



## RENFREW COUNTY HOUSING CORPORATION

Wednesday, February 9, 2022 – 1:00 p.m.

### AGENDA

1. Call to order.
2. Land Acknowledgement.
3. Roll call.
4. Disclosure of pecuniary interest and general nature thereof.
5. Adoption of minutes of previous meeting held on January 12, 2022.
6. Delegations: None at the time of mailing.

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7. Manager of Housing & Homelessness Report	3
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9. New Business.	
10. Closed Meeting – None at time of mailing.	
11. Date of next meeting (Wednesday, March 9, 2022) and adjournment.	

**NOTE:** (a) Submissions received from the public, either orally or in writing may become part of the public record.

## **Strategic Plan**

**Strategic Plan Goal # 1: To inform the Federal and Provincial government on our unique needs so that Renfrew County residents get their “fair share”.**

**Initiatives:**

- (a) Create s strategic communications plan**
- (b) Identify and advocate for issues important to the County of Renfrew.**

**Strategic Plan Goal # 2: Fiscal sustainability for the Corporation of the County of Renfrew and its ratepayers.**

**Initiatives:**

- (a) Commitment from Council supporting principles within the Long-Term Financial Plan**
- (b) Establish Contingency Plan to respond to provincial and federal financial pressures and opportunities beyond the Long-Term Financial Plan.**

**Strategic Plan Goal # 3: Find cost savings that demonstrate our leadership while still meeting community needs.**

**Initiatives:**

- (a) Complete community needs assessment**
- (b) With identified partners implement plan to optimize service delivery to the benefit of our residents.**

**Strategic Plan Goal # 4: Position the County of Renfrew so that residents benefit from advances in technology, to ensure that residents and staff have fair, affordable and reasonable access to technology.**

**Initiatives**

- (a) Ensure that the County of Renfrew is top of the list for Eastern Ontario Regional Network funding for mobile broadband**
- (b) Lobby for secure and consistent radio systems for first responders and government**
- (c) Put a County of Renfrew technology strategy in place.**

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

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

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

**DATE:** February 9, 2022

**SUBJECT:** Monthly Report

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**INFORMATION**

1. **2021 Fourth 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 Applicants</b>	<b>Eligible Transfer Applicants</b>	<b>Eligible SP Applicants</b>
<b>Senior</b>	4	75	90	16	0
<b>Adult</b>	73	598	658	38	1
<b>Family</b>	65	348	547	40	37
<b>TOTALS</b>	<b>142</b>	<b>1021*</b>	<b>1295**</b>	<b>94</b>	<b>38</b>

\*1021 eligible applications as of December 31, 2021

<b>Bedroom Size</b>	<b>Senior</b>	<b>Adult</b>	<b>Family</b>
1	70	559	0
2	5	39	157
3	0	0	112
4	0	0	55
5	0	0	24
<b>TOTALS</b>	<b>75</b>	<b>598</b>	<b>348</b>

**\*\*1295 active applicants as of December 31, 2021**

<b>Bedroom Size</b>	<b>Senior</b>	<b>Adult</b>	<b>Family</b>	<b>Dependents</b>
1	85	622	0	0
2	5	36	236	145
3			168	224
4			91	172
5			52	113
<b>TOTALS</b>	<b>90</b>	<b>658</b>	<b>547</b>	<b>651</b>

**2. Move Ins, Move Outs, and Internal Transfers Comparison (Fourth Quarter 2021) [Strategic Plan Goal #1]**

	<b>Move Outs Fourth Quarter 2021</b>	<b>Move Ins Fourth Quarter 2021</b>	<b>Internal Transfers Fourth Quarter 2021</b>
Pembroke & Area	13	11	2
Renfrew	8	8	0
Arnprior	7	4	3

**3. Landlord and Tenant Board Notices and Applications (Fourth Quarter 2021) [Strategic Plan Goals #1 & #2]**

<b>Third Quarter</b>	<b>Arnprior</b>	<b>Renfrew</b>	<b>Pembroke &amp; Area</b>
N4's Issued	73	62	206
N5's Issued	3	7	9
N6's Issued	1	1	5
N7's Issued	0	0	2
L1's Issued	0	1	9
L2's Issued	4	1	7

