



# Rideau Lakes

**Request for  
Expressions of Interest (EOI)  
Surplus Municipal Property for Affordable  
Housing**

**ADMIN2022-01**

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## 1.0 Information for Interested Parties

### General Description

The Corporation of the Township of Rideau Lakes is inviting firms and individuals to submit expressions of interest for two (2) surplus properties located within the Township for the purposes of developing affordable housing. The properties are as follows:

Harry Seeley Street, Elgin  
John Street, Newboro

The properties in question are considered either fully or partially surplus to the municipality's needs. Please see Appendix A and B for detailed information on each property.

The Township welcomes expressions of interest which would realize a development that would be and/or include affordable housing units and maximize the long-term value of the property to the municipality and/or the community. This strategic priority is consistent with the Township's recently adopted Affordable Housing Strategy.

The minimum scope of affordability will be 20% of the overall development. The minimum affordability criteria being 80% of the Alternative Average Market Rents as determined by the United Counties of Leeds and Grenville. The minimum expected period the units will remain affordable is 20 years, with associated covenants on title.

The submitted Expressions will be reviewed by the municipality; and based on the Expressions received, the municipality may enter into detailed negotiations with one or multiple parties to set appropriate terms for surplus property disposition. The municipality is in no way bound to advance with the disposition of the properties if suitable terms cannot be reached. The municipality is in no way responsible for any costs a party incurs to respond to this Request or any subsequent negotiations, be they successful or unsuccessful.

All information supplied in concert with this document is done so in good faith and to the best of the municipality's knowledge. The Township however does not guarantee its accuracy. If a party is selected to advance to negotiation of terms, they will be provided with access to the property to allow them to complete their own due diligence.

### Expression Submission

Expressions shall be properly labeled with the proposal number 'ADMIN2022-01' and submitted by email or in hard copy.

Hard copy Expressions shall be in a sealed envelope, clearly marked and delivered to the Chantry Municipal Office no later than the closing date and time.

Emailed submissions (scanned copies of completed documents) will be accepted. It is the interested party's responsibility to verify that any submission made by email is received by the undersigned by the closing date and time.

## ADMIN2022-01

Michael Dwyer  
CAO  
[mdwyer@rideaulakes.ca](mailto:mdwyer@rideaulakes.ca)

**Expressions will be received until 1:00 p.m. EST July 28, 2022.**

### Registration

Individuals or firms interested in submitting an Expression should register with the municipality to ensure they receive any addenda which may be issued. Individuals or firms may register by contacting the CAO by email at the contact below:

Michael Dwyer, CAO  
[mdwyer@rideaulakes.ca](mailto:mdwyer@rideaulakes.ca)

### Site Meeting

A non-mandatory site meeting shall be held for each property on the following date and at the following times.

Harry Seeley Street, Elgin – July 7 at 8:30 am  
John Street, Newboro – July 7 at 10:00 am

### Right to Accept or Reject Expression

The Township of Rideau Lakes reserves the right to reject any or all Expressions, as a whole or in part, and waive formalities as the interests of the municipality may require, without stating reasons.

### Multiple Expressions

Multiple responses from any one party are acceptable, providing each response is complete as per the format specified herein and packaged separately.

### Addenda

The Township of Rideau Lakes may choose to issue addenda, to provide clarification or additional information. Addenda will only be sent to parties that have registered.

### Collection of Personal Information and Confidentiality Provision

Any personal information collected through the Request for Expression of Interest process will be done so, and managed, in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. Any personal information collected is being done so for the purposes of expression review and administration.

### Questions Regarding the Request for Expressions of Interest

The last date for questions (to allow an addendum to be issued in response to all registered parties) is **July 15, 2022 at 1:00pm EST**. Any questions arising from the Request for Expressions should be directed to:

Michael Dwyer, CAO  
[mdwyer@rideaulakes.ca](mailto:mdwyer@rideaulakes.ca)

## 2.0 Submission Requirements

Expressions shall be clearly written and/or type written and include all of the following information:

