



# Minutes

---

The Blue Mountains Attainable Housing Corporation

**Meeting Date:** Thursday, July 2, 2020  
**Meeting Time:** 1:30 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 1:36 p.m. with Board members Mayor Alar Soever, Cary Eagleson, Janet Findlay, and Patrick Gourlay present. Executive Director Sharon McCormick and Beaver Valley Outreach Executive Director Carolyn Letourneau were also present.

Regrets were sent by Board members Andrew Siegwart and Gavin Leitch, the Town's Chief Administrative Officer Shawn Everitt, and the Town's Director of Planning and Development Services Nathan Westendorp.

### Traditional Territory Acknowledgement

### Corporation Member Attendance

### Approval of Agenda

Moved by: Cary Eagleson

Seconded by: Alar Soever

THAT the Agenda of July 2, 2020 be adopted as circulated, including any revisions, being the removal of F Closed Session ii) regarding The Blue Mountains Attainable Housing Corporation "Request for Proposal" document for the Gateway Site

Egleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	absent
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.

None

**Previous Minutes**

Moved by: Janet Findlay

Seconded by: Alar Soever

THAT the Board meeting minutes of June 4, 2020, the Special Board meeting minutes of June 10, 2020 be adopted as circulated, including any revisions to be made

Eagleson, Cary	Yay
Findlay, Janet	Yay
Gourlay, Patrick	Yay
Leitch, Gavin	absent
Siegwart, Andrew	absent
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:** 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.

### **B.2.1 Garry and Patricia Graham, 15 Wellington Street and Patricia Graham, 11 Wellington Street**

Mr. and Mrs. Graham commented regarding the Gateway Site and advised that as taxpayers and owners of two residences on the corners of Wellington Street South and Arthur Street East, they have come concerns regarding the proposed Attainable Housing complex on the old Foodland site on Highway 26. Mr. and Mrs. Graham noted they feel nearby residents have not been informed in any official manner by the Town of The Blue Mountains as to the ongoing plans for this project and how it might affect the residents of this area as well as those in the subdivision between Elgin Street and Louisa Street. Mr. and Mrs. Graham noted one of their concerns is that they have heard the Town is considering using Wellington Street South and Arthur Street East as the entrance to the development and further noted if this should be the case, the volume of traffic on these two small residential streets would be overloaded. Mr. and Mrs. Graham noted this would devalue the properties on those streets and strongly affect the quality of life for the residents. The amount of traffic would possibly require stop signs on the Highway as well as making an exit lane. Mr. and Mrs. Graham questioned why the existing entrance would not be used to allow for exit from Highway 26 and suggested Grey Street would also serve well as an entrance/exit and avoid all residential areas. Mr. and Mrs. Graham noted their hope that those in charge of making decisions for this project would consider the effects on the residents in the area and noted their request to be informed of plans before they happen, not after it is a done deal.

### **B.2.2 Kim Harris and Diana Dolmer, Climate Action Now Network**

Kim Harris and Diana Dolmer commented regarding the planning amendments for the attainable housing project as members of Climate Action Now Network and committed environmentalists. Ms. Harris and Ms. Dolmer noted as Council wades into the pressing issues of the Town, they appreciate the efforts to make the area a better place to live. Ms. Harris and Ms. Dolmer further noted the need to consider the climate crisis when considering amendments to the Master Plan. Although COVID-19 has been a distraction recently, Ms. Harris and Ms. Dolmer noted the climate crisis has not disappeared; it continues to melt polar ice caps, raise water levels of the oceans, lakes and rivers, and more locally, bigger and more damaging storm, rising water levels, and extreme weather. Ms. Harris and Ms. Dolmer noted between 2011 and 2017 Statistics Canada shows the population of the Town of The Blue Mountains continues to grow. Therefore, the Town should not adhere to planning guidelines that no longer address the present climate crisis. Ms. Harris and Ms. Dolmer noted if building height increases a building's sustainability, the Town should build higher, and further commented that if we do not, we will only need to build more housing at a later date which means more sprawl, more lost trees, less green space, and more decimation of the scenery the area is known for. Ms. Harris and Ms. Dolmer noted there will be disagreements around building density and building height but climate crisis must be met with actions that reduce carbon outputs. More trees, fewer cars, smaller homes, density, sustainable building materials, and passive energy programs are examples of how to reduce carbon outputs. Ms. Harris and Ms. Dolmer noted the need to do attainable housing right the first time to ensure

the Town does not build attainable housing that does not meet future needs. Ms. Harris and Ms. Dolmer commented on the need to build a building that makes the Town green, further noting the Town can be a leader in the movement towards attainable and sustainable buildings in Canada and the world. It could be the gateway to the Town that people are looking for.

### **B.3 Staff Reports, if any**

None

## **C. Matters for Discussion**

---

### **C.1 Update regarding June 15, 2020 Attainable Housing Corporation Deputation to Council of the Town of The Blue Mountains regarding Corporation Cashflow, Thomas Vincent Deputation, and CMHC Funding – Executive Director Sharon McCormick**

NOTE: Included for reference is the June 16, 2020 deputation material as provided to Council of the Town of The Blue Mountains, along with the resolutions from Council arising from the deputation, which will be provided June 30, 2020.

The Board reviewed the Council resolutions passed June 29, 2020 and Executive Director Sharon McCormick provided an overview of the obligations associated with the \$108,000 CMHC Seed Funding contribution agreement.

