



RENFREW COUNTY HOUSING CORPORATION

Thursday, April 14, 2011

A meeting of the Renfrew County Housing Corporation Board of Directors was held in the Council Chambers, County of Renfrew Administration Building, Pembroke, Ontario on Thursday, April 14, 2011 at 9:30 a.m.

Directors Present: Peter Emon, Audrey Green, Richard Rabishaw, Robert Sweet, Harold Weckworth, Jack Wilson, Ed Jacyno

Directors Absent: David Thompson

Officers Present: W. James Hutton, Chief Executive Officer
James D. Kutschke, Treasurer
David Anderson, Chief Operating Officer

Also Present: Carol Neill, General Manager, Renfrew County Housing Corporation
Chery Leigh, Ontario Works Manager
Judy Mulvihill, Manager of Child Care Services
Karen McManus, Administrative Assistant

Chair Emon called the meeting to order at 9:30 a.m. The roll was called and no pecuniary interests were disclosed.

RESOLUTION NO. RCHC-C-11-04-19

Moved by: Mayor Wilson
Seconded by: Mayor Rabishaw

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting of March 10, 2011 be adopted as printed and circulated.

CARRIED.

Ms. Carol Neill, General Manager, overviewed the Monthly Report including information on staffing, training, tenant issues, financial reports, and program updates.

Ms. Neill announced that Gary Legris, Maintenance Repairperson, Renfrew site and Kevin Marquardt, Building Custodian, Palmer Rapids/Barry's Bay site would be retiring effective May 2011 after 31 years of employment in Social Housing. Competitions are currently under way to fill these positions.

Reeve Audrey Green entered at 9:35 a.m.

The Coordinated Access waiting list numbers for the month of March 2011 were reviewed. There were a total of 775 applicants on the waitlist as at March 31, 2011.

The Treasurer's unaudited financial statements as at December 31, 2010 were circulated and reviewed.

Ms. Neill overviewed the Capital Budget work and tenders awarded for both Renfrew County Housing Corporation and Ottawaska Housing Project. Ms. Neill provided a review of the Capital Work Variance Report as well as a review of the projects being completed using Social Housing Renovation and Retrofit Program (SHRRP) funding.

The Arrears Report for March 2011 was circulated and reviewed.

Ms. Neill reminded the Board Members that at the January 20, 2011 meeting Mr. David Anderson, Director of Social Services, advised that following a review of the County of Renfrew Procedural By-law it was deemed not necessary to approve Accounts Payable Reports on a monthly basis. County Council has adopted a new Procedural By-law and Section 77, as amended, removes the responsibility of the various committees to approve the accounts on a monthly basis. The update of the Procedural By-law was as a result of a presentation from lawyer Fred Dean. Accordingly, at the January meeting it was recommended that the Renfrew County Housing Corporation follow the Procedural By-law of the County of Renfrew and remove the approval of accounts from their Board meeting agendas (Resolution No. RCHC-C-11-01-04). However, the resolution was tabled and staff were directed to seek a legal opinion on removing approval of accounts from the agenda of the Renfrew County Housing Corporation Board of Directors meetings and report the findings back to the Board.

Ms. Neill advised that a legal opinion was received from the firm of Templeman Menninga indicating that there is no requirement for the approval of the accounts payable report each month.

RESOLUTION NO. RCHC-C-11-04-20

Moved by: Mayor Wilson

Seconded by: Warden Sweet

THAT Resolution No. RCHC-C-11-01-04 be lifted from the table for consideration.

CARRIED.

Reeve Green and Mayor Jacyno indicated that they felt that all accounts should still be forwarded to the Board for their information.

RESOLUTION NO. RCHC-C-11-01-04

Moved by: Warden Sweet

Seconded by: Mayor Rabishaw

THAT the Renfrew County Housing Corporation Board of Directors approve that the Renfrew County Housing Corporation follow the County of Renfrew Procedural By-law and remove the approval of Accounts Payable Reports from the monthly meeting agenda.

CARRIED.

