

CANMORE COMMUNITY HOUSING

Board of Directors Meeting Minutes
The Classroom – Civic Centre
September 7, 2023
3:00 p.m. – 5:00 p.m.

Board Members in Attendance: Rob Murray Todd Kunst
Jamie Findlay Tanya Foubert
Sean Krausert Jessie Fonseca
Wade Graham Jeff Mah
Lisa de Soto

Board Members Absent: **NA**

Others in Attendance: Michelle Ouellette, CCH
Sally Caudill, Town of Canmore
Kris Mathieu, CCH
JaNae Sheppard, CCH

Jessie Fonseca called the meeting to order at 3:00 pm.

1. Consent Agenda

Motion 2023.068: Moved by Tanya Foubert that the Board amend the Consent Agenda to remove confidential from all items in New Business except for item g) Signing Authority

CARRIED

Motion 2023.069: Moved by Jessie Fonseca that the Board amend the Consent Agenda to include Addition of the CCH Board Member to the Town of Canmore Livability Tax Policy Task Force.

CARRIED

2. Business Arising from Minutes

- Michelle Ouellette provided a verbal update on the CRPS Term Sheet.

Motion 2023.070: Moved by Tanya Foubert that the Board go in-camera as disclosure of this information could be harmful to the business interests of the organization

CARRIED

Motion 2023.071: Moved by Tanya Foubert that the Board that the Board come out of in-camera

CARRIED



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3. New Business:

Jessie Fonseca initiated a round table introduction

a. Executive Director Report

The Board accepts the Executive Director report as information.

Note: Rob Murray joins the meeting at 3:20 pm

b. Projects Funding

Motion 2023.072: Moved by Lisa de Soto to approve:

1. Budget changes as presented

Motion 2023.073: Moved by Lisa de Soto to approve:

2. Transfer of funds from capital reserve to operating funds by September 30, 2023

CARRIED

c. Unbudgeted Expenses

Motion 2023.074 Moved by Rob Murray to approve unbudgeted expenses funds transfer from unrestricted reserve by September 30, 2023

CARRIED

d. CCH 2024 Budget Adjustments

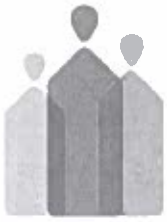
Motion 2023.075: Moved by Tanya Foubert to approve the Draft 2024 Operating Budget as requested.

CARRIED

e. Palliser Area Structure Plan

Motion 2023.076: Moved by Rob Murray CCH supports the proposed Palliser ASP as drafted, that support includes a letter from the Chair for the Public Meeting, and a presentation from the Executive Director at the Public Hearing

CARRIED



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f. Signing Authority

Motion 2023.077: Moved by Tanya Foubert to go in Camera

CARRIED

Motion 2023.078: Moved by Rob Murray to go in Camera

CARRIED

Motion 2023.079: Moved by Jessie Fonseca that The Board appoints Theresa Bolton as a non-financial signing authority, and grants her the authority to sign land purchases, sales, and leases, as well as any caveats or agreements related to these items, on behalf of the corporation and under corporate seal. Her signature under corporate seal will bind the corporation.

CARRIED

g. Housing Conference November 20 – 22, 2023

Motion 2023.080: Moved by Tanya Foubert

1. The Board approve the 2023 budget amendment for the following line items:

Travel, Conference – Increase budget item to \$6,000

2. The Board approve transfer of \$3,000 from previously unrestricted reserve to Operating account by September 30, 2023.

CARRIED

h. Town of Canmore Liveability Task Force

Motion 2023.81: Moved by Rob Murray to nominate Lisa de Soto to sit on the Town of Canmore Livability Tax Policy Task Force.

CARRIED

4. **Motion Resolution Action List**

5. **Meeting Adjournment**

Motion 2023.082: Moved by Tanya Foubert that the meeting be adjourned at 5:15 pm.

CARRIED

Executive Director

Chair