



RENFREW COUNTY HOUSING CORPORATION

Tuesday, January 10, 2023

A meeting of the Renfrew County Housing Corporation Board of Directors was held on Tuesday, January 10, 2023 at 1:00 p.m. at the County of Renfrew Administration Building, Pembroke, Ontario.

Directors Present: Chair Anne Giardini
Warden Peter Emon
Vice-Chair Debbi Grills
Councillor Ed Jacyno
Councillor David Mayville
Councillor Neil Nicholson
Councillor Gary Serviss

Officers Present: Craig Kelley, Chief Executive Officer
Laura LePine, Chief Operating Officer

Staff Present: Jason Davis, Director of Development and Property
Jennifer Dombroskie, Manager of Housing and Homelessness
Margo Smith, Manager of Child Care and Early Years Services
Andrea Patrick, Manager of Ontario Works
Kevin Raddatz, Manager of Real Estate
Tina Peplinskie, Media Relations and Social Media Coordinator
Rosalyn Gruntz, Deputy Clerk
Wendy Hill, Administrative Assistant III

Chair Giardini called the meeting to order at 1:00 p.m.

Chair Giardini recited the land acknowledgement, identifying that the meeting was being held on the traditional territory of the Algonquin People.

The roll was called and no pecuniary interests were disclosed.

Chair Giardini noted that the minutes of the Renfrew County Housing Corporation Board of Directors meeting held on October 12, 2022 were previously approved by the Warden and Chief Administrative Officer/Clerk.

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

Mr. Raddatz provided an update on the Renfrew County Housing Corporation 2022 Capital Projects as of November 30, 2022.

RESOLUTION NO. RCHC-C-23-01-01

Moved by Warden Emon

Seconded by Councillor Jacyno

THAT Councillor Anne Giardini be appointed as Chair and Councillor Debbi Grills be appointed as Vice-Chair of the Renfrew County Housing Corporation. CARRIED.

RESOLUTION NO. RCHC-C-23-01-02

Moved by Councillor Grills

Seconded by Councillor Serviss

THAT the signing authority for the Renfrew County Housing Corporation will be two (2) of the following five (5) names:

Anne Giardini, Chair

Jeffrey Foss, Treasurer

Craig Kelley, Chief Executive Officer

Laura LePine, Chief Operating Officer

Daniel Burke, Manager of Finance

CARRIED.

RESOLUTION NO. RCHC-C-23-01-03

Moved by Councillor Nicholson

Seconded by Councillor Grills

THAT the Director's Report attached as Appendix A be approved. CARRIED.

Ms. Dombroskie overviewed the Manager of Housing and Homelessness Monthly Report, which is attached as Appendix B.

RESOLUTION NO. RCHC-C-23-01-04

Moved by Councillor Mayville

Seconded by Councillor Serviss

THAT the Manager, Housing and Homelessness Monthly Report attached as Appendix B be approved. CARRIED.

RESOLUTION NO. RCHC-C-23-01-05

Moved by Warden Emon

Seconded by Councillor Grills

THAT this meeting adjourn and the next regular meeting be held on February 15, 2023. Time 1:55 p.m. CARRIED.

COUNTY OF RENFREW
COMMUNITY SERVICES DEPARTMENT
RENFREW COUNTY HOUSING CORPORATION

TO: Renfrew County Housing Corporation Board of Directors
FROM: Laura LePine, Director of Community Services
DATE: January 10, 2023
SUBJECT: Director's Report

INFORMATION

1. Community Housing Capital Projects Update

Attached as Appendix I is the Renfrew County Housing Corporation 2022 Capital Projects Update as of November 30, 2022.

RESOLUTIONS

2. Appointment of Chair and Vice Chair

Recommendation: THAT Councillor Anne Giardini be appointed as Chair and Councillor Debbi Grills be appointed as Vice-Chair of the Renfrew County Housing Corporation.

