



BANFF HOUSING CORPORATION

**MINUTES OF THE
BANFF HOUSING CORPORATION
In-person / Zoom
November 20, 2025**

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

ADMINISTRATION PRESENT

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

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: S. Oakley

2.0 CALL TO ORDER

BHC25-71 S. Oakley called the November 20, 2025, meeting of the Banff Housing Corporation to order at 8:36 a.m.

3.0 APPROVAL OF AGENDA

BHC25-72 Moved by B. Pelham to approve agenda.

CARRIED

4.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS

BHC25-73 Moved by B. Pelham to approve the October 16, 2025, minutes as amended.

CARRIED

5.0 NEW BUSINESS

5.1 Board Elections

- S. Oakley called for nominations of the Board Chair.
- K. Ram was nominated by B. Pelham for the position of board chair. No other nominations were submitted.
- B. Pelham and M. Petelle were nominated for the position of board vice-chair. No other nominations were submitted.

BHC25-74 B. Pelham moved that K. Ram serve as the 2025/26 BHC Board Chair position. **CARRIED**

BHC25-75 K. Ram moved that B. Pelham to serve as Vice Chair for the 2025/26 term **CARRIED**

5.2 Updates/changes to the 2026 BHC Board Strategic Framework

BHC25-76 L. Aebig moved that administration send out the Strategic Framework to the board for editing and comments to be reviewed at the December Board meeting. **CARRIED**

6.0 ADMINISTRATIVE STAFF UPDATES

6.1 Verbal briefing - 50 Wolf St. update

7.0 CONFIDENTIAL ITEMS

8.0 FINANCIAL

8.1 Q3 financial report received as information.

9.0 NEXT MEETING DATE

Thursday, December 18, 2025. 8:00 am Breakfast

10.0 MOTION TO ADJOURN

BHC25-77 L. Aebig moved to adjourn at 9:59 a.m. **CARRIED**

Sharon Oakley

Recording Secretary