RESOLUTION NO. RCHC-C-11-04-21

Moved by: Mayor Wilson

Seconded by: Mayor Rabishaw

THAT the Monthly Report (attached as Appendix A) be adopted as presented.

CARRIED.

RESOLUTION NO. RCHC-C-11-04-22

Moved by: Mayor Wilson

Seconded by: Warden Sweet

THAT the next meeting of the Renfrew County Housing Corporation Board of Directors be held on Thursday, May 12, 2011 and this meeting adjourn. Time 10:00 a.m.

CARRIED.

**COUNTY OF RENFREW
DEPARTMENT OF SOCIAL SERVICES**

RENFREW COUNTY HOUSING CORPORATION

TO: Renfrew County Housing Corporation Board of Directors
FROM: Carol Neill, General Manager
DATE: April 14, 2011
SUBJECT: Monthly Report

1. HUMAN RESOURCES

1.1 Staffing

We are pleased to announce that Tammy Essiambre was the successful candidate for the full time Clerk/Reception I contract position, Pembroke Site. This contract is to end on or before August 19, 2011.

We are pleased to announce that Shawn Gauthier was the successful candidate for the full time Building Custodian, Renfrew Site.

We are pleased to announce that Todd Gauthier was the successful candidate for the full time Maintenance Repairperson, Renfrew Site.

The internal posting for the full-time Building Custodian, Renfrew Site closed on April 1, 2011.

Testing for the full-time Building Custodian, Palmer Rapids and Barry's Bay Site was held on March 31 and April 1, 2011, with interviews to follow.

The internal posting for the full-time Building Custodian, Pembroke Site closed on April 6, 2011.

After 31 years of employment in Social Housing, Gary Legris, Maintenance Repairperson Renfrew Site, and Kevin Marquardt, Building Custodian Palmer Rapids/Barry's Bay sites, have declared their intentions to retire effective May 2011. We wish both Gary and Kevin all the best in their retirement.

Training

In March 2011, Renfrew County Housing had ten staff participate and receive certification in CPR/First Aid Training provided by the County of Renfrew Paramedic Department. The remainder of the staff will participate in this training at a later date. This certification is valid for three years.

2. APPLICANT/TENANT ISSUES

2.1 Coordinated Access

	Total # of Move outs Mar 31/11	Total # of Move ins Apr 1/11	Total # of Internal Transfers
ARNPRIOR	2	4	0
RENFREW	2	2	0
PEMBROKE AREA	4	0	1

	Total # of New Applicants March	Total # on Waitlist Mar 31/11	Total # SPP on Waitlist Mar 31/11
FAMILY	20	320	28
ADULT	44	365	9
SENIOR	2	90	0

**SP = Special Priority (Victim of Family Violence)*

The total # of applicants on the waitlist represents actual number of households waiting for housing (meaning there are no duplications).

RCHC Comparison Waiting List Report is attached as Appendix RCHC-I.

2.2 Tenant Issues

March 2011	Arnprior	Renfrew	Pembroke & Area
N4's Issued	29	16	69
N7's Issued	0	0	0
N11's Issued	0	0	0
L1's Issued	5	0	2
L2's Issued	0	0	0
L4's Issued	0	0	0
L9's Issued	0	0	0
Sheriff Evictions	0	0	0
N5's/N6's Issued	0	0	1
N8 Issued	0	0	0

N4 Notice to Terminate a Tenancy Early for Nonpayment of Rent

N5 Notice to Terminate a Tenancy Early

N6 Notice to Terminate a Tenancy Early - Illegal Act or Misrepresentation of Income

N7 Notice to Terminate a Tenancy for Impaired Safety

N11 Agreement to Terminate a Tenancy

L1 Application to Terminate a Tenancy for Non-Payment of Rent

L2 Application to Terminate a Tenancy and Evict a Tenant

L4 Application to Terminate a Tenancy Tenant Failed to Meet Conditions of a Settlement or Order

L9 Application to Collect Rent the Tenant Owes

3. FINANCIAL

3.1 Operating Budget

The Consolidated Treasurer's Report for Renfrew County Housing Corporation as of December 31, 2010 will be handed out and reviewed at the meeting.

