



RENFREW COUNTY HOUSING CORPORATION

Thursday, February 15, 2018

A meeting of the Renfrew County Housing Corporation Board of Directors was held at the County of Renfrew Administration Building, Pembroke, Ontario on Thursday, February 15, 2018 at 9:30 a.m.

Directors Present: Deborah Farr, Sheldon Keller, John Reinwald, Walter Stack

City of Pembroke
Representative: Les Scott

Regrets: Peter Emon, Jennifer Murphy, Robert Reid, Debbie Robinson

Officers Present: W. James Hutton, Chief Executive Officer
Paul Moreau, Chief Operating Officer

Staff Present: Laura LePine, Ontario Works Manager
Judy Mulvihill, Manager of Child Care and Early Years Services
Bruce Beakley, Director of Human Resources
Karen McManus, Administrative Assistant

The meeting was called to order at 9:35 a.m. by Vice-Chair John Reinwald. The roll was called and no pecuniary interests were disclosed.

RESOLUTION NO. RCHC-C-18-02-07

Moved by: Councillor Scott
Seconded by: Councillor Stack

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting held on January 9, 2018 be adopted as printed and circulated.

CARRIED.

In the absence of Ms. Carol Neill, General Manager, Mr. Paul Moreau, Chief Operating Officer overviewed the monthly report attached as Appendix A.

The Coordinated Access waiting list numbers for the month of December 2017 and January 2018 were reviewed. There were a total of 1006 applicants, 41 of which are special priority applicants, on the waiting list as of January 31, 2018. Of the 1006 applicants, 119 are currently

living in a social housing unit, but are waiting for a transfer to another unit due to a change in their accommodation needs.

Mr. Moreau indicated that to date there have been no announcements of any new funding to increase the supply of affordable housing. He advised he would keep the board apprised of any announcements.

Mr. Moreau advised that the Consolidated Treasurer's Report for Renfrew County Housing Corporation as at December 31, 2017 would be available at the April meeting.

The arrears report for the month of December 2017 was reviewed.

Mr. Moreau reviewed the Consolidated Homelessness Prevention Initiative (CHPI) update on funding spent and funds remaining as at December 31, 2017. He advised that staff have indicated all funds will be depleted by March 31, 2018.

RESOLUTION NO. RCHC-C-18-02-08

Moved by: Councillor Stack
Seconded by: Councillor Farr

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

CARRIED.

RESOLUTION NO. RCHC-C-18-02-09

Moved by: Councillor Scott
Seconded by: Councillor Farr

THAT the next meeting of the Renfrew County Housing Corporation be held on Thursday, March 8, 2018 and this meeting adjourn. Time 9:45 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: February 15, 2018
 SUBJECT: Monthly Report

INFORMATION

1. APPLICANT/TENANT ISSUES
 - 1.1 Coordinated Access

	New Eligible Applicants on the Waitlist December 30, 2017	Eligible Applicants on the Waitlist January 5, 2018	Eligible Transfer Applicants on the Waitlist January 5, 2018	Eligible SP on Waitlist January 5, 2018
Family	11	313	59	28
Adult	10	468	51	14
Senior	3	221	18	1

	New Eligible Applicants on the Waitlist January 31, 2018	Eligible Applicants on the Waitlist February 1, 2018	Eligible Transfer Applicants on the Waitlist February 1, 2018	Eligible SP on Waitlist February 1, 2018
Family	15	313	52	26
Adult	17	475	48	14
Senior	4	218	19	1

Eligible applicants on the Renfrew County Social Housing Registry waitlist represents actual number of households waiting for housing.

