



Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday, September 3, 2020
Meeting Time: 2:00 p.m.
Location: Town Hall, Council Chambers
Prepared by Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Councillor Rob Sampson called the meeting to order at 2:01 p.m. with Board members Gavin Leitch, Carolyn Letourneau, Andrew Siegwart, and Mayor Soever present. Executive Director Sharon McCormick was also present.

Board members Cary Eagleson and Patrick Gourlay were absent at the call to order but joined the meeting at 2:05 p.m. Regrets were sent by Board member Janet Findlay.

Traditional Territory Acknowledgement

Corporation Member Attendance

Approval of Agenda

Board members Cary Eagleson and Patrick Gourlay joined the meeting at 2:05 p.m.

Moved by: Gavin Leitch

Seconded by: Alar Soever

THAT the Agenda of September 3, 2020 be adopted as circulated, including any additions, being Item E.1.1 Archaeological Assessment for the Gateway Project, and Item E.1.2 UpanUp Invoice Approval

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Siegwart, Andrew	Yay
Soever, Alar	Yay
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 regarding Item C.4 Invoice Approval as his spouse is employed by Baker Tilly.

Councillor Rob Sampson declared a pecuniary interest regarding a Closed Session matter at the August 6, 2020 meeting.

Previous Minutes (August 6, 2020 and August 26, 2020)

Moved by: Cary Eagleson

Seconded by: Gavin Leitch

THAT the Board meeting minutes of August 6, 2020 and the Special Board meeting minutes of August 26, 2020 be adopted as circulated, including any revisions to be made

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

Previous Closed Session Minutes (December 16, 2019, January 16, 2020, March 5, 2020, June 10, 2020, July 2, 2020, and August 6, 2020)

Moved by: Patrick Gourlay

Seconded by: Gavin Leitch

THAT the Closed Session minutes of December 16, 2019, January 16, 2020, March 5, 2020, June 10, 2020, July 2, 2020, and August 6, 2020 be adopted as previously circulated

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

B. Staff Reports, Deputations, and Presentations

B.1 Deputations, if any

None

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, or matters that are a follow up to a Public Meeting.

NOTE: Board meetings are taking place virtually 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.

None

B.3 Staff Reports, if any

B.3.1 Award of Proposal for Legal Services (2020-02)

Moved by: Gavin Leitch

Seconded by: Cary Eagleson

THAT The Blue Mountains Attainable Housing Corporation receive Staff Report 2020-02, entitled "Award of Proposal for Legal Services";

AND THAT The Blue Mountains Attainable Housing Corporation award 2020-05-P-BMAHC Legal Services to Robins Appleby LLP, being the highest scoring proponent following evaluation of the qualified submitted bids.

AND THAT The Blue Mountains Attainable Housing Corporation direct the Chair and Executive Director to execute the Legal Services Agreement with Robins Appleby, LLP

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

C. Matters for Discussion

C.1 Memorandum of Understanding between The Corporation of the Town of The Blue Mountains and The Blue Mountains Attainable Housing Corporation

Executive Director Sharon McCormick reviewed the Memorandum of Understanding (“MOU”) with members of the Board. Sharon noted the MOU’s purpose is for the Attainable Housing Corporation and the Town to be helpful to each other, avoid duplication, and recognize that the Attainable Housing Corporation is a lean organization with nominal or occasional support for shared services that are difficult to contract due to low usage. Sharon confirmed the MOU is a non-exclusive agreement, and Town staff will track their time as it relates to providing services to the Attainable Housing Corporation per the MOU, but no costs will be applied to the Attainable Housing Corporation. Sharon noted the Town’s Chief Administrative Officer and the Executive Director for the Attainable Housing Corporation will meet annually to review the accumulated staff time associated with provision of services. Sharon confirmed the MOU is set up to allow both parties to participate in “fee for service” contracts.

Chair Rob Sampson commented that administrative support for the Board should be confirmed in a separate schedule if required.

Moved by: Cary Eagleson

Seconded by: Alar Soever

THAT The Blue Mountains Attainable Housing Corporation approves the Memorandum of Understanding between The Corporation of the Town of The Blue Mountains and The Blue Mountains Attainable Housing Corporation as presented and directs the Chair and Executive Director to execute the Memorandum of Understanding

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Sieglwart, Andrew	Yay
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.

