



## **RENFREW COUNTY HOUSING CORPORATION**

**Wednesday, August 11, 2021**

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An electronic meeting of the Renfrew County Housing Corporation Board of Directors was held on Wednesday, August 11, 2021 at 1:00 p.m.

Directors Present: Chair James Brose  
Warden Debbie Robinson  
Vice-Chair John Reinwald  
Councillor Debbi Grills  
Councillor Kim Love

Regrets: Councillor Ed Jacyno  
Councillor Cathy Regier

Officers Present: Paul Moreau, Chief Executive Officer  
Laura LePine, Chief Operating Officer

Staff Present: Jennifer Dombroskie, Manager, Housing & Homelessness  
Craig Kelley, Director of Development & Property  
Judy Mulvihill, Manager of Child Care and Early Years Services  
Andrea Patrick, Manager of Ontario Works  
Rosalyn Gruntz, Deputy Clerk  
Wendy Hill, Administrative Assistant

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Chair Brose called the meeting to order at 1:00 p.m. The roll was called and no pecuniary interests were disclosed.

### **RESOLUTION NO. RCHC-C-21-08-28**

Moved by Councillor Grills

Seconded by Councillor Robinson

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting held on June 16, 2021, be adopted. CARRIED.

Ms. LePine overviewed the Director's Report, which is attached as Appendix A.

Ms. Dombroskie overviewed the Monthly Report, which is attached as Appendix B.

**RESOLUTION NO. RCHC-C-21-08-29**

Moved by Councillor Love

Seconded by Councillor Robinson

THAT the Renfrew County Housing Corporation Board of Directors approve a 1.2% rent increase for the entire Renfrew County Housing Corporation portfolio for all new tenants and current tenants with the appropriate 90 day notice effective January 1, 2022. CARRIED

Vice Chair John Reinwald entered the meeting at 1:15 p.m.

**RESOLUTION NO. RCHC-C-21-08-30**

Moved by Councillor Love

Seconded by Councillor Grills

THAT the Director's Report and Monthly Report attached as Appendices A and B be approved. CARRIED.

**RESOLUTION NO. RCHC-C-21-08-31**

Moved by Councillor Robinson

Seconded by Councillor Grills

THAT this meeting adjourn and the next regular meeting be held on September 15, 2021. Time 1:20 p.m. CARRIED.

**COUNTY OF RENFREW**  
**COMMUNITY SERVICES DEPARTMENT**  
**RENFREW COUNTY HOUSING CORPORATION**

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**TO:** Renfrew County Housing Corporation Board of Directors  
**FROM:** Laura LePine, Director of Community Services  
**DATE:** August 15, 2021  
**SUBJECT:** Director's Report

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**INFORMATION**

**1. New Manager Housing and Homelessness**

Jennifer Dombroskie is the new manager of housing and homelessness. Jennifer started her career with the County of Renfrew over 19 years ago with the Ontario Works Division. She was in the Ontario Works Supervisor position from 2011 up until this spring when she filled in as the Acting Manager for Renfrew County Housing Corporation. Over the last several years Jennifer also worked in a concurrent role as our department's Human Services Integration Lead. Jennifer is very interested in housing and has demonstrated great insight into housing and homelessness issues in Renfrew County.

**COUNTY OF RENFREW  
COMMUNITY SERVICES DEPARTMENT  
RENFREW COUNTY HOUSING CORPORATION**

**TO:** Renfrew County Housing Corporation Board of Directors

**FROM:** Jennifer Dombroskie, Manager, Housing and Homelessness

**DATE:** August 11, 2021

**SUBJECT:** Monthly Report

**INFORMATION**

1. **2021 Second Quarter Community Housing Registry Waitlist Statistics  
[Strategic Plan Goals #1, #2 & #3]**

	<b>New Eligible Applications</b>	<b>Total Eligible Applications</b>	<b>Total # of Active Applications</b>	<b>Eligible Transfer Applicants</b>	<b>Eligible SP Applicants</b>
<b>Senior</b>	13	108	163	8	1
<b>Adult</b>	132	442	465	40	7
<b>Family</b>	83	383	484	36	41
<b>TOTALS</b>	<b>228</b>	<b>*933</b>	<b>**1112</b>	<b>84</b>	<b>49</b>

