



## RENFREW COUNTY HOUSING CORPORATION

Wednesday, March 6, 2024

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A meeting of the Renfrew County Housing Corporation Board of Directors was held at the County of Renfrew Administration Building, Pembroke, Ontario on Wednesday, March 6, 2024 at 1:00 p.m.

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

Regrets:                                      Councillor Neil Nicholson

Officers Present:                         Craig Kelley, Chief Executive Officer  
    Andrea Patrick, Chief Operating Officer

Staff Present:                             Jason Davis, Director of Development and Property  
    Mike Blackmore, Director of Long Term Care  
    Lee Perkins, Director of Public Works and Engineering  
    Jennifer Dombroskie, Manager of Housing and Homelessness  
    Margo Smith, Manager of Child Care and Early Years Services  
    Kevin Raddatz, Manager of Real Estate  
    Gwen Dombroski, Clerk  
    Tina Peplinskie, Media Relations and Social Media Coordinator  
    Evelyn VanStarkenbug, Administrative Assistant

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Chair Giardini called the meeting to order at 1:12 p.m. The land acknowledgement identifying that the meeting was being held on the traditional territory of the Algonquin People was recited. The roll was called, and no pecuniary interests were disclosed.

### **RESOLUTION NO. RCHC-C-24-03-17**

Moved by Councillor Serviss

Seconded by Councillor Grills

THAT the minutes of the Renfrew County Housing Corporation Board of Directors meeting held on February 14, 2024 be adopted. CARRIED.

The Chief Operating Officer overviewed the Director's Report, which is attached as Appendix A.

The Manager of Real Estate provided an update on the 2024 projects and advised that the duplex being constructed at 202 Cecil Street is ahead of schedule and approximately 90% complete. The anticipated completion date is mid-April. The new build at Lea/Douglas Street is anticipated to be completed in early May.

The Chief Executive Officer advised that a ribbon cutting ceremony is being planned for the second week of May. Staff have reached out to the Honourable Paul Calandra, Minister of Housing to confirm his availability to attend the ceremony. Further information will be provided once a date has been established. Staff will also reach out to the Province of Ontario to provide an invitation to Premier Doug Ford and others who may be interested in attending.

**RESOLUTION NO. RCHC-C-24-03-18**

Moved by Councillor Serviss

Seconded by Councillor Mayville

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

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

The Manager of Housing and Homelessness distributed information and overviewed two upcoming Housing Summits, which are attached as Appendix C, as follows: 1) the Affordable Housing Summit, hosted by the County of Renfrew, and scheduled for April 4, 2024, at the myFM Centre in Renfrew; and 2) the Eastern Ontario Regional Housing Summit, scheduled for May 28, 2024 at the Ottawa Events and Conference Centre, Ottawa, Ontario.

**RESOLUTION NO. RCHC-C-24-03-19**

Moved by Councillor Serviss

Seconded by Councillor Grills

THAT the Renfrew County Housing Corporation Board of Directors approve the proposed Homelessness Prevention Program (HPP) Investment Plan for the fiscal year 2024-2025. CARRIED.

The Manager of Housing and Homelessness introduced the author of the Renfrew County Hoarding Management proposal, Mireille Delorme, Director of Mental Health Services of Renfrew County (MHSRC) at the Pembroke Regional Hospital, who was in attendance at the meeting.

**RESOLUTION NO. RCHC-C-24-03-20**

Moved by Councillor Mayville

Seconded by Councillor Jacyno

THAT the Renfrew County Housing Corporation Board of Directors approve the proposal from the Pembroke Regional Hospital Mental Health Service as outlined in Appendix I. CARRIED.

**RESOLUTION NO. RCHC-C-24-03-21**

Moved by Councillor Serviss

Seconded by Councillor Grills

THAT the Renfrew County Housing Corporation Board of Directors approve the revision to the Rent Supplement Directive and increase the maximum allowed rent amounts. CARRIED.

The Manager of Housing and Homelessness advised that the Emergency Minor Home Repair, which is funded through the Homelessness Prevention Program, is not a revolving loan and there is no requirement for applicants to repay this funding. Another funding source that will be launched in early spring, the Ontario Renovates Funding, which is part of the Investment in Affordable Housing funding, is a revolving loan and provides eligible applicants with the ability to access funds and as funds are repaid, the amount available for future applicants is replenished.

The Manager of Housing and Homelessness advised that information on various funding opportunities is provided on the County of Renfrew website. Staff will be issuing a media announcement in the near future on resources available and information on upcoming Ontario Renovates funding, where homeowners may apply for up to \$25,000 toward the cost of eligible home repairs.

**RESOLUTION NO. RCHC-C-24-03-22**

Moved by Warden Emon

Seconded by Councillor Mayville

THAT the Renfrew County Housing Corporation Board of Directors approve changes to the Emergency Minor Home Repair Program rules to increase the maximum allowed household value, to replace the "once-in a lifetime" limit with once every five years, and to allow the program to be stacked with other programs such as the Ontario Renovates program. CARRIED.

**RESOLUTION NO. RCHC-C-24-03-23**

Moved by Councillor Mayville

Seconded by Councillor Serviss

THAT the Monthly Report attached as Appendix B be approved. CARRIED.

