



Social Services and Housing Committee Agenda

Thursday, March 2, 2017
Council Chambers
County Administration Centre, Walkerton

1. Declaration of Pecuniary Interest
2. Information Item
 - A. Social Infrastructure Fund - New Rental Housing, Expression of Interest (attached)
 - B. Bruce County Community Housing Registry Waitlist Update - Q4 2016 (attached)
3. Next Meeting

April 6, 2017
4. Adjournment



Committee Report

To: Warden Mitch Twolan
Members of the Social Services and Housing Committee

From: Christine MacDonald
Director of Social Services and Housing

Date: March 2, 2017

Re: Social Infrastructure Fund - New Rental Housing, Expression of Interest

RECOMMENDATION:

That the attached Expression of Interest (EOI) for New Rental Housing, funded through the Social Infrastructure Fund (SIF) be received for information.

BACKGROUND:

The County of Bruce created a Long Term Housing Strategy for 2013-2023 with the goal to address the housing need of our residents. To support our vision of appropriate, affordable, diverse and supportive housing choices for all residents we adopted a target of creating 445 affordable housing units.

The County of Bruce has allocated \$477,185 of the SIF budget for New Rental Housing for 2017/2018. A Provincial priority for the SIF funding is senior's housing. Therefore at least \$170,000 of this funding must be used to develop senior's housing. This may include supportive housing.

The attached EOI calls for the development of affordable housing to help ensure sustainable housing to vulnerable members of our community. Affordable housing with support services leads to better health outcomes for seniors and person with disabilities including those living with mental illness or addiction issues who are homeless or at risk of homelessness.

Building on the LTHS 2013-2023 and the SIF Rental Housing objectives the County wants to create an environment in which community providers and the private sector are willing and able to build affordable housing for people with a range of housing needs that are not being met in the current market.

FINANCIAL/STAFFING/LEGAL CONSIDERATIONS:

Considerable staff time will be required to disseminate and coordinate the EOI but will be absorbed within the existing operating budget. It will be necessary for staff to work with the county solicitor to manage the EOI and the required agreements. The legal costs have been included in the 2017 operating budget within the SIF Program.



IT CONSIDERATIONS:

There are no IT considerations associated with this report.

INTERDEPARTMENTAL CONSULTATION:

There has been no interdepartmental consultation related to this report. Housing staff will work with Planning and Development and Corporate Services to evaluate the EOI submissions. As well, Housing Services staff will work closely with Corporate Services to review funding and expenditures on a regular basis.

LINK TO STRATEGIC GOALS AND ELEMENTS:

Goal #3. Find creative new ways to engage our public

#5. Eliminate our own red tape

#6. Explore alternate options to improve efficiency and service

#7. Stimulate and reward innovation and economic development

Element #5. E - Focus on the internal and external customer/client needs first

#6. D - Coordinate working with other agencies

Written by: Tania Dickson, Housing Services Manager

Approved by:

Kelley Coulter
Chief Administrative Officer



Expression of Interest - EOI 2017-01 Affordable New Rental Housing

Dear Community Member:

1) Introduction

The County of Bruce created a Long-Term Housing Strategy (LTHS) 2013-2023 with the goal to address the housing needs of our residents. To support our vision of appropriate, affordable, diverse and supportive housing choices for all Bruce County residents, we have adopted a new housing target of creating 445 affordable housing units between 2013 & 2023. For more information on the LTHS 2013-2023, please visit the County's website at <http://www.brucecounty.on.ca/services-health/socialhousing.php>.

In the spring of 2016, the Ministry of Housing released their Long-Term Affordable Housing Strategy Update to support Ontario's transformation towards a better housing system with the vision:

Every person has an affordable, suitable and adequate home to provide the foundation to secure employment, raise a family and build strong communities.

Ontario's investments under the Strategy Update support better housing outcomes for the chronically homeless, Indigenous peoples, youth, seniors and people transitioning from provincially-funded institutions and services systems.

