
MINUTES OF A MEETING
OF THE BANFF HOUSING CORPORATION
DIRECTORS
Town of Banff Office
March 22nd, 2017

MEMBERS PRESENT:

Chris Thorburn	Public Member Director
Richard Maisonet	Public Member Director
Sharon Oakley	Town of Banff
Corrie DiManno	Town Council
Arno Du Preez	Public Member Director
Kevin Driver	Public Member Director

MEMBERS/OTHERS ABSENT:

Laura Sydenham	Public Member Director
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ADMINISTRATION, OTHERS PRESENT:

Liz Hogg	Administrator
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1.0 CALL TO ORDER/APPROVAL OF AGENDA

DiManno calls meeting to order at 8:34am.

- DiManno requests that item 5.3 - Business Plan, be moved to April meeting.

BHCH17-6 MOVED by Driver to approve agenda as amended

CARRIED

2.0 DELEGATIONS

Dougal Forteach, Managing Director of Canmore Community Housing Corporation

3.0 ADOPTION OF February 15th, 2017 MINUTES & PUBLIC ATTACHMENTS

BHCH17-7 MOVED by Driver to approve minutes

CARRIED

4.0 CONTINUING BUSINESS

4.1 BHC Operational Update

- Quickbooks was updated to 2017 version

4.1.1 Admin fee update:

- We currently have approx. \$17000 in arrears

4.1.2 Housing Sustainability update:

- The province is providing 11.9 million dollars for the Deer Lane development (50% of the build cost)
- On Monday March 28th Sharon Oakley will be presenting a housing update to council
- Update on ground breaking and other events will be provided to the Board when the information is confirmed
- Sharon Oakley will provide information on Enterprise Car rental at next meeting.

4.1.3 Administrators Hours – The administrator has been working between 25-30 hours per week.

4.1.4 RRL applications – We have received 2 applications

4.1.5 Update of home listings and sales

- 10 Fairholme sold for \$880 000.
 - It closed on March 17th
 - There are no new listings
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5.0 TODAY'S BUSINESS

5.1 Presentation by Canmore Community Housing Corporation 9AM-10:00AM

- Dougal Forteath presented an overview of the CCHC rental portfolio and business operations that pertain to managing the portfolio

5.2 Agreement between the Town of Banff and the BHC for Deer Lane

- Kelly Gibson - Director of Corporate Services for the Town of Banff joined the meeting at 10AM to review the agreement that was attached in the Board package.
- Oakley will redistribute the agreement for the Board to review further. If there are no concerns the Chair of the Board will sign the agreement on behalf of the BHC.

Additional Business

- At 10:20AM Board asks Administrator to leave the meeting to discuss upcoming performance review
BHCH17-8 MOVED by DiManno at 10:23AM to go in camera as confidential information is being discussed pertaining to the upcoming performance review.
BHCH17-9 MOVED by DiManno at 10:33AM to come out of Camera.
- Administrator asked to rejoin meeting at 10:34AM

Next meeting date: Wednesday April 19th, 2017

BHCH17-10 Moved by DiManno to adjourn at 10:40AM

CARRIED

Corrie DiManno, Chair

Recording Secretary