

Board of Directors Meeting Agenda CCH Boardroom May 8, 2025 2:30 p.m. – 5:00 p.m.

1. Consent Agenda

- a. Approval of May 8, 2025 Agenda
- b. Approval of the April 10, 2025 Board of Directors Meeting Minutes
- c. April Operations Report

Motion: Move to accept the May 8, 2025 Consent Agenda as presented.

2. Business Arising from Minutes

N/A

3. Standing Updates:

- a. Motion Resolution Action List Report included in Agenda Package
- b. Shareholder Updates
- c. Sub Committee Updates
 - i. Policy Review Committee (administration update)

4. New Business:

- a. CCHC and Bow Valley Credit Union Partnership
- Strategic Planning Meeting Update for Board of Directors and choosing a next date for R2
- c. CCHC and Stone Creek Resort Palliser Civil Work
- d. Ptarmigan Pointe Update
- e. Arcori Update
- f. 100 Palliser Lane Project Path Forward Confidential

5. 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)



DATE OF MEETING: May 8, 2025 Agenda Item: 4.a)

SUBJECT: CCH and Bow Valley Credit Union (BVCU) Partnership

RECOMMENDATION: N/A For information only.

EXECUTIVE SUMMARY:

In prior years under the previous provisions and policies surrounding CCH's Maximum Resale Value (MRV) calculations on the resale of homes through CCH's Vital Homes program, our buyers have predominantly utilized the Bow Valley Credit Union (BVCU) as their mortgage lender. CCH has changed our calculation method for how we determine the MRV of a home sale through Board Motion *No. 2024-062* which decouples applying the Core Pricing Index factor (CPI) plus 10% sentiment. With CCH's fixed growth percentage, the large and mainstream financial institutions are now lending to CCH buyers.

In discussions with BVCU they are keen to continue working with CCH and our prospective buyers. However, they also want to enter into a strategic partnership through marketing campaigns, special borrowing rates for CCH homeowners, as well as re-engaging the day-to-day business relationship.

It is CCH's stance that we are open to working with all lending institutions to further support the purchasing strength of our homeowners, and to ensure that we provide all necessary opportunities and options to current and future buyers that serve the best interests of CCH and our Vital Homes owners.

Prepared by:

Kristopher Mathieu, AT., PMP.

Executive Director

Prepared on:

May 1, 2025



May 7, 2025

DATE OF MEETING:	May 8, 2025	Agend	da Item: 4.b)
SUBJECT: Strategic Planning	Meeting Update for Board o	f Directors and choosing a next	date for R2
PECOMMENDATION: The Re-	ard of Directors approve the	implementation of CCH's 2025-2	0027 Stratogic
Plan upon review of draft V2.		implementation of Cert's 2023-2	ozi strategie
EXECUTIVE SUMMARY:			
As we close out Q2, 2025 we 2025. A corresponding Busine	_	25-2027 Strategic Plan implemen approved Strategic Plan.	tation in Q3,
Prepared by:			
Kristopher Mathieu, AT., PMF).		
Executive Director			
Prepared on:			



DATE OF MEETING: May 8, 2025 Agenda Item: 4.c)

SUBJECT: CCH and Stone Creek Resort Palliser Civil Work

RECOMMENDATION: To engage a Civil Engineering firm for the development of a working site grading plan for CCH's Palliser Lands

EXECUTIVE SUMMARY:

CCH has been working diligently with Stone Creek Resorts (SCR), Altalink and the Town of Canmore to develop a working master plan for CCH's owned Palliser Lands. CCH has previously completed a master planning exercise that determined the minimum and maximum housing densities that can be implemented within the area. Additionally, we have developed a civil road network and have designated development sites within.

Altalink has confirmed that they are moving ahead with the formal relocation of the transmission line; Line 54L, that intersects CCH's lands to allow for additional density within the lands that pertains to CCH's master plan for the area, as well as Stone Creek Resort's master planning exercise. The SCR team has completed an initial civil grading study that is in alignment with CCH's "Grotto" option within our master plan.

CCH now needs to formally engage a civil engineering firm for the creation and implementation of a formal site grading plan, topographical map, cut/fill analysis and a final road elevation network to support both public and private transit options. This plan is needed to Altalink can finalize their design work to ensure that the new elevations of their transmission poles will coincide with CCH's & SCR's final site grading plans.

Attachments:

- Appendix "A" CCH Palliser Grotto Option
- Appendix "B" SCR's Palliser Grading Plan

Prepared by:

Kristopher Mathieu, AT., PMP.

