



RENFREW COUNTY HOUSING CORPORATION

Thursday, October 13, 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, October 13, 2011 at 9:30 a.m.

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

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
Bruce Beakley, Director of Human Resources
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-11-10-48

Moved by: Mayor Weckworth
Seconded by: Mayor Wilson

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting of September 8, 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 reported that twelve employees of the Renfrew County Housing Corporation received their ten year service awards at the County of Renfrew Employee Recognition Awards Dinner on September 29, 2011. As well, two employees who retired this year were recognized.

The Coordinated Access waiting list numbers for the month of September was reviewed. There were a total of 864 applicants on the waitlist as at September 30, 2011.

Ms. Neill commented that this year would probably have the lowest moveout rate to date. She noted that the waiting list numbers continue to increase but the number of moveouts has decreased. Renfrew County Housing Corporation has 129 moveouts to date compared to previous years of 170 to 207.

The Consolidated Treasurer’s report, as well as the Financial Expenses report as at August 31, 2011 was reviewed. Ms. Neill noted that the budget is in a good position at this time.

Ms. Neill overviewed the Capital Budget work and tenders awarded for both Renfrew County Housing Corporation and Ottawaska Housing Project. Ms. Neill circulated and reviewed 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 the month of September was circulated and reviewed.

RESOLUTION NO. RCHC-C-11-10-49

Moved by: Mayor Wilson
 Seconded by: Warden Sweet

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

CARRIED.

RESOLUTION NO. RCHC-C-11-10-50

Moved by: Mayor Weckworth
 Seconded by: Mayor Wilson

THAT this meeting become a closed meeting for the following purpose(s): Time 10:00 a.m.

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another act;
- (h) a meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:
- i. The meeting is held for the purpose of educating or training the members AND
 - ii. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED.

RESOLUTION NO. RCHC-C-11-10-52

Moved by: Mayor Rabishaw
Seconded by: Mayor Weckworth

THAT this meeting resume as an open meeting. Time 10:15 a.m.

CARRIED.

RESOLUTION NO. RCHC-C-11-10-53

Moved by: Mayor Thompson
Seconded by: Mayor Wilson

THAT the next meeting of the Renfrew County Housing Corporation Board of Directors be held on Thursday, November 17, 2011 and this meeting adjourn. Time 10:16 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: October 13, 2011
SUBJECT: Monthly Report

1. HUMAN RESOURCES

1.1 Staffing

On September 15 & 16, 2011, Anne Smith attended a Social Housing Coordinated Access Network of Ontario (SHCANO) meeting in Whitby, Ontario. This was an opportunity to meet with other Social Housing Registry employees to discuss issues surrounding all aspects of Social Housing, as well as Yardi Voyager, the computer program used to manage the Central Registry for the County of Renfrew.

On September 21, 2011, Anne Smith attended an Intermediate MS Power Point training workshop provided by the County of Renfrew's Information Technology Department.

On Thursday, September 29, 2011 we had the pleasure of attending the County of Renfrew Employee Recognition Awards Dinner, to celebrate twelve employees receiving their ten year service awards, along with two retirement celebrations. Congratulations to all, and thank you to the County of Renfrew for acknowledging employee service.

2. APPLICANT/TENANT ISSUES

2.1 Coordinated Access

	Total # of Move outs Sept 30/11	Total # of Move ins Oct 1/11	Total # of Internal Transfers
ARNPRIOR	1	0	0
RENFREW	2	4	0
PEMBROKE AREA	9	11	1

	Total # of New Applicants in September	Total # on Waitlist Sept 30/11	Total # SPP on Waitlist Sept 30/11
FAMILY	21	325	26
ADULT	26	425	15
SENIOR	1	114	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

September 2011	Arnprior	Renfrew	Pembroke & Area
N4's Issued	23	16	58
N7's Issued	2	0	0
N11's Issued	0	0	0
L1's Issued	2	0	3
L2's Issued	2	0	0
L4's Issued	0	0	0
L9's Issued	1	0	0
Sheriff Evictions	0	0	0
N5's/N6's Issued	0	0	0
N8 Issued	0	0	0

- N4 Notice to Terminate a Tenancy Early for Non-Payment 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 at August 31, 2011 is attached as Appendix RCHC-II.

Details of the Financial Expenses as at August 31, 2011 are attached as Appendix RCHC-III.

3.2 Capital Budget

Job #1101 Public Area Flooring – 425 Nelson Street, Pembroke
 Awarded to: C.A. Reiche & Son in the amount of \$23,100.00 tax included
Status: complete

Job #1102 Waterline Valves Replacement – 55 Poplar Street, Deep River
 Awarded to: Better Built Construction in the amount of \$3,104.00 tax included
Status: complete

Job #1103 Scooter Storage – 55 Poplar Street, Deep River
Awarded to: Wade Construction in the amount of \$9,474.00 tax included
Status: complete

Job #1104 Evestrough/Soffit/Fascia – 59 Wallace Street, Eganville
 Awarded to: TCB Construction in the amount of \$13,037.00 tax included
Status: complete

