



Board Report

The Blue Mountains Attainable Housing Corporation Board Meeting

Meeting Date: August 6, 2020
Meeting Time: 2:00 p.m.
Location: Town Hall, Council Chambers
32 Mill Street, Thornbury, ON

The Blue Mountains Attainable Housing Corporation Recommendations

NOTE: The following are recommendations from The Blue Mountains Attainable Housing Corporation to be considered for adoption by Council

- [Receive Minutes \(August 6, 2020\)](#)

Recommended (Move, second)

THAT Council of the Town of The Blue Mountains receives The Blue Mountains Attainable Housing Corporation Meeting Minutes dated August 6, 2020, as attached, for information purposes.



Minutes

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday, August 6, 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

Chair Rob Sampson called the meeting to order at 2:03 p.m. with Board members Cary Eagleson, Janet Findlay, Patrick Gourlay, Carolyn Letourneau, and Mayor Alar Soever present. Board member Gavin Leitch joined the meeting at 2:08 p.m. and Board member Andrew Siegwart joined the meeting at 2:12 p.m. Executive Director Sharon McCormick was also present.

Town staff present was Director of Planning and Development Services Nathan Westendorp.

Traditional Territory Acknowledgement

Corporation Member Attendance

Approval of Agenda

Moved by: Cary Eagleson

Seconded by: Patrick Gourlay

THAT the Agenda of August 6, 2020 be adopted as circulated, including any additions

Egleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	absent
Letourneau, Carolyn	Yay
Siegwart, Andrew	absent
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 agenda item B.3.1 Award of Proposals for Development Financing and Management Services (2020-01) as he has a business relationship with a disqualified proponent, and agenda item C.4 Invoice Approval as his wife works for Baker Tilly.

Previous Minutes

Moved by: Janet Findlay

Seconded by: Carolyn Letourneau

THAT the Board meeting minutes of July 2, 2020 be adopted as circulated, including any revisions to be made

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

Board member Gavin Leitch joined the meeting at 2:08 p.m.

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 Proposals for Development Financing and Management Services (2020-01)

Councillor Sampson vacated the meeting at 2:08 p.m. by muting his microphone and disabling his camera having earlier declared a pecuniary interest. In this absence, Mayor Alar Soever assumed Chair.

Board member Andrew Siegwart joined the meeting at 2:12 p.m.

Moved by: Janet Findlay

Seconded by: Cary Eagleson

THAT the Attainable Housing Corporation receive Staff Report 2020-01, entitled “Award of Proposal for Development Financing and Management Services”;

AND THAT the Blue Mountains Attainable Housing Corporation accept the report to award 2020-01-P-BMAHC Development Financing and Management Services to New Commons Development, being the highest scoring proponent following evaluation of the qualified submitted bids;

AND THAT the Board direct the Executive Director to negotiate with New Commons Development to recommend a contract for Board approval

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

Councillor Rob Sampson returned at 2:27 p.m. and resumed Chair.

C. Matters for Discussion

C.1 Development Industry Incentives for Attainable Housing in the Proposed Community Improvement Plan – Director of Planning and Development Services Nathan Westendorp (verbal)

Director of Planning and Development Services Nathan Westendorp advised the Board that WSP is the consultant developing the Community Improvement Plan (“CIP”). Nathan further noted incentives will be detailed in an upcoming WSP report which may include grants, loans, fee deferral, tax increments and financing options. Nathan advised that a survey is being released to the public, and will follow additional public engagement opportunities, including a series of stakeholder meetings. Nathan noted there are two (2) components to the Community Improvement Plan: Attainable Housing and Commercial Core Area CIP Review. Nathan confirmed a public open house will be scheduled to present preliminary results, which will then move through to a Statutory

Public Meeting. Nathan further confirmed that the CIP is being developed using Grey County's template.

C.2 Gateway Project Pathway Update – Sharon McCormick

The Board reviewed Sharon's Gateway Project Pathway Update presentation including: predevelopment activities, timeline, actions needed, principle agreements, and recommendations.

Evaluation Committee

Moved by: Patrick Gourlay

Seconded by: Alar Soever

THAT The Blue Mountains Attainable Housing Corporation directs the Executive Director to establish an Evaluation Team and Technical Advisers as presented for the procurement of a design builder on the Gateway site;

AND THAT The Blue Mountains Attainable Housing Corporation requests the Executive Director to consult a public process in the selection of the public member with follow up provided to the Board

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

The motion is Carried.

Relief from Development Charges and Residential Property Tax

Recommended (Moved by, Seconded by)

THAT The Blue Mountains Attainable Housing Corporation directs the Executive Director to work with the CAO and Town staff to bring forward a Town Attainable Housing Relief Policy recommendation to Council and present the same to the County and School Boards.

It was noted the recommendation regarding relief from Development Charges and Residential Property Tax would be deferred to the September 3, 2020 meeting. Councillor Sampson emphasized that work by the Board should not presuppose the recommendations outlined in the forthcoming Community Improvement Plan.

C.3 Secondary Suite Grant Application SSAP-2020-01

Moved by: Cary Eagleson

Seconded by: Gavin Leitch

WHEREAS The Blue Mountains Attainable Housing Corporation received an application for a Secondary Suite Grant in July 2020, application no. SSAP-2020-01;

AND WHEREAS Application SSAP-2020-01 has been reviewed by the Board of Directors of The Blue Mountains Attainable Housing Corporation and the Board confirms funding is available;

AND WHEREAS The Blue Mountains Attainable Housing Corporation has determined that Application SSAP-2020-01 meets the criteria of the Secondary Suite Grant Program;

NOW THEREFORE, The Blue Mountains Attainable Housing Corporation approves SSAP-2020-01 and directs the Treasurer of The Blue Mountains Attainable Housing Corporation to provide the grant amount, a maximum of 10% or \$5,000 to the applicant subject to confirmation of appropriate approvals and processes, by the Town's Planning and Development Services Department

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

The motion is Carried.

