



Brantford Municipal Non-Profit Housing Corporation
Quarterly Report
July – September 2024
2024-673

Submitted by:

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**QUARTERLY REPORT TO CHAIR & MEMBERS OF
BRANTFORD MUNICIPAL NON-PROFIT HOUSING CORPORATION
July 1 – September 30, 2024
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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 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 September 30, 2024

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	43-39	40	20-24	23	0	0
Branlyn	24	18	18	6	6	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 281 work orders have been completed in the Quarter 3 of 2024 (Q3 2024). During this same quarter in 2023, 221 work orders had been completed. This represents an increase of 60 work orders, or 27%.

1.4 Budget Updates

2024 Operating Budget:

2024 Operating Budgets have a small surplus of \$8,000 at the end of Q3 2024. The surplus is smaller due to property taxes and insurance expenses having paid for in full for the year. Had the property taxes and insurance be expensed monthly, the estimated surplus would be \$43,128.

2024 Capital Budget and Project Update

Beckett Building

- The replacement of some common area windows that are leaking; the exterior concrete ramp to the front entrance of the apartment building needs to be replaced. This project is currently on hold as estimates received are higher than available funds.

Branlyn Meadows

- Some kitchen cabinetry and counter-tops may be replaced in 2024. Replacements will be completed, when necessary, through operational turn-overs and within funding limits.

1.5 Tenant Move Outs

One (1) tenant moved out during Q3 2024. This is the same as the Q3 2023.

Table 2 - Tenant move-outs by reason

Reason	3rd Quarter 2024	Quarterly % based on reason
Bought house	0	0%
Transfer	0	0%
Deceased	0	0%
Health	0	0%
Left without notice	0	0%
Evicted	0	0%
None given	1	100%
Other	0	0%
Total	1	100%

1.6 Applicant/Tenant Internal Reviews

There were no requests for an internal review during Q3 2024, which is the same as Q3 2023.

1.7 Arrears

Table 3- Beckett Building arrears by reason 3rd Quarter 2024

Beckett Building Arrears 3 rd Quarter 2024	3 rd Quarter July to Sept. 2024	2 nd Quarter Apr. to Jun 2024	Increase/ (Decrease)	3 rd Quarter 2023	Increase/ (Decrease)
Month End Revenues	\$42,312	\$42,937	\$625	\$40,190	\$2,122
Month End Rent Arrears	\$1,283	\$764	\$519	\$1,720	(\$437)
Month End Arrears as % of Month End Revenues	3%	1.8%	1.2%	4.3%	(1.3%)
Month End Total Arrears; including Maintenance Arrears & Rent Subsidy Overpayment	\$1,989	\$2,007	(\$18)	\$1,804	\$185
Total Arrears as % of Revenues	4.7%	4.7%	0%	4.5%	0.2%

Table 4 - Branlyn Meadows arrears by reason 3rd Quarter 2024

Branlyn Meadows Arrears 3 rd Quarter 2024	3 rd Quarter July to Sept. 2024	2 nd Quarter Apr. to Jun. 2024	Increase/ (Decrease)	Same Quarter Previous Year	Increase/ (Decrease)
Month End Revenues	\$11,021	\$6,937	\$4,084	\$13,727	(\$2,706)
Month End Rent Arrears	\$181	\$6,091	(\$5,910)	\$13,027	(\$12,846)
Month End Arrears as % of Month End Revenues	1.6%	87.8%	(86.2%)	94.90%	(93.3%)
Month End Total Arrears; including Maintenance Arrears & Rent Subsidy Overpayment	\$394	\$6,720	(\$6,326)	\$13,419	(\$13,025)
Total Arrears as % of Revenues	3.6%	96.9%	(93.3%)	97.80%	(94.2%)

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. Rent arrears at the Beckett are above target at 4.7% for Q3 2024, with an overall increase of 0.2% from Q3 2023. Rent arrears at Branlyn are below target at 3.6%, with an overall decrease of 94.2% from Q3 2023. Effective rent arrears collection, while avoiding evictions is a key focus for Housing Operations staff.

1.8 Insurance

There were no new insurance claims for Q3 2024.