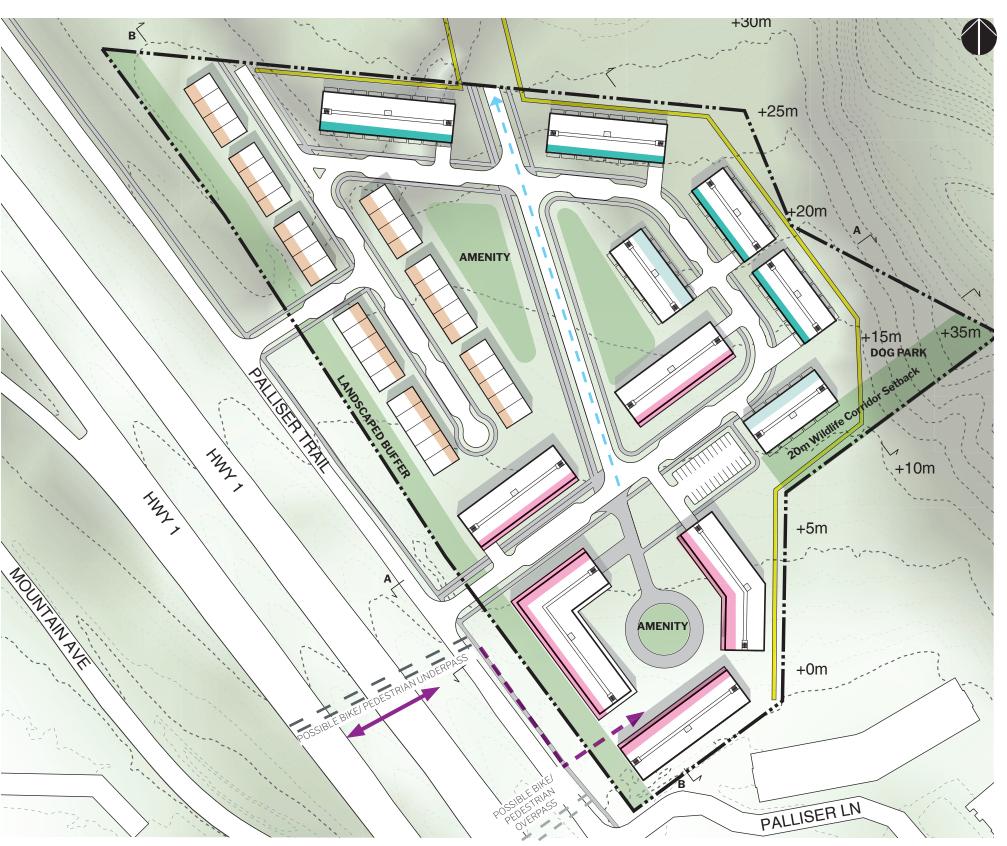
Executive Director

Prepared on:

May 2, 2025

GROTTO

35 Townhouses I 35 Secondary Suites I 716 Apartments I 5236 m² Commercial Area



The Grotto Design Option has created a bus only road that cuts through the centre of the site perpendicular to the contours. Additionally, the commercial zone has been located at the south of the site. Parking for the commercial is not quite as central as Rundle; however, the pedestrian realm has been well defined to ensure ease of pedestrian access to the commercial areas.

Each residential building is accessed from a perimeter road. They will have a single storey parkade and allocated surface parking. Due to the bus route with no surface parking options, the overall parking ratio is lower than the other options.

	REQUIRED	PROVIDED
UNITS	450-750	786
COMMERCIAL AREA	N/A	5236 m ²
MAX SITE COVERAGE	40%	23%
HEIGHT	3-5 STOREYS	3-6 STOREYS
PARKING (APARTMENTS)	N/A	325 PARKADE 55 SURFACE 0.48 RATIO
PARKING	N/A	70 STALLS
(TOWNHOUSES)		

LEGEND:

Retaining Wall Green Space 6 storey Apartment 4 Storey Apartment

Property Line

3 Storey Townhouse 6 Storey Mixed-Use

Preferred Pedestrian Access

Bus Access

ASSUMPTIONS:

- 85% efficient apartment layouts
- 69m² (750 ft²) avg apartment size
- 224m² (2,411ft²) townhouse
 - 112m² (1,205ft²) secondary suite size

GROTTO

35 Townhouses I 35 Secondary Suites I 716 Apartments I 5236 m² Commercial Area

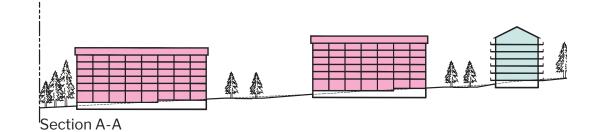


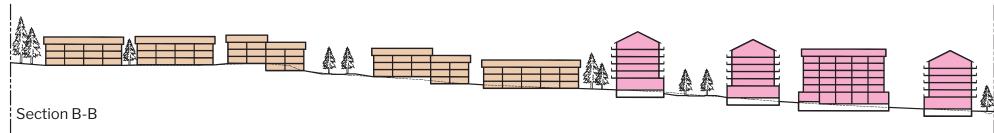
Similar to the other options, the largest 6 storey buildings have been tucked into the slope at the back of the site. This approach will maximize the views and ensure that a variety of typologies exist.

The plaza space has been designed to be a pedestrian friendly area with limited vehicle traffic.



