



## **FORT FRANCES MUNICIPAL NON PROFIT HOUSING CORPORATION AGENDA**

September 22, 2022 12:00 PM

### **MEETING -Virtual**

Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 219 620 182 753

Passcode: uEMsvQ

[Download Teams](#) | [Join on the web](#)

Page

### **1. Call to Order**

### **2. Approval of Agenda as presented.**

- 2.1 Fort Frances Non-Profit Housing Agenda dated Sept 22, 2022.

**Recommendation:** THAT the Fort Frances Municipal Non Profit Housing Corporation Board of Directors approve the September 22, 2022 agenda as prepared.

### **3. Disclosure of pecuniary interest and the general nature thereof**

### **4. Approval of Previous Minutes**

3 - 4

- 4.1 Meeting Minutes, Session 2 - June 30, 2022

**Recommendation:** THAT the Fort Frances Municipal Non-Profit Housing Corporation Board of Directors approve the minutes of the Board Meeting dated June 30, 2022 as presented.

### **5. Items Referred**

- 5.1 Funding Capital Reserves

- 5.2 BDO Annual Report

### **6. New Business**

- 6.1 Appointment of Interim Secretary

**Recommendation:** THAT the Fort Frances Municipal Non-Profit Housing Corporation Board hereby appoint Gabrielle Lecuyer Municipal Clerk as Interim Secretary

- 6.2 Board Members

5 - 19            6.3      Financials for June and July- August, 2022

**Recommendation:** THAT the Fort Frances Municipal Non-Profit Housing Corporation Board of Directors recommend to Council approval the current year 3rd Quarter Financial Statements for the months of June, July and August 2022 for the Fort Frances Municipal Non-Profit Housing Corporation.

20                6.4      2023 Market Rent Increase for Current Tenants

**Recommendation:** THAT the Fort Frances Municipal Non Profit Housing Corporation board of directors approves a 2.5% Market Rent increase for current tenants effective 2023.

21                6.5      2023 Market Rent Increase for New Tenants

**Recommendation:** THAT the Fort Frances Municipal Non Profit Board of Directors adopt the revised market rents as indicated effective January 1, 2023:

- 2 Bedroom per month - \$ 1135
- 3 Bedroom per month - \$ 1411

**7. Standing Items - None**

**8. In-Camera - None**

**9. Adjourn / Next Meeting Date**

9.1      The meeting adjourned at \_\_\_\_\_ p.m.

THAT the Fort Frances Municipal Non Profit Housing Corporation Board of Directors approve the motion to adjourn the meeting of September 22 2022.

The meeting of Fort Frances Municipal Non-Profit Housing Corporation of the Town of Fort Frances was held virtually and in the Committee Room - Civic Centre on June 30, 2022 from 12:01 p.m. to 12:42 p.m.

PRESENT: Chairperson, D. McTaggart, Councilor W. Brunetta, Councilor A. Hallikas, G. Beadle, G. McBride

ALSO PRESENT: F. Sinninghe - DSSAB, W. Tilbury - DSSAB, M. Canfield - BDO, Sean Elbourne, Encasa

REGRETS:

**1. Call to Order @ 1201 hrs/Roll Call**

**2. Approval of Agenda as presented.**

2.1 Fort Frances Non-Profit Housing Agenda dated June 30, 2022.

27. Mcbride/Hallikas THAT the Fort Frances Municipal Non Profit Housing Corporation Board of Directors approve the June 30th, 2022 agenda as prepared.

CARRIED

**3. Disclosure of pecuniary interest and the general nature thereof**

**4. Approval of Previous Minutes**

4.1 Session 1 - 05 May 2022

28. Brunetta/Hallikas THAT the Fort Frances Municipal Non-Profit Housing Corporation Board of Directors approve the minutes of the Board Meeting dated May 5, 2022 as presented.

CARRIED

**5. Items Referred**

5.1 Update - Capital Reserves - Wendy Tilbury. Items discussed - moving this years worth of spending into cash and take the risk out of the equation, lack of growth rate, de-risking portfolio, risk/equity exposure, increase contribution to reserves. Future spending/improvement - good blueprint for future decisions. Any further questions can be directed to Wendy/Sean.

**6. New Business**

6.1 FFMNPHC Financials

29. Hallikas/McBride THAT the Fort Frances Municipal Non-Profit Housing Corporation Board of Directors recommend to Council approval the current year 2nd Quarter Financial Statements for the months of March, April and May 2022 for the Fort Frances Municipal Non-Profit Housing Corporation.

CARRIED

6.2 BDO Audit - results

- 30. Brunetta/Hallikas THAT the Fort Frances Municipal Non Profit Housing Corporation Board of Directors receive the Independent Auditor’s Report with Financial Statements for the year ended December 31, 2021 from BDO Canada LLP.

CARRIED

- 7. **Standing Items - none**
- 8. **In-Camera - None**
- 9. **Adjourn / Next Meeting Date: 22 September 2022**

9.1 The meeting adjourned at 12:42 p.m.

- 31. Beadle/McBride THAT the Fort Frances Municipal Non Profit Housing Corporation Board of Directors approve the motion to adjourn the meeting of June 30th, 2022.

