

**Board of Directors Meeting Agenda
Classroom –Civic Centre
February 21, 2019
3:00 p.m. – 5:00 p.m.**

- 1. Approval of Agenda**
- 2. Approval of Minutes**
 - a. Approval of the January 17th, 2019 Board Meeting Minutes
- 3. Business Arising from Minutes**
- 4. Reports:**
 - a. Report from Administration
 - b. CCHC property management agreement – confidential
- 5. New Business**
- 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)*



For Information

DATE OF MEETING: February 21, 2019 **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

January 2019							
	Own Program		Rent Program				
			The Hector		McArthur Place		Mountain Haven
Wait List:	116	No change from last month	66	- 16 from last month	54	-11 from last month	
				46	shared applicants		
Applications YTD:	1	-5 from STLY	14	+8 over STLY	12	+6 over STLY	
↑ Above numbers updated as of January 31, 2019 ↑							
Applications Year End 2018:	76		108		103		
Inquiries YTD:	10	-16 from STLY	29			-3 from STLY	
Inquiries Year End 2018:	280	total	362			total	
Current Occupancy:	100%		100%		98%		100%
Total PAH Units:	73	24 Units under construction-Hawks Bend	60		48		15
Turnover YTD:	11%	8 Units	0%	0	0%	0	0
↑ Above numbers updated as of January 31, 2019 ↑							
Turnover 2018:	37%	24 sales (24/65)	15%	9 units (9/60)	35%	17 units (17/48)	13% 2 Units (2/15)

2.0 Hawks Bend

Construction update: Cathy-Anne David will provide the Board with a verbal report/update as to the status of the development

CCHC administration: will provide a verbal update as to the status of the move-ins and related matters

3.0 MHCH

CCHC administration will provide a verbal update on the condo conversion process

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 Forteath, Managing Director

Prepared on: February 15, 2019