



**Board of Directors Meeting Minutes  
CCHC Boardroom – 100, 729 10 Street  
August 08, 2024  
03:00 p.m. – 05:00 p.m.**

**Board Members in Attendance:** Rob Murray      Todd Kunst  
Wade Graham      Sally Caudill  
Joanna McCallum      Jeff Mah  
Jamie Findlay      Lisa de Soto

**Board Members Absent:** Jessie Fonseca      Jeff Hilstad

**Others in Attendance:** Kristopher Mathieu, CCH  
Mark Tkacz, CCH  
Jeffry Chaves, CCH  
Courtney Schreiner, CCH

#### **1. Call to Order**

Rob Murray called the meeting to order at 03:00 p.m.

#### **2. Approval of Agenda and Previous Meeting Minutes**

- The agenda for today's meeting and the minutes from the previous meeting were reviewed.
- **Motion 2024.045:** Moved by Rob Murray to approve the agenda with amendments and the previous meeting minutes as corrected for attendance and item descriptions.

**CARRIED**

#### **3. Motion to Ratify New Executive Director**

- Discussion regarding the appointment of Kris Mathieu as the new Executive Director.
- **Motion 2024.046:** Moved by Rob Murray to ratify Kristopher Mathieu as the new Executive Director of CCHC.

**CARRIED**

#### **4. In-Camera Session**

- **Motion 2024.047:** Moved by Rob Murray to move the meeting in-camera to discuss sensitive information that could be an unreasonable invasion of a third party's personal privacy (S.17) at 3:33pm.

**CARRIED**

#### **5. On-Camera Session**

- **Motion 2024.050:** Moved by Jamie Findlay to come out of the in-camera session at 5:07pm.  
**CARRIED**

#### **6. Project Funding and Contingency**

- Lisa de Soto proposed postponing the decision on the contingency funds until the substantial completion of the project.
- **Motion 2024.048:** Moved by Lisa de Soto to postpone the decision on contingency funds until after substantial completion of the project.

**CARRIED**

#### **7. New Applicant Fee Approval**

- Discussion on the implementation of a new fee for all CCHC applicants for rent or equity products.
- **Motion 2024.049:** Moved by Lisa de Soto to approve the fee of \$25 CAD for new applicants of CCHC.

**CARRIED**

#### **8. Lease Rates and Data Collection**

- The board discussed the need to gather more data on proposed lease rates and new applicants for rental or equity products.
- **Motion 2024.049:** Moved by Lisa de Soto to defer the decision on lease rates and direct CCH administration to gather additional information on new applicants for rent or equity products, to be presented at the next board meeting in September.
- **Action Item:** Administration to present the gathered data at the next board meeting.

**CARRIED**

#### **9. Meeting Duration Adjustments**

- The board considered extending future meetings to 2.5 hours to ensure adequate time for thorough discussions.
- **Decision:** Discuss further in upcoming meetings to adjust the duration accordingly

#### **12. Adjournment**

- **Motion 2024.052:** Moved by Jeff Mah to adjourn the meeting.



# CANMORE COMMUNITY HOUSING

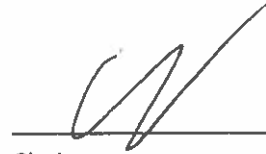
**CARRIED**

- The meeting was adjourned at 05:13 p.m.



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Executive Director



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Chair

