

To: Warden and Members of County Council

From: Manager of Housing Development

Affordable Housing Project at 738 Parkinson Road, Woodstock

RECOMMENDATIONS

1. That County Council award a construction contract to Becc Construction Inc., in the amount of \$1,453,000 (excl. HST) for the development of an 8 unit affordable housing project on County owned lands located at 738 Parkinson Road, Woodstock;
2. And further, that in addition to the \$1,122,834 Social Services Relief Fund allocation approved by Council under Report No. HS 2021-04, County Council authorize an allocation of up to \$391,267 from the Canada-Ontario Community Housing Initiative (COCHI) and \$37,199 from the Affordable Housing Reserve, to support the development of the multi-residential affordable housing project;
3. And further, that County Council authorize the Director of Human Services and the Chief Administrative Officer to execute a Municipal Housing Facilities Agreement and all other necessary documents related to the proposed affordable housing development at 738 Parkinson Road, Woodstock.

REPORT HIGHLIGHTS

- The purpose of this report is to obtain Council's approval to award a contract for the development of an 8-unit affordable housing project on County owned lands located at 738 Parkinson Road, Woodstock, in accordance with the County Purchasing Policy.
- Staff are also seeking Council's approval to allocate up to \$391,267 from the Canada-Ontario Community Housing Initiative (COCHI) and \$36,199 from the Affordable Housing Reserve, to support the proposed affordable housing project.
- This proposal will maximize available funding and address the ongoing housing crises in the County.

Implementation Points

Upon Council's approval, a construction contract will be executed with Becc Construction. In addition, staff will arrange for the execution of a Municipal Housing Facilities Agreement.

Financial Impact

On February 10, 2021 (Report No. HS 2021-04) Council approved the allocation of up to \$1,122,834 from the Social Service Relief Fund (SSRF) in support of the proposed project.

In light of estimated project cost, Staff are also proposing to allocate up to \$391,267 from the Canada-Ontario Community Housing Initiative (COCHI) and \$36,199 from the Affordable Housing Reserve.

Subject to Council's approval of the recommendations contained in this report, the 2021 year-end forecast for the Affordable Housing reserve is approximately \$3.1 million. As required by the Province, SSRF and COCHI funds will be secured on title as a second mortgage, in favour of the Province.

The total project costs and funding are summarized in the table below:







Total Funding		Total Project Costs	
Funding Description	Amount	Cost Description	Amount
2021 Approved SSRF Funding (Report No. HS 2020-04)	\$1,122,834	Construction Contract Cost	\$1,453,000
COCHI – Year 3	\$391,267	Non-Refundable HST (1.76%)	\$25,600
Affordable Housing Reserve	\$37,199	Other project related costs (5%)	\$72,700
Total Funding	\$1,551,300	Total Costs	\$1,551,300

Communications

This report deals with funding allocations from the Provincial government, as well as development on an existing County owned property. In light of this, details of this report have been shared with the Ministry of Municipal Affairs and Housing (MMAH), City of Woodstock and County staff (Planning/Public Works).

Staff will also inform the existing tenants on the property of the proposed development and work with the successful proponent to ensure minimal disturbance.

Strategic Plan (2020-2022)

					
WORKS WELL TOGETHER	WELL CONNECTED	SHAPES THE FUTURE	INFORMS & ENGAGES	PERFORMS & DELIVERS	POSITIVE IMPACT
1.i. 1.ii.		3.iii.			

DISCUSSION

Background

On February 10, 2021 (Report No. HS 2021-04) Council approved the allocation of up to \$1,122,834 from the Social Service Relief Fund (SSRF) in support of the proposed affordable housing project. By way of background, the Province released the SSRF in March 2020 for the purpose of supporting the communities most vulnerable, including people who are homeless or at-risk of becoming homeless as a result of COVID-19. This funding is intended to mitigate the ongoing risk for vulnerable people through the implementation of long-term housing solutions and enhanced rental assistance.

