



Meeting of Board of Directors Agenda

May 24, 2023

1:30 p.m. – 3:00 p.m.

Northumberland County

Zoom Video Conference

<https://us06web.zoom.us/j/83877409990?pwd=aG9KZmIRWFloZzFWT2ZEWmg4TlIjUT09>

Meeting ID: 838 7740 9990

Passcode: 681158

1-855 703 8985 Canada Toll-free

1. Call to Order

Victor Fiume, Chair

2. Territorial Land Acknowledgement

Victor Fiume

3. Approval of the Agenda

Recommended Motion:

“**That** the agenda for the May 24, 2023 regular meeting of the Northumberland County Housing Corporation Board of Directors be approved.”

4. Declaration of Interest

5. Approval of Minutes

Minutes of April 26, 2023

Recommended Motion:

“**That** the minutes of the April 26, 2023 meeting of the Northumberland County Housing Corporation be approved.”

6. Elgin Park Redevelopment Major Capitals Project Update (attached)

Regine Climaco, Project Manager

Recommended Motion:

“That the NCHC Board of Directors receive the Elgin Park Redevelopment Project update for information.”

7. Advocacy Update – Provincial Policy Statement (verbal)
Rebecca Carman, General Manager

Recommended Motion:

“That the NCHC Board of Directors receive the verbal advocacy update regarding Provincial Policy Statement for information.”

8. Update on Hybrid Meeting Timelines (verbal)
Rebecca Carman, General Manager

Recommended Motion:

“That the NCHC Board of Directors receive the verbal update regarding hybrid meeting timelines for information.”

9. New Business
Victor Fiume, Chair

10. Move to Closed Session

Recommended Motion:

“That the NCHC Board of Directors proceed with the next portion of the meeting, being closed to the public at _____p.m.; and

(1) Further That the meeting is closed to the public as permitted under the Municipal Act Section 239. (2.e) in order to address three matters pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and that Lisa Horne, Rebecca Carman, Bill Smith and Cheryl Sanders remain present; and

(2) Further That the meeting is closed to the public as permitted under the Municipal Act Section 239. (2.c) in order to address matters relating to a proposed or pending acquisition or disposition of land by the municipality or local board and that Lisa Horne, Rebecca Carman, Bill Smith and Cheryl Sanders remain present.” – Time Permitting

11. Motion to Rise and Results from Closed Session

Recommended Motion (1):



"**That** the NCHC Board of Directors rise from Closed Session at _____ p.m.; and

Further That the confidential recommendation moved in Closed Session regarding three matters pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board is hereby referred to this open session of the NCHC Board of Directors meeting for adoption."

Recommended Motion (2):

"**That** the confidential recommendation moved in Closed Session regarding a proposed or pending acquisition or disposition of land by the municipality or local board, is hereby referred to this open session of the NCHC Board of Directors meeting for adoption."

12. Next Meeting

Wednesday, June 28, 2023

13. Adjournment

Recommended Motion:

"**That** the meeting be adjourned at _____ p.m."



Northumberland County Housing Corporation (NCHC) Report to Board

May 24th, 2023

Elgin Park Redevelopment Construction Update

Prepared by: Regine Climaco - Developmental Project Manager, Major Capital Projects, Public Works

Issue

The construction of the Elgin Park Affordable Housing Redevelopment commenced in January 2022. Below is an update on construction progress to date.

Recommendation

It is recommended that the NCHC Board receives this Report for information.

Background

The NCHC and the County signed a contract with Dalren Limited on December 20, 2021 for the demolition of the existing 18 units located at 265-327 Elgin Street E in Cobourg, and the construction of 40 new units. The construction kick-off meeting was held on January 11, 2022 and the Contractor mobilized to site on January 17, 2022.

Progress to Date

Exterior insulation and window installation are ongoing, basement and slab-on-grade have been poured for Building #1. Drywall, taping, painting, and installation of soffit and fascia are ongoing for Building #2. Airtightness testing for Building #2 started on May 10th.

As mentioned in past verbal updates to the NCHC Board, the Contractor encountered schedule delays for Building #1 due to weather, site conditions, and concrete supply shortages. County Staff are working with the Contractor to plan potential solutions to minimize the delay on the overall schedule. Including the above-mentioned delays, Phase 1 is currently scheduled for October 2023 occupancy.

The design and construction procedures follow the recommendations of the geotechnical report by Toronto Inspections Limited in May 2019. However, the depth of the water table has resulted in challenging site conditions. It was observed that the construction pumps are operating frequently, and it is suspected that a construction dewatering permit may be needed. The County has retained Cambium for



hydrogeological consulting services to determine the dewatering rate under construction and permanent conditions. The hydrogeological study will also be used by our consulting team to determine the requirement for battery back-up power to the sump pumps specified for the project.

Coordination:

Bi-weekly construction meetings are conducted with representatives from the County's Major Capital Projects (MCP) team, the Contract Administrator (Barry Bryan Associates), members of the Consulting Team (as required) and the Contractor (Dalren Limited) where site activities are discussed. Bi-weekly meetings are also held with representatives from the County's MCP team and the Contract Administrator to discuss and resolve any issues. MCP communicates regularly with the County's Housing Manager on construction progress and any information relevant for tenant relations.

The MCP team are working collaboratively with the Town of Cobourg Staff on all required permits and documentation as required as per the Development Agreement. In addition, the MCP team will be working closely with Town of Cobourg Staff to ensure any concerns that arise during construction are diligently resolved.

Financial Impact

Below is a summary showing all approved construction change orders (CO) to date:

Cumulative Construction COs up to March 2023	\$ 570,289.67
CO# 22 Switches for Range hoods in accessible units	\$ 1,964.43
Total Approved Change Orders this period	\$ 1,964.43
Total Approved Construction Change Orders to Date	\$ 572,254.10

Below is a summary of all approved soft-cost change orders (CO) to date:

Cumulative soft cost COs to March 2023	\$ 231,703.22
BBA – NOCSS 7R: on-site and airtightness testing	\$ 18,960.00
Total approved soft-cost change orders this period	\$ 18,960.00
Total approved soft-cost change orders to date	\$ 247,201.81



Below is a summary of the overall budget (inclusive of contingency), invoices paid to date, and projections (excluding HST):

	Budget	Invoiced to date	Projected
Construction Costs	\$ 16,425,292.00	\$ 4,421,337.00	\$ 16,425,292.00
Project Soft Costs (Project Management, etc.)	\$ 1,672,504.00	\$ 763,364.00	\$ 1,672,504.00
Total	\$ 18,097,796.00	\$ 5,184,701.00	\$ 18,097,796.00

Schedule Impact

Below is a summary of approved change orders which have added working days to the construction schedule.

Total Days added due to approved change orders up to March 2023	37 working days
CO# 22 Switches for range hoods in accessible units	1 working days
Total Days added due to approved change orders to date	38 working days

Conclusion

It is recommended that this report is received for information. Staff will bring a report to the NCHC Board every two months (or as required) to provide an update on the construction of the Elgin Park Affordable Housing Redevelopment.