To help increase housing options for the targeted groups, on June 21, 2016 the Social Infrastructure Fund (SIF) was announced. The SIF is a joint initiative between the provincial and federal government. The 2016 SIF Program objectives support the outcomes of the provincial Long-Term Affordable Housing Strategy Update.

To be eligible for funding Bruce County as Service Manger developed a Program Delivery and Fiscal Plan (PDFP) to indicate specific components for funding. Service Managers were required to demonstrate how the plan will fund projects that target the following: seniors; person with disabilities, including adults with developmental disabilities; the four provincial prevention priorities - Indigenous persons, the chronically homeless, youth, and homelessness following transitions from provincially funded institutions and service systems; or projects which support transit corridor intensification and/or community hubs.

Bruce County's PDFP allocates \$477,185 to New Rental Housing for the 2017/2018 fiscal year. \$170,000 of this total must be directly related to senior's housing. This may include supportive housing.



Expression of Interest - EOI 2017-01 Affordable New Rental Housing

As per the terms and conditions of this call for EOIs for affordable rental housing, the County of Bruce now invites non-profit and private sector proponents to submit proposals for affordable rental developments that meet the objectives of the County's LTHS 2013-2023 and the 2016 SIF Guidelines.

2) Program Objectives

Building on the LTHS 2013-2023 and the 2016 SIF Rental Housing objectives the County wants to create an environment in which private or non-profit groups are willing to build affordable housing that does not involve direct County operating subsidies for people with a range of housing needs that are not being met in the current market. The County is seeking proposals that achieve as many of the following program objectives as possible:

- i) Projects that can start construction before December 31, 2017;
- ii) Properties that are zoned for the intended use of the proposed project;
- iii) Only purpose - built housing (including new construction, conversion or vacant buildings) will be permitted under the EOI. Condominium and Life Lease registration are not eligible;
- iv) Projects that include utilities as part of the basic monthly rental charge;
- v) Encourage partnerships between the private sector and non-profit organizations;
- vi) Projects that offer rents lower than 80% of the Average Market Rent;
- vii) To create a range of housing supports in either new or existing developments that provide support to allow families and individuals to live independently;
- viii) To create affordable and supportive housing that addresses economic, environmental, and community sustainability; and
- ix) To build energy efficient and well-designed housing that delivers adequate unit sizes and provides for overall visitability.

3) Eligibility

The following proponent types will be considered: private sector, non-profit, co-operative, charitable corporation, and private/non-profit partnership.

Proposed housing developments can include new construction, acquisition and rehabilitation of projects that are at risk of being lost to the rental stock, and conversion of non-residential buildings to rental buildings.

Units must be modest in size and amenities relative to other housing in the community. Units are expected to be self-contained unless a rationale is provided. Proponents who wish to develop congregate living buildings (rooms with shared living spaces) for supportive housing may be eligible



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Expression of Interest - EOI 2017-01 Affordable New Rental Housing

Proponents must own or have an accepted offer to purchase the property that they are submitting the EOI on. The required zoning must be in place and the proponent must be able to have all municipal approvals in place to be in a position to apply for a building permit and start construction by December 31, 2017.

Proponents must demonstrate experience and expertise in project development, residential construction and property management and must be in compliance with previous program requirements as appropriate.

The Province of Ontario has indicated that a key program objective of the 2016 SIF program is to promote and support the use of apprentices and the training of skilled labour. Successful proponents would be required to incorporate this element into the contractor selection process. The County of Bruce is required to report on the initiatives/activities used to promote or support apprentices, the number of apprentices employed in each project, and the type of trade the apprentices are training in. Successful proponents must ensure that all contractors and sub-contractors hired actively implement initiatives/activities to promote or support apprentices and submit associated reporting as required.

EOI submissions should be designed to achieve a maximum number of program objectives identified in Section 2 and preferences in Section 4. Proponents that have acquired land or are otherwise in the advanced stages of project development will also be given priority consideration. The County of Bruce reserves the right to prioritize projects on the bases of the amount of public investment required and the degree to which a project achieves the program objectives and preferences.

