

Board of Directors Meeting Minutes

CCHC Boardroom
June 15, 2016
1:00 p.m. – 3:00 p.m.

Board Members in Attendance:

Joanna McCallum	John Borrowman
Garth Lyon	Cheryl Godefroy
Peter Musil	Dan Sparks
Carolynn Winterhalt	Bob Kocian

Others in Attendance:

Dougal Forteath, CCHC
Cathy Robinson, CCHC
Cathy-Anne David
Michael Fark, Town of Canmore Liaison to CCHC

Regrets Chuck Patel

There being a quorum, Joanna McCallum, Chair, called the meeting to order at 1:05pm

1) Agenda Approval

Add: 5a) Agenda motion tracking system
6c) Employee housing – confidential

Motion 2016.64 Moved by Peter Musil to approve the agenda as amended

CARRIED

Note: The Board indicated it would begin the meeting with item 6a-c)

2) Approval of Minutes

a. Approval of the May 18th and June 1st 2016 Regular Board Meeting Minutes

Motion 2016.65 Moved by John Borrowman to approve the minutes of May 18, 2016 as presented.

CARRIED

Motion 2016.66 Moved by Cheryl Godefroy to approve the minutes of June 1, 2016 as presented.

CARRIED

3) Business Arising from Minutes: None

Motion 2016.67 Moved by Carolynn Winterhalt to go in camera to discuss an item whose disclosure would be harmful to CCHC's economic interests at 1:08 pm

CARRIED

6) In Camera Items:

a. Hector rental rates

Motion 2016.68 Moved by Dan Sparks to come out of camera at 1:48pm

CARRIED

Motion 2016.69 Moved by Joanna McCallum that the Board direct administration to return with a 5 year operating and capital budgets for rental projects CCHC owns in Q3.

CARRIED

Motion 2016.70 Moved by Joanna McCallum to approve an average rental rate increase of 5% at the Hector for 2017, subject to approval by the Province of Alberta under the terms of the RAHPI grant agreement

Proposed Amendment:

Motion 2016.71 Moved by Peter Musil to amend Motion 2016.70 and increase the average rental rate to 7% in 2017 for the Hector Building

Vote on 2016:71 In Favour: Sparks/Musil

Opposed: Borrowman/McCallum/Kocian/Godefroy/ Winterhalt

DEFEATED

Motion 2016.70 Moved by Joanna McCallum to approve an average rental rate increase of 5.0% at the Hector for 2017, subject to approval by the Province of Alberta under the terms of the RAHPI grant agreement

In Favour: Borrowman/McCallum/Kocian/Godefroy/Winterhalt

Opposed: Sparks/Musil

CARRIED

Motion 2016.72 Moved by Peter Musil to go in camera to discuss an item whose disclosure would be an unreasonable invasion of a third party's personal privacy at 1:59 pm.

CARRIED

b. CCHC Homeowner request

Motion 2016.73 Moved by Carolynn Winterhalt to come out of camera at 2:06pm

Motion 2016.74 Moved by Garth Lyon to decline the CCHC homeowners request to sublease their PAH home, the homeowner will be provided until September 30th 2016 to correct the default of their sublease obligation.

CARRIED

Note: Cathy Robinson left the meeting at 2:07pm

Motion 2016.75 Moved by John Borrowman to go in camera to discuss an item whose disclosure would be harmful to the economic interest of the Town of Canmore at 2:08pm

CARRIED

- c. Employee Housing

Motion 2016.76 Moved by Bob Kocian to come out of camera at 2:10pm CARRIED

4. Reports:

- a. Q1 Operating results

The Q1 operating results were presented to the Board.

Motion 2016.77 Moved by Peter Musil to accept the Q1 Operating results as information CARRIED

- b. Appointment of CCHC auditor

The Board reviewed YPM's audit proposal for 2016-18

Motion 2016.78 Moved by Joanna McCallum to appoint YPM as CCHC's auditor from 2016-18 as per their proposal submission and that YPM is preferred due to their relationship with the Town of Canmore. CARRIED

- c. Draft 2017 & 2018 Budget

The Board reviewed the 2017 & 2018 budget and noted that the same be amended to reflect the rental rate increase as per **2016.70** as approved at the June 15th meeting. Administration to return with the draft 2017 & 2018 budget for final review/approval at the August 17th meeting.

- d. Report From Administration

The Board reviewed the report from administration, there were no actions as a result.

Motion 2016.79 Moved by Garth Lyon to go in camera at 2:42 pm. CARRIED

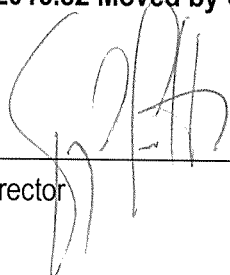
5. New Business:

Motion 2016.80 Moved by Bob Kocian to come out of camera at 2:54pm CARRIED

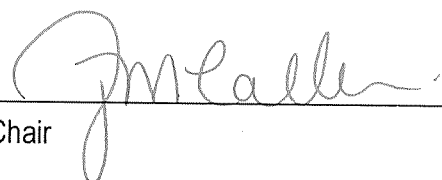
Motion 2016.81 Moved by Joanna McCallum that the Board direct administration to implement a motion resolution action list to be available in Q3. CARRIED

6. Meeting Adjournment

Motion 2016.82 Moved by Cheryl Godefroy to adjourn the meeting at 2:57pm CARRIED



Managing Director



Chair