

Board Members:

Phil Squire- Chair

Shellie Chowns

Gary Bezaire

John Corboy

Shawn Lewis

Hadleigh McAlister

Mayor Grantham

Cara Awcock

LMCH Leadership

Paul Chisholm,
CEO

Andrea Mackenzie,
Director of Tenant
Services

Trevor
Whittingham,
Senior Manager,
Asset Management

Christine Poirier,
Senior Manager,
Property Services

Dirk Volschenk,
Manager of Human
Resources

PUBLIC AGENDA

**LONDON & MIDDLESEX COMMUNITY HOUSING
(LMCH)**

Board of Directors Meeting

**Corporate Boardroom
1299 Oxford Street East, Unit 5C5
London, Ontario, N5Y 4W5**

Thursday, October 19, 2023

5:30 PM – 7:30 PM

Item	Lead	Time
1. Call to Order	P. Squire	5:30
2. Recognition of Indigenous Peoples and Lands Statement	P. Squire	
3. Completion and Acceptance of Agenda	P. Squire	
4. Disclosure of Interest	P. Squire	5:35
5. Approval of Minutes of Previous Meetings a. September 21, 2023, Public Minutes	P. Squire	
6. Communications City of London Council Resolution	P. Chisholm	
7. Delegations None		
8. Presentations None		
9. Consent Agenda Items: a) Staff Report 2023- 52 CEO Report b) Staff Report 2023- 53 Vacancy Management Update Report	P. Chisholm A. MacKenzie/ C. Poirier	5:50
10. Reports and Business <u>Tenant Services Committee Reports for Information:</u> c) Staff Report 2023- 54 Director of Tenant Services Update d) Staff Report 2023- 55 Senior Manager, Property Services Update e) Staff Report 2023- 56 Maintenance KPI report f) Staff Report 2023- 57 Renewal of Property and Liability Insurance g) Staff Report 2023- 58 Board of Director Expense Policy	A. MacKenzie C. Poirier A. MacKenzie P. Chisholm P. Chisholm	
11. New Business/ Enquiries	P. Squire	
12. In-Camera: To provide an opportunity for the board to discuss particularly sensitive matters within the jurisdiction of the board (such as litigation, labour relations, or management performance).	D. Volschenk P. Squire	
13. Meeting Adjournment	P. Squire	7:30pm

Recognition of Indigenous Peoples and Lands Statement

We would like to begin by acknowledging the treaty territory of the Anishnaabeg, which is defined within the pre-confederation treaty known as the London Township Treaty of 1796. Throughout time, this region has also become the current home to the Haudenosaunee and Leni-Lenape Nations.



BOARD OF DIRECTORS MEETING MINUTES

September 21, 2023 at 5:30 p.m.
London & Middlesex Community Housing
Boardroom, 1299 Oxford Street East, Unit 5C5, London, Ontario, Canada

Board Members in Attendance:

Phillip Squire, Chair*

Shawn Lewis**

Hadleigh McAlister*

Gary Bezaire*

Shellie Chowns*

John Corboy*

Mayor Grantham*

Cara Awcock *

Senior Leadership in Attendance:

Paul Chisholm, CEO

Andrea Mackenzie, Director of Tenant Services

Christine Poirier, Senior Manager Property Services

Ryan Winter, Business Planner

Trevor Whittingham, Senior Manager Asset Management

Dirk Volschenk, Manager, Human Resources

* Virtual Attendance via Zoom

1. Call to Order	P. Squire called the meeting to order at 5:31 p.m.
2. Recognition of Indigenous Peoples and Lands	<p>P. Squire provided the recognition address at 5:31 p.m.</p> <p><i>We would like to begin by acknowledging the treaty territory of the Anishnaabeg, which is defined within the pre-confederation treaty known as the London Township Treaty of 1796. Throughout time, this region has also become the current home to the Haudenosaunee and Leni-Lenape Nations.</i></p>

<p>3. Completion and Acceptance of the Agenda</p>	<p>Regarding the completion and acceptance of the agenda, MOVED by S. Lewis, seconded by C. Awcock, ALL Members AGREED that the agenda BE ACCEPTED and APPROVED as presented. PASSED at 5:35 p.m.</p>
<p>4. Disclosures of Interest</p>	<p>P. Squire called for conflict-of-interest declarations with respect to the agenda. No conflicts - of- interest was declared at 5:36 p.m.</p>
<p>5. Approval of Board Meeting Minutes</p>	<p>Regarding the Board Meeting Minutes of August 17, 2023, MOVED by C. Awcock, seconded by H. Mcalister that the Minutes BE ACCEPTED and APPROVED, item CARRIED at 5:36 p.m. ALL In Favour.</p> <p>Staff Report 2023-52 will be brought forward as the first item on the agenda.</p>
<p>6. Communications</p>	<p>None</p>
<p>7. Delegations</p>	<p>None</p>
<p>8. Presentations</p>	<p>None</p>
<p>9. In Camera</p>	<p>To provide an opportunity for the board to discuss particularly sensitive matters within the jurisdiction of the board (such as litigation, labour relations, or management performance</p> <p>MOTION to MOVE to the In Camera Portion of the meeting. MOVED by McAlister, seconded by S. Lewis, 5:38 pm.</p> <p>MOTION to end In the Camera portion of the meeting, MOVED by G. Bezaire, seconded by Mayor Grantham, All in Favour PASSED at 6:45pm.</p> <p><i>H. Mcalister left the meeting at 6:45pm</i></p>



<p>c) Staff Report 2023- 51 Reimagine Southdale RFQ</p>	<p>FC- 23- 43 Senior Manager of Capital Update FC- 23-44 CMCH Quarterly Update</p> <ul style="list-style-type: none"> • FC- 23-45 Q2 Financial Results • FC- 23-46 Q2 KPI Report • FC- 23-47 HDN 2023-262 Treatment of temporary Covid-19 Benefits for RGI calculations • FC- 23-48 HDN 2023-263 Calculating Minimum Rent <p>- CMHC Board Accessibility report, discussion on County properties not listed on this report. Review of county property projects completed and ongoing.</p> <p>-County properties can make requests for unit modifications under CMCH funding.</p> <p>- Mayor Grantham requested a list of all County projects that LMCH has completed and are ongoing.</p> <ul style="list-style-type: none"> - Kyle Slote, M. Arch, OAA of CGS Architects was present at the meeting to answer questions on the project RFQs. - Report overview given by T. Whittingham. - Groundbreaking timeline and Financial projects reviewed. - Discussion on HST and net tax saving VIA credits, this process is to be reviewed. <p>MOTION to RECEIVE and APPROVAL of the recommendation, MOVED by H. Mcalister, seconded by Mayor Grantham, PASSED at 5:39 pm.</p>
<p>New Business</p> <p>d) Staff Report 2023 -52 - Contract Award Security</p>	<p>Report overview given by P. Chisholm</p> <p>The current provider is not able to meet our service standard, the contract is set to end in December 2023, LMCH chose to end the contract early.</p>



<p>Guard Services</p> <p>CEO – To sit on ONPHA Board of Directors Discussion</p>	<p>RFP process will get us a provider for the winter season, who has the flexibility to add or subtract resources and LMCH will increase evening and weekend services as winter approaches.</p> <p>MOTION to APPROVE, MOVED by J. Corboy seconded by C. Awcock , PASSED at 7:02pm.</p> <ul style="list-style-type: none">- The CEO has put his name forward to be considered for a role on the ONPHA Board of Directors. The LMCH Board Chair wrote a letter of support to the ONPHA Board.
<p>13. MEETING ADJOURNMENT</p>	<p>ADJOURNED, MOVED by G. Bezaire, seconded by J. Corboy. ALL in Favour, PASSED at 7:07pm.</p>

Phil Squire, Chair

Paul Chisholm, CEO



P.O. Box 5035
300 Dufferin Avenue
London, ON
N6A 4L9

September 27, 2023

Chair and Members
London and Middlesex Community Housing
Board of Directors

I hereby certify that the Municipal Council, at its meeting held on September 26, 2023 resolved:

That the following actions be taken with respect to the appointment to the London and Middlesex Community Housing Board of Directors:

- a) Kathleen Savoy BE APPOINTED to the London and Middlesex Community Housing Board of Directors as a Second Class Tenant Member for the term ending December 31, 2024; and,
- b) the ~~attached~~ proposed by-law BE INTRODUCED at the Municipal Council meeting to be held on September 26, 2023, to ratify and confirm the Resolution of the Shareholder of the London and Middlesex Community Housing;

it being noted that the Strategic Priorities and Policy Committee received a communication dated September 1, 2023 from Councillor H. McAlister, Board of Directors, London and Middlesex Community Housing with respect to this matter. (4.2/22/SPPC) (2023-C05)

M. Schulthess
City Clerk
/hw

cc: K. Savoy

STAFF REPORT 2023- 52

TO: LMCH Board of Directors

FROM: Paul Chisholm, Chief Executive Officer

SUBJECT: CEO Update

DATE: October 19, 2023

PURPOSE:

The purpose of the report is to provide updates to the Board on the status of key initiatives previously approved, introduce items that may come before the Board in future meetings, and provide updates on meetings, events, or operational activities that may be of interest to the Board.

RECOMMENDATION:

That the CEO Update report **BE RECEIVED** for information.

UPDATES:

Sector Engagement

LMCH is one of the 30 Community Housing Providers that is part of Housing Partnership Canada (HPC). Members of HPC are also part of the International Housing Partnership (IHP) which includes housing partnership organizations in the United States, the United Kingdom, and Australia. More than seventy members of IHP met in Glasgow, Scotland on October 2-2 for the 2023 IHP Leadership Exchange. During this exchange, we engaged our national and international colleagues in discussions on:

- International government housing policy and investments,
- Sustainable Development Goals for Social Housing
- Approaches to Homelessness
- Client Centred Service Delivery
- Rethinking and reshaping workplace culture
- Trends Shaping the future world of work

In addition to the formal session, delegates did site tours of current regeneration projects that demonstrate the impact of collaborative approaches and investments in the redevelopment of neighbourhoods that combined regenerations of housing with new schools, district energy systems, and other critical infrastructure.

Inter-Faith Homes (London) Corporation

As previously discussed with the Board of Directors, LMCH has agreed to provide support for a 64-unit community housing development in the City of London located at 728-792 Ladybrook Crescent. The transition of the property to LMCH occurred on September 28, 2023. LMCH will be engaged in the project in two distinct roles:

LMCH Board Members and the CEO will form the Board of Directors for the Inter-Faith Homes (London) Corporation. In this role, the Directors will manage the corporation as set out within the articles of incorporation, bylaws, etc. LMCH staff will support the work of this Board. One of the primary tasks of the Board is to enter into a property management agreement with LMCH for this site.

LMCH staff will support the management of this site and work with City of London staff to ensure that an appropriate operating and capital plan is developed to support the management of the site and provide oversight of tenancies, cleaning, and maintenance for this site. This will include managing all aspects of the corporate finances.

Staff will prepare an update on this transition related to Property Management Services to the Boards of both Inter Faith Homes (London) Corporation and LMCH in the coming weeks.

Power Disruption – 85 Walnut

With the majority of LMCH developments over 50 years old there is aging electrical infrastructure at most sites. There are significant funds in the capital program to invest in upgrades to generators, electrical panels, and systems. There is a project underway at 85 Walnut Street which is a 232-unit Seniors Building.

LMCH provided notice to tenants about a planned power outage on October 10, 2023, that was set to end at 4:30 p.m. The contractor ran into unexpected site conditions that extended the scheduled power outage until the early morning hours of October 11, 2023. The outage impacted unit electrical systems for some units but did not impact key building systems like elevators, boilers, etc. This outage impacted 70 households.



LMCH staff mobilized on site, opened the lounge for tenants, provided food, provided flashlights, conducted door knocks, and provided support/communication to the tenants through the outage.

LMCH is working internally to provide compensation for the tenants for any loss related to spoilage of food and will provide grocery gift cards to tenants in the coming days.

PREPARED BY:
PAUL CHISHOLM, CHIEF EXECUTIVE OFFICER

STAFF REPORT 2023- 53

TO: LMCH Board of Directors

FROM: Christine Poirier, Senior Manager - Property Services
Andrea Mackenzie, Director of Tenant Services

SUBJECT: Vacancy Management Report

DATE: October 13, 2023

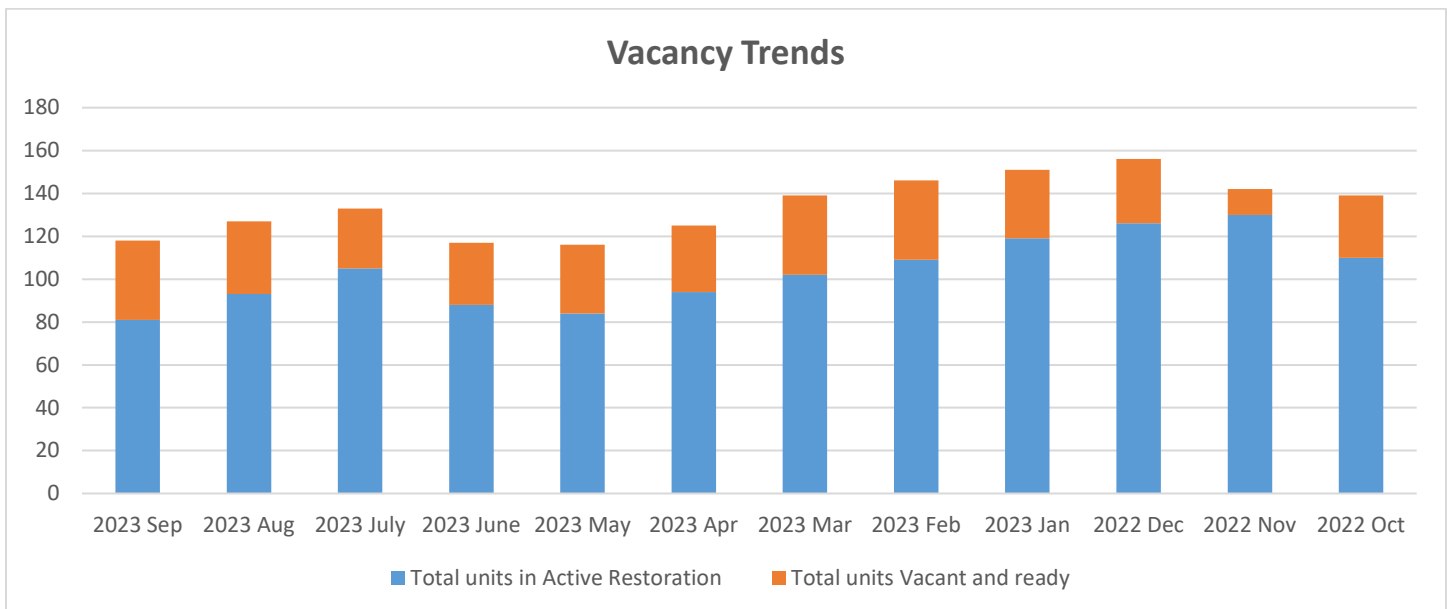
Purpose:

To update the Board of Directors regarding the status of LMCH’s Vacancy Management progress with the objective of achieving a three percent (3%) total vacancy.

RECOMMENDATION:

That the Vacancy Management Update report **BE RECEIVED** for information.

OVERVIEW:



Monthly Vacancy Progress (Reported as of September 30th , 2023)

- Total Vacancy:** This includes all units within LMCH portfolio that are not occupied. It is inclusive of units that are Non-Rentable or in Active Restoration and Rent Ready Stock. (Target: 3%)

Count (Units)	2023 Sep	2023 Aug	2023 July	2023 June	2023 May	2023 Apr	2023 Mar	2023 Feb	2023 Jan	2022 Dec	2022 Nov	2022 Oct
Total units in Active Restoration	81	93	105	88	84	94	102	109	119	126	130	110
Total units Vacant and ready	37	34	28	29	32	31	37	37	32	30	12	29
Total Vacancy (Units Available)	118	127	133	117	116	125	139	146	151	156	142	139

Vacancy Rate	2023 Sep	2023 Aug	2023 July	2023 June	2023 May	2023 Apr	2023 Mar	2023 Feb	2023 Jan	2022 Dec	2022 Nov	2022 Oct
Total units in Active Restoration	2.5%	2.8%	3.2%	2.7%	2.6%	2.9%	3.1%	3.3%	3.6%	3.8%	4.0%	3.4%
Total units Vacant and ready	1.1%	1.0%	0.9%	0.9%	1.0%	0.9%	1.1%	1.1%	1.0%	0.9%	0.4%	0.9%
Total Vacancy (Units Available)	3.6%	3.9%	4.1%	3.6%	3.5%	3.8%	4.2%	4.4%	4.6%	4.8%	4.3%	4.2%

2. Non-Rentable Units:

The non-rentable category includes units that do not have a predictable rent ready projection date due to an insurance claim or a major construction project (e.g., units that are being used for broader portfolio improvements).

- 32 units are on hold as part of CMHC Accessible Unit Project.
- 10 units are vacant and undergoing restoration for fire or as part of insurance claims.
- 18 units at our Southdale Project are vacant awaiting demolition as part of the Reimagine Southdale project.

