

**Board of Directors Meeting Minutes**

**Thursday, August 18, 2011  
CCHC Boardroom**

**Board members in attendance:**

John Borrowman (5:40 pm)  
Karen Greene  
Bob Kocian  
Garth Lyon (5:44 pm)

Kimber Meister  
Brent Rosvold  
Heather Schilling

**Others in attendance:**

Jennifer Bisley, Managing Director, CCHC;  
Gary Buxton, Town of Canmore – CCHC Liaison

**Regrets** Cathy-Anne David, Ed Russell

There being a quorum, Heather Schilling called the meeting to order at 5:35 pm.

1) Agenda Approval

Moved by Bob Kocian to approve the agenda as amended, changing the order of in camera items.

Carried unanimously

2) Review and Approval of Minutes

**Motion 2011.28**

Moved by Kimber Meister that the Board approve the Minutes of the June 23, 2011 Board meeting as presented.

Carried unanimously

3) Business Arising from Minutes: none

4) Committee Reports

a) **Executive Committee:** Financial report accepted for information

*John Borrowman joined the meeting at 5:40 pm*

b) **Communication Committee:** Verbal report accepted for information.

c) **PAH Demand Assessment Committee:** Verbal report accepted for information.

5) Report from Managing Director:

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

*Garth Lyon joined the meeting at 5:44 pm*

6) New Business

**a) 2011/12 Board Recruitment Procedures**

**Motion 2011.29**

Moved by Bob Kocian that the Board adopt the 2011 CCHC Board Recruitment Procedures as presented.

Carried unanimously

**Motion 2011.30**

Moved by Karen Greene to appoint Bob Kocian, Brent Rosvold and the Managing Director to the Board Nomination Committee.

Carried unanimously

**b) 2012 Business Plan**

**Motion 2011.31**

Moved by Garth Lyon to approve the 2012 CCHC Cash Budget with an amendment to the categorization of contract labour.

Carried unanimously

**Motion 2011.32**

Moved by Bob Kocian to approve the priorities, activities and timelines presented in the draft 2012 CCHC Business Plan in support of the approved budget. The draft version will undergo editorial and formatting changes to be presented to the Board for final approval at the September Board meeting.

Carried unanimously

Moved by Garth Lyon to go in camera at 7:11 pm. Carried.

7) In Camera

**a) Development Issue**

*Gary Buxton and Garth Lyon left the meeting at 7:44pm*

**b) Intergovernmental Issue**

*Kimber Meister declared a conflict of interest and left the meeting at 8:08pm*

**c) Legal Issue**

Moved by Karen Greene to come out of camera at 8:14 pm. Carried.

**Motion 2011.33**

Moved by Heather Schilling that CCHC require the Lessee to indemnify CCHC for legal costs arising from a breach of lease.

Carried unanimously.

8) Direction to Council:

- a) That Council be informed that two private sector proponents submitted proposals for affordable rental housing under the provincial RFP process which closed in July.
- b) That Council be informed that CCHC is undertaking Board recruitment activities.

9) Next Meeting Dates

- a) September 22, 2011 and October 20, 2011
- b) Quarterly Shareholder Meeting: to be determined

10) Motion to Adjourn

Moved by Bob Kocian to adjourn the meeting at 8:18 pm

Carried.