A successful proponent will be required to enter into an agreement with the County of Bruce for a minimum of 20 years, or as otherwise prescribe, to ensure that affordability goals are met and properties are well maintained. The County of Bruce and/or the Province of Ontario reserve the right to include such additional terms and conditions governing the provision of assistance to a proponent as may be required.

Projects that are not eligible include:

- Secondary Suites in owner-occupied housing
- Nursing and retirement homes
- Social housing projects/units that receive ongoing federal and/or provincial subsidies (e.g. demolition and replacement of existing social housing units)
- Shelters and crisis care facilities
- Owner-occupied housing
- Student residence



Expression of Interest - EOI 2017-01 Affordable New Rental Housing

4) Preferences

As there are limited funds available the County under the 2016 SIF, preference will be given to proposals from experienced housing providers that can deliver units with the 2016 SIF timeframes that address local housing needs and will provide optimal benefit for dollars spent. Preferences will be given to proponents that:

- Are proposing small to mid-sized developments (proposals over 30 units should include a mix of market rent units that would not receive SIF capital funding);
- Involve partnerships with other organizations that address broader community interests and social development (e.g. incorporates space for community programs, incorporate youth employment opportunities during construction etc.);
- Will provide supportive housing and have funding in place to provide support to the intended target client group;
- Achieve the Affordability Targets in Section 5 with a per unit funding allocation at considerably less than the maximum allocation eligible;
- Have a long-term plan to have units remain on the market as affordable housing beyond the term of the 20-year contribution agreement;
- Propose one-bedroom units for seniors;
- Have an occupancy plan in place to ensure that units will be occupied in a timely manner.

5) Affordability Targets

For the purpose of this call for EOIs, affordable housing is defined as housing facilities in which the average rent for each unit, inclusive of utilities, is 80% or less of the most recently released average market rent (AMR) levels published by Canada Mortgage and Housing Corporation (CMHC) for the County of Bruce.

The average household income in Bruce County is almost \$10,000 less than the provincial average and the incidence of low income is significant. With rental prices increasing in most areas and the supply of affordable rental stock decreasing, there are clear impacts on rental affordability and the waiting list for social housing. Social assistance (OW & ODSP) shelter allowance rates, which are less than affordable rents, as well as the increasing cost of utilities also contribute to housing affordability challenges and the increasing number of individuals who are at risk of homelessness.

There are a number of inter-related trends that are currently influencing the housing market in Bruce County. At the same time, the concentration and limited diversity of the housing stock and the maintenance requirements of aging dwellings are factors influencing supply. Concerns also persist regarding the lack of affordable housing, the increasing cost of utilities, and limited support services throughout Bruce County. As such, a priority of the new SIF program is to create units affordable to



**Expression of Interest - EOI 2017-01
Affordable New Rental Housing**

the lowest income households in the County by targeting new units created to be at 80% of the CMHC AMR or lower.

For those households whose primary income source is ODSP, minimum or low wage or seniors on fixed income, rents at 60% of the CMHC AMR are generally considered within their means.

Bruce County's most recently approved AMR are below¹.

Unit Type	Kincardine & Saugeen Shores			
	Average Market Rent	80% of AMR	60% of AMR	Maximum Household Limit
1 bedroom	\$733	\$586	\$439	\$31,000
2 bedroom	\$961	\$768	\$576	\$37,500
3 bedroom	\$1076	\$860	\$645	\$43,000
4 bedroom	\$1299	\$1039	\$779	\$51,500

Unit Type	Arran-Elderslie, Brockton, Huron-Kinloss, Norther Bruce Peninsula, South Bruce, South Bruce Peninsula			
	Average Market Rent	80% of AMR	60% of AMR	Maximum Household Limit
1 bedroom	\$619	\$495	\$371	\$31,000
2 bedroom	\$736	\$588	\$441	\$37,500
3 bedroom	\$931	\$744	\$558	\$43,000
4 bedroom	\$1189	\$951	\$713	\$51,500

6) Seniors and Supportive Housing

In the LTHS 2013-2023, Bruce County recognized that the seniors population continues to grow faster than other groups. The population in Bruce County is aging and there is an influx of retirees moving into the area. Seniors have specific affordability, accessibility and support needs that are not adequately addressed in the current housing stock. Proponents must indicate how their development will specifically target the senior population.

