



# Minutes

## Board Meeting

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**Meeting Date:** Thursday, September 1, 2022  
**Meeting Time:** 1:00PM  
**Location:** Virtual – Microsoft Teams meeting  
**Prepared by** Jennifer Bisley, Executive Director

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### A. Call to Order

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Chair Rob Sampson called the meeting to order at 1:04PM

#### A.1 Traditional Territory Acknowledgement

#### A.2 Corporation Member Attendance

Chair Rob Sampson and Board members Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, and Alar Soever were present.

Executive Director Jennifer Bisley and Ed Starr from SHS Consulting Ltd were also present.

#### A.3 Approval of Agenda

Moved by: Andrew Siegwart                      Seconded by: Alar Soever

THAT the Agenda of September 1, 2022, be adopted as circulated.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

#### A.4 Declaration of Pecuniary Interest and general nature thereof

None

#### A.5 Previous Minutes

Moved by: Carolyn Letourneau                      Seconded by: Michael Schaefer

THAT the Board meeting minutes of August 4, 2022, be adopted as circulated.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

## **A.6 Previous Closed Session Minutes**

Moved by: Alar Soever

Seconded by: Gavin Leitch

THAT the Closed Session Board meeting minutes of August 4, 2022 be adopted as previously circulated.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

## **B. Staff Reports, Deputations, and Presentations**

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### **B.1 Deputations/Presentations**

None

### **B.2 Public Comment Period (each speaker is allotted three minutes)**

None

### **B.3 Staff Reports**

#### **B.3.1 Gateway Project Update**

Moved by: Andrew Siegwart

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation receive Item B.3.1 Gateway Project Update for information.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

## **C. Matters for Discussion**

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### **C.1 Legal Memorandum on the Recording of Board Meeting (revised)**

Moved by: Andrew Siegwart

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation engage Robins Appleby to provide a memorandum outlining legal and related considerations related to the recording of Board meetings with an estimated budget of \$ 2,500 plus disbursements and HST.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

## **C.2 2022 Annual Meeting Planning**

Moved by: Carolyn Letourneau

Seconded by: Patrick Gourlay

THAT The Blue Mountains Attainable Housing Corporation determines that the 2022 Annual Meeting is to take place on November 10, 2022 at 4:00PM at a location to be determined.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

## **C.3 Questions for Response by Municipal Election Candidates**

Moved by: Andrew Siegwart

Seconded by: Michael Schaefer

THAT The Blue Mountains Attainable Housing Corporation approve the list of six questions pertaining to Attainable Housing and the Corporation to be sent to all candidates for written response to be shared with the Board and the public.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

## **D. Correspondence**

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None

## **E. New and Unfinished Business**

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### **E.1 New Business**

### **E.2 Proposed Amendment to Letters Patent**

## **F. Closed Session**

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Moved by: Patrick Gourlay

Seconded by: Gavin Leitch

THAT The Blue Mountains Attainable Housing Corporation does now move into closed session to consider subject matter that addresses:

- a) 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 Corporation
- b) personal matters about an identifiable individual
- c) litigation or potential litigation, including potential investigations, affecting the Corporation;
- d) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- e) labour relations or employee negotiations in relation to the Executive Director.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

The Board went into closed session at 2:22PM.

The Board rose from closed session at 5:03PM.

#### **Closed Session Reporting Out Statement**

Chair Rob Sampson reported that in closed session the Board dealt with and gave direction on matters related with the Gateway Project, a personal matter about an identifiable individual, potential litigation matters, information from the solicitor, and labour relations with respect to the Executive Director.

### **G. Notice of Meeting Dates**

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October 6, 2022 @ 2:30PM

November 3, 2022 @ 2:30PM

### **H. Adjournment**

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Moved by: Janet Findlay                      Seconded by: Carolyn Letourneau

THAT The Blue Mountains Attainable Housing Corporation does now adjourn at 5:03PM to meet again at the call of the Chair.

Yay (8): Janet Findlay, Patrick Gourlay, Gavin Leitch, Carolyn Letourneau, Michael Schaefer, Andrew Siegwart, Alar Soever and Rob Sampson

Carried (8-0)

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Rob Sampson, Chair

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Jennifer Bisley, Executive Director

Approved October 6, 2022