**RESOLUTION NO. RCHC-C-24-03-24**

Moved by Councillor Jacyno

Seconded by Councillor Grills

THAT this meeting adjourn and the next regular meeting be held on April 10, 2024. Time: 1:44 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:** Andrea Patrick, Director of Community Services  
**DATE:** March 6, 2024  
**SUBJECT:** Director's Report

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**INFORMATION**

**1. Community Housing Capital Projects Update**

Attached as Appendix I, is the Renfrew County Housing Corporation 2024 Capital Projects Update as of February 29, 2024.

**2. Update - 1030 Lea Street – New Build - Progress Report**

Progress continues on the multi-unit affordable and supportive housing complex at the corner of Lea and Douglas Streets in Pembroke, Ontario. A Zensity webpage <https://renfrew-county.civilspace.io/en> for the project, featuring construction updates, provides the viewer with a description of the project along with progress images. Status of the project is at approximately 70% completion. The exterior siding is approximately 80% complete. The interior insulation and vapor barrier is 90% complete. Drywall, including taping and finishing, is approximately 60% complete. Plumbing and electrical is approximately 75% complete. The contractor remains focused on the interior work during the winter months. Authorized changes total \$165,934.58 at this time with a revised construction value to date of \$3,280,614.31.

**3. Peterborough's Modular Community Housing**

Attached as Appendix II is a presentation on the City of Peterborough's modular community housing initiative which was approved by their Council in May 2023. The project development followed Peterborough's state of emergency due to homelessness declared in 2022. The units are located on a municipally owned parking lot in downtown Peterborough and occupancy is anticipated by November 2024. Supports and security will be available 24 hours per day, 7 days per week.

RCHC-2024 Capital Projects

Location	Work Description	Budget		Quote		Status		Comments
		Budget	Quote	Status	Status			
202 Cecil - Pembroke	New Duplex	\$545,471.00	\$495,000.00	In Progress - 85 % complete				Anticipate completion - early Q2 2024 ( late April )
							2	
229-231 Albert St. Arnprior	B2010 - Exterior Walls	\$25,000.00						
72 Sullivan Cr. Arnprior	B2010 - Exterior Walls	\$25,000.00						
204-242 Cecil St. Pembroke	G2050 - Landscaping	\$30,000.00						
63 Russell Arnprior	B30 - Roofing	\$30,000.00						
150 Elizabeth St. Pembroke	B1013 - Balcony Construction	\$34,000.00						
26 Spruce Arnprior	G2049-B - Sheds	\$40,000.00						
44 Lorne St. Renfrew	Garage Extension	\$50,000.00						
41 Vimy Boulevard Renfrew	B2010 - Exterior Walls	\$60,000.00						
19 Smith St. Beachburg	B2030 - Exterior Doors	\$86,250.00						
59 Wallace Eganville	C1060 - Kitchen Upgrade	\$184,000.00						
41 Vimy Boulevard Renfrew	A10 - Foundations	\$300,000.00						
Various Apartment Buildings	Balcony Inspection & Repair	\$400,000.00						
Various Apartment Buildings	Electrical Panel Upgrades	\$95,000.00						



# Wolfe Street Modular Bridge Housing

Jocelyn Blazey, Homelessness & Data Program Manager  
Jessica Penner, Modular Community Project Manager

Feb 22, 2024





# Presentation Overview



**Overview of the Peterborough  
modular community project**



**Lessons learned for municipalities**



**Questions**

# Wolfe St. Project

- 50 modular units & bathroom/shower building
- 107 sq.ft per unit with heating, AC and electricity
- 24/7 supports and security on site
- Adjacent building provides space for agency supports
  - Includes laundry, common space, office space





# Program Features

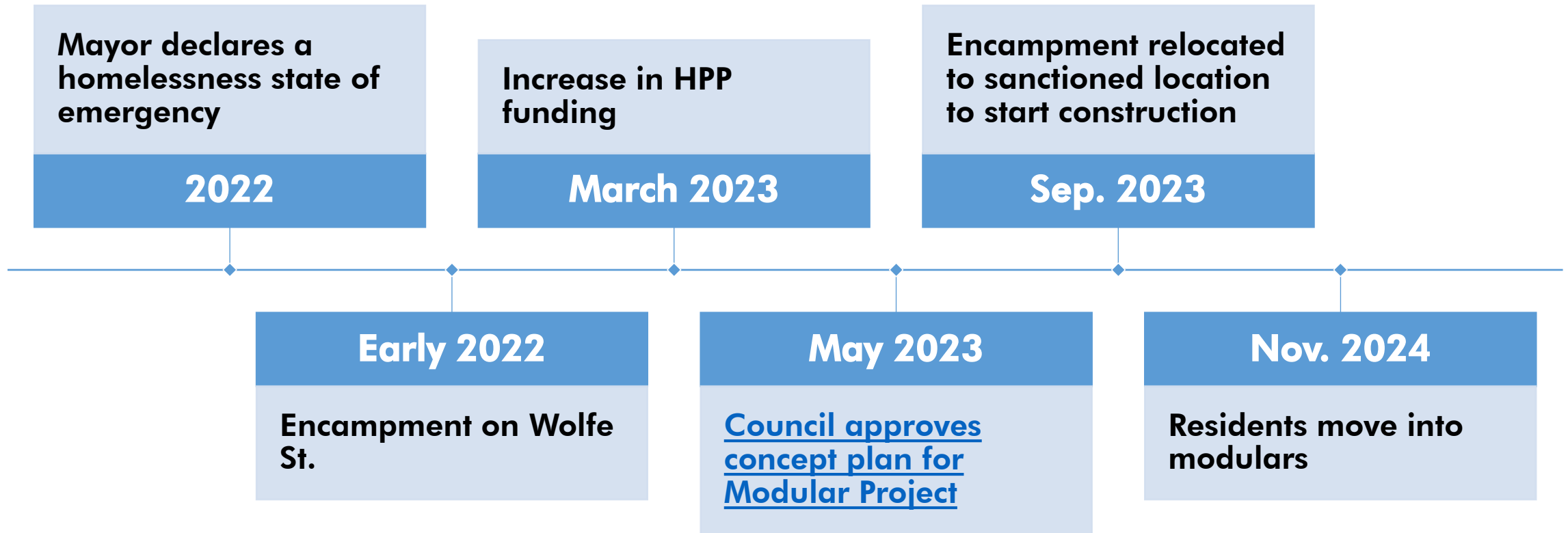
- Daily meal
- Personalized care plans
- Staff support and case conferencing
- External referrals
- Occupancy agreement signed by each resident