Supportive housing is also a priority in Bruce County. Supportive housing provides long-term housing stability by offering staff and/or services to allow families and individuals to live independently. Support services may be provided by the proponent or through an agreement with an outside agency.

¹ AMR are subject to change



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The provision of supports along with a stable, affordable home increases quality of live for households requiring such supports and provides more stability than emergency or institutional settings.

Funding through this call for EOIs is only available to cover capital costs

Proposals that include a supportive housing component must indicate the source and amount of ongoing support funding and provide written confirmation from the funding agency with the proposal. Supportive housing proponents must also provide details on the support services and staffing levels to be provided as well as provide a separate operating budget for the support services indicating that the provision of support services is financially viable on its own.

7) Planning & Design Requirements

Preference will be given to EOIs that integrate good design elements, demonstrate enhance energy efficiency and accessibility features, and meet the County’s planning objectives and design guidelines, in addition to basic site-specific development requirements. The proponent should consult with the County of Bruce Planning and Development Department prior to submitting their EOI. The successful proponent will be responsible for completing and obtaining all necessary development approvals in a timely manner and will be expected to work collaboratively with County staff to achieve design excellence and true community integration.

The following table describes the maximum unit size requirements for new construction projects and should be considered as a target for conversions and vacant buildings to be reviewed in evaluating the EOI submissions:

Unit Type	Unit Size			
	1 bedroom	2 bedroom	3 bedroom	4 bedroom
APARTMENT				
Square feet	650 ft ²	850 ft ²	1,000 ft ²	1,200 ft ²
Square metres	60.4 m ²	79.0 m ²	92.9 m ²	111.5 m ²
TOWNHOUSE				
Square feet	700 ft ²	900 ft ²	1,300 ft ²	1,500 ft ²
Square metres	65.0 m ²	83.6 m ²	120.2 m ²	120.8 m ²

Funding Assistance

Capital funding assistance provided through the SIF program will be tailored to meet specific project conditions. Project funding will be structured as forgivable loan with a minimum 20 year term.



Expression of Interest - EOI 2017-01 Affordable New Rental Housing

The SIF program will fund up to 75% of the total capital cost per unit or \$150,000 per unit, whichever is less. Total capital costs include land, financing, hard construction and soft costs but less any HST rebates.

Funding under the SIF program will be advanced in stages during construction based on achieving predetermined milestones.

Projects that include capital or operating funding from other government agencies or other sources are expected to have this funding confirmed prior to a proposal receiving final commitment.

8) Expressions of Interest - Required Content

EOIs must be no longer than 15 pages (excluding supporting documentation included in the appendices) and must include the following information:

- Proposal and proponent details: lead contact and contact information, proponent background and expertise in developing and managing affordable rental housing, how the proponent's project will help create sustainable, affordable housing;
- Project concept: building and unit size and type, design considerations and rationale in relation to the client target group, building standards that will exceed the norm as defined by the current Ontario Building Code, energy efficiency provisions, accessibility and plan to incorporate and report on apprentices;
- Partnerships (other agencies, other programing funding, include letters of participation from partners);
- Full capital and operating budgets;
- Proponent equity (funding, property, etc.);
- Feasibility analysis and potential benefits and risk;
- Financial commitment (projected rate and term of mortgage financing);
- Project readiness (implementation plan and schedule, development timeline for site plan approval, building permit approval, estimated start of construction and occupancy in terms of weeks or months to complete);
- Proposal details; rationale, how the proposed project will help create sustainable, affordable housing, target client group(s), property management details;
- Description of professional team and proposed role in this project; financial, legal, consulting, architectural services, etc. (include letter of participation from partners);
- Three references with contact information (proponents must be incorporated and a copy of the incorporation documents must be provided);
- References to any past projects, if available, particularly those that demonstrate the ability of the proponent to create new affordable housing;