CARRIED

\_\_\_\_\_  
President / Chairperson

\_\_\_\_\_  
Secretary

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Income Statement**  
**June 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>	<b>2022 YTD Budget</b>	<b>YTD \$ Variance</b>
<b>REVENUE</b>						
	Revenue from Operations					
	Rent Revenue					
43-005-03	Rent	34,548.00	17,382.02	17,165.98	17,274.00	-108.02
43-005-04	Miscellaneous	7,200.00	3,600.00	3,600.00	3,600.00	0.00
	Total Rent Revenue	41,748.00	20,982.02	20,765.98	20,874.00	-108.02
	Tenant Recoveries					
43-020-03	Tenant Recoveries	0.00	40.00	-40.00	0.00	-40.00
	Sundry Revenue					
43-040-02	Sundry Revenue Other	0.00	0.00	0.00	0.00	0.00
43-040-07	Air Conditioner Charges	450.00	495.00	-45.00	225.00	-270.00
	Total Sundry Revenue	450.00	495.00	-45.00	225.00	-270.00
	Total Revenue from Operations	42,198.00	21,517.02	20,680.98	21,099.00	-418.02
	Other Revenue					
45-500-01	Mun/Federal Subsidy (DSSAB)	94,533.00	47,266.50	47,266.50	47,266.50	0.00
	<b>TOTAL REVENUE</b>	<b>136,731.00</b>	<b>68,783.52</b>	<b>67,947.48</b>	<b>68,365.50</b>	<b>-418.02</b>
<b>EXPENSES</b>						
	<b>Corporate Costs</b>					
	Interest & Other Expenses					
55-010-02	N. Profit Admin	19,597.00	2,862.66	16,734.34	9,798.50	6,935.84
55-010-03	N. Profit Mgmt.	0.00	7,022.61	-7,022.61	0.00	-7,022.61
55-010-08	Bank Service Charges	0.00	104.10	-104.10	0.00	-104.10
	Total Interest & Other Expenses	19,597.00	9,989.37	9,607.63	9,798.50	-190.87
	<b>Total Corporate Costs</b>	<b>19,597.00</b>	<b>9,989.37</b>	<b>9,607.63</b>	<b>9,798.50</b>	<b>-190.87</b>
	<b>Services</b>					
55-411-03	RGI & App Fee	2,746.00	1,372.92	1,373.08	1,373.00	0.08
55-443-02	Credit/Collection Expenses	0.00	0.00	0.00	0.00	0.00
	Corporate Services					
55-456-06	Legal	0.00	0.00	0.00	0.00	0.00
55-456-07	Audit	8,556.00	3,647.58	4,908.42	4,278.00	630.42
	Total Corporate Services	8,556.00	3,647.58	4,908.42	4,278.00	630.42
	Insurances					
55-490-03	Property General Liability Ins.	6,493.00	2,180.52	4,312.48	3,246.50	1,065.98
55-490-05	Directors/Officers Liab. Ins.	0.00	360.90	-360.90	0.00	-360.90
55-490-07	Property/Boiler Ins.	0.00	351.72	-351.72	0.00	-351.72
	Total Insurances	6,493.00	2,893.14	3,599.86	3,246.50	353.36
	<b>Total Services</b>	<b>17,795.00</b>	<b>7,913.64</b>	<b>9,881.36</b>	<b>8,897.50</b>	<b>983.86</b>
55-520-02	Office Supplies	0.00	0.00	0.00	0.00	0.00
56-101-03	Allocation to Capital Reserve	8,993.00	4,496.52	4,496.48	4,496.50	-0.02