3.2 Capital Budget

Job #1104 Evestrough/Soffit/Facia – 59 Wallace St., Eganville

Awarded to: TCB Construction in the amount of \$13,037.00 tax included

Status: in progress

Job #1106 Replace Service Doors – 59 Wallace St., Eganville

Awarded to: TCB Construction in the amount of \$5,494.00 tax included

Status: in progress

- Job #1107** **Flooring Upgrades – Various**
Status: eleven completed and zero in progress
- Job #1108** **Bathroom Upgrades – Various**
Status: four completed and one in progress
- Job #1110** **Appliance Replacement – Various**
Status: 9 refrigerators and 4 stoves
- Job # 1114** **Windows and Exhaust in laundry room – 400 Nelson St., Pembroke**
Awarded to: TCB Construction in the amount of \$2,239.00 tax included
Status: in progress
- Job # 1115** **Storage Room – 400 Nelson St., Pembroke**
Awarded to: TCB Construction in the amount of \$1,969.00 tax included
Status: in progress
- Job # 1125** **Service Door Outside Storage Room – 236 Hall Ave., Renfrew**
Awarded to: Pynacker Doors in the amount of \$1,128.00 tax included
Status: in progress
- Job # 1127** **Air Make-Up Unit – 8 Burwash St., Renfrew**
Awarded to: Bob Howard Engineering in the amount of \$7,632.00 tax included
Status: design stage
- Job # 1139** **Exterior Doors – Moran Heights**
Awarded to: Valley Windows & Doors in the amount of \$59,585.63 tax included
Status: in progress
Bid Evaluation Report is attached as Appendix RCHC-II

Unplanned Jobs Completed From Surplus

- #U1101 **Safety Roof Rails – 63 Russell Street, Arnprior**
- #U1102 **Security Camera – 236 Hall Avenue, Renfrew**
- #U1103 **Door Operator – 236 Hall Avenue, Renfrew**
- #U1104 **Fire Plans – All apartment buildings**

- #U1105 Exterior Door – 425 Nelson Street, Pembroke
- #U1106 **Re-shingle Shop Roof – 59 Wallace Street, Eganville**
- #U1107 **Fire Door – 8 Burwash Street, Arnprior**
- #U1108 **Cylinder Locks for Automatic Doors – Various locations**

Capital Budget – Ottawaska

Job #OTT1103 Flooring Upgrades – Various
Status: one completed and zero in progress

Job #OTT1106 Bathroom Upgrades – Various
Status: zero completed and one in progress

The Capital Works Variance Report is attached as Appendix RCHC-III.

3.3 Current Arrears

The March Arrears Reports will be tabled on meeting day.

The comparison arrears report is attached as Appendix RCHC-IV.

3.4 Accounts Payable Report

As Board Members will recall, at the January 20, 2011 meeting Mr. Anderson advised that following a review of the County of Renfrew Procedural By-law it was deemed not necessary to approve Accounts Payable Reports on a monthly basis. County Council has adopted a new Procedural By-law and Section 77, as amended, removes the responsibility of the various committees to approve the accounts on a monthly basis. The update of the Procedural By-law was as a result of a presentation from lawyer Fred Dean. Accordingly, at the January meeting it was recommended that the Renfrew County Housing Corporation follow the Procedural By-law of the County of Renfrew and remove the approval of accounts from their Board meeting agendas (Resolution No. RCHC-C-11-01-04).

However, the resolution was tabled and staff were directed to seek a legal opinion on removing approval of accounts from the agenda of the Renfrew County Housing Corporation Board of Directors meetings and report the findings back to the Board.

Attached as Appendix RCHC-V is a legal opinion received from the firm of Templeman Menninga indicating that there is no requirement for the adoption of the approval of accounts each month.

Recommendation: THAT Resolution No. RCHC-C-11-01-04 be lifted from the table for consideration.