- Job #1105 Balcony Repair & Painting – 59 Wallace Street, Eganville
Balcony Repair portion awarded to: TCB Construction in the amount of \$1,931.00 tax included
Status: complete
Painting portion awarded to: Habraken-Allen-Cliché in the amount of \$5,264.00 tax included
Status: complete
- Job #1106 Replace Service Doors – 59 Wallace Street, Eganville
Awarded to: TCB Construction in the amount of \$5,494.00 tax included
Status: complete
- Job #1107 Flooring Upgrades – various locations**
Status: thirty-eight completed and six in progress
- Job #1108 Bathroom Upgrades – various locations**
Status: thirteen completed and ten in progress
- Job #1110 Appliance Replacement – various locations**
Status: thirty refrigerators and fifteen stoves
- Job #1111 Parking Lot Extension – 1 MacKercher Drive, Cobden
Awarded to: Valley Contracting in the amount of \$4,370.00 tax included
Status: complete
- Job #1113 Public Area Flooring – 400 Nelson Street, Pembroke**
Awarded to: C.A. Reiche & Son in the amount of \$14,857.00 tax included
Status: complete
- Job # 1114 Windows and Exhaust in laundry room – 400 Nelson Street, Pembroke
Awarded to: TCB Construction in the amount of \$2,239.00 tax included
Status: complete
- Job # 1115 Storage Room – 400 Nelson Street, Pembroke
Awarded to: TCB Construction in the amount of \$1,969.00 tax included
Status: complete
- Job # 1116 Public Area Painting – 75 Stafford Street, Barry’s Bay**
Awarded to: Habraken-Allen-Cliché in the amount of \$11,901.00 tax included
Status: complete

- Job # 1118 Lawnmower – 510 MacKay Street, Pembroke
 Awarded to: Foy’s Marine in the amount of \$305.00 tax included
Status: complete
- Lawnmower & Trimmer – 150 Elizabeth Street, Pembroke
 Awarded to: Plummer’s Marine in the amount of \$675.00
 tax included
Status: complete
- Job #1119 Tractor – 260 Elizabeth Street, Pembroke
 Awarded to: Burnett’s Farm Equipment in the amount of \$3,875.00 tax
 included
Status: complete
- Job #1120 Waterline Valves Replacement – 260 Elizabeth Street, Pembroke
 Awarded to: Saffco in the amount of \$15,625.00 tax included
Status: in progress
- Job # 1122 Public Area Flooring – 5967 Palmer Road, Palmer Rapids**
Awarded to: Wade Contracting in the amount of \$22,031.00 tax
included
Status: in progress
- Job # 1124 Roof for HVAC – 44 Lorne Street, Renfrew**
Awarded to: TCB Construction in the amount of \$4,065.00 tax
included
Status: complete
- Job # 1125 Service Door Outside Storage Room – 236 Hall Avenue, Renfrew
 Awarded to: Pynacker Doors in the amount of \$1,128.00 tax included
Status: complete
- Job # 1126 Window Replacement – Sullivan Crescent, Arnprior
 Awarded to: Borchert General Contracting in the amount of \$61,387.00
 tax included
Status: complete
- Job # 1127 Air Make-Up Unit – 8 Burwash Street, Renfrew
 Awarded to: Irvcon in the amount of \$100,901.00 tax included
Status: in progress
- Job #1128 Tractor – 8 Burwash Street, Arnprior
 Awarded to: Huckabone in the amount of \$23,805.00 tax included
Status: complete

- Job # 1129 Public Area Flooring – 59 Wallace Street, Eganville**
Awarded to: C.A Reiche & Son in the amount of \$27,905.35 tax included
Status: in progress
Bid Evaluation Report is attached as Appendix RCHC-IV
- Job #1130 Siding Replacement – Lea Street, Pembroke
 Awarded to: Renfrew County Windows and Doors in the amount of \$52,001.00 tax included
Status: complete
- Job # 1134 Parking Lot Reconstruction – 5967 Palmer Road, Palmer Rapids**
Awarded to: Wade Construction in the amount of \$130,253.00 tax included
Status: in progress
- Job #1135 Public Area Painting – 44 Lorne Street, Renfrew
 Awarded to: Habraken-Allen-Cliché in the amount of \$5,968.00 tax included
Status: complete
- Job #1138 Public Area Painting – 236 Hall Avenue, Renfrew
 Awarded to: Habraken-Allen-Cliché in the amount of \$21,109.00 tax included
Status: complete
- Job # 1139 Exterior Doors – Moran Heights, Renfrew
 Awarded to: Valley Windows & Doors in the amount of \$59,585.63 tax included
Status: complete