# Timeline



A photograph of three people standing in front of a row of colorful modular housing units. The units are in shades of blue, red, and green. The woman on the left is clapping. The man in the middle is wearing a red and black plaid jacket over a white hoodie. The man on the right is wearing a dark jacket and sunglasses. The text 'City Council' is overlaid on the left side of the image.

# City Council

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- Council approved the concept plan in May
- Ongoing and active participation of the housing and homelessness co-chairs
  - Weekly meetings
  - Councillors as media contacts

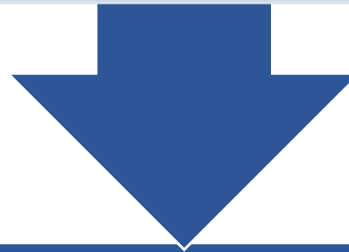


# Insurance

**Liability**

**Modular Units**

**Attached Building**



**Perceptions of ownership versus reality**

## Site Operator Considerations

**Aligned values**

**Close working relationship**

**Strong and flexible performance  
measurement plan**

# Neighbourhood Engagement

**No community consultation**

**Established a Community  
Liaison Committee**

# Modular Community Location

- Building in the encampment location
- On a municipal parking lot
- Downtown Peterborough





# Dedicated Staffing Resources

- **Social Services**
- **Project Manager**
- **Building and Facilities**
- **Planning**
- **By-Law**
- **Public Works**
- **Legal**
- **Risk Management**
- **Recreation/Library**
- **Emergency Services**
- **Procurement**
- **Finance**

# Future Considerations

To what extent can municipalities lead housing initiatives?

Can a Housing Corporation or MSC act as a solution?



## Opportunities to Learn More:

- [Connect Peterborough Website](#)
- Upcoming webinar with BFZ

# Questions?

Jessica Penner - [jpenner@peterborough.ca](mailto:jpenner@peterborough.ca)

Jocelyn Blazey – [jblazey@peterborough.ca](mailto:jblazey@peterborough.ca)

**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 of Housing and Homelessness  
**DATE:** March 6, 2024  
**SUBJECT:** Monthly Report

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**INFORMATION**

**1. Affordable Housing Summit – April 4, 2024**

Renfrew County is gearing up to host its inaugural Affordable Housing Summit on April 4, 2024, at the MyFm Centre in Renfrew, bringing together industry experts and potential partners to delve into opportunities surrounding the utilization of vacant municipal land, innovative approaches to existing properties, and fostering collaboration to tackle pressing housing needs. Developers, non-profit organizations, and companies interested in exploring development opportunities are encouraged to secure their seat by registering on Eventbrite. This will also provide access to further agenda details.

This initiative enhances Strategic Goal #5, Attainable Housing and Infrastructure.

**2. Built For Zero – Renfrew County – Statistics**

The Built For Zero website publishes the chronic homelessness data for Renfrew County. More information can be found online at [www.bfzcanada.ca](http://www.bfzcanada.ca).

**3. Homelessness as indicated by hotel sheltering statistics**

Month	Amount Expensed	Clients Served
January 2023	\$ 20,805.60	36
February 2023	\$ 6,505.97	17
March 2023	\$ 12,923.28	25
April 2023	\$ 16,475.05	32
May 2023	\$ 18,659.59	24
June 2023	\$ 19,863.78	30
July 2023	\$ 35,624.94	31
August 2023	\$ 32,575.82	53
September 2023	\$ 32,145.26	32



Month	Amount Expensed	Clients Served
October 2023	\$ 19,052.81	30
November 2023	\$ 9,765.09	25
December 2023	\$ 12,874.56	28
<b>Total</b>	<b>\$ 237,271.75</b>	<b>363</b>

## RESOLUTIONS

### 4. Homelessness Prevention Program (HPP) Investment Plan 2024-2025

**Recommendation:** THAT the Renfrew County Housing Corporation Board of Directors approve the proposed HPP Investment Plan for the fiscal year 2024-2025.

#### Background

The Ministry of Municipal Affairs and Housing provided a letter to the County of Renfrew on March 24, 2023, regarding the planned HPP allocations for the fiscal periods of April 1, 2023, up to March 31, 2026, as follows:

Program Fiscal Year	Allocation Amount
2022-2023	\$1,785,700
2023-2024	\$3,569,200
2024-2025	\$3,569,200
2025-2026	\$3,569,200

Service Managers must follow the Homelessness Prevention Program Guidelines regarding eligible expenses; however, they have flexibility in choosing how to best use the provincial funding for local programs and services that address and prevent homelessness.