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

N7 10-Day Notice to Terminate a Tenancy Early

- L1 Application to Evict a Tenant for Non-payment of Rent and to Collect Rent the Tenant Owes
- L2 Application to End a Tenancy and Evict a Tenant or Collect Money

4. **Renfrew County Housing Corporation Rent Arrears (Fourth Quarter 2021) [Strategic Plan Goals #1 & #2]**

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

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

5. **Consolidated Homelessness Prevention Initiative (CHPI) 2021 Fourth Quarter (October 1, 2021 – December 31, 2021) Update [Strategic Plan Goals #1, #2 & #3]**

Originally implemented in January 2013, the Community Homelessness Prevention Initiative (CHPI) is a 100 per cent provincially funded outcomes-based program that aims to prevent and end homelessness by improving access to adequate, suitable, and affordable housing and homelessness services for people experiencing homelessness and for people at-risk of homelessness.

The County of Renfrew's CHPI allocation for 2021-2022 is \$1,447,608. This funding is used to deliver local programs that help with housing security: Homelessness Prevention Program (HPP), Rent Allowance, and Emergency Minor Home Repairs.

**Homelessness Prevention Program (HPP)**

This is an emergency program that helps people to keep their current housing or secure new housing. Details about approved expenses and eligibility requirements can be found on the County's website on the [Homelessness Prevention Program](#) webpage.

<b>Number of Approved Applications Fourth Quarter</b>	<b>Fourth Quarter HPP Expenditure</b>
240	\$160,557.34

### **Rent Allowance**

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 people 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. Households can remain eligible for up to three years and eligibility is verified annually.

#### **Households Assisted – 2021 Fourth Quarter**

<b>Month</b>	<b>Single</b>	<b>Family</b>	<b>Fourth Quarter Expenditure</b>
October	91	34	\$37,775
November	85	33	\$35,750
December	82	34	\$35,300
Total Fourth Quarter Expenditure			\$108,825

### **Emergency Minor Home Repairs**

This program helps low-income homeowners stay safely housed within their home by covering essential minor home repairs up to \$5000.

<b>Number of Approved Applications 2021 Third Quarter</b>	<b>Fourth Quarter HPP Expenditure</b>
1	\$3,672.50

## RCHC Arrears Report December 2021

	Arrears Previous Month (Nov. 2021)		Arrears Owing for December 2021		Number of Tenants	Comments (a tenant may have multiple charges)
Arnprior	Rent	\$ 1,270.00	Rent	\$ 752.00	6	L4 Application to Evict Tenant Tenant failed to meet conditions
						4 L2 Application to End a Tenancy and Evict a Tenant
	Maint.	\$ -	Maint.	\$ -		3 N4 Eviction -
						1 N6 Notice to Terminate a Tenancy Early - Illegal Act or Misrepresentation of Income
	Misc.	\$ 573.00	Misc.	\$ 361.00		7 N5 Notice to Terminate a Tenancy Early
						Maintenance Charges
						NSF Fees
						5 Tribunal Fees
						Parking Fees
	<b>Total</b>	<b>\$ 1,843.00</b>	<b>Total</b>	<b>\$ 1,113.00</b>		
Renfrew	Rent	\$ 3,109.00	Rent	\$ 3,414.00	5	2 L1 Application to Evict Tenant for Non-Payment of Rent
						L2 Application to End a Tenancy and Evict a Tenant
	Maint.	\$ 192.59	Maint.	\$ 192.59		4 N4 Eviction-
						N5 Notice to Terminate a Tenancy Early
	Misc.	\$ 186.00	Misc.	\$ 372.00		1 Maintenance Charges/Utility Charges
						Sheriff Eviction
						NSF Fees
						2 Tribunal Fees
	<b>Total</b>	<b>\$ 3,487.59</b>	<b>Total</b>	<b>\$ 3,978.59</b>		
Pembroke & Area	Rent	\$34,669.60	Rent	\$24,810.60	65	L1 Application to Evict Tenant for Non-Payment of Rent
						23 N4 Eviction-
	Maint.	\$ 2,018.00	Maint.	\$ 1,908.00		N5 Notice to Terminate a Tenancy Early
						N6 Notice to Terminate a Tenancy Early - Illegal Act or Misrepresentation of Income
	Misc.	\$ 4,671.50	Misc.	\$ 3,948.50		1 Sheriff Eviction
						31 Air Conditioner Fees
						17 Maintenance Charges
						2 NSF Fees
						55 Parking Fees
						5 Tribunal Fees
	<b>Total</b>	<b>\$41,359.10</b>	<b>Total</b>	<b>\$30,667.10</b>		
<b>TOTAL</b>		<b>\$46,689.69</b>		<b>\$35,758.69</b>	<b>76</b>	

