

**MINUTES OF THE
BANFF HOUSING CORPORATION
Town Hall, Ted Langridge Room
February 21, 2018 at 8:30 a.m.**

BOARD MEMBERS PRESENT

Kevin Driver	Public Member Director
Chris Thorburn	Public Member Director
Richard Maisonet	Public Member Director
Allan Buckingham	Public Member Director
Corrie DiManno	Town Councillor

MEMBERS/OTHERS ABSENT

ADMINISTRATION, OTHERS PRESENT

Sharon Oakley Manager, Housing Sustainability
Candis Waugh Client Services Administrator (Recorder)

Delegation: Tanya Price
Greg Price

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1. **CALL TO ORDER/APPROVAL OF AGENDA**
C. DiManno called the meeting to order at 8:30 a.m.
BHC18-10 **Moved by A. Buckingham to approve agenda** **CARRIED**
2. **DELEGATIONS – Tanya Price and Greg** __ understanding the process of the BHC point system.
3. **ADOPTION OF January 24, 2018 MINUTES**
Amendment of minutes indicating that the Manager, Housing Sustainability does not vote.
BHC18-11 **Moved by K. Driver to amend previous minutes** **CARRIED**
4. **CONTINUING BUSINESS**
- 4.1.1 **BHC Operational Update**
Preparing for Audit March 12
Ti'nu applications being processed amended 1 bedroom qualifications
- 4.1.2 **BHC Staff Update**
Job posting is out with a February 26, 2018 closing

5. TODAY'S BUSINESS

5.1.1 2018 BHC Budget

Legal fees to 1500

Merge Ti'nu and BHC Budget – will revisit in March for approval

5.1.2 Naming of Ti'nu buildings

Proposal to stay with Stoney Nakoda words/names/animals

BHC18-12

Moved by C. DiManno to approve names to be sent to the Stoney Nakoda for their approval.

CARRIED

5.1.3 RRL List update and policy changes

5.1.3.1 Book End Policy and home owner price range

Attachment

Clarification if over or under bookends, request administration to come back with wording

5.1.3.2 Undertaking as an option for homeowners

5.1.3.3 Letter from BHC homeowner

BHC18-13

Moved by C DiManno to move in-camera to discuss a matter which involves third party personal privacy as per Section 17 of the Freedom of Information and Protection of Privacy Act at 9:56 a.m.

CARRIED

BHC18-14

Moved by A Buckingham to return to the regular meeting at 10:03 a.m.

CARRIED

BHC18-15

Moved by A Buckingham to explore options for purchasing with overlapping BHC ownership

CARRIED

BHC18-16

Moved by C Thorburn to add board members to RRL listing emails for information.

CARRIED

5.1.4 BHC staff positions cost model

Approved assistant on term position – possible permanent part-time position

BHC homeowner equity position

Ti'nu full time job, all in Ti'nu budget to handle job positions

Add job descriptions to minutes or postings – see attachment

BHC18-17

Moved by C DiManno that home equity administrative become a permanent position.

CARRIED

6. NEW BUSINESS / NEXT MEETING

DATE Next meeting in the Ted Langridge - Wednesday, March 21, 2017 at 8:30 a.m.

BHC18-18

Moved by Councillor DiManno to adjourn at 10:47 a.m.

CARRIED

Corrie DiManno, Chair

Recording Secretary

CAREERS



Banff Housing Corporation

Banff Housing Corporation Administrator (part-time)

Closing: February 26, 2018

Visit [**banff.ca/careers**](http://banff.ca/careers) for more details or sign up for career notifications at [**banff.ca/notify**](http://banff.ca/notify).

The Banff Housing Corporation appreciates interest from all applicants, and will directly contact those being considered for an interview.

[**banff.ca/careers**](http://banff.ca/careers)

Email: [**careers@banff.ca**](mailto:careers@banff.ca)

Town of Banff, Box1260, Banff, AB, T1L 1A1

Drop off: 110 Bear Street