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
- #U1109 New Enterphone System – 8 Burwash Street, Arnprior
- #U1110 Exterior Door – 966 Bronx Street, Pembroke
- #U1111 Main Fuse Replacement – 41 Vimy Boulevard, Renfrew
- #U1112 Evestrough – 55 Poplar Street, Deep River
- #U1113 Main Electrical Panel – 95 Francis Street, Renfrew
- #U1114 Re-shingle Roof – 228 Edward Street, Arnprior
- #U1115 Evestrough – 229/231 Albert Street, Arnprior
- #U1116 Roofing (wind damage) – 425 Nelson Street, Pembroke
- #U1117 Enterphone System – 63 Russell Street, Arnprior
- #U1118 Foundation Repair – 59 Wallace Street, Eganville
- #U1119 Stucco Repair – 59 Wallace Street, Eganville
- #U1120 Exterior Door – 532 Nelson Street, Pembroke
- #U1121 **Vacuum Cleaner – 41 Vimy Boulevard, Renfrew**
- #U1122 **Gutter Clean Installation – Wilfred Street/Allan Avenue, Arnprior**
- #U1123 **Foundation Repair – 536 Nelson Street, Pembroke**
- #U1124 **Front Canopy Installation – 41 Vimy Boulevard, Renfrew**
- #U1125 **Parking Lot Repair – 8 Burwash Street, Arnprior**
- #U1126 **Exterior Door – 214 Cecil Street, Pembroke**
- #U1127 **Electrical Upgrades – 136 McLean Street, Renfrew**
- #U1128 **Vacuum Cleaner – 236 Hall Avenue, Renfrew**
- #U1129 **Vacuum Cleaner – 8 Burwash Street, Arnprior**

Door Funding

Job #D1101 Kitchen Cabinets – 510 MacKay Street and 515 River Road,
Pembroke
Awarded to: Stephens General Contracting in the amount of
\$141,304.00 tax included
Status: complete

One-Time Capital Repair Fund

Job #OTC1101 Kitchen Cabinets – 400 Nelson Street, Pembroke
Awarded to: Stephens General Contracting in the amount of
\$33,085.00 tax included
Status: complete

Capital Budget – Ottawaska

Job #OTT1103 Flooring Upgrades – 200 Caruso Street, Arnprior
Status: one completed and zero in progress

Job #OTT1105 Flooring Upgrades – 26 Spruce Crescent, Arnprior
Status: one complete and two in progress

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

Job #OTT1108 Public Area Painting – 26 Spruce Crescent, Arnprior
Awarded to: Habraken-Allen-Cliché in the amount of \$5,817.00 tax
included
Status: complete

Unplanned Jobs Completed From Surplus

#UOTT 1101 Balcony Restoration – 26 Spruce Crescent, Arnprior

#UOTT 1102 Evestrough Repairs – 200 Caruso Street, Arnprior

#UOTT 1103 Evestrough Installation – 26 Spruce Crescent, Arnprior

Affordable Housing Program (AHP)

- AHP #1103 Security Cameras – 59 Wallace Street, Eganville
Awarded to: Drew’s Security in the amount of \$6,930.00 tax
included
Status: complete
- AHP #1104 Replacement of Locks – 510 MacKay Street, Pembroke
Awarded to: Drew’s Security in the amount of \$27,831.00 tax
included
Status: in progress
- AHP #1105 Replacement of Locks – 150 Elizabeth Street, Pembroke
Awarded to: Drew’s Security in the amount of \$18,724.00 tax
included
Status: in progress

Unplanned Jobs Completed From AHP

- AHP #U1101 Security Cameras – 26 Spruce Crescent, Arnprior
- AHP #U1102 Security Cameras – 260 Elizabeth Street, Pembroke**
- AHP #U1103 Replacement of Locks – 41 Vimy Boulevard, Renfrew**

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

3.3 Current Arrears

The September Arrears Reports will be tabled on meeting day.

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

4. PROGRAM UPDATES/CHANGES

4.1 Where’s Home?

Attached as Appendix RCHC-VII is a media release on a newly released report on housing issues. Where’s Home is an annual publication prepared by a consulting firm on behalf of Ontario Non-Profit Housing Association (ONPHA) and Cooperative Housing

Federation of Canada (CHFC). This year's edition focuses on housing affordability, waiting lists, vacancy rates, and new affordable housing production. You can read the full report at:

http://www.onpha.on.ca/Content/ONPHA/About/ResearchReports/WheresHome/WheresHome_2011.htm

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	182	183	181	176
<i>Adults</i>	309	299	289	294	297	298	337	336
<i>Seniors</i>	71	74	75	77	74	79	88	87
TOTALS	551	546	542	558	554	560	606	599

<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	99	104	109	105
<i>Adults</i>	98	100	97	92	94	100	102	103
<i>Seniors</i>	36	34	32	36	34	33	34	34
TOTALS	229	228	221	226	227	237	245	242

<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	89	99	98	100
<i>Adults</i>	84	79	77	75	73	71	81	86
<i>Seniors</i>	12	11	10	13	11	13	14	16
TOTALS	182	177	175	174	173	183	193	202

<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	371	370	386	388	381
<i>Adults</i>	491	478	463	461	464	469	520	525
<i>Seniors</i>	119	119	117	126	119	125	136	137
TOTALS	962	951	938	958	954	980	1044	1043

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	178	184					
<i>Adults</i>	309	339	345					
<i>Seniors</i>	71	89	99					
TOTALS	551	606	628					

<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	99	100					
<i>Adults</i>	98	106	104					
<i>Seniors</i>	36	33	32					
TOTALS	229	238	236					

<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	90	97					
<i>Adults</i>	84	88	88					
<i>Seniors</i>	12	19	21					
TOTALS	182	197	206					

<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	367	381					
<i>Adults</i>	491	533	537					
<i>Seniors</i>	119	141	152					
TOTALS	962	1041	1070					

Renfrew County Housing Corporation
Consolidated Treasurer's Report
As at August 31, 2011

