

# CANMORE COMMUNITY HOUSING

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

**Board Members in Attendance:** Kieran Dowling Vi Sandford  
Jeff Hilstad Samantha McConnery  
Todd Kunst Rob Murray  
Maria Lynn

**Board Members Absent:** Steve Ashton  
Dallas Suttie

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

Kieran Dowling called the meeting to order at 3:02 p.m.

1) **Agenda Approval**

Motion 2020.105 Moved by Kieran Dowling to approve the Agenda as presented. **CARRIED**

2) **Approval of Minutes**

Motion 2020.106 Moved by Samantha McConnery to approve the November 19, 2020 meeting minutes as presented. **CARRIED**

3) **Business Arising from Minutes:**

N/A

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

The manager's report was accepted as information. The Board would like to receive an update from the Town of Canmore with respect to the TSMV amended Area Structure Plan application in January 2021 if possible.

b. **CCH Board Officer appointments**

Motion 2020.107 Moved by Kieran Dowling that Steve Ashton be appointed CCHC Chairperson for a term to begin December 15, 2020 and expire December 15, 2021. **CARRIED**

Motion 2020.108 Moved by Samantha McConnery that Kieran Dowling be appointed CCHC Vice-Chairperson for a term to begin December 15, 2020 and expire December 15, 2021. CARRIED

Motion 2020.109 Moved by Rob Murray that Dallas Suttie be appointed CCHC Treasurer for a term to begin December 15, 2020 and expire December 15, 2021. CARRIED

Motion 2020.110 Moved by Vi Sandford that Samantha McConnery be appointed CCHC Secretary for a term to begin December 15, 2020 and expire December 15, 2021. CARRIED

c. CCH 2021 Business Plan – draft

Motion 2020.111 Moved by Todd Kunst that \$80,000 in uncommitted 2020 Accessory Dwelling Grant Program (ADGP) funding be moved to the 2021 Matching Down Deposit Program (MDDP) funding. CARRIED

Motion 2020.112 Moved by Maria Lynn to add Review of the Comprehensive Housing Action Plan (CHAP) to CCH's 2021 Strategies/Objective. CARRIED

Motion 2020.113 Moved by Todd Kunst to accept the CCH 2021 Business Plan as amended and that it be posted on CCH's website. CARRIED

Motion 2020.114 Moved by Kieran Dowling that the Board go in-camera at 3:55 p.m. to discuss this item as disclosure of the information would be harmful to CCH's economic interests. CARRIED

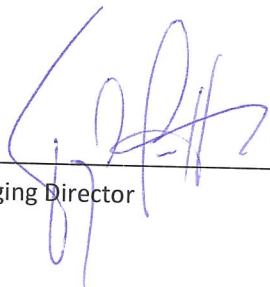
d. McArthur Place Mortgage loan – confidential

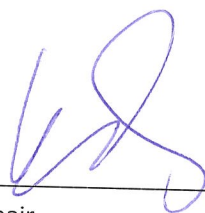
Motion 2020.115 Moved by Kieran Dowling to come out of camera at 4:10 p.m. CARRIED

Motion 2020.116 Moved by Samantha McConnery that CCH proceeds with a mortgage loan through Bank of Montreal (BMO) for McArthur Place, effective January 2021, of up to \$6,100,000 with a 25 year amortization and a sixty (60) month term, and a rate not to exceed 2.70%. CARRIED

7) Meeting Adjournment

Motion 2020.117 Moved by Kieran Dowling to adjourn the meeting at 4:17 p.m. CARRIED

  
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Managing Director

  
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Vice Chair