

**MINUTES OF THE
BANFF HOUSING CORPORATION
Town Hall, Ted Langridge Room
August 15, 2018 at 8:30 a.m.**

BOARD MEMBERS PRESENT

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

BOARD MEMBERS/OTHERS ABSENT

ADMINISTRATION, OTHERS PRESENT

Sharon Oakley	Manager, Housing Sustainability
Carrie Vaugeois	Banff Housing Corporation Supervisor
Candis Waugh	Recorder

1.0 CALL TO ORDER/APPROVAL OF AGENDA

C. DiManno called the August 15th, 2018 meeting of the Banff Housing Corporation to order at 8:30 a.m.

BHC18-48 Moved by K. Driver to approve the agenda.

CARRIED

2.0 DELEGATIONS

There were no delegations.

3.0 ADOPTION OF PREVIOUS BANFF HOUSING CORPORATION MINUTES

July minutes to be approved at the next BHC meeting.

4.0 CONTINUING BUSINESS - OPERATIONAL UPDATES

4.1.1 BHC operational update

There are no completed sales at this time.

4.1.2 Staff Update

C. Vaugeois will be attending BHC meetings to give updates of rentals and home sales. Arnel has started in the maintenance position at Ti'nu.

4.1.3 Housing sustainability update

Cave Ave

Assessment and analysis for Cave Ave. is required to determine what the need is, what the cost to build is, and how many units are needed.

5.0 TODAY'S BUSINESS

5.1 Board Members

All current board members, with the exception of A. Buckingham, are up for renewal on the BHC Board. The board is able to have up to seven members. The terms on the BCH board are: 2 – three year terms and 2 – two year terms. There will be a notice for new board members in the paper in September.

Rent Manager

Rent Manager is a web-based software program for property management that has been looked at as a tool to oversee leases, sales, rentals and car share and maintenance. S. Oakley and C. Vaugeois will have a meeting with Rent Manager on Friday to test the product.

BHC18-49 Moved by C. DiManno to approve a subscription to *Rent Manager* based on the Friday meeting, if deemed beneficial. **CARRIED**

BHC18-50 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 9:02 a.m. **CARRIED**

BHC18-51 Moved by A. Buckingham to return to the regular meeting at 9:10 a.m. **CARRIED**

RRL and home sales

What is the best way to deal with multiple listings on the RRL list? – tabled to next meeting.

Ti'nu Update

The studio units are full with a waitlist, the 1 bedroom units are almost full and there are a few 2 bedroom units still currently available. The A frames completion date has been pushed to December.

BCNPHA Housing Conference

This is a non-profit housing conference held at the end of November in Vancouver.

BHC18-52 Moved by C. DiManno to send two BHC members to the BCNPHA Housing Conference. **CARRIED**

5.1.3 Appraisers

BHC18-53 Moved by A. Buckingham to add “Outlook Appraisers” as an approved appraiser. **CARRIED**

6.0 NEW BUSINESS / NEXT MEETING

What is the best way to deal with multiple listings on the RRL list?

There will be a presentation regarding Firesmart and trees in Middle Springs.

DATE Next meeting - Thursday, September 20th, 2018 at 8:30 a.m.

BHC18-54 Moved by A. Buckingham to adjourn at 9:55 a.m. **CARRIED**

Corrie DiManno, Chair

Recording Secretary