



Brantford Municipal Non-Profit Housing Corporation
Quarterly Report
January to March 2023
2023-62

Submitted by:

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QUARTERLY REPORT TO CHAIR & MEMBERS OF BRANTFORD MUNICIPAL NON-PROFIT HOUSING CORPORATION January 1 – March 31, 2023

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1. Report on Operations

The Brantford Municipal Non-Profit Housing Corporation owns 87 units of housing. The portfolio, managed by City of Brantford, Community Services and Social Development, Housing and Homelessness Services, consists of one senior high-rise apartment building – Beckett Building (63 units) and one family townhouse complex – Branlyn Meadows (24 units). The client group is a mix of tenants who pay a market rent and those who pay rent-geared-to-income, which is based on approximately 30% of their household income.

Housing and Homelessness Services provides day-to-day property management, rent collection, building maintenance, capital asset planning and upgrades. Tenants have a range of service requirements; some often need high levels of intervention, mediation and problem solving in order to maintain their tenancies. Tenant services and eviction prevention is provided through a dedicated Housing staff with linkages to community agencies when necessary.

Housing Community	Address	Number of units
Beckett Building	7 Bain Street, Brantford	63
Branlyn Meadows	2 – 10 Buchanan Crescent, Brantford	24

1.1 Target Plan – as of December 31, 2022

Table 1 - Target unit numbers vs actual unit numbers

Building	Total Units	RGI UNITS		MARKET UNITS		MODIFIED UNITS*	
		TARGET	ACTUAL	TARGET	ACTUAL	TARGET	ACTUAL
Beckett	63	43	42	20	21	0	0
Branlyn	24	18	17	6	7	2	2

*modified units are a component in total rent-geared-to-income unit count

1.2 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.

1.3 Day-to-Day Maintenance

Work Orders

A total of 184 work orders have been completed in the 1st Quarter of 2023. During this same quarter the previous year, 158 work orders had been completed. This represents an increase of 26 work orders, or 16.5%.

1.4 Budget Updates

2023 Operating Budget:

2023 Operating Budgets are in a deficit at the end of first quarter. The main reason for this deficit are items such as property taxes and insurance have at least six months of costs expensed already. For security services, these costs are related to capital, which will be transferred at yearend to be funded by reserve. Our plan is to continue to monitor spending and to be within budget or in a surplus in 2023. **See Appendix C: MNP Budget Comparison Report**

2022 Capital Budget and Project Update

Beckett Building

- the replacement of some common area windows that are leaking; a consultant will be hired to investigate solutions for the front door concrete/foyer area.
- Upgrade and installation of security camera systems throughout the interior and exterior of the building.

Branlyn Meadows

- Some kitchen cabinetry and counter-tops may be replaced in 2023. Replacements will be completed, when necessary, through operational turn-overs and within funding limits.
- Installation of security camera systems throughout the exterior of the complex.

1.5 Tenant Move Outs

Zero (0) tenants moved out during the 1st Quarter of 2023. During this same quarter in 2022 four (4) tenants moved out.

Table 2 - Tenant move-outs by reason

Reason	Total 2023	1st Quarter 2023	Quarterly % based on reason
Bought house	0	0	0%
Transfer	0	0	0%
Deceased	0	0	0%
Health	0	0	0%
Left without notice	0	0	0%
Evicted	0	0	0%
None given	0	0	0%
Other	0	0	0%
Total 2020	0	0	0%

1.6 Applicant/Tenant Internal Reviews

There were no (0) requests for an internal review during the 1st Quarter of 2023 which is the same as the same period in 2022.

1.7 Arrears

Table 3- Beckett Building arrears by reason 1st Quarter 2023

Beckett Building Arrears 1st Quarter 2023	1st Quarter Jan to Mar 2023	Previous Quarter Oct to Dec 2022	Increase/ (Decrease)	Same Quarter Previous Year	Increase/ (Decrease)
Month End Revenues	\$39,909	\$38,828	\$1,081	\$39,849	\$60
Month End Rent Arrears	\$490	\$534	(\$44)	\$290	\$200
Month End Arrears as % of Month End Revenues	1.2%	1.4%	(0.2%)	0.7%	0.5%
Month End Total Arrears; including Maintenance Arrears & Rent Subsidy Overpayment	\$574	\$584	(\$10)	\$508	\$66
Total Arrears as % of Revenues	1.4%	1.5%	(0.1%)	1.3%	0.1%

Table 4 - Branlyn Meadows arrears by reason 1st Quarter 2023

Branlyn Meadows Arrears 1st Quarter 2023	1st Quarter Jan to Mar 2023	Previous Quarter Oct to Dec 2022	Increase/ (Decrease)	Same Quarter Previous Year	Increase/ (Decrease)
Month End Revenues	\$10,355	\$9,654	\$701	\$11,968	(\$1,613)
Month End Arrears	\$14,105	\$9,540	\$4,565	\$3,502	\$10,603
Month End Arrears as % of Month End Revenues	136.2%	98.8%	37.4%	29.3%	106.9%
Month End Total Arrears; including Maintenance Arrears & Rent Subsidy Overpayment	\$14,477	\$9,912	\$4,565	\$3,688	\$10,789
Total Arrears as % of Revenues	139.8%	102.7%	37.1%	30.8%	109%

The target for rent arrears is not to exceed an average 3% of monthly rent revenue; 1% for the Beckett Building, and 5% for Branlyn Meadows. Effective rent arrears collection, while avoiding evictions, is a key focus for Housing Operations staff. Rent arrears at the Beckett are above the target at 1.4%; at Branlyn rent arrears have increased from 98.8% in Q4 to 136.2% in Q1 which is above the target at 131.2%.

1.8 Insurance

For the 1st Quarter 2023 there were no new insurance claims.