



# Minutes

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## Board Meeting

**Meeting Date:** Thursday, October 6, 2022  
**Meeting Time:** 2:30PM  
**Location:** Virtual – Microsoft Teams meeting  
**Prepared by** Jennifer Bisley, Executive Director

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### **A. Call to Order**

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Chair Rob Sampson called the meeting to order at 2:33PM

#### **A.1 Traditional Territory Acknowledgement**

#### **A.2 Corporation Member Attendance**

Chair Rob Sampson and Board members Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegart and Alar Soever were present. Gavin Leitch and Carolyn Letourneau sent their regrets

Executive Director Jennifer Bisley was also present.

#### **A.3 Approval of Agenda**

Moved by: Michael Schaefer      Seconded by: Alar Soever

THAT the Agenda of October 6, 2022, be adopted as circulated/amended

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegart, Alar Soever and Rob Sampson

Carried (6-0)

#### **A.4 Declaration of Pecuniary Interest and general nature thereof**

None

#### **A.5 Previous Minutes**

Moved by: Janet Findlay      Seconded by: Andrew Siegart

THAT the Board meeting minutes of September 1, 2022, be adopted as circulated.

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegart, Alar Soever and Rob Sampson

Carried (6-0)

## **A.6 Previous Closed Session Minutes**

Amendment to the Closed Session Board meeting minutes of September 1, 2022 is to be dealt with in closed session.

## **A.7 Previous General Meeting Minutes**

Moved by: Andrew Siegwart                      Seconded by: Patrick Gourlay

THAT the minutes of the September 29, 2022 General Meeting of Members be adopted as previously circulated.

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (6-0)

## **B. Staff Reports, Deputations, and Presentations**

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### **B.1 Deputations/Presentations**

#### **B.1.1 Legal Memorandum - Corporate Governance and Public Board Meetings, Ismail Ibrahim, Robins Appleby**

Moved by: Andrew Siegwart                      Seconded by: Alar Soever

THAT The Blue Mountains Attainable Housing Corporation receive item B.1.1 Legal Memorandum – Corporate Governance and Public Board Meetings for information.

AND THAT The Blue Mountains Attainable Housing Corporation forward B.1.1 Legal Memorandum – Corporate Governance and Public Board Meetings to the Town of The Blue Mountains for their consideration.

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (6-0)

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

None

### **B.3 Staff Reports**

#### **B.3.1 Gateway Project Update**

Moved by: Michael Schaefer                      Seconded by: Alar Soever

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.1 Gateway Project Update for information.

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (6-0)

### **B.3.2 Financial Report – Operating Loan Draw**

Moved by: Janet Findlay

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.2 Financial Report – Operating Loan Draw for information.

AND THAT The Blue Mountains Attainable Housing Corporation approve a drawdown of the Town of The Blue Mountains operating loan in the amount of \$100,000.

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (6-0)

### **C. Matters for Discussion**

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None

### **D. Correspondence**

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None

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

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

### **F. Closed Session**

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Moved by: Alar Soever

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation does now move into closed session to consider subject matter that addresses:

- a) 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 Corporation in relation to the Gateway Project and attainable housing offered by developers.
- b) personal matters about an identifiable individual.
- c) labour relations or employee negotiations in relation to Board recruitment and the Executive Director.

Yay (6): Janet Findlay, Patrick Gourlay, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (6-0)

The Board went into closed session at 3:07PM.

The Board rose from closed session at 5:02PM.

Andrew Siegwart left the meeting at 5:02PM.

## **Closed Session Reporting Out Statement**

Chair Rob Sampson reported that in closed session the Board gave direction in relation to the development of Gateway project, received an update on attainable housing offered by developers, dealt with some personal matters about an identifiable individual, gave direction as it relates to board recruitment, and the Chair received direction from the board as it relates to the Executive Director.

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

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November 3, 2022 @ 2:30PM

November 10, 2022 @ 4:00PM - Annual Meeting

## **H. Adjournment**

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Moved by: Michael Schaefer                      Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 5:03PM to meet again at the call of the Chair.

Yay (5): Janet Findlay, Patrick Gourlay, Michael Schaefer, Alar Soever and Rob Sampson

Carried (5-0)

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Rob Sampson, Chair

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Jennifer Bisley, Executive Director

Approved November 3, 2022