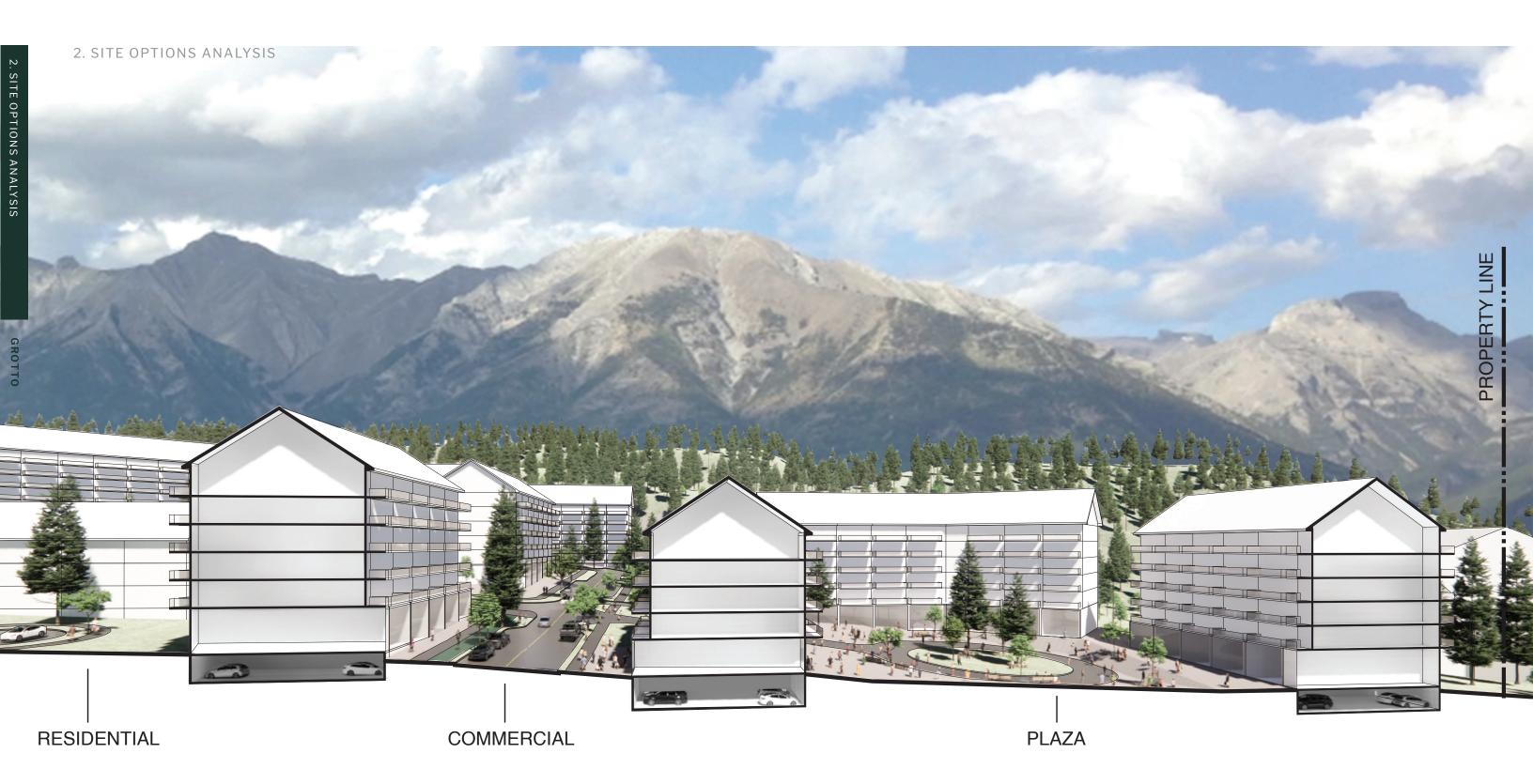
Concept for the plaza design.





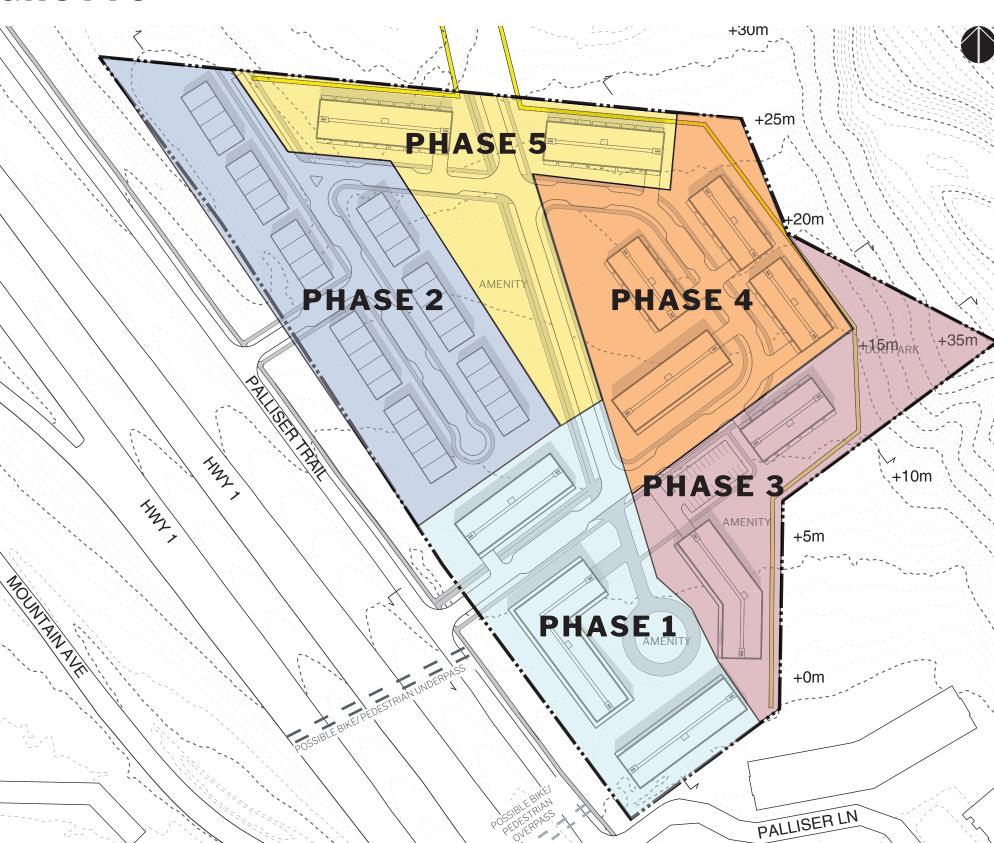
LEGEND:





Section through the plaza. cutting North-South.

PROPOSED PHASING



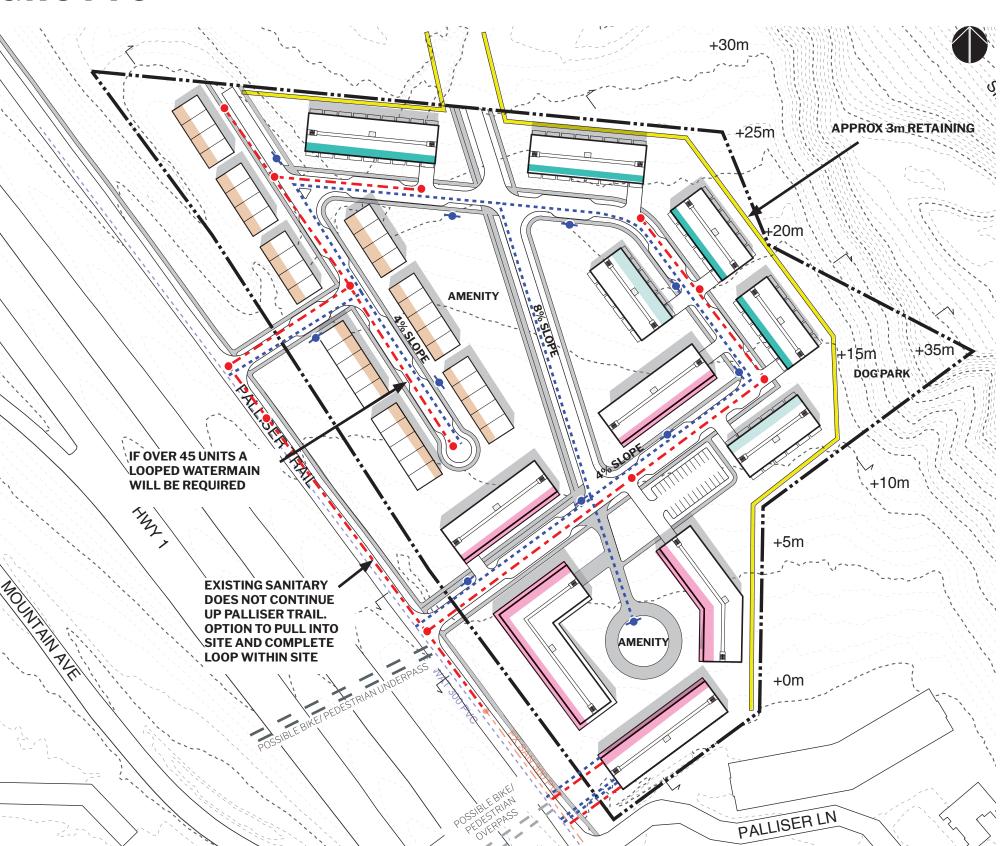
The Grotto Design Option has been broken into 5 phases. Phasing will begin with the mixed-use buildings around the plaza space on the south of the site and expand north. This approach increases the number of available units and commercial space early in the development. When determining the phases, considerations regarding servicing have been included. The existing sanitary manhole ends on Palliser trail by Phase 1, making the south of the site the logical place to start.

PHASE	TOTAL SITE	GROSS BLDG	# UNITS	COMMERCIAL
	AREA (m ²)	AREA (m ²)		AREA (m ²)
1	14,140	21,410	216	3785
2	16,800	11,760	70	-
3	11642	10,730	116	1290
4	12800	19,745	230	1085
5	11,700	12,480	154	-
TOTAL	67,082	76,125	786	6160

2. SITE OPTIONS ANALYSIS

GROTTO

SERVICING AND ROAD GRADING



RETAINING WALLS:

Due to the bus route running perpendicular to the site, the entire perimeter will be retained with an approximate 3m retaining wall to flatten the site to allow for an 8% slope on the bus route. The remainder of the site will experience more moderate sloping due to the increased roadway to account for the grade variations.

