



Bruce County Housing Corporation Agenda

Thursday, July 6, 2017
Township of Huron-Kinloss Council Chambers
Ripley, Ontario

1. Declaration of Pecuniary Interest
2. Approval of Minutes - June 1, 2017 and June 15, 2017 (attached)
3. Information Items
 - A. Housing Facilities Manager Information Report (attached)
4. Next Meeting
August 3, 2017
5. Adjournment



Bruce County Housing Corporation Minutes

June 1, 2017
1:23 p.m.
Council Chambers
Walkerton, Ontario

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

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Christine MacDonald, Director of Social Services and Housing

Regrets: Councillor Anne Eadie

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Minutes

Moved by Councillor Janice Jackson
Seconded by Councillor Robert Buckle

That the minutes of the April 6, 2017 meeting of the Bruce County Housing Corporation be adopted as circulated.

Carried

3. Information Items

A. 1st Quarter 2017 - Arrears Report

The 1st Quarter 2017 Arrears Report was received for information.

4. Next Meeting

The next meeting of the Bruce County Housing Corporation will take place on Thursday, July 6, 2017 in the Township of Huron-Kinloss Council Chambers, Ripley, Ontario.

5. Adjournment

Moved by Councillor Mike Smith
Seconded by Councillor Paul Eagleson

That the meeting of the Bruce County Housing Corporation adjourn at 1:44 p.m.

Carried

Warden Mitch Twolan, Acting Chair
Social Services and Housing Committee



Bruce County Housing Corporation Minutes

June 15, 2017
12:44 p.m.
Council Chambers
Walkerton, Ontario

Present: Councillors Anne Eadie (Chair), Robert Buckle, Paul Eagleson, Janice Jackson and Milt McIver
Alternate Councillors Luke Charbonneau and Wilf Gamble

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Christine MacDonald, Director of Social Services and Housing
Tony Ban, Housing Facilities Manager

Regrets: Warden Mitch Twolan, Councillors David Inglis and Mike Smith

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Minutes

Moved by Councillor Janice Jackson
Seconded by Alternate Councillor Luke Charbonneau

That the minutes of the June 1, 2017 meeting be adopted as circulated.

Carried

3. Action Items

A. Renewal of Transfer Easement Agreement

Moved by Councillor Robert Buckle

Seconded by Alternate Councillor Wilf Gamble

That Bruce County Housing Corporation (BCHC) be granted approval to enter into a Transfer of Easement Agreement with Skyline Retail Real Estate Holdings Inc. (SRREHI) for the county owned property located at 539 Ivings Dr. Port Elgin ON.; and,

That Housing Facilities Manager be granted approval to sign the Transfer of Easement agreement and any documentation necessary to effect the registration of the said Transfer of Easement in the Bruce County Land Registry Office (LRO#3).

4. Next Meeting

The next meeting of the Bruce County Housing Corporation will take place on Thursday, July 6, 2017 in the Township of Huron-Kinloss Council Chambers, Ripley, Ontario.

5. Adjournment

Moved by Alternate Councillor Luke Charbonneau

Seconded by Councillor Janice Jackson

That the meeting of the Bruce County Housing Corporation adjourn at 12:46 p.m.

Carried

Councillor Anne Eadie, Chair
Social Services and Housing Committee



Board Report

To: Warden Mitch Twolan
Members of the Bruce County Housing Corporation

From: Christine MacDonald
Director of Social Services and Housing

Date: July 6, 2017

Re: Housing Facilities Manager Information Report

Recommendation:

The Housing Facilities Manager Information Report, dated July 6, 2017 is for information.

Background:

OPERATING AND CAPITAL TENDERS

The following table lists capital and operating tenders, renewals that have been awarded since the previous report on April 6, 2017.

