



Brant and Brantford
Local Housing Corporation
Quarterly Report

January to March 2023
2023-69

Submitted by:

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QUARTERLY REPORT

January 1 to March 31, 2023

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1. Local Housing Corporation

The Brant and Brantford Local Housing Corporation (LHC) currently owns 863 units of housing. The sole shareholder is the City of Brantford. This portfolio is managed by City of Brantford and consists of high-rise and low-rise apartment buildings, townhouses and detached houses.

Over 2,600 residents (families, single adults and seniors) live in the LHC units and pay geared-to-income rent (RGI), which is approximately 30% of the gross monthly household income. Social Assistance recipients pay rent based on prescribed social assistance rent scales.

Housing Services staff provides day-to-day property management, rent collection, building maintenance, lease enforcement, and capital asset management functions. Tenants living in LHC units, have a range of service requirements that may include eviction prevention services, mediation and problem solving in order to maintain their tenancies.

<u>Housing Community</u>	<u>Address</u>	<u>Number of units</u>
Riverside Gardens	17 Marie Street, 46-52 Pontiac Street, 43, 45 Tecumseh Street, Brantford	50

Daleview Gardens	676 Grey Street, Brantford	30
Brant Towers	5 Fordview Court, Brantford	201
Eastdale Gardens	359 Darling Street, Brantford	50
Northland Gardens	332 North Park Street, 50 Hayhurst Road, 56, 68 Memorial Drive, Brantford	70
Willow Street	40-50 Willow Street, Paris/County	6
Lorne Towers	24 Colborne Street West, Brantford	159
Winston Court	18 Aberdeen Avenue, 124 Ontario St., 22 Gladstone Avenue, Brantford	124
Sunrise Villa	11 Park Street, Burford/County	12
Woodlawn Meadows	Various addresses, Brantford	17
Albion Towers	45 Albion Street, Brantford	70
Trillium Way	170 Trillium Way, Paris/County	50
Walker's Green	33 Main Street, Paris/County	24

1.1 Community Partnerships

Housing Services partners provide a range of supports and services in our communities. These events, presentations, activities and programs help to mitigate the effects of poverty by building community spirit, offering life skills training and enhancing the lives of the tenants.

1.2 Day-to-Day Maintenance – Work Orders

In order to maintain the buildings work orders are issued to local contractors and maintenance staff. During the 1st Quarter of 2023, 1,862 work orders were completed compared to 2022 when 1,391 work orders were completed during the 1st Quarter. This represents an increase of 471 work orders.

1.3 Capital Projects

LHC Capital Project Status to March 31, 2023. The approved capital upgrades for 2022/2023 as well as projects funded through the Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI) are listed below:

- i. SS2003 Brant and Lorne Towers Interior finishes (Capital): A conceptual scope of work is being developed to upgrade and modernize the Lorne Towers common room. The scope will include improved insulation of the

- ceiling and walls, upgraded lighting, and new HVAC systems. Concept and Cost study report received from an Architect. Review of the project is underway.
- ii. SS2106 – Parking Lots/Curbs/Walkways/Fencing: Working in collaboration with Public Works - Eastdale Gardens – parking lot, to be completed Q3 2023;
 - iii. SS2202 - Lorne/Brant Additional Parking Spots (Capital) – Working in collaboration with Public Works (working on options to accommodate the spots identified – Q2/Q3 2022) to add approximately 30 more parking spaces to the parking lots at Brant and Lorne to allow tenants, visitors, contractors and PSW staff to park their vehicles on site.
 - iv. SS2211– Walker’s Green parking lot/curbs/walkway/railings (Capital) - Staff is gathering information and will follow with a scope of work to replace the roadway surface, walkways, railing and concrete curbs where required. Staff is looking to have the scope completed by Q4 2023.
 - v. SS2009 - Lorne Towers Generator Replacement (OPHI): Supply Point was the successful bidder. Automatic Transfer Switch has been installed and the delivery and installation of the generator was completed in late 2022. Final work for in the installation of fence was completed in Q1 2023.
 - vi. SS2101 Security Cameras – Multiple Locations (Capital): Phase 1 & 2 completed. Winston Court – complete; Riverside Gardens – complete; Albion Towers – complete; Brant Towers – complete; Lorne Towers – complete. Phase 3 underway, RFQ to be complete in Q3; Dalesview Gardens, Northland Gardens, and Eastdale Gardens.
 - vii. SS2103 LHC Properties – Kitchen Renovations (COCHI): Kitchen renovations at the various sites will be coordinated by the Property Managers during unit turnovers.
 - viii. SS2104 Riverside Gardens – Exterior Improvements (COCHI): A new project for replacement of deteriorated fencing, retaining walls, front entry doors, front porch pillars. Contract has been awarded to Adems Restoration. Work commenced Q4 and completed in Q1 2023.
 - ix. SS2207 – Lorne Towers Bathroom Risers (Capital): Lorne Towers need plumbing work for domestic hot water lines at the building. The rehabilitation will consist of replacing the most leak prone piping/fitting elements. This project will rehab bathroom risers for all floors and units. Contract was awarded to JTS Mechanical and work to commence in Q2 2023.
 - x. SS2201 – Asbestos Inspections (Capital) – Housing staff is working with Wellness and Safety, Human Resources. Contract was been awarded to Englobe. Inspections were completed in Q1 2023.
 - xi. SS2005 – Winston Court – Window Replacement (COCHI) – Gladstone Building. Mock up scheduled for Q4 2022 – Window installation completed Q1 2023.
 - xii. SS2212 – Trillium Way – Exterior Repairs – (COCHI and Capital) Staff is gathering information and will follow with a scope of work to replace the windows and balcony doors that are at the end of their useful life. Staff is working on the RFQ. Work to be completed by Q1 2024.