In support of the proposal, Staff issued RFP HS 2021-01 with the following general requirements:

- Project completion by December 2021;
- Compliance with applicable zoning provisions, including parking;
- Adequate Project Team experience;
- Units must be bachelor or one-bedroom, no larger than 400 ft²;
- Accessibility standards shall be met in accordance with the Accessibility for Ontarians with Disabilities Act; and,
- Costing shall be appropriate and in keeping with the development proposed.

The RFP closed on March 19, 2021 and a total of two qualified proposals were received from ANC Construction/Fortis and Becc Construction.

In light of the costing that was submitted, staff are also proposing to allocate up to \$391,267 from the Canada-Ontario Community Housing Initiative (COCHI), and \$36,199 from the Affordable Housing Reserve, to facilitate the project. For Council's information, COCHI is a Federal/Provincial funding program that is available to Service Managers for the purpose of revitalizing or constructing social housing. In combination with the noted funding from the SSRF, a total of \$1,551,300 is proposed to support the proposed project.

As shown on Attachment 1, the County owned lands are located on the south side of Parkinson Road, east of Powell Street. The lands comprise approximately 0.77 ha (1.9 ac) and are currently occupied by an existing 36 unit affordable apartment building (geared to adults). The proposed development will be located in northeast corner of the property, which is currently vacant.

Comments

In accordance with the County Purchasing Policy, an RFP was issued and two proposals were received. The following table provides a summary of the proposals that were submitted:

Contractor/Builder	Number of Units	Number of Storey's	Unit Types	Unit Size	Bid Amount (excl. HST)
1. ANC/Fortis	8	1	8 – One Bedroom Units (including 1 accessible)	330 ft ²	\$1,920,000 (\$240,000/unit)
2. Becc Construction Inc.	8	2	8 – Bachelor Units – (including 2 accessible)	300 ft ²	\$1,453,000 (\$181,625/unit)

*Note: Concept drawings of each proposal are provided in Attachment 2.

Staff evaluated each proposal with focus on zoning compliance, design, proponent experience/qualifications, accessibility, use of local trades, and overall cost.

Based on this review, staff are recommending that the contract be awarded to Becc Construction. Becc Construction is proposing a two-storey modular building with 8 bachelor units, each comprising 300 ft². Each unit will contain a private washer/dryer, full kitchen, bathroom, and bedroom space with a dividing wall for privacy. In terms of review criteria, Becc Construction has extensive development experience, the proposal is in keeping with relevant zone provisions, and required timelines are expected to be met.

In accordance with the proponent's submission, the following timeline is anticipated:

No.	Activity	Dates
1.	Contract Signed	April 2021
2.	Site Plan Approval	May 2021
3.	Permit Approval	June 2021
4.	Construction start	June 2021
5.	Substantial completion	October 2021
6.	Occupancy	November 2021

Based on the proposed occupancy date, this timeline is in keeping with Provincial funding requirements.

It is recognized that the site will temporarily be disrupted during the construction process. In light of this, staff will work with the successful proponent to ensure minimal disturbance to the existing tenants on the property. A letter will also be issued to ensure tenants are aware of the proposed development.

It should be noted that the proposed units will contribute to the County's existing social housing portfolio, providing affordable units for adults.

The proposal was preliminary reviewed by Planning, Public Works and City staff, and it is anticipated that the development will be constructed in accordance with applicable zone provisions. Prior to construction, the proponent will obtain site plan approval from the City.

Conclusions

The need to develop additional affordable rental housing is identified as a goal in the Oxford County Strategic Plan, County Official Plan, Future Oxford Community Sustainability Plan, County's 10 Year Shelter Plan and the Zero Poverty Action Plan.

The proposed project will have a positive impact on the community and will assist to address the housing crisis in the County.

SIGNATURES

Report Author:

Original Signed By:

Rebecca Smith, MCIP, RPP
Manager of Housing Development

Approved for submission:

Original Signed By:

Michael Duben, B.A., LL.B.
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – Aerial Map - 738 Parkinson Road, April 14, 2021

Attachment 2 – Concept Drawings - 738 Parkinson Road, April 14, 2021