

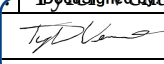
District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

DNSSAB Housing Services
Local Housing Policy

LHP – 2025-25

SUBJECT:	Vacancy Loss		
DATE of ISSUE TO HOUSING PROVIDER:	July 25, 2025		
IMPLEMENTATION DATE:	August 1, 2025	APPROVED BY:	Tyler Venable
REVISION DATE(S):		SIGNATURE:	
ASSOCIATED DOCUMENT(S):	 8B45B13411DA4EC...		
RELATED POLICY(IES):			
ISSUED TO:	○ Federal Section 95 Private Non-Profit Housing Program ○ Federal Section 26/27 Housing Program ○ Federal Urban Native Non-Profit Housing Program ○ Private Non-Profit Housing Program ○ Municipal Non-Profit Housing Program (Pre-1986) ○ Local Housing Corporation		

PURPOSE

To inform community housing providers of the requirements and standards for reporting and filling vacant market and rent-g geared-to-income units.

BACKGROUND

Per Section 69(2) of the Housing Services Act, 2011, the general duty of a community housing provider is to ensure that a designated housing project is well managed, maintained in a satisfactory state of repair and fit for occupancy. As the Service Manager, it is DNSSAB's responsibility to ensure that the District's community housing providers meet these standards.

A key indicator of a housing provider's performance is the average time it takes to turnover a unit. This entails making a unit ready for a new tenant after the previous tenant has moved out. Generally, most housing providers will turnover a unit within one month and rarely exceed a two-month vacancy. These providers have robust preventative maintenance procedures, which include regular inspections and repairs to minimize future damage.

Prolonged vacancies can lead to increased wait times for individuals and families on the centralized waitlist and may result in negative community perceptions by having units sit vacant during a housing crisis.

LOCAL RULE

Housing Services will only subsidize a vacant RGI unit for **up to two consecutive months**. No RGI subsidy will be provided if a vacant unit continues to be unoccupied after two consecutive months, without prior written approval from Housing Services.

Additionally, all community housing providers are required to report unit **vacancies exceeding two months**. The report will include an explanation for the delay, an estimate of the occupancy date, and an estimate of the total costs to turnover the unit. Housing Services may approve and cover RGI vacancies extending beyond the two consecutive month period, provided that the explanation for the delays is exceptional, and merits the continuation of subsidy (i.e. damages caused by fire or natural disaster, major capital regeneration project, etc.).

Housing Services will monitor compliance with this Policy through the Annual Information Return and Operational Reviews.

AUTHORIZATION

Original signed by:

Signed by:

Stacey Cyopeck

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Stacey Cyopeck
Director of Housing Services

Date: 8/11/2025

Replaced By Policy #		Retirement Date:	
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