



BANFF HOUSING CORPORATION

MINUTES OF THE BANFF HOUSING CORPORATION

Ted Langridge
March 19, 2026
8:30-10:30

BHC Vision	BHC Mission	BHC Purpose
To provide eligible residents of Banff National Park a place to call home while fostering engaged and connected communities.	To provide a wide range of below-market housing options to eligible residents of Banff National Park that support the needs of our community within our built environment.	To manage the current and future homeownership and rental portfolios.

BOARD MEMBERS PRESENT

Kaylee Ram	Council Representative / Chair
Barb Pelham	Acting Chair - Council Representative / Vice Chair
Pam Traut	Public Member Director
Melanie Petelle	Public Member Director
Jeffrey Carpenter	Public Member Director (<i>virtual</i>)
Lauren Aebig	Town of Banff Senior Administration

BOARD MEMBERS ABSENT

Mark Walker	Public Member Director
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ADMINISTRATION PRESENT

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

1.0 Land Acknowledgment: B. Pelham

2.0 CALL TO ORDER

BHC26-14 K. Ram called the March 19, 2026, meeting of the Banff Housing Corporation to order at 8:34 a.m.

3.0 APPROVAL OF AGENDA

BHC26-15 Moved by M. Petelle to approve agenda as **amended**.

CARRIED

4.0 ADOPTION OF PREVIOUS MEETING MINUTES & PUBLIC ATTACHMENTS

BHC26-16 Moved by K. Ram to approve the February 19, 2026, minutes as amended. **CARRIED**

5.0 NEW BUSINESS

5.1 Town of Banff Administrative contracted services agreement.

BHC26-17 Moved by B. Pelham to approve the contracted service as presented. **CARRIED**

5.2.1.1 Asset Management

BHC26-18 Moved by K. Ram to direct BHC administration to return to the board in Q1 2027 with a briefing outlining comparable mountain communities practice with asset management, income limits, and ADUs in restricted ownership portfolios. **CARRIED**

BHC26-19 Moved by K. Ram to direct BHC administration to amend the Governance Guide adding Board voting requirements. **CARRIED**

BHC26-20 Moved by B. Pelham that ownership units at 50 wolf St. will be allocated by a weighted lottery with a 2:1 ratio first time home buyer priority. **CARRIED**

6.0 ADMINISTRATIVE STAFF UPDATES

6.1 Briefing: Review REVISED DRAFT BHC Board Strat Plan

BHC26-21 Moved by L. Aebig to direct BHC administration to return to the April 16th, 2026, meeting with a draft of the Strategic Priority #1 section of the Strat Pan for review. **CARRIED**

6.2 Briefing: Review REVISED DRAFT BHC Board Governance Guide

BHC26-22 Moved by K. Ram to direct BHC administration to return to the April 16, 2026, meeting with recommended edits for review. **CARRIED**

7.0 CONFIDENTIAL ITEMS

7.1 Motion to move in-camera.

BHC26-23 Moved by K. Ram that BHC board members, pursuant to Section 17 (Disclosure to personal privacy), Section 24 (advice from officials), and Section 27 (privileged information) of the Freedom of Information and Protection Privacy Act, recess at 9:48am to the call of the chair, to reconvene in a closed meeting, to be conducted in council chambers, to consider confidential matters related to 7.1.1, 7.1.2, and 7.1.3 of this section **CARRIED**

BHC26-24 Moved by K. Ram that BHC board members rise and report at 10:25 am. The board reconvened in their regularly scheduled meeting with Kaylee Ram in the Chair. **CARRIED**

L. Aebig left the meeting at 10:25am.

8.0 FINANCIAL

8.1 The Q4 2025 Financial Review was received as information.

9.0 NEXT MEETING DATES

- April 16, 2026
- May 21, 2026

10.0 MOTION TO ADJOURN

BHC26-25 Moved by K. Ram to adjourn at 10:29am

CARRIED

Heather Bolt

Recording Secretary

UNCONFIRMED