



BANFF HOUSING CORPORATION

**MINUTES OF THE
BANFF HOUSING CORPORATION
Council Chambers
August 20, 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	Council Representative / Vice Chair
Pam Traut	Public Member Director
Jeffrey Carpenter	Public Member Director
Melanie Petelle	Public Member Director
Mark Walker	Public Member Director
Lauren Aebig	Town of Banff Senior Administration

ADMINISTRATION PRESENT

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

1.0 Land Acknowledgment: K. Ram

2.0 CALL TO ORDER

BHC26-75 K. Ram called the August 20, 2026, meeting of the Banff Housing Corporation to order at 8:32 a.m.

3.0 APPROVAL OF AGENDA

BHC26-76 Moved by L. Aebig to approve agenda.

CARRIED

4.0 ADOPTION OF PREVIOUS MEETING MINUTES & PUBLIC ATTACHMENTS

BHC26-77 Moved by M. Petelle to approve the July 16, 2026, minutes as *amended*.

CARRIED

5.0 NEW BUSINESS

- 5.1 Verbal briefing: Public Board member compensation – tabled to 2027
- 5.2 Verbal briefing: Public Engagement update
- 5.3 RFD policy adoption: Tangible Capital Assets

BHC26-78 Moved by L. Aebig to approve the draft Tangible Capital Assets policy as *amended*.

CARRIED

6.0 ADMINISTRATIVE STAFF UPDATES

6.1 Verbal briefing: 50 Wolf St.

6.2 Verbal briefing: MD recruitment

6.3 Verbal briefing: update board member orientation manual

7.0 CONFIDENTIAL ITEMS

BHC26-79 Moved by K. Ram that the 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 and Protection of Privacy Act, recess at 9:13am to the all of the chair, to reconvene in a closed meeting, conducted in council chambers, to consider confidential matters.

CARRIED

BHC26-80 Moved by K. Ram that the BHC board members come out of camera at 9:43am. The board reconvened in their regularly scheduled meeting with K. Ram in the chair.

CARRIED

8.0 FINANCIAL

8.1 The Q2 2026 Financial review was received as information

8.2 2027 budget kickoff

9.0 NEXT MEETING DATES

- September 17, 2026
- October 15, 2026
- November 19, 2026

10.0 MOTION TO ADJOURN

BHC26-81 Moved by P. Traut to adjourn at 9:59am.

CARRIED

Heather Bolt

Recording Secretary