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

	Move outs December 31, 2017	Move ins January 1, 2018	Internal Transfers January 1, 2018
Arnprior	3	5	0
Renfrew	4	2	1
Pembroke & Area	4	4	0

	Move outs January 31, 2018	Move ins February 1, 2018	Internal Transfers February 1, 2018
Arnprior	3	5	1
Renfrew	2	5	2
Pembroke & Area	5	3	1

1.2 Tenant Issues

December 2017	Arnprior	Renfrew	Pembroke & Area
N4's Issued	25	20	61
N5's Issued	0	1	1
L1's Issued	1	1	2
L2's Issued		0	0
L9's Issued	2	0	0

January 2018	Arnprior	Renfrew	Pembroke & Area
N4's Issued	27	22	68
N5's Issued	0	0	0
L1's Issued	0	1	4
L2's Issued	0	0	0
L9's Issued	0	0	0
Sheriff Evictions	0	0	1

- 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
- N8 Notice to Terminate a Tenancy at End of a Term
- 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

2. FINANCIAL

2.1 Operating Budget

The Consolidated Treasurer’s Report for Renfrew County Housing Corporation as at December 2017 will be presented at the April 2018 meeting.

2.2 Current Arrears

The December arrears report is attached as Appendix RCHC-II.

The December comparison arrears report is attached as Appendix RCHC-III.

3. PROGRAM UPDATES/CHANGES

3.1 Community Homelessness Prevention Initiative (CHPI)

The Community Homelessness Prevention Initiative (CHPI) aims to prevent, address and reduce homelessness by improving access to adequate, suitable and affordable housing that is linked to flexible support services based on peoples’ needs. The CHPI is a result of the consolidation of funding from five provincial homelessness-related programs.

Program	Program Budget Apr 2017 – Mar 2018	Program Expenditures Apr 1 2017 – Dec 31, 2017	Approximate Funds Remaining
Emergency Minor Home Repair Assistance Program	\$120,000	\$92,460	\$27,540
Rental Allowance	\$307,820	\$253,030	\$54,790
Homelessness Prevention Program (HPP)	\$437,962	\$304,089	\$133,873

Report respectfully submitted.

Comparison Waiting List Report - 2017

<i>Pembroke & Area</i>	Dec 31 2016	Jan 31 2017	Feb 28 2017	Mar 31 2017	Apr 30 2017	May 31 2017	June 30 2017	July 31 2017	Aug 31 2017	Sept 30 2017	Oct 31 2017	Nov 30 2017	Dec 31 2017
<i>Family</i>	218	224	228	238	223	206	202	210	206	210	206	209	204
<i>Adults</i>	405	413	412	401	413	423	434	450	445	449	457	448	447
<i>Seniors</i>	213	210	209	208	206	198	199	204	195	195	194	188	192
TOTALS	836	847	849	847	842	827	835	864	846	854	857	845	843

<i>Arnprior</i>	Dec 31 2016	Jan 31 2017	Feb 28 2017	Mar 31 2017	Apr 30 2017	May 31 2017	June 30 2017	July 31 2017	Aug 31 2017	Sept 30 2017	Oct 31 2017	Nov 30 2017	Dec 31 2017
<i>Family</i>	89	84	86	81	75	70	77	78	70	70	67	74	64
<i>Adults</i>	92	98	102	104	99	104	105	107	104	95	92	93	93
<i>Seniors</i>	65	67	69	67	68	68	71	69	64	65	66	66	66
TOTALS	246	249	257	252	242	242	253	254	238	230	225	233	223

<i>Renfrew</i>	Dec 31 2016	Jan 31 2017	Feb 28 2017	Mar 31 2017	Apr 30 2017	May 31 2017	June 30 2017	July 31 2017	Aug 31 2017	Sept 30 2017	Oct 31 2017	Nov 30 2017	Dec 31 2017
<i>Family</i>	79	80	81	75	75	72	88	86	81	85	86	94	90
<i>Adults</i>	107	111	114	112	116	122	124	125	122	125	120	112	106
<i>Seniors</i>	44	47	46	49	47	48	48	49	47	49	52	51	51
TOTALS	230	238	241	236	238	242	260	260	250	259	258	257	247

<i>RCHC Totals</i>	Dec 31 2016	Jan 31 2017	Feb 28 2017	Mar 31 2017	Apr 30 2017	May 31 2017	June 30 2017	July 31 2017	Aug 31 2017	Sept 30 2017	Oct 31 2017	Nov 30 2017	Dec 31 2017
<i>Family</i>	386	388	395	394	373	348	367	374	357	365	359	377	358
<i>Adults</i>	604	622	628	617	628	649	663	682	671	669	669	653	646
<i>Seniors</i>	322	324	324	324	321	314	318	322	306	309	312	305	309
TOTALS	1,312	1,334	1,347	1,335	1,322	1,311	1,348	1,378	1,334	1,343	1,340	1,335	1,313

