



## **Building Investment, Finance and Audit Committee**

931 Yonge Street,  
Toronto, M4W 2H2

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The Building Investment, Finance and Audit Committee (“BIFAC”) of the Toronto Community Housing Corporation (“TCHC”) held a virtual Public meeting on April 15, 2021, via WebEx, commencing at 4:03 p.m.

**BIFAC Directors Present:** Adele Imrie, Chair  
Nick Macrae  
Brian Smith

**BIFAC Directors Absent:** Deputy Mayor Ana Bailão

**Management Present:** Sheila Penny, Acting Chief Executive Officer (“CEO”)  
John Angkaw, Acting Chief Operating Officer (“COO”)  
Darragh Meagher, General Counsel & Corporate Secretary  
Rose-Ann Lee, Chief Financial Officer & Treasurer  
Allen Murray, Vice President, Facilities Management  
Nadia Gouveia, Director, Programs & Partnerships  
Marilyn Lee, Senior Legal Counsel, Real Estate  
Ceilidh Wilson, Assistant Corporate Secretary

A quorum being present, Ms. Imrie, serving as Chair, called the meeting to order, and Ms. Wilson served as recording secretary.

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**ITEM 1 CHAIR'S REMARKS**

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The Chair welcomed everyone to the BIFAC meeting, noted the Acknowledgement of the Land and notified everyone that due to the need for social distancing to limit the spread of COVID-19, TCHC's holding this BIFAC meeting virtually. Due to the time sensitivity of the reports on today's agenda, a special meeting was necessary to obtain the required approval from BIFAC.

The Chair thanked Directors for making themselves available for today's special meeting and noted that the need for such additional meetings is something for the BIFAC to look at and address.

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**ITEM 2A APPROVAL OF PUBLIC MEETING AGENDA**

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*Motion carried* **ON MOTION DULY MADE** by Mr. Macrae, seconded by Mr. Smith and carried, the BIFAC approved the Public meeting agenda for the BIFAC's April 15, 2021 meeting.

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**ITEM 2B CHAIR'S POLL RE: CONFLICT OF INTEREST**

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The Chair requested members of the BIFAC to indicate any agenda item in which they had a conflict of interest, together with the nature of the interest. **No conflicts were declared.**

**CONTRACTOR AWARD: CONSTRUCTION  
SERVICES FOR SEVEN NEW TENANT  
SERVICE HUBS (RFQ 21009-PP, GROUPS  
2&3)**

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**ITEM 3**

**BIFAC:2021-34**

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The above-captioned report (BIFAC:2021-34) was circulated to BIFAC members prior to the meeting.

Mr. Murray was available to answer questions of the BIFAC. Highlights of the

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discussion include:

- This work was previously tendered, however the bids received were deemed outside of the acceptable price range. Once retendered, the bids came in at \$1.45M less than the original bids received.
- BIFAC approval is required to award the work as the second lowest bidder is being recommended for approval for Groups 2 and 3 to ensure there are no issues with vendor capacity.
- Bids are well within the reasonable range for pricing.
- The retendered contract is for work on 11 Tenant Service Hubs (“Hubs”) and BIFAC approval is required to proceed with work on seven of those Hubs. The other four Hubs were within the Procurement Award Committee’s (“PAC”) authority to approve.
- 33 of the total 88 Hubs will be completed through a separate process: Hubs that will be completed as part of a revitalization project and Hubs that will be modular buildings on TCHC sites where there is not space within the building to accommodate a Hub.
- The modular hubs will be designed and constructed in a factory and brought to the site to be assembled as a permanent structure. These will be self-contained spaces with the required facilities (e.g. washrooms) and are scheduled to be installed by Q2 2022.
  - Facilities Management (“FM”) staff engaged the City of Toronto’s Planning & Development department very early on to address all zoning requirements for the modular Hubs.
- Thus far, feedback has been positive from tenants about the Hubs as it is bringing service closer to them. Where tenants have raised concerns about the location of a Hub, TCHC has collaborated with them to make changes to address their concerns.
- When it is safe to do so, it was suggested that Directors get the opportunity to tour some of the Hub spaces and speak with tenants about their experience utilizing the new Hubs.
- The second lowest bids are recommended for approval to mitigate the risk of vendor capacity issues, as the lowest bidder received the award of work for another group of Hubs.