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Income Statement**  
**June 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>	<b>2022 YTD Budget</b>	<b>YTD \$ Variance</b>
<b>Materials &amp; Services Operating</b>						
	Building Operating					
56-207-02	Building Operating General	200.00	0.00	200.00	100.00	100.00
56-207-04	Build - O - Flooring Repairs	0.00	0.00	0.00	0.00	0.00
56-207-16	Build - O - Move Out Repairs	0.00	0.00	0.00	0.00	0.00
	Total Building Operating	200.00	0.00	200.00	100.00	100.00
	Electrical Operating					
56-216-02	Electrical Operating General	0.00	0.00	0.00	0.00	0.00
56-216-08	Elect - O - Annual Inspections	1,900.00	1,795.66	104.34	950.00	-845.66
	Total Electrical Operating	1,900.00	1,795.66	104.34	950.00	-845.66
	Grounds Operating					
56-231-02	Grounds Operating General	0.00	0.00	0.00	0.00	0.00
	Equipment Operating					
56-225-02	Equip - O - General	0.00	0.00	0.00	0.00	0.00
56-225-03	Equip - O - Stove/Fridge Repair	400.00	0.00	400.00	200.00	200.00
	Total Equipment Operating	400.00	0.00	400.00	200.00	200.00
	Life Safety System					
56-235-03	Life - O - Emergency	0.00	0.00	0.00	0.00	0.00
	Heating & Ventilation Operating					
56-237-02	Heating & Vent Oper. General	350.00	0.00	350.00	175.00	175.00
56-237-06	Heating - O - Furnace Cleaning	900.00	0.00	900.00	450.00	450.00
56-237-08	Heating - O - Annual Inspections	0.00	0.00	0.00	0.00	0.00
	Total Heating & Ventilation Oper.	1,250.00	0.00	1,250.00	625.00	625.00
	Plumbing Operating					
56-238-02	Plumbing Operating General	200.00	0.00	200.00	100.00	100.00
56-238-12	Plumbing - O - Hot Water Heater	0.00	0.00	0.00	0.00	0.00
	Total Plumbing Operating	200.00	0.00	200.00	100.00	100.00
	Waste Removal					
56-250-02	Waste Removal General	85.00	0.00	85.00	42.50	42.50
	<b>Total Materials &amp; Services Operating</b>	<b>4,035.00</b>	<b>1,795.66</b>	<b>2,239.34</b>	<b>2,017.50</b>	<b>221.84</b>
	<b>Utilities</b>					
56-310-02	Electricity	200.00	0.00	200.00	100.00	100.00
56-315-02	Fuel	128.00	0.00	128.00	64.00	64.00
56-320-02	Water	11,414.00	3,764.00	7,650.00	5,707.00	1,943.00
	<b>Total Utilities</b>	<b>11,742.00</b>	<b>3,764.00</b>	<b>7,978.00</b>	<b>5,871.00</b>	<b>2,107.00</b>
	<b>Major Costs</b>					
56-405-02	Municipal Property Taxes	13,340.00	6,475.93	6,864.07	6,670.00	194.07
56-440-02	Debentures/Mortgage Interest	8,231.70	4,289.78	3,941.92	4,115.85	-173.93
56-440-03	Debenture/Mortgage Principle	52,997.30	26,363.52	26,633.78	26,498.65	135.13
	<b>Total Major Costs</b>	<b>74,569.00</b>	<b>37,129.23</b>	<b>37,439.77</b>	<b>37,284.50</b>	<b>155.27</b>
	<b>TOTAL EXPENSES</b>	<b>136,731.00</b>	<b>65,088.42</b>	<b>71,642.58</b>	<b>68,365.50</b>	<b>3,277.08</b>

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Capital Statement**  
**June 30, 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>
<b>Contribution from Reserves</b>				
45-500-03	Contribution from Reserve Funds	165,000.00	0.00	165,000.00
<b>Total Contribution from Reserves</b>		<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>Capital Costs</b>				
56-107-02	Building Capital	145,000.00	0.00	145,000.00
56-107-04	Flooring Capital	10,000.00	0.00	10,000.00
56-116-02	Electrical Capital	0.00	0.00	0.00
56-131-02	Grounds Capital	0.00	0.00	0.00
56-137-02	Heating & Ventilation Capital	10,000.00	0.00	10,000.00
<b>Total Capital Costs</b>		<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>TOTAL SURPLUS (DEFICIT)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Receivable Aging Report by Property**  
**As at June 30, 2022**

Legal Entity	Property	Current	0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Pre-Payments	Total Owed
<b>FFMNP (Christie) (80888001)</b>									
		0.00	0.00	0.00	0.00	0.00	0.00	-0.07	-0.07
		0.00	0.00	0.00	0.00	0.00	0.00	-512.00	-512.00
		22.04	0.00	0.00	0.00	0.00	22.04	0.00	22.04
		977.02	0.00	0.00	0.00	0.00	977.02	0.00	977.02
<b>Total For 80888001</b>		<b>999.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>999.06</b>	<b>-512.07</b>	<b>486.99</b>
<b>FFMNP (Victoria) (80888002)</b>									
		0.00	0.00	0.00	0.00	0.00	0.00	-463.00	-463.00
		0.00	0.00	0.00	0.00	0.00	0.00	-183.00	-183.00
		0.00	0.00	0.00	0.00	0.00	0.00	-7.00	-7.00
		328.38	0.00	0.00	0.00	0.00	328.38	0.00	328.38
		0.00	0.00	0.00	0.00	0.00	0.00	-193.00	-193.00
		0.00	0.00	0.00	0.00	0.00	0.00	-0.01	-0.01
		0.00	0.00	0.00	0.00	0.00	0.00	-90.00	-90.00
		1,113.22	0.00	0.00	0.00	0.00	1,113.22	0.00	1,113.22
		8,216.61	0.00	0.00	0.00	0.00	8,216.61	0.00	8,216.61
		0.00	0.00	0.00	0.00	0.00	0.00	-228.00	-228.00
		-2.00	0.00	0.00	0.00	0.00	-2.00	0.00	-2.00
<b>Total For 80888002</b>		<b>9,656.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,656.21</b>	<b>-1,164.01</b>	<b>8,492.20</b>
<b>Grand Total</b>		<b>10,655.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,655.27</b>	<b>-1,676.08</b>	<b>8,979.19</b>



**Unit Vacancy**

FFMNP.all (.8088all)