Moved by: Cary Eagleson

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation requests the Executive Director to provide a revised Secondary Suite Grant program for Board consideration that aligns with the County of Grey's secondary suite program to ensure the criteria of the grant program supports attainable housing objectives to ensure units remain attainable;

AND THAT the Board directs the Executive Director to suspend the current Secondary Suite program until a revised program is in place

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

The motion is Carried.

C.4 Invoice Approval (verbal)

Note: invoices in accordance with contract and service agreements

Councillor Sampson vacated the meeting at 3:13 p.m. by muting his microphone and disabling his camera having earlier declared a pecuniary interest. In this absence, Mayor Alar Soever assumed Chair.

Moved by: Cary Eagleson

Seconded by: Andrew Siegwart

THAT The Blue Mountains Attainable Housing Corporation approve P1 Consulting Invoice No. 19643 totaling \$1,226.05, UpanUp Invoice No. 4208 totaling \$615.85, and Baker Tilly invoice No. 199083 totaling \$4,712.10

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

The motion is Carried.

Councillor Sampson rejoined the meeting at 3:18 p.m. and resumed Chair.

C.5 Consideration to Join Ontario Non-Profit Housing Association (“ONPHA”)

Moved by: Patrick Gourlay

Seconded by: Janet Findlay

THAT The Blue Mountains Attainable Housing Corporation approves a 1-year membership to the Ontario Non-Profit Housing Association to a total cost of \$500

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

The motion is Carried.

D. Correspondence

- D.1 Cheryl and Geoffrey Forshaw, Joanne and Joe del Brocco, Marty and Honey Kane, Pat and Gary Graham, and Arlene Osborne, Residents**
Re: Development Gateway Site, 171 King Street East, Thornbury
- D.2 Robert Cockerill, Resident**
Re: TBM Attainable Housing
- D.3 Walter Schmidka, Resident**
Re: TBM Attainable Housing
- D.4 Giuseppe, Joanna, and Angela Del Brocco, Residents**
Re TBM Attainable Housing
- D.5 Bruce Melhuishi, Owner, Sunset Grill**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.6 Cortney Lush, Owner, Crock-a-Doodle**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.7 Tracy Lindberg, Co-Owner, Jack and Maddy Toy Store**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.8 Michelle Ubell, Owner, Iwa Spa, Yoga, and Boutique**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.9 David Hodds, Owner, BeaverTails Blue Mountain**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.10 Michael Seguin, Resident**
Re: Support of Proposed Planning Process regarding the Attainable Housing Gateway Site, in response to the July 10, 2020 Media Release
- D.11 Garry and Patricia Graham, Residents**
Re: Development Gateway Site, 171 King Street East, Thornbury

NOTE: this correspondence was also included as a Public Comment during the Public Comment Period at the July 2, 2020 Board meeting.
- D.12 Malcolm McSorley, Owner, Pita Pit**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.13 Luciano DiMatteo, Owner, Wild Wing**
Re: Support for BMAHC Thornbury Site and Public Consultation
- D.14 Maurice Byrne, Owner, MJ Byrnes Irish Pub**
Re: Support for BMAHC Thornbury Site and Public Consultation

Moved by: Patrick Gourlay

Seconded by: Janet Findlay

THAT The Blue Mountains Attainable Housing Corporation receives correspondence items D.1 to D.14 with formal response provided by the Chair and the Executive Director

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

The motion is Carried.

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at the Next Meeting

- Relief from Development Charges and Residential Property Tax
- Revisions to Secondary Suite Program

F. Closed Session

Moved by: Alar Soever

Seconded by: Carolyn Letourneau

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 the following matters:

- i. a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the council, board, commission or other body is the head of an institution for the purposes of that Act and with regard to a request received;
- ii. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization and with regard to The Blue Mountains Attainable Housing Corporation "Request for Proposal" document for the Gateway Site

Eagleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	Yay

Letourneau, Carolyn Yay
Siegwart, Andrew Yay
Soever, Alar Yay
Sampson, Rob Yay
The motion is Carried.

The Blue Mountains Attainable Housing Corporation moved into closed session at 3:25 p.m.
The Blue Mountains Attainable Housing Corporation moved into public session at 4:47 p.m.

Board member Andrew Siegwart vacated the meeting at 4:47 p.m. following the Closed Session portion of the meeting.

Reporting Out Statement

Mayor Alar Soever reported out of closed session and noted that with respect to the Freedom of Information request received, the Board appointed Gavin Leitch as Head under the Act and directed him to work with the Board and staff to prepare a response.

With respect to The Blue Mountains Attainable Housing Corporation "Request for Proposal" document for the Gateway Site, it was noted the Board gave the Executive Director direction to proceed with document preparation to support a Request for Quotation/Request for Proposal procedure.

G. Notice of Meeting Dates

September 3, 2020
Town Hall, Council Chambers

Moved by: Gavin Leitch

Seconded by: Janet Findlay

THAT The Blue Mountains Attainable Housing Corporation directs the Executive Director to schedule a Special Board meeting prior to the September 3, 2020 meeting as follow-up to an item dealt with in Closed Session

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

H. Adjournment

Moved by: Patrick Gourlay

Seconded by: Alar Soever

The meeting of the Attainable Housing Corporation adjourned at 4:51 p.m. to meet again at the call of the Chair

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

The motion is Carried.