*Motion  
carried*

**ON MOTION DULY MADE** by Mr. Smith, seconded by Mr. Macrae and carried, in order to ensure that vendors performing

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this work have the capacity to do so in a timely manner, the BIFAC unanimously approved the following recommendations:

1. Approve the award of the work to Stracor Inc. for \$2,078,106.68 (exclusive of taxes) for construction services for four Tenant Service Hubs (Group 2), including interior upgrades as required, based on the outcome of Request for Quotations (RFQ) 21009-PP as follows:
  - \$763,821.75 for 101-121 Humber Boulevard (Humber Boulevard; Dev. 027);
  - \$517,159.38 for 600 Symington Place (Symington Place; Dev. 470);
  - \$423,447.55 for 659 Northcliffe Boulevard (Northcliffe Blvd (659); Dev. 950);
  - \$373,678.00 for 25 Elm Street (Elm Street (25); Dev. 723); and
  
2. Approve the award of the work to Martinway Contracting Ltd. for \$1,525,539.00 (exclusive of taxes) for construction services for three Tenant Service Hubs (Group 3), including interior upgrades as required, based on the outcome of Request for Quotations (RFQ) 21009-PP as follows:
  - \$416,747.00 for 2 Tree Sparroway and 11 Field Sparroway (Leslie Finch; Dev. 036);
  - \$558,574.00 for 400 McCowan Road (McCowan Road (400); Dev. 070);
  - \$550,218.00 for 91 Firvalley Court (Warden Woods; Dev. 208); and
  
3. Authorize the appropriate staff to take the necessary actions to give effect to the above recommendations.

**ITEM 4      MABELLEARTS – LONG TERM LEASE  
AND OPERATING AGREEMENT FOR  
PARTS OF MABELLE PARK      BIFAC:2021-35**

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The above-captioned report (BIFAC:2021-35) was circulated to BIFAC members prior to the meeting.

Ms. Penny was available to answer questions of the BIFAC. Highlights of the discussion include:

- The cost of moving the water feature is in addition to the \$1.6M project cost to construct the pavilion. It is a condition of the memorandum of understanding (“MOU”) with MABELLEarts that they secure the required funding to relocate the water feature.
- It is also a condition of the MOU that MABELLEarts demonstrates their ability to raise the funds required for the work. They have already secured just over \$860,000.
- Tenant support has been validated by on-site staff.
- The pavilion is planned to be approximately 1000-1200 square feet.
- MABELLEarts is a non-profit that was established in 2007. They have been operating out of space in 5005 Dundas Street West.
- At the end of the lease, ownership of the pavilion reverts back to TCHC. This will be specified in the lease agreement.
- If, for some reason, MABELLEarts is unable to complete the project, TCHC would recall responsibility for the space.

*Motion carried*      **ON MOTION DULY MADE** by Mr. Macrae, seconded by Mr. Smith and carried, the BIFAC unanimously approved the recommendations to:

1. Approve the execution of the binding MOU between Toronto Community Housing Corporation and MABELLEarts as set out in Attachment 1 to Report BIFAC:2021-35;
2. Approve the execution of a lease of part of Mabelle Park for the clubhouse and an operating agreement for the balance of the park to MABELLEarts, each with a term of

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twenty years and otherwise substantially on the terms set out in the MOU or as agreed to by Toronto Community Housing Corporation; and

3. Authorize the Vice President of Facilities Management, or his designate, to take all actions and execute all necessary documents or agreements, on behalf of Toronto Community Housing Corporation, to implement the above recommendations.

**TERMINATION**

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The public meeting terminated at 4:35 p.m.

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Secretary

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Chair, Building Investment,  
Finance & Audit Committee