- Name of primary contact along with your address, daytime phone number and email address;
- If an expression is being submitted by a business, please include the business name and a brief description of your operations;
- The property to which the expression applies (Please note: if you wish to submit multiple expressions for one property or both properties, they must be completed as separate documents);
- Your proposed form of development, the total number of units, and the built form (i.e. single detached, semi, tri-plex, multi-unit etc.);
- The scope of affordability (i.e. how many units of the overall development will be affordable, and what level of affordability will be provided.)
- Your projected offer related to the purchase (lump sum). Please note, this offer shall **not** be considered binding and is only used to evaluate the expressions for the purposes of entering into detailed negotiations;
- Your timeline for commencement of the development and the period unit completion and occupancy of all units.
- Any anticipated in-kind or procedural support anticipated of the municipality as a part of the development, such as fee relief, zoning change facilitation, land severance.
- Disclosure of a detailed development budget, showing:
  - The costs for the development of the project, including land acquisition costs, professional fees, carrying costs, site works and serving, construction costs etc. to the point of occupancy of the development. Construction costs can be summarized/submitted on a per square foot basis.
- Disclosure of a detailed estimated operating budget for the development, with a 20-year horizon, showing:
  - The anticipated operating revenue and costs for the overall development, including the affordable and market rents (as applicable) and annual operating surplus (profit). The 20-year horizon can be estimated using an inflationary index.
- **NOTE:** all financial information will be held in confidence as a part of the submission process, assuming it contains trade secrets/commercially sensitive information and will only be used for the purpose of expression evaluation and negotiation.

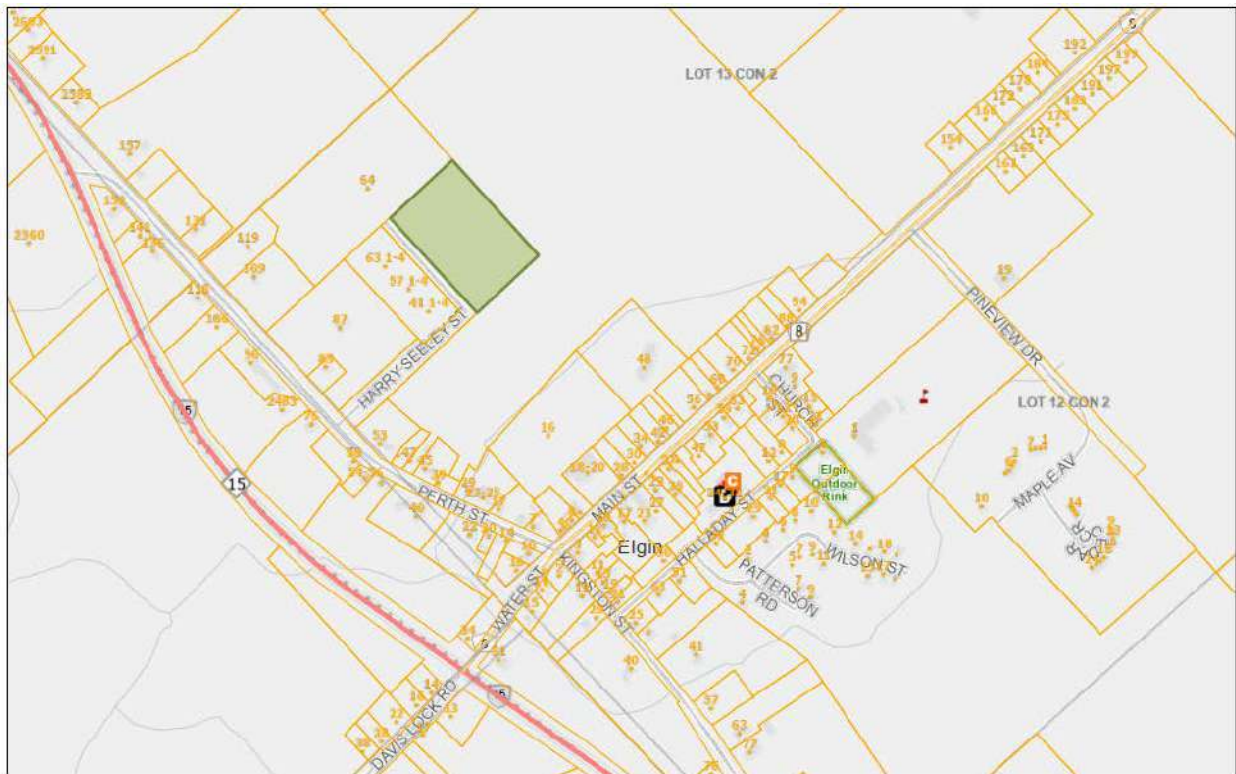
## Appendix A – Harry Seeley Street, Elgin

