



RENFREW COUNTY HOUSING CORPORATION

Wednesday, October 12, 2022

A meeting of the Renfrew County Housing Corporation Board of Directors was held on Wednesday, October 12, 2022 at 1:00 p.m. at the County of Renfrew Administration Building, Pembroke, Ontario.

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

Regrets: Councillor Kim Love

Officers Present: Craig Kelley, Chief Executive Officer
Laura LePine, Chief Operating Officer

Staff Present: Jason Davis, Director of Development and Property
Lee Perkins, Director of Public Works & Engineering
Jennifer Dombroskie, Manager of Housing and Homelessness
Margo Smith, Manager of Child Care and Early Years Services
Andrea Patrick, Manager of Ontario Works
Kevin Raddatz, Manager of Real Estate
Tina Peplinskie, Media Relations and Social Media Coordinator
Rosalyn Gruntz, Deputy Clerk
Wendy Hill, Administrative Assistant

Chair Brose called the meeting to order at 1:00 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.

RESOLUTION NO. RCHC-C-22-10-61

Moved by Councillor Regier

Seconded by Councillor Grills

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting held on September 13, 2022 be adopted. CARRIED.

Ms. LePine overviewed the Director's Report, which is attached as Appendix A.

Mr. Raddatz provided an overview of the Community Housing Capital Projects Update.

Committee requested that the municipality be included in the location of the building address in the Community Housing Capital Projects Update report.

Committee was advised that some of the projects budgeted for 2022 are being carried forward to 2023 as a result of extraneous circumstances, such as staffing, consultants and contractors.

RESOLUTION NO. RCHC-C-22-10-62

Moved by Councillor Grills

Seconded by Councillor Reinwald

THAT the Renfrew County Housing Corporation Board of Directors approve a three-year tender submitted by McCrea Excavating Ltd. Pembroke, Ontario for the provision of snow removal services at ten Renfrew County Housing Corporation properties located throughout the City of Pembroke in the amount of for \$877,183 plus HST for the period of November 1, 2022 to October 31, 2025. CARRIED.

RESOLUTION NO. RCHC-C-22-10-63

Moved by Councillor Regier

Seconded by Councillor Reinwald

THAT the Director's Report attached as Appendix A be approved. CARRIED.

Appreciation was expressed to the Chair and Board members for their time and contributions over the past few years. It was acknowledged that the efforts made

are making a difference. Appreciation was also expressed for staff members and their support to the Renfrew County Housing Corporation.

RESOLUTION NO. RCHC-C-22-10-64

Moved by Councillor Grills

Seconded by Councillor Jacyno

THAT this meeting adjourn and the next regular meeting be held at the call of the Chair. Time 1:19 p.m. CARRIED.

COUNTY OF RENFREW
COMMUNITY SERVICES DEPARTMENT
RENFREW COUNTY HOUSING CORPORATION

TO: Renfrew County Housing Corporation Board of Directors
FROM: Laura LePine, Director of Community Services
DATE: October 12, 2022
SUBJECT: Director's Report

INFORMATION

1. Community Housing Capital Projects Update [Strategic Plan Goal #2]

Attached as Appendix I is the Renfrew County Housing Corporation 2022 Capital Projects Update as of September 30, 2022.

RESOLUTIONS

2. Contract Approval – DP-RCHC-2022-M-01 – Pembroke Snow Removal [Strategic Plan Goal #3]

Recommendation: THAT the Renfrew County Housing Corporation Board of Directors approve a three-year tender submitted by McCrex Excavating Ltd. Pembroke, Ontario for the provision of snow removal services at ten Renfrew County Housing Corporation properties located throughout the City of Pembroke in the amount of for \$877,183 plus HST for the period of November 1, 2022, to October 31, 2025.

Background

Development and Property staff issued a Request for Tender for the snow removal services at ten housing locations throughout Pembroke. Tenders were received until 2:00 pm on September 27, 2022. This contract was tendered in 2021 for a one-year contract and the lowest bid value was \$265,000. Three companies requested proposal documents and three

companies attended the mandatory site meeting. One proposal was received to complete this work.

1. McCrea Excavating Ltd., Pembroke, Ontario \$877,183
Amount excludes all applicable taxes.

In accordance with the Renfrew County Housing Corporation Policy RCHC-02 for the Procurement of Goods & Services, Section 19.7 indicates that “Awards emanating from a Request for Proposal that are greater than \$100,000 require approval from the Renfrew County Housing Corporation Board of Directors”.

Procurement of the services included in this tender followed the requirements set out in Policy RCHC-02 – Procurement of Goods & Services.

Financial Implications

The cost for this contract will be covered in the Renfrew County Housing Corporation Annual Operating Budgets. The three-year contract of \$877,183 will be broken down into three annual payments of \$292,934. Compared to the contract for 2021 which was \$265,000, there is a 10.3% increase. Rising fuel and liability insurance expenses have caused higher snow removal contract expenses.

RCHC-2022 Capital Projects > \$50K

Location	Work Description	Status			Comments
		Budget	Quote	Status	
425 Nelson Street	Asphalt shingle roof	\$60,000.00	\$23,500.00	Awarded to Norlock	In progress -anticipate mid Oct completion
510 MacKay Street	Patio door replacement	\$50,000.00	\$57,776	Awarded to Valley Window & Door	In progress -anticipate end of Oct completion
1030-1106 Lea St - (4) Townhome Blocks	Exterior windows	\$275,000.00	\$214,534	Awarded to Valley Window & Door	In progress -anticipate mid Oct completion
75 Stafford Street	Plumbing fixture replacement (including bathroom vanities)	\$75,000.00		Scope of Work in review	
130-144 Fraser, 135-147 Arnolds, 520-546 Nelson - (6) Townhome Blocks	Siding and soffits	\$170,000.00		Scope of Work in review	
260 Elizabeth Street North	Patio and exterior fire doors	\$150,000.00	\$ 132,112	Awarded to Valley Window & Door	In progress -anticipate end of Oct completion
174/178, 202 Massey, 220/350 Arith Blvd - (14) Duplex & (1) Single Fam	Massard roof	\$150,000.00	\$149,500.00	Awarded to Lair's Construction	In progress - at 30 % completion
	asphlat shingle replacement				
260 Elizabeth Street North	Flat roof replacement	\$250,696.00	\$242,699.00	Awarded to Irvcon	Start date - to be determined
55 Poplar	Flat roof replacement	\$175,000.00	\$170,567.00	Awarded to Irvcon	Start date - to be determined
63 Russell	Flat roof replacement	\$150,000.00	\$259,040.00	Awarded to Irvcon	Project start date - Oct 12
8 Burwash	Flat roof replacement	\$174,304.00	\$244,014.00	Awarded to Irvcon	Start date - to be determined
204/206-240/242 Cecil St	Furance replacements	\$75,000.00	\$ 69,977	Completed	Contractor completed installations - May 20