

**Board of Directors Meeting Minutes  
Classroom – Civic Centre  
August 15, 2019  
3:00p.m. – 5:00 p.m.**

**Board Members in Attendance:** Sue Anderson                      Jeff Hilstad  
John Borrowman                      Todd Kunst  
Peter Musil

**Board members Absent:** Steve Aston  
Kieran Dowling  
Dan Sparks  
Samantha McConnery

**Others in Attendance:** Dougal Forteath, CCHC  
Michael Fark, ToC  
Cathy-Anne David

Sue Anderson attended the meeting by phone and called the meeting to order at 3:05pm

**1) Agenda Approval**

**Motion 2019.066 Moved by Sue Anderson to approve the agenda as presented.                      CARRIED**

**2) Approval of Minutes**

**Motion 2019.067 Moved by Jeff Hilstad to approve the August 1, 2019 meeting minutes as presented.                      CARRIED**

**3) Business Arising from Minutes:**

None

**4) a. Report from Administration**

The report from administration was accepted as information. The Board acknowledged their appreciation to Cathy-Anne David for all her work/efforts with respect to the Hawks Bend project.

**b. CCHC Memorandum and Articles of Association**

**Motion 2019.068 Moved by John Borrowman that the Board approve the proposed amendments to the Articles of Association and direct the same be forwarded to the Members (shareholders) for final approval at CCHC's annual general meeting to be held in October 2019. CARRIED**

**Motion 2019.069 Moved by John Borrowman that, subject to the shareholders' approval of the amended Articles of Association, the Board issue a second Member share to the Town of Canmore. CARRIED**

**c. MHCH**


**Motion 2019.070 Moved by Sue Anderson that the four tenancies at MHCH that expire on or before November 30, 2019 be offered tenancy extensions to June 30<sup>th</sup>, 2020, if their tenancy is in good standing and they continue to meet CCHC's PAH eligibility criteria. CARRIED**


**d. CCHC Board positions**

**Motion 2019.071 Moved by Sue Anderson that CCHC advertise for the four expiring Board terms through September 2019 , and that the advertisement note a minimum commitment of 8-10 hours a month is generally required. CARRIED**

**7) Meeting Adjournment**

**Motion 2019.072 Moved by Peter Musil to adjourn the meeting at 4:25pm. CARRIED**

  
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Managing Director

  
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Vice Chair