



RENFREW COUNTY HOUSING CORPORATION

Thursday, March 8, 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, March 8, 2018 at 9:30 a.m.

Directors Present: Sheldon Keller, Jennifer Murphy, John Reinwald, Robert Reid, Debbie Robinson, Walter Stack

City of Pembroke
Representative: Les Scott

Regrets: Peter Emon, Deborah Farr

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

Staff Present: Carol Neill, General Manager, Renfrew County Housing Corporation
Laura LePine, Ontario Works Manager
Judy Mulvihill, Manager of Child Care and Early Years Services
Bruce Beakley, Director of Human Resources
Craig Kelley, Director of Development & Property
Rosalyn Gruntz, Executive Assistant/Deputy Clerk
Karen McManus, Administrative Assistant

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

RESOLUTION NO. RCHC-C-18-03-10

Moved by: Councillor Scott
Seconded by: Councillor Reinwald

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting held on February 15, 2018 be adopted as printed and circulated.

CARRIED.

Ms. Carol Neill, General Manager, overviewed the monthly report attached as Appendix A.

The Coordinated Access waiting list numbers for the month of February 2018 were reviewed. There were a total of 1006 applicants, 41 of which are special priority applicants, on the waiting list as of February 28, 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.

Ms. Neill advised that she will bring to the next meeting a detailed review of the tenant issues, including statistics on the number of tribunals and associated costs.

Ms. Neill advised that the Consolidated Treasurer's Report for Renfrew County Housing Corporation as at December 31, 2017 would be available at the April meeting. She also indicated that the tender process has begun and a detailed Capital Works Report will be available for the April meeting.

The arrears report for the month of January 2018 was reviewed.

Ms. Neill provided an overview of the Ontario Renovates Program and indicated the type of repairs being applied for and the number of homeowners, by municipality, that were assisted through the program up to December 31, 2017. She indicated that complete applications for eligibility are on a first come first serve basis and the 2018 round of funding should be available on or before April 2, 2018.

Ms. Neill provided an overview of the Homeownership Program and the number of applicants, by municipality, who have received assistance to purchase a home in past years.

Ms. Neill noted that she is anticipating new figures to be announced in March for the market value of a home and the household income limit to qualify for the Ontario Renovates and Homeownership programs.

RESOLUTION NO. RCHC-C-18-03-11

Moved by: Warden Murphy
Seconded by: Councillor Stack

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

CARRIED.

RESOLUTION NO. RCHC-C-18-03-12

Moved by: Councillor Scott
Seconded by: Councillor Stack

THAT the next meeting of the Renfrew County Housing Corporation be held on Thursday, April 12, 2018 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: March 8, 2018
 SUBJECT: Monthly Report

INFORMATION

1. APPLICANT/TENANT ISSUES
 - 1.1 Coordinated Access

	New Eligible Applicants on the Waitlist February 28, 2018	Eligible Applicants on the Waitlist February 23, 2018	Eligible Transfer Applicants on the Waitlist March 1, 2018	Eligible SP on Waitlist February 23, 2018
Family	4	313	52	26
Adult	12	475	48	14
Senior	2	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 February 28, 2018	Move ins March 1, 2018	Internal Transfers March 1, 2018
Arnprior	1	5	0
Renfrew	2	2	0
Pembroke & Area	5	3	1

1.2 Tenant Issues

February 2018	Arnprior	Renfrew	Pembroke & Area
N4's Issued	27	16	58
N5's Issued	0	0	2
N6's Issued	0	0	1
N7's Issued	0	0	1
L1's Issued	1	2	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 will be available at the April meeting.

2.2 Capital Budget

The Capital Works Variance Report as at February 23, 2018 was not available at the time of mail out.

2.3 Current Arrears

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

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

3. PROGRAM UPDATES/CHANGES

3.1 Ontario Renovates

Ontario Renovates is a program that provides financial assistance to homeowners by way of a forgivable loan to repair their home to acceptable standards while improving the energy efficiency and/or increasing accessibility of their unit. In order to qualify for the program, there is a formal application process and certain criteria must be met including:

- The property must be located in the County of Renfrew;
- Applicants must own the home that is their sole and principle residence with a market value below \$220,737 (2017 amount - new figure to be received in early March);
- Applicants must have a total household income that does not exceed \$80,300 (2017 amount - new figure to be received in early March), which includes all sources of income.