EARTHWORK VOLUMES (PRELIMINARY):

Topsoil Stripping	33,500 m³
Site Clearing and Grubbing	50,000 m ³
Common Excavation	45,000 m ³
Import Fill	70,000 m ³
Storm Pond	2,000 m ³
Retaining Wall	300 m ²

KEY SERVICING REQUIREMENTS:

Sanitary Manhole Spacing: Maximum 120m

Fire Hydrant Spacing: 90m low density, 60m high density

Building Services:

Sanitary:

1x100mm per 3 storey townhouse

1x200mm per 4 storey apartment

1x200mm per 6 storey apartment

2x200mm per 6 storey mixed-use (one resi, one commercial)

Water:

1x500mm per 3 storey townhouse

1x200mm per 4 storey apartment

2x200mm per 6 storey apartment

3x200 per 6 storey mixed-use (2 resi, one commercial)

LEGEND:

- - - STORM- - SANITARY

GROTTO

FINANCIAL ANALYSIS

SITE STATISTICS ASSUMPTIONS:

- The Gross Floor Area ("GFA") statistics deployed in the financial analysis are based on the LOLA option discussed above. This Option provides 76,125 sm GFA across the entire site: 6,160 sm commercial and 69,965 sm residential (58,205 sm apartments and 11,760 sm townhouses).
- Gross Saleable/Leasable Area ("GLA") of the commercial and residential apartment components are assumed to be 85% of their respective GFAs. This efficiency ratio allows for the deduction of common areas, amenity space, mechanical areas, circulation, etc from GFA to estimate the space upon which income/rent can be generated. The resulting 66,470 sm of total GLA is distributed as follows: 5,236 sm commercial and 61,234 sm residential (49,474 sm apartments and 11,760 sm townhouses).
- Based on an average unit size of 69 sm, the proposed development contains 716 residential apartment units. There are also 70 townhouse units (35 main floor and 35 secondary suites) across 8 buildings. The total residential unit count across the entire site is 786 units.
- One level of below-grade parking is assumed beneath the footprint of each individual building, totaling 15,600 sm across the entire site.