This recommendation seeks to continue existing core services and expand upon strategies that address chronic homelessness and health complexities by creating new transitional and supportive housing.

Proposed Services 2024-2025	Proposed Allocations for 2024-2025	Allocations for 2023-2024
<b>Emergency Minor Home Repair Program</b> <ul style="list-style-type: none"> <li>• Maximum \$7,500 for urgent home repairs</li> <li>• Total estimated applications: <ul style="list-style-type: none"> <li>○ 20 or more approved applications</li> </ul> </li> </ul>	\$150,000	\$150,000
<b>Rent Supplement Program</b> <ul style="list-style-type: none"> <li>• Private Market Rent-Geared-To-Income</li> </ul>	\$200,000	\$200,000

Proposed Services 2024-2025	Proposed Allocations for 2024-2025	Allocations for 2023-2024
<ul style="list-style-type: none"> <li>○ Total Estimated Caseload – 35 paid by HPP</li> <li>○ Approximately 45 cases are funded through the RCHC budget</li> </ul>		
<b>Rent Allowance Program</b> <ul style="list-style-type: none"> <li>● \$300/month households without children</li> <li>● \$400/month households with children</li> <li>● Total estimated caseload: <ul style="list-style-type: none"> <li>○ Without children – 135 households \$486,000</li> <li>○ With children – 70 households \$336,000</li> </ul> </li> </ul>	\$822,000	\$845,000
<b>Emergency Housing Assistance Program</b> <ul style="list-style-type: none"> <li>● Rent arrears and utility arrears, other emergency expenses to aid in housing retention or acquisition</li> <li>● Up to \$1500 per year for households without children</li> <li>● Up to \$2000 per year for households with children</li> </ul>	\$850,000	\$845,740
<b>She C.A.N</b> <ul style="list-style-type: none"> <li>● Grants of up to \$5000 to help victims of intimate partner violence with housing stability</li> <li>● Endorsed by Council on March 28, 2023, in follow up to the Culleton, Kuzyk &amp; Warmerdam inquest recommendations</li> </ul>	\$100,000	\$100,000
<b>Hoarding and High Content Supports Pilot</b> <ul style="list-style-type: none"> <li>● Purchase of service for training, mentorship of RCHC staff, and clinical care of RCHC tenants</li> <li>● To improve &amp; promote safe housing through health-focused practices</li> </ul>	\$105,000	\$0
<b>Homelessness Coordinator – Contract</b>	\$90,100	\$0
<b>Supportive Transitional Housing</b> <ul style="list-style-type: none"> <li>● For capital and/or operating expenses</li> </ul>	\$823,640	\$0
<b>Food Security and Winter Warmth Programs</b>	\$250,000	\$250,000
<b>Capital (affordable housing units)</b>	\$0	\$1,000,000
<b>Administration (maximum 5% allowed)</b>	\$178,460	\$178,460

5. **Renfrew County Hoarding Management Proposal**

**Recommendation:** THAT the Renfrew County Housing Corporation Board of Directors approve the proposal from the Pembroke Regional Hospital Mental Health Service as outlined in Appendix I.

**Background**

Renfrew County Housing Corporation caseworkers have heightened wellness check inspections since January 2024, in direct response to escalating occurrences of tenant-caused building damages, hoarding, and squalor. Initial investigations indicate that approximately 70 residences are grappling with varying degrees of high content scenarios necessitating interventions to uphold tenant safety and property integrity.

As defined in the proposal, hoarding constitutes a recognized mental health disorder. While not all instances of high content scenarios stem from hoarding, there exists a notable prevalence indicating the potential presence of other health ailments. If this proposal is supported, this strategy aims to expedite the connection of tenants with therapeutic support services, enhance staff capabilities in managing high content situations through education and collaboration with healthcare professionals, and mitigate safety hazards posed by such residences.

6. **Amendment to Rent Supplement Directive**

**Recommendation:** THAT the Renfrew County Housing Corporation Board of Directors approve the revision to the Rent Supplement Directive and increase the maximum allowed rent amounts.

**Background**

Attached as Appendix II is the Rent Supplement Directive, which provides decision-making guidance concerning the eligibility criteria for this program. Due to competitiveness and escalating market rent rates, the process of onboarding units for this program is becoming progressively more challenging, primarily due to low rental stock availability followed by program rent limits. Therefore, it is suggested that maximum rent rates be augmented as follows:

Bedroom Count	Current Maximum Rent	Proposed Maximum Rent effective April 1, 2024
1 Bedroom	\$1,000	\$1,200
2 Bedrooms	\$1,400	\$1,600
3 or more Bedrooms	\$1,600	\$2,000

## 7. **Amendment to Emergency Minor Home Repair Program Rules**

**Recommendation:** THAT the Renfrew County Housing Corporation Board of Directors approve changes to the Emergency Minor Home Repair Program rules to increase the maximum allowed household value, to replace the “once-in a lifetime” limit with once every 5 years, and to allow the program to be stacked with other programs such as the Ontario Renovates Program.

