



THE BLUE MOUNTAINS
Attainable Housing Corporation

Minutes – Special Board Meeting

The Blue Mountains Attainable Housing Corporation

Meeting Date: Wednesday, April 21, 2021
Meeting Time: 3:00 p.m.
Location: Town Hall, Council Chambers (Virtual)
Prepared by Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Councillor Sampson called the meeting to order at 3:13 p.m. with Board members Cary Eagleson, Janet Findlay, Patrick Gourlay, and Carolyn Letourneau present. Board member Andrew Siegwart joined the meeting at 3:31 p.m. and Mayor Soever joined the Board meeting at 3:39 p.m. Board member Gavin Leitch joined the Board meeting during the Closed Session item. Executive Director Sharon McCormick was also present.

Board member Michael Schaefer sent his regrets for the meeting.

Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

Corporation Member Attendance

Approval of Agenda

Moved by: Janet Findlay

Seconded by: Cary Eagleson

THAT the Agenda of April 21, 2021 be adopted as circulated, including any additions.

Yay (5): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Councillor Sampson

Absent (4): Gavin Leitch, Michael Schaefer, Andrew Siegwart, Mayor Soever

The motion is Carried (5 to 0, 4 absent)

Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2019-56, Attainable Housing Corporation Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

Councillor Rob Sampson declared a pecuniary interest regarding Item F. Closed Session i).

B. Public Comment Period

B.1 Public Comment Period (each speaker is allotted three minutes)

NOTE: In accordance with the Town Procedural By-law 2019-56 fifteen minutes is allotted at the Meeting to receive public comments regarding Attainable Housing Corporation matters included on the Agenda. The speaker shall provide their name and address, and shall address their comments to the Chair. Comments shall not refer to personnel, litigation or potential litigation matters, or matters that are a follow up to a Public Meeting.

NOTE: Board meetings are taking place virtually to assist with social distancing with respect to COVID-19. Comments received from the public that have not been included on the Agenda will be read at the meeting by the Executive Assistant.

None

C. Staff Reports

C.1 Award of Quotations Bookkeeping Services, 2021-02

Moved by: Cary Eagleson

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation receive Staff Report 2021-02 entitled "Award of Quotations for Bookkeeping Services";

AND THAT The Blue Mountains Attainable Housing Corporation award bookkeeping services to the best value of quotations received, being LM Rourke, CPA.

Yay (5): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Councillor Sampson

Absent (4): Gavin Leitch, Michael Schaefer, Andrew Siegart, Mayor Soever

The motion is Carried (5 to 0, 4 absent)

D. Matters for Discussion

D.1 Governance Review – Executive Director Sharon McCormick

Board member Andrew Siegwart joined the meeting at 3:31 p.m. and Mayor Soever joined the meeting at 3:39 p.m.

RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF THE BLUE MOUNTAINS ATTAINABLE HOUSING CORPORATION TO AMEND THE LETTERS PATENT AND BY-LAWS

Moved by: Janet Findlay

Seconded by: Cary Eagleson

THAT The Blue Mountains Attainable Housing Corporation recommend its members update the Corporations' letters patent and corporate by-laws in accordance with the *Corporations Act* (Ontario) (the "Act") as follows:

- a. The BMAHC apply for Supplementary Letters Patents to remove the word "ownership" from the objects 4(a) and said objects to be amended to the following:

To augment the supply of healthy, affordable and sustainable ~~ownership~~ housing units in The Town of Blue Mountains which are affordable to a larger portion of the population;

- b. The BMAHC repeal By-law 1 and By-law 2 of the BMAHC;
- c. The BMAHC approve and adopt By-law 3 substantially in the form as provided in the attached memorandum with the exception of s31 iid) to read as up to 20 members;
- d. The Executive Director and the Chair of the Board of Directors of the BMAHC are hereby authorized to take all such further action(s), as they may deem necessary, proper, convenient or desirable in order to carry out each of the foregoing resolutions and to fully effectuate the purposes and intents thereof; and
- e. An executed copy of this resolution shall be filed with the minutes.

AND THAT The Blue Mountains Attainable Housing Corporation requests a Special Members Meeting be scheduled in May 2021 with notice provided to Council of the Town of The Blue Mountains for the purpose of recommending updates to the Corporation's Letters Patent and By-laws;

AND LASTLY THAT, with respect to governance review, The Blue Mountains Attainable Housing Corporation acknowledges the fee estimate to implement the governance review recommendation, as approved by the Board on April 1, 2021, is \$15,500 plus HST and disbursements, which is factored into the 2020 Operating Budget.

Yay (7): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (2): Gavin Leitch, Michael Schaefer

The motion is Carried (7 to 0, 2 absent)

Moved by: Janet Findlay

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation establishes a sub-committee of the Board consisting of Mayor Soever, Janet Findlay, and Andrew Siegwart to review the terms and conditions of membership of the Corporation and community engagement in the Corporation and report back to the Board on recommendations.

Yay (7): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (2): Gavin Leitch, Michael Schaefer

The motion is Carried (7 to 0, 2 absent)

E. Closed Session

Moved by: Andrew Siegwart

Seconded by: Cary Eagleson

THAT with regard to subsection 239 of the *Municipal Act, 2001*, The Blue Mountains Attainable Housing Corporation does now move into closed session in order to address:

- i. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization and with regard to consideration of quotations received for the design builder for the Gateway Site;
- ii. personal matters about an identifiable individual, including municipal or local board employees, and labour relations or employee negotiations, and with regard to the Executive Director performance evaluation.

Yay (7): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (2): Gavin Leitch, Michael Schaefer

The motion is Carried (7 to 0, 2 absent)

The Board went into closed session at 4:16 p.m.

The Board rose from closed session at 5:10 p.m.

Closed Session Reporting Out Statement

Councillor Sampson reported out of closed session that the Board gave the Executive Director direction as it relates to quotations received for the Design Builder, Gateway Site. Councillor Sampson noted he declared a conflict of interest on this item. Councillor Sampson further advised that the Executive Director Performance Evaluation was considered and will return to the Board at another meeting.

F. Notice of Meeting Dates

May 6, 2021 at 2:30 p.m.
Town Hall, Council Chambers (Virtual)

G. Adjournment

Moved by: Carolyn Letourneau

Seconded by: Patrick Gourlay

The meeting of the Attainable Housing Corporation adjourned at 5:12 p.m. to meet again at the call of the Chair.

Yay (8): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Andrew Siegart, Mayor Soever, Gavin Leitch, Councillor Sampson

Absent (1): Michael Schaefer

The motion is Carried (8 to 0, 1 absent)