



# Minutes – Special Board Meeting

The Blue Mountains Attainable Housing Corporation

**Meeting Date:** Thursday, April 23, 2020  
**Meeting Time:** 9:30 a.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 9:35 a.m. with Board members Cary Eagleson, Janet Findlay, Patrick Gourlay, Gavin Leitch, Andrew Siegwart, and Mayor Alar Soever present. Also present was Executive Director Sharon McCormick.

NOTE: a) Mayor Soever was listening in to the meeting, but due to another meeting being scheduled simultaneously, he only participated in discussion when able and did not participate in the votes. b) Reference to Special General Meeting replaced by Special Board meeting.

Town staff present were Chief Administrative Officer Shawn Everitt, Director of Planning and Development Services Nathan Westendorp, and Manager of Purchasing and Risk Management Serena Wilgress.

### Traditional Territory Acknowledgement

### Corporation Member Attendance

All Board members were present.

### Approval of Agenda

Moved by: Gavin Leitch

Seconded by: Cary Eagleson

THAT the Agenda of April 23, 2020 be adopted as circulated, including any additions

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|------------------|----------------------|
| Eagleson, Cary   | Yay                  |
| Findlay, Janet   | Yay                  |
| Gourlay, Patrick | Yay                  |
| Leitch, Gavin    | Yay                  |
| Siegwart, Andrew | Yay                  |
| Soever, Alar     | not present for vote |
| Sampson, Rob     | Yay                  |

The motion is 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.

Councillor Rob Sampson declared a pecuniary interest in Agenda Item B.3 Engagement of External Bookkeeper as his spouse is employed by the subject vendor.

Councillor Sampson explained to the Board that, following advice from the Town's Integrity Commissioner, it is sufficient for any members declaring a pecuniary interest to inform the Assistant of the pecuniary interest, and during the time it is discussed, turn off his or her mic and camera. The member can re-enter the meeting once the discussion regarding the matter the member declared pecuniary interest in is closed.

### **A.1 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, or matters that are a follow up to a Public Meeting.

**NOTE:** The Blue Mountains Town Hall is currently closed to the public 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 Executive Assistant.

Executive Assistance Committees of Council confirmed that notice of the meeting was advertised to the public with direction that any comments be provided to the Executive Assistant. In response, no comments from the public were received.

### **A.2 Staff Reports, if any**

None

## **B. Matters for Discussion**

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### **B.1 Objectives of Gateway Site Conceptual Design and Zoning Requirements, and Results of D2 Assessment - Sharon McCormick, Executive Director, Attainable Housing Corporation and Nathan Westendorp, Director of Planning and Development Services (verbal)**

Executive Director Sharon McCormick noted that, following direction from the Board, three (3) concept designs have been developed for the Gateway Site. Director of Planning and Development Services Nathan Westendorp noted the Gateway Site is designated a Downtown Area, C1 Zoning in the Town's Official Plan, and noted the policy document caps development at 3 storeys with a few exceptions. The concept designs cover 3, 4 and 5 storey options intended to inspire the Board and the community with what may be possible on the site. Nathan emphasized these are

preliminary concept designs only and not necessarily what will be realized through the consultation phase or the Request for Proposal process.

Nathan confirmed if the Board wishes to have 4 and 5 storey options, or 3 storey where the main level is dedicated to residential, it would require an Official Plan Amendment and a Zoning By-law Amendment. The best case scenario, timing-wise, is 6 months. Nathan outlined the Amendments process as dictated through the *Planning Act* and confirmed the County has reviewed the initial D2 Assessment report. Nathan also noted that any Official Plan Amendments and Zoning By-law Amendment processes can be appealed to the Local Planning Appeal Tribunal.

The concept priorities included preservation of the wood lot, to the greatest extent possible, while still providing a suitable number of parking spaces, meeting sustainability criteria and passive housing measures.

Sharon reviewed the estimated costs for the three concepts being presented, and provided an overview of the assumptions within. Sharon confirmed that all concept costings presented meet the target 80% average market rate discussed by the Board.