ASSUMPTIONS

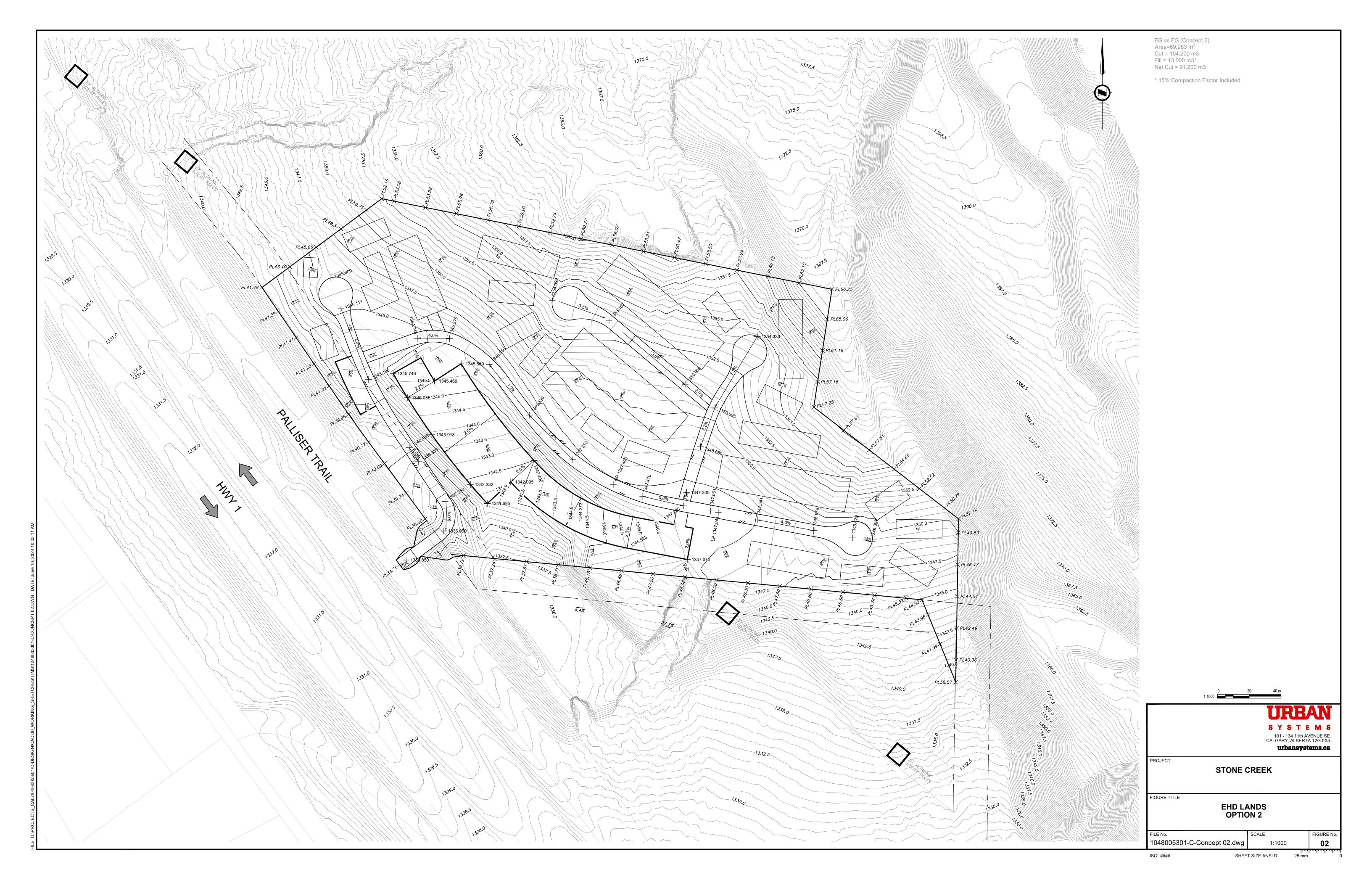
Revenues

Revenue assumptions are unchanged from the Rundle analysis.

Costs

- Development cost assumptions are unchanged from the Option 2 analysis with the exception of:
 - Building and site works costs are based on the estimates provided for Option 3 within the Align Cost Consulting Class D estimate dated 25-Jan-2024







DATE OF MEETING:	May 8, 2025	Agenda Item: 4.d)
SUBJECT: Ptarmigan Pointe Up	date	
DECOMMENDATION: N/A Show	reasing how well the preject is going	
RECOMMENDATION: N/A SHOV	vcasing how well the project is going.	
EXECUTIVE SUMMARY:		
A showcase of how the project	is progressing along via pictures.	
Attachments:		
<u>2025.05.06 Site visit</u>		
Prepared by:		
Kristopher Mathieu, AT., PMP.		
Executive Director		
Prepared on:		
May 5, 2025		



DATE OF MEETING: May 8, 2025 Agenda Item: 4.e)

SUBJECT: Arcori Update

RECOMMENDATION: N/A - Information Only

EXECUTIVE SUMMARY:

CCH has implemented the online Arcori platform for applicant renewals for the Vital Homes Ownership and Rental programs, beginning with March renewals. Some technical issues were encountered upon launch, primarily relating to the automated emails that need to be generated with links for users to authorize their account set-up and password setting. Arcori has supported CCH administration with any questions or technical support required, and CCH continues to refine notification and account set up practices for our applicants with each subsequent month of new renewals that need to be processed. The main issue to be resolved on a back-end level concerns the import of the Vital Homes Rental files, as it has been noted that file information has not been input accurately but Arcori is aware of the issue and is working on a global fix to address this matter.

CCH administration has ordered a new computer to support in-office renewal processing going forward and will continue to support any applicants that require in-person assistance. While we anticipate that there may be continuing small technical and procedural issues in the early months to work through, CCH administration is pleased overall with the software to date and continues to believe this will be an improved system for both administration and applicants. It should also be noted that CCH administration also intends to implement the Arcori platform for new applications beginning in June.

Attachments: N/A

Prepared by:

Mark Tkacz

Housing Programs Manager

Prepared on: May 2, 2025



DATE OF MEETING: May 8, 2025 Agenda Item: 4.f)

SUBJECT: 100 Palliser Lane - Project Path Forward

RECOMMENDATION: The Board of Directors approve the project to continue to move forward as we await final funding from the majority lender.

EXECUTIVE SUMMARY:

CCH in conjunction with our General Contractor and our Prime Consultant are in a position to move the project forward with the funding we have received from the Town of Canmore via Bylaw No 2025.07. We have received our development permit (DP) and are actively engaged with pre-construction activities.

CMHC and any select financial institution have mandates that state that the Owner of the land or the developer in charge, is to fund and spend their contribution towards the project prior to CMHC releasing project draws. This equates to CCH funding progress draws for the first six months of construction, totalling approximately \$11,889,264 based on the approved cashflow statements from our consultants.

Key takeaways: If we wait for the final commitments from CMHC or a financial institution, we risk adding several months of construction on the back-end of the project schedule which will have a direct impact on project costs, increasing these amounts by approximately \$300,000 per month. We are in the process of completing a work-back schedule, once finalized we will be able to determine how much project schedule slippage we are looking at.

Attachments:

- Appendix "A" - 20250425 Palliser Cash Flow

Prepared by:

Kristopher Mathieu, AT., PMP.

Executive Director

Prepared on:

May 6, 2025

MONTHLY CASHFLOW DETAIL

100 Palliser Lane CCH Project: Owner:

Updated: April - 2025

TOTAL SPEND

- paatoa:	ACTUAL ← → FORECASTED											
		TP01	1	2	3	4	5	6	7	8	9	10
DIV		Budget	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
DIVISION 1	General Req	4,654,500	-	139,635	186,180	232,725	232,725	232,725	232,725	232,725	232,725	232,725
01 00 00	General Requirements	4,654,500	-	139,635	186,180	232,725	232,725	232,725	232,725	232,725	232,725	232,725
				-	-	-	-	-	-	-	-	-
DIVISION 3	Concrete	3,384,400	-	-	-		752,021	945,640	559,554	391,628	269,385	231,992
03 03 00	Concrete Supply	1,238,700			-	12,387	185,805	247,740	247,740	185,805	123,870	123,870
03 10 00	Concrete Formwork	1,150,600			-	57,530	402,710	517,770	115,060	57,530	-	-
03 20 00	Concrete Reinforcement	692,300	•	-	•	-	124,614	138,460	152,306	103,845	103,845	69,230
03 30 00	Concrete Pump / Place / Finish	277,800	-	-	-	-	38,892	41,670	44,448	44,448	41,670	38,892
03 90 00	Precast Concrete Wheel Stops	25,000	•	-	-	-	-	-	-	-	-	-
			-	-	-	-	-	-	-	-	-	-
DIVISION 4	Masonry	466,700	-	-	-	-	-	-	-	-	-	-
04 20 00	Unit Masonry	31,000	-	-	-	-	-	-	-	-	-	-
04 40 00	Stone Masonry Veneer	435,700	-	-	-	-	-	-	-	-	-	-
			-									
DIVISION 5	Metals	1,563,000	-	-	-	-	-	-	-	-	82,120	82,120
05 10 00	Structural Steel & Joists	410,600	-	-	-	-	-	-	-	-	82,120	82,120
05 50 00	Metal Fabrications	157,500	-		-	-	-	-	-	-	-	-
05 70 00	Aluminum Railing Systems	973,700	-	-	-	-	-	-	-	-	-	-
05 70 20	Ornamental Metal Exterior Envelope	21,200	-	-	-	-	-	-	-	-	-	-
			-									
DIVISION 6	Wood & Plastics	501,200	-	-	3,505	3,505	3,505	3,505	3,505	3,505	3,505	3,505
06 10 00	Rough Carpentry	70,100	-	-	3,505	3,505	3,505	3,505	3,505	3,505	3,505	3,505
06 20 00	Finish Carpentry	408,300	-	-	-	-	-	-	-	-	-	-
06 40 00	Architectural Woodwork	22,800	-		-	-	-	-	-	-	-	-
DIVISION 7	Thermal & Moisture Protection	6,035,600	-					140.340	327.460			
07 11 00	Damproofing	92,200	-	-	-		-	27,660	64,540	-	-	-
07 11 00	Waterproofing	375.600	-	-	-	-	-	112,680	262,920	-	-	
07 40 00	Preformed Siding	4,477,900	-	-	-			,		-		
07 50 00	Membrane Roofing	824,200		-	-			-	-			<u>-</u>
07 84 00	Firestopping	242,300	-	-	-			<u> </u>			<u> </u>	<u>-</u>
07 91 00	Caulking & Sealants	23,400	-									
07 31 00	Cadiking & Sealants	25,400	-		_							
DIVISION 8	Doors & Windows	2,795,800	-		_	-			-			
08 11 00	Hollow Metal Doors & Frames	392,700	-		-			-			-	
08 14 00	Wood Doors & Frames	450.900	-		-							
08 30 00	Overhead Doors	94,800	-		-							
08 44 00	Curtain Walls	230.500	-									
08 52 00	Punched Windows	855,200	-									
08 70 00	Hardware	572,800	_									
08 80 00	Glazing	99,900	-	-	_							
08 90 00	Louvres & Vents	99,000	-		_	_			_			
00 00 00	2547.55 & 70110	35,000	_									
			_									

