



BANFF HOUSING CORPORATION

**MINUTES OF THE
BANFF HOUSING CORPORATION
In-person / Zoom
January 22, 2025**

BOARD MEMBERS PRESENT

Jeffrey Carpenter	Public Member Director
Pam Traut	Public Member Director
Mark Walker	Public Member Director -Chair
Lauren Aebig	Town of Banff Senior Administration (remote)
Kaylee Ram	Council Representative
Barb Pelham	Council Representative

ABSENT

Melanie Petelle	Public Member Director
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ADMINISTRATION

Heather Bolt	BHC Operations Supervisor
Sharon Oakley	Manager, Housing Sustainability, TOB

BHC VISION

To provide Banff residents a place to call home while fostering engaged and connected communities.

BHC MISSION

To provide a wide range of below market housing options for residents of Banff National Park that support the needs of our community within our built environment.

1.0 Land Acknowledgment: M. Walker

2.0 CALL TO ORDER

BHC25-01 M. Walker called the January 22, 2025, meeting of the Banff Housing Corporation to order at 8:36 a.m.

3.0 APPROVAL OF AGENDA

BHC25-02 Moved by B. Pelham to approve agenda **CARRIED**

4.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS

BHC25-03 Moved by B. Pelham to approve the December 5, 2024, minutes. **CARRIED**

5.0 NEW BUSINESS

5.1 Home Sales Relisting fee

BHC25-04 M. Walker moved to approve a \$1,000 relisting fee for BHC Homeowner sales, applicable within 12 months of the original listing date. Any additional costs, such as appraisal fees, will be the responsibility of the homeowner. This policy is effective immediately. **CARRIED**

5.2 2025 Workplan

BHC25-05 K. Ram moved to approve the 2025 workplan as amended. **CARRIED**

6.0 ADMINISTRATIVE STAFF UPDATES

6.1 BHC Operating Surplus Reserve Policy

BHC25-06 L. Aebig moved to approve the Operating Surplus Reserve as amended. **CARRIED**

6.2 BHC Operational Summary

Report received as information.

6.3 BHC BOARD 2024 motions

Report received as information.

BHC25-07 **6.4 TOB 50 WOLF Street update**

Verbal briefing on progress of 50 Wolf Street Development

6.5 Barrier Free Dwelling Eligibility policy

BHC25-08 B. Pelham moved to increase the age for eligibility from 60 years to 65 years. **CARRIED**

6.6 Ron Wickman presentation on Universal Design and Accessible Units

The BHC Board and the Banff Inclusive Housing Society have been invited to an information session on UD and Accessible units on Wednesday February 5th, at 10:00 am in Council Chambers.

7.0 CONFIDENTIAL ITEMS

BHC25-09 M. Walker moved the BHC Board members, pursuant to Sections 17 (Disclosure to personal privacy) section 24 (advice from officials) and section 27 (privileged information) of the Freedom of Information and Protection of Privacy Act, recess at 10:27 a.m. to the call of the chair, to reconvene in a closed meeting, to be conducted in the Ted Langridge room, to consider confidential matters with respect to a confidential information pertaining to homeowner compliance. **CARRIED**

BHC25-10 Moved by M. Walker that BHC board rise and report. BHC board reconvened in public meeting at 10:43 a.m. with Mark Walker in the Chair. **CARRIED**

8.0 FINANCIAL UPDATE

2024 Q2 received as information.

8.0 NEXT MEETING DATE: Wednesday February 26, 2025, Ted Langridge Room

9.0 MOTION TO ADJOURN

BHC25-11 Moved by K. Ram to adjourn at 10.45 am

CARRIED

Sharon Oakley

Recording Secretary