## Renfrew County Housing Corporation

### Comparison Arrears

	October-21	October-20	October-19	October-18	October-17
<b>Arnprior</b>	\$1,402.00	\$11,653.50	\$10,630.00	\$13,939.00	\$10,462.00
<b>Renfrew</b>	\$4,386.00	\$23,592.00	\$13,379.00	\$8,154.00	\$5,761.00
<b>Pembroke &amp; Area</b>	\$49,685.00	\$52,648.16	\$33,092.00	\$18,350.00	\$20,429.00
<b>TOTAL</b>	<b>\$55,473.00</b>	<b>\$87,893.66</b>	<b>\$57,101.00</b>	<b>\$40,443.00</b>	<b>\$36,652.00</b>

	November-21	November-20	November-19	November-18	November-17
<b>Arnprior</b>	\$1,843.00	\$8,540.01	\$12,591.00	\$13,631.00	\$12,214.00
<b>Renfrew</b>	\$3,488.00	\$24,532.89	\$13,178.00	\$7,120.00	\$6,245.00
<b>Pembroke &amp; Area</b>	\$41,360.00	\$51,584.81	\$34,470.00	\$18,017.00	\$22,486.00
<b>TOTAL</b>	<b>\$46,691.00</b>	<b>\$84,657.71</b>	<b>\$60,239.00</b>	<b>\$38,768.00</b>	<b>\$40,945.00</b>

	December-21	December-20	December-19	December-18	December-17
<b>Arnprior</b>	\$1,113.00	\$7,223.01	\$15,404.00	\$13,182.00	\$12,665.00
<b>Renfrew</b>	\$3,979.00	\$23,288.32	\$14,270.00	\$10,036.00	\$3,228.00
<b>Pembroke &amp; Area</b>	\$30,667.00	\$51,082.62	\$36,937.00	\$20,211.00	\$25,743.00
<b>TOTAL</b>	<b>\$35,759.00</b>	<b>\$81,593.95</b>	<b>\$66,611.00</b>	<b>\$43,429.00</b>	<b>\$41,636.00</b>

#### Arrears consist of the following:

Rent  
Maintenance  
Tribunal fee (minimum \$186)  
Parking  
Air Conditioning  
NSF charges



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

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**TO:** Renfrew County Housing Corporation Board of Directors  
**FROM:** Kevin Raddatz, Manager of Real Estate  
**DATE:** February 9, 2022  
**SUBJECT:** Monthly Report

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**INFORMATION**

**1. RFP-DP-2022-01 Design Build of Multi – Residential Update [Strategic Plan Goal #2]**

A mandatory site meeting for the new Multi-Residential Housing Project was held January 25, 2022 at the site located at Lea Street and Douglas Street. There were six contractors that attended, Becc Construction, Buttcon East Limited, Quasar Consulting Group, Rossman Architecture, R.G.T. Clouthier Construction Ltd. and William Sons. The details for the Request for Proposal (RFP) were reviewed and opportunity given for preliminary questions and site inspection. The deadline for formal questions to the RFP is February 18, 2022, and the closing date is February 25, 2022.

**2. Staffing Updates**

**Maintenance Repairperson**

The position for Maintenance Repairperson for Renfrew County Housing Corporation portfolio has been filled. Jayson Kilby started January 19, 2022 and will be based out of Arnprior, reporting to the Operations Coordinator. We are pleased that Jayson has joined our team and look forward to working with him.