Energy, Mines and Low Carbon Innovation
- Environment and Climate Change Strategy
- Finance
- Forests
- Health
- Housing
- Indigenous Relations & Reconciliation
- Jobs, Economic Development and Innovation
- Labour
- Mental Health and Addictions
- Municipal Affairs
- Post-Secondary Education and Future Skills
- Public Safety and Solicitor General
- Social Development and Poverty Reduction
- Tourism, Arts, Culture and Sport
- Transportation and Infrastructure
- Water, Land and Resource Stewardship
- BC Hydro
- BC Assessment