RESOLUTION NO. RCHC-C-11-01-04

Moved by: Warden Sweet
Seconded by: Mayor Rabishaw

THAT the Renfrew County Housing Corporation Board of Directors approve that the Corporation follow the County of Renfrew Procedural By-law and remove the approval of Accounts Payable Reports from the monthly meeting agenda.

4. **PROGRAM UPDATES/CHANGES**

None at this time.

Report respectfully submitted.

Comparison Waiting List Report

<i>Pembroke & Area</i>	Dec 31st 2010	Jan 31 st 2011	Feb28 th 2011	Mar 31 st 2011	Apr 30 th 2011	May 31 st 2011	Jun 30 th 2011	July 31 st 2011
<i>Family</i>	171	173	178	187				
<i>Adults</i>	309	299	289	294				
<i>Seniors</i>	71	74	75	77				
TOTALS	551	546	542	558				

<i>Arnprior</i>	Dec 31st 2010	Jan 31 st 2011	Feb28 th 2011	Mar 31 st 2011	Apr 30 th 2011	May 31 st 2011	Jun 30 th 2011	July 31 st 2011
<i>Family</i>	95	94	92	98				
<i>Adults</i>	98	100	97	92				
<i>Seniors</i>	36	34	32	36				
TOTALS	229	228	221	226				

<i>Renfrew</i>	Dec 31st 2010	Jan 31 st 2011	Feb28 th 2011	Mar 31 st 2011	Apr 30 th 2011	May 31 st 2011	Jun 30 th 2011	July 31 st 2011
<i>Family</i>	86	87	88	86				
<i>Adults</i>	84	79	77	75				
<i>Seniors</i>	12	11	10	13				
TOTALS	182	177	175	174				

<i>RCHC</i>	Dec 31st 2010	Jan 31 st 2011	Feb28 th 2011	Mar 31 st 2011	Apr 30 th 2011	May 31 st 2011	Jun 30 th 2011	July 31 st 2011
<i>Family</i>	352	354	358					
<i>Adults</i>	491	478	463					
<i>Seniors</i>	119	119	117					
TOTALS	962	951	938					

Comparison Waiting List Report Continued.....

<i>Pembroke & Area</i>	Dec 31 st 2010	Aug 31 st 2011	Sept 30 th 2011	Oct 31 st 2011	Nov 30 th 2011	Dec 31 st 2011		
<i>Family</i>	171							
<i>Adults</i>	309							
<i>Seniors</i>	71							
TOTALS	551							

<i>Arnprior</i>	Dec 31 st 2010	Aug 31 st 2011	Sept 30 th 2011	Oct 31 st 2011	Nov 30 th 2011	Dec 31 st 2011		
<i>Family</i>	95							
<i>Adults</i>	98							
<i>Seniors</i>	36							
TOTALS	229							

<i>Renfrew</i>	Dec 31 st 2010	Aug 31 st 2011	Sept 30 th 2011	Oct 31 st 2011	Nov 30 th 2011	Dec 31 st 2011		
<i>Family</i>	86							
<i>Adults</i>	84							
<i>Seniors</i>	12							
TOTALS	182							

<i>RCHC</i>	Dec 31 st 2010	Aug 31 st 2011	Sept 30 th 2011	Oct 31 st 2011	Nov 30 th 2011	Dec 31 st 2011		
<i>Family</i>	352							
<i>Adults</i>	491							
<i>Seniors</i>	119							
TOTALS	962							



RENFREW COUNTY HOUSING CORPORATION BID EVALUATION REPORT

Date of Report: March 10, 2011 Bid Call #: PT 1101
 Date Advertised: Feb 21, 2011 Closing Date: March 10, 2011
 Project Address: Moran Hts. Renfrew
 Job Description: Entrance Doors
 Budget amount: \$ 59,100 Bid Security: \$2000 Packages issued: 17