Background

Resolution No. SS-C-01-01-07 states that the Board of Directors of the Renfrew County Housing Corporation will henceforth be comprised of the members of the Community Services Committee, therefore the Board of Directors of the Renfrew County Housing Corporation effective as of November 23, 2022, shall be the following:

Anne Giardini, Chair
Debbi Grills, Vice-Chair
Peter Emon
David Mayville

Neil Nicholson
Gary Serviss
Ed Jacyno, City of Pembroke Representative

It is recommended that the appointment of Chair and Vice-Chair of the Renfrew County Housing Corporation be consistent with County of Renfrew By-Law No. 1-23, and that the same members be appointed as those appointed to the Community Services Committee.

3. **Signing Authority**

Recommendation: THAT the signing authority for the Renfrew County Housing Corporation will be two (2) of the following five (5) names:

Anne Giardini, Chair
Jeffrey Foss, Treasurer
Craig Kelley, Chief Executive Officer
Laura LePine, Chief Operating Officer
Daniel Burke, Manager of Finance

Background

Since there have been changes in the Chair position as well as Officer positions for the Renfrew County Housing Corporation, it is necessary to update the signing authority for the Renfrew County Housing Corporation bank accounts.

RCHC-2022 Capital Projects > \$50K

Location	Work Description	Status			Comments
		Budget	Quote	Status	
425 Nelson Street -Pembroke	Asphalt shingle roof	\$60,000.00	\$23,500.00	Completed	Contractor completed Oct.
510 MacKay - Pembroke	Patio door replacement	\$50,000.00	\$57,776	Completed	Contractor completed Nov.
1030-1106 Lea St - (4) Townhome Blocks- Pembroke	Exterior windows	\$275,000.00	\$214,534	Completed	Contractor completed Nov.
75 Stafford - Barry' s Bay	Plumbing fixture replacement (including bathroom vanities)	\$75,000.00		Deferred	Carryover 2023
130-144 Fraser, 135-147 Arnolds, 520-546 Nelson Townhome Blocks- Pembroke	Siding and soffits	\$170,000.00		Deferred	Carryover 2023
260 Elizabeth -Pembroke	Patio and exterior fire doors	\$150,000.00	\$ 132,112	Completed	Contractor completed Oct.
174/178, 202 Massey, 220/350 Arith Blvd - (14) Duplex Renfrew	Massard roof	\$150,000.00	\$149,500.00	50% of project complete	Remaining work to be completed 2023 - Spring
	asphlat shingle replacement				
260 Elizabeth -Pembroke	Flat roof replacement	\$250,696.00	\$242,699.00	Carryover 2023	Work to commence in spring 2023
55 Poplar - Deep River	Flat roof replacement	\$175,000.00	\$170,567.00	Carryover 2023	Work to commence in spring 2023
63 Russell - Arnprior	Flat roof replacement	\$150,000.00	\$259,040.00	Completed	Contractor completed Dec.
8 Burwash -Arnprior	Flat roof replacement	\$174,304.00	\$244,014.00	Carryover 2023	Work to commence in spring 2023
204/206-240/242 Cecil St	Furance replacements	\$75,000.00	\$ 69,977	Completed	Contractor completed installations - May 20

COUNTY OF RENFREW

RENFREW COUNTY HOUSING CORPORATION

TO: Renfrew County Housing Corporation Board of Directors

FROM: Jennifer Dombroskie, Manager of Housing and Homelessness

DATE: January 10, 2023

SUBJECT: Monthly Report

INFORMATION**1. Overview of Community Housing Services****Renfrew County Housing Corporation Properties (RCHC)-Rent-Geared-to-Income (RGI)**

The Renfrew County Housing Corporation (RCHC) owns and manages 1,020 residential units across Renfrew County. All units are designated as rent-geared-to-income (RGI). The rate of rent subsidy depends on the tenant's household income and assets. To initially qualify for a RGI unit, the tenant's household income must not exceed limits prescribed by [Section 2 of Ontario Regulation 866/21: Household Income Limits](#) or the \$50,000 asset limit prescribed by [Section 32.5 of Ontario Regulation 242/22: Required Local Rule Household - Maximum Household Assets](#). RGI is normally about 30% of adjusted net family income (or line 236 of income tax). The Housing Services Act sets RGI rates for Ontario Works and Ontario Disability Support Program recipients. If a household's income exceeds the limit for a RGI subsidy, maximum rent is charged. Maximum rent is set annually and rates vary depending on unit location, bedroom count, and whether utilities are included.