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Expression of Interest - EOI 2017-01 Affordable New Rental Housing

- Site details and readiness; ownership status, site location and description, surrounding uses and proximity to services and amenities, potential environmental/contamination issues, official plan designation, current zoning, status of site plan approval and building permit, and any municipal approvals required;
- Proof of proponent equity contribution (funding, property, in-kind etc.);
- Proposed rents and amount for extra charges (e.g. parking) in relation to the Affordability Targets referencing in this call for EOIs (if any utilities are to be paid by the tenants, the proponent must propose rent reductions and rationale for amount of adjustment);
- Mortgage financing details; expected amount, interest rate and amortization, and letter from lender indicating interest or commitment in financing the project (commitment can be conditional on obtaining program funding);
- Development schedule (include an implementation plan and schedule, estimating the key milestone dates, as applicable, for site acquisition, site plan approval, construction start and occupancy); and
- Supportive housing details. Client target group need, supportive services to be provided, written confirmation of supportive funding and supportive service operation budget.

9) Submission, Review and Selection Process

Proponents are required to submit one (1) signed original and three (3) copies of the EOI including one (1) copy of the building and floor plan, in a sealed envelope clearly identified as **Expression of Interest, Affordable New Rental Housing in Bruce County (EOI 2017-01)** no later than **12:00 (noon) on April 10, 2017** at the following location:

Tania Dickson, Housing Services Manager
Corporation of the County of Bruce
Housing Services Division
325 Lambton St.
Kincardine, ON

Submitted Eois will be evaluated based on how well submissions meet the preferences and program objectives.



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**Expression of Interest - EOI 2017-01
Affordable New Rental Housing**

County of Bruce EOI - Scorecard							
Proposal Name: Proposal Number: Developer:				Rated by: Date:			
Factor	Weight (100)	Enter Value in Appropriate Column					Weighted Total
		Poor (0.3)	Marginal (0.5)	Fair (0.7)	Good (0.9)	Excellent (1.0)	
1. Compliance with EOI	10						
2. Supportive Housing Component Included	20						
3. Senior Population Targeted	20						
4. Identification of Community Partners	10						
5. Unit Affordability	20						
6. Energy Efficiency & Design	10						
7. Quality of EOI	10						
TOTALS	100						

Submitted EOIs will be evaluated by a Review Team consisting of County staff. After reviewing the submissions, the County may request more details including a capital and operating budget and/or proponents may be required to attend an interview with the Review Team.

County Council approval will be sought on all projects that meet community need and are viable. The projects are then submitted to the Ministry of Housing for funding approval.

Bruce County reserves the right to reject or decline any or all proposals submitted in response to this request for Expressions of Interest.



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Expression of Interest - EOI 2017-01 Affordable New Rental Housing

County staff will work with recommended proponents to advance priority projects to a stage where they are construction ready at which time staff will forward priority projects to the Province of Ontario for consideration for SIF funding. Projects that receive approval from the Province of Ontario, if any, will receive a conditional letter of commitment and must be able to start construction within 90 days of signing a contribution agreement with the county of Bruce. Successful proponents will be required to submit interim and project status reports tied to the completion of key project thresholds and any associated milestones.

Dispute Resolution Clause

If a dispute arises out of, or in connection with this EOI, the parties agree to meet to pursue resolution through negotiation or other appropriate dispute resolution processes before resorting to litigation.

Those submitting EOIs may direct their inquiries in writing to the attention of:

Tania Dickson, Housing Services Manager
Email: tdickson@brucecounty.on.ca

On behalf of Bruce County, we thank you for your interest.



