



Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday, January 2, 2020
Meeting Time: 5:30 p.m.
Location: Town Hall, Council Chambers
Prepared by Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Chair Rob Sampson called the meeting to order at 5:31 p.m. with Board members Alar Soever, Janet Findlay, Cary Eagleson, and Gavin Leitch present. Patrick Gourlay joined the meeting at 5:32 p.m.

Traditional Territory Acknowledgement

Corporation Member Attendance

Executive Assistant Committees of Council noted that no members of the Board had provided notice of absence from the January 2, 2020 Board meeting.

Approval of Agenda

Moved by: Gavin Leitch

Seconded by: Alar Soever

THAT the Agenda of January 2, 2020 be adopted as circulated, including any additions being E.1.1 Housing Needs Study, the deferral of Item B.1.1 Presentation; Brian Teefy, Director Public Affairs, Strategy Corp Re: Draft Request for Proposal details, Suggested Prioritization of Funding, Review of StrategyCorp Mandate and Associated Resources, and the removal of Item F. Closed Session to be replaced with an open session discussion regarding Board membership, Carried.

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.

None

Previous Minutes

Moved by: Janet Findlay

Seconded by: Cary Eagleson

THAT the minutes of the Regular December 16, 2019 meeting be adopted as circulated, including any revisions to be made, Carried.

B. Staff Reports, Deputations, and Presentations

B.1 Deputations, if any

B.1.1 Presentation; Brian Teefy, Director Public Affairs, Strategy Corp Re: Draft Request for Proposal details, Suggested Prioritization of Funding, Review of StrategyCorp Mandate and Associated Resources

Note: this presentation deferred to an upcoming January 16, 2020 Board meeting.

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

NOTE: In accordance with the Town Procedural By-law 2019-56 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.

None

B.3 Staff Reports, if any

None

C. Matters for Discussion

C.1 Executive Director Update (verbal)

Job posting for Executive Director closed Friday, November 15, 2019

Councillor Rob Sampson noted the Board gave Town staff direction regarding the Executive Director position. Councillor Sampson further noted interviews are scheduled for January 16., 2020 and advised the Board that a Special General Board meeting will also be held on January 16.

C.2 Attainable Housing Corporation Update to Grey County Council – Councillor Rob Sampson (verbal)

Councillor Sampson advised the Board that the Grey County/Blue Mountains Task Force received a brief presentation in Fall 2019 regarding The Blue Mountains Attainable Housing Corporation activities. At that meeting, it was suggested that a full update to Grey County Council be provided. The update is tentatively set for February 13, 2020.

Mayor Soever noted he is hopeful that Grey County Council will consider returning a portion of the Town's supplementary tax assessment for the development of a Community Improvement Plan.

C.3 The Blue Mountains Attainable Housing Corporation and The Corporation of The Town of The Blue Mountains Memorandum of Understanding (verbal)

Councillor Sampson noted a draft Memorandum of Understanding (“MOU”) was circulated to Town staff previously. The Executive Assistant to Committees of Council will re-circulate the draft to the Board of Directors in case there are any additional comments, and it was requested the document be made available for public posting.

C.4 Follow-up from Council regarding Community Improvement Plan

Note: at the December 16, 2019 Council meeting, Council passed the following motion:

THAT, as recommended at the October 3, 2019 Attainable Housing Corporation meeting, Council direct staff to initiate a Town-wide Community Improvement Plan using Grey County’s approved template, which includes attainable housing and other considerations, Carried.

C.5 Attainable Housing Corporation Action Item Tracking

- Update Corporation’s By-laws, Policies and Practices to reflect the Town’s Procedural By-law
Councillor Sampson noted this will be a priority for the Executive Director, once retained.
- Retention of Fairness Advisor through Request for Proposal Process
Councillor Sampson noted a Fairness Advisor has been retained for the Request for Proposal process. Councillor Sampson confirmed Board members can contact the Fairness Advisor to determine if they have a potential conflict related to the Request for Proposal. Board members may also contact the Town’s Integrity Commissioner for any matter relating to conflict of interest.
- Retention of Executive Director through Hiring Process
- Memorandum of Understanding
- Criteria for Applicants for Attainable Housing
Councillor Sampson noted this will be a priority for the Executive Director, once retained. The Board was asked to provide any models or applicant criteria that could be considered.
- D2 Study and Built Form Analysis Request for Proposal
An update will be provided at the January 16, 2020 Special General Meeting.
- Request for Proposal for Attainable Housing
An update will be provided at the January 16, 2020 Special General Meeting.

