



# Staff Report

## Administration – Chief Administrative Officer

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**Report To:** COW\_Finance\_Admin\_Fire\_Community\_Services  
**Meeting Date:** August 26, 2024  
**Report Number:** FAF.24.089  
**Title:** Blue Mountains Attainable/Affordable Housing Advisory Committee Terms of Reference  
**Prepared by:** Shawn Everitt, Chief Administrative Officer

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### A. Recommendations

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THAT Council receive Staff Report FAF.24.089, entitled “Blue Mountains Attainable/Affordable Housing Advisory Committee Terms of Reference”;

AND THAT Council approve the Blue Mountains Attainable/Affordable Housing Committee Terms of Reference as presented and attached to this report;

AND THAT Council direct staff to initiate the advertising and recruitment process to establish a Blue Mountains Attainable/Affordable Housing Advisory Committee as outlined in the Draft Terms of Reference.

### B. Overview

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This report provides a follow-up to previous direction received from Council directing staff to bring forth a draft Terms of Reference for an Attainable/Affordable Housing Committee for Council consideration.

### C. Background

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At the June 17, 2024 Special Committee of the Whole meeting, Council considered a [Blue Mountains Attainable Housing Corporation Report](#) that identified proposed next steps for The Blue Mountains Attainable Housing Corporation. One of those recommendations included the establishment of a formal Attainable/Affordable Housing Committee of Council.

On June 24, 2024, the following Resolution was approved by Council:

- A) THAT Council of Town of The Blue Mountains receives for information the correspondence of Shawn Everitt, Chair, The Blue Mountains Attainable Housing Corporation Re: Proposed Next Steps for The Blue Mountains Attainable Housing Corporation, CARRIED.

B) THAT Council of The Town of The Blue Mountains direct staff to initiate the formal process of dissolving The Blue Mountains Attainable Housing Corporation at the estimated cost of \$30,000 and with full dissolution to be completed no later than December 1, 2024, CARRIED.

C) THAT Council of The Town of The Blue Mountains request the members of The Blue Mountains Attainable Housing Corporation to bring forward a draft Terms of Reference that would provide the basis for the scope and mandate for the potential establishment of a formal Attainable Housing Committee of Council, CARRIED.

D) THAT Council of The Town of The Blue Mountains engage with the TBM Housing Strategy Working Group to consider how best to collaborate on the Attainable Housing Portfolio, CARRIED.

E) THAT Council of the Town of The Blue Mountains directs the CAO to provide a report to Council regarding the subject matter in The Blue Mountains Attainable Housing Corporation report titled "Proposed Next Steps for The Blue Mountains Attainable Housing Corporation" and the options to internalize management by the end of the 3rd quarter in 2024, CARRIED.

## **D. Analysis**

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Staff have worked closely with the current membership of The Blue Mountains Attainable Housing Corporation (BMAHC) and bring this report forward specifically for the purposes of addressing item C from the above noted Council resolution.

Staff will be bringing forward a Staff Report to the September 16, 2014 Committee of the Whole that will address item E from the above noted Council resolution. Staff are considering recommending internalizing the Attainable Housing Portfolio within Town operations in the future.

## **E. Strategic Priorities**

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### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders.

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

#### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

#### **F. Environmental Impacts**

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None.

#### **G. Financial Impacts**

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Some staff resources will be required to manage the additional Committee of Council based on the draft Terms of Reference.

#### **H. In Consultation With**

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The Blue Mountains Attainable Housing Corporation Board of Directors

#### **I. Public Engagement**

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The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Shawn Everitt, Chief Administrative Officer [cao@thebluemountains.ca](mailto:cao@thebluemountains.ca).

#### **J. Attached**

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1. Draft Terms of Reference

Respectfully submitted,

Shawn Everitt  
Chief Administrative Officer

For more information, please contact:  
Shawn Everitt, Chief Administrative Officer  
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**Report Approval Details**

Document Title:	FAF.24.089 Blue Mountains Attainable Affordable Housing Advisory Committee Terms of Reference.docx
Attachments:	- Attachment-1-Draft-Terms-of-Reference.pdf
Final Approval Date:	Aug 15, 2024

This report and all of its attachments were approved and signed as outlined below:

**Shawn Everitt - Aug 15, 2024 - 3:31 PM**