



# Agenda – Special Members Meeting

The Blue Mountains Attainable Housing Corporation

**Meeting Date:** Thursday, May 21, 2020  
**Meeting Time:** 4:00 p.m.  
**Location:** Town Hall, Council Chambers  
**Prepared by** Sarah Merrifield, Executive Assistant Committees of Council

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## A. Call to Order

A special meeting of the membership:

*“Can be called by the President, resolution by Board or 10% of Membership*

*Need 30 days’ notice of General Meeting to the Board, 10 days to the membership”*

### **Traditional Territory Acknowledgement**

### **Corporation Member Attendance**

### **Approval of Agenda**

**Recommended** (Moved by, seconded by)

THAT the Agenda of May 21, 2020 be adopted as circulated, including any additions.

### **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.

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## B. Matters for Discussion

### B.1 Banking Resolution

**Recommended** (Moved by, seconded by)

THAT the Attainable Housing Corporation does hereby authorize amendment to the existing Corporation Banking Resolution to approve Corporation signing authority to Executive Director Sharon McCormick, for her term of employment with The Blue Mountains Attainable Housing Corporation.

## **B.2 Contract Execution Resolution**

**Recommended** (Moved by, seconded by)

**WHEREAS** the Corporation, by way of a majority vote of Directors forming quorum at a duly constituting meeting of Directors held on May 7<sup>th</sup>, 2020, did adopt a Purchasing and Development Policy to be used by the Corporation (the “Policy”).

**AND WHEREAS** the purpose of the Policy is to ensure openness, accountability and transparency of purchasing by the Corporation while protecting the financial best interest of the Corporation.

**AND WHEREAS** the Executive Director of the Corporation is responsible for the administration of the Policy.

**AND WHEREAS** the Board of Directors therefore deems it advisable to appoint and authorize the Executive Director of the Corporation to sign contracts, documents and instruments in writing as may be required in accordance with the Policy, as adopted.

### **RESOLVED THAT:**

(a) Pursuant to Article 42 of the Corporation’s By-Law No. 1 – Execution of Instruments – the Board of Directors hereby appoints the Executive Director of the Corporation to sign contracts, documents and instruments in writing on behalf of the Corporation as may be required in accordance with the Policy, as adopted, and the Executive Director, so acting, shall have the power to bind the Corporation.

A.2

(b) Notwithstanding the above, the Executive Director’s appointment and authorization to sign any contracts, documents or instruments in writing on behalf of the Corporation will be subject to approval of the Board of Directors, individually or commensurate with operating and capital budget approval, and will at all times adhere and be subject to the terms of the Policy.

A.3

(c) The term “contracts, documents or instruments in writing” shall have the meaning as provided under Article 42 of the Corporation’s By-Law No. 1, currently in force.

A.4

The foregoing resolution is hereby approved by a majority of Directors at forming quorum at a duly constituting meeting held on May 21<sup>st</sup>, 2020.

## **C. Adjournment**

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Moved by:

Seconded by:

The Special Members Meeting of the Attainable Housing Corporation adjourned at (time) p.m. to meet again at the call of the Chair.