<u>Tender Number</u>	<u>Description of Work</u>	<u>Project/Address</u>	<u>Successful Contractor</u>	<u>Cost of contract (excluding HST)</u>	<u>Approved 2017 Capital Budget</u>	<u>Funding Type</u>
PT 13-04 Renewal	Interior Move Out Painting	Across County	Geoff Johns	\$93,620.35	N/A	Operating
PT 17-02	Drainage & Parking Improvements	1065 Huron Terrace a11c KINCARDINE	Ackert Construction Ltd.	\$173,467.14	SHIP funding	Capital
PT 17-03	Drainage & Sidewalk Improvements	621 Mary Street b04c b08c WIARTON	Multiple Enterprises	\$46,614.00	\$91,000	Capital



<u>Tender Number</u>	<u>Description of Work</u>	<u>Project/Address</u>	<u>Successful Contractor</u>	<u>Cost of contract (excluding HST)</u>	<u>Approved 2017 Capital Budget</u>	<u>Funding Type</u>
PT 17-04	Roofing & Mechanical Upgrades	83-2 nd Street a10c CHESLEY	Cliff's Plumbing & Heating	426,620.00 Contract over budget, funds to complete construction will be reallocated internally from surplus funds	\$352,000	Capital
PT 17-05	Window, Door & Siding Upgrades	647 Arlington Street a08c PORT ELGIN	Allen-Hastings Ltd.	\$324,952.00	\$452,042.00	Capital
SFT 13-08 Renewal	Snow Removal	7432 Hwy 6 b05c TOBERMORY	Steve Liverance	\$50.00 parking lot \$75.00 sand/salt	N/A	Operating
SFT 13-03 Renewal	Snow Removal	535 Walter Street a01c 550 Willoughby Street b07c LUCKNOW	Kranenburg's Service	\$42.45 parking lot \$21.23 sand/salt a01c \$33.96 parking lot \$16.98 sand/salt b07c	N/A	Operating
Quote Renewal	Snow Removal	50 Park Street a15c RIPLEY	Small Town Holdings	\$1,700/month Nov 2017 - March 2018	N/A	Operating



<u>Tender Number</u>	<u>Description of Work</u>	<u>Project/Address</u>	<u>Successful Contractor</u>	<u>Cost of contract (excluding HST)</u>	<u>Approved 2017 Capital Budget</u>	<u>Funding Type</u>
SFT 13-07 Renewal	Snow Removal	22 James Street a04c 5 Railway Street b06c TEESWATER	Small Town Holdings	\$80.00 parking lot \$60.00 sand/salt	N/A	Operating
SFT 14-07 Renewal	Snow Removal	a02c a11c a14c a20c KINCARDINE	Maurer Contracting Co. Ltd.	\$19,690.49/year invoices spread over six (6) months Nov 2017 - Apr 2018	N/A	Operating
SFT 13-06 Renewal	Snow Removal	52 Maria Street b02c TARA	Douglas Trelford	\$41.74 parking lot/sand/salt	N/A	Operating
SFT 17-02	New Water Well	7432 Hwy 6 b05c TOBERMORY	Cliff's Plumbing & Heating	\$51,300.00	SHIP funding	Capital

TENANT CHARGEBACK FOR DAMAGES

To date in 2017 there have been 27 incidences, totaling approximately \$5,715 where tenants have been charged back for damages.

Financial/Staffing/Legal/IT Considerations:

There are no staffing, legal, or IT considerations associated with this report.

UNANTICIPATED OPERATING COSTS

An apartment building in Kincardine has again experienced a termite infestation. Approximately \$10,000 was expended for treatment, damages, and temporary lodging for a tenant that was required to vacate their unit during treatment. With funding provided by the province, this property is currently undergoing major renovations to improve site drainage conditions. Poor site drainage is considered a major contributor in providing a favourable habitat for the species of termite found at this property.



Corporation of the County of Bruce
Bruce County Housing Corporation

brucecounty.on.ca

Interdepartmental Consultation:

There was no interdepartmental consultation with regard to the writing of this report. The Housing Facilities staff work in consultation with the Purchasing Division with regard to the procurement processes.

Link to Strategic Goals and Elements:

- 6) Explore alternate options to improve efficiency, service.
- D) Coordinate working with other agencies.

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