



# **Sault Ste. Marie Housing Corporation**

District of Sault Ste. Marie Social Services Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie  
Zhawenimi-Anokiitaagewin

## **REGULAR MEETING AGENDA**

*Sault Ste. Marie Housing Corporation*

Thursday, June 25, 2024 at 12:00 PM

548 Albert Street, Sault Ste. Marie

### **1. CALL TO ORDER**

### **2. LAND ACKNOWLEDGEMENT**

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, the Historic Sault Ste. Marie Metis Council.

### **3. APPROVAL OF AGENDA**

#### **Resolution #24-052**

Moved By: A. Caputo

Seconded By: S. Spina

- 3.1 “**BE IT RESOLVED THAT** the Agenda for the **July 25, 2024** Sault Ste. Marie Housing Corporation Board meeting be approved as presented.”

### **4. DECLARATIONS OF PECUNIARY INTEREST**

### **5. APPROVAL OF PREVIOUS MINUTES / ACCOUNTS**

#### **Resolution #24-053**

Moved By: A. Caputo

Seconded By: S. Spina

- 5.1 “**BE IT RESOLVED THAT** the Minutes from the Sault Ste. Marie Housing

Corporation Board (SSMHC) meeting dated **June 20, 2024** be adopted as recorded.

## 6. MANAGERS REPORTS

### INFRASTRUCTURE

#### **Resolution #24-054**

Moved By: S. Spina

Seconded By: L. Vezeau-Allen

- 6.1 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) accept \$857,235 from the Sault Ste. Marie Social Services Administration Board (DSSMSSAB) from the 2024/25 Canada – Ontario Community Housing Initiative (COCHI) for capital needs,

**FURTHER BE IT RESOLVED THAT** the SSMHC accept \$377,700 from the DSSMSSAB from Ontario Priorities Housing Initiative (OPHI) for capital needs”.

#### **Resolution #24-055**

Moved By: A. Caputo

Seconded By: M. Bruni

- 6.2 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) award the *PTC 2024-01- 615 Bay St.* tender for Window & Balcony Enclosure Replacements to the lowest all-inclusive bid submitted by Ruscio Masonry & Construction Ltd. for \$2,763,801.60 (non-recoverable included) and fund the project as identified within the report”.

#### **Resolution #24-056**

Moved By: R. Caputo

Seconded By: L. Vezeau- Allen

- 6.3 **BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation (SSMHC) award *PTC 2024- 02 61 Wellington St. E. 4 Plex New Build* to the lowest bid; Ruscio Masonry and Construction for \$935,640.00 including HST as recommended by the procurement policy the tender award committee.”

## 7. NEW BUSINESS

**8. ADJOURNMENT**

**Resolution #24-057**

Moved By: S. Spina

Seconded By: L. Vezeau-Allen

**“BE IT RESOLVED THAT we do now adjourn”**



# **Sault Ste. Marie Housing Corporation**

District of Sault Ste. Marie Social Services Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie  
Zhawenimi-Anokiitaagewin

## ***REGULAR MEETING AGENDA***

*Sault Ste. Marie Housing Corporation*

Thursday, June 20, 2024 at 4:30 PM

548 Albert Street, Sault Ste. Marie

**Present:**     **Stephanie Hopkin via Zoom**  
                  **Lisa Vezeau-Allen**  
                  **Marchy Bruni**  
                  **Ron Zagordo via Zoom**  
                  **Enzo Palumbo**  
                  **Angela Caputo acting chair**  
                  **Sonny Spina**

**Mike Nadeau**  
**Miranda Scott**  
**Louie Bruni**  
**Tanya Ritter**  
**Joanne Pearson**  
**Pam Patteri**

- 1.     CALL TO ORDER at 4:32**
  
- 2.     LAND ACKNOWLEDGEMENT**

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation, the Historic Sault Ste. Marie Metis Council.

- 3.     APPROVAL OF AGENDA**

**Resolution #24-048**

Moved By: R. Zagordo

Seconded By: S. Spina

- 3.1 **“BE IT RESOLVED THAT** the Agenda for the **June 20, 2024** Sault Ste. Marie Housing Corporation Board meeting be approved as presented.”

CARRIED

#### **4. DECLARATIONS OF PECUNIARY INTEREST**

#### **5. APPROVAL OF PREVIOUS MINUTES / ACCOUNTS**

**Resolution #24-049**

Moved By: S. Spina

Seconded By: R. Zagordo

- 5.1 **“BE IT RESOLVED THAT** the Minutes from the Sault Ste. Marie Housing Corporation Board (SSMHC) meeting dated **May 23, 2024** be adopted as recorded.

CARRIED

#### **6. MANAGERS REPORTS**

**CEO**

**Resolution #24-050**

Moved By: E. Palumbo

Seconded By: L. Vezeau-Allen

- 6.1 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation Board approve the Audited Consolidated Financial Statements for the year ended December 31, 2023 as prepared by KPMG”.