- xiii. SS2213 – LHC Exterior Walls (Capital) – Staff is gathering information on which LHC sites need replacement and/or repair of existing masonry/vinyl siding.
- xiv. SS2214 - Winston Court – Electrical (Capital) - Staff is gathering information and will further be working on the scope of work for the Consultant in Q2, 2023.
- xv. SS2215 – Sunrise Villa – Exterior Windows and Doors (Capital) – Staff is gathering information and will follow with a scope of work to replace exterior windows & doors. Staff is looking to have the scope completed by Q2 2023.
- xvi. SS2216 – Willow Street – Exterior Windows (Capital) - Staff is gathering information and will follow with a scope of work to replace exterior windows. Staff is looking to have the scope completed by Q2, 2023.
- xvii. SS2209 – Daleview Gardens - Electrical Services and Wiring System (Capital) - Staff will be working on making the scope of work for consultant services in Q2, 2023.
- xviii. SS2301 – Riverside Gardens - Roof Replacement – 17 Marie, 43 Tecumseh, 50 Pontiac, & 46 Pontiac blocks (Capital and COCHI). Staff are currently working on RFQ. Replacement to be completed by Q3 2023.
- xix. SS2212 – Trillium Way – Exterior Improvements, doors and windows (Capital and COCHI) Staff are currently working on RFQ. Installation to be completed by Q3 2023.
- xx. SS2305 – Winston Court – Laundry room fobs (Capital). Staff are currently working of RFQ. Installation to be completed by Q3 2023.

1.4 Tenant move outs

In the 1st Quarter of 2023, a total of twenty (20) households moved out of LHC properties. This is ten (10) less than the same Quarter last year.

Table 1 - Tenant move-outs by reason

	1 st Quarter 2023			2023 Total	
Purchased Home	0	0%		0	0%
Deceased	6	30%		6	30%
Health	7	35%		7	35%
Evicted	1	5%		1	5%
Left on Notice/Mediated agreement	0	0%		0	0%
Left without Notice	1	5%		1	5%
Transfer	3	15%		3	15%
Other Accommodation	0	0%		0	0%
Left Municipality	0	0%		0	0%
None Given	1	5%		1	5%
Other	1	5%		1	5%
Total 1st Quarter 2023	20	100%	Total 2023	20	100%

Most units become vacant because the tenant has passed away or they move into a long-term care or other supportive facility. Other households transfer to another unit because they are overhoused (too many bedrooms for the number of people in household) or for medical reasons (no elevator in building and can no longer negotiate the stairs).

1.5 Applicant/Tenant Internal Reviews

Eight (8) requests for internal reviews were received for the 1st Quarter of 2023, six (7) of which were resolved without the need for an appeal meeting. One (1) review was heard and the Review Committee upheld the original decision.

1.6 Arrears

Table 2 - Rent arrears for 1st Quarter 2023

Arrears	1st Quarter Jan to Mar 2023	Previous Quarter Oct to Dec 2022	Increase/ (Decrease)	Previous Year 1st Quarter	Increase/ (Decrease)
Current Month End Revenues Charged	\$421,018	\$407,031	\$13,987	\$359,732	\$61,286
Current Month End Rent Payable Arrears	\$184,038	\$110,889	\$73,149	\$70,321	\$113,717
Month End Rent Arrears as % of Month End Rent Revenues	43.7%	27%	7%	17%	17%
Current Month End Total Arrears (including maintenance arrears & misrepresentation)	\$156,770	\$119,879	\$89,611	\$85,698	\$123,792
Total Arrears as % of Revenues	49.8%	30%	7%	20%	17%

In mid-2018, Housing Services began a renewed focus on eviction prevention efforts, which have caused arrears to exceed the target of 4%. The year to date month end net rent arrears average is currently 43%.

Staff work with households that incur arrears to make reasonable repayment agreements when practical to do so, prior to pursuing eviction.

In addition to eviction prevention efforts, a significant contributing factor to arrears is the length of time to get a hearing at the Landlord Tenant Board. The current waiting time is approximately 6-8 months.

1.7 Insurance

There were no new insurance claims for the period January 1st to March 31st, 2023.

1.8 Sale of Units - Woodlawn Meadows Portfolio

This information is provided in relation to report PHSSS2016-61 and the approval to sell ten (10) single family homes from the Woodlawn Meadows portfolio. The initiative

reinvests the proceeds from the sale of the homes to help increase the supply of affordable housing throughout the Brant and Brantford community. This initiative has helped to create 87 affordable housing units in the community.

Five units were sold in 2017, two in 2018, two units were sold in the 2nd quarter of 2019, and the 10th unit was sold in May 2021. All ten (10) units sold to date were vacated through attrition with tenants either leaving voluntarily or through natural program attrition.

In February 2019, the LHC Board and Council approved the sale of the remaining 18 housing units within the LHC portfolio.

One unit was sold in January 2023 for \$580,000. Currently, there are 17 units which remain to be sold through natural attrition,