As Of: 06/30/2022

Unit	Unit Type	Unit Address	Tenant	Name	Tenant Rent Monthly	Unit Rent Monthly	Tenant Deposit	Days Move Vacant In	Lease Sign	Lease From	Lease To
------	-----------	--------------	--------	------	---------------------	-------------------	----------------	---------------------	------------	------------	----------

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Income Statement**  
**July 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>	<b>2022 YTD Budget</b>	<b>YTD \$ Variance</b>
<b>REVENUE</b>						
	Revenue from Operations					
	Rent Revenue					
43-005-03	Rent	34,548.00	20,279.02	14,268.98	20,153.00	-126.02
43-005-04	Miscellaneous	7,200.00	4,200.00	3,000.00	4,200.00	0.00
	Total Rent Revenue	41,748.00	24,479.02	17,268.98	24,353.00	-126.02
	Tenant Recoveries					
43-020-03	Tenant Recoveries	0.00	40.00	-40.00	0.00	-40.00
	Sundry Revenue					
43-040-02	Sundry Revenue Other	0.00	0.00	0.00	0.00	0.00
43-040-07	Air Conditioner Charges	450.00	540.00	-90.00	262.50	-277.50
	Total Sundry Revenue	450.00	540.00	-90.00	262.50	-277.50
	Total Revenue from Operations	42,198.00	25,059.02	17,138.98	24,615.50	-443.52
	Other Revenue					
45-500-01	Mun/Federal Subsidy (DSSAB)	94,533.00	55,144.25	39,388.75	55,144.25	0.00
	<b>TOTAL REVENUE</b>	<b>136,731.00</b>	<b>80,203.27</b>	<b>56,527.73</b>	<b>79,759.75</b>	<b>-443.52</b>
<b>EXPENSES</b>						
	<b>Corporate Costs</b>					
	Interest & Other Expenses					
55-010-02	N. Profit Admin	19,597.00	3,343.91	16,253.09	11,431.58	8,087.67
55-010-03	N. Profit Mgmt.	0.00	8,203.20	-8,203.20	0.00	-8,203.20
55-010-08	Bank Service Charges	0.00	113.76	-113.76	0.00	-113.76
	Total Interest & Other Expenses	19,597.00	11,660.87	7,936.13	11,431.58	-229.29
	<b>Total Corporate Costs</b>	<b>19,597.00</b>	<b>11,660.87</b>	<b>7,936.13</b>	<b>11,431.58</b>	<b>-229.29</b>
	<b>Services</b>					
55-411-02	Advertising	0.00	179.10	-179.10	0.00	-179.10
55-411-03	RGI & App Fee	2,746.00	1,601.74	1,144.26	1,601.83	0.09
55-443-02	Credit/Collection Expenses	0.00	0.00	0.00	0.00	0.00
	Corporate Services					
55-456-06	Legal	0.00	0.00	0.00	0.00	0.00
55-456-07	Audit	8,556.00	9,200.62	-644.62	4,991.00	-4,209.62
	Total Corporate Services	8,556.00	9,200.62	-644.62	4,991.00	-4,209.62
	Insurances					
55-490-03	Property General Liability Ins.	6,493.00	2,543.94	3,949.06	3,787.58	1,243.64
55-490-05	Directors/Officers Liab. Ins.	0.00	421.05	-421.05	0.00	-421.05
55-490-07	Property/Boiler Ins.	0.00	410.34	-410.34	0.00	-410.34
	Total Insurances	6,493.00	3,375.33	3,117.67	3,787.58	412.25
	<b>Total Services</b>	<b>17,795.00</b>	<b>14,356.79</b>	<b>3,438.21</b>	<b>10,380.42</b>	<b>-3,976.37</b>
55-520-02	Office Supplies	0.00	0.00	0.00	0.00	0.00
56-101-03	Allocation to Capital Reserve	8,993.00	5,245.94	3,747.06	5,245.92	-0.02
	<b>Materials &amp; Services Operating</b>					