Property portfolio count: 1,020 units that include 19 apartments, 57 single family homes, 150 duplexes, and 217 townhouses.

Tenancy Supports

RCHC tenancy supports have an integrated and person-centred focus. This approach includes supports that ensure the maintenance and upkeep of homes, financial advice and referrals, interventions to ensure individual and community safety, and one-on-one connections and referrals to help with well-being and housing retention.

Housing Registry Waitlist Management for RCHC and Non-Profit Housing Providers

The Housing Registry is a chronological waitlist for RGI housing at RCHC and non-profit housing properties as well as for subsidies with private market landlords. In Renfrew County there are 5 non-profit housing organizations that the County of Renfrew has a Service Manager role for: Kinsmen Court Home in Pembroke, St. Joseph Non-Profit Housing Corporation in Pembroke, Baskin Place in Arnprior, Petawawa Housing Corporation, and Killaloe and District Housing Incorporated. As of November 30, 2022, there were 1307 eligible households waiting for an RGI housing unit or supplement.

RCHC Rent Supplement Private Market RGI

Budget \$284,500 (35-40 households).

This program provides RGI subsidies to tenants in the private market and is funded and managed the same way as RCHC RGI units.

Homelessness Prevention Program (HPP) – Strong Communities Rent Subsidy – Private Market RGI

Budget \$145,000 (18-20 households).

This program provides RGI subsidies to tenants in the private market.

Homelessness Prevention Program – Rent Allowance

Budget \$600,000 (150-160 households).

The Rent Allowance is a monthly rent 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 with children.

Homelessness Prevention Program – Emergency Minor Home Repair Assistance Program

Budget \$150,000 (20 or more households depending on individual grant amounts).

The Emergency Minor Home Repair Assistance Program is available for low-income homeowners who require essential repairs to continue safe occupancy within their home. Maximum household income must not exceed \$60,000 and the property value must not exceed \$250,000. The maximum one-time grant amount is \$7,500.00.

Investment in Affordable Housing Revolving Loan Fund – Affordable Homeownership and Ontario Renovates

The Investment in Affordable Housing (IAH) was an initiative where the Province cost-matched Federal funding to help Service Managers (municipalities) in deploying affordable housing strategies. Funding was provided from 2011 to 2019 and through this the County of Renfrew was able to offer two programs: Affordable Homeownership and Ontario Renovates. Funding was provided to eligible homeowners through a forgivable loan. Service Managers were required to establish revolving loan funds. When loans were recovered the balances in the revolving loan funds grew.

Due to depleted funds the programs were temporarily paused during 2019 and then started again during June 2022. As of May 2022, the balance in the revolving loan fund was \$259,798.07 for Affordable Homeownership and \$331,365.05 for Ontario Renovates.

Affordable Homeownership can provide a forgivable loan to help with a down payment of 10% up to a maximum of \$25,000 for new homebuyers in Renfrew County that meet the income, purchase price, and asset limits. The limits change yearly and are set by the Ministry of Municipal Affairs and Housing by area. For 2022-2023 the maximum household income limit is \$90,400 gross, the maximum purchase price is \$331,412 and the maximum asset limit is \$20,000.

Ontario Renovates can provide a forgivable loan of up to \$10,000 for essential household repairs and an additional grant of \$3,500 can be provided for accessibility upgrades. The term of the forgivable loan is 10 years. As of November 23, 2022, we stopped accepting applications to this program as we have 30 eligible applicants in queue.

Canada Ontario Housing Benefit

The Canada-Ontario Housing Benefit provides a direct, monthly benefit payment to eligible households to help pay their rent. The benefit is portable; meaning that the recipient can move anywhere in Ontario and continue to qualify. Eligibility is based on household income and average market rent rates. To qualify, households must be on or eligible to be on the Housing Registry waitlist. Under the current agreement between Ontario and Canada, the program duration is nine years and started during 2020. During 2020/2021, the average subsidy was \$249 per month.