<u>Description</u>	<u>YTD</u> <u>Actual</u>	<u>YTD</u> <u>Budget</u>	<u>Variance</u>	<u>Full Year</u> <u>Budget</u>
SALARIES	927,206	1,040,964	(113,758)	1,531,633
BENEFITS	212,395	243,666	(31,271)	358,169
ADMINISTRATION	442,944	505,073	(62,129)	917,089
BUILDING - HEAT LIGHT POWER	503,708	586,816	(83,108)	880,181
BUILDING - REPAIRS & MAINTENANCE	224,331	212,296	12,035	318,451
BUILDING - NATURAL GAS	105,102	122,632	(17,530)	183,916
BUILDING - HEATING & PLUMBING	43,474	60,184	(16,710)	90,287
BUILDING - TAXES	804,951	829,322	(24,371)	1,190,927
BUILDING - WATER	252,951	323,911	(70,960)	443,308
BUILDING - ELEVATOR	25,222	25,968	(746)	38,960
BUILDING - PAINTING	105,684	101,688	3,996	152,523
BUILDING - GARBAGE REMOVAL	26,455	25,136	1,319	37,675
BUILDING - MISC BUILDING COSTS	0	0	0	0
BUILDING - GROUNDS KEEPING	92,258	114,600	(22,342)	171,901
BUILDING - CAPITAL REPAIRS - non TCA	857,815	1,240,546	(382,731)	1,522,840
FINANCIAL - DEPRECIATION	467,972	463,632	4,340	695,268
FINANCIAL - RENT WAIVER	103,795	117,616	(13,821)	220,454
FINANCIAL - REVENUE SHORTFALL (CASH OVER/SHORT)	173	192	(19)	300
FINANCIAL - MORTGAGE - INTEREST	74,081	74,083	(2)	1,263,462
FINANCIAL - RENT SUPPLEMENT	174,406	188,000	(13,594)	282,000
FINANCIAL - RENT SUPPLEMENT - STRONG COMMUNITIES	87,608	93,392	(5,784)	140,086
FINANCIAL - RENT SUPPLEMENT - AFFORDABLE HOUSING	28,340	31,200	(2,860)	46,800
FINANCIAL - HOME OWNERSHIP	11,200	0	11,200	0
FINANCIAL - RENT BANK PROGRAM	16,464	0	16,464	0
Surplus Adjustment - Depreciation	(467,972)	(463,632)	(4,340)	(695,268)
Surplus Adjustment - Mortgage Principal	117,279	117,280	(1)	176,778
Surplus Adjustment - Transfer to Reserves	0	0	0	189,809
Surplus Adjustment - TCA	138,379	328,032	(189,653)	492,050
EXPENSES	5,376,219	6,382,597	(1,006,378)	10,649,599
GAIN / (LOSS) - DISPOSAL OF ASSETS	(167)	0	(167)	0
INTEREST ON INVESTMENTS	28,648	15,336	13,312	23,000
MISC REVENUE	68,664	21,224	47,440	31,851
HOME OWNERSHIP - EARLY REPAYMENTS	24,956	0	24,956	0
PROV SUBSIDY - RENT BANK - REVENUE	0	0	0	0
PROV SUBSIDY - DEBENTURES	0	0	0	1,153,199
Surplus Adjustment - Transfer from Reserves	0	0	0	649,362
TENANT REVENUE	2,424,414	2,457,592	(33,178)	3,686,426
COUNTY TRANSFER - BASE	2,865,947	2,865,945	2	4,489,664
COUNTY TRANSFER - AHP	46,475	23,400	23,075	46,800
COUNTY TRANSFER - AHP ADMIN	0	0	0	0
COUNTY TRANSFER - HOME OWNERSHIP	11,200	0	11,200	0
COUNTY TRANSFER - RENT BANK	34,055	0	34,055	0
COUNTY TRANSFER - RENT BANK ADMIN	3,784	0	3,784	0
COUNTY TRANSFER - SHT TRM RNT ADM	0	0	0	0
COUNTY TRANSFER - SHRRP	258,834	286,144	(27,310)	429,211
COUNTY TRANSFER - STRONG COMMUNITIES	121,022	70,044	50,978	140,086
REVENUES	5,887,832	5,739,685	148,147	10,649,599
Municipal SURPLUS / (DEFICIT)	511,613	(642,912)	1,154,525	0