The Ontario Renovates Program is offered as a part of the Investment in Affordable Housing for Ontario (IAH) Program funded by the Ministry of Municipal Affairs and Housing. Funding is provided in the form of a 10 year, interest free forgivable loan to homeowners based on the cost of approved work items up to \$10,000.00 (mortgage on title). In addition, funding for accessibility repairs made to a home up to a maximum of \$3,500.00 as based upon the cost of approved work items is in the form of a grant and does not require repayment. Under the direction of the Director of Social Services, the Renfrew County Housing Corporation (RCHC) delivers the Ontario Renovates Program.

In the past, response to this program has been overwhelming and funds are committed very quickly. Complete applications are reviewed for eligibility on a first come first serve basis and should be available on or before April 1, 2018.

The types of repairs being applied for are:

- Doors & Windows
- Roofs
- Siding
- Foundations
- Structural
- Floors/Ceilings
- Septic/Well Water/Well
- Plumbing
- Electrical
- Fire Safety
- Heating
- Accessibility bathroom upgrade

The following table shows the number of homeowners assisted through the Ontario Renovates Program up to December 31, 2017:

Ontario Renovates Recipients as of December 31, 2017 by Municipality	
Township of Admaston/Bromley	6
Town of Arnprior	7
Township of Bonnechere Valley	33
Township of Brudenell, Lyndoch & Raglan	3
Town of Deep River	3
Township of Greater Madawaska	4
Township of Head, Clara & Maria	0
Township of Horton	6
Township of Killaloe, Hagarty & Richards	11
Township of Laurentian Valley	14
Town of Laurentian Hills	3
Township of Madawaska Valley	18
Township of McNab/Braeside	5
North Algona, Wilberforce Township	11
City of Pembroke	15
Town of Petawawa	3
Town of Renfrew	17
Township of Whitewater Region	13
TOTAL	172

3.2 Homeownership

Homeownership aims to assist low-to-moderate-income renter households to purchase affordable homes by providing down payment assistance in the form of a forgivable loan. In order to qualify for the program, there is a formal application process and certain criteria must be met including:

- Be a renter household buying a sole and principal residence in the County of Renfrew.
- In 2017 the purchase price of a home could not exceed the average resale price of \$216,752 (anticipate new figure in early March).
- In 2017 the household income could not exceed \$80,300, which included all sources of income (anticipate new figure in early March).

The Homeownership Program is offered as a part of the Investment in Affordable Housing for Ontario Program 2014 Extension funded by the Ministry of Municipal Affairs and Housing. Funding is provided as a down payment assistance loan for eligible purchasers. Assistance is forgiven after a minimum of 20 years – the affordability period for the Homeownership component. Under the direction of the Director of Social Services, the Renfrew County Housing Corporation (RCHC) delivers the Homeownership Program.

In the past, response to this program has been overwhelming and funds are committed very quickly. Complete applications are reviewed for eligibility on a first come first serve basis.

Homeownership Recipients by Municipality					
	2009	2010	Year 4 Extension 2017-2018	Year 5 Extension 2018-2019	Total
Township of Admaston/Bromley	0	1	0		1
Town of Arnprior	0	0	0		0
Township of Bonnechere Valley	0	0	1		1
Township of Brudenell, Lyndoch & Raglan	0	0	0		0
Town of Deep River	4	1	3		8
Township of Greater Madawaska	1	0	1		2
Township of Head, Clara & Maria	0	0	0		0
Township of Horton	0	0	0		0
Township of Killaloe, Hagarty & Richards	0	0	1		1
Township of Laurentian Hills	0	0	2		2
Township of Laurentian Valley	3	0	0		3
Township of Madawaska Valley	0	0	0		0
Township of McNab/Braeside	1	0	0		1
Township of North Algona, Wilberforce	0	0	0		0
City of Pembroke	10	0	1		11
Town of Petawawa	1	0	1		2
Town of Renfrew	0	4	3		7
Township of Whitewater Region	2	0	1		3
TOTAL	22	6	14	0	42

Report respectfully submitted.

