



CANMORE COMMUNITY HOUSING

Board of Directors Meeting Minutes
CCH Boardroom – 100, 729 10 Street
December 11, 2025
2:30 p.m. – 5:00 p.m.

Board Members in Attendance: Todd Kunst
Matt Simmonds Karen Dyberg
Wade Graham Jeff Mah
Jessie Fonseca Leah Lechelt
Sean Krausert

Board Members Absent: Rob Murray

Others in Attendance: Whitney Smithers, TOC
Dustin Schinbein, TOC
Jolene Livingston, Partners for Affordable Housing

1. Call to Order

Leah Lechelt called the meeting to order at 2:34pm

Jolene Livingston was in person and presented to the Board on Partners for Affordable Housing.

- **Motion 2025.093:** Moved by Leah Lechelt to approve the agenda as amended at 3:30pm

CARRIED

- **Motion 2025.094:** Moved by Jessie Fonseca to enter an in-camera session at 3:31pm to prevent the disclosure of **personal information** in accordance with section 20(4)(h) of the Access to Information Act (ATIA), and to Prevent the disclosure of information that could reasonably be expected to reveal pending budgetary decisions in accordance with section 29(1)(g) of the Access to Information Act (ATIA).

CARRIED

-**Motion 2025.095:** Moved by Jessie Fonseca adjourn the in-camera session

CARRIED

- **Motion 2025.096:** Moved by Todd Kunst at 4:57pm that The Board of Directors approve to payout the standing debenture debt from the Town of Canmore for CCH's 'The Hector' rental asset subject to confirmation of the Servus loan agreement review by the Board Treasurer

CARRIED

-**Motion 2025.097:** Moved by Matt Simmonds at 4:58pm to terminate Kris Mathieu from the ED role effective immediately

CARRIED

Motion 2025.098: Moved by Jessie Fonseca to carry forward item 3(b) to the January 2026 agenda at 4:59pm

CARRIED

4. Meeting Adjournment

- **Motion 2025.099:** Moved by Leah Lechelt to adjourn the meeting at 5:00pm

CARRIED

Additional Notes for Public Awareness:

CCH is steadfast in its commitment to addressing the housing challenges facing our community through innovative, inclusive, and sustainable solutions. Our priority is to balance the immediate housing needs of residents with long-term growth and financial sustainability. Initiatives such as the Palliser Lane project, enhanced digital systems for applicant management, and strategic collaborations with local stakeholders exemplify our forward-thinking approach.

We are dedicated to fostering transparency, inclusivity, and community engagement by providing regular updates on key developments and ensuring our programmes remain accessible to all. The board's ongoing efforts aim to enhance operational efficiency, maximize available resources, and create opportunities for diverse populations within Canmore.

Your feedback is invaluable to shaping our strategies and achieving shared goals. Together, we continue to build a community where housing is equitable and sustainable for current and future generations.



**CANMORE
COMMUNITY HOUSING**

Executive Director

Chair