3. Active Restoration:

The active restoration category includes all remaining units that are slated for restoration and rental. The target for units in active restoration is 2% of the portfolio or 66 units. At the end of September there were 81 units in active restoration which was 2.5 % of the portfolio.

There were 38 units restored in September that took an average of 120 days to return to rent ready.

Age of Units Restored in Period (Count)	2023 Sep	2023 Aug	2023 July	2023 June	2023 May	2023 Apr	2023 Mar	2023 Feb	2023 Jan	2022 Dec	2022 Nov	2022 Oct
0-15 days	1	3	0	1	0	0	1	1	0	0	0	0
16-30 days	3	0	1	4	4	1	2	2	2	1	0	1
31-60 days	7	17	8	9	13	3	6	1	4	4	1	5
61-90 days	12	5	6	5	5	7	10	2	8	4	3	6
91+ days	15	16	8	10	16	18	20	29	24	23	6	8
Total units restored	38	41	23	29	38	29	39	35	38	32	10	20
Average # of days in restoration	120	96	109	80	95	137	103	156	122	116	124	95

At the end of September 2023, there were 81 units in active restoration down from 93 at the end of August 2023. Units in active restoration at the end of September had been vacant for an average of 85 days as of 30th September 2023.

Age of Units in Active Restoration (Count)	2023 Sep	2023 Aug	2023 July	2023 June	2023 May	2023 Apr	2023 Mar	2023 Feb	2023 Jan	2022 Dec	2022 Nov	2022 Oct
0-15 days	12	16	28	18	17	16	16	15	9	10	15	18
16-30 days	9	11	15	14	16	9	11	11	18	18	15	14
31-60 days	21	26	25	23	10	19	20	22	22	24	29	20
61-90 days	14	17	15	4	11	13	12	24	20	26	17	17
91+ days	25	23	23	29	30	37	43	37	50	48	54	41
Total units in Active Restoration	81	93	105	88	84	94	102	109	119	126	130	110
Average # of days in restoration at month end	85	87	80	100	100	101	100	92	101	97	90	82

4. Active Rental Stock: These are the units that are rent-ready and available to offer. Units leave this category when they are future leased or leased (when the actual lease is signed, and keys are handed to the new tenant). The target for Active Rental Stock is 1% of the portfolio or 33 units.

In the month of September, 29 units were leased that had been rent-ready for an average of almost 16 days. In addition to units leased an additional 20 units were accepted by tenants to be leased in October and future periods.

Age of Units Leased in the Period (Count)	2023 Sep	2023 Aug	2023 July	2023 June	2023 May	2023 Apr	2023 Mar	2023 Feb	2023 Jan	2022 Dec	2022 Nov	2022 Oct
0-15 days	15	17	11	23	16	20	20	22	11	8	6	11
16-30 days	11	11	7	10	10	8	8	5	5	6	9	8
31-60 days	3	3	4	3	4	9	6	3	2	4	4	5
61-90 days	0	2	2	1	3	1	0	1	0	1	4	1
91+ days	0	1	0	1	0	0	1	0	0	3	4	9
Total units Leased	29	34	24	38	33	38	35	31	18	22	27	34
Average # of days to commit the unit	16	22	21	20	21	19	21	17	14	54	48	56

At the end of September, the active rental stock was 37 units or 1.1 % of the portfolio. The average days units were in Active Rental at the end of September was 24 days.

Age of Units Vacant and Available (Count)	2023 Sep	2023 Aug	2023 July	2023 June	2023 May	2023 Apr	2023 Mar	2023 Feb	2023 Jan	2022 Dec	2022 Nov	2022 Oct
0-15 days	22	31	16	16	26	20	24	31	29	23	7	17
16-30 days	5	0	2	8	1	5	4	3	2	3	2	6
31-60 days	7	0	6	4	2	2	9	3	0	2	0	2
61-90 days	0	1	3	0	1	4	0	0	0	1	3	2
91+ days	3	2	1	1	2	0	0	0	1	1	1	2
Total units Vacant and ready	37	34	28	29	32	31	37	37	32	30	12	29
Average # of days vacant and ready	24	13	22	17	13	16	14	13	13	13	24	32

Period Summaries:

LMCH had a total of 23 new units confirmed vacant in the month of September which have been added to the active restoration stock.

LMCH restored a total of 38 units during this same period.

LMCH leased 29 units and future leased an additional 20 during this reporting period.

Conclusion

The corporate target for vacant units is 100 units. The sub-targets set are 66 units in Active Restoration and 33 units are in Active Rental stock.

Units in active restoration have reached the lowest number in 15 months with 81 units in Active Restoration. LMCH is restoring an average of 34 units a month in 2023 compared to 30 units per month in 2022.

Vacant and ready units remain on target with just over 1% of units vacant and ready.

PREPARED and RECOMMENDED BY:	PREPARED and RECOMMENDED BY:
Christine Poirier, Senior Manager, Property Services	ANDREA MACKENZIE, Director, Tenant Services

STAFF REPORT 2023- 54

TO: LMCH Board of Directors

FROM: Andrea Mackenzie, Director of Tenant Services

SUBJECT: Director of Tenant Services Report

DATE: October 13, 2023

PURPOSE:

The purpose of the report is to provide an update to the LMCH Board of Directors on the status of key initiatives and to provide updates on meetings, events, or operational activities that may be of interest to the Board.

RECOMMENDATION

That the Director of Tenant Services Report **BE RECEIVED** for information.

UPDATES:

Sector Meetings

The Social Housing Operational Advisory Committee (SHOAC) met in May and July. Several items were discussed at the committee meetings including the request for a representative from this group to start to attend the Affordable Housing External Resource Group to be able to attend meetings and report back to the rest of SHOAC members on key issues being discussed. Representatives from Clear Results attended a meeting to discuss Save on Energy programs and present audit results of energy programs from Enbridge. The committee also discussed capital program updates, end-of-operating agreements, draft HDNs, social housing waitlist updates – including information on the current backlog for processing new applications and sector updates from members from the co-operatives, non-profit network, and Middlesex County. The next meeting is scheduled for September 20, 2023.

Local Housing Corporations – Communities of Practice meetings

Historically LMCH staff from across all service areas have participated in regular meetings with their counterparts from other LHCs. These meetings have just been restarted for management staff and at our first Tenant Services meeting we had representatives from 8 different organizations. Discussions were held on a variety of issues impacting the LHCs including revoking subsidies, Landlord and Tenant Board issues, arrears collection, and evictions. The intention for the group is to meet on a quarterly basis but also to serve as the catalyst for more frequent information and best practices sharing across the sector. In-person meetings are being planned for November.

Community Development & Tenant Engagement

Our Community Engagement & Development team has put together a Community Needs Assessment (CAN) which focuses on LMCH's 4 Pillars and was distributed to the 4 family sites that hosted recent BGC London Engagement events. The intention of the CNA is to better understand what challenges tenants are experiencing as well as how they want to be connected to their community. This information, combined with the information gathered from the BGC London engagement events, will inform future engagement opportunities, as well as explore bringing in new programs and services that are tenant-informed.

Together with Boys & Girls Club London and their DCAC departments, community development workers designed engagement events for 4 family sites in August called A Pizza Party with a Purpose. Area youth musicians came out to perform for crowds of kids and parents while LMCH staff distributed the community needs assessment. We had a tremendous turnout for these events with over 150 participants.

In addition to event participation, our CE team also had a good response rate to the CAN and had over 90 surveys completed from across four of our family sites. Assessments were distributed as well to two seniors' sites initially – Walnut and Commissioners.

County End of Summer BBQ

To mark the end of summer, LMCH and Quad County co-hosted a community barbecue at our site in Glencoe. Staff and tenants were invited to join us for food, games, and laughs. The tenants at this site enjoy the connection to their community and have historically enjoyed art. As such, tenants were encouraged to create an art piece incorporating a number or letter given by the CDW (1, 5, 7, S, I, M, P, S, O, N). Upon completion, these individual pieces were hung together to create a mural that depicted the different individuals who created the colourful community at 157 Simpson.

Back to School with Shaedon Sharpe

Shaedon Sharpe is a London local who was drafted into the NBA in 2022. Sharpe wants to ensure he gives back to the community he grew up in, and as such, contacted LMCH to inquire about collaborating on an event at a family site. Southdale was chosen due to the personal connection the Sharpe family has to it. Sharpes’ team and LMCH cofacilitated a back-to-school event for the families of Southdale. Youth participated in a variety of activities, received back-to-school supplies, and were able to hear Shaedon Sharpes’ inspirational story.

Rookie Ball

The 30th Anniversary Season of Rookie Ball wound down with a championship game on August 9, 2023. The initiative is led by the London Police Service which provides structured programming for children in our communities over the course of the summer. Our winning team was the SouthPaws which represent our Southdale and Pond Mills Community. In addition to a fun game and a pizza lunch, the children heard a few words of inspiration from London’s own Damian Warner.

Meeting Seniors Where They’re At-Seniors Grant

Closing off the end of the Aeolian Jazz & Musical Arts Festival, was a performance by the Big Bandemic & The Crooners. The grant funding for this event is intended to eliminate barriers such as the cost of transportation and entrance fees allowing tenants to benefit from a change of environment thus reducing isolation for those interested and expanding their social interactions outside of the smaller community. In total, we had 40 tenants who attended the festival on August 19th, 2023.

Digital Literacy

Registration opened the week of September 11th, with sign-up at two of our seniors’ sites for residents to participate in a 7-to-8-week digital literacy workshop. This workshop is being offered through a partnership with Literacy Link, the London Public Library, and Fanshawe. This workshop will offer a great opportunity for some of our senior residents to enhance their digital literacy skills which includes digital tools like computers, smartphones, and tablets for communication, as well as to find information.

PREPARED BY:	REVIEWED BY:
Andrea Mackenzie Director, Tenant Services	Paul Chisholm CEO

APPENDIX A: Ongoing Programming

Ongoing Programming				
Partner	Program Name	Program Description	Location(s)	Frequency
Boys & Girls Club	Jr. Map Paused for July & August	My Action Plan (MAP) to education. Individualized action plan to education & academic goals geared directly to your child and their needs. Students in grades 4-8 that join Jr. MAP program will have access to the Senior MAP program upon graduating elementary school. Sr. MAP program along with academic support will receive life skill training including career exploration and job skills. Look at eligibility of receiving scholarships and bursaries.	Allen Rush Boullee Limberlost Marconi	Weekly
	After School Programming Paused for July & August	The Boys and Girls Club offers an After School Program for children ages 5-12; children are supervised and participate in various physical activities and wellness and nutritional programming The program runs Monday to Friday from 3:00-6:00 pm	Pond Mills	Daily
	Reading Rocks	Free summer literacy programs for youth in grades 2-4 with the goal to improve confidence in reading and writing using fun literacy programs, snacks and prizes	Allan Rush Boullee Marconi	Week long sessions in July & August
ELUCO- East London Unity Church Outreach	Community Lunch	Community members prepare and serve a hot healthy meal to caregivers, preschoolers, and school age children; also involved is a social component, learning skills and sharing supports, as well as exercises	Marconi	Weekly
Harvest Hands	Food Donations	As a non-profit distribution centre dedicated to reducing food from bakers, growers and retailers for re-distribution, they are working with LMCH and CMHA staff to increase food security at Dundas Street every other Thursday. CMHA and LMCH staff have come together to put together recipe cards informed by the current food donations to support tenants with coming up with ideas of what to cook.	Dundas Simcoe	Weekly
John Howard Society Paused for July & August	Boys & Girls Group	Kids aged 5-12 participates in activities that explore other cultures, racism, bullying, healthy relationships, family violence and safety planning—activities include cooking, art and crafts, games and drama.	Huron	Weekly
	Teen Group	Co-ed group of teens aged 13-17 participates in group that focuses on career development through an introduction to positive role models, guidance with course selection, volunteering in the community and seeking employment opportunities—teens have also had the opportunity to identify high risk and pro-social	Boullee	Weekly



		behaviors the impact of substance uses and strategies to handle peer pressure.		
Merrymount	CAPC	Community Action Program for Children (CAPC) which focuses on positive parenting, preventing childhood injury, and healthy nutrition. Formal programming will begin in September	Huron Southdale	Weekly
Mobility First	Outreach	FREE adjustments on existing equipment such as walkers, scooters etc. and sometimes supplying mobility devices for tenants for a minimal fee or through grant programs	Baseline Commissioners Hale Kent McNay Walnut Wharnccliffe Head Street Dorchester	Bi-Monthly
Mosaic Church	Kids Kapers Weird Animals Camp	For July & August, Boullee youth aged 6-12 at Boullee will get to learn about relationships with people, animals, earth, and God and enjoy doing crafts, playing games and having snacks. Moving forward, this will be captured in the ongoing programming section.	Boullee	Weekly July & August
St. Vincent DePaul	Social Hour	Social Hour for tenants	Commissioners	Monthly
VON	Breakfast/Lunch	Breakfast/ Lunch provided to tenants of a minimal fee	Baseline Commissioners Hale Kent McNay Walnut	Weekly
	Wellness Link	Blood Pressure Clinics		
	Support groups	Games, knitting groups, colouring group		
	Resident Safety Checks	Residents can pay a small fee to have VON volunteers check on them via door tags twice per day		
	Drop- in Hours	Tenant Led		



APPENDIX B: Tenant Led Programing

Tenant Led Initiatives		
Site	Description	Frequency
Baseline	Caring Cupboard Distribution	Monthly
	Caring Cupboard Bakery	Weekly
	Caring Cupboard Donations	Weekly
	Dart League	Weekly
	Social Activities: TV Bingo	Weekly
	Coffee Group	Bi-Weekly
	Monthly Birthday Cake Celebrations for tenants	Monthly
	Music/Movie Night	Weekly
	Pool League	Weekly
Commissioners	Social Activities: Crafts, Cards, Games, Bingo	Weekly
Hale	Picnic Lunch	August 9
	Social Circles Meeting	August 28 * 29
	Coffee Group	Weekly (T-F)
	Social Activities: Bingo, Games	Weekly
	Knit & Crochet Club	Weekly
	Social Activities: TV Bingo, Bingo, Euchre	Weekly
Kent	Bingo	Weekly (W&F)
	Coffee Time	Weekly
McNay	Round Robin Chair Exercises	Weekly
	Bingo	Weekly (W&F)
Walnut	Piano Hour	Weekly (M&F)
	Euchre	Weekly

STAFF REPORT 2023- 55

TO: LMCH Board of Directors

FROM: Christine Poirier, Senior Manager, Property Services

SUBJECT: Update from Senior Manager, Property Services

DATE: October 13, 2023

PURPOSE:

The purpose of the report is to provide updates to the LMCH Board of Directors on the status of key initiatives previously approved, introduce items that may come before the Committee in future meetings, and provide updates on meetings, events, or activities that may be of interest to the Board.

RECOMMENDATIONS:

That the Update from the Senior Manager, Property Services report **BE RECEIVED** for information.

Pest Management Plan and Implementation

As part of the Vendor refresh initiative, LMCH recently completed an RFP process for the Pest Control Service Provider. SafeGuard 24/7 was awarded the contract as a reputable and experienced service provider in the industry.

On July 24th SafeGuard 24/7 started transitioning with LMCH and over a three-week period, they were able to familiarize their team with the LMCH portfolio and create an objective pest control implementation plan. By August 14th, all other Pest Control Companies had been transitioned out and SafeGurad 24/7 became the sole Pest Control Company with LMCH. It is anticipated that the commitment to a single-vendor model will stabilize service delivery and reduce per-treatment costs. With improved coordination and the implementation of the integrated pest management program, it is expected to manage costs effectively while delivering enhanced service to our tenants.

Phase One included:

- LMCH and SafeGuard 24/7 collaboratively created dedicated treatment dates per week per building. These treatments include occupied units, vacant units, and all common areas. Depending on infestation levels, treatments can also include surrounding units, diamond or block treatments, or treatment to the entire residential floor.
- Follow-up treatments are automatically scheduled by SafeGuard 24/7 for the next dedicated treatment date per site. New pest control concerns received from tenants are added by LMCH weekly.
- Three-month collection of data to determine baseline data which will be used to create an Integrated Pest Management Plan and reporting for the portfolio in Phase two
- Creation of better descriptive and pictorial preparation pamphlets, pest-specific, to be included with all Notice of Entry
- More clear and concise Notice of Entry for the tenants – specific to the type of service to be completed
- Creation of a leave-behind information form for the tenants with the next steps
- Continued Vendor refresh with the implementation of additional vendors to support tenants with pest control preparation as many tenants request this service.
- Provide additional resources to the tenants such as bed bug mattress covers, interceptors for bed posts to prevent crawling pests, and bait stations
- Exploration of better ways to treat vacant units such as the Nightwatch bed bug monitors that utilize CO2 and heat to effectively monitor and trap bed bugs

Phase Two will include;

- Tenant information sessions conducted by SafeGuard 24/7 at sites with higher infestation levels
- Customizable monthly and quarterly detailed reporting of infestation levels per site, pest treatments applied, seasonal understanding of pest activity
- implementation of increased biochemicals for bed bug treatments, such as Apprehend, that would require less preparation from the tenant prior to treatment

Staff Development

LMCH has encouraged and implemented staff development and supports. Employees who engage in personal and professional development in their careers tend to have higher productivity, improved attendance, and job satisfaction. Property Services holds regular weekly virtual huddles and monthly portfolio meetings to review key business and service areas, procedures, etc.

