



BANFF HOUSING CORPORATION

MINUTES OF THE BANFF HOUSING CORPORATION

In-person / Zoom
June 19, 2025

BOARD MEMBERS PRESENT

Jeffrey Carpenter	Public Member Director
Lauren Aebig	Town of Banff Senior Administration
Barb Pelham	Council Representative
Pam Traut	Public Member Director
Kaylee Ram	Council Representative
Melanie Petelle	Public Member Director -Vice Chair

BOARD MEMBERS ABSENT

Mark Walker	Public Member Director - Chair
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ADMINISTRATION PRESENT

Sharon Oakley	Manager, Housing Sustainability, Town of Banff
Heather Bolt	BHC Operations Supervisor

ADMINISTRATION ABSENT

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. Petelle

2.0 CALL TO ORDER

BHC25-44 M. Petelle called the June 19, 2025, meeting of the Banff Housing Corporation to order at 8:32 a.m.

3.0 APPROVAL OF AGENDA

BHC25-45 Moved by P. Traut to approve agenda

CARRIED

4.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS

BHC25-46 Moved by B. Pelham to approve the May 15, 2025, minutes as amended. **CARRIED**

5.0 NEW BUSINESS /DELEGATIONS

5.1 Briefing - Fees and Services review – 2026

BHC25-47 B. Pelham moved to add the Sublease Agreement fee of \$650.00 to the 2026 Fees and Services charges **CARRIED**

5.2 Briefing – Policy Development review

BHC25-48 K. Ram moved that the policy development timeline be incorporated in the annual BHC workplan. **CARRIED**

5.3 BHC Letter of Support to the Council for the 50 Wolf Street project.

BHC25-49 P. Traut moved to approve sending a letter of support to Town Council for inclusion in the June 23 agenda package, supporting the 50 Wolf Steet project. **CARRIED**

6.0 STAFF UPDATES

6.1 Verbal briefing on the 50 Wolf Street project provided as information.

7.0 CONFIDENTIAL ITEMS

8.0 FINANCIAL

9.0 NEXT MEETING DATE

AGM- Monday June 23, 2025

10.0 MOTION TO ADJOURN

BHC25-50 L. Aebig moved to adjourn at 10:31 a.m. **CARRIED**

Sharon Oakley

Recording Secretary