

Board of Directors Meeting Agenda
Classroom- Civic Centre
February 15th, 2017
3:00 p.m. – 5:00 p.m.

1. Approval of Agenda
2. Approval of Minutes
 - a. Approval of the January 18th 2017 Board Meeting Minutes
3. Business Arising from Minutes
4. Reports:
 - a. Report from Administration (10 minutes)
 - b. Mortgage Loan Insurance – confidential (45 minutes)
5. New Business
None
6. Motion Resolution Action List
All actions completed
7. Meeting Adjournment

*A majority of the Directors in office shall constitute a quorum. In the case of an equality of votes, the Chair shall be entitled to a second or casting vote.
(Articles of Association s45)*



Canmore Community Housing Corporation

For Information

DATE OF MEETING: February 15th 2017 Agenda Item: 4a)
 SUBJECT: Managing Director's Report
 RECOMMENDATION: For information

EXECUTIVE SUMMARY

The Administration Report summarizes activities relative to CCHC's operations and Strategic Plan as required.

1.0 OPERATIONS UPDATE

Applications and Waitlist for January 2017

	Own Program		Rent Program			
			The Hector		McArthur Place	
Wait List:	27	no change from last month	32	no change from last month	13	no change from last month
			7		Shared applicants	
Applications YTD:	2	-3 from last month no change from STLY	9	+4 over last month +5 over STLY	11	+6 over last month +6 over STLY
↑ Above numbers updated as of January 31st, 2017 ↑						
Applications Year End 2016:	28		74		88	
Inquiries YTD:	6	-5 from last month -4 from STLY	27		+11 over last month +3 over STLY	
Inquiries Year End 2016:	168	total	421		total	
Current Occupancy:	100%		100%		100%	Based on Phase 1 (32/32)
Total PAH Units:	44		60		48	Phase 1 - 32 units available Phase 2 - 16 units under construction February 1, 2017
Turnover YTD:	0%	(1 to close February 2017)	0%		0%	
↑ Above numbers updated as of January 31st, 2017 ↑						
Turnover 2016:	18%	8 sales (8/44)	22%	13 units (13/60)	0%	(0/32 (Phase 1 only))

2.0 McARTHUR PLACE (DYRGAS LANE) DEVELOPMENT UPDATE

Property and Program Management: As of February 15th 46/48 units at McArthur Place are occupied, there remains a 2 bedroom and 3-bedroom unit available.

Funding/Finance & Construction: Nothing to report at this time

3.0 Old Day Care Lands RFP

The RFP closes Tuesday February 28th and there will be closed presentations by the RFP respondents to the advisory committee and Board on Monday March 6th. All further proposed dates are tentative at this time however it is anticipated that: a recommendation will be made by the advisory committee to the Board on or before March 22nd; a shareholder meeting will be arranged for either March 28/29 to brief the Shareholder on the Board's decision; after which CCHC will approach the recommended respondent with a contract offer; once the contract has been signed CCHC will notify the public of the successful respondent. The opportunity to afford the successful respondent an open house evening to showcase their winning design is still being considered.

4.0 Town of Canmore

Michael Fark will provide a verbal update as to what, if any, market or affordable housing initiatives the Town is aware of that CCHC should also be made aware of.

Prepared by: Dougal Forteach, Managing Director

Prepared on: February 10th 2017