D. Correspondence, if any

Note: Correspondence Items D.1 to D.7 were deferred from the December 16, 2019 meeting.

D.1 Bruce Taylor

Re: Grants for Basement Secondary Suites

Moved by: Alar Soever

Seconded by: Gavin Leitch

THAT the Attainable Housing Corporation receives correspondence item D.1 Bruce Taylor Re: Grants for Basement Secondary Suites;

AND THAT the Attainable Housing Corporation forms a sub-committee consisting of Cary Eagleson and Patrick Gourlay to review the current Secondary Suite Application criteria and suggest revisions to the program to assist with maintenance of affordability, and follow up with the Corporation for consideration

Cary Eagleson	Yay
Janet Findlay	Yay
Patrick Gourlay	Yay
Gavin Leitch	Yay
Andrew Siegart	absent
Alar Soever	Yay
Rob Sampson	Yay

The motion is Carried.

D.2 Steve Clark, Minister, Ministry of Municipal Affairs and Housing

Re: 2019 Association of Municipalities Ontario (AMO) Delegation and Attainable Housing

D.3 Ernie Hardeman, Minister, Ministry of Agriculture, Food and Rural Affairs

Re: 2019 Association of Municipalities Ontario (AMO) Delegation and Attainable Housing

Moved by: Alar Soever

Seconded by: Cary Eagleson

THAT the Attainable Housing Corporation receives correspondence items D.2 Steve Clark, Minister, Ministry of Municipal Affairs and Housing Re: 2019 AMO Delegation and Attainable Housing, and D.3 Ernie Hardeman, Minister, Ministry of Agriculture, Food and Rural Affairs Re: 2019 AMO Delegation and Attainable Housing, Carried.

D.4 Sustainability Advisory Committee

Re: Three Pillars of Sustainability

Moved by: Cary Eagleson

Seconded by: Patrick Gourlay

THAT the Attainable Housing Corporation receives correspondence item D.4 Sustainability Advisory Committee Re: Three Pillars of Sustainability, Carried.

- D.5 Suzanne Craig, Integrity Commissioner**
Re: Addendum dated November 8, 2019 in response to Memorandum dated July 30, 2019 and Addendum dated July 31, 2019
- D.6 Greg Fryer, Executive Director, Habitat for Humanity**
Re: Partnering to Provide Attainable Housing
- D.7 Thornbury Business Improvement Area**
Re: Attainable Housing

Moved by: Alar Soever

Seconded by: Gavin Leitch

THAT the Attainable Housing Corporation receives correspondence items D.5 Suzanne Craig, Integrity Commissioner Re: Addendum dated November 8, 2019 in response to Memorandum dated July 30, 2019 and Addendum dated July 31, 2019, D.6 Greg Fryer, Executive Director, Habitat for Humanity Re: Partnering to Provide Attainable Housing, and D.7 Thornbury Business Improvement Area Re: Attainable Housing, Carried.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Housing Needs Study

Janet Findlay identified that StrategyCorp, in its Request for Information Report, identified the need for a Housing Needs Study. It was agreed this matter will be added to the Action Item Tracking list for consideration.

E.1.1 Board of Director Recruitment

Note: Item F. Closed Session regarding Board of Director appointments was removed from the agenda.

THAT the Attainable Housing Corporation requests staff to advertise two (2) vacant positions for the Board of Directors with current applicants not needing to re-apply should they still wish to be considered;

AND THAT the Attainable Housing Corporation will consider applications at a future Board meeting,

Cary Eagleson	Yay
Janet Findlay	Yay
Patrick Gourlay	Yay
Gavin Leitch	Yay
Andrew Siegart	absent
Alar Soever	Yay
Rob Sampson	Yay
The motion is Carried.	

E.2 Items Identified for Discussion at the Next Meeting

F. Notice of Meeting Dates

January 16, 2020 – Special General Meeting
Town Hall, Council Chambers

February 6, 2020
Town Hall, Council Chambers

G. Adjournment

Moved by: Cary Eagleson

Seconded by: Janet Findlay

The meeting of the Attainable Housing Corporation adjourned at 6:25 p.m. to meet again at the call of the Chair, Carried.