Committee Report

To: Warden Mitch Twolan
Members of the Social Services and Housing Committee

From: Christine MacDonald
Director of Social Services and Housing

Date: March 2, 2017

Re: Bruce County Community Housing Registry Waitlist Update - Q4 2016

RECOMMENDATION:

That the Bruce County Community Housing Registry Waitlist Update be accepted as information.

BACKGROUND:

The Bruce County Community Housing Registry waitlist for the period ending December 31, 2016 is attached. Currently there are 365 applicants on the waitlist; 333 rent-geared-to-income (RGI), 32 market rent applications. There are 69 families, 168 adults, and 128 senior applications on the waitlist.

There have been 163 applicants housed between January and December 2016.

Below is a year to year comparison between 2015 and 2016

	As at December 31, 2015	As at December 31, 2016
Number of applicants	306	365
RGI applicants	279	333
Market applicants	27	32
Families	61	69
Adults	139	168
Senior	106	128

High waitlist areas continue to be Saugeen Shores, Kincardine, Brockton, and South Bruce Peninsula.

FINANCIAL/STAFFING/LEGAL/IT CONSIDERATIONS:

There are no financial, staffing, legal or IT considerations associated with this report.

INTERDEPARTMENTAL CONSULTATION:

No interdepartmental consultations have occurred related to this initiative.

LINK TO STRATEGIC GOALS AND ELEMENTS:

Although there is no specific link to the Strategic Goals and Elements the coordinated management of the Bruce county Community Housing Registry and the placement of households is in keeping with our strategic values of efficient, coordinated governance and a high quality of life for all residents.



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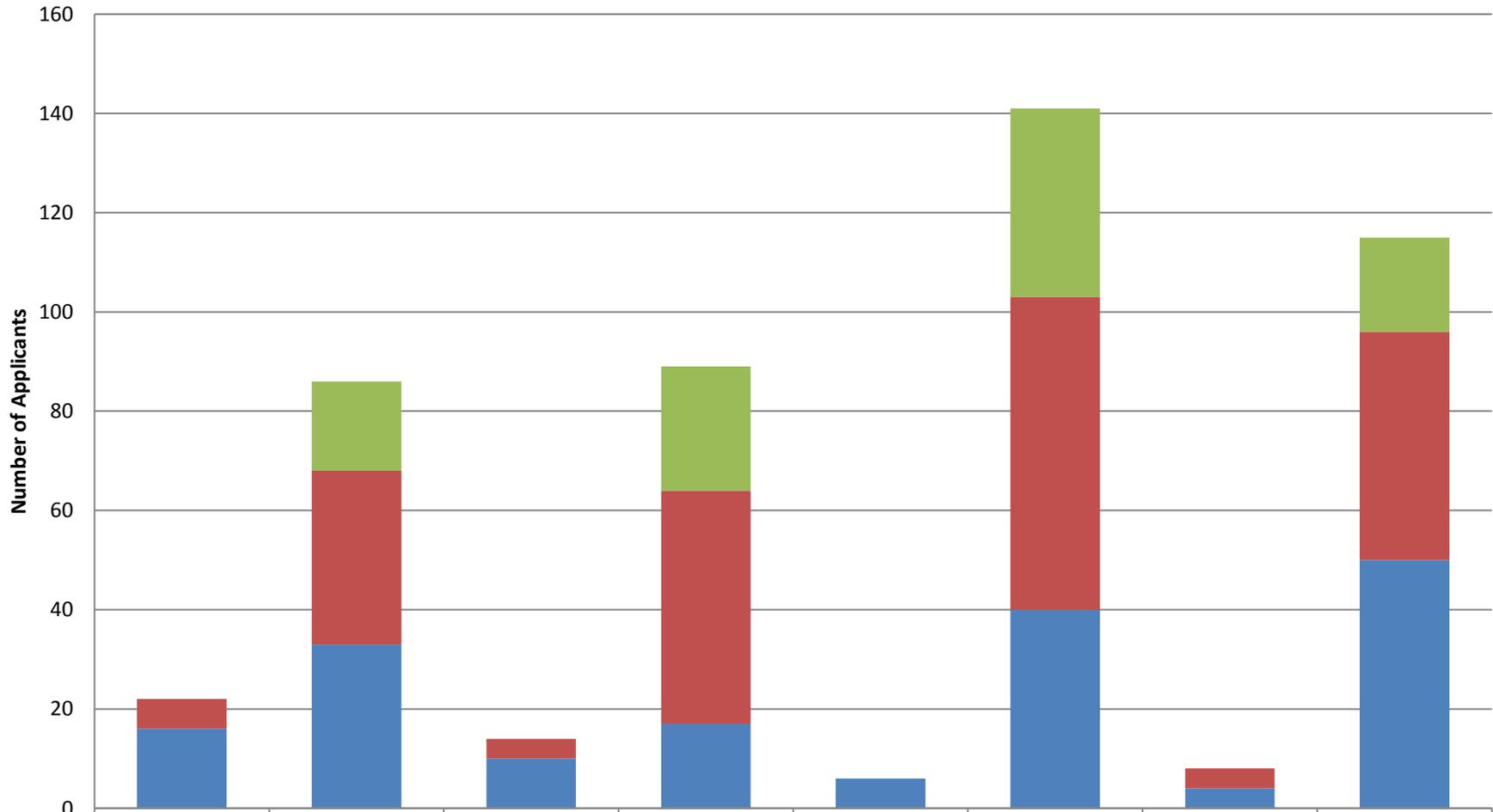
Written by: Tania Dickson, Housing Services Manager