Annual Unit Inspections

The annual unit inspections for 2023 commenced on June 2nd and will continue until October 26th. These inspections have included the following persons and regulatory team members.

- LMCH Property Services team members
 - Property Services Managers
 - Property Services Assistants
 - Maintenance Repair team members
 - Troy Life & Fire Safety Ltd.
- London Fire Department
- ESA Electrical Inspector
- Pinchin

Following this procedure has helped foster improved relations with ESA Inspectors and the London Fire Department (LFD). With the involvement of the LFD, it has aided with enforcing hoarding, regulatory compliance, and awareness among our staff and tenants.

Vacancy Management

Implementing a Vacancy management process will enable LMCH to successfully complete unit turns within a reasonable timeframe and on budget. This process includes the following employees:

- Property Services Manager
- Property Services Assistants
- Maintenance and repair team
- Procurement for supplies
- Accounts Payable for processing of Vendor invoices/payment

The process begins with the unit being confirmed vacant and indicated as such in Yardi by the Tenant Services team. The next step is for the Property Services Manager to scope the vacant unit with the Maintenance and Repair team to determine pest infestation, sanitation, and debris level, number of repairs and supplies required, and communicate the approved scope with the Property Services Assistants – providing a detailed list of items to be completed and by whom.

If Vendor attendance is required, the Property Services Assistant will schedule a site visit with the Vendor and the Maintenance and Repair team. Together they will communicate the scope and specific tasks to be quoted by the Vendor. The quote is prepared by the Vendor and submitted to the Property Services Manager for review and approval. With an approved quote, the Property Services Assistant will assign a work order for the tasks and schedule the team and Vendor for unit completion.

The recommended timeframe for completion of a vacant unit is as follows.

- **No to Low Pest Infestation Level** = 1 week pest control, 1-week debris removal, 2 weeks Vendor, 1-week Maintenance and Repair team and final clean = 5 weeks
- **Low to Medium Infestation Level** = 2 – 4 weeks pest control, 1-week debris removal, 2 weeks Vendor, 1-week Maintenance and Repair team and final clean = 6 – 8 weeks
- **Medium to High Infestation Level** = 4 – 6 weeks pest control, 1-week debris removal, 2 weeks Vendor, 1-week Maintenance Repair team and final clean = 8-10 weeks

Upon completion of the repairs and final cleaning, the Property Services Manager will conduct the final quality assurance inspection. If the unit passes the inspection, the unit will be deemed confirmed ready in Yardi by the Property Services Assistant, deeming it ready for the Tenant Service team to lease up.

PREPARED and SUBMITTED BY:	REVIEWED and CONCURRED BY:
CHRISTINE POIRIER SENIOR MANAGER, PROPERTY SERVICES	PAUL CHISHOLM CHIEF EXECUTIVE OFFICER

STAFF REPORT 2023- 56

TO: LMCH Board of Directors
FROM: Christine Poirier, Senior Manager, Property Services
SUBJECT: Work Order and Service Requests for Q2 2023
DATE: October 13, 2023

PURPOSE:

To update the LMCH Board of Directors regarding the status of LMCH's Q2 work order and service requests broken down by category, Priority, and Vendors.

RECOMMENDATION:

That the Work Order and Service Requests – Q2 2023 report **BE RECEIVED** for information.

OVERVIEW:

We created a total of 4,769 work orders in Q2 of 2023 for all LMCH buildings. This number equates to the following:

- 1,589 work orders per month
- 52 work orders per day
- 1.46 work orders per unit

In 2022, we created a total of 21,326 work orders which equate to the following:

- 1,777 work orders per month
- 58 work orders per day
- 7 work orders per unit

Created Work Orders by Category (Q2-2023)

1. **Work Orders:** This includes all work orders created between April 1, 2023, through June 30, 2023. Our top categories during Q2 were pest control, plumbing, and keys/doors which account for 53% of the work orders in this period.

	Pest Control	Plumbing	Keys and Doors	Electric Sys / Repairs	Building General	Cleaning	Door	Waste Removal	Life & Safety System	Other	Total
Q1 Work Orders	940	916	614	313	347	271	281	211	187	599	4,679
% of WO's	20%	20%	13%	7%	7%	6%	6%	5%	4%	13%	100%

Work Orders by Priority (Q2-2023)

2. **Priority Work Orders:** We broke down the work orders for this quarter by priority and found 55% were routine or non-emergency and 32% were classified as urgent, emergency, or 24 hours.

	Non-Emergency and Routine	Urgent, Emergency or 24 Hours	Turnover	After Hours	Other	Total
Q2 Work Orders	2,588	1,503	630	312	42	4,679
% of WO's	55%	32%	13%	7%	1%	100%

Unit Turnover by Category (Q2-2023)

3. **Turnover Categories:** Of the 630 work orders attributed to the turnover process, 21% were for cleaning services, 25% for keys and doors, 8% for paint and repairs, and 15% for pest control services. There were no dominant work order categories found for the turnover process.

	Cleaning	Keys and Doors	Paint / Repairs	Pest Control	Building General	Other	Total
Q2 Work Orders	133	155	50	94	55	143	630
% of WO's	21%	25%	8%	15%	9%	23%	100%

Total Work Orders – LMCH vs Vendors (Q2-2023)

4. Analysis of Q2 work orders revealed that LMCH assigned 47% of work orders to vendors.

	LMCH	Vendors	Total
Q2 Work Orders	2,474	2,205	4,679
% of WO's	53%	47%	100%

LMCH vs Vendors per Category (Q2-2023)

5. **Category Breakdown:** LMCH manages at least 79% of work orders for plumbing, keys and doors, electrical repairs, and general maintenance. Conversely, almost all cleaning and pest control tasks are outsourced to vendors.

	Pest Control	Plumbing	Keys and Doors	Electrical Sys / Repairs	Building General	Cleaning	Door
Q2 Work Orders	942	919	614	313	348	306	282
LMCH %	0.2%	80.2%	96.5%	67%	72.7%	0.1%	81.2%
Vendors %	99.8%	19.8%	3.5%	33%	27.3%	99.9%	18.8%

Conclusion

In 2022, LMCH generated 21,326 work orders. However, extrapolating from Q1 and Q2 2023's total of 10,267 work orders, we project an annual total of approximately 20,534 for 2023.

PREPARED BY:
CHRISTINE POIRIER, SENIOR MANAGER, PROPERTY SERVICES

STAFF REPORT 2023 – 57

TO: LMCH Board of Directors

FROM: Paul Chisholm, Chief Executive Officer

SUBJECT: 2023 / 2024 HSC Insurance Program

DATE: October 13, 2023

PURPOSE:

The purpose of this report is to seek the approval of the Board to renew the General Liability and Property Insurance for London and Middlesex Community Housing.

Board of Directors approval is required for this contractor award as it exceeds the \$75,000 financial approval limit of LMCH’s CEO as set out in the LMCH “Purchasing Policies and Guidelines”.

RECOMMENDATION:

That, the LMCH Board of Directors approves the following recommendation(s):

1. **Authorize** LMCH to confirm the renewal of the insurance policy with Housing Service Corporation (HSC) for the period from November 1, 2023 through November 1, 2024.
2. **APPROVE** the insurance coverage set out in Attachment C (HSC Insurance Invoice).
3. **Authorize** staff to make a payment of \$1,062,152.73 (inclusive of all applicable taxes) for the coverage set out in the attached invoice.
4. **Authorize** staff to take the necessary steps to give effect to the above recommendations.

BACKGROUND

LMCH’s works closely with the Risk Management Team at the City of London to manage risk including the provision of insurance products and coverage. There are three main insurance programs in place at LMCH – HSC Insurance Program, City of London Self-Insured Reserve Fund (SIRF), and Vehicle Insurance. This report provides the details of the HSC Insurance Program and provides a brief overview of the SIRF Program.

Housing Services Corporation (HSC) Insurance Program

HSC is mandated by the Housing Services Act (HSA) to provide and manage a group insurance program for prescribed housing providers, including all Local Housing Corporations of which LMCH is one. The goal is to ensure program participants receive the lowest overall cost of risk for their housing portfolios while obtaining superior insurance coverages specifically designed to meet the unique needs of the social housing sector.

In order to ensure the coverage that housing providers need with affordable and competitive rates, HSC conducts a competitive procurement process, which regularly tenders each component of the group insurance program. HSC's program broker (currently Marsh Canada) and HSC meet with insurers annually, review risk initiatives and claims, and negotiate ratings and premiums for the program based on the agreed premium allocation model. HSC issues a public Request for Proposal (RFP) for a program broker and a third-party claims adjuster every five years.

HSC Insurance & Risk Management is focused on protecting the financial well-being of housing providers and residents from risk events. HSC manages one of the largest group insurance programs in North America, delivering competitive premiums and guaranteed coverage that is tailored specifically to the needs of the housing sector. The program also provides support to social housing providers with education on risk management and liability and loss prevention.

It is the view of the City of London Risk Management that the HSC Insurance program is well-managed, comprehensive, and competitive. LMCH staff concur with this assessment. The following information provided by HSC offers an overview of the program.

Key Principles of the HSC Group Insurance Program

- To meet overall provider coverage needs – Core coverages specifically designed for social housing provider needs, including mold;
- To address the gap left by private insurance providers – Guaranteed coverage for all participants, regardless of their claims history;
- To deliver best overall value for money and ensure accountability – Stringent procurement processes to obtain the optimum combination of coverage, flexibility and premium pricing;
- To balance fairness with affordability – Premium allocations that account for individual claims histories but remain as affordable as possible.

To best address the needs of providers of varying sizes and to attract and negotiate the best coverage and prices from insurers, the group is divided into two streams. Stream A comprises providers with total insured values under \$100M. Stream B comprises providers with total insured values over \$100M. The table below outlines common features as well as differences in program attributes.

Program Attributes	Stream B – Insured Values over \$100 Million
Alternate Brokers	Available to all providers based on minimum coverage standards and price competitiveness
Property Claims Trust Fund	Property Claims Trust Fund to control the number and dollar amount of claims that are payable by the insurer and to finance smaller, more common claims between \$50,000 and \$2.5 million.
Credits	Property coverage premium credits are available to providers where providers have implemented the following risk mitigation mechanism: <ul style="list-style-type: none"> • Mandated non-smoking buildings • Mandated tenants’ insurance and monitoring of tenant insurance • Installation of stove top safety elements installed in every unit within an entire building
Customer Service	Customer service and claims management approach that recognizes in-house risk management capacity; face-to-face support via regional representatives; and Managing Risky Business communications.

Property Claims Trust Fund

Since the 2011/12 policy term, HSC has incorporated a Property Claims Trust Fund into its program design. The Property Claims Trust Fund works like a group deductible. Insurers only pay for larger catastrophic property-insured claims. If the Property Claims Trust Fund is fully depleted during the policy term, the insurer takes over payment of all further claims. The Property Claims Trust Fund relates only to the property insurance component of LMCH’s insurance. A portion of our property premium is paid directly to the Property Claims Trust Fund.

Contributions into the Property Claims Trust Fund are held in trust by HSC and used by the adjusters to pay claims. The amount of the Property Claims Trust Fund is determined annually by the insurer based on the claim’s history of the program. The Program Broker negotiates with the insurer on behalf of the providers to identify a Property Claims Trust Fund amount that provides the most competitive program premiums for providers.

There are many benefits to having a Property Claims Trust Fund:

- Mitigates overall cost of risk of the group program by funding the smaller, more common claims;
- Transfers the cost of insuring and funding the larger unexpected claims to the insurer;
- Reports can be generated from lost data, providing members with information regarding claim frequency and type that may guide and support risk control;
- Enables targeted risk management support for the type of claims that are most common in the program;
- Gaining a better understanding of the types of claims and working with providers to develop risk management strategies. There is an opportunity to reduce claims and thereby create a surplus that remains with the group, not the insurance company.

HSC regularly reports on the status of the Property Claims Trust Fund via its quarterly program communication, Managing Risky Business. In addition, the Program's Insurance Advisory Committee, which is comprised of provider and risk manager representatives, monitors the fund and provides advice and support to HSC on developing risk management strategies to reduce claims.

City of London Self-Insured Reserve Fund (SIRF)

The SIRF Program provides additional insurance coverage to LMCH for eligible claims. For large claims that would normally be covered by property or other liability programs, the SIRF Program reduces the deductible payable to the insurance provider to \$1,000 from approximately \$50,000 reducing the direct cost to LMCH by \$49,000.

The SIRF Program also covers small claims not traditionally processed as part of the primary insurance program as the claim amount is lower than the deductible. This would include vandalism, floods, and criminal acts where the damage is between \$2,500 and \$50,000.

The SIRF program reduces the cost of adverse events like fires, floods, and vandalism and allows LMCH to focus on addressing the damage related to the claim regardless of the current financial position.

The SIRF Program runs from January 1, 2023, to December 31, 2023. The Contribution for participants is calculated based on claims submitted to the City over prior years and is finalized in March of each year. The contribution required from LMCH in 2023 is estimated at \$168,957.11. The premium has increased by 13% from \$149,213.91 paid for in 2022. The value is based on loss history, open claims reserves, and exposure.

REASON FOR RECOMMENDATIONS:

In April of 2023, a meeting with Stream B Providers, which includes LMCH met to discuss the claims performance of the group at the mid-way point. HSC has confirmed that total payouts exceeding \$29 million (as of September 15, 2023) are well above the limit of the year's \$22.5 million Claims Trust Fund which ends on October 31, 2023. HSC is expecting this number to increase before the close of the term. Based on the above issues, HSC provided LMCH with a Briefing Note for Stream B Providers which includes market trends, program updates, and renewal expectations for the upcoming 2023-2204 term.

Market Conditions:

- A “hard market” globally has put upward pressure on insurance premiums.
- COVID-19 and inflation have increased the cost of claims owing to higher construction and replacement costs.
- Climate change in the form of extreme weather and natural catastrophes (floods, fires, tornadoes) have resulted in costly year-over-year losses globally.
- A decrease in insurers willing to underwrite non-profit multi-residential buildings due to a higher risk profile. Intact has recently announced that they were exiting the non-profit multi-residential class in Ontario.
- Municipal insurance portfolios that traditionally have non-profit housing stock are being asked to remove that portion of the risk from their portfolio. As a result, HSC has seen its provider participation in Stream B increase dramatically across Ontario over the past year.

Claims Performance of Ontario’s Community Housing Sector:

- HSC’s Group Insurance Program offers guaranteed coverage to Ontario housing providers under the provisions of the Housing Services Act. The program is designed to reduce exposure to the volatility of the insurance marketplace.

- HSC's risk management education program, data-driven client dashboards, and the Claims Trust Fund (self-insured retention) have helped in moderating cost increases in a volatile marketplace.
- The 2022 / 2023 term has been difficult due to the high volume and cost of claims. The \$22.5 million Claims Trust Fund was fully depleted in July of 2023.
- The program has seen an increase in fire claims related to tenant negligence (arson, careless smoking, candles, and cooking-related). Fire claims are almost always more costly to repair than other claims.
- In the 2022 / 2023 term, there have been fewer opportunities to recover funds since providers with claims have not implemented or enforced mandatory tenant insurance policies.
- These ongoing losses have signaled an elevated risk to underwriters which will now require significant changes to the program structure to mitigate risk which include:
 - An increase to the opening balance of the CTF
 - Mandatory increases in deductibles

Renewal Outlook:

Guidance from Housing Services Corporation indicates the following for the 2023 / 2024 term:

- A 10% inflationary factor has been applied to property values. LMCH worked separately with the City of London to evaluate the building costs for the portfolio with an average increase in values of 10.3%.
- Minimum deductibles will increase to \$ **\$50K for Stream B, including LMCH**
- The Claims Trust Fund (self-insured retention layer) will increase to \$30 million for the next term to absorb projected losses.
- HSC will contribute \$2 million from the global claims trust surplus to offset the costs of the Claims Trust Fund for the next term.
- Providers with "high-risk" ratings will see a related surcharge reflected in their premiums. LMCH has a high-risk rating.
- Providers should expect average increases in the range of 20%- 25%.

FINANCIAL IMPACT

- The insurance industry continues to experience a “hard market” globally and insurance companies take active action to respond to challenges from regulatory and environmental pressures that affect profitability.