LISTING OF BIDDERS	BID AMOUNT	BID SECURITY ENCLOSED
Valley Window & Door	\$ 59,585.63 inc. HST	\$2000
Renfrew County Window & Door	\$ 69,294.99 inc. HST	\$2000
Scheel Windows	\$ 75,104.32 inc. HST	\$2000
Ottawa Valley Glass	\$ 80,376.78 inc. HST	\$2000
Improvements Unlimited	\$ 91,344.00 inc. HST	\$2000
Expressions Painting	\$ 91,439.60 inc. HST	\$2000
Dagenais Construction	\$ 96,542.68 inc. HST	\$2000

Source of additional funds if required: NA

COMMITTEE RECOMMENDATION: The recommendation of the Bid Evaluation Committee is that: **Valley Window & Door be awarded PT 1101 in the amount of \$ 59,585.63 inc. HST**

NB: our cost with HST rebate = \$ 53,658.71

NAME

Carol Neill (General Manager)
Dan Graham (Supervisor, Technical Services)
Andrea Blackburn (Recording Secretary)

SIGNATURE & DATE

Carol Neill Mar 10/11
DA MAR 10/11
Andrea Blackburn - March 11/11

APPROVAL

David Anderson (Director of Social Services)

SIGNATURE & DATE

David Anderson March 14/2011

AUTHORIZED TO AWARD

W. James Hutton (C.A.O.)

SIGNATURE & DATE

W. James Hutton Mar. 14/11

2011 RCHC CAPITAL WORK VARIANCE REPORT

As at April 4, 2011

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JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED EXPENDITURE	VARIANCE	STATUS	TCA	Non TCA
RCHC Annual Budget						Expenditures				
1101	425 Nelson	Public Area Flooring	19,000.00		19,000.00	19,000.00				
1102	55 Poplar	Waterline Valves	6,000.00		6,000.00	6,000.00				
1103	55 Poplar	Scooter Storage	4,000.00		4,000.00	4,000.00				
1104	59 Wallace	Eavestrough/Soffit/Fascia	12,500.00		12,500.00	13,027.00	527.00	In Progress		
1105	59 Wallace	Balcony Repair/Painting	12,000.00		12,000.00	12,000.00				
1106	59 Wallace	Replace Service Doors	4,000.00		4,000.00	5,494.00	1,494.00	In Progress		
1107	Various	Flooring	110,000.00		110,000.00	110,000.00		In Progress		
1108	Various	Bathrooms	80,000.00		80,000.00	80,000.00		In Progress		
1109	Various	Hot Water Tanks	22,000.00	22,000.00		22,000.00				
1110	Various	Appliances	30,000.00	30,000.00		30,000.00				
1111	1 MacKercher	Parking Lot Extention	18,000.00	18,000.00		18,000.00				
1112	1 MacKercher	Garbage Enclosure	3,000.00		3,000.00	3,000.00				
1113	400 Nelson	Public Area Flooring	18,000.00		18,000.00	18,000.00				
1114	400 Nelson	Window /Exhaust in Laund	2,500.00		2,500.00	2,239.00	-261.00	In Progress		
1115	400 Nelson	Storage Room	4,500.00		4,500.00	1,969.00	-2,531.00	In Progress		
1116	75 Stafford	Public Area Paint	12,000.00		12,000.00	12,000.00				
1117	75 Stafford	Walkway Reconstruction	84,500.00	84,500.00		84,500.00				
1118	510 Mackay	Lawnmower	600.00		600.00	600.00				
1119	260 Elizabeth	Tractor	9,500.00	9,500.00		9,500.00				
1120	260 Elizabeth	Waterline Valves	15,000.00		15,000.00	15,000.00				
1121	5967 Palmer	Balcony Repair/Painting	15,000.00		15,000.00	15,000.00				
1122	5967 Palmer	Public Area Flooring	25,000.00		25,000.00	25,000.00				
1123	5967 Palmer	Appliances	21,000.00	21,000.00		21,000.00				
1124	44 Lorne	Roof over HVAC	7,500.00		7,500.00	7,500.00				
1125	236 Hall	Service Door Outside Stor	1,200.00		1,200.00	1,108.00	-92.00	In Progress		
1126	Sullivan Cres.	Windows	90,000.00		90,000.00	90,000.00				
1127	Burwash	Air Make-up Unit	80,000.00	80,000.00		80,000.00				

JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED EXPENDITURE	VARIANCE	STATUS	TCA	Non TCA
RCHC Annual Budget (contd)									Expenditures	
1128	Burwash	Tractor	30,000.00	30,000.00		30,000.00				
1129	59 Wallace	Public Area Flooring	25,000.00		25,000.00	25,000.00				
1130	Lea St.	Siding	100,000.00		100,000.00	100,000.00				
1131	Lea St.	Roof over Compound	25,000.00	25,000.00		25,000.00				
1132	19 Smith St.	Landscaping/Fencing	18,900.00		18,900.00	18,900.00				
1133	202 Cecil St.	Furnace	2,200.00	2,200.00		2,200.00				
1134	5967 Palmer	Parking Lot Reconstruction	75,000.00	75,000.00		75,000.00				
1135	44 Lorne	Public Area Paint	11,000.00		11,000.00	11,000.00				
1136	41 Vimy	Electronic Damper on AMU	1,200.00		1,200.00	1,200.00				
1137	236 Hall	Gable Siding	14,000.00		14,000.00	14,000.00				
1138	236 Hall	Public Area Paint	22,000.00		22,000.00	22,000.00				
1139	Moran Hts	Exterior Doors	59,100.00		59,100.00	53,659.00	-5,441.00	In Progress		
1140	Burwash	Waterline Valves	15,000.00		15,000.00	15,000.00				
U1101	Russell	Safety Roof Rails				3,385.00	3,385.00	Complete		3,385.00
U1102	236 Hall	Security Camera				785.00	785.00	Complete		785.00
U1103	236 Hall	Door Operator				1,140.00	1,140.00	Complete		1,140.00
U1104	All	Fire Plans				15,020.00	15,020.00	Complete		15,020.00
U1105	425 Nel. #203	Exterior Door				906.00	906.00	Complete		906.00
U1106	Eganville	Roof Shop				2,722.00	2,722.00	In Progress		
U1107	Burwash	Fire Door				603.00	603.00	Complete		603.00
U1108	Various	Auto Door Cylinders				553.00	553.00	Complete		553.00
U1109	Burwash	Enterphone				5,983.00	5,983.00	In Progress		
Budget Total			1,105,200.00	397,200.00	708,000.00	1,129,993.00	24,793.00		0.00	22,392.00

DOOR FUND

DOOR1101	510 Mackay	Kitchen Cabinets	280,000.00		280,000.00	280,000.00				
Budget Total			280,000.00		280,000.00	280,000.00	0.00			

JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED EXPENDITURE	VARIANCE	STATUS	TCA	Non TCA
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Expenditures

ONE TIME CAPITAL

OTC1101	400 Nelson	Kitchen Cabinets	51,312.00		51,312.00	51,312.00				
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Budget Total			51,312.00		51,312.00	51,312.00	0.00			
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OTTAWASKA

OTT1101	200 Caruso	Front Fence	4,000.00		4,000.00	4,000.00				
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OTT1102	200 Caruso	Carport Repairs	4,000.00		4,000.00	4,000.00				
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OTT1103	200 Caruso	Flooring	6,800.00		6,800.00	6,800.00				
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OTT1104	200 Caruso	Bathrooms	6,400.00		6,400.00	6,400.00				
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OTT1105	26 Spruce	Flooring	6,800.00		6,800.00	6,800.00				
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OTT1106	26 Spruce	Bathrooms	6,400.00		6,400.00	6,400.00				
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OTT1107	26 Spruce	Landscaping	12,000.00		12,000.00	12,000.00				
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OTT1108	26 Spruce	Public Area Paint	11,000.00		11,000.00	11,000.00				
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Budget Total			57,400.00		57,400.00	57,400.00				
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AHP FUND YR 1

Budget Total			0.00		0.00	0.00	0.00			
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AHP FUND YR 2