Moved by: Cary Eagleson

Seconded by: Alar Soever

#### **BE IT RESOLVED THAT:**

1. The Corporation approved at a meeting of the Board of Directors held on 2 July 2020, the execution and delivery by the Corporation of a contribution agreement CMHC Seed Funding Contribution Agreement ("**Agreement**") between Canada Mortgage and Housing Corporation ("**CMHC**") and the Corporation providing for funding in the total principal amount of one hundred eight thousand (\$108,000) Dollars ("**Funding Amount**") for the eligible activities in the development of attainable housing upon the real property known municipally as 171 King St E, Thornbury, ON (the "**Property**").
2. Any two directors or officers of the Board of Directors of the Corporation, or any combination thereof, are hereby authorized for and on behalf of the Corporation to execute or cause to be executed under its corporate seal or otherwise, the Agreement and such other documentation as required by the Agreement, with such alterations, additions, amendments and deletions as may be approved by such persons executing the same whose signature shall be conclusive of such authorization.
3. Such directors or officers of the Board of Directors of the Corporation, are hereby authorized for and in the name of the Corporation to execute and deliver under the corporate seal or otherwise all such other documents and to do all such other acts and things as may be necessary or desirable to give effect to this Resolution and to perform the obligations of the Corporation

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

The motion is Carried.

**C.2 Pre-Development Studies for Gateway Project Update – Sharon McCormick (verbal)**

Executive Director Sharon McCormick provided an update regarding pre-development studies for the Gateway Project, which includes an upset limit of \$40,000 for an archeological assessment, a Functional Servicing Report and a Geotechnical Study. The Request for Quotations have been released and award is expected in the coming weeks.

Councillor Sampson noted the tender has closed for the demolition work on the Gateway Site with the intent to begin demolition soon.

Janet Findlay requested an update on the Odour Impact Analysis; Sharon McCormick advised this has been delayed due to COVID-19 but assured the Board the final report will be provided once available.

**C.3 Development Financing and Management Services Request for Proposal Award – Sharon McCormick (verbal)**

Sharon noted the evaluation committee is reviewing proposals received, and a recommendation for award will be forthcoming to an upcoming Board meeting.

**C.4 Legal Services Request for Proposal Award – Sharon McCormick (verbal)**

This proposal has been released and is due to close on July 23, 2020. A recommendation for award will be forthcoming to an upcoming Board meeting.

**C.4 Designated Municipal Status Application Process – Sharon McCormick**

Sharon McCormick provided an overview of Baker Tilly’s memorandum regarding the process for applying to receive designated municipal status.

The eligibility criteria required to be met include:

1. The Attainable Housing Corporation is a charity, a cooperative housing corporation, a non-profit organization or a public institution
2. The Attainable Housing Corporation will supply long-term residential accommodation within a program to provide housing to low to moderate-income households
3. More than 10% of the housing units in a particular housing project are provided on a RGI basis

4. The Attainable Housing Corporation will receive funding from a government or municipality to assist in providing the accommodation within a program to provide housing to low to moderate-income households

Sharon noted she will complete additional research and follow-up with the Board.

**C.5 Invoice Approval (verbal)**

**\*Note: invoices in accordance with contract and service agreements\***

Moved by: Cary Eagleson

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation approve eCrew Invoice No. 5666 totaling \$101.70, and UpanUp Invoice No. 4131 totaling \$9,153

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

The motion is Carried.

**C.6 Appointment to Attainable Housing Corporation Board of Directors (verbal)**

Moved by: Alar Soever

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation appoint Carolyn Letourneau to the Board of Directors of The Blue Mountains Attainable Housing Corporation

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

The motion is Carried.

**D. Correspondence**

---

None

**E. New and Unfinished Business**

---

**E.1 Additions to the Agenda**

**E.1.1 11 Alice Street Rental Units**

Councillor Sampson noted this matter was not formally added to the agenda, but advised the Board that he has met with the owners of 11 Alice Street who are hoping for Development Charge relief to provide rental units.

## E.2 Items Identified for Discussion at the Next Meeting

- BMAHC as Designated Municipality
- Website Expense Grant Opportunity
- Recommendation for Award of Development Financing and Management Services
- RFP for Design Builder

## F. Closed Session

---

Moved by: Cary Eagleson

Seconded by: Patrick Gourlay

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 personal matters about an identifiable individual, including municipal or local board employees, labour relations or employee negotiations and with regard to reimbursement for expenses,

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

The motion is Carried.

The Blue Mountains Attainable Housing Corporation moved into closed session at 2:29 p.m.  
The Blue Mountains Attainable Housing Corporation moved into public session at 2:38 p.m.

Councillor Sampson reported out of closed session that the Board provided direction to the Treasurer to pay an invoice.

Moved by: Alar Soever

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation directs the Treasurer to pay the invoice for moving expenses to the Executive Director in accordance with the employment contract

Eagleson, 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.

## **G. Notice of Meeting Date**

---

August 6, 2020  
Town Hall, Council Chambers

## **H. Adjournment**

---

Moved by: Alar Soever

Seconded by: Cary Eagleson

The meeting of the Attainable Housing Corporation adjourned at 2:41 p.m. to meet again at the call of the Chair

Eagleson, 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.