



Bruce County Housing Corporation Agenda

Friday, June 1, 2018

11:00 a.m.

Council Chambers

County Administration Centre, Walkerton

1. Declaration of Pecuniary Interest
2. Approval of Minutes - May 3, 2018
3. Action Items
 - A. Capital Funding Reallocation Report - (attached)
4. Information Items
 - A. 4 Adam St., Mildmay Crawlspace Flood & Creosote Release -(attached)
5. Closed Meeting
 - A. That the Board move into a closed meeting pursuant to Section 239 (2) (c) of the Municipal Act relating to a proposed or pending acquisition or disposition of land by the Municipality or local Board
 - B. Approval of Minutes - November 17, 2016
6. Next Meeting
July 5, 2018
7. Adjournment



Bruce County Housing Corporation Minutes

May 3, 2018
1:20 p.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson
Councillors Mitch Twolan (Chair), Anne Eadie, Robert Buckle, David Inglis, Janice Jackson, Milt McIver and Mike Smith

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Tania Dickson, Housing Services Manager
Andrea Riley, Children's Services Manager

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Minutes

Moved by Councillor Anne Eadie
Seconded by Councillor Robert Buckle

That the minutes of the December 7, 2017 meeting of the Bruce County Housing Corporation be adopted as circulated.

Carried

3. Information Items

First Quarter 2018 Arrears Report

The 1st Quarter 2018 - Arrears Report dated May 3, 2018 is for information.

4. Next Meeting

The next meeting of the of the Bruce County Housing Corporation will take place on June 7, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

5. Adjournment

Moved by Councillor Mike Smith
Seconded by Councillor Robert Buckle

That the meeting of the Bruce County Housing Corporation adjourn at 1:21 p.m.

Carried

Councillor Mitch Twolan, Chair
Social Services and Housing Committee



Board Report

To: Warden Paul Eagleson
Members of the Bruce County Housing Corporation

From: Christine MacDonald
Director of Human Services

Date: June 1, 2018

Re: Capital Funding Reallocation Report

Recommendation:

That Bruce County Housing Corporation (BCHC) is approved to reallocate \$76,320 in capital funding for the replacement of sidewalks and patios at 50 Park St., Ripley.

Background:

In 2015 Bruce County Housing Corporation went out to tender to replace parking lot and all sidewalks and patios as well as making improvements to the sites storm water management system at 50 Park St., Ripley. The tender closed well over budget. It was decided to reduce the scope of work and to re-tender in 2016. Work was completed in 2016 with this reduced scope. The work deleted from the scope of work cannot wait any longer to be completed. Surplus capital funds have been realized from 2018 capital work project that closed under budget.

Financial/Staffing/Legal/IT Considerations:

We have \$89,177 available in surplus capital funds from BCHC-PT-18-01 Mechanical and Lighting Upgrade A05c, 59 4th St., Chesley.

Breakdown of required reallocation	
Total remaining surplus PT-18-01	\$89,177
Reallocation required to replace sidewalks and patios	\$75,000
Non-refundable portion of HST	\$1,320
Total reallocation request	\$76,320
Total remaining surplus PT-18-01 if reallocation is approved.	\$12,857



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Interdepartmental Consultation:

Housing Staff provide for review, to the Purchasing Staff, all tender documents in the procurement process.

Link to Strategic Goals and Elements:

There is no specific link to the Strategic Goals and Elements of the County of Bruce, however it does reflect the Strategic values of a safe, clean and healthy community with a high quality of life for residents. Additionally, this initiative does support the Bruce County Long Term Housing Strategic Action of maintaining the existing stock through sustainable asset management.

Written by: Tony Ban, Housing Facilities Manager

Approved by:

A handwritten signature in black ink, appearing to read 'Kelley Coulter', is written over a light blue horizontal line.

Kelley Coulter
Chief Administrative Officer



Board Report

To: Warden Paul Eagleson
Members of the Bruce County Housing Corporation

From: Christine MacDonald
Director of Human Services

Date: June 1, 2018

Re: 4 Adam St., Mildmay Crawlspace Flood and Creosote Release

Recommendation:

The 4 Adam St., Mildmay Crawlspace Flood and Creosote Release Report is for information.

Background:

In the late afternoon of Friday January 12, 2018, a tenant had called the maintenance department to report a natural gas smell in the building. Both Union Gas and the Mildmay Fire Department in addition to housing staff were immediately notified and attended the site. The fire department upon arriving at the scene determined that a two-inch water main located in the crawlspace ruptured and caused a flood, which then knocked over a 20-liter pail of creosote. It is estimated that approximately one liter of creosote was released from the pail. The lid of the pale remained in place while overturned and was recovered by the fire department. It was determined that the pale of creosote was in excess of 30 years old and Housing staff were not aware of its storage in the crawlspace.

The water operator for South Bruce, Veolia was contacted and able shut off the water supply to the building.

Housing staff then reported the creosote release to both the Ministry of Environment and Grey Bruce Health. Due to the strong smell of a petroleum product in the building, it was decided to remove the tenants from the building. Tenants who did not have friends or family to stay with were housed at two Walkerton Motels.

On this Friday evening Housing staff contacted a licensed contaminated waste hauler. Arrangement were made for the hauler to evacuate all contaminated wastewater the following morning. Housing staff also contacted an environmental consultant to provide technical support to develop a comprehensive remediation plan.



On Saturday January 13, 2018, the waste hauler removed approximately 54,000 liters of contaminated water from the crawlspace. It should be noted, that the crawlspace has a concrete floor that enabled containment of the contaminated water.

Remediation consisted of:

- Collection of the remaining volume of ponded water.
- Removal of all dirt and debris in the crawl space.
- Several passes of power washing all concrete surfaces with specialized petroleum removal agents and rinsing.
- Installation of HEPA air scrubbers and negative air ventilation in the crawl space. Installation of air scrubbers on the main floor to remove both vapours and odours.

The rupture of the 2-inch main was repaired and the entire distribution required to be flushed and sampled for any inorganic contaminants. Once results were received, the distribution system then required to be chlorinated and tested for organic contaminants. All water testing results returned negative for any contamination.

It was decided that on Monday January 22 that the tenants could safely reoccupy the building.

Inspection of all Housing crawlspaces have now been included on our monthly health and safety property inspections. Storage of any kind in Housing crawl spaces is not permitted.

Financial/Staffing/Legal/IT Considerations:

All invoices have now been received at the time of this report. Losses are as follows:

Cost Type	Amount
Tenant lodging, transportation, food	\$10,894.64
Remediation and required repairs	\$84,255.22
Engineering, testing, laboratory costs	\$25,408.23
Total	\$120,558.09

Staff have been working with our insurer. We have submitted all invoices for consideration for reimbursement. Housing has a \$10,000 deductible for each submitted claim. Once we receive notification of all approved reimbursable expenses, staff will provide a report detailing the outcome of our insurance claim.



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Interdepartmental Consultation:

Housing Facilities and Housing Services Staff consulted with the Human Resources Department, Health and Safety as well as the members of the Corporate Services Department, in particular the Purchasing Division throughout remediation and recovery.

Link to Strategic Goals and Elements:

There is no specific link to strategic goals or elements.

Written by: Tony Ban, Housing Facilities Manager

Approved by:

Kelley Coulter
Chief Administrative Officer