



BANFF HOUSING CORPORATION

MINUTES OF THE BANFF HOUSING CORPORATION In-person / Zoom March 26, 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
Kaylee Ram	Council Representative
Barb Pelham	Council Representative
Melanie Petelle	Public Member Director -Vice Chair (remote)

ADMINISTRATION

Heather Bolt	BHC Operations Supervisor
Sharon Oakley	Manager, Housing Sustainability, TOB
Dave Michaels	Manager, Planning and Development, 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

BHC25-16 M. Walker called the March 26, 2025, meeting of the Banff Housing Corporation to order at 8:30 a.m.

3.0 APPROVAL OF AGENDA

BHC25-17 Moved by B. Pelham to approve agenda

CARRIED

4.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS

BHC25-18 Moved by M. Petelle to approve the February 26, 2025, minutes.

CARRIED

5.0 NEW BUSINESS

5.1 Invited presentation: Update from Dave Micheals, manager, Planning and Development on the *Accessory Guest Accommodations* Land Use Bylaw - *Home Swap queries*

5.2 RFD Property Management Software

BHC25-19 B. Pelham moved to approve the implementation and purchase of the Arcori software program, which will be phased in over two years. **CARRIED**

5.3 Briefing- Fees and Service Charges

BHC25-20 K. Ram moved to accept the briefing on fees and service charges **CARRIED**

6.0 ADMINISTRATIVE STAFF UPDATES

TOB: 6.1 Verbal Briefing – update on 50 Wolf Mixed Use Development.

7.0 CONFIDENTIAL ITEMS

BHC25-21 **M. Walker**

M. Walker moved the BHC Board members, under Sections 23(Local Public Body Confidence)and section 24 (advice from officials) and section 27 (privileged information) of the Freedom of Information and Protection of Privacy Act, recess at 9:46 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 confidential information on The NBLC Land economist. **CARRIED**

BHC25-22 Moved by M. Walker that the BHC board rise and report. BHC board reconvened in public meeting at 10:33 a.m. with Mark Walker in the Chair. Directions to organize a facilitated board workshop to review the document and recommendations. **CARRIED**

8.0 NEXT MEETING DATE: Wednesday April 23, 2025, Ted Langridge Room

NOTE: Future meetings to be scheduled on the 3rd Thursday of the month from 8:30-10:30 am, effective May 2025.

9.0 MOTION TO ADJOURN

BHC25-23 Moved by K. Ram to adjourn at 10.39 am **CARRIED**

Sharon Oakley

Recording Secretary