Coverage Period	Premium	Comments
Nov. 1, 2023 – Nov. 1, 2024	\$1,062,152.73	<ul style="list-style-type: none"> • \$205,519.88 higher than prior year (24%) • Property deductible has increased from \$25,000 to \$50,000 per occurrence.
Nov. 1, 2022 – Nov. 1, 2023	\$856,632.85	<ul style="list-style-type: none"> • \$145,632 higher than the prior year (20.5%) • Will increase when Storage Tank Coverage is provided. • Have increased building replacement value by 38% to \$596 million
Nov. 1, 2021 – Nov. 1, 2022	\$710,966.55	<ul style="list-style-type: none"> • \$65,487 higher than the prior year (10.2%) • Building Replacement value \$432 million
Nov. 1, 2020 – Nov. 1, 2021	\$645,479.49	

RISK MANAGEMENT:

- The two insurance programs in place through HSC and the City of London effectively manage the risk to LMCH.
- To manage the risk of escalating construction costs and inflation pressures LMCH has increased the property values of the portfolio to ensure coverage matches replacement costs.
- As noted by HSC, the LMCH risk rating is 6 on a scale of 1 (low risk) to 6 (high risk). This has a cost impact on the insurance we have in place. LMCH will assess claim history and risk areas to determine if there are measures that we can take that will reduce our risk, improve our rating, and better manage costs in this area.

CONCLUSION:

The HSC Insurance Program is a comprehensive insurance service designed to meet the needs of social housing providers in Ontario. The philosophy behind the program is to ensure that providers have adequate insurance coverage at the best possible price, so they are protected when accidents or disasters occur, and to help providers and the sector to manage overall risk.

LMCH and the City of London concur that the insurance program provided through HSC is well-managed, comprehensive, and competitive. At this time, LMCH has not secured an additional quote through an independent insurance broker to find an alternative or stronger product than what LMCH already has in place through HSC and the 2023/2024 insurance renewal. As such staff request that the Board of Directors support the recommendation contained herein.

STAFF CONTACT:	REVIEWED and CONCURRED BY:
RYAN WINTER, BUSINESS PLANNER	PAUL CHISHOLM CHIEF EXECUTIVE OFFICER

Attachments

Appendix A: HSC Briefing Note – Stream B

Appendix B: HSC Declaration of Insurance

Appendix C: HSC Insurance Invoice

HSC Insurance Program Briefing Note for Stream B Providers

The following is intended to provide early guidance for the HSC program's Stream B providers regarding market trends, program updates and renewal expectations for the upcoming 2023-2024 term. This briefing note is intended for internal use only; it may be circulated by Stream B providers to their staff or Board of Directors, or used to inform internal briefing materials, however it should NOT be posted or shared in public forums. Questions or comments can be directed to HSC Insurance (insurance@hscorp.ca).

Market Conditions:

- A “hard market” globally continues to put upward pressure on property insurance premiums.
- The hard market is being driven by both shorter and longer-term pressures. The COVID-19 pandemic and inflation have increased the cost of claims owing to higher construction and replacement costs.
- Climate change continues to have a profound effect on the property insurance industry. The frequency and severity of extreme weather and natural catastrophes (floods, fires, tornadoes, derechos) have resulted in costly year-over-year losses globally.
- There has been a decrease in the number of insurers willing to underwrite non-profit multi-residential buildings owing to the high-risk profile. Last fall, one of Ontario's major insurers for the non-profit multi-residential market, Intact (formerly Frank Cowan) Insurance, announced that they were exiting the non-profit multi-residential business class in the Ontario market.
- Increasingly, municipal insurance portfolios that have traditionally included their non-profit housing stock are being asked to remove that portion of the risk from their portfolio. As a result, the HSC program has seen a dramatic increase in provider participation in the group program from across Ontario over the past year.

Claims Performance of Ontario's Community Housing Sector:

- HSC's Group Insurance Program offers guaranteed coverage to Ontario housing providers under the provisions of the *Housing Services Act*. The program is specially designed for Ontario's housing sector and utilizes several mechanisms to reduce exposure to the volatility of the insurance marketplace.
- The program's risk management education, data-driven client dashboards and the Claims Trust Fund (self-insured retention) have proven helpful in moderating cost increases in a volatile marketplace.
- To date, the 2022-23 term has been a difficult term due to the high volume and cost of claims. The program's \$22.5M Claims Trust Fund (CTF) was fully depleted in July; since then, claims costs have been covered by insurers and will continue to be with three months remaining until the close of the term. As of September 15, 2023 we have reserved nearly \$29M in claims for the 2022-23 term, which expires October 31, 2023.
- This year, the program has seen a marked increase in fire claims related to tenant negligence (arson, careless smoking, candles, cooking-related). Fire claims are almost always more costly to repair than other types of claims. Please see the most [recent issue of Managing Risky Business](#) for more details.
- Historically, HSC has reduced the cost of claims by aggressively subrogating those where there is suspected negligence and the possibility of a monetary recovery. However in the 2022-23 term, there have been fewer opportunities to recover funds since providers with claims have not implemented (or enforced) mandatory tenant insurance policies.
- These ongoing losses signal elevated risk to underwriters and require significant changes to the program structure to mitigate risk. These include and increase to the opening balance of the CTF and mandatory increases in deductibles, as outlined below.

Renewal Outlook

Early guidance from Housing Services Corporation indicates the following for the

2023/24 renewal term:

- A 10% inflationary factor has been applied to property values (see *Insuring to Value* section below for further information).
- Minimum deductibles will increase to \$25K for Stream A and \$50K for Stream B providers in the program.
- The program's Claims Trust Fund (self-insured retention layer) will increase to \$30M for the year ahead in an effort to absorb the increased loss trends being seen across the sector.
- With the guidance of the sector-based Insurance Reference Group, HSC will contribute \$2M from the global claims trust fund surplus to offset the costs of the Claims Trust Fund for the year ahead.
- Providers with high-risk ratings will see a related surcharge reflected in their premiums.
- This outlook is based on the broad market conditions in the global property insurance business, claims trends in the HSC program and adjustments to the program to make it financially viable for both housing providers and underwriters.
- Providers should expect average increases in the range of 20-25%.

Insuring to Value: A Mechanism to Ensure Financial Viability

- The HSC property policy contains a margin clause. The goal of this clause is to ensure providers are adequately insured – so the full replacement value of a major loss is covered by insurance.
- The margin is set at 115% of the value stated in the renewal document; the most the policy will pay for a location is a provider's declared values, plus a 15% buffer applied to the building and contents limit.
- Part of ensuring values are appropriate is applying an inflationary increase to property values set each policy term.

- However, it is the provider's responsibility to ensure the accuracy of their declared values each year.

Increased Contribution to the Claims Trust Fund: Controlling Premium Costs

- The total value of the CTF has been determined by working closely with Marsh's actuarial team to complete a fulsome analysis of program loss trends.
- This year's spike in claims demonstrated that the Fund was not sufficient to meet program needs moving forward, particularly given the dramatic rise in tenant negligence claims.
- Increasing the size of the CTF helps keep insurance costs lower by reducing underwriter exposure to smaller, more common claims. It is less expensive for the group to cover the costs of smaller claims than having insurers pay for these claims.
- The benefit of the CTF is that the dollars are recoverable. If any surplus funds remain in the CTF at the end of the term, they stay in the program and are used to benefit the group to defray insurance costs – mitigating the impact of claims in the closed term or offsetting future premiums.
- With the guidance of the sector-based Insurance Reference Group, HSC will contribute \$2M from the global claims trust fund surplus to offset the costs of the Claims Trust Fund for the 2023-24 term.
- For more information on the program's Claims Trust Fund please see the [HSC Group Insurance Program Guidelines](#) on the HSC website.

Other Lines of Coverage

- Excess Umbrella Liability has been impacted by increased claims cost, growing litigation trends, and social inflation. Courts are rewarding larger settlements and these trends put pressure on underwriters and their reinsurers.
- Excess Crime market remains stable. Increased frequency of social engineering fraud is a growing concern. In addition, employee theft

schemes can take up to 3 years to be discovered, so insurers anticipate that losses that commenced during the pandemic will come to light in the near future.

- Cyber insurance premium continues to be on the rise due to the escalating frequency and sophistication of cyberattacks. Ransomware and supply chain attacks dominated the cyber risk space over the past 12 months.
- Excess Directors & Officers Liability remains relatively stable for HSC program participants, however the D&O market faces uncertainties arising from high inflation, increasing interest rates, and supply chain issues.



Jason Wills
London & Middlesex Community Housing Inc .
300 Dufferin Avenue,
London, ON N6A 4L9



October 13, 2023

**Subject: HSC Group Insurance Program, November 1st, 2023-2024
Policy No: 187707-LHC039**

Dear Jason Wills,

Thank you for participating in the HSC Group Insurance Program, Ontario's group insurance program for the social housing sector. We are pleased to provide you with your renewal documents and invoice for the November 1, 2023/2024 policy term. **It is important that you review this letter and the enclosed documents immediately following receipt to confirm that the information is complete and accurate.**

Please note that Certificates of Insurance to Additional Interests will be emailed to you for your distribution to your certificate holders prior to November 1st. Kindly refer to the Schedule of Additional Interests for the list of Third Party certificate holders.

HSC RISK RATING

Each program participant is assigned a Risk Rating. The Risk Rating is designed to help providers understand how their risk would be perceived by the insurance market. The rating considers the frequency and severity of individual provider claims. Ratings are assigned on a scale of 1 (low risk) to 6 (high risk). Your rating is located in the top righthand corner of this document. The ratings offer providers an opportunity to improve their risk profile where warranted. We would encourage you to review your rating and visit our website for more information at <https://hscorp.ca/services/insurance/> or contact us to learn more at insurance@hscorp.ca.

PROPERTY DEDUCTIBLES

The minimum stream A property deductible has increased from \$10,000 per occurrence to \$25,000 per occurrence. The property deductible for condos has increased to \$10,000 per occurrence. The minimum stream B property deductible has increased from \$25,000 per occurrence to \$50,000 per occurrence.

CHANGE REQUESTS

It is important for the declared property values to be accurate as the policy contains a margin clause that limits the maximum payable to 115% of your declared building and contents values. The premium(s) per the policy documents, your contribution to the HSC Claims Trust Fund, and taxes is based on the underwriting information on file. If you require any changes to the policy documents, please contact Marsh at:

Tel: 1-888-768-9887 Email hscorp.service@marsh.com Fax: 1-416-815-3541

“NON-CORE” RENEWAL DOCUMENTS

If applicable, “Non-Core” (Automobile, Tankguard, Accidental Death & Dismemberment policies) that renew after November 30th or are not finalized to date will be sent separately. All terms and conditions remain unchanged except as noted in quotes.



CANCELLATION OF COVERAGE

If you do not wish to continue with the HSC Group Insurance Program, to avoid any penalties, please return all renewal documentation, confirming you do not wish to renew, prior to the effective date (**November 1, 2023**). If you advise us after the November 1, 2023 effective date, you will be responsible for the appropriate earned premium, taxes. In addition, the contribution to the HSC Property and Directors & Officers Claims Trust Funds are non-refundable.

On behalf of HSC Insurance Inc. and Marsh, we thank you for your business and your continued support of the HSC Group Insurance Program.

Sincerely yours,

Sarah Baker
Chief Operating Officer
HSC Insurance Inc.

Mindy Tarantelli
Senior Vice President
Marsh Canada Limited



HOW TO REPORT A CLAIM

Claim Type	Contact
Property Claims	1-866-532-7315 (24/7 call centre with the ability to dispatch emergency contractors)
Liability Claims	1-866-532-7315 NewCrawfordClaims@crowco.ca Copy: insurance@hscorp.ca
Directors & Officers & Employment Practices Liability Claims	1-855-627-7454 toronto.claims@marshcanadaclaims.com Copy: insurance@hscorp.ca
Vehicle Claims	1-888-607-9410 newgcsclaims.ca@aviva.com Ensure that you provide your policy number located on your pink insurance slip



Claim Notification Requirements:

There are time sensitive claims reporting requirements, which apply to your insurance coverage. Please take a moment to review this schedule and familiarize yourself with these requirements to avoid complications when reporting claims. Failure to comply with the reporting provisions of the policies could result in the Insurers denying coverage for claims under policy terms and conditions.

Coverage	Notification Requirements
Property	<p>Newly acquired property is subject to a 120 day reporting period from the date of acquisition.</p> <p>Insured must give notice to the Insurer upon becoming aware of the loss and deliver as soon as practicable the Proof of Loss.</p>
Equipment Breakdown Insurance	<p>Newly acquired property is subject to a 90 day reporting period from the date of acquisition.</p>
Commercial General Liability	<p>Insured must give notice to the Insurer upon becoming aware of loss or damage to persons or property.</p> <p>Limited Pollution Liability is subject to a discovery and reporting period of 240 hours.</p> <p>Employee Benefits Liability is claims-made. This means that for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim during the policy period.</p>
Legal Expenses	<p>Claims Made Policy Form</p> <p>This means that in order for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim within 120 days.</p>
Abuse Liability	<p>Insured must give notice to the Insurer upon becoming aware of the loss or any incident that may give rise to a loss under the policy.</p>
Tenant Support and/or Assisted Care Services Errors and Omissions	<p>Not Insured / Coverage Not Purchased</p>
Property Manager's Errors and Omissions	<p>Claims Made Policy Form</p> <p>This means that for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim during the policy period.</p>
Umbrella Liability	<p>Insured must give notice to the Insurer upon becoming aware of the loss or any incident that may give rise to a loss under the policy.</p>



Coverage	Notification Requirements
Crime	Upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim, the Insured must give notice as soon as practicable as well as report the incident to the police if the loss is due to a violation of law.
Directors and Officers Liability Insurance	Claims Made Policy Form This means that for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim during the policy period or the 60 day discovery period.

This explanation of the reporting provisions of your policies has been provided in order to assist you in understanding and complying with the policies' requirements. In the event of a question or disagreement with your insurer concerning interpretation of the policies' reporting requirements as applied to the reporting of a specific claim, loss, occurrence, incident, offence or lawsuit, the actual policy wording, which is the contract between you and the insurer, and not Marsh's or HSC Insurance Inc.'s explanation of that language, will be controlling. Marsh and HSC Insurance Inc., as insurance representatives, do not provide legal advice, and this explanation should not be relied upon as a legal interpretation of the provisions of the policies.



DECLARATION OF INSURANCE

Named Insured: London & Middlesex Community Housing Inc.

Mailing Address: 300 Dufferin Avenue
London, ON N6A 4L9

Insured Location(s): As per the attached Schedule of Insured Locations and Values

Policy No: LHC039

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m.

All times are local time at the Named Insured's postal address shown in this Declaration of Insurance.

The insurance afforded is that defined below or as may hereinafter be amended under the Master Policy. Each section is to be considered as separate insurance fully as if afforded under an entirely separate policy.

Summary of Coverages and Limits of Insurance

PROPERTY

Coverage	Limit of Loss	Deductibles
All Risks of Direct and Physical Loss or Damage including Flood, Earthquake and Sewer Back-up, except as excluded		
Property of Every Description including Gross Rents/Rental Income and Business Interruption (applicable only if values have been declared to the insurer).	Per Building and Contents & Equipment Limit in Schedule of Insured Locations and Values (subject to a margin clause of 115%)	Earthquake for properties valued less than \$3,000,000 3% Minimum \$50,000 Earthquake for all other properties valued equal or more than \$3,000,000 3% Minimum \$100,000 Earthquake for properties located on Cresta Zone 1 (Ottawa, Kingston, Cornwall, Hawkesbury) area 5% Minimum \$250,000 Flood - Same as Property deductible shown in Schedule of Insured Locations and Values Subject to \$25,000 minimum Deductibles are inclusive of claim expenses All other losses as shown in Schedule of Insured Locations and Values
Any one occurrence		
Gross Rentals Indemnity Period	Per Indemnity Period shown in Schedule of Insured Locations and Values	
Business Interruption Indemnity Period	Per Indemnity Period shown in Schedule of Insured Locations and Values	
Condominium Unit Owners Contingent		
Condominium Owners Loss Assessment		
Condominium Unit Improvements and Betterments Coverage		



DECLARATION OF INSURANCE

PROPERTY

Coverage	Limit of Loss	Deductibles
Sub-Limits:		
Earthquake, Annual Aggregate all housing providers combined	\$300,000,000	
Flood, Annual Aggregate all housing providers combined	\$300,000,000	
Extension of Coverage: (The following extensions of coverage does <u>not</u> increase the limit(s) of liability in the policy)	As shown above	
Accounts Receivables	\$5,000,000	
Valuable Papers	\$5,000,000	
Additional Living Expenses		
• Per Unit	\$10,000	
• Per Occurrence (maximum)	\$2,500,000	
Limited Fungi / Spores Extension (Grow Ops Extension) Per Housing Provider		
• Per Occurrence and aggregate	\$250,000	
Resulting Mold, per Endorsement 1		
• Per occurrence and annual aggregate	\$1,000,000	
Automatic Acquisition Clause - subject to reporting within 120 days	\$10,000,000	
Course of Construction	\$500,000	
Debris Removal	\$5,000,000	
Green Building Upgrade - to rebuild/replace with upgrade to "Green" alternatives	Additional 25% of the value of the loss to a maximum of \$2,500,000	
Pre-Existing Green Building Extension - any additional costs and expenses, including "Green" certified Consultants required to maintain or re-attain the same pre-loss "Green Building" designation	Included in Values as reported and shown in the attached Schedule of Insured Locations and Values	
Contamination Clean Up and Removal and Annual Aggregate	\$1,000,000	
Electronic Data Equipment	Included	
Errors and Omissions	\$5,000,000	
Extra Expense	Included	
Contingent Extra Expense	\$1,000,000	
Crisis Management Business Interruption	Excluded	
Fine Arts	Included	
Lawn, Trees and Shrubs	\$100,000	
Master Keys	Included	
Personal Effects		
• Per Employee	\$5,000	
• Per Occurrence	\$25,000	
Professional Fees	\$5,000,000	
Property of Others	Included	
Property in Transit	Included	
Vacancy permission	30 days	

**HOUSING SERVICES CORPORATION
INSURANCE PROGRAM**

Policy No. MCL2082

**EXCESS PROPERTY
EVIDENCE OF INSURANCE**

Evidence of Insurance Number: LHC039

Named Insured: London & Middlesex Community Housing Inc

Mailing Address: 300 Dufferin Avenue
London, ON N6A 4L9

Insured Location(s): As per Schedule of Insured Locations and Values on underlying policy

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m.

