

**MINUTES OF THE
BANFF HOUSING CORPORATION
Town Hall, Ted Langridge Room
April 17, 2019 at 8:30 a.m.**

BOARD MEMBERS PRESENT

Corrie DiManno	Town Councillor
Richard Maisonet	Public Member Director
Chris Thorburn	Public Member Director
Dee Larosa	Public Member Director
Sharon Oakley	Manager, Housing Sustainability

BOARD MEMBERS/OTHERS ABSENT

Allan Buckingham	Public Member Director
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ADMINISTRATION, OTHERS PRESENT

Carrie Vaugeois	Banff Housing Corporation Supervisor, Recorder
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1.0 CALL TO ORDER/APPROVAL OF AGENDA

R. Maisonet called the April 17, 2019 meeting of the Banff Housing Corporation to order at 8:35am.

BHC19-12 Additions to the agenda, 8.1.7 Town of Banff contract to work. Moved by C. DiManno to approve agenda **CARRIED**

2.0 DELEGATIONS

There were no delegations.

3.0 ADOPTIONS OF MINUTES & PUBLIC ATTACHMENTS

BHC19-13 Moved by C. DiManno to review and approve the January 2019 minutes at the May 15, 2019 meeting

CARRIED

4.0 BUSINESS ARISING FROM MINUTES

Minutes January and March were moved to May for approval.

5.0 AUDIT – Conference Call with KPMG – 8:45a.m.

BHC19-13 Moved by C. DiManno moved to approve the financial statements for the Banff Housing Corporation year end as presented. **CARRIED**

6.0 CONTINUING BUSINESS – OPERATIONAL UPDATES

6.1.1 BHC operational update

6.1.1.1 Home Sales:

Currently four properties listing in April.

6.1.1.2 Ti’Nu:

1. April 2019 -Ti’Nu is occupied with a waitlist for all styles of units. Approximate one unit a month turning over.

2. Food Rescue has been very popular with the Tenants.
3. Data collection has started for lease renewal. From the first batch of renewals, the majority of tenants will resign. Tenants not resigning are leaving the area.
4. Car Share -12 memberships. 5 punch cards sold.

7.0 HOUSING SUSTAINABILITY UPDATE

- 7.1.1 Update from on the community housing strategy.
- 7.1.2 Waiting for the 2018 Banff vacancy rate from the Alberta Apartment and rental Cost Survey.

8.0 NEW BUSINESS

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| | 8.1.1 BHC annual calendar | |
| BHC19-14 | Motion C. Thorburn, moved to approve the additions to the proposed calendar. | CARRIED |
| | 8.1.2 BHC homeowners/sellers survey results reviewed | |
| | 8.1.3 BHC accounting services information presented | |
| | 8.1.4 Bylaw changes/updates | |
| | Reviewed and changes put forward to the wording of Directors | |
| BHC19-15 | Motion C. DiManno, moved to approve changes to Bylaw No 1-2 Banff Housing Corporation April 17, 2019 | CARRIED |
| | 8.1.5 338 Banff Ave Lease - renewal/rental increase | |
| | C. Thorburn presented an overview of how they lease has work for Caribou Properties. | |
| | C. Thorburn excused himself at 9:11 a.m. for the Board of Directors discussion. | |
| | C. Thorburn re-entered the meeting following the discussion at 9:18 a.m. | |
| BHC19-16 | Motion R. Maisonet, moved to renew the lease for 338 Banff Ave for the one year term until June 30, 2020 with no rental increase. | CARRIED |
| | 8.1.6 2019 Business plan presented | |
| BHC19-16 | Motion C. DiManno, moved to approve the 2019 Banff Housing Corporation Business Plan as presented | CARRIED |
| | 8.1.7 Town of Banff Contractual Agreement Presented | |
| | Amend and email to the board of directors | |

9.0 OTHER ITEMS

- 9.1.1 May 13 AGM – 2:00 p.m. Council Chambers
- 9.1.2 May 10, 2019 - Board Development Planning Session - 8:30 a.m. to 11:30 a.m. Ted Langridge room
- 9.1.3 May 1, 2019 Indigenous Blanket Exercise - Fenlands

10.0 NEXT MEETING DATE / ITEMS FOR NEXT MEETING

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| BHC19-17 | Moved by C. Thorburn to adjourn at 11:50 a.m. | CARRIED |
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Corrie DiManno, Acting Chair

Recording Secretary