



## **RENFREW COUNTY HOUSING CORPORATION**

**Tuesday, November 23, 2021**

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An electronic special meeting of the Renfrew County Housing Corporation Board of Directors was held on Tuesday, November 23, 2021 at 2:30 p.m.

Directors Present: Chair James Brose  
Warden Debbie Robinson  
Vice-Chair John Reinwald  
Councillor Ed Jacyno  
Councillor Cathy Regier

Regrets: Councillor Debbi Grills  
Councillor Kim Love

Officers Present: Paul Moreau, Chief Executive Officer  
Laura LePine, Chief Operating Officer  
Jeffrey Foss, Treasurer

Staff Present: Craig Kelley, Director of Development and Property  
Jennifer Dombroskie, Manager of Housing and Homelessness  
Kevin Raddatz, Manager of Real Estate  
Rosalyn Gruntz, Deputy Clerk  
Wendy Hill, Administrative Assistant

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Chair Brose called the meeting to order at 2:30 p.m.

Chair Brose recited the land acknowledgement, identifying that the meeting was being held on the traditional territory of the Algonquin People.

The roll was called and no pecuniary interests were disclosed.

Mr. Raddatz overviewed the Real Estate Report, which is attached as Appendix A.

**RESOLUTION NO. RCHC-C-21-11-49**

Moved by Councillor Regier

Seconded by Councillor Reinwald

THAT the Real Estate Report attached as Appendix A be approved. CARRIED.

**RESOLUTION NO. RCHC-C-21-11-50**

Moved by Councillor Regier

Seconded by Councillor Reinwald

THAT the Renfrew County Housing Corporation Board of Directors recommends to the Community Services Committee that County Council approve that Tender SSRF Phase 2-03 be awarded to BalPro Construction (o/a 2636189 Ontario) Brampton, to supply and install additional fencing of 24 units at 435-481 Nelson Street, Pembroke, Ontario in the amount of \$270,006.23 plus HST; AND FURTHER THAT County Council pass a By-law to Authorize Execution of the Contract. CARRIED.

**RESOLUTION NO. RCHC-C-21-11-51**

Moved by Councillor Reinwald

Seconded by Councillor Jacyno

THAT this meeting adjourn and the next regular meeting be held at the call of the Chair. Time 2:44 p.m. CARRIED.

**COUNTY OF RENFREW  
COMMUNITY SERVICES DEPARTMENT  
RENFREW COUNTY HOUSING CORPORATION**

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**TO:** Renfrew County Housing Corporation Board of Directors  
**FROM:** Kevin Raddatz, Manager of Real Estate  
**DATE:** November 23, 2021  
**SUBJECT:** Manager of Real Estate Report – Special Meeting

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**BY-LAWS**

**2. Tender Social Services Relief Fund (SSRF) Phase 2-03 Nelson Street Fence Project, Pembroke, Ontario [Strategic Plan Goal #2]**

**Recommendation:** THAT the Renfrew County Housing Corporation Board of Directors recommends to the Community Services Committee that County Council approve that Tender SSRF Phase 2-03 be awarded to BalPro Construction (o/a 2636189 Ontario) Brampton, to supply and install additional fencing of 24 units at 435-481 Nelson Street, Pembroke Ontario in the amount of \$270,006.23 plus HST; AND FURTHER THAT County Council pass a By-law to Authorize Execution of the Contract.

**Background**

Renfrew County Housing Corporation issued a request for tender to supply and install additional fencing at the townhomes consisting of 24 units located on 435 – 481 Nelson Street. Tenders were received until 2:00 p.m., October 13, 2021. This was the third time for tendering and two quotes were received.

Funding is through the Social Services Relief Fund 2. As per the SSRF guidelines, this project was to be completed by December 31, 2021. However, challenges with obtaining quotes delayed this project. The Ministry of Municipal Affairs and Housing (MMAH) is currently reviewing an extension request to allow for this work to be completed in 2022 and a request to reallocate funds in the SSRF 2 to cover the additional costs.

Tenders were received and the results submitted are as follows:

- |   |                      |
|---|----------------------|
| 1. Valley Windows and Doors                       | <b>\$ 276,049.00</b> |
| 2. BalPro Construction (o/a 2636159 Ontario Inc.) | <b>\$ 270,006.23</b> |

All amounts exclude 13% HST.

In accordance with the County of Renfrew Policy GA-01 for the Procurement of Goods & Services, competitive tenders with results greater than \$150,000 require approval from County Council.

Procurement of the services included in this tender, followed the requirements set out in Policy GA-01 – Procurement of Goods & Services.

Attached as Appendix I is a by-law for the execution of Tender SSRF Phase 2-03 Nelson Street Fence Project, Pembroke, Ontario

#### **Financial Implications**

The County of Renfrew received \$194,880.49 from the Social Services Relief Fund (SSRF) Phase 2. This project is to be funded in part by this fund, with any/all shortages covered and accounted for within the Renfrew County Housing Corporation (RCHC) 2022 budget as this work is to enhance RCHC properties.