All times are local time at the Named Insured's postal address shown in this Evidence of Insurance.

The Insurance afforded is that defined below or as may hereinafter be amended under the Master Policy.

Summary of Coverages and Limits of Insurance

Coverage	Limit of Loss	Deductibles
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SECOND (2nd) EXCESS PROPERTY

All Risk of Direct and Physical Loss or Damage including Flood, Earthquake and Sewer Back-up, except as excluded

Property of Every Description including Gross Rents/Rental Income and Business Interruption (applicable only if values have been declared to the insurer).

Any one Occurrence and annual aggregate for Flood and Earthquake. \$10,000,000

Subject to an Annual Program Aggregate of \$150,000,000 for Flood and Earthquake

In excess of underlying policy No. MCL 2081

SCHEDULE OF UNDERLYING POLICY(IES):

COVERAGE	LIMIT	INSURER	POLICY No.
Primary and First Excess Property Policy	\$25,000,000	Various	MCL2081

TOTAL PREMIUM	\$29,151.83
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This Evidence of Insurance is made and accepted subject to the foregoing stipulations and conditions of the Master Policy number MCL2082 issued by the insurers indicated above to **HOUSING SERVICES CORPORATION AND/OR ALL INSURED HOUSING PROVIDERS NAMED HEREIN AND HEREAFTER CALLED THE INSURED**, copy of which is available at the office of Marsh Canada Limited at Toronto, Ontario. Which is hereby specially referred to and made part of this Evidence of Insurance together with such provision, agreements or conditions, as may be endorsed hereon or added thereto and, no offer, agent or other representative of the Insurers shall have the power to waive or be deemed to have waived any provision or condition of this Evidence of Insurance unless such waiver, if any, shall be written hereon or attached to this Evidence of Insurance nor shall any privilege or permission affecting the insurance under this Evidence of Insurance exist or be claimed by the Insured unless so written or attached.

This Evidence of Insurance is issued as a matter of information only and describes the insurance afforded by the Master Policies as of the date of issuance of this Evidence of Insurance only.

This Evidence of Insurance does not amend, alter or extend the Master Policies and is at all times subject to the terms, conditions, exclusions, limits and sub-limits contained in the Master Policies.

Line of Business	Insurer	Master Policy Number	Participation
Excess property	Intact Insurance Company of Canada	MCL-2082	35.00%
	Liberty Mutual Insurance Company of Canada	MCL-2082	20.00%
	Allied World Specialty Insurance Company	MCL-2082	15.00%
	Allianz Global Risks US Insurance Company	MCL-2082	5.00%
	Echelon Insurance	MCL-2082	15.00%
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL-2082	10.00%

Date Issued: October 13, 2023

187707



DECLARATION OF INSURANCE

EQUIPMENT BREAKDOWN

Coverage	Limit of Loss		Deductibles
Sudden and Accidental Breakdown of Boilers, Pressure Vessels and Electrical and Mechanical Machines excluding Production Machines			
Combined direct Damage and Business Interruption (Gross Rents, Profits as per Values declared and Extra Expense)	\$50,000,000 Any one Accident	As shown in Schedule of Insured Locations and Values 24 hours 96 hours	Direct Damage Waiting Period, Business Interruption Course of Construction (Delayed Start Up) Indemnity Period - as shown in Schedule of Insured Locations and Values
Business Interruption - Loss of Rental Income			
Expediting Expenses	Included		
By-Laws including Additional Time Required to Repair	Included		
Denial of Access	8 Weeks		
Professional Fees	Included		
Sub-Limits:			
Extra Expense	\$1,000,000		
Hazardous Substances	\$1,000,000		
Water Damage	\$1,000,000		
Ammonia Contamination	\$1,000,000		
Data Restoration	\$50,000		
Spoilage	\$50,000		
Course of Construction	\$5,000,000		
Errors and Omissions	\$5,000,000		

COMMERCIAL GENERAL LIABILITY

Coverage	Limit of Loss		Deductibles
Bodily Injury, Personal Injury and Property Damage, Products and Completed Operations, Each Accident or Occurrence	\$2,000,000	\$25,000	Bodily Injury and Property Damage
Annual Aggregate Products and Completed Operations	\$2,000,000		
• Annual General Aggregate less than 500 units	\$15,000,000		
• Annual General Aggregate more than 500 units	\$30,000,000		
Sub-Limits:			
Medical Payments, Any one Person, Any one Accident	\$2,000,000		
Employee Benefits Liability, Each Occurrence and Annual Aggregate (Claims Made)	\$2,000,000	\$2,500	
Tenants' Legal Liability, any one Occurrence	\$2,000,000	\$25,000	
Non-Owned Automobile Liability, any one Occurrence	\$2,000,000	\$1,000	
Advertising Liability, any one Occurrence	\$2,000,000		
Elevator Collision	\$2,000,000		
Forest Fire Fighting Expenses, any one Occurrence	\$2,000,000	\$25,000	
Legal Liability for Damage to Hired Automobiles - SEF#94, All Perils	\$100,000	\$1,000	
Sudden and Accidental Pollution Liability (240 Hours Discovery/Reporting)	Included		



DECLARATION OF INSURANCE

COMMERCIAL GENERAL LIABILITY

Coverage	Limit of Loss		Deductibles
Mould - Limited Fungi or Spores Coverage			
• Any one Accident or Occurrence	\$100,000		
• Annual Aggregate	\$250,000		
Non Municipal Water Supply Endorsement	Not Insured		
Legal Expenses (Claims Made)	Per Claim	\$250,000	\$2,500
	Annual Aggregate	\$500,000	
Fumigation and Extermination Operations Liability	\$2,000,000		
Abuse Limitation Endorsement			
• Any one Accident or Occurrence and Annual Aggregate	\$2,000,000		20% of loss, minimum of \$5,000
Tenant Support and/or Assisted Care Services Errors and Omissions Endorsement - Claims Made			
Any one Claim and Annual Aggregate	Not Insured		
Property Managers' Errors and Omissions Endorsement - Claims Made			
Any one Claim and Annual Aggregate	\$2,000,000		\$5,000

UMBRELLA LIABILITY

Coverage	Limit of Loss		Deductibles
Personal Injury, Property Damage, Products and Completed Operations, Non-Owned Automobile, Tenants' Legal Liability, Each Accident and Occurrence	\$3,000,000	\$10,000	Self Insured Retention
Annual Aggregate Products and Completed Operations	\$3,000,000		
Annual General Aggregate	\$15,000,000		
Umbrella Exclusions:			
• Abuse Liability Exclusions			
• Pollution Liability Exclusions			
• Professional Liability Exclusions			
• Employee Benefits Exclusion			
• Employers Liability Exclusion			

**HOUSING SERVICES CORPORATION
INSURANCE PROGRAM**

Policy No. 8622006

**EXCESS UMBRELLA LIABILITY
EVIDENCE OF INSURANCE**

Evidence of Insurance Number : LHC039

Named Insured: London & Middlesex Community Housing

Mailing Address: 300 Dufferin Avenue
London, N6A 4L9

Insured Location(s): As per Schedule of Insured Locations and Values on underlying policy

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m.

All times are local time at the Named Insured’s postal address shown in this Evidence of Insurance.

The Insurance afforded is that defined below or as may hereinafter be amended under the Master Policy.

Summary of Coverages and Limits of Insurance

Coverage	Limit of Loss	Deductibles
EXCESS UMBRELLA LIABILITY		
All Risk of Direct and Physical Loss or Damage including Flood, Earthquake and Sewer Back-up, except as excluded		
Personal Injury, Property Damage, Products and Completed Operations, Non-Owned Automobile, Tenants’ Legal Liability, Each Occurrence	\$5,000,000	
Property Managers Errors & Omissions – Each Claim	Not Insured	
Annual General Aggregate	\$5,000,000	
	In excess of underlying policy No. MCL 2083	
Self-Insured Retention – only for losses not covered by underlying policies		\$10,000 each occurrence

SCHEDULE OF UNDERLYING POLICY(IES):

COVERAGE	LIMIT	INSURER	POLICY No.
Primary Umbrella Policy	\$3,000,000	AXA XL Specialty Insurance Company	MCL2083
Excess of General Liability	\$2,000,000	AXA XL Specialty Insurance Company	MCL2083
Excess of Automobile Liability	Not Insured		
Property Managers Errors & Omissions	\$5,000,000	AXA XL Specialty Insurance Company	MCL2083

Line of Business	Insurer	Master Policy Number	Participation	Premium
Excess Umbrella	Zurich Insurance Company Ltd.	8622006	100.00%	
TOTAL PREMIUM				\$35,292.35

Additional Details: N/A

This Evidence of Insurance is made and accepted subject to the foregoing stipulations and conditions of the Master Policy number 8622006 issued by the insurers indicated above to **HOUSING SERVICES CORPORATION AND/OR ALL INSURED HOUSING PROVIDERS NAMED HEREIN AND HEREAFTER CALLED THE INSURED**, copy of which is available at the office of Marsh Canada Limited at Toronto, Ontario. Which is hereby specially referred to and made part of this Evidence of Insurance together with such provision, agreements or conditions, as may be endorsed hereon or added thereto and, no offer, agent or other representative of the Insurers shall have the power to waive or be deemed to have waived any provision or condition of this Evidence of Insurance unless such waiver, if any, shall be written hereon or attached to this Evidence of Insurance nor shall any privilege or permission affecting the insurance under this Evidence of Insurance exist or be claimed by the Insured unless so written or attached.

This Evidence of Insurance is issued as a matter of information only and describes the insurance afforded by the Master Policies as of the date of issuance of this Evidence of Insurance only.

This Evidence of Insurance does not amend, alter or extend the Master Policies and is at all times subject to the terms, conditions, exclusions, limits and sub-limits contained in the Master Policies.

Date Issued: October 13, 2023

187707



DECLARATION OF INSURANCE

CRIME

Coverage	Limit of Loss	Deductibles
Employee Dishonesty (Form A)	\$250,000	NIL
Loss of Money Inside Premises	\$25,000	NIL
• Sub limit for Cheques	\$50,000	NIL
Loss of Money Outside Premises	\$25,000	NIL
• Sub limit for Cheques	\$50,000	NIL
Money Order and Counterfeit Currency	\$25,000	NIL
Depositors Forgery	\$250,000	NIL
Third Party Computer Theft, Fund Transfer, or Toll Fraud	\$250,000	NIL

DIRECTORS AND OFFICERS LIABILITY

Coverage	Limit of Loss	Deductibles
Directors and Officers Liability , Including Employment Practices Liability	\$2,000,000 for all Claims	\$100,000 for each Claim, except: NIL for each non-indemnifiable Claim against an Insured Persons
CyberRisk	\$200,000 for all Claims	\$1,000 Each Claim against Insured Persons
Program Aggregate Limit	\$10,000,000 Aggregate, for all housing providers combined, for all Claims or First Party Loss under Directors and Officers, Employment Practices Liability and CyberRisk	



DECLARATION OF INSURANCE

Line of Business	Insurer	Master Policy Number	Participation	Premium	
Property - Primary \$10,000,000	Lloyd's Syndicates various	MCL-2081	58.00%	\$143,833.27	
	XL Specialty Insurance Company, Canadian Branch	MCL-2081	12.50%	\$23,803.75	
	Aviva Insurance Company of Canada	MCL-2081	12.50%	\$21,112.70	
	Allianz Global Risks US Insurance Company	MCL-2081	7.00%	\$12,411.64	
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL-2081	10.00%	\$17,623.09	
Property - Excess Layer \$15,000,000 of \$10,000,000	Northbridge General Insurance Company	MCL-2081	37.50%	\$9,248.83	
	XL Specialty Insurance Company, Canadian Branch	MCL-2081	12.50%	\$3,083.11	
	Aviva Insurance Company of Canada	MCL-2081	15.00%	\$3,137.85	
	Intact Insurance Company	MCL-2081	10.00%	\$3,291.11	
	National Liability & Fire Insurance Company (Berkshire Hathaway)	MCL-2081	15.00%	\$4,198.23	
Property - Second Excess Layer \$50,000,000 of \$25,000,000	Allied World Specialty Insurance Company	MCL-2081	10.00%	\$2,500.10	
	Liberty Mutual Insurance Company	MCL-2082	20.00%	\$6,136.46	
	Allianz Global Risks US Insurance Company	MCL-2082	5.00%	\$1,351.77	
	Allied World Specialty Insurance Company	MCL-2082	15.00%	\$3,973.39	
	Intact Insurance Company	MCL-2082	35.00%	\$11,460.46	
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL-2082	10.00%	\$2,856.88	
Property - Third Excess Layer \$50,000,000 of \$75,000,000	Echelon Insurance	MCL-2082	15.00%	\$3,372.87	
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL - 3139	10.00%	Not Insured	
	Allianz Global Risks US Insurance Company	MCL - 3139	5.00%	Not Insured	
	Definity Insurance Company	MCL - 3139	5.00%	Not Insured	
	Intact Insurance Company	MCL - 3139	40.00%	Not Insured	
	Liberty Mutual Insurance Company	MCL - 3139	35.00%	Not Insured	
Property - Fourth Excess Layer \$25,000,000 of \$125,000,000	Echelon Insurance	MCL - 3139	5.00%	Not Insured	
	Intact Insurance Company	MCL - 3140	100.00%	Not Insured	
	Equipment Breakdown	Boiler and Inspection Insurance Company	00001619	100.00%	\$9,318.39
	Commercial General Liability	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$146,752.31
	Abuse Liability Endorsement	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$3,118.31
Non Municipal Water Supply Liability Endorsement	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	Not Insured	
Tenant Support and/or Assisted Care Services Errors and Omissions	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	Not Insured	
Property Managers Errors and Omissions	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$794.60	
Umbrella Liability	AXA XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$7,919.06	
Excess Umbrella Liability	Zurich Insurance Company Ltd.	8622006	100.00%	\$35,292.35	
Crime	AXA XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$7,131.99	
Directors' and Officers' Liability Cyber Liability	Travelers Insurance Company of Canada	1009477 1000007557	100.00%	\$19,382.79	
Excess Directors' and Officers' Liability	HDI Global Specialty SE	CC0028621000	100.00%	Not Insured	
SUBTOTAL OF CORE INSURANCE PREMIUM NOT INCL APPLICABLE TAXES OR "NON-CORE" INSURANCE PREMIUM				As per invoice	



DECLARATION OF INSURANCE

This Declaration of Insurance is made and accepted subject to the foregoing stipulations and conditions of the Master Policies number: Property Master Policy Number MCL-2081, Excess Property Master Policy Number MCL-2081, Second Excess Master Property Policy Number MCL-2082, Third Excess Master Policy Number MCL-3139, Fourth Excess Master Policy Number MCL-3140, Comprehensive General Liability Master Policy Number MCL-2083, Umbrella Master Policy Number MCL-2083, Excess Umbrella Master Policy Number 8622006, Equipment Breakdown Master Policy Number 00001619, Directors and Officers Liability Master Policy Number 1009477, Directors and Officers Excess Liability Master Policy Number CC0028621000.

HOUSING SERVICES CORPORATION AND/OR ALL INSURED HOUSING PROVIDERS NAMED HEREIN AND HEREAFTER CALLED THE INSURED, copy of which is available at the office of Marsh Canada Limited at Toronto, Ontario. Which is hereby specially referred to and made part of this Declaration of Insurance together with such provision, agreements or conditions, as may be endorsed hereon or added thereto and, no offer, agent or other representative of the Insurers shall have the power to waive or be deemed to have waived any provision or condition of this Declaration of Insurance unless such waiver, if any, shall be written hereon or attached to this Declaration of Insurance nor shall any privilege or permission affecting the insurance under this Declaration of Insurance exist or be claimed by the Insured unless so written or attached.

This Declaration of Insurance is issued as a matter of information only and describes the insurance afforded by the Master Policies as of the date of issuance of this Declaration of Insurance only.

This Declaration of Insurance does not amend, alter or extend the Master Policies and is at all times subject to the terms, conditions, exclusions, limits and sub-limits contained in the Master Policies.