### **Background**

Appendix III includes suggested revisions to the Emergency Minor Home Repair Program that will:

- Increase the maximum household value from \$250,000 to \$300,000 in recognition of rising property values.
- Permit eligible recipients to receive this funding once every 5 years opposed to the current rule that limits eligibility to once in a lifetime.
- Allow this funding to be combined with other funding sources, including the Ontario Renovates Program.

By expanding eligibility, the recommended changes will help low-income homeowners remain safely housed.



## Renfrew County (RC) Hoarding Management

### A Proposal submitted by:

Pembroke Regional Hospital Mental Health Service Renfrew County (PRH-MHSRC) to:

RC Community Services Committee under the *Homeless Prevention Program* with the goal to:

- *Improve housing stability for the Residents living with Serious Mental Illness*

**Author:** Mireille Delorme, Director PRH-MHSRC

### **At Issue- The Challenge that Hoarding +/- Squalor presents for Renfrew County Housing and Home Preservation for people living with Mental Illness**

**Hoarding** is understood as a mental health disorder where an individual has strong urges to acquire and save items and experiences distress at the thought of discarding them which results in an accumulation that covers the living area. Hoarding may also involve keeping many animals without the ability to care for them adequately.

While our understanding of hoarding has grown, it is not complete. Hoarding is accepted as a mental health condition in the Diagnosis and Statistical Manual of Mental Disorder (–DSM-5). It is often associated with other conditions including anxiety, depression, trauma, obsessive compulsive disorder and even a genetic pre-disposition.

Different estimates of prevalence lead us to believe that the incidence of hoarding could range anywhere from 2% to 6 %. We can speculate then that Renfrew County could easily count at least two thousand dwellings where hoarding is developing.

Not every situation involving large accumulation of content affecting function in and around the home is because of a mental health disorder per se. Individuals may find themselves living in similar conditions which have developed because of mobility loss, impaired cognitive impairments from traumatic or acquired brain injury, compounded by other health and social factors including substance use.

**Hoarding** is to be distinguished from **Squalor**, which is the degradation from filth or neglect, e.g. rotting food, human or animal waste and infestation. Hoarding does not automatically lead to squalid conditions.

### **Hoarding is associated with many risks and problems.**

Financially, income is often spent or sacrificed on unnecessary acquisitions or storage unit rentals. Staying sufficiently organized to pay bills and taxes becomes a challenge at the expense of one's utilities, home ownership or rental options.

Hoarding also strains relationships and can lead to social, emotional isolation with neighbors, family and friends having different perspectives on household clutter.

Basic activities of daily living like cooking, laundry, bathing may become compromised from blocked passageways or occupied counter, floor and any other surfaces.

Finally, hoarding poses health and safety risks from unsanitary conditions, falls or entrapment to the home occupants and those who need to enter the home such as social and health care providers, or even the Fire Department in case of fire.

**At issue** is also the fact that preservation of a rental dwelling as a healthy, functional and neighborly home can be a real challenge when dealing with hoarding. In these situations, **Renfrew County Housing** is routinely confronted with the need to intervene to promote home safety and prevent evictions. Thousands of dollars and important human resources can be spent cleaning out a home only to discover that infestation, squalor and high content has re-emerged months later.

The root cause of hoarding is not always clear, and the optimal approach required for a lasting solution can be elusive. MHSRC can offer guidance but only in a limited capacity given the human resource shortage.

**The Ask-** The following is a request to the **RC Community Services Committee** to fund one dedicated, full-time equivalent hoarding specialist position from the PRH-MHSRC, for the duration of one year, to support direct intervention and capacity building in collaboration with Renfrew County Housing Staff and other key community partners including Fire Departments.

## Proposal Components

It can be difficult to determine where to start the decluttering process when confronted with competing needs. A three-tiered approach to managing hoarding is accepted as **best practice** guiding assessment and intervention objectives for all involved.

The **first tier** focuses on the elimination of immediate risks related to fire, egress, and home occupants' basic needs. The **second-tier** intervention focuses on order compliances often essential to home preservation in a rental situation. Finally, the **third tier** focuses on quality-of-life improvement based on the occupant's goals.

Based on this intervention framework, the MHSRC would collaborate with RC Housing towards **the following goals**:

1. Building RC Housing Case Worker capacity for assessment and intervention through education, training and mentorship;
2. Providing direct assessment, consultation and recommendations guiding interventions including system navigation;
3. Providing direct intervention through the group "Buried in Treasure" education/support group;
4. Facilitating the development of a community-based protocol for intervention involving key partners including the Fire Departments and SPCA.

## Anticipated Output

1. Protocol for assessment and intervention based on the three-tiered approach
2. Inter-agency collaborative model and protocol guiding RC Housing, MHSRC, Fire Department and other key agencies by clarifying roles and priority interventions
3. Direct client referral consultations and recommendations including time limited intervention
4. Provision of "Buried in Treasure" education/support group to those Clients referred and meeting the inclusion criteria based on presenting condition.
5. Provision of risk factor screening tool(s) that would facilitate early identification and monitoring of those Client residents most likely to develop hoarding behavior.

