



THE BLUE MOUNTAINS
Attainable Housing Corporation

Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Wednesday, December 1, 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 2:33pm.

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, Carolyn Letourneau, Michael Schaefer, and Alar Soever were present. Regrets were sent by Board member Andrew Siegart.

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

Approval of Agenda

Moved by: Janet Findlay

Seconded by: Patrick Gourlay

THAT the Agenda of December 1, 2021 be adopted as circulated, including additions E.1.1 Chart of Gateway Project Hard Costs Relative to Total Costs, E.1.2 Request to Receive Town Staff Hours Spent on Attainable Housing and the Closed Session addition regarding the Gateway Site.

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

Absent (1): Andrew Siegart

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.

None.

Previous Minutes

Moved by: Michael Schaefer

Seconded by: Alar Soever

THAT the Board meeting minutes of November 4, 2021 be adopted as circulated, including any revisions to be made.

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

Absent (1): Andrew Siegart

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

Previous Closed Session Minutes

Moved by: Michael Schaefer

Seconded by: Gavin Leitch

THAT the Closed Session Board meeting minutes of November 4, 2021, be adopted as previously circulated.

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

Absent (1): Andrew Siegart

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

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 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 Administration Assistant.

B.3 Staff Reports, if any

B.3.1 Napier Street Update

Moved by: Alar Soever

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.1 Napier Street Update for information.

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

Absent (1): Andrew Siegart

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

B.3.2 Gateway Project Update

Moved by: Janet Findlay

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.2 Gateway Project Update for information.

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

Absent (1): Andrew Siegart

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

C. Matters for Discussion

C.1 Financial and Budget Variance

The Executive Director reported that financial and budget variance reports to November 30, 2021, would be provided at the January meeting

C.2 2022 Board Meeting Dates

Moved by: Gavin Leitch

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation appoint the first Thursday of each month in 2022 from January to June for regular meetings of the Board of Directors to take place at Town Hall, Council Chambers (virtually) at 2:30pm.

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

Absent (1): Andrew Siegart

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

D. Correspondence

D.1 Upcoming Community Events on Attainable Housing

Moved by: Gavin Leitch

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation receives correspondence item D.1 for information.

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

Absent (1): Andrew Siegart

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

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Chart of Gateway Project Hard Costs Relative to Total Costs

Rob Sampson shared a chart showing the share of project hard costs relative to total costs with Board directors for information.

E.1.2 Request to Receive Town Staff Hours Spent on Attainable Housing

A letter copied to The Blue Mountains Attainable Housing Corporation from the Town CAO in response to a request for an accounting of town staff hours spent on Attainable Housing was shared for information

E.2 Items Identified for Discussion at the Next Meeting

- Reporting Code of Conduct

F. Closed Session

Moved by: Gavin Leitch

Seconded by: Carolyn Letourneau

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 respect to the Board Vacancy.

ii) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board in regard to the Gateway Site Project.

The Board went into closed session at 3:10 p.m.

The Board rose from closed session at 4:00 p.m.

Closed Session Reporting Out Statement

The Board received information regarding the Gateway and Napier Street projects and took direction regarding the board vacancy.

G. Notice of Meeting Dates

January 6, 2022
February 3, 2021
March 3, 2021
Town Hall, Council Chambers (Virtual)

H. Adjournment

Moved by: Janet Findlay

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 4:02 p.m. to meet again at the call of the Chair.

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

Absent (2): Andrew Siegwart, Rob Sampson

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

Rob Sampson, Chair

Jennifer Bisley, Executive Director