Renfrew County Housing Corporation
Financial Expenses
As at August 31, 2011

Month Actual	Month Budget	Variance	Description	YTD Actual	YTD Budget	Variance	Full Year Budget
13,605.00	14,702	(1,097.00)	RENT WAIVER	103,795.16	117,616	(13,820.84)	220,454
58,803.49	57,954	849.49	DEPRECIATION	467,971.68	463,632	4,339.68	695,268
0.00	0	0.00	PROVISION FOR UNALLOCATED EXPENSES	0.00	0	0.00	0
0.00	24	(24.00)	REVENUE SHORTFALL (CASH OVER/SHORT)	173.00	192	(19.00)	300
9,300.82	9,301	(0.18)	MORTGAGE - Interest Only	74,080.70	74,083	(2.30)	1,263,462
21,446.39	23,500	(2,053.61)	RENT SUPPLEMENT	174,406.38	188,000	(13,593.62)	282,000
9,850.94	11,674	(1,823.06)	RENT SUPPLEMENT - STRONG COMMUNITIES	87,607.94	93,392	(5,784.06)	140,086
2,470.00	3,900	(1,430.00)	RENT SUPPLEMENT - AFFORDABLE HOUSING	28,340.00	31,200	(2,860.00)	46,800
0.00	0	0.00	H.I.F. SPECIAL ASSISTANCE	0.00	0	0.00	0
0.00	0	0.00	HOME OWNERSHIP	11,200.00	0	11,200.00	0
7,179.00	0	7,179.00	RENT BANK PROGRAM	16,464.00	0	16,464.00	0
14,619.18	14,619	0.18	Surplus Adjustment - Debt Principal Payments	117,279.30	117,280	(0.70)	176,778
0.00	0	0.00	Surplus Adjustment - TRF to Reserves	0.00	0	0.00	189,809
45,710.59	41,004	4,706.59	Surplus Adjustment - Capital	138,379.36	328,032	(189,652.64)	492,050
182,985.41	176,678.00	6,307.41	Totals	1,219,697.52	1,413,427.00	(193,729.48)	3,507,007.00

Return to Report



RENFREW COUNTY HOUSING CORPORATION BID EVALUATION REPORT

Date of Report: September 01, 2011 Bid Call #: SFT 1129
 Date Advertised: August 19, 2011 Closing Date: September 01, 2011
 Project Address: 59 Wallace St. Eganville
 Job Description: Public Area Flooring
 Budget amount: \$25,000
 No. Of tender packages issued: 4

LISTING OF BIDDERS BID AMOUNT

C. A. Reiche & Sons	\$ 27, 905.35 inc HST	
Dodge Flooring	\$ 29, 076.59 inc HST	

Source of additional funds if required: \$ 129.63 available from surplus on other capital jobs

COMMITTEE RECOMMENDATION: The recommendation of the Bid Evaluation Committee is that: C. A. Reiche & Sons be awarded the above in the amount of \$ 27, 905.35 inc HST (after HST rebate net = \$25, 129.63)

NAME

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

SIGNATURE & DATE

Carol Neill
Dan Graham Sep 1/11
Andrea Blackburn Sept 1/11

APPROVAL

David Anderson (Director of Social Services)

SIGNATURE & DATE

David Anderson
W. James Hutton Sept. 8/11

AUTHORIZED TO AWARD
W. James Hutton (C.A.O.)

2011 RCHC CAPITAL WORK VARIANCE REPORT

As at Sep 28, 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	23,100.00	4,100.00	Complete		23,100.00
1102	55 Poplar	Waterline Valves	6,000.00		6,000.00	3,104.00	-2,896.00	Complete		3,104.00
1103	55 Poplar	Scooter Storage	4,000.00		4,000.00	9,474.00	5,474.00	Complete		9,474.00
1104	59 Wallace	Eavestrough/Soffit/Fascia	12,500.00		12,500.00	12,515.00	15.00	Complete		12,515.00
1105	59 Wallace	Balcony Repair/Painting	12,000.00		12,000.00	7,378.00	-4,622.00	Complete		7,378.00
1106	59 Wallace	Replace Service Doors	4,000.00		4,000.00	5,692.00	1,692.00	Complete		5,692.00
1107	Various	Flooring	110,000.00		110,000.00	130,000.00	20,000.00	In Progress		
1108	Various	Bathrooms	80,000.00		80,000.00	60,000.00	-20,000.00	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	0.00	In Progress		
1111	1 MacKercher	Parking Lot Extention	18,000.00	18,000.00		4,376.00	-13,624.00	Complete		4,376.00
1112	1 MacKercher	Garbage Enclosure	3,000.00		3,000.00	3,000.00		In Progress		
1113	400 Nelson	Public Area Flooring	18,000.00		18,000.00	14,857.00	-3,143.00	Complete		14,857.00
1114	400 Nelson	Window /Exhaust in Laund	2,500.00		2,500.00	2,239.00	-261.00	Complete		2,239.00
1115	400 Nelson	Storage Room	4,500.00		4,500.00	2,992.00	-1,508.00	Complete		2,992.00
1116	75 Stafford	Public Area Paint	12,000.00		12,000.00	11,901.00	-99.00	Complete		11,901.00
1117	75 Stafford	Walkway Reconstruction	84,500.00	84,500.00		0.00	-84,500.00			
1118	510 Mackay	Lawnmower	600.00		600.00	600.00		Complete		
1119	260 Elizabeth	Tractor	9,500.00	9,500.00		3,875.00	-5,625.00	Complete	3,875.00	
1120	260 Elizabeth	Waterline Valves	15,000.00		15,000.00	15,625.00	625.00	In Progress		
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	22,031.00	-2,969.00	In Progress		
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	4,065.00	-3,435.00	Complete		
1125	236 Hall	Service Door Outside Stor	1,200.00		1,200.00	1,108.00	-92.00	Complete		1,108.00
1126	Sullivan Cres.	Windows	90,000.00		90,000.00	64,979.00	-25,021.00	Complete		64,979.00
1127	Burwash	Air Make-up Unit	80,000.00	80,000.00		108,533.00	28,533.00	In Progress		