\*933 eligible applications as of June 30, 2021

<b>Bedroom Size</b>	<b>Senior</b>	<b>Adult</b>	<b>Family</b>
1	100	426	0
2	8	16	152
3	0	0	142
4	0	0	68
5	0	0	21
<b>TOTALS</b>	<b>108</b>	<b>442</b>	<b>383</b>

**\*\*1112 active applicants as of June 30, 2021**

<b>Bedroom Size</b>	<b>Senior</b>	<b>Adult</b>	<b>Family</b>	<b>Dependents</b>
1	147	432	0	0
2	16	33	188	109
3	0	0	176	269
4	0	0	85	201
5	0	0	35	84
<b>TOTALS</b>	<b>163</b>	<b>465</b>	<b>484</b>	<b>663</b>

**2. Move Ins, Move Outs, and Internal Transfers Comparison [Strategic Plan Goal #1]**

	<b>Move Outs Second Quarter 2021</b>	<b>Move Ins Second Quarter 2021</b>	<b>Internal Transfers Second Quarter 2021</b>
Pembroke & Area	10	9	0
Renfrew	4	5	0
Arnprior	7	2	0

**3. Landlord and Tenant Board Notices and Applications [Strategic Plan Goals #1 & #2]**

<b>Second Quarter</b>	<b>Arnprior</b>	<b>Renfrew</b>	<b>Pembroke &amp; Area</b>
N4's Issued	13	23	111
N5's Issued	2	2	0
N6's Issued	0	0	0
L1's Issued	0	0	2

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 for Illegal Acts

L1 Application to Evict a Tenant for Non-payment of Rent and to Collect Rent the Tenant Owes

4. **Renfrew County Housing Corporation Rent Arrears [Strategic Plan Goals #1 & #2]**

Attached as Appendix RCHC-I is the Renfrew County Housing Corporation Arrears Report.

Attached as Appendix RCHC-II is the Renfrew County Housing Corporation Comparison Arrears Report.

5. **Consolidated Homelessness Prevention Initiative Rental Allowance [Strategic Plan Goals 1 & 2]**

The CHPI Rental Allowance Program is a monthly supplement paid to the landlord on behalf of a household in need of rental assistance; \$275/month for single or couples with no dependents or \$375/month for families, or sole support parents with children. This supplement is meant to bridge the gap between affordable rent and the actual market rent charged by the landlord. The County of Renfrew is committed to ensuring that the residences of Renfrew County have access to safe and affordable housing.

**Households Assisted – Second Quarter**

Month	Single	Family
April	114	46
May	116	46
June	120	45

**\*note – applicants continue to be eligible for up to 3 years**

6. **Annual General Report – 2020 [Strategic Plan Goal #1, #2 & #3]**

Attached as Appendix RCHC-III is the Renfrew County Housing Corporation Annual General Report for 2020.

## RESOLUTIONS

### 7. Renfrew County Housing Corporation Rent Increase 2022 [Strategic Plan Goal #2]

**Recommendation:** THAT the Renfrew County Housing Corporation Board of Directors approve a 1.2% rent increase for the entire Renfrew County Housing Corporation portfolio for all new tenants and current tenants with the appropriate 90 day notice effective January 1, 2022.

#### **Background**

The Helping Tenants and Small Businesses Act was passed by the provincial government during October 2020. Under this Act, residential rent increases were frozen for the period of January 1, 2021 to December 31, 2021. As of January 1, 2022, landlords may increase rent. The 2022 rent increase guideline is 1.2% under the Residential Tenancies Act (i.e., market units). To increase rents, landlords must give at least 90 days written notice at least 12 months after the first day of tenancy or last rent increase. Notice for rent increases may occur prior to January 1, 2022.

In addition to the allowable annual maximum rent increase, in September 2018 the Renfrew County Housing Corporation Board of Directors approved the monthly maximum rent for the one-bedroom units in the outlying areas be increased by \$10/month, once per year effective January 1, 2019, over five years (2019-2023).

*RCHC-C-18-09-37*

*THAT the Renfrew County Housing Corporation Board of Directors approves the monthly maximum rent for the one-bedroom units in the outlying areas (excluding Pembroke, Renfrew and Arnprior) be increased by \$10/month, once per year, over the next five years in addition to the allowable annual maximum rent increase.*