



BANFF HOUSING CORPORATION

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

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

BHC25-12 M. Walker called the February 26, 2025, meeting of the Banff Housing Corporation to order at 8:33 a.m.

3.0 APPROVAL OF AGENDA

BHC25-13 Moved by M. Petelle to approve agenda

CARRIED

4.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS

BHC25-14 Moved by B. Pelham to approve the January 22, 2025, minutes

CARRIED

5.0 NEW BUSINESS

5.1 Briefing – Homeowner Compliance Contracted Service

Report received as information. Further information will be brought to the April meeting.

5.1.1 Review Homeowner Sublease Policy

Report received as information

5.2 Briefing – Procedures Policy – Public and Media Relations

Report received as information. Return with input from Municipal Clerk.

6.0 ADMINISTRATIVE STAFF UPDATES

BHC 6.1 Verbal briefing – Recent BHC home sale

6.2 Homeowner Correspondence: First Time Home Buyer – received as information

6.3 Briefing – Mountain Community Housing Ownership Models – report received as information

TOB 6.4 Verbal briefing – update of 50 Wolf Mixed Use Development

6.5 Review Ron Wickman’s presentation

6.6 Update dedicated board contact email address. Return to future meeting with options.

7.0 CONFIDENTIAL ITEMS

7.1 Verbal briefing on Land Economist Report and Summary of BHC portfolio review. Updated report to be brought to the following meeting.

8.0 FINANCIAL

Briefing 2024 budget – received as information.

9.0 NEXT MEETING DATE

Wednesday, March 26, 2025; Ted Langridge Room.

10.0 MOTION TO ADJOURN

BHC25-15 Moved by P. Traut to adjourn at 10:42 a.m.

CARRIED

Sharon Oakley

Recording Secretary