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Income Statement**  
**July 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>	<b>2022 YTD Budget</b>	<b>YTD \$ Variance</b>
	Building Operating					
56-207-02	Building Operating General	200.00	0.00	200.00	116.67	116.67
56-207-04	Build - O - Flooring Repairs	0.00	0.00	0.00	0.00	0.00
56-207-16	Build - O - Move Out Repairs	0.00	0.00	0.00	0.00	0.00
	<b>Total Building Operating</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>116.67</b>	<b>116.67</b>
	Electrical Operating					
56-216-02	Electrical Operating General	0.00	0.00	0.00	0.00	0.00
56-216-08	Elect - O - Annual Inspections	1,900.00	1,795.66	104.34	1,108.33	-687.33
	<b>Total Electrical Operating</b>	<b>1,900.00</b>	<b>1,795.66</b>	<b>104.34</b>	<b>1,108.33</b>	<b>-687.33</b>
	Grounds Operating					
56-231-02	Grounds Operating General	0.00	0.00	0.00	0.00	0.00
	Equipment Operating					
56-225-02	Equip - O - General	0.00	0.00	0.00	0.00	0.00
56-225-03	Equip - O - Stove/Fridge Repair	400.00	0.00	400.00	233.33	233.33
	<b>Total Equipment Operating</b>	<b>400.00</b>	<b>0.00</b>	<b>400.00</b>	<b>233.33</b>	<b>233.33</b>
	Life Safety System					
56-235-03	Life - O - Emergency	0.00	0.00	0.00	0.00	0.00
	Heating & Ventilation Operating					
56-237-02	Heating & Vent Oper. General	350.00	0.00	350.00	204.17	204.17
56-237-06	Heating - O - Furnace Cleaning	900.00	0.00	900.00	525.00	525.00
56-237-08	Heating - O - Annual Inspections	0.00	0.00	0.00	0.00	0.00
	<b>Total Heating &amp; Ventilation Oper.</b>	<b>1,250.00</b>	<b>0.00</b>	<b>1,250.00</b>	<b>729.17</b>	<b>729.17</b>
	Plumbing Operating					
56-238-02	Plumbing Operating General	200.00	0.00	200.00	116.67	116.67
56-238-12	Plumbing - O - Hot Water Heater	0.00	0.00	0.00	0.00	0.00
	<b>Total Plumbing Operating</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>116.67</b>	<b>116.67</b>
	Waste Removal					
56-250-02	Waste Removal General	85.00	0.00	85.00	49.58	49.58
	<b>Total Materials &amp; Services Operating</b>	<b>4,035.00</b>	<b>1,795.66</b>	<b>2,239.34</b>	<b>2,353.75</b>	<b>558.09</b>
	<b>Utilities</b>					
56-310-02	Electricity	200.00	0.00	200.00	116.67	116.67
56-315-02	Fuel	128.00	0.00	128.00	74.67	74.67
56-320-02	Water	11,414.00	5,646.00	5,768.00	6,658.17	1,012.17
	<b>Total Utilities</b>	<b>11,742.00</b>	<b>5,646.00</b>	<b>6,096.00</b>	<b>6,849.50</b>	<b>1,203.50</b>
	<b>Major Costs</b>					
56-405-02	Municipal Property Taxes	13,340.00	9,751.82	3,588.18	7,781.67	-1,970.15
56-440-02	Debentures/Mortgage Interest	8,231.70	4,962.47	3,269.23	4,801.83	-160.65
56-440-03	Debenture/Mortgage Principle	52,997.30	30,793.21	22,204.09	30,915.09	121.88
	<b>Total Major Costs</b>	<b>74,569.00</b>	<b>45,507.50</b>	<b>29,061.50</b>	<b>43,498.58</b>	<b>-2,008.92</b>
	<b>TOTAL EXPENSES</b>	<b>136,731.00</b>	<b>84,212.76</b>	<b>52,518.24</b>	<b>79,759.75</b>	<b>-4,453.01</b>

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Capital Statement**  
**July 31, 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>
<b>Contribution from Reserves</b>				
45-500-03	Contribution from Reserve Funds	165,000.00	0.00	165,000.00
<b>Total Contribution from Reserves</b>		<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>Capital Costs</b>				
56-107-02	Building Capital	145,000.00	0.00	145,000.00
56-107-04	Flooring Capital	10,000.00	0.00	10,000.00
56-116-02	Electrical Capital	0.00	0.00	0.00
56-131-02	Grounds Capital	0.00	0.00	0.00
56-137-02	Heating & Ventilation Capital	10,000.00	0.00	10,000.00
<b>Total Capital Costs</b>		<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>TOTAL SURPLUS (DEFICIT)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Receivable Aging Report by Property**  
**As at July 31, 2022**

Legal Entity	Property	Current	0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Pre-Payments	Total
		Owed	Owed	Owed	Owed	Owed	Owed		Owed
<b>FFMNP (Christie) (80888001)</b>									
		0.00	0.00	0.00	0.00	0.00	0.00	-0.07	-0.07
		0.00	0.00	0.00	0.00	0.00	0.00	-512.00	-512.00
		22.04	0.00	0.00	0.00	0.00	22.04	0.00	22.04
		977.02	0.00	0.00	0.00	0.00	977.02	0.00	977.02
<b>Total For</b>	<b>80888001</b>	<b>999.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>999.06</b>	<b>-512.07</b>	<b>486.99</b>
<b>FFMNP (Victoria) (80888002)</b>									
		0.00	0.00	0.00	0.00	0.00	0.00	-463.00	-463.00
		0.00	0.00	0.00	0.00	0.00	0.00	-138.00	-138.00
		0.00	0.00	0.00	0.00	0.00	0.00	-7.00	-7.00
		328.38	0.00	0.00	0.00	0.00	328.38	0.00	328.38
		0.00	0.00	0.00	0.00	0.00	0.00	-193.00	-193.00
		0.00	0.00	0.00	0.00	0.00	0.00	-0.01	-0.01
		0.00	0.00	0.00	0.00	0.00	0.00	-620.00	-620.00
		1,113.22	0.00	0.00	0.00	0.00	1,113.22	0.00	1,113.22
		8,216.61	0.00	0.00	0.00	0.00	8,216.61	0.00	8,216.61
		0.00	0.00	0.00	0.00	0.00	0.00	-228.00	-228.00
		0.00	0.00	0.00	0.00	0.00	0.00	-234.00	-234.00
		-2.00	0.00	0.00	0.00	0.00	-2.00	0.00	-2.00
<b>Total For</b>	<b>80888002</b>	<b>9,656.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,656.21</b>	<b>-1,883.01</b>	<b>7,773.20</b>
<b>Grand Total</b>		<b>10,655.27</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,655.27</b>	<b>-2,395.08</b>	<b>8,260.19</b>

