

**Board of Directors Meeting Minutes  
Classroom – Civic Centre  
October 17, 2019  
3:00p.m. – 5:00 p.m.**

**Board Members in Attendance:** Steve Aston                      Samantha McConnery  
Sue Anderson                      Jeff Hilstad  
Todd Kunst                      Dan Sparks

**Board members Absent:** John Borrowman  
Peter Musil  
Kieran Dowling

**Others in Attendance:** Dougal Forteath, CCHC  
Lisa de Soto, ToC

Steve Ashton called the meeting to order at 3:05pm.

**1) Agenda Approval**

Addition:

4c) Managing Director remuneration

**Motion 2019.096 Moved by Dan Sparks to approve the agenda as amended.                      CARRIED**

**2) Approval of Minutes**

**Motion 2019.097 Moved by Todd Kunst to approve the October 3, 2019 meeting minutes as presented.                      CARRIED**

**3) Business Arising from Minutes:**

CCHC's AGM is scheduled for Tuesday October 22<sup>nd</sup> at 10am. Moving forward the Board has directed that CCHC's agenda's and approved minutes from the corresponding agenda will be posted on-line at the same time.

**4) a. Manager's report**

The Board accepted the manager's report as information.

**b. Mountain Haven Cooperative Homes**

**Motion 2019.098 Moved by Dan Sparks that in instances where the registered owner of a MHCH unit is not residing in their unit, they will be provided an eighteen (18) month window from the date the new condominium corporation is registered at Land Titles Office to list and dispose of their unit to a PAH eligible purchaser; after which they will be provided written notification that they are in default of their restrictive covenant obligations and will be provided a further sixty (60) days to correct such default. In the absence of correcting the default CCHC will take such action that is necessary to correct the default.**

**CARRIED**

**Motion 2019.099 Moved by Sue Anderson that CCHC will renew existing tenancies of the MHCH units it owns up to a 1- year term, so long as the tenant continues to be PAH eligible, but no 1-year term tenancy shall extend beyond June 30, 2021.**

**CARRIED**

**Note:** Dougal Forteath and Lisa de Soto left at 3:56pm

**Motion 2019.100 Moved by Steve Ashton to go in camera at 4:00pm to discuss a matter whose disclosure would be an unreasonable invasion of a third party's personal privacy (S.17).**

**CARRIED**

**c. Managing Directors remuneration**

**Motion 2019.101 Moved by Steve Ashton to come out of camera at 4:32pm.**

**CARRIED**

**Motion 2019.102 Moved by Steve Ashton to further engage Adam Campbell to start the process of re-writing the CCHC remuneration policy as per his recommendations.**

**CARRIED**

**Motion 2019.103 Moved by Steve Ashton to increase the MD's paid vacation allowance from 4 weeks to 5 weeks per year and provide a \$5,000.00 bonus attributed to the successful delivery and completion of the Hawks Bend project.**

**CARRIED**

**7) Meeting Adjournment**

**Motion 2019.104 Moved by Steve Ashton to adjourn the meeting at 4:40pm.**

**CARRIED**

  
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Managing Director

  
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Chair