## Anticipated Short-Term Benefits

Over the course of this 12-month collaboration, RC Housing should experience the following benefits:

1. Reduce, towards gradual elimination RC Housing homes with hoarding level 4 (\*) and over on the Clutter Image Rating Scale (CIRS) (Ref.1). (\*) Occupants will have an average of two minutes to evacuate a home on fire before the smoke levels are toxic. This drops to 30 seconds when home clutter is 4 or higher on the CIRS.
2. Significant reduction in the number of RC Housing homes requiring Tier 1 and 2 interventions.
3. Increased RC Housing Caseworker confidence and ability for early identification of hoarding risks and prioritize monitoring needs. (\*) as defined by the implementation team.
4. Increased RC Housing Case Worker confidence and ability to conduct hoarding assessments to determine those situations within their scope of intervention and those where a referral to MHSRC is indicated for more guidance.
5. Increased RC Housing Case Worker confidence and ability to implement strategies to support goal achievement for Tier one and two (respectively, addressing imminent risks and correcting orders to pass inspections) up to tier three (improvement of quality of life).
6. Improved RC Housing Resident access to MHSRC for consultation and time limited intervention needed to inform fulsome recommendations.
- 7/ Improved access to RC Residents meeting criteria to MHSRC “Buried in Treasure” group intervention.
8. Increased identification and referral number to health and social services required to support recovery.
9. Improved confidence and clarity about respective agency roles and priority actions amongst the key community partners calling to respond to hoarding issues including Fire Department, SPCA.
10. Baseline information on the number of hoarding and squalor risk home to be able to provide closer monitoring.



11. Increase RC Housing health and safety practice when dealing with high content and squalor conditions.

### **Potential Long-Term Benefits**

1. Decreased risks of entrapment and fires associated to hoarding
2. Decreased incidences of infestation due to hoarding and squalor
3. Decreased incidences of animal hoarding identified per year.
4. Decreased incidences of public complaints associated with hoarding and squalor.
5. Increased public awareness about hoarding as a mental health condition requiring support.

### **Proposal Expenses:**

Cost of 1 FTE MHSRC Hoarding Specialist Resource (12 months' Salary-Benefits): \$97,000.

Travel Cost Budget to direct Resident Homes (12 months): \$8000.000 (@.57 per km)

**Total:** \$105,000

**Proposed Implementation date: April 1<sup>st</sup>, 2024**

**First deliverable-** Work Plan for the following 12 calendar months

### **References:**

1. Clutter Image Rating Scale:  
<https://kwprofessionalorganizers.com/2016/07/clutter-image-rating-tool/>
2. Edsell-Vetter, Fulton and Hacker, (August 2015), *Effective Hoarding Intervention, Using a case management model for reducing clutter and changing behavior*



<b>Community Housing Directive 3</b>	<b>Rent Supplement Program</b>
<b>Approved By: Renfrew County Housing Corporation Board of Directors</b>	<b>Revision Date: March 6, 2024</b> <b>Implementation Date: April 1, 2024</b> <b>Previous Version: October 11, 2023</b>

## Background

The Rent Supplement Program was established to help increase the number of Rent-Geared-To-Income subsidies within the County of Renfrew. The program is funded by the municipality and Homelessness Prevention Program. The total number of available subsidy spots depends on the annual budget and the rate of subsidy issued for each household. On average, approximately 75 households are assisted annually. Rent subsidy rates will vary as household income changes. To qualify, applicants must have household income below the Household Income Limits (HILs) set by the Housing Services Act and they must be eligible for offer via the centralized housing registry waitlist.

## Application Process

The applicant (prospective tenant) must apply to the centralized housing registry waitlist and indicate the communities they prefer to be considered for and whether they would like to be considered for a private market rent supplement unit. There is a chronological waitlist for the Rent Supplement Program (the same chronological wait as with Renfrew County Housing Corporation units). When a rent supplement unit becomes available, Renfrew County Housing Corporation (RCHC) will send the landlord up to 3 tenants from the centralized housing registry waitlist to interview and choose from. Although prospective tenants must first meet financial and waitlist eligibility with RCHC, the landlord chooses who they rent to.

## Landlord Agreement

The Renfrew County Housing Corporation currently has landlords that agree to prioritize their private market units for the Rent Supplement Program. RCHC will onboard new private market units if existing landlord agreements end or if additional spots are created within the annual budget. Rental properties must be in the County of Renfrew, buildings must be in good condition, and the landlord must agree to provide the tenant with a month-to-month lease or residential tenancy agreement that abides by the Residential Tenancies Act. Tenants must provide at least 60 days' notice prior to exiting a lease or tenancy agreement and there is no requirement to pay last month's rent or a rental deposit.

## Documentation

1) Agreement between RCHC and Tenant – The agreement stipulates that the tenant must pay rent directly to the landlord, that the tenant must report changes to household composition to RCHC, and that the tenant must submit information as required by RCHC to determine subsidy eligibility. The same rules are applied as with the tenancy agreements at RCHC properties.

2) Agreement between RCHC and Landlord – The agreement stipulates that the landlord agrees to participate in the Rent Supplement Program. To facilitate ease of administration, this document may be signed electronically by the parties. Eligible agreements are approved by the Manager of Housing and Homelessness. If the landlord chooses to exit the agreement at any time, this does not void current lease agreements that the landlord may have with a tenant(s). The Rent Supplement Program will end with the landlord if the tenant moves out or if the tenant is no longer eligible for a rent subsidy.

3) Agreement between Landlord and Tenant – This agreement may be in the form of a lease or residential tenancy agreement and is a month-to-month agreement.

