

**MINUTES OF THE
BANFF HOUSING CORPORATION
Town Hall, Ted Langridge Room
March 21, 2018**

BOARD MEMBERS PRESENT

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

MEMBERS/OTHERS ABSENT

Kevin Driver	Public Member Director
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ADMINISTRATION, OTHERS PRESENT

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

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1. **CALL TO ORDER/APPROVAL OF AGENDA**
C. DiManno called the meeting to order at 8:30 a.m.
BHC18-19 Moved by C. Thorburn to approve agenda as amended **CARRIED**

 2. **DELEGATIONS - None**

 3. **ADOPTION OF February 21, 2018 MINUTES**

Amendment of minutes confirming last name of delegation member
BHC18-20 Moved by R. Maisonet to approve minutes as amended **CARRIED**

 4. **CONTINUING BUSINESS - OPERATIONAL UPDATES**
 - 4.1.1 **BHC Operational Update**
 - 4.1.1.1 **Budget**
Keep budget advertising line the same, style of advertising may vary.
BHC18-21 Moved by C. DiManno to approve budget as amended **CARRIED**

 - 4.1.1.2 **Audit**
Report will be conducted this week

 - 4.1.1.3 **Home Sales**
Discussion pertaining home sales. Home for sale: 8 Sundance Court.
Go to banff.ca/bhc for more info on the home.

4.1.2 Housing Sustainability Update

4.1.2.1 Housing Strategy Report

to Council Monday, March 26, 2018 at 2:00 p.m.

to review the report, go

http://www.banff.ca/AgendaCenter/ViewFile/Agenda/_03262018-699

4.1.2.2 AGM

The BHC AGM is typically held in May at Council, date to be confirmed.

4.1.2.3 Ti'nu

Still accepting applications. For more information go to banff.ca/bhc

5. TODAY'S BUSINESS

5.1.1 RLL Homeowners undertaking – RMRF correspondence

BHC18-22 Moved by A. Buckingham that an undertaking be approved based on amended correspondence from RMRF **CARRIED**

BHC18-23 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 10:28 a.m. **CARRIED**

BHC18-24 Moved by A Buckingham to return to the regular meeting at 10:31 a.m. **CARRIED**

5.1.2 BHC staffing update

Ads for a part time position were posted with an April 15th, 2018 closing date.

5.1.3 Bookend Policy

Moved to next meeting

6. NEW BUSINESS / NEXT MEETING

DATE Next meeting in the Ted Langridge - Wednesday, April 18, 2018 at 8:30 a.m.

BHC18-25 Moved by A Buckingham to adjourn at 10:36 a.m. **CARRIED**

New for Banff Housing Corporation Homeowners

Based on feedback from Banff Housing Corporation homeowners on March 21, 2018 the Banff Housing Corporation amended the purchasing policy with respect to **sale and purchase of existing BHC properties**.

The Banff Housing Corporation wishes to acknowledge changes to the purchasing and sale of BHC properties. In order for all homeowners to be competitive in housing market the BHC will allow current homeowners to sign an undertaking providing a short transition period between the purchase of a new BHC home and the subsequent sale of their current BHC home. This will provide some flexibility for current homeowners wishing to engage in the bidding process for new BHC listings.

REQUIREMENTS:

BHC home owners must occupy their BHC home as their primary residence. As well, individuals cannot own more than one BHC home except for the short transition period when a BHC home is purchased prior to the sale by the purchaser of an existing BHC home owned at the time of the purchase of the replacement home (the New Purchase).

The terms which apply to such transition period are the following:

1. Concurrent with entering a purchase agreement for a BHC home (the New Purchase), if the purchaser already owns a BHC home (the Existing Home) the purchaser must give a written undertaking to BHC that the New Purchase home be made available by the Purchaser for resale to the next qualified purchaser on the BHC purchaser's list if prior to the expiry of 180 days from the date of acceptance by the vendor in the agreement for the New Purchase the BHC home owner remains the owner of the Existing Home, and the Purchaser will do everything required by BHC to facilitate such resale.
2. BHC has the option to exercise its rights under the undertaking by notice of not less than 15 days to the Purchaser.
3. BHC may, in exceptional circumstances, at its sole discretion, extend this 180 day period, by not more than 15 days.

Yours truly,



Aimee Woo

Banff Housing Corporation