## **B.2 Eldon Theodore, MHBC**

### **Re: Presentation of Initial Concept Plans for 171 King Street, “Gateway Site”**

Eldon Theodore, MHBC provided a presentation of the initial concept plans for 171 King Street, “Gateway Site”. Eldon noted the design concepts take into account property constraints including: setbacks from the Thornbury Wastewater Treatment Plant, protection of the wood lot, existing residential area located west of the property, balance of the built form and parking, access to transit, and similar types of land uses around the property.

Eldon reviewed Concept 1 and confirmed it preserves the most wood lot. Eldon highlighted it is a 3 storey concept with active frontage and parking in the back. It includes 45 residential units.

Eldon reviewed Concept 2, which is a 4 storey concept with the appearance of a three storey building on King Street but 4 storeys set back. Eldon noted this concept softens the extra storey and considers green roofing. In addition, 3 storey townhomes are proposed on the west side of the lot which results in 88 residential units in the building, and 16 stacked townhome units. Concept 2 also includes an urban plaza at the corner of Grey Street and King Street which highlights the gateway feature of the property. It was noted Option 2 requires zoning and Official Plan amendments.

Eldon reviewed Concept 3, which is a 5 storey concept in a similar footprint to Option 2. Eldon pointed out the concept continues with softening the 3/4/5 storeys on King Street and provides an archway which acts as access and egress from the property.

Andrew Siegwart left the meeting at 11:55 a.m.

Moved by: Gavin Leitch

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation receives for information Item B.2 Eldon Theodore, MHBC Re: Presentation of Initial Concept Plans for 171 King Street, "Gateway Site";

AND THAT The Blue Mountains Attainable Housing Corporation requests the Executive Director to proceed with initiating public consultation on the concept plans with any feedback on the concepts provided back to the Board of The Blue Mountains Attainable Housing Corporation, and Council of the Town of The Blue Mountains

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|------------------|----------------------|
| Eagleson, Cary   | Yay                  |
| Findlay, Janet   | Yay                  |
| Gourlay, Patrick | Yay                  |
| Leitch, Gavin    | Yay                  |
| Siegwart, Andrew | absent               |
| Soever, Alar     | not present for vote |
| Sampson, Rob     | Yay                  |

The motion is Carried.

### **B.3 Engagement of External Bookkeeper**

Councillor Sampson muted his microphone and turned off his camera having earlier declared a pecuniary interest in Item B.3 Engagement of External Bookkeeper.

Moved by: Gavin Leitch

Seconded by: Janet Findlay

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3 Engagement of External Bookkeeper which includes quotations received from Baker Tilly and Alan McPherson and approves awarding the contract to Baker Tilly initially on an hourly rate

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|------------------|----------------------|
| Eagleson, Cary   | Yay                  |
| Findlay, Janet   | Yay                  |
| Gourlay, Patrick | Yay                  |
| Leitch, Gavin    | Yay                  |
| Siegwart, Andrew | absent               |
| Soever, Alar     | not present for vote |
| Sampson, Rob     | pecuniary interest   |

The motion is Carried.

## **C. New and Unfinished Business**

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

### **C.2 Items Identified for Discussion at the Next Meeting**

## **D. Notice of Meeting Dates**

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May 7, 2020  
Town Hall, Council Chambers

## **E. Adjournment**

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Moved by: Cary Eagleson

Seconded by: Gavin Leitch

The meeting of the Attainable Housing Corporation adjourned at 11:36 a.m. to meet again at the call of the Chair

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|------------------|----------------------|
| Eagleson, Cary   | Yay                  |
| Findlay, Janet   | Yay                  |
| Gourlay, Patrick | Yay                  |
| Leitch, Gavin    | Yay                  |
| Siegwart, Andrew | absent               |
| Soever, Alar     | not present for vote |
| Sampson, Rob     | Yay                  |

The motion is Carried.-.