



# BANFF HOUSING CORPORATION

## MINUTES OF THE BANFF HOUSING CORPORATION

In-person / Zoom

April 23, 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 (remote)
Melanie Petelle	Public Member Director -Vice Chair

### BOARD MEMBERS ABSENT

Barb Pelham	Council Representative
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### ADMINISTRATION

Heather Bolt	BHC Operations Supervisor
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### **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.*

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**1.0** Land Acknowledgment: M. Walker

### **2.0 CALL TO ORDER**

**BHC25-24** M. Walker called the April 23, 2025, meeting of the Banff Housing Corporation to order at 8:30 a.m.

### **3.0 APPROVAL OF AGENDA**

**BHC25-25** Moved by M. Petelle to approve agenda

**CARRIED**

### **4.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS**

**BHC25-26** Moved by M. Petelle to approve the March 26, 2025, minutes as amended. **CARRIED**

## **5.0 DELEGATIONS – NBLC – Nick Michael**

**BHC25-27** 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 8:33 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 report. **CARRIED**

**BHC25-28** M. Walker moved that the BHC board rise and report. BHC board reconvened in a public meeting at 9:21 a.m. with Mark Walker in the Chair. **CARRIED**

## **6.0 NEW BUSINESS**

### **6.1 RFD - Formal motion E-vote results**

**BHC25-29** M. Petelle moved to approve Leader Quote for service to commence specified renovation work to Unit 2, Moffat Manor.

**In favour: L. Aebig, K. Ram, P. Traut, M. Walker, M. Petelle.**

**Opposed: J. Carpenter.**

**CARRIED**

### **6.2 RFD – Media and Relations Policy**

**BHC25-30** L. Aebig moved to approve the Media and Relations Policy as presented. **CARRIED**

### **6.3 RFD – Sublease Enforcement and Homeowner Compliance Policy**

**BHC25-31** M. Walker moved to approve the Sublease Enforcement and Homeowner Policy as presented effective 2026. **CARRIED**

### **6.4 2024 Strategic Framework Review**

BHC Administration directed to compile 2024 highlights and success to present at the May 15, 2025, board meeting.

### **6.5 Written Submission**

**BHC25-32** 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 9:53 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 a written submission. **CARRIED**

**BHC25-33** P. Traut moved that the BHC board rise and report. BHC board reconvened in a public meeting at 10:19 a.m. with Mark Walker in the Chair. **CARRIED**

## **7.0 ADMINISTRATIVE STAFF UPDATES**

### **7.1 BHC**

7.1.1 Verbal Briefing AMG preparation

7.1.2 Verbal Briefing Newsletter update

## **8.0 CONFIDENTIAL ITEMS**

None.

## **9.0 FINANCIAL**

None.

## **10.0 NEXT MEETING DATE**

Thursday, May 15, 2025

## **11.0 MOTION TO ADJOURN**

**BHC25-34** M. Walker moved to adjourn at 10:29 a.m.

**CARRIED**

**Heather Bolt**

**Recording Secretary**