



# Minutes – Special General Meeting

The Blue Mountains Attainable Housing Corporation

**Meeting Date:** Thursday, January 16, 2020  
**Meeting Time:** 2:30 p.m.  
**Location:** Town Hall, Council Chambers  
**Prepared by** Sarah Merrifield, Executive Assistant Committees of Council

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## A. Call to Order

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Chair Rob Sampson called the meeting to order at 2:31 p.m. with Board members Alar Soever, Cary Eagleson, Janet Findlay, Patrick Gourlay, Gavin Leitch, and Andrew Siegart present.

Town staff present were Chief Administrative Officer Shawn Everitt, Director of Planning and Development Services Nathan Westendorp, and Director of Human Resources Jennifer Moreau.

### **Traditional Territory Acknowledgement**

### **Corporation Member Attendance**

Executive Assistant Committees of Council Sarah Merrifield confirmed that all members were present.

### **Approval of Agenda**

Moved by: Patrick Gourlay

Seconded by: Andrew Siegart

THAT the Agenda of January 16, 2020 be adopted as circulated, including any additions, 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

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

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### **B.1 Deputations, if any**

#### **B.1.1 Presentation: Brian Teefy and Stacy Hushion, Strategy Corp**

##### **Re: Report to the Board: Attainable Housing Progress and Next Steps**

Brian Teefy and Stacy Hushion of StrategyCorp provided a review of Attainable Housing Progress and Next Steps. Included was a review of the work completed in 2019 regarding attainable housing, a workplan and next steps for 2020, an overview of detailed funding opportunities including FCM Green Municipal Fund, CMHC Seed Funding, CMHC Affordable Housing Innovation Fund, Housing Investment Corporation Loan Support, NRCAN Green Construction through Wood Program, the National Co-Investment Fund, FCM Signature Project, and Tourism Community Infrastructure Fund. The presentation also included a requested change in scope for StrategyCorp.

Moved by: Cary Eagleson

Seconded by: Alar Soever

THAT, with regard to Item B.1.1 Presentation: Brian Teefy and Stacy Hushion, StrategyCorp Re: Report to the Board: Attainable Housing Progress and Next Steps, The Attainable Housing Corporation approves revision to the existing Terms of Engagement with StrategyCorp to include:

- a) FCM Feasibility Study Funding Application
- b) CMHC Seed Funding Application
- c) Sustainability Advisory Services

to an upset limit of \$30,000

|                 |     |
|-----------------|-----|
| Cary Eagleson   | Yay |
| Janet Findlay   | Nay |
| Patrick Gourlay | Yay |
| Gavin Leitch    | Yay |
| Andrew Siegwart | Yay |
| Alar Soever     | Yay |
| Rob Sampson     | Yay |

The motion is Carried.

Councillor Rob Sampson thanked Brian and Stacy for the presentation.

**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**

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**C.1 Community Improvement Plan Next Steps – Director of Planning and Development Services Nathan Westendorp (verbal)**

Director of Planning and Development Services Nathan Westendorp advised the Board that a report will be presented at the February 11, 2020 Committee of the Whole meeting which will itemize next steps and any required funding for consulting assistance to expedite the Community Improvement Plan process. Currently, funding for the Community Improvement Plan is included in the draft 2020 budget for Council consideration.

**C.2 D2 Study and Built Form Analysis Request for Proposal Next Steps – Director of Planning and Development Services Nathan Westendorp (verbal)**

Nathan confirmed that Council is reviewing the request for D2 Study/Assessment and Built Form Analysis and direction will be confirmed at the January 27, 2020 Council meeting. Nathan reported that the requested Built Form Analysis will be on hold until details regarding built form are known. Nathan noted 171 King Street East’s proximity to the Thornbury Wastewater Treatment Plant makes a D2 Assessment necessary. Nathan explained the D2 Assessment will recommend design and mitigating measures that will inform built form and site layout.

**C.3 SSAP-2019-01**

Moved by: Cary Eagleson

Seconded by: Alar Soever

WHEREAS The Blue Mountains Attainable Housing Corporation approved Secondary Suite Application SSAP-2019-01 on August 1, 2019 subject to confirmation of appropriate approvals, and processes, by the Town’s Planning and Development Services Department;

AND WHEREAS applicants for SSAP-2019-01 submitted proof of cost of work done, and a copy of the Occupancy Permit or proof of Final Inspection issued by the Town of The Blue Mountains to the satisfaction of The Blue Mountains Attainable Housing Corporation;

NOW THEREFORE The Blue Mountains Attainable Housing Corporation directs the Treasurer of the Corporation to provide \$5,000 to the applicants of SSAP-2019-01 in accordance with the Secondary Suite Application process.

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|------------------------|-----|
| Cary Eagleson          | Yay |
| Janet Findlay          | Yay |
| Patrick Gourlay        | Yay |
| Gavin Leitch           | Yay |
| Andrew Siegwart        | Yay |
| Alar Soever            | Yay |
| Rob Sampson            | Yay |
| The motion is Carried. |     |

**D. Closed Session**

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Patrick Gourlay left the meeting at 3:22 p.m.

Moved by: Andrew Siegwart

Seconded by: Alar Soever

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 matters pertaining to personal matters about an identifiable individual, including municipal or local board employees, and with regard to the Executive Director position, Carried.

The Blue Mountains Attainable Housing Corporation moved into closed session at 3:22 p.m.

The Blue Mountains Attainable Housing Corporation moved into public session at 3:59 p.m.

Councillor Rob Sampson reported out of Closed Session and advised that the Board provided staff direction in regards to the Executive Director position.

**E. Notice of Meeting Dates**

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February 6, 2020  
Town Hall, Council Chambers

**F. Adjournment**

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Moved by: Andrew Siegart

Seconded by: Gavin Leitch

The meeting of the Attainable Housing Corporation adjourned at 3:59 p.m. to meet again at the call of the Chair, Carried.