Annual Allocations

Year	Total Allocation	Number of Recipients
2020-2021	\$204,099	115
2021-2022	\$63,332	17
2022-2023	\$331,900	84 to 112 estimated

Affordable Housing Stock and Upgrades (Canada-Ontario Community Housing Initiative and Ontario Priorities Housing Initiative)

The Canada-Ontario Community Housing initiative provides funding to Service Managers to repair, regenerate, and expand community housing and affordability. The 2022-2023 allocation is \$574,180 and this funding will be used to redevelop an existing RGI unit on Cecil Street in Pembroke (replacing 1 single family home with a duplex).

The Ontario Priorities Housing Initiative provides funding to Service Managers to address local priorities in the areas of housing supply and affordability. The 2022-2023 allocation is \$601,100 and this funding will be used for upgrades at the five non-profit housing corporations, RCHC upgrades, and expenses connected to the supportive and affordable housing build at 1030 Lea Street, Pembroke.

[Province of Ontario Community Housing Renewal Strategy](#) – Information about the province’s housing strategy can be found at this link.

2. Partnerships and Committees

Seaway Group (Administration) – This group is comprised of municipal housing Service Managers from Eastern Ontario. Meetings are held monthly, and information is shared regarding local projects, priorities, and government initiatives regarding the funding of housing and homelessness interventions.

Ontario Municipal Social Services Association (OMSSA) Housing and Homelessness Network – This group is comprised of municipal housing Service Managers across Ontario. Meetings are held monthly or bi-monthly. OMSSA is a liaison and advocate between the municipalities and the provincial and federal levels of government connected to housing and homelessness initiatives and funding.

Ontario Non-Profit Housing Association (ONPHA) – This association is an advocate for matters concerning housing and homelessness and provides municipal housing Service Managers and non-profit housing providers with training opportunities, interpretation regarding regulations, as well as regional meetings to network and receive sector updates.

Renfrew County Green Operations and Asset Management Committee – The purpose of this committee is to plan for capital asset management, review operational procedures (with an emphasis on energy utilization) and to identify areas for operational improvements. The group meets quarterly.

Housing Strategic Steering Committee–This group is comprised of representatives from all Ontario Service Managers and there is a core working group comprised of several Service Managers that facilitates information and priorities on behalf of the larger group. The Manager of Housing and Homelessness is a member of a subcommittee that is currently working on the contract language for end of mortgage exit agreements. A new regulation through the Housing Services Act mandates Service Managers to renew Service Agreements with non-profit housing providers or to enter into exit agreements if applicable. There is a strong emphasis on preserving affordable housing.

Built for Zero Canada- The County of Renfrew has partnered with [Built for Zero Canada \(BFZC\)](#) and local community groups to help reduce chronic homelessness. BFZC is an ambitious national change effort helping a core group of leading communities end chronic homelessness. [A By-Name List Survey](#) has been created to better know every person experiencing homelessness by name, to understand their unique needs, and to prioritize services and housing supports.

On November 22, 2022 the County of Renfrew received a letter of recognition from Built for Zero Canada as we reached a key milestone in achieving a Quality By-Name List.

Attached as Appendix RCHC-I is a letter from Built for Zero Canada regarding the Quality By-Name List.

3. Homelessness Enumeration – Point in Time Count

The Community Services Department conducted a Point in Time Count on September 18, 2022, to measure and understand the circumstances of people within Renfrew County who are experiencing homelessness.

The scope of the Point-in-Time Count included people who were:

- Unsheltered
- Emergency sheltered, and
- Provisionally accommodated.

The method used for the Point-in-Time Count had two components:

1. Counting the number of people who were experiencing homelessness on a specified single night, and
2. Collecting information from people experiencing homelessness through a standard survey that included 17 required data-points.