IN WITNESS WHEREOF the Insurer has caused the Master Policies to be signed by their duly authorized officer but this Declaration of Insurance shall not be valid unless signed by:

Signed on behalf of insurers:

Per:

Marsh Canada Limited

Date Issued: October 13, 2023



Transparency and Privacy Compliance Consent Form

BETWEEN: HSC INSURANCE INC. (“HSCI”)

AND: London & Middlesex Community Housing Inc. (the “Client” or “you”)

A. HSCI PRIVACY COMPLIANCE

The Client consents to Housing Services Corporation and HSCI collecting, using and disclosing all information about the Client arising out of the HSC Group Insurance Program for the purposes outlined in this paragraph and as required or permitted pursuant to applicable law. The information will be shared with current and proposed brokers and underwriters to the HSC Group Insurance Program. It will also be shared on a confidential basis, with the Client’s municipal and/or dssab service manager(s) and used for risk management, service standards, new offerings, and sector or governmental analysis and compilation. Housing Services Corporation and HSCI may also use this information for purposes related to their respective current and future projects including, but not limited to, social housing sector research or policy development and marketing purposes.

B. COMMISSION DISCLOSURE

Commissions:

For your benefit, we have listed below the insurers providing coverage and have included the range of compensation that HSCI and Marsh Canada Limited receives as a percentage of your overall premium that appears on your invoice.

Line of Coverage	Limits / Layers	Insurance Company / Issuing Paper	Commission ¹
Property - All Risks	Primary \$10,000,000	Lloyd's Underwriters (Various)	12.70%
Property - All Risks	Primary \$10,000,000	XL Specialty Insurance Company, Canadian Branch	12.70%
Property - All Risks	Primary \$10,000,000	Aviva Insurance Company of Canada	12.70%
Property - All Risks	Primary \$10,000,000	Allianz Global Risks US Insurance Company	12.70%
Property - All Risks	Primary \$10,000,000	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Northbridge General Insurance Corporation	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	XL Specialty Insurance Company, Canadian Branch	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Aviva Insurance Company of Canada	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Intact Insurance Company	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Berkshire Hathaway Specialty Insurance	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Allied World Specialty Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Liberty Mutual Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Intact Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Allied World Specialty Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Allianz Global Risks US Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Echelon Insurance	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	12.70%
3 rd Excess Property	Not Insured	Intact Insurance Company	12.70%
3 rd Excess Property	Not Insured	Liberty Mutual Insurance Company	12.70%



Transparency and Privacy Compliance Consent Form

Line of Coverage	Limits / Layers	Insurance Company / Issuing Paper	Commission ¹
3 rd Excess Property	Not Insured	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	12.70%
3 rd Excess Property	Not Insured	Allianz Global Risks US Insurance Company	12.70%
3 rd Excess Property	Not Insured	Definity Insurance Company	12.70%
3 rd Excess Property	Not Insured	Echelon Insurance	12.70%
4 th Excess Property	Not Insured	Intact Insurance Company	12.70%
Equipment Breakdown	\$50,000,000	Boiler Inspection and Insurance Company	12.78%
General Liability	\$2,000,000	XL Specialty Insurance Company, Canadian Branch	12.78%
Umbrella	\$3,000,000	XL Specialty Insurance Company, Canadian Branch	12.78%
Excess Umbrella Liability	\$5,000,000	Zurich Insurance Company Ltd.	12.78%
Crime	\$250,000	XL Specialty Insurance Company, Canadian Branch.	12.78%
Directors and Officers Liability	\$2,000,000	Travelers Insurance Company of Canada	12.78%
Excess Directors & Officers	Not Insured	HDI Global Specialty SE	12.78%

¹ Commissions are shared between HSCI and Marsh Canada Limited.

This commission percentage is paid annually for both new business and renewals. Should there be an increase in the commission schedule that HSCI receives, or, any other material change that affects compensation arrangements, we will notify you.

Note that a commission percentage is not applied to your Property Claims Trust Fund and D&O Claims Trust Fund contributions

Additional Notes:

HSCI Role

HSCI is serving as your retail broker in placing your insurance coverage(s) referenced above.

HSCI Transparency

HSCI is a fully owned subsidiary of Housing Services Corporation.

C. CLIENT CONSENT

By making any payment on any invoice enclosed with this letter you are consenting to the statements above.

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0001) -

Location Address 349 Wharncliffe Road
London, ON N6G 1E5

Location Details Non-Combustible **# of Units:** 145 **Building:** \$25,183,000 **Equipment & Contents:** \$237,330 **Rental Income:** \$464,718 **Additional Business Income:** \$550
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0002) -

Location Address 30 Baseline Road West
London, ON N6J 1V3

Location Details Non-Combustible **# of Units:** 251 **Building:** \$43,257,237 **Equipment & Contents:** \$406,638 **Rental Income:** \$1,343,039 **Additional Business Income:** \$9,127
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0003) -

Location Address 170 Kent Street
London, ON N6A 1L4

Location Details Non-Combustible **# of Units:** 212 **Building:** \$41,293,000 **Equipment & Contents:** \$490,576 **Rental Income:** \$973,612 **Additional Business Income:** \$897
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
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Location Name (0004) -

Location Address 200 Berkshire Drive
London, ON N6J 3R9

Location Details Non-Combustible **# of Units:** 89 **Building:** \$16,852,647 **Equipment & Contents:** \$166,777 **Rental Income:** \$322,913 **Additional Business Income:** \$690

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0005) -

Location Address 39 Tecumseh Avenue East
London, ON N6C 1R5

Location Details Masonry **# of Units:** 38 **Building:** \$5,678,417 **Equipment & Contents:** \$78,174 **Rental Income:** \$101,535 **Additional Business Income:** \$18

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0006) -

Location Address 1194 Commissioners Road
London, ON N6K 1C8

Location Details Non-Combustible **# of Units:** 126 **Building:** \$22,615,292 **Equipment & Contents:** \$218,183 **Rental Income:** \$723,431 **Additional Business Income:** \$1,149

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
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Location Name (0007) -
Location Address 304 Oxford Street West
 London, ON N6H 1T1
Location Details Non-Combustible **# of Units:** 109 **Building:** \$18,935,102 **Equipment & Contents:** \$184,672 **Rental Income:** \$377,012 **Additional Business Income:** \$434
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0008) -
Location Address 345 Wharncliffe Road
 London, ON N6G 2V3
Location Details Non-Combustible **# of Units:** 145 **Building:** \$25,183,000 **Equipment & Contents:** \$230,180 **Rental Income:** \$553,922 **Additional Business Income:** \$550
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0009) -
Location Address 632 Hale Street
 London, ON N5W 1H5
Location Details Non-Combustible **# of Units:** 146 **Building:** \$25,541,168 **Equipment & Contents:** \$237,658 **Rental Income:** \$814,970 **Additional Business Income:** \$5,691
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0010) -

Location Address 872 William Street
London, ON N5Y 2S4

Location Details Non-Combustible **# of Units:** 70 **Building:** \$12,598,957 **Equipment & Contents:** \$143,630 **Rental Income:** \$195,760 **Additional Business Income:** \$172
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0011) -

Location Address 580 Dundas Street
London, ON N6W 1W9

Location Details Non-Combustible **# of Units:** 151 **Building:** \$22,941,962 **Equipment & Contents:** \$257,563 **Rental Income:** \$403,446 **Additional Business Income:** \$29,800
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0012) -

Location Address 136 Albert Street
London, ON N6A 1M2

Location Details Non-Combustible **# of Units:** 82 **Building:** \$15,625,646 **Equipment & Contents:** \$164,026 **Rental Income:** \$239,094 **Additional Business Income:** \$7,895
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0013) -

Location Address 49 Bella Street
Strathroy, ON N7G 3W5

Location Details Frame/Brick Veneer # of Units: 51 **Building:** \$7,413,877 **Equipment & Contents:** \$12,125 **Rental Income:** \$211,464 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0014) -

Location Address 125 Head Street
Strathroy, ON N7G 3K6

Location Details Frame/Brick Veneer # of Units: 25 **Building:** \$3,616,450 **Equipment & Contents:** \$10,445 **Rental Income:** \$124,002 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0015) -

Location Address 249 Ellen Street
Parkhill, ON N0M 2K0

Location Details Frame/Brick Veneer # of Units: 10 **Building:** \$1,597,898 **Equipment & Contents:** \$13,295 **Rental Income:** \$54,417 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0016) -

Location Address 10 York Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer # of Units: 10 Building: \$1,732,371 Equipment & Contents: \$10,345 Rental Income: \$35,306 Additional Business Income: \$0

Condo Unit Owners Contingent: Not Insured Condo Owners Loss Assessment: Not Insured Condo Improvements and Betterments: Not Insured

Deductibles Property \$50,000 Equipment Breakdown \$50,000 General Liability \$25,000 Indemnity Period: 12 months

Credits Deductible: Smoke Free Building: No Entire Building Outfitted with Safe-T Elements: Yes Mandatory Tenants Insurance: No Tenants Insurance Monitored for Compliance: No

Location Name (0017) -

Location Address 157 Simpson Street
Glencoe, ON N0L 1M0

Location Details Frame/Brick Veneer # of Units: 21 Building: \$3,215,146 Equipment & Contents: \$16,620 Rental Income: \$61,640 Additional Business Income: \$0

Condo Unit Owners Contingent: Not Insured Condo Owners Loss Assessment: Not Insured Condo Improvements and Betterments: Not Insured

Deductibles Property \$50,000 Equipment Breakdown \$50,000 General Liability \$25,000 Indemnity Period: 12 months

Credits Deductible: Smoke Free Building: No Entire Building Outfitted with Safe-T Elements: Yes Mandatory Tenants Insurance: No Tenants Insurance Monitored for Compliance: No

Location Name (0018) -

Location Address 2061 Dorchester Road
Dorchester, ON N0L 1G2

Location Details Masonry # of Units: 16 Building: \$3,182,300 Equipment & Contents: \$35,818 Rental Income: \$77,172 Additional Business Income: \$0

Condo Unit Owners Contingent: Not Insured Condo Owners Loss Assessment: Not Insured Condo Improvements and Betterments: Not Insured

Deductibles Property \$50,000 Equipment Breakdown \$50,000 General Liability \$25,000 Indemnity Period: 12 months

Credits Deductible: Smoke Free Building: No Entire Building Outfitted with Safe-T Elements: Yes Mandatory Tenants Insurance: No Tenants Insurance Monitored for Compliance: No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0019) -

Location Address 1481 Limberlost Road
London, ON N6G 2C7

Location Details Frame/Brick Veneer # of Units: 160 **Building:** \$41,673,322 **Equipment & Contents:** \$622,250 **Rental Income:** \$821,690 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0020) -

Location Address 961-1183 Huron Street
London, ON N5Y 4K5

Location Details Frame/Brick Veneer # of Units: 110 **Building:** \$21,948,458 **Equipment & Contents:** \$434,250 **Rental Income:** \$536,186 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0021) -

Location Address 160-430 Boullee Street
London, ON N5Y 1V1

Location Details Frame/Brick Veneer # of Units: 136 **Building:** \$37,868,578 **Equipment & Contents:** \$536,450 **Rental Income:** \$837,710 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m.**Expiry Date:** November 1, 2024 12:01 a.m.Declaration of
Insurance No. 187707 - LHC039**Location Name** (0022) -**Location Address** 1-34 Barberry Court
London, ON N5Z 3C4**Location Details** Frame/Brick Veneer # of Units: 34 **Building:** \$7,656,643 **Equipment & Contents:** \$125,800 **Rental Income:** \$181,270 **Additional Business Income:** \$0**Condo Unit Owners Contingent:** Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured**Deductibles** **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months**Deductible:****Deductible:****Deductible:****Credits** **Smoke Free Building:** No**Entire Building Outfitted with Safe-T Elements:** Yes**Mandatory Tenants Insurance:** No**Tenants Insurance Monitored for Compliance:** No**Location Name** (0023) -**Location Address** 35-48 Ivy Court
London, ON N5Z 3B3**Location Details** Frame/Brick Veneer # of Units: 14 **Building:** \$5,669,961 **Equipment & Contents:** \$69,600 **Rental Income:** \$82,725 **Additional Business Income:** \$0**Condo Unit Owners Contingent:** Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured**Deductibles** **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months**Deductible:****Deductible:****Deductible:****Credits** **Smoke Free Building:** No**Entire Building Outfitted with Safe-T Elements:** Yes**Mandatory Tenants Insurance:** No**Tenants Insurance Monitored for Compliance:** No**Location Name** (0024) -**Location Address** 49-81 Vinewood Court
London, ON N5Z 3C5**Location Details** Frame/Brick Veneer # of Units: 33 **Building:** \$6,235,819 **Equipment & Contents:** \$122,100 **Rental Income:** \$167,782 **Additional Business Income:** \$0**Condo Unit Owners Contingent:** Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured**Deductibles** **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months**Deductible:****Deductible:****Deductible:****Credits** **Smoke Free Building:** No**Entire Building Outfitted with Safe-T Elements:** Yes**Mandatory Tenants Insurance:** No**Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0025) -

Location Address 82-100 Primrose Court
London, ON N5Z 3C6

Location Details Frame/Brick Veneer **# of Units:** 19 **Building:** \$4,280,845 **Equipment & Contents:** \$101,600 **Rental Income:** \$120,016 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0026) -

Location Address 370 Pond Mills Road
London, ON N5Z 3X6

Location Details Frame/Brick Veneer **# of Units:** 81 **Building:** \$19,995,435 **Equipment & Contents:** \$324,350 **Rental Income:** \$434,903 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0027) -

Location Address 931 -1225 Southdale Road
London, ON N6E 1R7

Location Details Frame/Brick Veneer **# of Units:** 138 **Building:** \$40,057,212 **Equipment & Contents:** \$539,100 **Rental Income:** \$621,147 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0028) -

Location Address 243-345 Marconi Blvd
London, ON N5V 1A6

Location Details Frame/Brick Veneer # of Units: 51 **Building:** \$13,791,974 **Equipment & Contents:** \$194,900 **Rental Income:** \$316,744 **Additional Business Income:** \$2,918

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0029) -

Location Address 152-218 Marconi Blvd
London, ON N5V 1A5

Location Details Frame/Brick Veneer # of Units: 34 **Building:** \$24,024,571 **Equipment & Contents:** \$149,050 **Rental Income:** \$248,751 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0030) -

Location Address 25, 45, 94 Court Lane
London, ON N5W 5M6

Location Details Frame/Brick Veneer # of Units: 3 **Building:** \$871,226 **Equipment & Contents:** \$11,100 **Rental Income:** \$18,724 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0031) -

Location Address 120 Tweedsmuir Avenue
London, ON N5W 5M3

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$308,783 **Equipment & Contents:** \$3,700 **Rental Income:** \$12,464 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0032) -

Location Address 240 Atkinson Blvd
London, ON N5W 4Z6

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$292,035 **Equipment & Contents:** \$3,700 **Rental Income:** \$12,360 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0033) -

Location Address 358 Regal Drive
London, ON N5Y 1J4

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$363,905 **Equipment & Contents:** \$3,700 **Rental Income:** \$2,340 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0034) -

Location Address 201 Fairway Avenue
London, ON N5W 1J2

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$277,075 **Equipment & Contents:** \$3,700 **Rental Income:** \$12,324 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0035) -

Location Address 1487, 1489, 1495, 1497 Perth Avenue
London, ON N5V 2M6

Location Details Frame/Brick Veneer **# of Units:** 4 **Building:** \$1,287,164 **Equipment & Contents:** \$14,800 **Rental Income:** \$30,036 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0036) -

Location Address 205 Cairn Avenue
London, ON N5Z 3W6

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$333,986 **Equipment & Contents:** \$3,700 **Rental Income:** \$6,029 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m.

Expiry Date: November 1, 2024 12:01 a.m.