AHP1103	59 Wallace	Security Cameras	14,500.00	14,500.00		14,500.00				
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AHP1104	510 Mackay	Replace all Locks	55,000.00		55,000.00	55,000.00				
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AHP1105	150 Elizabeth	Replace all Locks	30,500.00		30,500.00	30,500.00				
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Budget total			100,000.00	14,500.00	85,500.00	100,000.00	0.00			
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Grand Total

Reg Capital, Door, OTC, AHP 1&2			1,593,912.00	411,700.00	1,182,212.00	1,618,705.00	24,793.00			
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RCHC SHRRP (2011)

JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED	VARIANCE	STATUS	TCA	Non TCA
						EXPENDITURE				
SHRRP RCHC						Expenditures				
SHRRP1101	Allan Wilfred	Furnace Replacement	35,000.00	35,000.00		26,661.00	-8,339.00			
SHRRP1102	Edward	Furnace Replacement	35,000.00	35,000.00		26,661.00	-8,339.00			
SHRRP1103	Oak	Furnace Replacement	45,000.00	45,000.00		33,337.00	-11,663.00			
SHRRP1104	150 Elizabeth	Waterline Valve Replace	3,000.00		3,000.00	3,000.00				
SHRRP1105	75 Stafford	Waterline Valve Replace	3,000.00		3,000.00	3,000.00				
SHRRP1106	Airth Blvd	Insulation & Siding	47,000.00		47,000.00	47,000.00				
SHRRP1107	Airth Blvd	Rebuild Patios	29,086.00		29,086.00	29,086.00				
SHRRP1108	Sullivan Cres.	Electrical Service Upgrade	23,992.00		23,992.00	23,992.00				
SHRRP1109	41 Vimy	Roof Repair	7,000.00	7,000.00		7,000.00				
SHRRP1110	Arnold/Fraser	Roof Shingling	57,300.00	57,300.00		57,300.00				
SHRRP1111	5967 Palmer	Generator	40,000.00	40,000.00		40,000.00				
Added Jan 7 2011										
SHRRP1112	63 Russell	Main Breaker				4,106.00	4,106.00	In Progress		
SHRRP1113	63 Russell	Elevator railing kit				6,539.00	6,539.00	In Progress		
SHRRP1114	8 Burwash	Elevator railing kit				6,539.00	6,539.00	In Progress		
SHRRP1115	260 Elizabeth	Elevator railing kit				7,063.00	7,063.00	In Progress		
SHRRP1116	Palmer Rapids	Elevator				330,000.00	330,000.00	In Progress		
SHRRP1117	59 Wallace	Replace all Locks				28,000.00	28,000.00	In Progress		
SHRRP1118	400 Nelson	Replace all Locks				15,000.00	15,000.00	In Progress		
SHRRP1119	8 Burwash	Canopy				20,838.00	20,838.00	In Progress		
SHRRP1120	150 Elizabeth	Roof/Insulation				38,000.00	38,000.00			
SHRRP1121	75 Stafford	Security Cameras				18,769.00	18,769.00			
SHRRP RCHC Budget Total			325,378.00	219,300.00	106,078.00	771,891.00	446,513.00			
SHRRP NON-PROFIT										
SHRRPNP1101	St. Joseph	Retaining Wall	39,933.00			39,933.00				
SHRRPNP1102	St. Joseph	Storage Building	24,000.00			24,000.00				
SHRRPNP1103	St. Joseph	Storage Building	39,900.00			39,900.00				
SHRRP NON-PROFIT Budget Total			103,833.00			103,833.00	0.00			
Grand Total SHRRP RCHC & NP			429,211.00			979,557.00	446,513.00			

Renfrew County Housing Corporation Comparison Arrears

	February-11	February-10	February-09	February-08	February-07
Arnprior	\$4,722.83	\$5,485.25	\$3,314.75	\$6,202.48	\$2,851.75
Renfrew	\$1,884.00	\$1,731.00	\$1,027.00	\$349.00	\$1,668.00
Pembroke & Area	\$9,063.11	\$11,358.47	\$8,082.16	\$8,792.64	\$5,529.74
TOTAL	\$15,669.94	\$18,574.72	\$12,423.91	\$15,344.12	\$10,049.49

