



## **B. Public Comment Period**

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### **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. Matters for Discussion**

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### **C.1a Letter of Resignation – Sharon McCormick**

Councillor Sampson noted that the Board is in receipt of Sharon McCormick's letter of resignation and noted his thanks, on behalf of the Board, for the work done by Sharon in her role as Executive Director. In her time with the Board, Sharon assisted with development of the Business Plan, provided assistance with policy development, secured financing, and made connections within the community. Councillor Sampson noted the Board wishes Sharon well in her endeavours, and emphasized appreciation for all the work Sharon undertook on behalf of the Board.

Sharon thanked the Board members and noted that together a lot has been accomplished. Sharon noted she feels honoured to have worked with the Board and feels confident that the Corporation is in a good spot. Sharon noted she had an opportunity for a permanent job, and she appreciates the Board's understanding about pursuing it.

Moved by: Janet Findlay

Seconded by: Cary Eagleson

THAT The Blue Mountains Attainable Housing Corporation reluctantly accepts Executive Director Sharon McCormick's letter of resignation effective Friday, July 9, 2021.

Yay (6): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (3): Patrick Gourlay, Gavin Leitch, Michael Schaefer

**The motion is Carried (6 to 0, 3 absent)**

**C.1 Introduction of Development Manager – SHS Consulting, and Gateway Project Update, Ed Starr, Partner, SHS Consulting**

Executive Director Sharon McCormick introduced Ed Starr, Partner SHS Consulting and advised that SHS has worked for over 30 years in the not-for-profit housing sector.

Ed Starr thanked Sharon for the introduction and wished her all the best as she pursues other opportunities. Ed provided an introduction of SHS Consulting, and noted the company primarily focuses on housing development, policy and research development, and business model innovation. Ed reviewed the project team assigned to The Blue Mountains Attainable Housing Corporation and provided an overview of SHS’s clientele base. Ed reviewed SHS Consulting’s approach to the project and provided an overview of the various phases of work and the timeline for the project from June 2021 to November 2023.

Sharon explained that the need for a Phase 1 Environmental Site Assessment arises from a requirement that a Site Assessment, valid within twelve months, is required for funding purposes. Sharon noted the site has an existing Environmental Assessment that was provided by the previous owner to the Town upon purchase, but it is dated 2011 and requires updating.

Board member Cary Eagleson enquired as to the status of the D2 Assessment Odour and Noise Assessment. Sharon explained that the Thornbury Wastewater Treatment Plant Headworks project has been slightly delayed but should be completed by Fall 2021, at which point additional odour testing can be performed. Sharon noted that the retesting should not impact the planning application.

Cary further noted that the Province is undertaking a review of D2 Assessment Guidelines as they relate to setback. Sharon noted she is aware of this consultation, and advised that the review is only in the public consultation process. Sharon advised that she requested a report from the consultants who conducted the assessment to seek advice on the impact of the proposed legislative changes. Their advice does not contemplate any change to the buffer required. Councillor Sampson explained that the current D2 Assessment review is in relation to housing developments adjacent to active farm properties.

Board member Janet Findlay enquired as to whether the Executive Director has authority to proceed with the Phase 1 Environmental Assessment through the Board’s policies. Sharon explained that this item is a capital expense, and there was no capital budget approved through the 2021 budget process.

Moved by: Andrew Siegart

Seconded by: Janet Findlay

THAT The Blue Mountains Attainable Housing Corporation receives Item C.1 Introduction of Development Manager – SHS Consulting, and Gateway Project Update, Ed Starr, Partner, SHS Consulting;

AND THAT The Blue Mountains Attainable Housing Corporation authorizes expenditure to an upset limit of \$4,000 for an updated Phase 1 Environmental Site Assessment for the Gateway Site.

Yay (6): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (3): Patrick Gourlay, Gavin Leitch, Michael Schaefer

**The motion is Carried (6 to 0, 3 absent)**

**C.2 CMHC Contribution and Loan Agreement – Executive Director Sharon McCormick**

Moved by: Cary Eagleson

Seconded by: Mayor Soever

**WHEREAS** the Directors of the Corporation are authorized from time to time to borrow money upon the credit of the Corporation and it is in the best interests of the Corporation that the Directors exercise such authority.

**NOW THEREFORE BE IT RESOLVED THAT:**

1. The Corporation approved at a meeting of the Board of Directors held on June 30, 2021 the execution and delivery by the Corporation of a Loan/Contribution Agreement dated June 30, 2021 ("**Agreement**") to be made between Canada Mortgage and Housing Corporation ("**CMHC**") and the Corporation providing for funding in the total principal amount of ninety nine thousand dollars (\$99,000) Dollars ("**Funding Amount**") for the Project.
2. Any two directors or officers of the Board of Directors of the Corporation, or any combination thereof, are hereby authorized for and on behalf of the Corporation to execute or cause to be executed under its corporate seal or otherwise, the Agreement and such other documentation as required by the Agreement, with such alterations, additions, amendments and deletions as may be approved by such persons executing the same whose signature shall be conclusive of such authorization.
3. Such directors or officers of the Board of Directors of the Corporation, are hereby authorized for and in the name of the Corporation to execute and deliver under the corporate seal or otherwise all such other documents and to do all such other acts and things as may be necessary or desirable to give effect to this Resolution and to perform the obligations of the Corporation.

Yay (6): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (3): Patrick Gourlay, Gavin Leitch, Michael Schaefer

**The motion is Carried (6 to 0, 3 absent)**

## D. Closed Session

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Moved by: Cary Eagleson

Seconded by: Andrew Siegwart

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. personal matters about an identifiable individual, including municipal or local board employees, and labour relations or employee negotiations, and with regard to workforce planning;
- ii. proposed or pending acquisition or disposition of land by the municipality or local board, and with regard to inventory of land.

Yay (6): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (3): Patrick Gourlay, Gavin Leitch, Michael Schaefer

**The motion is Carried (6 to 0, 3 absent)**

The Board went into closed session at 2:52 p.m.

The Board rose from closed session at 4:27 p.m.

### Closed Session Reporting Out Statement

Councillor Sampson reported out of closed session that the Board dealt with personnel matters as it relates to workforce planning and gave direction to other members of the Board to take action in that regard. Councillor Sampson noted that as it relates to pending acquisition or disposition of land, the Board gave direction to the Executive Director on that item.

Councillor Sampson further advised that the Board has an item to report from a previous closed session meeting:

Moved by: Andrew Siegwart

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation requests the Chair to engage the services of a professional recruiter via sole source per the Corporation's purchasing guidelines for the purposes of retaining an Executive Director.

Yay (6): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (3): Patrick Gourlay, Gavin Leitch, Michael Schaefer

**The motion is Carried (6 to 0, 3 absent)**

## E. Notice of Meeting Dates

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July 8, 2021 at 2:30 p.m.

Town Hall, Council Chambers (Virtual)

## **F. Adjournment**

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Moved by: Andrew Siegart

Seconded by: Mayor Soever

The meeting of the Attainable Housing Corporation adjourned at 4:32 p.m. to meet again at the call of the Chair.

Yay (6): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Andrew Siegart, Mayor Soever, Councillor Sampson

Absent (3): Patrick Gourlay, Gavin Leitch, Michael Schaefer

**The motion is Carried (6 to 0, 3 absent)**