Comparison Waiting List Report - 2018

Pembroke & Area	Dec 31 2017	Jan 31 2018	Feb 28 2018	Mar 31 2018	Apr 30 2018	May 31 2018	June 30 2018	July 31 2018	Aug 31 2018	Sept 30 2018	Oct 31 2018	Nov 30 2018	Dec 31 2018
Family	204	202	202										
Adults	447	464	464										
Seniors	192	181	181										
TOTALS	843	847	847	0	0	0	0	0	0	0	0	0	0

Arnprior	Dec 31 2017	Jan 31 2018	Feb 28 2018	Mar 31 2018	Apr 30 2018	May 31 2018	June 30 2018	July 31 2018	Aug 31 2018	Sept 30 2018	Oct 31 2018	Nov 30 2018	Dec 31 2018
Family	64	61	56										
Adults	93	96	99										
Seniors	66	66	66										
TOTALS	223	223	221	0	0	0	0	0	0	0	0	0	0

Renfrew	Dec 31 2017	Jan 31 2018	Feb 28 2018	Mar 31 2018	Apr 30 2018	May 31 2018	June 30 2018	July 31 2018	Aug 31 2018	Sept 30 2018	Oct 31 2018	Nov 30 2018	Dec 31 2018
Family	90	86	83										
Adults	106	109	108										
Seniors	51	52	52										
TOTALS	247	247	243	0	0	0	0	0	0	0	0	0	0

RCHC Totals	Dec 31 2017	Jan 31 2018	Feb 28 2018	Mar 31 2018	Apr 30 2018	May 31 2018	June 30 2018	July 31 2018	Aug 31 2018	Sept 30 2018	Oct 31 2018	Nov 30 2018	Dec 31 2018
Family	358	349	341	0	0	0	0	0	0	0	0	0	0
Adults	646	669	671	0	0	0	0	0	0	0	0	0	0
Seniors	309	299	299	0	0	0	0	0	0	0	0	0	0
TOTALS	1,313	1,317	1,311	0	0	0	0	0	0	0	0	0	0

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

	Arrears Previous Month (December 2017)		Arrears Owing for January 2018		Number of Tenants	Comments <i>(a tenant may have multiple charges)</i>
Arnprior	Rent	\$ 7,727.00	Rent	\$ 8,825.00	15	1 L1 Application to Evict Tenant for Non-Payment of Rent
	Maint.	\$ 3,207.00	Maint.	\$ 4,025.00		0 L2 Application to End a Tenancy and Evict a Tenant
	Misc.	\$ 1,730.00	Misc.	\$ 1,725.00		7 N4 Eviction
	Total	\$ 12,664.00	Total	\$ 14,575.00		0 N5 Notice to Terminate a Tenancy Early
					5 Maintenance Charges	
					0 NSF Fees	
					2 Sheriff Eviction	
					4 Tribunal Fees	
					1 Utilities	
Renfrew	Rent	\$ 648.00	Rent	\$ 1,320.00	9	3 L1 Application to Evict Tenant for Non-Payment of Rent
	Maint.	\$ 1,929.00	Maint.	\$ 1,750.00		1 L2 Application to End a Tenancy and Evict a Tenant
	Misc.	\$ 651.00	Misc.	\$ 586.00		6 N4 Eviction
	Total	\$ 3,228.00	Total	\$ 3,656.00		0 N5 Notice to Terminate a Tenancy Early
					0 Air Conditioner Fees	
					1 Maintenance Charges	
					2 NSF Fees	
					4 Tribunal Fees	
					0 Utilities	
Pembroke & Area	Rent	\$ 19,171.00	Rent	\$ 19,968.00	58	6 L1 Application to Evict Tenant for Non-Payment of Rent
	Maint.	\$ 2,344.00	Maint.	\$ 2,747.00		0 L2 Application to End a Tenancy and Evict a Tenant
	Misc.	\$ 4,228.00	Misc.	\$ 4,155.00		17 N4 Eviction
	Total	\$ 25,743.00	Total	\$ 26,870.00		34 Air Conditioner Fees
					19 Maintenance Charges	
					9 NSF Fees	
					28 Parking Fees	
					1 Sheriff Eviction	
					9 Tribunal Fees	
TOTAL	\$ 41,635.00		\$ 45,101.00	82		

Rent Charged \$ 327,739.00

Adjustments \$ 10,857.00

Adjustments Processed = 52

Renfrew County Housing Corporation Comparison Arrears

	January-18	January-17	January-16	January-15	January-14
Arnprior	\$14,575.00	\$15,236.00	\$11,189.00	\$10,983.00	\$9,623.00
Renfrew	\$3,656.00	\$4,188.00	\$4,712.00	\$390.00	\$307.00
Pembroke & Area	\$26,870.00	\$17,703.00	\$17,966.00	\$14,191.00	\$9,341.00
TOTAL	\$45,101.00	\$37,127.00	\$33,867.00	\$25,564.00	\$19,271.00

Arrears consist of the following:

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