Unit	Unit Type	Unit Address	Tenant	Name	Tenant Rent Monthly	Unit Rent Monthly	Tenant Deposit	Days Move Vacant In	Lease Sign	Lease From	Lease To
------	-----------	--------------	--------	------	---------------------	-------------------	----------------	---------------------	------------	------------	----------

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Income Statement**  
**August 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>	<b>2022 YTD Budget</b>	<b>YTD \$ Variance</b>
<b>REVENUE</b>						
	Revenue from Operations					
	Rent Revenue					
43-005-03	Rent	34,548.00	23,176.02	11,371.98	23,032.00	-144.02
43-005-04	Miscellaneous	7,200.00	4,800.00	2,400.00	4,800.00	0.00
	Total Rent Revenue	41,748.00	27,976.02	13,771.98	27,832.00	-144.02
	Tenant Recoveries					
43-020-03	Tenant Recoveries	0.00	51.30	-51.30	0.00	-51.30
	Sundry Revenue					
43-040-02	Sundry Revenue Other	0.00	0.00	0.00	0.00	0.00
43-040-07	Air Conditioner Charges	450.00	585.00	-135.00	300.00	-285.00
	Total Sundry Revenue	450.00	585.00	-135.00	300.00	-285.00
	Total Revenue from Operations	42,198.00	28,612.32	13,585.68	28,132.00	-480.32
	Other Revenue					
45-500-01	Mun/Federal Subsidy (DSSAB)	94,533.00	63,022.00	31,511.00	63,022.00	0.00
	<b>TOTAL REVENUE</b>	<b>136,731.00</b>	<b>91,634.32</b>	<b>45,096.68</b>	<b>91,154.00</b>	<b>-480.32</b>
<b>EXPENSES</b>						
	<b>Corporate Costs</b>					
	Interest & Other Expenses					
55-010-02	N. Profit Admin	19,597.00	3,825.16	15,771.84	13,064.67	9,239.51
55-010-03	N. Profit Mgmt.	0.00	9,383.79	-9,383.79	0.00	-9,383.79
55-010-08	Bank Service Charges	0.00	130.19	-130.19	0.00	-130.19
	Total Interest & Other Expenses	19,597.00	13,339.14	6,257.86	13,064.67	-274.47
	<b>Total Corporate Costs</b>	<b>19,597.00</b>	<b>13,339.14</b>	<b>6,257.86</b>	<b>13,064.67</b>	<b>-274.47</b>
	<b>Services</b>					
55-411-02	Advertising	0.00	459.96	-459.96	0.00	-459.96
55-411-03	RGI & App Fee	2,746.00	1,830.56	915.44	1,830.67	0.11
55-443-02	Credit/Collection Expenses	0.00	0.00	0.00	0.00	0.00
	Corporate Services					
55-456-06	Legal	0.00	0.00	0.00	0.00	0.00
55-456-07	Audit	8,556.00	9,200.62	-644.62	5,704.00	-3,496.62
	Total Corporate Services	8,556.00	9,200.62	-644.62	5,704.00	-3,496.62
	Insurances					
55-490-03	Property General Liability Ins.	6,493.00	2,907.36	3,585.64	4,328.67	1,421.31
55-490-05	Directors/Officers Liab. Ins.	0.00	481.20	-481.20	0.00	-481.20
55-490-07	Property/Boiler Ins.	0.00	468.96	-468.96	0.00	-468.96
	Total Insurances	6,493.00	3,857.52	2,635.48	4,328.67	471.15
	<b>Total Services</b>	<b>17,795.00</b>	<b>15,348.66</b>	<b>2,446.34</b>	<b>11,863.33</b>	<b>-3,485.33</b>
55-520-02	Office Supplies	0.00	0.00	0.00	0.00	0.00
56-101-03	Allocation to Capital Reserve	8,993.00	5,995.36	2,997.64	5,995.33	-0.03
	<b>Materials &amp; Services Operating</b>					
	Building Operating					
56-207-02	Building Operating General	200.00	0.00	200.00	133.33	133.33

