



Bruce County Housing Corporation Agenda

Thursday November 1, 2018

9:30 a.m.

Council Chambers

County Administration Centre, Walkerton

1. Declaration of Pecuniary Interest
2. Approval of Minutes - October 18, 2018 (attached)
3. Information Items
 - A. Q-3 Quarter 2018 - Arrears Report (attached)

4. Act of Recommendations

That in accordance with the Procedure By-Law, staff be authorized and directed to give effect to the actions of the Bruce County Housing Corporation in respect of all resolutions passed during the November 1, 2018 meeting

5. Next Meeting

December 6, 2018

6. Adjournment



Bruce County Housing Corporation Minutes

October 18, 2018

11:51 a.m.

Council Chambers, Bruce County Administration Centre
Walkerton, Ontario

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

Staff: Kelley Coulter, Chief Administrative Officer
Darlene Batte, Deputy Clerk

Regrets: Christine MacDonald, Director of Human Services

1. Pecuniary Interest

There were no declarations of pecuniary interest.

2. Minutes

Moved by Councillor Anne Eadie
Seconded by Councillor David Inglis

That the minutes of the October 4, 2018 meeting of the Bruce County Housing Corporation be adopted as circulated.

Carried

3. Action Items

A. 2018-2019 Insurance Renewal

Moved by Councillor Anne Eadie
Seconded by Councillor Janice Jackson

That the November 1, 2018 to November 1, 2019 Insurance Program for Bruce County Housing Corporation be renewed with The Frank Cowan Company Ltd., the lower quote submitted in the amount of \$114,525 plus any applicable taxes; and,

That the Housing Facilities Manager be authorized to execute Housing Services Corporation - Alternate Broker Coverage Form; and,

That Bruce County Housing Corporation submits to Housing Services Corporation the alternate coverage fee of \$2,576.81 plus any applicable taxes.

Carried

4. **Act on Recommendations**

Moved by Councillor David Inglis
Seconded by Councillor Robert Buckle

That in accordance with the Procedure By-law, staff be authorized and directed to give effect to the actions of the Bruce County Housing Corporation in respect of all resolutions passed during the October 18, 2018 meeting.

Carried

5. **Next Meeting**

The next meeting of the of the Bruce County Housing Corporation will take place on November 1, 2018 in the Council Chambers, County Administration Centre, Walkerton, Ontario.

6. **Adjournment**

Moved by Warden Paul Eagleson
Seconded by Councillor Anne Eadie

That the meeting of the Bruce County Housing Corporation adjourn at 11:58 a.m.

Carried

Councillor Mitch Twolan, Chair
Bruce County Housing Corporation



Board Report

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

From: Christine MacDonald
Director of Human Services

Date: November 1, 2018

Re: 3rd Quarter 2018 - Arrears Report

Recommendation:

The 3rd Quarter 2018 - Arrears Report dated November 1, 2018 is for information.

Background:

Current Tenant Arrears - September 30, 2018

The following table details the current tenant arrears as at September 30, 2018 as compared to the tenant arrears for September 30, 2017.

Arrears	Arrears Balance as at September 30, 2017	Number of Tenants owing as at September 30, 2017	Arrears Balance as at September 30, 2018	Number of Tenants owing as at September 30, 2018
Rent	\$37,360.39	88	\$57,689.57	130
Maintenance	\$5,730.26	21	\$9,060.84	32
Misrepresentation	\$15,683.14	42	\$26,991.86	61
Utilities	\$5,683.14	34	\$4,971.74	45
TOTAL	\$64,397.67	185	\$98,714.01	268

The total current tenant arrears expressed, as a percentage as at September 30, 2018 is 4.07%.ⁱ The total tenant charges as at September 30, 2018 are \$2,428,412.27.



Former Tenant Arrears - As at September 30, 2018

The following table details the former tenant arrears as at September 30, 2018 compared to the former tenant arrears as at September 30, 2017. The total former tenant arrears expressed, as a percentage as at September 30, 2018 is 3.15%.ⁱⁱ

Arrears	Arrears Balance as at September 30, 2017	Number of Tenants owing as at September 30, 2018	Arrears Balance as at September 30, 2018	Number of Tenants owing as at September 30, 2018
TOTAL	\$67,796.13	61	\$76,389.90	62

Landlord Tenant Board Notices - As at September 30, 2018

As at September 30, 2018 BCHC staff had issued 91 N4 notices for non-payment of rent.

The Tenant Coordinators currently have payment plans in good standing with 33 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 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.

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