



**CANMORE COMMUNITY  
HOUSING CORPORATION**

**Board of Directors Meeting Minutes**

**Thursday, August 12, 2010  
CCHC Boardroom**

Board members in attendance:

Cathy-Anne David	Eric Ostman
Andre Gareau	Brent Rosvold
Karen Greene (5:35pm)	Heather Schilling
Kimber Meister	

Absent: Shane Jonker

Others: Jennifer Bisley, Managing Director, CCHC

There being a quorum, Cathy-Anne David called the meeting to order at 5:33 pm.

1) Agenda Approval

Moved by Heather Schilling to approve the agenda as presented.  
Carried unanimously.

2) Review and Approval of Minutes

**Motion 2010.19**

Moved by Brent Rosvold that the Board approve the Minutes of the June 10, 2010 Board meeting as presented.  
Carried unanimously.

3) Business Arising from Minutes: none

4) Committee Reports:

- a) Executive Committee: Quarterly Financial Report accepted for information
- b) Communications Committee: no report
- c) PAH Demand Assessment Committee: no report

5) Report from Managing Director

Managing Director's Report presented, discussed and accepted for information.

6) New Business

- a) 2010-2012 Audit Services RFP

**Motion 2010.20**

Moved by Karen Greene that CCHC participate in the Town of Canmore Audit Service RFP process for 2010-2012 audit services.  
Carried unanimously.

*APPROVED Motion 2010.26 October 14, 2010*



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b) 2010-2011 Board Recruitment Procedures

**Motion 2010.21**

Moved by Heather Schilling that the CCHC Board adopt the 2010-11 CCHC Board Recruitment Procedures as presented.

Carried unanimously

**Motion 2010.22**

Moved by Eric Ostman to appoint Heather Schilling and Karen Greene as the Board representatives to the 2010-11 CCHC Board Nomination Committee.

Carried unanimously

7) In Camera

Moved by Kimber Meister to go in camera at 6:33 pm. Carried unanimously.

a) Draft Report: 2011 CCHC Business Plan

Moved by Eric Ostman to come out of camera at 6:55pm. Carried unanimously.

**Motion 2010.23**

Moved by Eric Ostman to approve the 2011 CCHC Business Plan and Budget as amended.

Carried unanimously

Kimber Meister left the meeting at 6:57pm. Carried unanimously.

Moved by Karen Greene to go in camera at 7:10pm. Carried unanimously.

- b) Development Issue
- c) Development Issue
- d) Intergovernmental Issue
- e) Client Issue

Moved by Eric Ostman to come out of camera at 8:17 pm. Carried unanimously.

**Motion 2010.24**

Moved by Heather Schilling that the CCHC Board approve the revised "Agreement Consenting to Mortgage" pending confirmation of a specific financing requirement from the lender's solicitor (severed document).

Carried unanimously.

**Motion 2010.25**

Moved by Eric Ostman to allow SO/EI a leave of absence from occupying their PAH home for a period not to exceed ten months returning no later than July 2011 with the condition that the owners sign a statutory declaration with specific undertakings.

Carried unanimously.



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- 8) Direction to Council: Inform Council that Distinctive Homes and CCHC are discussing the development of three PAH units as approved through the Town of Canmore's SSR process and will be testing the market with prospective PAH purchasers prior to negotiating any formal purchase agreements.
- 9) Next Meeting Dates: CCHC Board Meeting: September 9 and October 14, 2010.
- 10) Motion to Adjourn  
Moved by Heather Schilling to adjourn the meeting at 8:28 pm  
Carried unanimously.