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		24,314.00	-5,686.00	Complete	24,314.00	
1129	59 Wallace	Public Area Flooring	25,000.00		25,000.00	25,130.00	130.00	In Progress		
1130	Lea St.	Siding	100,000.00		100,000.00	53,100.00	-46,900.00	Complete		53,100.00
1131	Lea St.	Roof over Compound	25,000.00	25,000.00		25,000.00		Design		
1132	19 Smith St.	Landscaping/Fencing	18,900.00		18,900.00	0.00	-18,900.00			
1133	202 Cecil St.	Furnace	2,200.00	2,200.00		2,200.00		In Progress		
1134	5967 Palmer	Parking Lot Reconstruction	75,000.00	75,000.00		130,253.00	55,253.00	In Progress		
1135	44 Lorne	Public Area Paint	11,000.00		11,000.00	5,968.00	-5,032.00	Complete		5,968.00
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	0.00	-14,000.00			
1138	236 Hall	Public Area Paint	22,000.00		22,000.00	21,109.00	-891.00	Complete		21,109.00
1139	Moran Hts	Exterior Doors	59,100.00		59,100.00	53,659.00	-5,441.00	Complete		53,659.00
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				15,417.00	15,417.00	Complete		15,417.00
U1105	425 Nel. #203	Exterior Door				906.00	906.00	Complete		906.00
U1106	Eganville	Roof Shop				2,722.00	2,722.00	Complete		2,722.00
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	Complete		5,983.00
U1110	966 Bronx	Exterior Door				906.00	906.00	Complete		906.00
U1111	41 Vimy	Main Fuse				886.00	886.00	Complete		886.00
U1112	55 Poplar	Eavestrough				961.00	961.00	Complete		961.00
U1113	95 Francis	Main Panel Replacement				1,649.00	1,649.00	Complete		1,649.00
U1114	228 Edward	Shingle Roof				2,748.00	2,748.00	Complete		2,748.00
U1115	Albert St.	Gutter Clean' Installation				3,078.00	3,078.00	Complete		3,078.00
U1116	Various	Roofing (Wind Damage)				1,221.00	1,221.00	Complete		1,221.00
U1117	63 Russell	Enterphone				5,576.00	5,576.00	Complete		5,576.00
U1118	Eganville	Foundation Repair				9,820.00	9,820.00	Complete		9,820.00

JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED EXPENDITURE	VARIANCE	STATUS	TCA	Non TCA
RCHC Annual Budget (contd)									Expenditures	
U1119	Eganville	Stucco Repair				17,910.00	17,910.00	Complete		17,910.00
U1120	532 Nelson	Exterior Door				906.00	906.00	Complete		906.00
U1121	41 Vimy	Vacuum Cleaner				779.00	779.00	Complete		779.00
U1122	Wilfred/Allen	Gutter Clean' Installation				5,846.00	5,846.00	Complete		5,846.00
U1123	536 Nelson	Foundation Repair				8,900.00	8,900.00	Complete		
U1124	41 Vimy	Front Canopy				1,309.00	1,309.00	In Progress		
U1125	Burwash	Parking Lot Repair				1,832.00	1,832.00	Complete		1,832.00
U1126	214 Cecil	Exterior Door				906.00	906.00	Complete		906.00
U1127	136 McLean	Electrical Upgrades				1,712.00	1,712.00	Complete		1,712.00
U1128	Hall	Vacuum Cleaner				2,259.00	2,259.00	Complete		2,259.00
U1129	Burwash	Vacuum Cleaner				2,259.00	2,259.00	Complete		2,259.00

Budget Total	1,105,200.00	397,200.00	708,000.00	1,057,075.00	-48,125.00	28,189.00	390,299.00
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DOOR FUND

DOOR1101	510 Mackay	Kitchen Cabinets	280,000.00		280,000.00	127,249.00	-126,969.00	Complete	127,249.00
DOOR1102	Beachburg	Kitchen Cabinets						Out to Tender	

Budget Total	280,000.00	280,000.00	280,000.00	-126,969.00
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ONE TIME CAPITAL

