



THE BLUE MOUNTAINS
Attainable Housing Corporation

Agenda

The Blue Mountains Attainable Housing Corporation

Meeting Date: Thursday, October 1, 2020 REVISED
Meeting Time: 1:30 p.m.
Location: Town Hall, Council Chambers
Prepared by Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Traditional Territory Acknowledgement

Corporation Member Attendance

Approval of Agenda

Recommended (Moved by, Seconded by)

THAT the Agenda of October 1, 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.

Previous Minutes (September 3, 2020)

Recommended (Moved by, Seconded by)

THAT the Board meeting minutes of September 3, 2020 be adopted as circulated, including any revisions to be made.

B. Staff Reports, Deputations, and Presentations

B.1 Deputations, if any

**B.1.1 John Fox, B.Comm. LL.B, Partner, and Ismail Ibrahim, P.Eng., M.B.A., J.D. Associate, Robins Appleby, LLP
Re: Legal Services Workplan for The Blue Mountains Attainable Housing Corporation (verbal)**

- B.1.2 Robert Rappolt, Project Planner, Planning, Landscape Architecture and Urban Design, WSP**
Re: Stakeholder Conversation regarding Town of The Blue Mountains Community Improvement Plan

NOTE: This material will be provided by Friday, September 25, 2020.

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.

B.3 Staff Reports, if any

None

C. Matters for Discussion

- C.1 Gateway Site Development Schedule and Introduction to New Commons Development (Development Financing and Management Services) – Hadley Nelles, Director, New Commons Development**

- C.2 Gateway Site D2 Assessment Report – Land Use Compatibility and Director of Planning and Development Services Nathan Westendorp**

Recommended (Moved by, Seconded by)

THAT The Blue Mountains Attainable Housing Corporation receives Item C.2 Gateway Site D2 Assessment Report – Land Use Compatibility and directs the Executive Director to include the report in the existing planning application for the Gateway Site.

C.3 Consideration and Retention of Integrity Commissioner Services – Sharon McCormick

NOTE: Included with the Agenda is POL.COR.07.07 Code of Conduct for Members of Council and Local Boards, as adopted by the Board August 1, 2019.

Recommended (Moved by, Seconded by)

THAT The Blue Mountains Attainable Housing Corporation approve single source procurement of Integrity Commissioner Services from Suzanne Craig in accordance with the as needed fee schedule outlined in the Integrity Commissioner Services proposal with the acknowledgement that the Board adopted the Town’s Code of Conduct Policy August 1, 2019.

C.4 Summary of Spending within Approved Cashflow – Sharon McCormick

Professional fees

\$10,000 estimate for Robins Appleby to negotiate and finalize CMHC Seed Funding loan agreement and Town Working Capital Loan, provide opinion on HST status of BMAHC; Baker Tilly \$1,305.05 part 2 of invoice for municipal designation status correspondence.

Marketing

\$1,500 advertising

Grant Eligible Expense

Tatham Engineering interim payment for functional servicing report \$5,190.95 approved from CMHC Seed Funding grant.

Recommended (Moved by, Seconded by)

THAT The Blue Mountains Attainable Housing Corporation receives Item C.4 Summary of Spending within Approved Cashflow for information purposes.

C.5 Advertisement of One (1) Board of Director Vacancy – Sharon McCormick

Recommended (Moved by, Seconded by)

THAT The Blue Mountains Attainable Housing Corporation directs the Executive Director to post an appointment call on the Town and Attainable Housing websites to fill the remaining one (1) vacant Board position with outreach provided to confirm if those individuals who previously applied for the Board in 2019 and 2020 are interested in being considered.

C.6 Ontario Trillium Foundation Resiliency Fund Grant – Sharon McCormick

Recommended (Moved by, Seconded by)

THAT The Blue Mountains Attainable Housing Corporation directs the Executive Director to apply for the Ontario Trillium Foundation Resiliency Fund Grant.

C.7 Down Payment Assistance Program Application DPAP-2020-01

Recommended (Moved by, Seconded by)

THAT with regard to Down Payment Assistance Program Application DPAP-2020-01 which was received by the Corporation September 13, 2020, The Blue Mountains Attainable Housing Corporation acknowledges receipt of Schedule 1 and provides a conditional approval of the Application acknowledging that the full application will be submitted when a formal offer is made on a property in the Town of The Blue Mountains.

D. Correspondence

D.1 Roland Gosselin, Resident

Re: Representation from those Eligible for Tenancy and Support of Cooperative Development Model

Received for information

D.2 Steven F. Troster, Resident

Re: Support for BMAHC Thornbury Site and Upcoming Public Consultation Process

Received for information

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at the Next Meeting

- **Schedule I Clerks Support – Memorandum of Understanding**
- **Gateway Site Waitlist Tracking**

F. Closed Session

Recommended (Moved by, Seconded by)

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 position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board and with regard to review of material related to a component of the Request for Proposal for the Gateway Site;
- ii) personal matters about an identifiable individual, including municipal or local board employees, labour relations or employee negotiations and with regard to review of applications received for the Evaluation Team for Builder Procurement;
- iii) 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;

The Blue Mountains Attainable Housing Corporation entered Closed Session at (time) p.m.

The Blue Mountains Attainable Housing Corporation rose from Closed Session at (time) p.m.

Closed Session Reporting Out Statement

G. Notice of Meeting Dates

November 5, 2020
Town Hall, Council Chambers

H. Adjournment

Recommended (Moved by, Seconded by)

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