Approved by:

A handwritten signature in black ink, appearing to read 'Kelley Coulter', written in a cursive style.

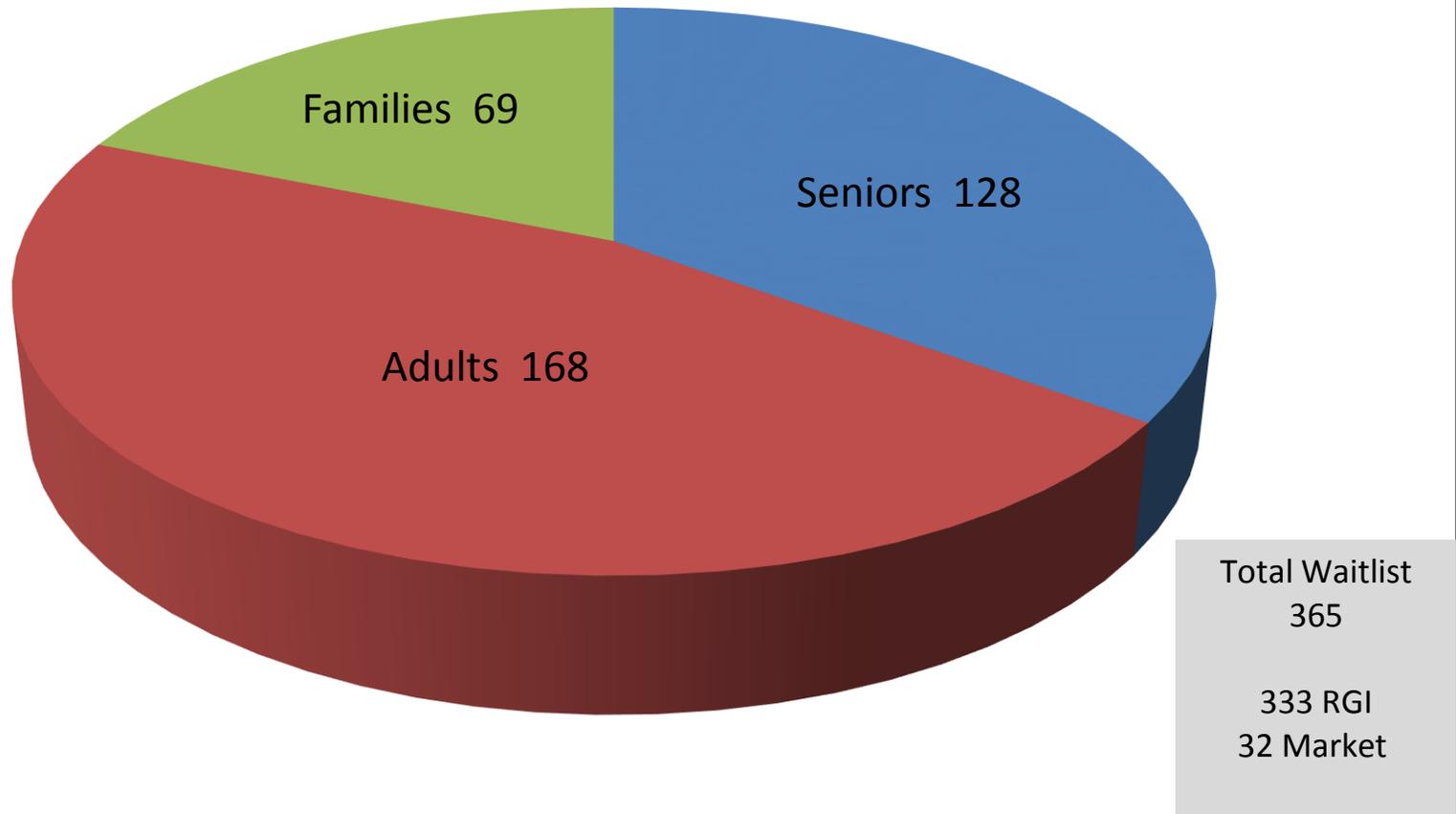
Kelley Coulter
Chief Administrative Officer

