



THE BLUE MOUNTAINS
Attainable Housing Corporation

Board Meeting Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday March 3, 2022
Meeting Time: 2:30 p.m.
Location: Virtual Teams Meeting
Prepared by Jennifer Bisley, Executive Director

A. Call to Order

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

A.1 Traditional Territory Acknowledgement

A.2 Corporation Member Attendance

Chair Rob Sampson and Board members Janet Findlay, Gavin Leitch, Michael Schaefer, and Alar Soever were present with Carolyn Letourneau joining the meeting at 3:13pm. Regrets were sent by Board members Patrick Gourlay and Andrew Siegart.

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

A.3 Approval of Agenda

Moved by: Janet Findlay

Seconded by: Alar Soever

THAT the Agenda of Thursday March 3, 2022 be adopted as circulated with the addition of item E.1 .1 Board Vacancy Discussion.

Yay (5): Janet Findlay, Gavin Leitch, Michael Schaefer, Alar Soever and Rob Sampson

Absent (3): Patrick Gourlay, Carolyn Letourneau and Andrew Siegart

The motion is Carried (5 to 0, 3 absent)

A.4 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.

A.5 Previous Minutes

Moved by: Alar Soever

Seconded by: Gavin Leitch

THAT the Board meeting minutes of February 10, 2022 be adopted as circulated.

Yay (5): Janet Findlay, Gavin Leitch, Michael Schaefer, Alar Soever and Rob Sampson

Absent (3): Patrick Gourlay, Carolyn Letourneau and Andrew Siegart

Carried (5 to 0, 3 absent)

A.6 Previous Closed Session Minutes

Moved by: Carolyn Letourneau

Seconded by: Gavin Leitch

THAT the Closed Session Board meeting minutes of February 10, 2022 be adopted as circulated.

Yay (5): Janet Findlay, Gavin Leitch, Michael Schaefer, Alar Soever and Rob Sampson

Absent (3): Patrick Gourlay, Carolyn Letourneau and Andrew Siegart

Carried (5 to 0, 3 absent)

B. Staff Reports, Deputations, and Presentations

B.1 Deputations/Presentations

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 Administrative Assistant.

B.3 Staff Reports

B.3.1 Napier Street Update

Moved by: Michael Schaefer

Seconded by: Janet Findlay

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

Yay (5): Janet Findlay, Gavin Leitch, Michael Schaefer, Alar Soever and Rob Sampson

Absent (3): Patrick Gourlay, Carolyn Letourneau and Andrew Siegart

Carried (5 to 0, 3 absent)

B.3.2 Gateway Project Update

Moved by: Gavin Leitch

Seconded by: Michael Schaefer

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

AND THAT The Blue Mountains Attainable Housing Corporation award the contract for the Phase Two Environmental Site Assessment to McIntosh Perry in the amount of \$18,800 plus HST.

Yay (5): Janet Findlay, Gavin Leitch, Michael Schaefer, Alar Soever and Rob Sampson

Absent (3): Patrick Gourlay, Carolyn Letourneau and Andrew Siegart

Carried (5 to 0, 3 absent)

B.3.3 Financial Report

Moved by: Alar Soever

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.3 Financial Report for information.

AND THAT The Blue Mountains Attainable Housing Corporation approve the Balance Sheet Report as of December 31, 2021, and Profit and Loss Report from January 1 to December 31, 2021 for audit purposes.

AND THAT The Blue Mountains Attainable Housing Corporation direct the Executive Director to send the Town of The Blue Mountains by letter a copy of the Financial Report and a statement that the Corporation would seek a deputation with Council following approval of an updated budget no later than May 2022.

Yay (6): Janet Findlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Alar Soever and Rob Sampson

Absent (2): Patrick Gourlay and Andrew Siegart

Carried (6 to 0, 2 absent)

C. Matters for Discussion

C.1 Attainable Housing and the Community Campus of Care Pilot Project: What is the Role of The Blue Mountains Attainable Housing Corporation?

[Special Meeting of Council, March 2, 2022: Presentation D.1: Vision for the development of a community campus of care pilot project](#)

Moved by: Michael Schaefer

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation authorize the Executive Director to submit a letter to the Town of The Blue Mountains expressing interest in being considered a preferred vendor for the Attainable Housing component of the Peel Street Community Campus of Care project.

Yay (6): Janet Findlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Alar Soever and Rob Sampson

Absent (2): Patrick Gourlay and Andrew Siegart

Carried (6 to 0, 2 absent)

Moved by: Alar Soever

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation direct the Executive Director to prepare a scope of services as a preferred vendor or provider of the Attainable Housing component of the Peel Street Community Campus of Care project, and to prepare a policy to guide the internal process to consider proposals that may arise through the project bidding process.

Yay (6): Janet Findlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Alar Soever and Rob Sampson

Absent (2): Patrick Gourlay and Andrew Siegart

Carried (6 to 0, 2 absent)

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Board Vacancy Discussion

F. Closed Session

Moved by: Alar Soever

Seconded by: Gavin Leith

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 matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act with respect to advice and recommendations from staff; and

(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 with respect to the Gateway Project.

Yay (6): Janet Findlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Alar Soever and Rob Sampson

Absent (2): Patrick Gourlay and Andrew Siegart

Carried (6-0, 2 absent)

The Board went into closed session at 3:59 p.m.

The Board rose from closed session at 4:52 p.m.

Closed Session Reporting Out Statement

In closed session the Board dealt with a matter related to Napier Street and gave direction to staff. The Board also gave direction to staff on an item related to the Gateway project.

G. Notice of Meeting Dates

Regular Meetings

April 7, 2022 @ 2:30pm

May 5, 2022 @ 2:30pm

June 2, 2022 @ 2:30 pm

Special Meetings

March 31, 2022 (tentative)

Town Hall, Council Chambers (Virtual)

H. Adjournment

Moved by: Gavin Leitch

Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 4:55 p.m. to meet again at the call of the Chair.

Yay (5): Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Alar Soever and Rob Sampson

Absent (3): Janet Findlay, Patrick Gourlay and Andrew Siegart

Carried (5-0, 3 absent)

Rob Sampson, Chair

Jennifer Bisley, Executive Director

Approved: April 7 2022