**Fort Frances Municipal Non-Profit Housing Corporation**  
**Income Statement**  
**August 2022**

		<b>2022</b>	<b>2022 YTD</b>		<b>2022 YTD</b>	<b>YTD \$</b>
		<b>Approved</b>	<b>Actual</b>	<b>\$ Variance</b>	<b>Budget</b>	<b>Variance</b>
		<b>Budget</b>	<b>(Unaudited)</b>			
56-207-04	Build - O - Flooring Repairs	0.00	0.00	0.00	0.00	0.00
56-207-16	Build - O - Move Out Repairs	0.00	0.00	0.00	0.00	0.00
	<b>Total Building Operating</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>133.33</b>	<b>133.33</b>
	<b>Electrical Operating</b>					
56-216-02	Electrical Operating General	0.00	0.00	0.00	0.00	0.00
56-216-08	Elect - O - Annual Inspections	1,900.00	1,795.66	104.34	1,266.67	-528.99
	<b>Total Electrical Operating</b>	<b>1,900.00</b>	<b>1,795.66</b>	<b>104.34</b>	<b>1,266.67</b>	<b>-528.99</b>
	<b>Grounds Operating</b>					
56-231-02	Grounds Operating General	0.00	0.00	0.00	0.00	0.00
	<b>Equipment Operating</b>					
56-225-02	Equip - O - General	0.00	0.00	0.00	0.00	0.00
56-225-03	Equip - O - Stove/Fridge Repair	400.00	0.00	400.00	266.67	266.67
	<b>Total Equipment Operating</b>	<b>400.00</b>	<b>0.00</b>	<b>400.00</b>	<b>266.67</b>	<b>266.67</b>
	<b>Life Safety System</b>					
56-235-03	Life - O - Emergency	0.00	0.00	0.00	0.00	0.00
	<b>Heating &amp; Ventilation Operating</b>					
56-237-02	Heating & Vent Oper. General	350.00	0.00	350.00	233.33	233.33
56-237-06	Heating - O - Furnace Cleaning	900.00	0.00	900.00	600.00	600.00
56-237-08	Heating - O - Annual Inspections	0.00	0.00	0.00	0.00	0.00
	<b>Total Heating &amp; Ventilation Oper.</b>	<b>1,250.00</b>	<b>0.00</b>	<b>1,250.00</b>	<b>833.33</b>	<b>833.33</b>
	<b>Plumbing Operating</b>					
56-238-02	Plumbing Operating General	200.00	0.00	200.00	133.33	133.33
56-238-12	Plumbing - O - Hot Water Heater	0.00	0.00	0.00	0.00	0.00
	<b>Total Plumbing Operating</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>133.33</b>	<b>133.33</b>
	<b>Waste Removal</b>					
56-250-02	Waste Removal General	85.00	0.00	85.00	56.67	56.67
	<b>Total Materials &amp; Services Operating</b>	<b>4,035.00</b>	<b>1,795.66</b>	<b>2,239.34</b>	<b>2,690.00</b>	<b>894.34</b>
	<b>Utilities</b>					
56-310-02	Electricity	200.00	0.00	200.00	133.33	133.33
56-315-02	Fuel	128.00	0.00	128.00	85.33	85.33
56-320-02	Water	11,414.00	5,646.00	5,768.00	7,609.33	1,963.33
	<b>Total Utilities</b>	<b>11,742.00</b>	<b>5,646.00</b>	<b>6,096.00</b>	<b>7,828.00</b>	<b>2,182.00</b>
	<b>Major Costs</b>					
56-405-02	Municipal Property Taxes	13,340.00	13,025.82	314.18	8,893.33	-4,132.49
56-440-02	Debentures/Mortgage Interest	8,231.70	5,649.29	2,582.41	5,487.80	-161.49
56-440-03	Debenture/Mortgage Principle	52,997.30	35,208.77	17,788.53	35,331.53	122.76
	<b>Total Major Costs</b>	<b>74,569.00</b>	<b>53,883.88</b>	<b>20,685.12</b>	<b>49,712.67</b>	<b>-4,171.21</b>
	<b>TOTAL EXPENSES</b>	<b>136,731.00</b>	<b>96,008.70</b>	<b>40,722.30</b>	<b>91,154.00</b>	<b>-4,854.70</b>
	<b>TOTAL SURPLUS (DEFICIT)</b>	<b>0.00</b>	<b>-4,374.38</b>	<b>4,374.38</b>	<b>0.00</b>	<b>4,374.38</b>
<b>Check:</b>		<b>0.00</b>			<b>0.00</b>	



**Fort Frances Municipal Non-Profit Housing Corporation**  
**Capital Statement**  
**August 31, 2022**

		<b>2022 Approved Budget</b>	<b>2022 YTD Actual (Unaudited)</b>	<b>\$ Variance</b>
<b>Contribution from Reserves</b>				
45-500-03	Contribution from Reserve Funds	165,000.00	0.00	165,000.00
<b>Total Contribution from Reserves</b>		<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>Capital Costs</b>				
56-107-02	Building Capital	145,000.00	0.00	145,000.00
56-107-04	Flooring Capital	10,000.00	0.00	10,000.00
56-116-02	Electrical Capital	0.00	0.00	0.00
56-131-02	Grounds Capital	0.00	0.00	0.00
56-137-02	Heating & Ventilation Capital	10,000.00	0.00	10,000.00
<b>Total Capital Costs</b>		<b>165,000.00</b>	<b>0.00</b>	<b>165,000.00</b>
<b>TOTAL SURPLUS (DEFICIT)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Fort Frances Municipal Non-Profit Housing Corporation  
 Receivable Aging Report by Property  
 As at August 31, 2022

