



THE BLUE MOUNTAINS  
Attainable Housing Corporation

# Minutes

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The Blue Mountains Attainable Housing Corporation

**Meeting Date:** Thursday, July 8, 2021  
**Meeting Time:** 2:30 p.m.  
**Location:** Town Hall, Council Chambers  
**Prepared by** Sarah Merrifield, Executive Assistant Committees of Council

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## A. Call to Order

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Councillor Sampson called the meeting to order at 2:31 p.m. with Board members Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, and Mayor Soever present. Executive Director Sharon McCormick was also present.

Regrets were sent by Board member Gavin Leitch.

### **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: Mayor Soever

Seconded by: Michael Schaefer

THAT the Agenda of July 8, 2021 be adopted as amended by including any revisions to the agenda, being removal of Item B.1.1 Suzanne Craig, Integrity Commissioner Re Proposed Blue Mountains Attainable Housing Corporation Code of Conduct and the addition of Item F.ii) proposed or pending acquisition or disposition of land by the municipality or local board, and with regard to inventory of land.

Yay (8): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (1): Gavin Leitch

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



AND THAT The Blue Mountains Attainable Housing Corporation approves and adopts the Code of Conduct as presented, and requests that the document be posted to the Corporation's website.

**B.2 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

**B.3 Staff Reports, if any**

None

**C. Matters for Discussion**

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**C.1 Gateway Site Design Guideline Task Force Update – Executive Director Sharon McCormick (verbal)**

Executive Director Sharon McCormick advised that the Gateway Site Design Guidelines Task Force met on July 6, 2021. The Task Force achieved consensus on key design principles which will be provided to MHBC, the urban designers, and SHS Consulting, the Development Managers. The Draft Guidelines will also be brought to the August 5, 2021 Board meeting for consideration. Sharon advised that the Task Force had a goal of establishing key design principles that they would like embedded in the site-specific Official Plan Amendment.

Sharon reported that the main recommendations from the Task Force with respect to the Design Guidelines center around sustainability, accessibility, vision and guiding principles and include non-residential design space such as public space and interior space design. The Task Force placed high priority on storage options for future tenants, gathering spaces, a children's play area, and sustainability features. With respect to sustainability, Sharon advised there is a list of 10 sustainability elements and it is recommended that a cost/benefit analysis and rationale are developed for why these features are or are not included in the final design (gas connection, water harvesting, dark sky compliant lighting, and green roof feature, to name a few).

The Board agreed that the work done by the Task Force has been valuable and an example of excellent community involvement and engagement.

Board member Janet Findlay commented that the Board should consider private laundry facilities, at least for some of the units, particularly given the expectation that some units will be market rate.

**C.2 Financial and Budget Variance Reports – Sharon McCormick**

Moved by: Cary Eagleson

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation receives Item C.2 Financial and Budget Variance Report for information purposes.

Yay (8): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (1): Gavin Leitch

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

**D. Correspondence**

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**D.1 Rick Tipping**

**Re: Attainable Housing – Gateway Project**

NOTE: this correspondence referred by Council for Board response.

Moved by: Andrew Siegwart

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation receives correspondence item D.1 Rick Tipping Re: Attainable Housing – Gateway Project and requests Chair Sampson and Board Secretary Carolyn Letourneau to provide a response to Mr. Tipping inviting him to attend an upcoming Board meeting as a deputation to discuss this, and any other items relating to attainable housing.

Yay (8): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (1): Gavin Leitch

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

## **E. New and Unfinished Business**

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### **E.1 Additions to the Agenda**

### **E.2 Items Identified for Discussion at the Next Meeting**

- Creation of Board sub-committees – item deferred until new Executive Director is retained
- Membership Structure Sub-committee Update – item deferred until new Executive Director is retained
- Design Guidelines for Gateway Site
- Revised Draft BMAHC Code of Conduct (to future meeting, presented by Integrity Commissioner Suzanne Craig)

## **F. Closed Session**

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Moved by: Mayor Soever

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 or financial information that belongs to the board and has monetary value or potential monetary value and with regard to the financial strategy for the Gateway Site.
- ii) proposed or pending acquisition or disposition of land by the municipality or local board, and with regard to inventory of land.

Yay (8): Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Mayor Soever, Councillor Sampson

Absent (1): Gavin Leitch

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

The Board went into closed session at 3:11 p.m.

The Board rose from closed session at 5:00 p.m.

Patrick Gourlay did not rejoin the Board meeting following the closed session item.

### **Closed Session Reporting Out Statement**

Councillor Sampson reported out of closed session that the Board discussed the financial strategy for the Gateway Site and gave some direction to the Board's consultant in that regard. With regard to the purchase and disposition of land, the Board discussed an item and deferred any decision until a subsequent meeting.

## **G. Notice of Meeting Dates**

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August 5, 2021 at 2:30 p.m. – Regular Board Meeting  
Town Hall, Council Chambers (Virtual)

## H. Adjournment

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Moved by: Cary Eagleson

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 5:02 p.m. to meet again at the call of the Chair.

Yay (7): Cary Eagleson, Janet Findlay, Carolyn Letourneau, Michael Schaefer, Andrew Siegart, Mayor Soever, Councillor Sampson

Absent (2): Gavin Leitch, Patrick Gourlay

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