



THE BLUE MOUNTAINS
Attainable Housing Corporation

Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday, September 2, 2021
Meeting Time: 2:30 p.m.
Location: Town Hall, Council Chambers
Prepared by Melissa Pollock, Administrative Assistant BMAHC

A. Call to Order

Councillor Sampson called the meeting to order at 2:16 p.m. with Board members Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegart and Mayor Soever present.

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: Carolyn Letourneau

Seconded by: Mayor Soever

THAT the Agenda of September 2, 2021 be adopted as circulated, including any additions being item E.1.1 Board Vacancy and E.1.2 Appointment of a Chair, Treasurer and Secretary.

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

The motion is Carried (8 to 0)

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

Previous Minutes (August 5, 2021, August 23, 2021)

Moved by: Mayor Soever

Seconded by: Gavin Leitch

THAT the Board meeting minutes of August 5, 2021 and the Special meeting minutes of August 23, 2021 be adopted as circulated, including any revisions to be made.

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

The motion is Carried (8 to 0)

Previous Closed Session Minutes (August 5, 2021, August 23, 2021)

Moved by: Janet Findley

Seconded by: Patrick Gourlay

THAT the Closed Session Board meeting minutes of August 5, 2021 and the Closed Session Special Board meeting minutes of August 23, 2021 be adopted as previously circulated.

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

The motion is Carried (8 to 0)

B. Staff Reports, Deputations, and Presentations

B.1 Deputations, if any

None

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

C.1 Ed Starr and Mylene Vincent, SHS Consulting

Re: Development Consultant Report – Selection of Early-Stage Architectural Design Consultant/Advocate Architect for Gateway Development

Moved by: Janet Findley

Seconded by: Michael Schaefer

THAT the Blue Mountain Attainable Housing Corporation receive Development Consulting Report entitled “Selection of Early-Stage Architectural Design Consultant/Advocate Architect for Gateway Development”;

AND THAT the Blue Mountains Attainable Housing Corporation appoint Salter Pilon Architecture to provide these services, being the highest scoring proponent following evaluation of the submissions received.

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

The motion is Carried (8 to 0)

C.2 Follow-up Direction from The Blue Mountains Council regarding Secondary Suite Program

NOTE: the following motion was passed by Council at the August 23, 2021 meeting

THAT Council of the Town of The Blue Mountains acknowledges receipt of the June 3, 2021 Blue Mountains Attainable Housing Corporation motion noted below regarding the Corporation’s secondary suite program, and provides the same to Planning and Development Services staff:

THAT with respect to the Corporation’s secondary suite program, The Blue Mountains Attainable Housing Corporation requests the Executive Director to transfer the BMAHC Secondary Suite Grant Program to the Town of The Blue Mountains to be implemented through the Town’s existing Community Improvement Plan program, CARRIED.

AND THAT Council direct staff to provide a staff report to Council in response to the above request, for Council consideration, CARRIED.

D. Correspondence

D.1 Bruce Taylor

Re: Gateway Site Design Guidelines Sustainability Features

Moved by: Andrew Siegwart

Seconded by: Mayor Soever

THAT Board members receive Bruce Taylor; Gateway Site Design Guidelines Sustainability Features.

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

The motion is Carried (8 to 0)

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Board Vacancy

Moved by: Carolyn Letourneau

Seconded by: Gavin Leitch

THAT, with respect to Board vacancy, the Blue Mountains Attainable Housing Corporation requests Janet Findlay and Andrew Siegwart to initiate the process to fill the existing Board vacancy.

Yay(): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Mayor Soever, Councillor Sampson

The motion is Carried (8 to 0)

E.1.2 Appointment of a Chair, Treasurer and Secretary

Moved by: Andrew Siegwart

Second by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation appoints the following until such a time as the 9th Annual General Meeting or earlier:

- Councillor Rob Sampson as Chair
- Carolyn Letourneau as Secretary
- Patrick Gourlay as Interim Treasurer

Yay (8): Janet Findley, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Mayor Soever, Councillor Sampson

The motion is Carried (8 to 0)

E.2 Items Identified for Discussion at the Next Meeting

- Revised Gateway Site Design Guidelines
- Financial and Budget Variance Reporting
- Code of Conduct

F. Closed Session

Moved by: Andrew Siegwart

Seconded by: Gavin Leitch

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 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 position.

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

The motion is Carried (8 to 0)

The Board went into closed session at 2:56 p.m.

The Board rose from closed session at 3:22 p.m.

Closed Session Reporting Out Statement

G. Notice of Meeting Dates

October 7, 2021 at 2:30 p.m.

Town Hall, Council Chambers (Virtual)

H. Adjournment

Moved by: Gavin Leitch

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 3:31 p.m. to meet again at the call of the Chair.

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

The motion is Carried (8 to 0)