Legal Entity	Property	Current	0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Pre-Payments	Total
		Owed	Owed	Owed	Owed	Owed	Owed		Owed
<b>FFMNP (Christie) (80888001)</b>									
		0.00	0.00	0.00	0.00	0.00	0.00	-0.07	-0.07
		0.00	0.00	0.00	0.00	0.00	0.00	-512.00	-512.00
		22.04	0.00	0.00	0.00	0.00	22.04	0.00	22.04
		0.00	0.00	0.00	0.00	0.00	0.00	-155.00	-155.00
		977.02	0.00	0.00	0.00	0.00	977.02	0.00	977.02
<b>Total For</b>	<b>80888001</b>	<b>999.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>999.06</b>	<b>-667.07</b>	<b>331.99</b>
<b>FFMNP (Victoria) (80888002)</b>									
		0.00	0.00	0.00	0.00	0.00	0.00	-237.00	-237.00
		0.00	0.00	0.00	0.00	0.00	0.00	-138.00	-138.00
		0.00	0.00	0.00	0.00	0.00	0.00	-7.00	-7.00
		328.38	0.00	0.00	0.00	0.00	328.38	0.00	328.38
		0.00	0.00	0.00	0.00	0.00	0.00	-193.00	-193.00
		0.00	0.00	0.00	0.00	0.00	0.00	-0.01	-0.01
		0.00	0.00	0.00	0.00	0.00	0.00	-90.00	-90.00
		1,113.22	0.00	0.00	0.00	0.00	1,113.22	0.00	1,113.22
		8,216.61	0.00	0.00	0.00	0.00	8,216.61	0.00	8,216.61
		0.00	0.00	0.00	0.00	0.00	0.00	-228.00	-228.00
		11.30	11.30	0.00	0.00	0.00	0.00	0.00	11.30
		-2.00	0.00	0.00	0.00	0.00	-2.00	0.00	-2.00
<b>Total For</b>	<b>80888002</b>	<b>9,667.51</b>	<b>11.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,656.21</b>	<b>-893.01</b>	<b>8,774.50</b>
<b>Grand Total</b>		<b>10,666.57</b>	<b>11.30</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,655.27</b>	<b>-1,560.08</b>	<b>9,106.49</b>

**Unit Vacancy**

FFMNP\_all (.8088all)

As Of: 08/31/2022

Page 1

Unit	Unit Type	Unit Address	Tenant	Name	Tenant Rent Monthly	Unit Rent Monthly	Tenant Deposit	Days Move Vacant In	Lease Sign	Lease From	Lease To
------	-----------	--------------	--------	------	---------------------	-------------------	----------------	---------------------	------------	------------	----------



# ISSUE SHEET

16 September, 2022

Prepared by Sandra Weir

Integrated Services Manager

Fort Frances Municipal Non Profit Housing Corp.

---

## 2023 Market Rental Increase Guideline (Current Tenants)

### Issue

Each year the Ontario government announces the province's rent increase guideline for the following year. The annual rent increase guideline is the maximum percentage by which a landlord can increase the rent for most tenants without approval from the Landlord and Tenant Board.

The 2023 rent increase guideline is 2.5 per cent.

### Background

2016 - increase (2%)

2017 – increase (1.5%)

2018- same

2019 – increase (1.8)

2020 – increase (2.2)

2021 – No increase (Rent Freeze by Province)

2022- increase (1.2)

DSSAB family units & FAITH have approved increase of 2.5 % for 2023.

### Current Tenants Market Rent

### 2.5% increase

2 Bedroom - \$766

2 bedroom - \$785

3 Bedroom - \$813

3 bedroom - \$833

**NOTE:** Tenants are responsible for gas, hydro, sewer & water. Fridge & stove included.

Tenants are also responsible for lawn moving and snow removal.

### RECOMMENDATION:

That the Fort Frances Municipal Non Profit Housing Corporation board of directors approves a 2.5% Market Rent increase for current tenants effective 2023.



## ISSUE SHEET – Market Rent (new tenants)

16 September, 2022

Prepared by

Sandra Weir, Integrated Services Manager  
Fort Frances Municipal Non Profit Housing Corp.

---

### Issue

The RRDSSAB did an evaluation of Market Rent prices throughout the Rainy River District to find a current average Market Rent. Though this review it was found that current Market Rents for the DSSAB owned and Non Profit Housing units were below the market rent value.

As a result, Market Rent increased were increased for all owned RRSSAB units and we are recommending the same for our Non Profit Providers. This increase only effects new tenants moving into the units.

All current tenants are grandfathered in and will only receive increases to their Market Rent based on the Rental Increase guidelines.

### Current Market Rent

2 Bedroom - \$766

3 Bedroom - \$813

### New MR increase for new tenants

2 bedroom - \$1135

3 bedroom - \$1411

### Recommendation:

That the Fort Frances Municipal Non Profit Board of Directors adopt the revised market rents as indicated effective January 1, 2023:

- 2 Bedroom per month - \$ 1135
- 3 Bedroom per month - \$ 1411