

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

**Board Members in Attendance:** Steve Aston                      Samantha McConnery  
John Borrowman                      Jeff Hilstad  
Peter Musil                      Todd Kunst  
Kieran Dowling                      Dan Sparks

**Board members Absent:** Sue Anderson

**Others in Attendance:** Dougal Forteath, CCHC  
Michael Fark, ToC

Steve Ashton called the meeting to order at 3:10pm

**1) Agenda Approval**

Addition:

4c. CCHC remuneration policy

**Motion 2019.073 Moved by Steve Ashton to approve the agenda as amended.**

**CARRIED**

**2) Approval of Minutes**

August 15<sup>th</sup> amendment:

Samantha McConnery was not present at the August 15<sup>th</sup> meeting

**Motion 2019.074 Moved by Todd Kunst to approve the August 15, 2019 meeting minutes as amended.**

**CARRIED**

**3) Business Arising from Minutes:**

None

**4) a. Report from Administration**

The report from administration was accepted as information. The Board would like to arrange a ribbon cutting/BBQ at Hawks Bend for either September 30<sup>th</sup> or October 1<sup>st</sup>.

**Note:** Kieran Dowling identified a conflict of interest with Item 4b and left the meeting at 3:55pm

**b. Matching Down Deposit Program**

**Motion 2019.075 Moved by Steve Ashton to approve the Matching Down Deposit Program with the following amendments:**

- 1) Section 5.2: remove “and their spouse” and end sentence at in the unit.”
- 2) Section 5.2.4: delete “... will exclude the value of one vehicle (lowest value vehicle should the applicant have two vehicles” and replace with “... will include value of 1 vehicle (highest value) ...”
- 3) Section 6.3.7: replace “... as their primary residence; fail to provide ... “with “... as their primary residence and/or fail to provide ...”

**CARRIED**

**Note:** Kieran Dowling returned to the meeting at 4:16pm

**Note:** Dougal Forteath and Mike Fark left the meeting at 4:16pm

**Motion 2019.076 Moved by Steve Ashton to go in-camera at 4:17pm to discuss a personnel matter**

**CARRIED**

**c. CCHC remuneration policy**

**Note:** Steve Ashton left the meeting during the in-camera discussion

**Motion 2019.077 Moved by John Borrowman to come out of camera at 5:10pm**

**CARRIED**


**Motion 2019.078 Moved by John Borrowman that the Board authorize the Board Chair to consult with an employment lawyer to review the CCHC remuneration policy and the current Managing Director contract; and to provide a report to the Board at the earliest opportunity”**

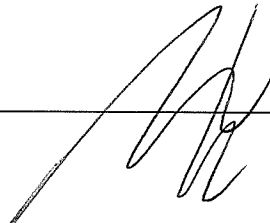
**CARRIED**

**7) Meeting Adjournment**

**Motion 2019.079 Moved by John Borrowman to adjourn the meeting at 5:15pm**

**CARRIED**

  
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Managing Director

  
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Chair