Declaration of Insurance No. 187707 - LHC039

Location Name (0037) -

Location Address 28 Cornish Street
London, ON N5W 4M3

Location Details Frame/Brick Veneer # of Units: 1 **Building:** \$296,425 **Equipment & Contents:** \$3,700 **Rental Income:** \$11,628 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0038) -

Location Address 193 Burnside Drive
London, ON N5V 1B8

Location Details Frame/Brick Veneer # of Units: 1 **Building:** \$320,653 **Equipment & Contents:** \$3,700 **Rental Income:** \$10,679 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0039) -

Location Address 7 & 9 Tucker Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer # of Units: 2 **Building:** \$574,151 **Equipment & Contents:** \$7,400 **Rental Income:** \$4,713 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0040) -

Location Address 28, 30 York Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer **# of Units:** 2 **Building:** \$574,151 **Equipment & Contents:** \$7,400 **Rental Income:** \$12,670 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0041) -

Location Address 23, 25 Broadway Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer **# of Units:** 2 **Building:** \$574,151 **Equipment & Contents:** \$7,400 **Rental Income:** \$11,256 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0042) -

Location Address 346-350 Penny Lane & 351-373 Penny Lane (N7G 3P7)
Strathroy, ON N7G 3P6

Location Details Frame/Brick Veneer **# of Units:** 20 **Building:** \$6,509,805 **Equipment & Contents:** \$0 **Rental Income:** \$81,623 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0043) -
Location Address 85 Walnut Street
 London, ON N6H 4P3
Location Details Non-Combustible **# of Units:** 232 **Building:** \$43,316,000 **Equipment & Contents:** \$384,271 **Rental Income:** \$1,007,716 **Additional Business Income:** \$912
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0044) -
Location Address 241 Simcoe Street
 London, ON N6B 3L4
Location Details Non-Combustible **# of Units:** 217 **Building:** \$37,498,000 **Equipment & Contents:** \$362,206 **Rental Income:** \$607,962 **Additional Business Income:** \$90,275
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0045) -
Location Address 202 McNay Street
 London, ON N5Y 4X1
Location Details Non-Combustible **# of Units:** 252 **Building:** \$42,057,000 **Equipment & Contents:** \$408,191 **Rental Income:** \$1,127,686 **Additional Business Income:** \$14,076
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0047) -
Location Address 551-605 Millbank Drive
 London, ON N6E 1R7
Location Details Frame/Brick Veneer **# of Units:** 28 **Building:** \$4,167,348 **Equipment & Contents:** \$103,600 **Rental Income:** \$152,416 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0048) - Office
Location Address 1299 Oxford Street East
 London, ON N5Y 4W5
Location Details Non-Combustible **# of Units:** 1 **Building:** \$0 **Equipment & Contents:** \$740,050 **Rental Income:** \$0 **Additional Business Income:** \$222,052
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name
Location Address
Location Details **# of Units:** **Building:** **Equipment & Contents:** **Rental Income:** **Additional Business Income:**
Condo Unit Owners Contingent: **Condo Owners Loss Assessment:** **Condo Improvements and Betterments:**
Deductibles **Property** **Equipment Breakdown** **General Liability** **Indemnity Period:**
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** **Entire Building Outfitted with Safe-T Elements:** **Mandatory Tenants Insurance:** **Tenants Insurance Monitored for Compliance:**

SCHEDULE OF ADDITIONAL INTERESTS

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. **Policy No:** 187707 - LHC039

Insured Location 1299 Oxford Street East
London, ON N5Y 4W5

Additional Interest Name Westdell Corp.
Address: 782 Richmond Street
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:
Evidence of Insurance

Insured Location Credit Agreement CMHC File No. 6280559
NA, ON NA

Additional Interest Name Canada Mortgage and Housing Corporation (CMHC)
Address: 300-100 Sheppard Avenue East
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:
Credit Agreement CMHC File No. 6280559

Insured Location

Additional Interest Name
Address:
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:

Insured Location

Additional Interest Name
Address:
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:



Jason Wills
London & Middlesex Community Housing Inc .
300 Dufferin Avenue,
London, ON N6A 4L9



October 13, 2023

**Subject: HSC Group Insurance Program, November 1st, 2023-2024
Policy No: 187707-LHC039**

Dear Jason Wills,

Thank you for participating in the HSC Group Insurance Program, Ontario's group insurance program for the social housing sector. We are pleased to provide you with your renewal documents and invoice for the November 1, 2023/2024 policy term. **It is important that you review this letter and the enclosed documents immediately following receipt to confirm that the information is complete and accurate.**

Please note that Certificates of Insurance to Additional Interests will be emailed to you for your distribution to your certificate holders prior to November 1st. Kindly refer to the Schedule of Additional Interests for the list of Third Party certificate holders.

HSC RISK RATING

Each program participant is assigned a Risk Rating. The Risk Rating is designed to help providers understand how their risk would be perceived by the insurance market. The rating considers the frequency and severity of individual provider claims. Ratings are assigned on a scale of 1 (low risk) to 6 (high risk). Your rating is located in the top righthand corner of this document. The ratings offer providers an opportunity to improve their risk profile where warranted. We would encourage you to review your rating and visit our website for more information at <https://hscorp.ca/services/insurance/> or contact us to learn more at insurance@hscorp.ca.

PROPERTY DEDUCTIBLES

The minimum stream A property deductible has increased from \$10,000 per occurrence to \$25,000 per occurrence. The property deductible for condos has increased to \$10,000 per occurrence. The minimum stream B property deductible has increased from \$25,000 per occurrence to \$50,000 per occurrence.

CHANGE REQUESTS

It is important for the declared property values to be accurate as the policy contains a margin clause that limits the maximum payable to 115% of your declared building and contents values. The premium(s) per the policy documents, your contribution to the HSC Claims Trust Fund, and taxes is based on the underwriting information on file. If you require any changes to the policy documents, please contact Marsh at:

Tel: 1-888-768-9887 Email hscorp.service@marsh.com Fax: 1-416-815-3541

“NON-CORE” RENEWAL DOCUMENTS

If applicable, “Non-Core” (Automobile, Tankguard, Accidental Death & Dismemberment policies) that renew after November 30th or are not finalized to date will be sent separately. All terms and conditions remain unchanged except as noted in quotes.



CANCELLATION OF COVERAGE

If you do not wish to continue with the HSC Group Insurance Program, to avoid any penalties, please return all renewal documentation, confirming you do not wish to renew, prior to the effective date (**November 1, 2023**). If you advise us after the November 1, 2023 effective date, you will be responsible for the appropriate earned premium, taxes. In addition, the contribution to the HSC Property and Directors & Officers Claims Trust Funds are non-refundable.

On behalf of HSC Insurance Inc. and Marsh, we thank you for your business and your continued support of the HSC Group Insurance Program.

Sincerely yours,

Sarah Baker
Chief Operating Officer
HSC Insurance Inc.

Mindy Tarantelli
Senior Vice President
Marsh Canada Limited



HOW TO REPORT A CLAIM

Claim Type	Contact
Property Claims	1-866-532-7315 (24/7 call centre with the ability to dispatch emergency contractors)
Liability Claims	1-866-532-7315 NewCrawfordClaims@crowco.ca Copy: insurance@hscorp.ca
Directors & Officers & Employment Practices Liability Claims	1-855-627-7454 toronto.claims@marshcanadaclaims.com Copy: insurance@hscorp.ca
Vehicle Claims	1-888-607-9410 newgcsclaims.ca@aviva.com Ensure that you provide your policy number located on your pink insurance slip



Claim Notification Requirements:

There are time sensitive claims reporting requirements, which apply to your insurance coverage. Please take a moment to review this schedule and familiarize yourself with these requirements to avoid complications when reporting claims. Failure to comply with the reporting provisions of the policies could result in the Insurers denying coverage for claims under policy terms and conditions.

Coverage	Notification Requirements
Property	<p>Newly acquired property is subject to a 120 day reporting period from the date of acquisition.</p> <p>Insured must give notice to the Insurer upon becoming aware of the loss and deliver as soon as practicable the Proof of Loss.</p>
Equipment Breakdown Insurance	<p>Newly acquired property is subject to a 90 day reporting period from the date of acquisition.</p>
Commercial General Liability	<p>Insured must give notice to the Insurer upon becoming aware of loss or damage to persons or property.</p> <p>Limited Pollution Liability is subject to a discovery and reporting period of 240 hours.</p> <p>Employee Benefits Liability is claims-made. This means that for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim during the policy period.</p>
Legal Expenses	<p>Claims Made Policy Form</p> <p>This means that in order for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim within 120 days.</p>
Abuse Liability	<p>Insured must give notice to the Insurer upon becoming aware of the loss or any incident that may give rise to a loss under the policy.</p>
Tenant Support and/or Assisted Care Services Errors and Omissions	<p>Not Insured / Coverage Not Purchased</p>
Property Manager's Errors and Omissions	<p>Claims Made Policy Form</p> <p>This means that for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim during the policy period.</p>
Umbrella Liability	<p>Insured must give notice to the Insurer upon becoming aware of the loss or any incident that may give rise to a loss under the policy.</p>



Coverage	Notification Requirements
Crime	Upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim, the Insured must give notice as soon as practicable as well as report the incident to the police if the loss is due to a violation of law.
Directors and Officers Liability Insurance	Claims Made Policy Form This means that for coverage to apply, the Insured must notify the Insurer immediately upon knowledge or discovery of loss or of an "occurrence" which may give rise to a claim during the policy period or the 60 day discovery period.

This explanation of the reporting provisions of your policies has been provided in order to assist you in understanding and complying with the policies' requirements. In the event of a question or disagreement with your insurer concerning interpretation of the policies' reporting requirements as applied to the reporting of a specific claim, loss, occurrence, incident, offence or lawsuit, the actual policy wording, which is the contract between you and the insurer, and not Marsh's or HSC Insurance Inc.'s explanation of that language, will be controlling. Marsh and HSC Insurance Inc., as insurance representatives, do not provide legal advice, and this explanation should not be relied upon as a legal interpretation of the provisions of the policies.



DECLARATION OF INSURANCE

Named Insured: London & Middlesex Community Housing Inc.

Mailing Address: 300 Dufferin Avenue
London, ON N6A 4L9

Insured Location(s): As per the attached Schedule of Insured Locations and Values

Policy No: LHC039

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m.

All times are local time at the Named Insured's postal address shown in this Declaration of Insurance.

The insurance afforded is that defined below or as may hereinafter be amended under the Master Policy. Each section is to be considered as separate insurance fully as if afforded under an entirely separate policy.

Summary of Coverages and Limits of Insurance

PROPERTY

Coverage	Limit of Loss	Deductibles
All Risks of Direct and Physical Loss or Damage including Flood, Earthquake and Sewer Back-up, except as excluded		
Property of Every Description including Gross Rents/Rental Income and Business Interruption (applicable only if values have been declared to the insurer). Any one occurrence	Per Building and Contents & Equipment Limit in Schedule of Insured Locations and Values (subject to a margin clause of 115%)	Earthquake for properties valued less than \$3,000,000 3% Minimum \$50,000 Earthquake for all other properties valued equal or more than \$3,000,000 3% Minimum \$100,000 Earthquake for properties located on Cresta Zone 1 (Ottawa, Kingston, Cornwall, Hawkesbury) area 5% Minimum \$250,000 Flood - Same as Property deductible shown in Schedule of Insured Locations and Values Subject to \$25,000 minimum Deductibles are inclusive of claim expenses All other losses as shown in Schedule of Insured Locations and Values
Gross Rentals Indemnity Period	Per Indemnity Period shown in Schedule of Insured Locations and Values	
Business Interruption Indemnity Period	Per Indemnity Period shown in Schedule of Insured Locations and Values	
Condominium Unit Owners Contingent		
Condominium Owners Loss Assessment		
Condominium Unit Improvements and Betterments Coverage		



DECLARATION OF INSURANCE

PROPERTY

Coverage	Limit of Loss	Deductibles
Sub-Limits:		
Earthquake, Annual Aggregate all housing providers combined	\$300,000,000	
Flood, Annual Aggregate all housing providers combined	\$300,000,000	
Extension of Coverage: (The following extensions of coverage does <u>not</u> increase the limit(s) of liability in the policy)	As shown above	
Accounts Receivables	\$5,000,000	
Valuable Papers	\$5,000,000	
Additional Living Expenses		
• Per Unit	\$10,000	
• Per Occurrence (maximum)	\$2,500,000	
Limited Fungi / Spores Extension (Grow Ops Extension) Per Housing Provider		
• Per Occurrence and aggregate	\$250,000	
Resulting Mold, per Endorsement 1		
• Per occurrence and annual aggregate	\$1,000,000	
Automatic Acquisition Clause - subject to reporting within 120 days	\$10,000,000	
Course of Construction	\$500,000	
Debris Removal	\$5,000,000	
Green Building Upgrade - to rebuild/replace with upgrade to "Green" alternatives	Additional 25% of the value of the loss to a maximum of \$2,500,000	
Pre-Existing Green Building Extension - any additional costs and expenses, including "Green" certified Consultants required to maintain or re-attain the same pre-loss "Green Building" designation	Included in Values as reported and shown in the attached Schedule of Insured Locations and Values	
Contamination Clean Up and Removal and Annual Aggregate	\$1,000,000	
Electronic Data Equipment	Included	
Errors and Omissions	\$5,000,000	
Extra Expense	Included	
Contingent Extra Expense	\$1,000,000	
Crisis Management Business Interruption	Excluded	
Fine Arts	Included	
Lawn, Trees and Shrubs	\$100,000	
Master Keys	Included	
Personal Effects		
• Per Employee	\$5,000	
• Per Occurrence	\$25,000	
Professional Fees	\$5,000,000	
Property of Others	Included	
Property in Transit	Included	
Vacancy permission	30 days	

**HOUSING SERVICES CORPORATION
INSURANCE PROGRAM**

Policy No. MCL2082

**EXCESS PROPERTY
EVIDENCE OF INSURANCE**

Evidence of Insurance Number: LHC039

Named Insured: London & Middlesex Community Housing Inc

Mailing Address: 300 Dufferin Avenue
London, ON N6A 4L9

Insured Location(s): As per Schedule of Insured Locations and Values on underlying policy

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m.

All times are local time at the Named Insured's postal address shown in this Evidence of Insurance.

The Insurance afforded is that defined below or as may hereinafter be amended under the Master Policy.

Summary of Coverages and Limits of Insurance

Coverage	Limit of Loss	Deductibles
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SECOND (2nd) EXCESS PROPERTY

All Risk of Direct and Physical Loss or Damage including Flood, Earthquake and Sewer Back-up, except as excluded

Property of Every Description including Gross Rents/Rental Income and Business Interruption (applicable only if values have been declared to the insurer).

Any one Occurrence and annual aggregate for Flood and Earthquake. \$10,000,000

Subject to an Annual Program Aggregate of \$150,000,000 for Flood and Earthquake

In excess of underlying policy No. MCL 2081

SCHEDULE OF UNDERLYING POLICY(IES):

COVERAGE	LIMIT	INSURER	POLICY No.
Primary and First Excess Property Policy	\$25,000,000	Various	MCL2081

TOTAL PREMIUM	\$29,151.83
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This Evidence of Insurance is made and accepted subject to the foregoing stipulations and conditions of the Master Policy number MCL2082 issued by the insurers indicated above to **HOUSING SERVICES CORPORATION AND/OR ALL INSURED HOUSING PROVIDERS NAMED HEREIN AND HEREAFTER CALLED THE INSURED**, copy of which is available at the office of Marsh Canada Limited at Toronto, Ontario. Which is hereby specially referred to and made part of this Evidence of Insurance together with such provision, agreements or conditions, as may be endorsed hereon or added thereto and, no offer, agent or other representative of the Insurers shall have the power to waive or be deemed to have waived any provision or condition of this Evidence of Insurance unless such waiver, if any, shall be written hereon or attached to this Evidence of Insurance nor shall any privilege or permission affecting the insurance under this Evidence of Insurance exist or be claimed by the Insured unless so written or attached.

This Evidence of Insurance is issued as a matter of information only and describes the insurance afforded by the Master Policies as of the date of issuance of this Evidence of Insurance only.

This Evidence of Insurance does not amend, alter or extend the Master Policies and is at all times subject to the terms, conditions, exclusions, limits and sub-limits contained in the Master Policies.