	ACTUAL ← → FORECASTED											
		TP01	1	2	3	4	5	6	7	8	9	10
DIV		Budget	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
DIVISION 9	Finishes	6,055,200	-	-	-	-	-	-	196,885	236,262	393,770	393,770
09 21 00	Steel Stud and Drywall	3,937,700	-	-	-	-	-	-	196,885	236,262	393,770	393,770
09 30 00	Tilework	421,500	-	-	-	-	-	-	-	-	-	-
09 62 00	Special Flooring	21,200	-	-	-	-	-	-	-	-	-	-
09 65 00	Resilient Flooring	814,800	-	-	-	-	-	-	-	-	-	-
09 68 00	Carpet	55,400	-	-	-	-	-	-	-	-	-	-
09 90 00	Painting	725,100	-	-	-	-	-	-	-	-	-	-
09 91 00	Final Cleaning	79,500	-	-	-	-	-	-	-	-	-	-
			-									
DIVISION 10	Specialties	241,800	-	-	-	-	-	-	-	-	-	-
10 11 00	Traffic Signage	52,500		-	-	-	-	-	-	-	-	-
10 14 00	Interior Chainlink Partitions & Gates	7,000	-	-	-	-	-	-	-	-	-	-
10 26 00	Wall & Corner Guards	14,300	-	-	-	-	-	-	-	-	-	-
10 28 00	Toilet & Bath Accessories	94,100	-	-	-	-	-	-	-	-	-	-
10 55 00	Mail Boxes	23,500		-	-	-	-	-	-	-	-	-
10 57 00	Wardrobe & Closet Specialties	50,400	-	-	-	-	-	-	-	-	-	-
	·		-									-
DIVISION 11	Equipment	835,300	-	-	-	-	-	-	-	-	-	-
11 12 00	Parking Control Equipment	50,000	-	-	-	-	-	-	-	-	-	-
11 31 00	Residential Appliances	785,300		-	-	-	-	-	-	-	-	-
			-									-
DIVISION 12	Furnishings	1,332,800		-	-	-	-	-	-	-	-	-
12 20 00	Window Treatment	90,000		-	-	-	-	-	-	-	-	
12 35 30	Residential Cabinets	1,097,900	-	-	-	-	-	-	-	-	-	-
12 48 00	Foot Grilles / Floor Mats	10,200	-	-	-	-	-	-	-	-	-	-
12 50 00	Miscellaneous Furnishings	20,000		-	-	-	-	-	-	-	-	_
12 92 00	Interior Bicycle Racks	114,700	-	_	-	-	_	_	_	-	-	_
	<u> </u>	, , , ,	-									
DIVISION 13	Special Construction	8,474,100	-	-	-	-	-	84,741	847,410	2,118,525	2,542,230	2,118,525
13 34 00	Pre-Eng. Structures	8,474,100	-	-	-	-	-	84,741	847,410	2,118,525	2,542,230	2,118,525
			-						,			
DIVISION 14	Conveying Systems	853,200	-	232,200	-	-	-	-	-	-	-	154,800
14 20 00	Elevators	853,200	-	232,200	-	-	_	-	_	-	-	154,800
			-									
DIVISION 20	Mechanical	11,823,284		-	236,466	295,582	354,699	354,699	532,048	591,164	1,182,328	1,182,328
20 00 50	Mechanical	11,823,284	-	-	236,466	295,582	354,699	354,699	532,048	591,164	1,182,328	1,182,328
			-			<u> </u>			,			
DIVISION 26	Electrical	4,550,531		-	94,908	132,871	94,908	113,889	189,815	210,616	233,757	332,825
26 00 50	Electrical	3,796,300	-	-	94,908	132,871	94,908	113,889	189,815	189,815	208,797	303,704
26 09 00	Controls	416,016	-	-	-	-	-	-	-	20,801	24,961	29,121
26 40 00	Solar	338,215	-	-	-	-	-	-	-	-	-	
			-									
DIVISION 31	Earthwork	2,604,000		-	495,350	598,850	1,054,300	416,475	39,025	-	-	-
31 05 00	Earthwork	780,500	-	-	234,150	234,150	156,100	117,075	39,025	-	-	-
31 40 00	Shoring & Underpinning	326,500	-	_	261,200	65,300	-	-	-	-	-	
31 60 00	Piling & Caissons	1,497,000	-	-	-	299,400	898,200	299,400	-	-	-	
	J	., ,	_		1		,30					
DIVISION 32	Exterior Improvements	905,300			-	-	_	-	-	_	_	-
32 10 00	Paving and Curbs	416.600		-	-		_					
32 30 00	Site Improvements	16,300	-	_	-	-	_		-		-	-
32 80 00	Landscaping & Irrigation	472,400	-	-	-	-	-	-	-	-	-	
32 00 00		, 100	-									
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		ACTUAL ← → FORECASTED											
		TP01	1	2	3	4	5	6	7	8	9	10	
DIV		Budget	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	
DIVISION 33	Utilities	587,900	-	-	117,580	235,160	176,370	58,790	-	-	-	-	
33 40 00	Site Services	587,900	-	-	117,580	235,160	176,370	58,790	-	-	-	-	
			-										
	Cash Allowances	2,457,600	-	242,990	16,933	30,167	36,784	52,649	52,649	238,512	245,384	248,557	
	CA #01 - Temp Power, Lighting & Consumption	317,300	-	-	-	-	-	15,865	15,865	28,557	31,730	34,903	
	CA #02 - Weather Conditions	1,085,700	-		-	-	-	-	-	162,855	162,855	162,855	
81 00 03	CA #03 - Project Insurances	369,900	-	219,990	3,699	3,699	3,699	3,699	3,699	7,398	11,097	11,097	
	CA #04 - Subcontractor Security	661,700	-		13,234	26,468	33,085	33,085	33,085	39,702	39,702	39,702	
81 00 05	CA #05 - Removal of Site Fence & Playground	23,000	-	23,000	-	-	-	-	-	-	-	-	
			-										
	Change Orders	173,280	-	-	173,280	-	-	-	-	-	-	-	
92 00 01	Project Start Amendment	173,280	-	-	173,280	-	-	-	-	-	-	-	
			-		-	-	-	-	-	-	-	-	
	Management Fee	1,351,300	-	13,834	29,795	35,972	60,869	54,078	67,074	90,516	116,667	112,076	
00 00 10	Management Fee (2.25%)	1,351,300	-	13,834	29,795	35,972	60,869	54,078	67,074	90,516	116,667	112,076	
	TP01 BUDGET TOTAL	61,646,795											
			Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	
	Mo	ONTHLY TOTAL	-	628,659	1,353,996	1,634,749	2,766,181	2,457,530	3,048,150	4,113,453	5,301,872	5,093,223	
		CUMULATIVE	-	628,659	1,982,654	3,617,403	6,383,584	8,841,114	11,889,264	16,002,717	21,304,589	26,397,812	
	PERCENTA	GE COMPLETE		1%	3%	6%	10%	14%	19%	26%	35%	43%	
		•								TOTAL	SPEND 2025	26,397,812	