### **Annual Information Review and Change Reporting**

Tenants are required to submit information that is requested by Renfrew County Housing Corporation. Information is requested annually to determine household eligibility for rent-geared-to-income subsidies. When required information is not submitted within a prescribed timeframe the Community Housing Caseworker will mail the tenant a letter providing 90 days’ notice that their rent is being increased to the maximum rent rate due to the loss of rent subsidy. The Renfrew County Housing Corporation recognizes that it may be difficult for some tenants to submit required paperwork. Staff will strive to support tenants with meeting information requirements. The overall goal is to determine rent-geared-to-income eligibility.

### **Maximum Rent Amounts**

Maximum rent amounts are set by the RCHC board and are reviewed on an annual basis. Maximums may be exceeded for ongoing tenants where the landlord abides by Ontario Rent guidelines for annual increases.

- 1 Bedroom - \$1200 per month**
- 2 Bedroom - \$1600 per month**
- 3 Bedroom - \$2000 per month**

### **Responsibilities**

#### **Community Housing Caseworker**

- Determines eligibility for rent-geared-to-income assistance, completes necessary paperwork, sends payment requests to finance, prepares reports to list ongoing tenants and projected annual expenses, onboards new landlords, and provides tenant supports to ensure successful tenancy.

#### **Manager of Housing and Homelessness**

- Determines rent supplement program approvals and monitors the program and budget.

### **REVIEWED AND APPROVED BY:**

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**Jennifer Dombroskie,**  
**Manager of Housing and Homelessness**

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**Date**

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**Andrea Patrick**  
**Chief Operating Officer,**  
**Renfrew County Housing Corporation**

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**Date**



Department of Community Services  
**Renfrew County Housing Corporation**

[www.countyofrenfrew.on.ca](http://www.countyofrenfrew.on.ca)

**Emergency Minor Home Repair Assistance Program  
 For Persons at Risk of Being Homeless  
 Fact Sheet and Application**

Emergency Minor Home Repair Assistance Program is open to low-income homeowners who require minor home repairs that will allow for continued safe occupancy of their home. This grant is available for eligible homeowners who are at risk of being homeless.

The household income must not exceed \$60,000 and the Municipal Property Assessment Corporation Tax Assessment (MPAC) value of the home must be at or below \$300,000. This benefit is available to eligible homeowners once every **five** years.

The Emergency Minor Home Repair Assistance Program is provided in the form of a grant up to the amount of \$7,500. The homeowner must agree to pay the difference if the project is over \$7,500. Approved projects will be paid directly to the contractor.

Where a trade requires a professional designation, and/or licensing or certification, the homeowner must ensure that quotes are provided only by contractors qualified to complete the work (i.e. heating, or electrical). Funding will be denied if contractor is not sufficiently certified to complete the work requested.

Participants must plan to remain in their home for at least five years and must be able to confirm they have exhausted all other funding sources available for home repairs.

Incomplete applications will not be considered for program funding. Program funding is limited and is based on first come first serve.

**Eligible Emergency Minor Home Repairs**

- Repairs and/or replacement of furnace or oil tank
- Water and sewer pumps
- Electrical repairs if ordered by the Electrical Safety Authority
- Modifications to support home safety and health such as bath rails, tub to shower conversion, wheelchair ramp
- Roof repairs
- Chimney repairs and installation
- Health and safety issues that must be completed in order for the resident to remain safely in their permanent accommodation
- Labour
- Applicable taxes
- Building permits



## **The following are not eligible for the Emergency Minor Home Repair Assistance Program**

- Previous recipients of Emergency Minor Home Repair within five year time frame
- Any repairs or modifications carried out on property prior to approval
- Windows
- Doors
- Betterment to the building envelope
- Preventative maintenance
- Foundation repairs

## **You will need to supply the following information to support your application**

- Gross income for all members of your household/homeowners
- Proof of ownership insurance coverage for your home
- Proof that the mortgage is paid in full and up to date
- Municipal Property Assessment Corporation Property Tax Assessment (MPAC)
- Current notice of income tax assessment
- Most recent bank statement (last 30 days)
- Two quotes for work to be completed
- Photo identification for everyone on application
- Photos of repair needed/red tag/insurance order or ESA order

## **Upon Completion of work the following documents will be required before payment will be issued**

- Job Completion Form (For furnace, or electrical you must use a licensed, insured contractor)
- Invoice from Contractor including HST # if HST is charged
- Photos of completed work

For more information on program criteria or to apply for Emergency Minor Home Repair Assistance Program funding, please call 613-432-3679 x 122.

Renfrew County Housing Corporation  
450 O'Brien Road, Suite 104  
Renfrew, Ontario  
K7V 3Z2  
613-432-3679  
1-855-432-6450  
Email: [rhc@countyofrenfrew.on.ca](mailto:rhc@countyofrenfrew.on.ca)



RENFREW COUNTY HOUSING CORPORATION

Emergency Minor Home Repair Assistance Program

**APPLICATION FORM**

<b>APPLICANT</b>			
First Name	Last Name	Date of birth (D/M/Y)	Gender
Address		Municipality	
Postal Code	Telephone		Marital Status
<b>CO-APPLICANT</b>			
First Name	Last Name	Date of Birth (D/M/Y)	Gender
<b>CO-APPLICANT</b>			
First Name	Last Name	Date of Birth D/M/Y)	Relationship to Applicant
<b>HOUSEHOLD/HOMEOWNER INCOME</b>			
Name	Source	Monthly	Annually
<b>Repair Amount Requested:</b>			
<b>Repair Required and Reason for Application:</b>			
<p>Have you or anyone in your household received Emergency Minor Home Repair funding in the past five years? YES NO</p> <p>Verification provided that the applicant's emergency home repairs put them at risk of being homeless? YES NO</p>			

