

Report HDR-SS-09-16

To: Chair Burley and Members of the Social Services Committee
From: Anne Marie Shaw, Director of Housing
Meeting Date: July 13, 2016
Subject: **Technical Supervisor Position**
Status: Recommendation adopted by Committee as presented per Resolution SSC58-16; Endorsed by County Council August 2, 2016 per Resolution CC97-16;

Recommendation(s)

WHEREAS the Province and the Federal Government have committed funding for capital repairs and building of affordable housing through the Social Infrastructure Fund (SIF) as part of the Investment in Affordable Housing (IAH) Program and the Social Housing Improvement Program (SHIP);

AND WHEREAS Grey County Housing requires a Technical Supervisor to assist with the regeneration of Grey County Housing units and other corporate capital projects;

NOW THEREFORE BE IT RESOLVED THAT report HDR-SS-09-16 Technical Supervisor Position be received;

AND THAT Grey County Housing be authorized to hire for a Technical Supervisor.

Background

Recently the Housing Department underwent restructuring in order to better meet the demands of increasingly complex tenant needs and maintaining aging infrastructure. The department now has two distinct areas: Tenant Services and Building Services with staff in each area using specific and enhanced skills.

Currently the Building Services Section has one Maintenance Supervisor and one Technical Supervisor responsible for all maintenance work, supervision of ten custodians,

maintenance and upgrade of a life safety systems, capital projects, asset management, and energy management for 888 units in 25 separate sites around the County.

In addition Grey County was notified on June 22, 2016 that the Ministry of Housing (MHO) and the Federal Government have committed funding for capital repairs and building of affordable housing through the Social Infrastructure Program (SIF) as part of the Investment in Affordable Housing (IAH) Program and the Social Housing Improvement Program (SHIP). Funding allocations for year one and year two have been released, years three to six are to be released at a later date. Funds received for 2016 are to be committed by the end of this fiscal year. As a result of these new opportunities and to address the current backlog of work within the Building Services section, there is an urgent need for an additional Technical Supervisor. There are administration dollars available through this program to assist in funding the Technical Supervisor position.

The recommendation for an additional staff resource was made after considering the costs versus the opportunity for future operating and capital savings in three key areas.

- Preservation of the existing housing stock through a formal preventative maintenance program
- Enhanced asset management, utilization of new capital funding, implementation of an energy efficiency program and the regeneration of 172 Family units
- Providing assistance corporately with capital projects and project specifications for other departments within the County reducing the need for outside assistance including technical assistance with the new build and renovation of the administration building

Preserve the Existing Housing Stock

The existing stock requires a formal preventative maintenance program, assistance to keep up with regular maintenance and move in and move out preparation. The housing portfolio has 25 sites and 172 family units. During the last five years there has been an average of 110 move outs a year. The move outs are more complex due to the age and condition of the units at move out. Currently one staff coordinates the move in/out process, general building and life safety systems maintenance and preventative maintenance. The Technical Supervisor would assist in implementing a formal preventative maintenance program to extend the life of the buildings and equipment

Asset Management

Beginning in the fall of 2016 Housing Services will initiate a regeneration project for Grey County family units. The first phase will focus on the 40 units at Westmount Street in Owen Sound. The units are at the end of their lifespan and would require more than \$2 million in capital repair funding in the next six years to remain rental units. The regeneration project

will explore possible changes to all or some of the 40 units. The Province is changing legislation in 2017 to allow an easier process to leverage assets and allow options for replacing the units. The proposed amendments allow service managers to introduce income-mixing into the housing portfolio and provide more flexibility in the allocation of rent geared to income subsidies.

As part of our agreement with the Province if a rent geared to income unit is removed from Grey County stock it must be replaced. However, there is an opportunity using IAH and SHIP funding to assist non-profits to work with Grey County in building mixed income, energy efficient housing to replace older stock and repair existing stock. A report will be brought to committee this fall to outline options and opportunities. The Technical Services Supervisor and Director would be responsible for this process.

Corporate Technical Services

Currently there are a number of departments within the County in need of assistance with building and facility related capital projects and project specifications for tendering. An additional Technical Supervisor would act as an in house resource for other departments to access for help with completing capital projects. This position would also be available to provide technical assistance during the addition and renovation of the administration building.

Financial / Staffing / Legal / Information Technology

Considerations

Available Funding:

Funding Social Infrastructure Fund:	2016	\$1,043,800
	2017	\$ 754,500
	2018-2022	funding yet to be released

Social Housing Improvement Program	2016	\$1,226,200
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The above funding includes \$151,225 in administration funding for 2016 to March 2018. The SIF program is for six years and the remaining years of funding have not been determined by the Province at this time. Housing has \$13,700 available in salary in an on-going basis due to a staff now working four days from five days.

Annual Cost of full time Technical Supervisor: \$85,800 inclusive of benefits

Link to Strategic Goals / Priorities

Goal 1.6 of the Corporate Strategic Plan. The goal identifies the importance of accelerating Council's commitment to lifecycle planning for the long term investment of county owned capital assets.

Respectfully submitted by,

Anne Marie Shaw
Director of Housing