Registry Breakdown by Applicant Type and Municipality (December 2016)



	Arran-Elderslie	Brockton	Huron-Kinloss	Kincardine	N B Peninsula	Saugeen Shores	South Bruce	S B Pensinsula
Family		18		25		38		19
Adult	6	35	4	47		63	4	46
Senior	16	33	10	17	6	40	4	50
Total	22	86	14	89	6	141	8	115

Bruce County Community Housing Registry Waitlist Application Breakdown (December 2016)



BRUCE COUNTY COMMUNITY HOUSING REGISTRY

December 2016

COMMUNITY	1 bd	2 bd	3 bd	4 bd	RGI	MARKET	VACANCIES
ARRAN-ELDERSLIE							
Chesley – 15 senior units	6				6		
-22 adult units	5				5		
Paisley – 12 senior units	6	3			7	2	
Tara – 18 senior units	6	3			3	6	
BROCKTON							
Walkerton -42 senior units	26	10			25	11	
-30 adult units	35				35		
30 family units		12	5	3	20		
Huron-Kinloss							
Lucknow – 20 senior units	6	3			6	3	
- 38 adult units	3				3		
Ripley – 26 adult units	2				1	1	
Kincardine							
-69 senior units	13				4	9	
-38 adult units	47				48	1	
-20 family units		22	1		23		
Russell Meadows -35 integrated	31	16	0	1	48		3 bedroom
North Bruce Peninsula							
Tobermory – 14 senior units	5	6				11	1 bedroom
Lions Head-21 senior units	0				0		
SAUGEEN SHORES							
Port Elgin – 21 senior units	22				21	1	
-32 adult units	63				63		
-8 family units			10		10		
Elgin Place West -45 Intergrated	63	30	11	6	102		
Affordable Housing -28 units	34	21				55	
Southampton-40 adult units	46				45	1	
SOUTH BRUCE							
Mildmay -14 adult units	4				3	1	
Teeswater-19 senior	3	1			3	1	
-12 adult units	4				4		
Formosa-25 senior units	0				0		1 bedroom
SOUTH BRUCE PENINSULA							
Warton – 52 senior units	30	25			30	25	
-30 adult units	34				34		
Family Rent Supplement (Miracle Place)	26	12	8		46		

TOTAL NUMBER OF APPLICATIONS –365 RGI –333 MARKET-32 SPP-6