CARRIED

#### **7. NEW BUSINESS**

#### **8. ADJOURNMENT**

**Resolution #24-051**

Moved By: M. Bruni

Seconded By: L. Vezeau-Allen

- 8.1 **“BE IT RESOLVED THAT** we do now adjourn”



**Social Services | Services Sociaux**  
**Zhawenimi-Anokiitaagewin**  
Sault Ste. Marie District

## **SAULT STE. MARIE HOUSING CORPORATION**

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### ***ADDENDUM AGENDA***

*SSMHC REGULAR BOARD MEETING*

*Thursday, June 20, 2024 at 4:30 PM*

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### **INFRASTRUCTURE**

#### **Resolution #24-052**

Moved By: E. Palumbo

Seconded By: M. Bruni

- 6.2 **“BE IT RESOLVED THAT** the Sault Ste. Marie Housing Corporation award the Request For Proposals to build an 11-unit affordable apartment building at 664 Second Line West to Ruscio Masonry and Construction Limited for upto \$5,182,145.00”.

CARRIED



**Social Services | Services Sociaux**  
**Zhawenimi-Anokiitaagewin**  
Sault Ste. Marie District

## **SAULT STE. MARIE HOUSING CORPORATION**

### **BOARD REPORT**

**AUTHOR:** Mike Nadeau

**DATE:** July 25, 2024

**RE:** Accepting Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI) from the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB)

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#### **RECOMMENDATION**

Be it Resolved that the Sault Ste. Marie Housing Corporation (SSMHC) accept \$857,235 from the Sault Ste. Marie Social Services Administration Board (DSSMSSAB) from the 2024/25 Canada – Ontario Community Housing Initiative (COCHI) for capital needs,

**Further Be It Resolved** that the SSMHC accept \$377,700 from the DSSMSSAB from Ontario Priorities Housing Initiative (OPHI) for capital needs.

#### **BACKGROUND INFORMATION**

Funding received under COCHI is intended to represent a re-investment of Federal funding that has been declining under the Canada-Ontario Social Housing Agreement. These funds provide an opportunity for Service Managers and community housing providers to address the challenges associated with the housing projects reaching the end of operating agreements and/or mortgage maturity.

The OPHI program is modelled after similar, previous affordable housing programs, with the most recent being the investment in Affordable Housing Program Extension (IAH-E). While the program is similar to the ending IAH-E, there are additional notable opportunities available to the Service Manager in this program, including the addition of a support services component and the eligibility of supporting community housing under Ontario Renovates.

#### **SUMMARY/OVERVIEW**

OPHI funding (\$377,700) awarded to the SSMHC is provided to upgrade windows and balconies at 615 Bay St. as the windows are 25 years old and in need of replacement.

COCHI funding for SSMHC is being provided for the following:

- \$380,000 towards the construction of a four-unit apartment building at 61 Wellington St. E.

- \$477,235 for 393 Dovercourt Drive to convert the electrical Make Up Air supply to a high efficiency unit. The make up air supply is original and in need of replacement. Additionally, replacement will also make the building's operating costs more efficient for many years.

### **STRATEGIC PLAN IMPACT**

The additional funds will align with the pillar of Organizational Excellence as the team works on new ideas and solutions to develop the properties.

### **FINANCIAL IMPLICATIONS**

There are no funding implications associated with accepting this funding.

### **CONCLUSION**

These funds will help SSMHC improve energy efficiencies to their buildings that will result in energy savings and lower operating costs. They will also contribute to adding four (4) new affordable single bedroom apartments in the community.

Respectfully submitted,



Mike Nadeau  
Chief Executive Officer





## **SAULT STE. MARIE HOUSING CORPORATION**

### **BOARD REPORT**

**AUTHOR:** Mike Nadeau

**DATE:** July 25, 2024

**RE:** PTC 2024-01- 615 Bay St. Window & Balcony Enclosure Replacement

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#### **RECOMMENDATION**

Be it Resolved that the Sault Ste. Marie Housing Corporation (SSMHC) award the *PTC 2024-01- 615 Bay St.* tender for Window & Balcony Enclosure Replacements to the lowest all-inclusive bid submitted by Ruscio Masonry & Construction Ltd. for \$2,763,801.60 (non-recoverable included) and fund the project as identified within the report.

#### **BACKGROUND INFORMATION**

The windows at 615 Bay Street are 25 years old. On February 15, 2024 management recommended that the windows and balcony enclosure be updated. The SSMHC board passed resolution and awarded the tender for architecture work to MGP Architects & Engineer Inc. to design and oversee the project on February 15, 2024 (#24-014). It was estimated that the costs to complete the project would be significant; therefore, the Director recommended to the board that this project be completed over two construction seasons (2024 and 2025).

It is recommended that funding for the project, in part, be provided by provincial OPHI funding. Posting the public tender was delayed due to the federal/provincial dispute that occurred specific to National Housing Strategy targets. In July management issued a public tender and requested bids for construction services to complete the work in accordance to the drawings and specifications for the tendered work related to the replacement of window and balcony enclosures at 615 Bay Street.

