



THE BLUE MOUNTAINS
Attainable Housing Corporation

Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday, November 4, 2021
Meeting Time: 2:30 p.m.
Location: Town Hall, Council Chambers
Prepared by Melissa Pollock, Administrative Assistant BMAHC

A. Call to Order

Chair Rob Sampson called the meeting to order at 2:32 p.m.

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

Chair Rob Sampson and Board members Janet Findlay, Patrick Gourlay, Gavin Leitch, Michael Schaefer, Andrew Siegwart, and Alar Soever were present. Board member Carolyn Letourneau joined at 3:15 p.m.

Executive Director Jennifer Bisley and Ed Starr and Mylene Vincent of SHS Consulting were also present.

Approval of Agenda

Moved by: Alar Soever

Seconded by: Janet Findlay

THAT the Agenda of November 4, 2021 be adopted as circulated with the addition of E.1.1 Exit Interview with Former Board Member and E.1.2 Report on Napier Street.

Yay (7): Janet Findlay, Patrick Gourlay, Gavin Leitch, Michael Schaefer, Andrew Siegwart, Alar Soever, Rob Sampson

Absent (1): Carolyn Letourneau

The motion is Carried (7 to 0, 1 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 2021-76, Attainable Housing Corporation Members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

Previous Minutes (October 7, 2021 and October 13, 2021)

Moved by: Andrew Siegwart

Seconded by: Gavin Leitch

THAT the Board meeting minutes of October 7, 2021 and the Special Meeting minutes of October 13, 2021 be adopted as circulated, including any revisions to be made.

Yay (7): Janet Findlay, Patrick Gourlay, Gavin Leitch, Michael Schaefer, Andrew Siegwart, Alar Soever, Rob Sampson

Absent (1): Carolyn Letourneau

The motion is Carried (7 to 0, 1 absent)

Previous Closed Session Minutes (October 7 2021, and October 13, 2021)

Moved by: Janet Findlay

Seconded by: Alar Soever

THAT the Closed Session Board meeting minutes of October 7, 2021 and the Special Meeting minutes of October 13, 2021 be adopted as previously circulated.

Yay (7): Janet Findlay, Patrick Gourlay, Gavin Leitch, Michael Schaefer, Andrew Siegwart, Alar Soever, Rob Sampson

Absent (1): Carolyn Letourneau

The motion is Carried (7 to 0, 1 absent)

B. Staff Reports, Deputations, and Presentations

B.1 Deputations, if any

None

B.1.1 Public Webinar Questions and Answer Summary Chart

The Blue Mountains Attainable Housing Corporation held a public webinar regarding their request to the Town for co-investment in the Gateway Project. Questions from the public and responses given during the webinar were summarized in document B.1.1. Public Webinar Q&A Chart.

B.2 Public Comment Period (each speaker is allotted three minutes)

NOTE: In accordance with the Town Procedural By-law 2021-76 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.

B.3 Staff Reports, if any

None

C. Matters for Discussion

C.1 Quarterly Public Sessions

Moved by: Andrew Siegwart

Seconded by: Alar Soever

THAT The Blue Mountains Attainable Housing Corporation directs the Executive Director to create a communication strategy and plan, to include quarterly public meetings about the business and developments of the Corporation, no later than the January 2022 Board meeting.

Yay (7): Janet Findlay, Patrick Gourlay, Gavin Leitch, Michael Schaefer, Andrew Siegwart, Alar Soever, Rob Sampson

Absent (1): Carolyn Letourneau

The motion is Carried (7 to 0, 1 absent)

C.2 Financial and Budget Variance

Deferred to the December Board meeting to allow the interim Treasurer, Patrick Gourlay, and Executive Director to discuss financials.

C.3 Invoice from Lovell and Associates Talent Acquisition

Moved by: Janet Findlay

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation shall pay the invoice to Lovell and Associates to be paid 50% by December 1, 2021 and 50% by May 1, 2022.

Yay (7): Janet Findlay, Patrick Gourlay, Gavin Leitch, Michael Schaefer, Andrew Siegwart, Alar Soever, Rob Sampson

Absent (1): Carolyn Letourneau

The motion is Carried (7 to 0, 1 absent)

C.4 Meeting Format and Recordings

Deferred to the January meeting.

D. Correspondence

D.1 Correspondence from Hazel Milne

Would you please ask the following question at the BMAHC upcoming meeting. "Who has been answering residents, et al, questions on the BMAHC Facebook page? We would like to know the name(s) of the person/people. Not unlike the Committees of Council residents who volunteer, those volunteers/residents names becomes public knowledge. This information must also be made available, as it is taxpayer funded. Thank you.

Moved by: Gavin Leitch

Seconded by: Andrew Siegwart

THAT The Blue Mountains Attainable Housing Corporation receives the correspondence from Hazel Milne and directs the Chair to respond.

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

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

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Exit Interview with Former Board Member

Moved by: Alar Soever

Seconded by: Carolyn Letourneau

THAT in reference to item E.1.1 The Blue Mountains Attainable Housing Corporation does appoint the Chair and the Executive Director to conduct an exit interview with former Board member, Cary Eagleson.

Yay (7): Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever, Rob Sampson

Absent (1): Janet Findlay

The motion is Carried (7 to 0, 1 absent)

Note the discussion regarding E.1.1 occurred after the closed session.

E.1.2 Report on Napier Street

Deferred to closed session.

E.2 Items Identified for Discussion at the Next Meeting

- Reporting Code of Conduct
- Financial and Budget Variance

F. Closed Session

Moved by: Alar Soever

Seconded by: Andrew Siegart

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, with regard to the Napier Street tenant selection.

ii) A proposed or pending acquisition or disposition of land by the municipality or local board, with regard to the Napier Street property.

The Board went into closed session at 3:20 p.m.

The Board rose from closed session at 4:15 p.m.

Closed Session Reporting Out Statement

The Board gave the Executive Director direction regarding the tenancy selection of Napier Street and negotiations with the Town on the leasing of Napier Street.

Moved by: Michael Schaefer

Seconded by: Alar Soever

THAT in reference to item E.1.2, subject to Council approving the lease arrangement with the Corporation for the Napier Street property, The Blue Mountains Attainable Housing Corporation appoints the Executive Director to finalize negotiations and execute lease agreements with The Town in relation to Napier Street rental.

AND THAT in reference to item E.1.2, subject to Council approving the lease arrangement with the Corporation for the Napier Street property, The Blue Mountains Attainable Housing Corporation appoints the Executive Director to create and execute a tenant selection process of the candidates based off the 2020 approved eligibility and suitability policy, and followed by a lottery.

Yay (7): Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegart, Alar Soever, Rob Sampson

Absent (1): Janet Findlay

The motion is Carried (7 to 0, 1 absent)

G. Notice of Meeting Dates

December 1, 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 4:23 p.m. to meet again at the call of the Chair.

Yay (6): Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Alar Soever, Rob Sampson

Absent (2): Janet Findlay, Andrew Siegart

The motion is Carried (6 to 0, 2 absent)

Rob Sampson, Chair

Jennifer Bisley, Executive Director