



COMMUNITY HOUSING

**Board of Directors Meeting Minutes
Zoom Video Conference
October 15, 2020
3:00 p.m. – 5:00 p.m.**

Board Members in Attendance: Steve Ashton John Borrowman
Kieran Dowling Jeff Hilstad
Dan Sparks Todd Kunst

Board members Absent: Dallas Suttie
Samantha McConnery
Rob Murray

Others in Attendance: Dougal Forteach, CCH

Steve Ashton called the meeting to order at 3:07 pm.

1) Agenda Approval

Motion 2020.083 Moved by Steve Ashton to approve the Agenda as presented. CARRIED

2) Approval of Minutes

October 1 2020

Amend Motion 2020.078 to state “the Board go in camera at 3:37 pm ...”

Motion 2020.084 Moved by Jeff Hilstad to approve the October 1, 2020 meeting minutes as amended. CARRIED

3) Business Arising from Minutes:

a. This is the agenda item 4c) in the October 15 meeting agenda.

4)

a. Manager’s report

The Manager’s report was accepted as information. CCH’s AGM will be held October 27th via Zoom.

Motion 2020.085 Moved by Steve Ashton to go in camera at 3:16 pm to discuss this agenda item as disclosure of this information would be harmful to the economic interests of CCH. CARRIED

b. CCH Peaks Landing – confidential

Moved by Steve Ashton to come out of camera at 4:03 pm.

Motion 2020.086 Moved by Steve Ashton that the Board direct CCH administration to move forward with further conversations with the Design Build RFP subcommittee’s recommended proponent and return to the Board with a recommendation as to whether to proceed with their proposal no later than November 5, 2020. CARRIED

Motion 2020.087 Moved by Steve Ashton that the Board approve providing a gift card of two hundred dollars (\$200), to a local Canmore business, to each of the three (3) public member volunteers on the Design Build RFP subcommittee. CARRIED

Motion 2020.088 Moved by Steve Ashton to go in camera at 4:05 pm as the Board is receiving legal advice from officials (Board Chairperson) whose disclosure could be harmful to CCH’s economic interests. CARRIED

c. CCH Remuneration policy – confidential

Moved by Steve Ashton to come out of camera at 4:40 pm.

Motion 2020.089 Moved by Steve Ashton to approve the remuneration policy as presented and provide the Managing Director with the policy and letter to provide the proper notice and consent. CARRIED

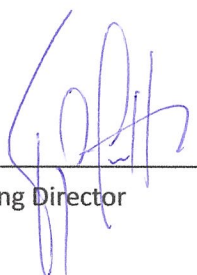
Motion 2020.090 Moved by Steve Ashton to include the Managing Director base salary of \$117,753 per year with the letter. CARRIED

Motion 2020.091 Moved by Steve Ashton to provide the Managing Director with a one-time bonus of approximately \$2,826.00. CARRIED

Motion 2020.092 Moved by Steve Ashton to change the Managing Director’s performance review period moving forward to follow a calendar year from January to December annually. CARRIED

7) Meeting Adjournment

Motion 2020.093 Moved by Steve Ashton to adjourn the meeting at 4:45 pm. CARRIED



Managing Director



Chair