C.2 Working Capital Loan with The Corporation of the Town of The Blue Mountains

Moved by: Cary Eagleson

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation approves the Working Capital Loan agreement between The Corporation of the Town of The Blue Mountains and The Blue Mountains Attainable Housing Corporation as presented and directs the Chair and Executive Director to execute the loan agreement, subject to review by Robins Appleby, LLP

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Siegwart, Andrew	Yay
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.

C.3 WSIB Coverage for The Blue Mountains Attainable Housing Corporation (verbal)

Executive Director Sharon McCormick confirmed the Attainable Housing Corporation is not covered under the Town of The Blue Mountains’ Workplace Safety and Insurance Board (“WSIB”). Sharon advised the Corporation must be covered under WSIB and as such, she is initiating the registration process.

C.4 Invoice Approval (verbal)

Councillor Rob Sampson vacated the meeting at 2:51 p.m. by muting his microphone and disabling his webcam having earlier declared a pecuniary interest. During this time, Mayor Alar Soever assumed the role of Chair.

Note: invoices in accordance with contract and service agreements

Moved by: Andrew Siegwart

Seconded by: Cary Eagleson

THAT The Blue Mountains Attainable Housing Corporation approve Baker Tilly invoice 201555 totaling \$305.52, Baker Tilly invoice 2056355 totaling \$1,130, SignWorks invoice 6592 totaling \$339, and AMICK Consultants Limited invoice 2020-097 totaling \$3,390

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Siegwart, Andrew	Yay
Soever, Alar	Yay
Sampson, Rob	pecuniary interest

The motion is Carried.

D. Correspondence

D.1 Correspondence/Comments Received

Re: Proposed Site for The Blue Mountains Attainable Housing Corporation

- a. Bruce Turner – Magnone’s Italian Kitchen
- b. Bruce Turner – Winifred’s English Pub
- c. Bruce Turner – Twist Kitchen & Cocktail
- d. Geoffrey Lago – Gabby Isabella
- e. Geoff Conway – Northwinds Brewery Ltd.
- f. Tanya White – Reiners Originals
- g. Bill Vomvolakis – Tholos Restaurant and Firehall Pizza Co.
- h. Siobhan Dempsey – C&A Steak Company
- i. Lino D’Angicco – Georgian Christmas Inc.
- j. Cheryl and Geoffrey Forshaw, Residents
- k. Garry and Patricia Graham, Residents

Moved by: Andrew Siegart

Seconded by: Alar Soever

THAT The Blue Mountains Attainable Housing Corporation receives correspondence Item D.1, a-k and directs the Executive Director to provide response

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

The motion is Carried.

Executive Director Sharon McCormick confirmed the Town’s Planning Department is looking to schedule an open house where members of the public can provide their feedback regarding the Attainable Housing Corporation’s Gateway Site. Sharon noted her hope that Board members would attend to allow for greater outreach to attendees. Sharon confirmed the open house will likely be scheduled in September or October 2020.

Councillor Rob Sampson noted that several members of the public have pointed to recent social housing projects undertaken in Orillia and Wasaga Beach and questioned if these are the models being considered by the Attainable Housing Corporation. Councillor Sampson confirmed these examples are not models the Attainable Housing Corporation is following.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.1.1 Archaeological Assessment for the Gateway Project

Executive Director Sharon McCormick advised the Stage 1 and 2 Archaeological Assessments are completed with no archaeological resources found on the site.

Moved by: Carolyn Letourneau

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation receives the Archaeological Assessment for the Gateway Project

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Siegwart, Andrew	Yay
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.

E.1.2 UpanUp Invoice Approval

Moved by: Gavin Leitch

Seconded by: Andrew Siegwart

THAT The Blue Mountains Attainable Housing Corporation approve Upanup invoice 4280

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Siegwart, Andrew	Yay
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.

E.2 Items Identified for Discussion at the Next Meeting

- Administrative Support Schedule for MOU, if required
- Gateway Housing Waitlist Status Update

F. Notice of Meeting Dates

October 1, 2020
Town Hall, Council Chambers

G. Adjournment

Moved by: Gavin Leitch

Seconded by: Patrick Gourlay

The meeting of the Attainable Housing Corporation adjourned at 3:19 p.m. to meet again at the call of the Chair

Eagleson, Cary	Yay
Findlay, Janet	absent
Gourlay, Patrick	Yay
Leitch, Gavin	Yay
Letourneau, Carolyn	Yay
Siegwart, Andrew	Yay
Soever, Alar	Yay
Sampson, Rob	Yay

The motion is Carried.