



Bruce County Housing Corporation Agenda

Thursday, May 3, 2018
9:30 a.m.

Council Chambers
County Administration Centre, Walkerton

1. Declaration of Pecuniary Interest
2. Approval of Minutes - December 7, 2017 (attached)
3. Information Items
 - A. 1st Quarter 2018 - Arrears Report (attached)
4. Next Meeting
June 7, 2018
5. Adjournment



Bruce County Housing Corporation Minutes

December 7, 2017
11:55 a.m.
Council Chambers
Walkerton, Ontario

Present: Warden Paul Eagleson
Councillors Mitch Twolan (Chair), Anne Eadie, Robert Buckle, David Inglis, and Mike Smith

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk
Christine MacDonald, Director of Social Services and Housing
Michael McKeage, Director of Health Services

Regrets: Councillors Janice Jackson and Milt McIver

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Minutes

Moved by Councillor Mike Smith
Seconded by Warden Paul Eagleson

That the minutes of the October 19, 2017 meeting of the Bruce County Housing Corporation be adopted as circulated.

Carried

3. Action Items

A. Annual Bad Debt

Moved by Councillor David Inglis
Seconded by Councillor Anne Eadie

That Bruce County Housing Corporation authorizes the write off of \$41,274.42 for bad debt for the year ending December 31, 2016; and,

That the write off be posted for the year ending December 31, 2017.

Carried

B. Rent Supplement Bad Debt

Moved by Councillor Mike Smith
Seconded by Councillor Robert Buckle

That Bruce County Housing Corporation authorizes the write off of \$7,202.19 for bad debt for the rent supplement program for the year ending December 31, 2016; and,

That the write off be posted for the year ending December 31, 2017.

Carried

C. 2018 Market Rents

Moved by Councillor Mike Smith
Seconded by Councillor Anne Eadie

That the rent for Bruce County Housing Corporation, social housing units be increased by the Ontario 2018 Rent Increase Guideline of 1.8% or the Ministry of Housing's minimum recommended increase, as indicated in the Bruce County Housing Corporation Market Rents April 1, 2018, except,

That the increase, for the following units, be approved as indicated in the attached Bruce County Housing Corporations Market Rents April 1, 2018, based on the average market rent: 539 Ivings Drive, one bedroom lower; Mary Street; 920 Old Durham Road, one and two bedrooms; and,

That rent geared to income assistance be provided immediately for all tenants that qualify for rent geared to income assistance that may currently be paying the market rent but due to the increase in the market rent would now qualify for rent geared to income assistance.

Carried

D. 2017 Capital Surplus Reallocation

Moved by Councillor Anne Eadie
Seconded by Councillor David Inglis

That approval be granted to reallocate \$265,000 of 2017 surplus capital funds to a project to renovate two existing apartment units to fully barrier free residences.

Carried

Councillor Anne Eadie withdrew from the Chambers at 12:04 p.m.

4. Information Items

The following reports were received for information:

- Q3 Arrears Report
- Housing Facilities Manager Information Report

5. Next Meeting

The next meeting of the of the Bruce County Housing Corporation will take place on January 4, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

6. Adjournment

Moved by Councillor Robert Buckle
Seconded by Councillor Mike Smith

That the meeting of the Bruce County Housing Corporation adjourn at 12:05 p.m.

Carried

Councillor Mitch Twolan, Chair
Social Services and Housing Committee



Board Report

To: Warden Paul Eagleson
Members of the Bruce County Housing Corporation

From: Christine MacDonald
Director of Human Services

Date: May 3, 2018

Re: 1st Quarter 2018 - Arrears Report

Recommendation:

The 1st Quarter 2018 - Arrears Report dated May 3, 2018 is for information.

Background:

Current Tenant Arrears - March 31, 2018

The following table details the current tenant arrears as at March 31, 2018 as compared to the tenant arrears for March 31, 2017.

Arrears	Arrears Balance as at March 31, 2017	Number of Tenants owing as at March 31, 2017	Arrears Balance as at March 31, 2018	Number of Tenants owing as at March 31, 2018
Rent	\$38,622.94	64	\$40,637.27	101
Maintenance	\$2,660.53	25	\$5,938.36	26
Misrepresentation	\$22,435.85	49	\$19,219.88	41
Utilities	\$3,735.51	17	\$3,200.90	23
TOTAL	\$67,454.83	155	\$68,996.41	191

The total current tenant arrears expressed as a percentage as at March 31, 2018 is 8.86%.ⁱ
The total tenant charges as at March 31, 2018 are \$778,604.95.



Former Tenant Arrears - As at March 31, 2018

The following table details the former tenant arrears as at March 31, 2018. The total former tenant arrears expressed as a percentage as at March 31, 2018 is 8.78%.ⁱⁱ

Arrears	Arrears Balance as at March 31, 2017	Number of Tenants owing as at March 31, 2017	Arrears Balance as at March 31, 2018	Number of Tenants owing as at March 31, 2018
TOTAL	\$37,172.37	41	\$68,430.91	47

Landlord Tenant Board Notices - As at March 31, 2018

As at March 31, 2018 BCHC staff had issued 14 N4 notices for non-payment of rent.

The Tenant Coordinators currently have payment plans in good standing with 20 current tenants. The Tenant Coordinators follow the Eviction Prevention Policy to minimize the amount of arrears.

Financial/Staffing/Legal/IT Considerations:

Staff makes every effort to minimize the amount of arrears through timely charge back and affordable payment plans. There is no staffing, legal or IT considerations associated with this report.

Interdepartmental Consultation:

There have been no interdepartmental consultations related to this report.

Link to Strategic Goals and Elements:

Goal # 6 - Explore alternate options to improve efficiency, service.

Element # A. - Develop a system for measuring our processes and their successful desired outcome.

The reporting of arrears on a quarterly basis provides a measure of our rent collection processes.



Corporation of the County of Bruce
Bruce County Housing Corporation

brucecounty.on.ca

Written by: Tania Dickson, Housing Services Manager

Approved by:

Kelley Coulter

Chief Administrative Officer

ⁱ charges charged to households and the total actually received from households, divided by the total charged, expressed as a percentage. This formula for arrears calculation is the definition of the Social Housing Services Corporation used for calculating arrears as an indicator of performance.

ⁱⁱ The percentage of arrears is calculated as the difference between total rents, housing charges and other charges charged to households and the total actually received from households, divided by the total charged, expressed as a percentage. This formula for arrears calculation is the definition of the Social Housing Services Corporation used for calculating arrears as an indicator of performance.