2.0 **FINANCIAL**2.2 **Arrears**

	Arrears Previous Month (November 2017)		Arrears Owing for December 2017		Number of Tenants	Comments <i>(a tenant may have multiple charges)</i>
Arnprior	Rent	\$ 6,886.00	Rent	\$ 7,727.00	16	1 L1 Application to Evict Tenant for Non-Payment of Rent
	Maint.	\$ 3,262.00	Maint.	\$ 3,207.00		0 L2 Application to End a Tenancy and Evict a Tenant
	Misc.	\$ 2,066.00	Misc.	\$ 1,730.00		0 L9 Application to Collect Rent the Tenant Owes
	Total	\$ 12,214.00	Total	\$ 12,664.00		7 N4 Eviction
Renfrew	Rent	\$ 1,129.00	Rent	\$ 648.00	10	0 N5 Notice to Terminate a Tenancy Early
	Maint.	\$ 4,717.00	Maint.	\$ 1,929.00		4 Maintenance Charges
	Misc.	\$ 399.00	Misc.	\$ 651.00		0 NSF Fees
	Total	\$ 6,245.00	Total	\$ 3,228.00		4 Tribunal Fees
Pembroke & Area	Rent	\$ 17,952.00	Rent	\$ 19,171.00	73	1 Utilities
	Maint.	\$ 2,410.00	Maint.	\$ 2,344.00		2 L1 Application to Evict Tenant for Non-Payment of Rent
	Misc.	\$ 2,124.00	Misc.	\$ 4,228.00		0 L2 Application to End a Tenancy and Evict a Tenant
	Total	\$ 22,486.00	Total	\$ 25,743.00		23 N4 Eviction
TOTAL	\$ 40,945.00		\$ 41,635.00	99	53 Air Conditioner Fees	
					15 Maintenance Charges	
					7 NSF Fees	
					26 Parking Fees	
					0 Sheriff Eviction	
					3 Tribunal Fees	

Rent Charged \$ 324,729.00

Adjustments \$ 11,606.00

Adjustments Processed = 74

Renfrew County Housing Corporation Comparison Arrears

	December-17	December-16	December-15	December-14	December-13
Arnprior	\$12,664.00	\$9,995.00	\$11,244.86	\$13,568.00	\$13,568.00
Renfrew	\$3,228.00	\$4,432.00	\$3,875.00	\$271.00	\$605.00
Pembroke & Area	\$25,743.00	\$17,743.00	\$20,063.66	\$15,756.00	\$10,637.21
TOTAL	\$41,635.00	\$32,170.00	\$35,183.52	\$29,595.00	\$24,810.21

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

	2017											
	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEPT	OCT	NOV	DEC
Arnprior	\$15,236.00	\$19,236.00	\$21,823.00	\$20,368.00	\$16,268.00	\$11,277.00	\$7,994.00	\$11,468.00	\$11,594.00	\$10,462.00	\$12,214.00	\$12,664.00
Renfrew	\$4,188.00	\$5,659.00	\$5,884.00	\$4,339.00	\$4,988.00	\$4,488.00	\$7,423.00	\$6,514.00	\$5,680.00	\$5,761.00	\$6,245.00	\$3,228.00
Pembroke & Area	\$17,703.00	\$16,697.00	\$16,859.00	\$14,306.00	\$11,178.00	\$11,041.00	\$12,980.00	\$14,870.00	\$14,655.00	\$20,429.00	\$22,486.00	\$25,743.00
TOTAL	\$37,127.00	\$41,592.00	\$44,566.00	\$39,013.00	\$32,434.00	\$26,806.00	\$28,397.00	\$32,852.00	\$31,929.00	\$36,652.00	\$40,945.00	\$41,635.00