



# Minutes

## Board Meeting

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**Meeting Date:** Thursday, February 2, 2023  
**Meeting Time:** 1:30PM  
**Location:** Virtual – Microsoft Teams meeting  
**Prepared by** Jennifer Bisley, Executive Director

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

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Chair Gavin Leitch called the meeting to order at 1:34PM

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

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

Chair Gavin Leitch and Board members Janet Findlay, Patrick Gourlay, Carolyn Letourneau, and Michael Schaefer were present.

Robert Hamilton and Andrew Siegwart sent their regrets.

Executive Director Jennifer Bisley was also present.

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

Moved by: Patrick Gourlay                      Seconded by: Janet Findlay

THAT the Agenda of February 2, 2023, be adopted as circulated.

Yay (5):                      Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

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

None

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

**A.5.1** Moved by Carolyn Letourneau                      Seconded by Michael Schaefer

THAT the Board meeting minutes of January 5, 2023, be adopted as circulated.

Yay (5):                      Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

**A.5.2** Moved by Patrick Gourlay      Seconded by Michael Schaefer

THAT the Closed Session Board meeting minutes of January 5, 2023, be adopted as previously circulated.

Yay (5):            Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

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

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**B.1    Deputations/Presentations**

None

**B.2    Public Comment Period**

None

**B.3    Staff Reports**

**B.3.1   Gateway Project Update**

Moved by Janet Findlay              Seconded by Patrick Gourlay

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

Yay (5):            Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

**B.3.2   Quarterly Financial Report**

Moved by Carolyn Letourneau              Seconded by Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.2 Quarterly Financial Report for information.

Yay (5):            Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

**B.3.3   Operating Loan Draw**

Moved by Michael Schaefer              Seconded by Janet Findlay

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.3 Operating Loan Draw for information.

AND THAT The Blue Mountains Attainable Housing Corporation authorize a drawdown of the Operating Loan with the Town of The Blue Mountains in the amount of \$175,000.

Yay (5):            Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

## **C. Matters for Discussion**

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### **C.1 Municipal Director Appointments**

Moved by Patrick Gourlay                      Seconded by Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation confirm the appointment of Mayor Andrea Matrosovs and Councillor Shawn McKinlay as municipal representatives on the Board of Directors, also known as Municipal Directors.

Yay (5):                      Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

### **C.2 2022 Blue Means Business Survey Results, Town of The Blue Mountains**

Information only.

### **C.3 2023 Proposed Budget, Town of The Blue Mountains**

Information only.

## **D. Correspondence**

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### **D.1 Grace United Church Thornbury, Georgian Bay Home Share**

Moved by Carolyn Letourneau                      Seconded by Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation receive the correspondence for information.

Yay (5):                      Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

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

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None

## **F. Closed Session**

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Moved by: Michael Schaefer                      Seconded by: Patrick Gourlay

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

- i. 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 with respect to the Gateway Project Design- Builder Request for Proposal.
- ii. personal matters about an identifiable individual and labour relations with respect to the Executive Director.

Yay (5):                      Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

The Board went into closed session at 2:39PM

The Board rose from closed session at 4:18PM

### **Closed Session Reporting Out Statement**

Chair Gavin Leitch reported that in closed session the Board discussed matters related to Gateway Project Design-Builder Request for Proposals and personal matters about an identifiable person and labour relations with respect to the Executive Director.

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

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February 24, 2023 @ 1:30PM (special meeting)

March 2, 2023 @ 1:30PM

## **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 4:21PM to meet again at the call of the Chair.

Yay (5): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, and Michael Schaefer

Carried

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Gavin Leitch, Chair

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Jennifer Bisley, Executive Director

Approved March 2, 2023