OTC1101	400 Nelson	Kitchen Cabinets	51,312.00		51,312.00	33,085.00	18,227.00	Complete	33,085.00
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Budget Total	51,312.00	51,312.00	51,312.00	18,227.00
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JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED EXPENDITURE	VARIANCE	STATUS	TCA	Non TCA
OTTAWASKA										
OTT1101	200 Caruso	Front Fence	4,000.00		4,000.00	0.00	-4,000.00			
OTT1102	200 Caruso	Carport Repairs	4,000.00		4,000.00	0.00	-4,000.00			
OTT1103	200 Caruso	Flooring	6,800.00		6,800.00	6,800.00	0.00			
OTT1104	200 Caruso	Bathrooms	6,400.00		6,400.00	6,400.00	0.00			
OTT1105	26 Spruce	Flooring	6,800.00		6,800.00	6,800.00	0.00			
OTT1106	26 Spruce	Bathrooms	6,400.00		6,400.00	0.00	-6,400.00			
OTT1107	26 Spruce	Landscaping	12,000.00		12,000.00	0.00	-12,000.00			
OTT1108	26 Spruce	Public Area Paint	11,000.00		11,000.00	5,817.00	-5,183.00	Complete		
UOTT1101	26 Spruce	Balcony Restoration				22,344.00	22,344.00	Complete		22344
UOTT1102	200 Caruso	Eavestrough				5,035.00	5,035.00	Complete		5,035.00
UOTT1103	26 Spruce	Eavestrough				2,290.00	2,290.00	Complete		2,290.00
Budget Total			57,400.00		57,400.00	55,486.00	-1,914.00			
AHP FUND YR 1										
Expenditures										
Budget Total			0.00		0.00	0.00	0.00			
AHP FUND YR 2										
AHP1103	59 Wallace	Security Cameras	14,500.00	14,500.00		10,731.00	-3,769.00	Complete	10,731.00	
AHP1104	510 Mackay	Replace all Locks	55,000.00		55,000.00	27,831.00	-27,169.00	In Progress		
AHP1105	150 Elizabeth	Replace all Locks	30,500.00		30,500.00	18,724.00	-11,776.00	In Progress		
AHPU1101	26 Spruce	Security Cameras				6,360.00	6,360.00	Complete	6,360.00	
AHPU1102	260 Elizabeth	Security Cameras				4,341.00	4,341.00	In Progress		
AHPU1103	41 Vimy	Replace all Locks				20,963.00	20,963.00	In Progress		
Budget total			100,000.00	14,500.00	85,500.00	88,950.00	-11,050.00			
Grand Total										
Reg Capital, Door, OTC, OTT, AHP 1&2			1,593,912.00	411,700.00	1,182,212.00	1,532,823.00	-169,831.00			

RCHC SHRRP (2011)

JOB#	PROJECT	DESCRIPTION	BUDGET	TCA	Non TCA	PROJECTED		STATUS	Expenditures	
						EXPENDITURE	VARIANCE		TCA	Non TCA
SHRRP RCHC										
SHRRP1101	Allan Wilfred	Furnace Replacement	35,000.00	35,000.00		26,661.00	-8,339.00	Complete	26,661.00	
SHRRP1102	Edward	Furnace Replacement	35,000.00	35,000.00		26,661.00	-8,339.00	Complete	26,661.00	
SHRRP1103	Oak	Furnace Replacement	45,000.00	45,000.00		33,337.00	-11,663.00	Complete	33,337.00	
SHRRP1104	150 Elizabeth	Waterline Valve Replace	3,000.00		3,000.00	3,000.00		In Progress		
SHRRP1105	75 Stafford	Waterline Valve Replace	3,000.00		3,000.00	3,000.00		In Progress		
SHRRP1106	Airth Blvd	Insulation & Siding	47,000.00		47,000.00	41,958.00	-5,042.00	Complete		41,958.00
SHRRP1107	Airth Blvd	Rebuild Patios	29,086.00		29,086.00	29,086.00		In Progress		
SHRRP1108	Sullivan Cres.	Electrical Service Upgrade	23,992.00		23,992.00	21,841.00	-2,151.00	Complete		21,841.00
SHRRP1109	41 Vimy	Roof Repair	7,000.00	7,000.00		6,850.00	-150.00	In Progress		
SHRRP1110	Arnold/Fraser	Roof Shingling	57,300.00	57,300.00		42,302.00	-14,998.00	Complete	42,302.00	
SHRRP1111	5967 Palmer	Generator	40,000.00	40,000.00		114,836.00	74,836.00	In Progress		
Added Jan 7 2011										
SHRRP1112	63 Russell	Main Breaker	4,106.00			4,106.00	0.00	Complete		4,106.00
SHRRP1113	63 Russell	Elevator railing kit	6,539.00			6,539.00	0.00	Complete		6,539.00
SHRRP1114	8 Burwash	Elevator railing kit	6,539.00			6,539.00	0.00	Complete		6,539.00
SHRRP1115	260 Elizabeth	Elevator railing kit	7,063.00			7,063.00	0.00	Complete		7,063.00
SHRRP1116	Palmer Rapids	Elevator	330,000.00			191,258.00	-138,742.00	In Progress		
SHRRP1117	59 Wallace	Replace all Locks	13,883.00			13,883.00	0.00	In Progress		
SHRRP1118	400 Nelson	Replace all Locks	6,614.00			6,614.00	0.00	In Progress		
SHRRP1119	8 Burwash	Canopy	25,000.00			25,000.00	0.00	In Progress		
SHRRP1120	150 Elizabeth	Roof/Insulation	38,000.00			38,000.00	0.00	In Progress		
SHRRP1121	75 Stafford	Security Cameras	16,412.00			16,412.00	0.00	Complete	16,412.00	
SHRRP1122	44 Lorne	Replace all Locks	6,735.00			6,735.00	0.00	In Progress		
SHRRP RCHC Budget Total			786,269.00	219,300.00	106,078.00	671,681.00	-114,588.00		145,373.00	88,046.00