The 17 required data-points were as follows:

- Overnight location
- Chronicity of homelessness
- Age
- Reasons for homelessness/housing loss
- Indigenous Identity
- Racialized Identity
- Gender Identity

- Sexual Orientation
- Family Homelessness
- Military Service
- Health - Illness/Medical Condition
- Health - Physical Limitation
- Health – Learning or Cognitive Limitations
- Health - Mental Health Issue
- Health - Substance Use Issue
- Child Welfare Involvement
- Income Source

Thank you to the many service providers who worked collaboratively with our staff to distribute surveys and connect people with our homelessness supports. As survey participation was voluntary and because it also relied on people attending service locations, the data only partially represents homelessness in Renfrew County. The number of people experiencing homelessness is not completely reflected with our survey results.

Attached as Appendix RCHC-II is a Point in Time Homelessness Summary Poster.

November 22, 2022

RE: Recognition of Progress in the Built for Zero Canada Campaign

Hello Renfrew County!

On behalf of the Built for Zero Canada team, I want to recognize and congratulate you on the progress you have made thus far on your journey to end chronic homelessness! The first key milestone communities work to achieve is a Quality By-Name List. **Renfrew County has reached this goal!**

To achieve a Quality By-Name List, communities must confirm a score of 10/10 on the By-Name List Scorecard, confirm completion of the Provider Participation Tool, submit three consecutive months of reliable chronic By-Name List data, and set a baseline month.

- In June 2022, Renfrew County self-assessed 10/10 on the By-Name List Scorecard and by September 2022, both the score and Provider Participation tool were confirmed.
- Based on your most recent data submissions (October 2022), Renfrew County has 3 consecutive months of reliable chronic By-Name List data!
- You have set your baseline as of September 2022. During that month you reported a total number of 17 people actively experiencing chronic homelessness in your community. This baseline will be used going forward to measure reductions in your total chronic active homelessness population.

Renfrew County has met all the requirements for a Quality By-Name List. This is amazing!!! Having a quality By-Name List means that your community now has the reliable real-time data necessary to inform improvement projects, monitor trends and progress to functional zero, optimize your Coordinated Access system, and advocate for resources based on concrete data.

Renfrew County is a leading community, proving to others that achieving a Quality By-Name List is possible. As the 33rd community to reach this milestone, you are supporting the Canadian Alliance to End Homelessness goal of having 50 Canadian communities achieve a Quality By-Name List by March 2023 in the journey to end chronic homelessness (as one of the first steps to ending all homelessness in Canada).

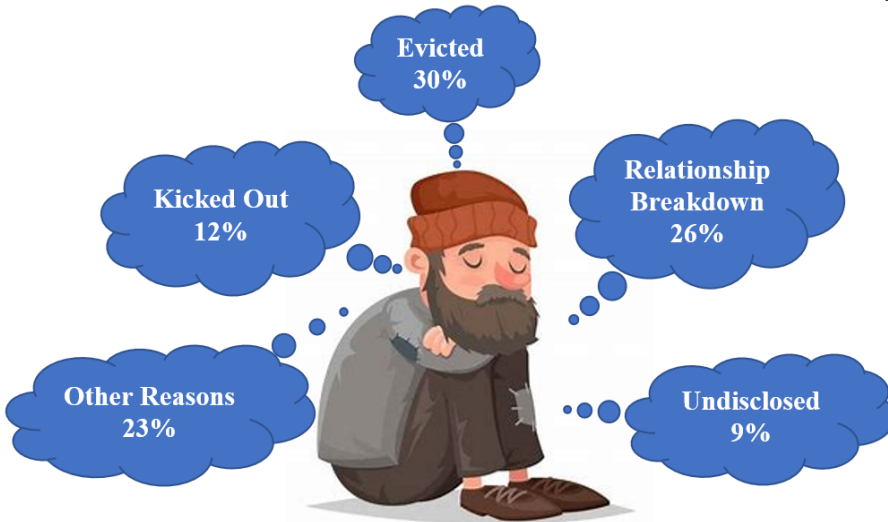
Renfrew County is now moving into the Reduce Cohort! The Built for Zero Canada team is very excited to continue to support your work to reduce chronic homelessness and reach your functional zero goal!

Congratulations and thank you for all your amazing work!

Onward!

Marie Morrison

Marie Morrison, Director, Built for Zero Canada



Reason for Homelessness