Required Documents	Enclosed	Comments
Photo Identification for all applicants	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Household income less than \$60,000 (includes everyone listed on title) Verification of income ie. year to date pay stub, benefit statement etc.	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Notice of Income Tax Assessment(s)	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Most Recent Bank statement (30 days)	YES <input type="checkbox"/> NO <input type="checkbox"/>	
5,000 in liquid assets? (combined everyone listed on title)	YES <input type="checkbox"/> NO <input type="checkbox"/>	List assets:
House is appraised at or below \$300,000. MPAC Property Tax Assessment	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Proof of insurance coverage	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Verification that mortgage is paid and up to date (if applicable)	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Two quotes for work to be completed	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Red Tag, Insurance order or ESA order for electrical, or furnace/oil tank repairs	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Photos of repair to be completed	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Doctors letter for accessibility upgrades	YES <input type="checkbox"/> NO <input type="checkbox"/>	

**I, THE UNDERSIGNED, STATE THE INFORMATION PROVIDED IS TRUE. I ACKNOWLEDGE THAT SHOULD ANY INFORMATION PROVIDED BE FOUND NOT TO BE TRUE, I WILL NOT BE ELIGIBLE. I UNDERSTAND THAT PAYMENT OF FUNDS IS NOT GUARANTEED, EVEN IF PRELIMINARY APPROVAL IS GRANTED:**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature of Applicant**

\_\_\_\_\_

**Signature of Co-Applicant(s)**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Signature of Program Coordinator**

**Approved** YES  NO

# County of Renfrew Affordable Housing Summit

April 4, 2024, 9:30 a.m to 4:00 p.m

myFM Centre, 1 Ma Te Way Park Drive, Renfrew, ON

Tickets available at Eventbrite

<https://www.eventbrite.ca/e/county-of-renfrew-affordable-housing-summit-tickets-847371229157?aff=oddtcreator>



## Agenda

9:30 a.m – 10:00 a.m Registration and Networking

10:00 a.m – 10:30 a.m Welcome and Opening Remarks

10:30 a.m – 12:00 p.m Real-Estate and Innovative Partnerships

12:00 p.m – 12:45 p.m Lunch

12:45 p.m – 1:45 p.m Canada Mortgage and Housing Corporation

1:45 p.m – 2:45 p.m Infrastructure Ontario

2:45 p.m – 3:00 p.m Break

3:00 p.m – 3:30 p.m A Vision for the Future

3:30 p.m – 4:00 p.m – Next Steps

To reserve a display area to share your organization's information or for general inquiries, please contact Jennifer Dombroskie at [jdombroskie@countyofrenfrew.on.ca](mailto:jdombroskie@countyofrenfrew.on.ca) or 613-312-2735. Lunch and refreshments included.



# EASTERN ONTARIO REGIONAL HOUSING SUMMIT

Presented by 

May 28, 2024 10:00 am – 4:00 pm  
Ottawa Events and Conference Centre, 200 Coventry Rd, Ottawa

The 2024 Housing Summit will explore how are we coordinating as a region to ensure a sufficient housing supply for residents now and in the future, as well as offering the variety of housing that people want and can afford, and that fits with the lifestyle they want in their particular stage of life.

The Summit will look at population trends and housing demand in Eastern Ontario – both from people moving out of major centres in the area into the smaller surrounding rural communities, and the influx of population and subsequent housing demand into Eastern Ontario from other parts of the province.

We'll also look at both how the regional economy impacts housing demand, and conversely how housing affordability and supply in the region will affect our economy.

The Ontario Home Builders' Association's Eastern Ontario Regional Group is home to over 800 firms in the residential construction and professional renovation industry, spanning west to east from Peterborough to Ottawa and north to south from Algonquin Provincial Park to the Seaway Region.

Hosted by:



## AGENDA

9:00	10:00	Registration
10:00	10:30	<b>Opening Remarks and Introductions</b>
10:30	12:00	<b>Plenary Session: Population Migration and Housing Demand in Eastern Ontario</b> Mike Moffat, Senior Director, Smart Prosperity Institute

12:00 13:00 Lunch

### *Breakout Sessions Round 1 13:00 -14:00*

#### **Housing in Smaller Municipalities**

Moderated by Eastern Ontario Wardens' Caucus

- Regional Advocacy and the 7 in 7+ Regional Housing Plan
- Frontenac Municipal Services Corporation Communal Servicing in Rural Communities
- Rural Ontario Institute's Rural Housing Information System

#### **Housing in Urban Centres**

Moderated by Greater Ottawa Home Builders' Association

- Housing Pledges from the Province
- Infill Housing
- Expansion Lands

### *Breakout Sessions Round 2 14:00 -15:00*

#### **Economic Development/Drivers in Eastern Ontario**

Moderated by Eastern Ontario Business Journal

- Panel & Discussion

#### **Innovation in Housing**

- Modular Housing
- Capacity for Building
- Impact on Housing Solutions for Eastern Ontario

15:00 16:00 **Plenary Session and Closing Remarks**