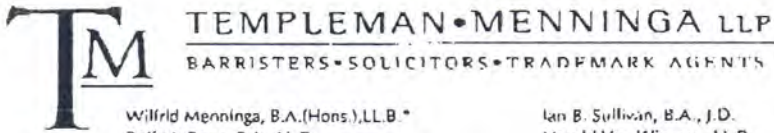
* 2008 total includes Ottawaska - project formerly known as Ottawaska Housing Corporation Tenant Arrears

- Arrears consist of the following:**
- Rent
 - Maintenance
 - Tribunal fee (minimum \$170)
 - Parking
 - Air Conditioning
 - NSF charges

	2011											
	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	NOV	DEC
Arnprior	\$6,173.83	\$4,722.83										
Renfrew	\$2,576.00	\$1,884.00										
Pembroke & Area	\$13,570.11	\$9,063.11										
TOTAL	\$22,319.94	\$15,669.94										

	2010											
	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	NOV	DEC
Arnprior	\$4,058.25	\$5,485.25	\$6,283.25	\$6,422.25	\$8,747.00	\$7,467.25	\$11,539.75	\$7,658.75	\$6,305.75	\$6,532.75	\$4,464.75	\$5,160.75
Renfrew	\$2,463.00	\$1,731.00	\$1,559.00	\$780.00	\$1,193.00	\$1,734.00	\$2,897.00	\$2,975.00	\$3,091.00	\$3,097.00	\$3,176.00	\$3,202.00
Pembroke & Area	\$16,654.54	\$11,358.47	\$15,242.84	\$9,255.09	\$10,165.00	\$7,730.36	\$9,731.16	\$14,965.18	\$10,325.51	\$12,422.71	\$14,043.05	\$11,399.71
TOTAL	\$23,175.79	\$18,574.72	\$23,085.09	\$16,457.34	\$20,105.00	\$16,931.61	\$24,167.91	\$25,598.93	\$19,722.26	\$22,052.46	\$21,683.80	\$19,762.46

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(Please respond to the Belleville Office)

BY FACSIMILE (613) 735-2081

(from the office of **David W. DeMille,**
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(please respond to **BELLEVILLE** office)

March 15, 2011

County of Renfrew
9 International Drive
Pembroke, ON
K8A 6W5

J. Mettler
C. D. Anderson
J. Kutzke

Attn: Rose Gruntz

Dear Ms Gruntz:

RE: Approval of Accounts
Our File No: 03783

Further to our earlier correspondence, we reviewed By-law Number 1 of the Renfrew County Housing Corporation. I did not see anything in By-law Number 1 that requires the Corporation to approve accounts payable each month.

I also reviewed the provisions of the **Social Housing Reform Act** and regulations enacted under that Act together with the **Housing Development Act** and the regulation enacted under that Act and I did not see anything that required the Housing Corporation to adopt the approval of accounts each month.

There is a possibility this is a requirement located in another corporate document such as the articles or another By-law. It would be unusual for such a requirement to be in the Articles of a Corporation.

While there may be nothing wrong or incorrect in the corporation adopting the approval of accounts each month, and subject to what requirements may exist in other corporate documents, I do not see any requirement for the adoption of the approval of accounts in the applicable legislation or regulations.

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Kingston, Ontario K7K 6Y3

Suite 200, 205 Dundas Street East, P.O. Box 234
Belleville, Ontario K8N 5A2

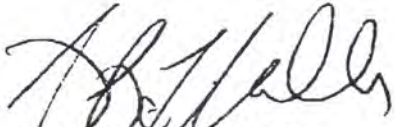
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www.tmlegal.ca

If you have any comments or questions, please do not hesitate to contact me.

Yours very truly,
TEMPLEMAN MENNINGA LLP



DAVID W. DEMILLE
DWD:ha

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