Municipal Address: not assigned

Lot Area: Approximately 4.75ac

Special Notes: The lands are across from the Township's 12-unit Seniors Housing development, and there is a private school adjacent to the land at the end of the road. The land is within the Elgin Settlement area. Elgin is a full-service and walkable community. Any past work on adjacent lands, under the control of the Township, such as hydrogeological reports and well drilling records circa the time of the 2010 seniors development are available for review on request.

Location Map (Property highlighted in Green)



ADMIN2022-01

Aerial Image





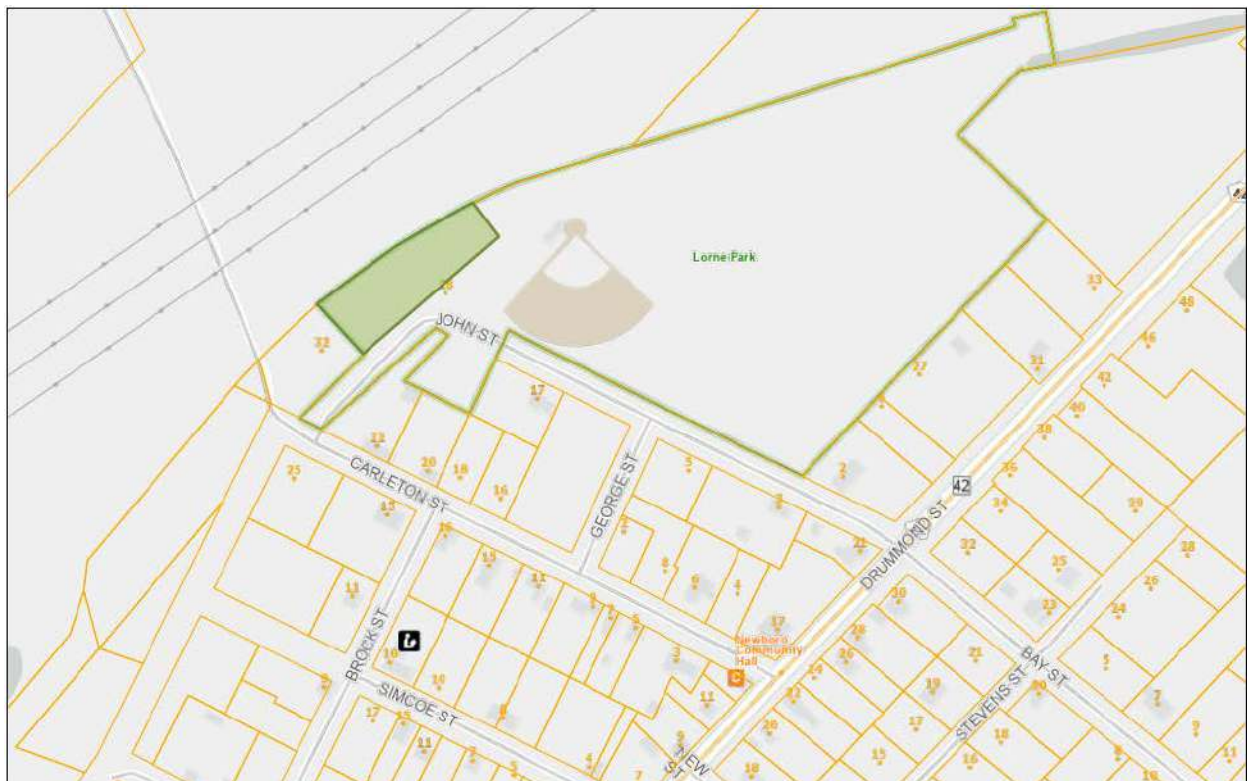
## Appendix B – John Street, Newboro

Municipal Address: not assigned

Lot Area: approximately 1ac

Special Notes: The property abuts John Street in the village of Newboro and is adjacent to the Township's Memorial Park.

Location Map (Property highlighted in Green)



Aerial Image