SHRRP NON-PROFIT

2011

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JOB#	PROJECT	DESCRIPTION	BUDGET	TCA		PROJECTED EXPENDITURE	VARIANCE	STATUS	TCA	
				TCA	Non TCA				TCA	Non TCA
SHRRPNP1101	St. Joseph	Retaining Wall	39,933.00			39,933.00		In Progress		
SHRRPNP1102	St. Joseph	Storage Building	24,000.00			24,000.00		In Progress		
SHRRPNP1103	St. Joseph	Storage Building	39,900.00			39,900.00		In Progress		
SHRRP NON-PROFIT Budget Total			103,833.00			103,833.00	0.00			
Grand Total SHRRP RCHC & NP			890,102.00			775,514.00	-114,588.00			

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Renfrew County Housing Corporation Comparison Arrears

	August-11	August-10	August-09	August-08	August-07
Arnprior	\$9,172.08	\$7,658.75	\$2,511.25	\$6,538.75	\$4,927.68
Renfrew	\$6,941.00	\$2,975.00	\$436.00	\$3,400.39	\$1,650.00
Pembroke & Area	\$14,622.39	\$14,965.18	\$6,857.81	\$10,014.81	\$10,043.86
TOTAL	\$30,735.47	\$25,598.93	\$9,805.06	\$19,953.95	\$16,621.54

Arrears consist of the following:

Rent
 Maintenance
 Tribunal fee (minimum \$170)
 Parking
 Air Conditioning
 NSF charges

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

	2011											
	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	NOV	DEC
Arnprior	\$6,173.83	\$4,722.83	\$5,817.00	\$5,822.00	\$5,705.00	\$4,131.14	\$6,928.54	\$9,172.08				
Renfrew	\$2,576.00	\$1,884.00	\$1,585.00	\$1,104.00	\$2,297.00	\$5,705.00	\$6,001.00	\$6,941.00				
Pembroke & Area	\$13,570.11	\$9,063.11	\$9,190.21	\$12,652.21	\$11,030.35	\$15,866.56	\$15,878.08	\$14,622.39				
TOTAL	\$22,319.94	\$15,669.94	\$16,592.21	\$19,578.21	\$19,032.35	\$25,702.70	\$28,807.62	\$30,735.47				

	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	\$7,818.00	\$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	\$17,019.25	\$24,167.91	\$25,598.93	\$19,722.26	\$22,052.46	\$21,683.80	\$19,762.46

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MEDIA RELEASE



Co-operative Housing Federation of Canada
Ontario Region

For Immediate Release

Wanted: An Affordable Home

More progress needed to help households in housing need

(Toronto, September 15, 2011) - Authors of a newly released report on housing issues are calling on provincial candidates to focus on creating affordable homes for more than 152,000 households on community housing wait lists across Ontario.

The 2011 edition of *Where's Home?*, authored by the Ontario Non-Profit Housing Association (ONPHA) and the Co-operative Housing Federation of Canada Ontario Region (CHF Canada Ontario Region), analyzes 22 separate housing markets and highlights the need for more affordable rental housing across the Province.

This year's report shows that it is increasingly difficult for low and modest income people in Ontario to find safe, affordable rental housing options that are appropriate for their families. This daily reality is highlighted by data that indicates overall vacancy rates across the province continue to tighten – dropping to 2.9% between 2009 and 2010.

“Vacancy rates are tightening up and rental demand is expanding,” says Sharad Kerur, ONPHA’s Executive Director. “An aging population, increased levels of immigration and future economic conditions will all play a role in determining rental housing needs in the years ahead – and it will be up to local communities and senior governments to help meet those needs.”

“This year’s findings clearly demonstrate that the gap between homeowners and tenants’ incomes is growing ever wider and many Ontarians of low and modest means are struggling to find a home that they can afford,” said Harvey Cooper, Manager of Government Relations at CHF Canada Ontario Region. “I worry about families being forced to choose between paying for the necessities of life, putting food on the table and paying the rent.”

In addition to inadequate supply, high energy costs are compounding affordability problems for low and moderate income renter households - making it even harder for them to make ends meet.

While this year’s report brings attention to a number of troubling trends, there are bright spots that show progress can be made if communities have access to innovative ideas, government support, and sufficient levels of funding.

“While the number of new rental units being produced is not nearly enough to meet the growing demand, recent initiatives – particularly the Canada-Ontario Affordable Housing Program (AHP) - have helped create more affordable and supportive housing for those in need,” said Kerur. “Since 2005, over 8,500 of these units were created by non-profit and, to a lesser extent, co-operative housing organizations – showing that with government funding and support, communities can create more affordable homes.”

In order to meet increasing rental housing demand, over 10,000 new rental units would need to be built each and every year for the next ten years. While the need is big, so is the commitment of the organizations that make up the membership of ONPHA and CHF Canada Ontario Region.

“We know that housing is a fundamental building block of people’s lives,” says Cooper. “Our members want to see senior governments take a balanced approach to the creation of more affordable housing for people across the income spectrum. By combining permanently affordable co-op and non-profit housing, private sector rental, renovation programs for existing housing stock and financial tools like rent supplements to fill vacant units, we can move people off housing waiting lists and into affordable homes.”

“Where’s Home?” can be found at www.onpha.on.ca or www.chfc.ca.

For more information, contact:

ONPHA’s Margaret McCutcheon: 647-400-7496 or (416) 927-9144 ext. 115

CHF Canada Ontario Region’s Harvey Cooper: (416) 809-5048 (cell) or (416) 366-1711 ext. 237

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