



# Minutes – Special Members Meeting

The Blue Mountains Attainable Housing Corporation

**Meeting Date:** Wednesday, June 10, 2020  
**Meeting Time:** 4:00 p.m.  
**Location:** Town Hall, Council Chambers  
**Prepared by** Sarah Merrifield, Executive Assistant Committees of Council

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## A. Call to Order

Councillor Rob Sampson called the meeting to order at 5:07 p.m. with Board members Cary Eagleson, Janet Findlay, Patrick Gourlay, Gavin Leitch, and Mayor Soever present. Executive Director Sharon McCormick was also present.

Regrets were sent by Board member Andrew Siegwart, the Town's Chief Administrative Officer Shawn Everitt.

A special meeting of the membership:

*"Can be called by the President, resolution by Board or 10% of Membership*

*Need 30 days' notice of General Meeting to the Board, 10 days to the membership"*

### **Traditional Territory Acknowledgement**

### **Corporation Member Attendance**

### **Approval of Agenda**

Moved by: Gavin Leitch

Seconded by: Cary Eagleson

THAT the Agenda of June 10, 2020 be adopted as circulated, including any additions

Egleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Siegwart, Andrew	absent
Soever, Alar	Yay
Sampson, Rob	Yay
The motion is Carried.	

## 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.

None

## B. Matters for Discussion

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### B.1 Banking Resolution

Moved by: Janet Findlay

Seconded by: Patrick Gourlay

THAT the Attainable Housing Corporation does hereby authorize amendment to the existing Corporation Banking Resolution to approve Corporation signing authority to Executive Director Sharon McCormick, for her term of employment with The Blue Mountains Attainable Housing Corporation

AND THAT the Attainable Housing Corporation approves the Chair and Treasurer to sign any necessary background documents to affect this change

Eagleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Siegwart, Andrew	absent
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.

### B.2 Contract Execution Resolution

Moved by: Cary Eagleson

Seconded by: Alar Soever

**WHEREAS** the Corporation, by way of a majority vote of Directors forming quorum at a duly constituting meeting of Directors held on May 7<sup>th</sup>, 2020, did adopt a Purchasing and Development Policy to be used by the Corporation (the "Policy").

**AND WHEREAS** the purpose of the Policy is to ensure openness, accountability and transparency of purchasing by the Corporation while protecting the financial best interest of the Corporation.

**AND WHEREAS** the Executive Director of the Corporation is responsible for the administration of the Policy.

**AND WHEREAS** the Board of Directors therefore deems it advisable to appoint and authorize the Executive Director of the Corporation to sign contracts, documents and instruments in writing as may be required in accordance with the Policy, as adopted.

**RESOLVED THAT:**

(a) Pursuant to Article 42 of the Corporation’s By-Law No. 1 – Execution of Instruments – the Members hereby appoints the Executive Director of the Corporation to sign contracts, documents and instruments in writing on behalf of the Corporation as may be required in accordance with the Policy, as adopted, and the Executive Director, so acting, shall have the power to bind the Corporation.

A.2

(b) Notwithstanding the above, the Executive Director’s appointment and authorization to sign any contracts, documents or instruments in writing on behalf of the Corporation will be subject to approval of the Board of Directors, individually or commensurate with operating and capital budget approval, and will at all times adhere and be subject to the terms of the Policy.

A.3

(c) The term “contracts, documents or instruments in writing” shall have the meaning as provided under Article 42 of the Corporation’s By-Law No. 1, currently in force.

A.4

The foregoing resolution is hereby approved by a majority of Members at forming quorum at a duly constituting meeting held on June 10<sup>th</sup>, 2020

Eagleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Siegwart, Andrew	absent
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.

## C. Adjournment

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Moved by: Alar Soever

Seconded by: Patrick Gourlay

The Special Members Meeting of the Attainable Housing Corporation adjourned at 5:16 p.m. to meet again at the call of the Chair

Eagleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Siegwart, Andrew	absent
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.