

**From:** Sharon McCormick <[REDACTED]>  
**Sent:** October 7, 2020 4:17 PM  
**To:** [johnamilne@bluemountainshousing.ca](mailto:johnamilne@bluemountainshousing.ca) [REDACTED]  
**Cc:** Sarah Merrifield [REDACTED]  
**Subject:** FW: The Blue Mountains Attainable Housing Corporation Gateway Site Design Guidelines Task Force

Hi John

The Blue Mountains Attainable Housing Corporation is inviting a member of The Town's Communication Committee to participate in the Gateway Project Design Guideline Task Force.

BMAHC is seeking input from the Town of The Blue Mountains community as we develop design guidelines for our first attainable housing project known as the Gateway. These guidelines will be a valuable inclusion in the Request For Proposals (RFP) for the design and construction of attainable housing units on the Gateway site that will be issued in early 2021. This Task Force is being established for the purposes of assembling input on these design guidelines.

Recognizing that attainable housing takes a collaborative effort to building a more inclusive, vibrant community, BMAHC has strived to exceed expectations in communicating and finding productive, meaningful ways to involve our community in the development of attainable housing. From surveying our community in the review of potential sites in Sept 2019; to preparing and soliciting feedback on conceptual designs in May 2020; creating a community position as part of the team to evaluate builder proposals and now the creation of a Task Force to establish design guidelines, we are confident this approach will be successful in addressing the long standing challenge of housing affordability for working individuals and families in our community.

This Task Force provides the opportunity to leverage the talent and commitment of individuals, groups and organizations in the Town to ensure the Gateway attainable housing development will strike a balance for an affordable, sustainable and quality place to live that many households currently locked out of the market will be proud to call home. The Terms of Reference for the Task Force can be found at <https://www.thebluemountainshousing.ca/developments/gateway-attainable-housing-project>.

We have identified a number of key contributors which includes The Town's Communication Committee as an Advisory participant. This Task Force and BMAHC would benefit from the advice a member of the Committee could provide with respect to establishing these project design guidelines. As the BMAHC Board will be approving the design guidelines, BMAHC Board and Council members are excluded from participating. In the interest of fairness and transparency, we want Council and our Board members to be able to objectively consider the design guidelines when it comes forward for their approval. I would ask that public member of the Committee is selected for this role.

Engagement of a Facilitator is currently in progress at which time the meeting format and schedule will be confirmed as will the role of Advisory participants. It is anticipated that approximately 3 meetings will be held between late-October and mid- November as the Task Force must complete its mandate no later than 30 November 2020. The project design guidelines will then be provided to the BMAHC Board for approval and adoption in the RFP that will be issued in early 2021.

At this time, I am seeking confirmation of the Communication Committee's participation as well as the name and contact information for the person who will be attending. I look forward to hearing back soon, please do not hesitate to contact me with any questions you may have.

Kind regards,

Sharon

**Sharon McCormick**  
**EXECUTIVE DIRECTOR**  
**The Blue Mountains Attainable Housing Corporation**

E: [REDACTED] C: [REDACTED]