#### **SUMMARY/OVERVIEW**

The Scope of the work for RFP 2024-01 includes:

The contractor to complete the following work:

- **Removals:** All existing apartment unit windows, balcony screens, panels, frames and materials deemed insufficient or incompatible with new replacements.
- **Additions:** New windows. Approximately (274) windows in total, varying sizes New mesh and panel/rail/frame replacement to balconies. (130) total balconies
- **Phasing:** Project is to commence in the 2024 season and run concurrent into the following construction season.

The following tender submissions were received and opened as per the SSMHC purchasing policy:

RFP 2024-01 Summary of Submissions		
Bid	Submitted By	Proposal Submission Including Non- Recoverable Tax
1	Ruscio Masonry & Construction Ltd.	\$2,763,801.60
2	S&T Electrical Contractors Ltd.	\$2,783,137.71

Ruscio Masonry & Construction Ltd. has completed several large projects, most recently the Community Resource Center, for the SSMHC without issue.

**STRATEGIC PLAN IMPACT**

This RFP through to the construction process will impact the strategic plan in the area of Service Delivery.

**FINANCIAL IMPLICATIONS**

The financial construction cost of \$2,763,801.60 plus architectural fees of \$70,061.76 approved on resolution (#24-014) totaling \$2,833,863.20 has been allocated as outlined in the following chart:

Source	Amount	CMHC Cost Match	Total
SSMHC 2024 Capital Budget	840,000.00	360,000.00	1,200,000.00
2024/25 OPHI	358,815.00	153,777.86	512,592.86
SSMHC 2025 Capital Budget	784,889.24	336,381.10	1,121,270.34
<b>Grand Total</b>			<b>\$2,833,863.20</b>

**CONCLUSION**

Management has reviewed the scope work with MGP Architects & Engineer Inc. and the contractor to ensure all the requirements for the tender documents are being met. There are no outstanding issues preventing the awarding of PTC 2024-01 to Ruscio Masonry & Construction Ltd.

Respectfully submitted,



Mike Nadeau  
Chief Executive Officer



**Social Services | Services Sociaux**  
**Zhawenimi-Anokiitaagewin**  
Sault Ste. Marie District

## **SAULT STE. MARIE HOUSING CORPORATION**

### **BOARD REPORT**

**AUTHOR:** Mike Nadeau

**DATE:** July 25, 2024

**RE:** PTC 2024-02 61 Wellington St. E. 4 Plex New Build at 61 Wellington St. E.

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#### **RECOMMENDATION**

Be it Resolved that the Sault Ste. Marie Housing Corporation (SSMHC) award *PTC 2024- 02 61 Wellington St. E. 4 Plex New Build* to the lowest bid; Ruscio Masonry and Construction for \$935,640.00 including HST as recommended by the procurement policy the tender award committee.

#### **BACKGROUND INFORMATION**

On September 13, 2023 the SSMHC purchased the two vacant properties on Wellington/Abbott Street with the intention of building affordable housing on the parcel of land. The Housing Development team worked on the development of a 4-plex design that could occupy smaller parcels of property and also be easily modified for the construction of a duplex.

#### **SUMMARY/OVERVIEW**

COCHI funding is cost shared 75/25 (provincial/municipal). The DSSMSSAB previously allocated \$376,857.40 in COCHI funding in 2023/24. It is also being recommended that the DSSMSSAB allocate additional funding towards the construction of new affordable housing units in 2024/25.

In July the SSMHC issued a tender for the construction of a 4-plex at 61 Wellington St. East. The Procurement Committee received one proposal from Ruscio Masonry and Construction. The Procurement Committee reviewed the bid in accordance to the tender requirements and Ruscio Masonry and Construction met all tender requirements. Staff contacted Ruscio Masonry and Construction to inquire on the building method and were informed they were utilizing the original design with a panelized wall and flooring system. This project will provide a unique opportunity on a small scale project to create a model that can be easily duplicated for future development opportunities.

#### **STRATEGIC PLAN IMPACT**

The Wellington St. 4 Plex aligns with the pillar of Organizational Excellence, demonstrating an innovative approach to preserving current housing stock by embracing new ideas and strategies that reduce overall energy costs.

**FINANCIAL IMPLICATIONS**

There will be no impact to the municipal levy as the following sources will be utilized to fund the project:

Construction Costs (tender)	\$ 935,640.00
Design and soft costs	<u>\$ 77,475.00</u>
TOTAL	\$1,013,115.00

Funding Contribution	
2022/2023 COCHI:	\$ 376,857.40
2023/2024 COCHI:	\$ 380,000.00
Municipal:	<u>\$ 256,257.60</u>
TOTAL	\$1,013,115.00

*\*Municipal contribution will be provided through land valuation and HPP funding. HPP contribution will not be known until the land valuation has been completed by a third party professional.*

**CONCLUSION**

The purchase of the vacant property aligns with the District of Sault Ste. Marie Administration Board's 10 year Housing and Homelessness Plan by investing in the strategic direction of expanding affordable housing in the service area. This will be an innovative development using the panelized system to construct the building in a shorter time than a conventional build.

Respectfully submitted,



Mike Nadeau  
Chief Executive Officer