Line of Business	Insurer	Master Policy Number	Participation
Excess property	Intact Insurance Company of Canada	MCL-2082	35.00%
	Liberty Mutual Insurance Company of Canada	MCL-2082	20.00%
	Allied World Specialty Insurance Company	MCL-2082	15.00%
	Allianz Global Risks US Insurance Company	MCL-2082	5.00%
	Echelon Insurance	MCL-2082	15.00%
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL-2082	10.00%

Date Issued: October 13, 2023

187707



DECLARATION OF INSURANCE

EQUIPMENT BREAKDOWN

Coverage	Limit of Loss		Deductibles
Sudden and Accidental Breakdown of Boilers, Pressure Vessels and Electrical and Mechanical Machines excluding Production Machines			
Combined direct Damage and Business Interruption (Gross Rents, Profits as per Values declared and Extra Expense)	\$50,000,000 Any one Accident	As shown in Schedule of Insured Locations and Values 24 hours 96 hours	Direct Damage Waiting Period, Business Interruption Course of Construction (Delayed Start Up) Indemnity Period - as shown in Schedule of Insured Locations and Values
Business Interruption - Loss of Rental Income			
Expediting Expenses	Included		
By-Laws including Additional Time Required to Repair	Included		
Denial of Access	8 Weeks		
Professional Fees	Included		
Sub-Limits:			
Extra Expense	\$1,000,000		
Hazardous Substances	\$1,000,000		
Water Damage	\$1,000,000		
Ammonia Contamination	\$1,000,000		
Data Restoration	\$50,000		
Spoilage	\$50,000		
Course of Construction	\$5,000,000		
Errors and Omissions	\$5,000,000		

COMMERCIAL GENERAL LIABILITY

Coverage	Limit of Loss		Deductibles
Bodily Injury, Personal Injury and Property Damage, Products and Completed Operations, Each Accident or Occurrence	\$2,000,000	\$25,000	Bodily Injury and Property Damage
Annual Aggregate Products and Completed Operations	\$2,000,000		
• Annual General Aggregate less than 500 units	\$15,000,000		
• Annual General Aggregate more than 500 units	\$30,000,000		
Sub-Limits:			
Medical Payments, Any one Person, Any one Accident	\$2,000,000		
Employee Benefits Liability, Each Occurrence and Annual Aggregate (Claims Made)	\$2,000,000	\$2,500	
Tenants' Legal Liability, any one Occurrence	\$2,000,000	\$25,000	
Non-Owned Automobile Liability, any one Occurrence	\$2,000,000	\$1,000	
Advertising Liability, any one Occurrence	\$2,000,000		
Elevator Collision	\$2,000,000		
Forest Fire Fighting Expenses, any one Occurrence	\$2,000,000	\$25,000	
Legal Liability for Damage to Hired Automobiles - SEF#94, All Perils	\$100,000	\$1,000	
Sudden and Accidental Pollution Liability (240 Hours Discovery/Reporting)	Included		



DECLARATION OF INSURANCE

COMMERCIAL GENERAL LIABILITY

Coverage	Limit of Loss		Deductibles
Mould - Limited Fungi or Spores Coverage			
• Any one Accident or Occurrence	\$100,000		
• Annual Aggregate	\$250,000		
Non Municipal Water Supply Endorsement	Not Insured		
Legal Expenses (Claims Made)	Per Claim \$250,000	\$2,500	
	Annual Aggregate \$500,000		
Fumigation and Extermination Operations Liability	\$2,000,000		
Abuse Limitation Endorsement			
• Any one Accident or Occurrence and Annual Aggregate	\$2,000,000	20% of loss, minimum of \$5,000	
Tenant Support and/or Assisted Care Services Errors and Omissions Endorsement - Claims Made			
Any one Claim and Annual Aggregate	Not Insured		
Property Managers' Errors and Omissions Endorsement - Claims Made			
Any one Claim and Annual Aggregate	\$2,000,000	\$5,000	

UMBRELLA LIABILITY

Coverage	Limit of Loss		Deductibles
Personal Injury, Property Damage, Products and Completed Operations, Non-Owned Automobile, Tenants' Legal Liability, Each Accident and Occurrence	\$3,000,000	\$10,000	Self Insured Retention
Annual Aggregate Products and Completed Operations	\$3,000,000		
Annual General Aggregate	\$15,000,000		
Umbrella Exclusions:			
• Abuse Liability Exclusions			
• Pollution Liability Exclusions			
• Professional Liability Exclusions			
• Employee Benefits Exclusion			
• Employers Liability Exclusion			

**HOUSING SERVICES CORPORATION
INSURANCE PROGRAM**

Policy No. 8622006

**EXCESS UMBRELLA LIABILITY
EVIDENCE OF INSURANCE**

Evidence of Insurance Number : LHC039

Named Insured: London & Middlesex Community Housing

Mailing Address: 300 Dufferin Avenue
London, N6A 4L9

Insured Location(s): As per Schedule of Insured Locations and Values on underlying policy

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m.

All times are local time at the Named Insured’s postal address shown in this Evidence of Insurance.

The Insurance afforded is that defined below or as may hereinafter be amended under the Master Policy.

Summary of Coverages and Limits of Insurance

Coverage	Limit of Loss	Deductibles
EXCESS UMBRELLA LIABILITY		
All Risk of Direct and Physical Loss or Damage including Flood, Earthquake and Sewer Back-up, except as excluded		
Personal Injury, Property Damage, Products and Completed Operations, Non-Owned Automobile, Tenants’ Legal Liability, Each Occurrence	\$5,000,000	
Property Managers Errors & Omissions – Each Claim	Not Insured	
Annual General Aggregate	\$5,000,000	
	In excess of underlying policy No. MCL 2083	
Self-Insured Retention – only for losses not covered by underlying policies		\$10,000 each occurrence

SCHEDULE OF UNDERLYING POLICY(IES):

COVERAGE	LIMIT	INSURER	POLICY No.
Primary Umbrella Policy	\$3,000,000	AXA XL Specialty Insurance Company	MCL2083
Excess of General Liability	\$2,000,000	AXA XL Specialty Insurance Company	MCL2083
Excess of Automobile Liability	Not Insured		
Property Managers Errors & Omissions	\$5,000,000	AXA XL Specialty Insurance Company	MCL2083

Line of Business	Insurer	Master Policy Number	Participation	Premium
Excess Umbrella	Zurich Insurance Company Ltd.	8622006	100.00%	
TOTAL PREMIUM				\$35,292.35

Additional Details: N/A

This Evidence of Insurance is made and accepted subject to the foregoing stipulations and conditions of the Master Policy number 8622006 issued by the insurers indicated above to **HOUSING SERVICES CORPORATION AND/OR ALL INSURED HOUSING PROVIDERS NAMED HEREIN AND HEREAFTER CALLED THE INSURED**, copy of which is available at the office of Marsh Canada Limited at Toronto, Ontario. Which is hereby specially referred to and made part of this Evidence of Insurance together with such provision, agreements or conditions, as may be endorsed hereon or added thereto and, no offer, agent or other representative of the Insurers shall have the power to waive or be deemed to have waived any provision or condition of this Evidence of Insurance unless such waiver, if any, shall be written hereon or attached to this Evidence of Insurance nor shall any privilege or permission affecting the insurance under this Evidence of Insurance exist or be claimed by the Insured unless so written or attached.

This Evidence of Insurance is issued as a matter of information only and describes the insurance afforded by the Master Policies as of the date of issuance of this Evidence of Insurance only.

This Evidence of Insurance does not amend, alter or extend the Master Policies and is at all times subject to the terms, conditions, exclusions, limits and sub-limits contained in the Master Policies.

Date Issued: October 13, 2023

187707



DECLARATION OF INSURANCE

CRIME

Coverage	Limit of Loss	Deductibles
Employee Dishonesty (Form A)	\$250,000	NIL
Loss of Money Inside Premises	\$25,000	NIL
• Sub limit for Cheques	\$50,000	NIL
Loss of Money Outside Premises	\$25,000	NIL
• Sub limit for Cheques	\$50,000	NIL
Money Order and Counterfeit Currency	\$25,000	NIL
Depositors Forgery	\$250,000	NIL
Third Party Computer Theft, Fund Transfer, or Toll Fraud	\$250,000	NIL

DIRECTORS AND OFFICERS LIABILITY

Coverage	Limit of Loss	Deductibles
Directors and Officers Liability , Including Employment Practices Liability	\$2,000,000 for all Claims	\$100,000 for each Claim, except: NIL for each non-indemnifiable Claim against an Insured Persons
CyberRisk	\$200,000 for all Claims	\$1,000 Each Claim against Insured Persons
Program Aggregate Limit	\$10,000,000 Aggregate, for all housing providers combined, for all Claims or First Party Loss under Directors and Officers, Employment Practices Liability and CyberRisk	



DECLARATION OF INSURANCE

Line of Business	Insurer	Master Policy Number	Participation	Premium	
Property - Primary \$10,000,000	Lloyd's Syndicates various	MCL-2081	58.00%	\$143,833.27	
	XL Specialty Insurance Company, Canadian Branch	MCL-2081	12.50%	\$23,803.75	
	Aviva Insurance Company of Canada	MCL-2081	12.50%	\$21,112.70	
	Allianz Global Risks US Insurance Company	MCL-2081	7.00%	\$12,411.64	
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL-2081	10.00%	\$17,623.09	
Property - Excess Layer \$15,000,000 of \$10,000,000	Northbridge General Insurance Company	MCL-2081	37.50%	\$9,248.83	
	XL Specialty Insurance Company, Canadian Branch	MCL-2081	12.50%	\$3,083.11	
	Aviva Insurance Company of Canada	MCL-2081	15.00%	\$3,137.85	
	Intact Insurance Company	MCL-2081	10.00%	\$3,291.11	
	National Liability & Fire Insurance Company (Berkshire Hathaway)	MCL-2081	15.00%	\$4,198.23	
Property - Second Excess Layer \$50,000,000 of \$25,000,000	Allied World Specialty Insurance Company	MCL-2081	10.00%	\$2,500.10	
	Liberty Mutual Insurance Company	MCL-2082	20.00%	\$6,136.46	
	Allianz Global Risks US Insurance Company	MCL-2082	5.00%	\$1,351.77	
	Allied World Specialty Insurance Company	MCL-2082	15.00%	\$3,973.39	
	Intact Insurance Company	MCL-2082	35.00%	\$11,460.46	
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL-2082	10.00%	\$2,856.88	
Property - Third Excess Layer \$50,000,000 of \$75,000,000	Echelon Insurance	MCL-2082	15.00%	\$3,372.87	
	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	MCL - 3139	10.00%	Not Insured	
	Allianz Global Risks US Insurance Company	MCL - 3139	5.00%	Not Insured	
	Definity Insurance Company	MCL - 3139	5.00%	Not Insured	
	Intact Insurance Company	MCL - 3139	40.00%	Not Insured	
	Liberty Mutual Insurance Company	MCL - 3139	35.00%	Not Insured	
Property - Fourth Excess Layer \$25,000,000 of \$125,000,000	Echelon Insurance	MCL - 3139	5.00%	Not Insured	
	Intact Insurance Company	MCL - 3140	100.00%	Not Insured	
	Equipment Breakdown	Boiler and Inspection Insurance Company	00001619	100.00%	\$9,318.39
	Commercial General Liability	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$146,752.31
	Abuse Liability Endorsement	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$3,118.31
Non Municipal Water Supply Liability Endorsement	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	Not Insured	
Tenant Support and/or Assisted Care Services Errors and Omissions	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	Not Insured	
Property Managers Errors and Omissions	XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$794.60	
Umbrella Liability	AXA XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$7,919.06	
Excess Umbrella Liability	Zurich Insurance Company Ltd.	8622006	100.00%	\$35,292.35	
Crime	AXA XL Specialty Insurance Company, Canadian Branch	MCL-2083	100.00%	\$7,131.99	
Directors' and Officers' Liability	Travelers Insurance Company of Canada	1009477	100.00%	\$19,382.79	
Cyber Liability		1000007557			
Excess Directors' and Officers' Liability	HDI Global Specialty SE	CC0028621000	100.00%	Not Insured	
SUBTOTAL OF CORE INSURANCE PREMIUM NOT INCL APPLICABLE TAXES OR "NON-CORE" INSURANCE PREMIUM				As per invoice	



DECLARATION OF INSURANCE

This Declaration of Insurance is made and accepted subject to the foregoing stipulations and conditions of the Master Policies number: Property Master Policy Number MCL-2081, Excess Property Master Policy Number MCL-2081, Second Excess Master Property Policy Number MCL-2082, Third Excess Master Policy Number MCL-3139, Fourth Excess Master Policy Number MCL-3140, Comprehensive General Liability Master Policy Number MCL-2083, Umbrella Master Policy Number MCL-2083, Excess Umbrella Master Policy Number 8622006, Equipment Breakdown Master Policy Number 00001619, Directors and Officers Liability Master Policy Number 1009477, Directors and Officers Excess Liability Master Policy Number CC0028621000.

HOUSING SERVICES CORPORATION AND/OR ALL INSURED HOUSING PROVIDERS NAMED HEREIN AND HEREAFTER CALLED THE INSURED, copy of which is available at the office of Marsh Canada Limited at Toronto, Ontario. Which is hereby specially referred to and made part of this Declaration of Insurance together with such provision, agreements or conditions, as may be endorsed hereon or added thereto and, no offer, agent or other representative of the Insurers shall have the power to waive or be deemed to have waived any provision or condition of this Declaration of Insurance unless such waiver, if any, shall be written hereon or attached to this Declaration of Insurance nor shall any privilege or permission affecting the insurance under this Declaration of Insurance exist or be claimed by the Insured unless so written or attached.

This Declaration of Insurance is issued as a matter of information only and describes the insurance afforded by the Master Policies as of the date of issuance of this Declaration of Insurance only.

This Declaration of Insurance does not amend, alter or extend the Master Policies and is at all times subject to the terms, conditions, exclusions, limits and sub-limits contained in the Master Policies.

IN WITNESS WHEREOF the Insurer has caused the Master Policies to be signed by their duly authorized officer but this Declaration of Insurance shall not be valid unless signed by:

Signed on behalf of insurers:

Per:

Marsh Canada Limited

Date Issued: October 13, 2023



Transparency and Privacy Compliance Consent Form

BETWEEN: HSC INSURANCE INC. (“HSCI”)

AND: London & Middlesex Community Housing Inc. (the “Client” or “you”)

A. HSCI PRIVACY COMPLIANCE

The Client consents to Housing Services Corporation and HSCI collecting, using and disclosing all information about the Client arising out of the HSC Group Insurance Program for the purposes outlined in this paragraph and as required or permitted pursuant to applicable law. The information will be shared with current and proposed brokers and underwriters to the HSC Group Insurance Program. It will also be shared on a confidential basis, with the Client’s municipal and/or dssab service manager(s) and used for risk management, service standards, new offerings, and sector or governmental analysis and compilation. Housing Services Corporation and HSCI may also use this information for purposes related to their respective current and future projects including, but not limited to, social housing sector research or policy development and marketing purposes.

B. COMMISSION DISCLOSURE

Commissions:

For your benefit, we have listed below the insurers providing coverage and have included the range of compensation that HSCI and Marsh Canada Limited receives as a percentage of your overall premium that appears on your invoice.

Line of Coverage	Limits / Layers	Insurance Company / Issuing Paper	Commission ¹
Property - All Risks	Primary \$10,000,000	Lloyd's Underwriters (Various)	12.70%
Property - All Risks	Primary \$10,000,000	XL Specialty Insurance Company, Canadian Branch	12.70%
Property - All Risks	Primary \$10,000,000	Aviva Insurance Company of Canada	12.70%
Property - All Risks	Primary \$10,000,000	Allianz Global Risks US Insurance Company	12.70%
Property - All Risks	Primary \$10,000,000	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Northbridge General Insurance Corporation	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	XL Specialty Insurance Company, Canadian Branch	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Aviva Insurance Company of Canada	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Intact Insurance Company	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Berkshire Hathaway Specialty Insurance	12.70%
1 st Excess Property	Excess Layer \$15,000,000 of \$10,000,000	Allied World Specialty Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Liberty Mutual Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Intact Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Allied World Specialty Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Allianz Global Risks US Insurance Company	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Echelon Insurance	12.70%
2 nd Excess Property	Second Excess Layer \$50,000,000 of \$25,000,000	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	12.70%
3 rd Excess Property	Not Insured	Intact Insurance Company	12.70%
3 rd Excess Property	Not Insured	Liberty Mutual Insurance Company	12.70%



Transparency and Privacy Compliance Consent Form

Line of Coverage	Limits / Layers	Insurance Company / Issuing Paper	Commission ¹
3 rd Excess Property	Not Insured	Swiss Re Corporate Solutions America Insurance Corporation - Canadian Branch	12.70%
3 rd Excess Property	Not Insured	Allianz Global Risks US Insurance Company	12.70%
3 rd Excess Property	Not Insured	Definity Insurance Company	12.70%
3 rd Excess Property	Not Insured	Echelon Insurance	12.70%
4 th Excess Property	Not Insured	Intact Insurance Company	12.70%
Equipment Breakdown	\$50,000,000	Boiler Inspection and Insurance Company	12.78%
General Liability	\$2,000,000	XL Specialty Insurance Company, Canadian Branch	12.78%
Umbrella	\$3,000,000	XL Specialty Insurance Company, Canadian Branch	12.78%
Excess Umbrella Liability	\$5,000,000	Zurich Insurance Company Ltd.	12.78%
Crime	\$250,000	XL Specialty Insurance Company, Canadian Branch.	12.78%
Directors and Officers Liability	\$2,000,000	Travelers Insurance Company of Canada	12.78%
Excess Directors & Officers	Not Insured	HDI Global Specialty SE	12.78%

¹ Commissions are shared between HSCI and Marsh Canada Limited.

This commission percentage is paid annually for both new business and renewals. Should there be an increase in the commission schedule that HSCI receives, or, any other material change that affects compensation arrangements, we will notify you.

Note that a commission percentage is not applied to your Property Claims Trust Fund and D&O Claims Trust Fund contributions

Additional Notes:

HSCI Role

HSCI is serving as your retail broker in placing your insurance coverage(s) referenced above.

HSCI Transparency

HSCI is a fully owned subsidiary of Housing Services Corporation.

C. CLIENT CONSENT

By making any payment on any invoice enclosed with this letter you are consenting to the statements above.

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0001) -

Location Address 349 Wharncliffe Road
London, ON N6G 1E5

Location Details Non-Combustible **# of Units:** 145 **Building:** \$25,183,000 **Equipment & Contents:** \$237,330 **Rental Income:** \$464,718 **Additional Business Income:** \$550
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0002) -

Location Address 30 Baseline Road West
London, ON N6J 1V3

Location Details Non-Combustible **# of Units:** 251 **Building:** \$43,257,237 **Equipment & Contents:** \$406,638 **Rental Income:** \$1,343,039 **Additional Business Income:** \$9,127
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0003) -

Location Address 170 Kent Street
London, ON N6A 1L4

Location Details Non-Combustible **# of Units:** 212 **Building:** \$41,293,000 **Equipment & Contents:** \$490,576 **Rental Income:** \$973,612 **Additional Business Income:** \$897
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0004) -
Location Address 200 Berkshire Drive
 London, ON N6J 3R9
Location Details Non-Combustible **# of Units:** 89 **Building:** \$16,852,647 **Equipment & Contents:** \$166,777 **Rental Income:** \$322,913 **Additional Business Income:** \$690
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0005) -
Location Address 39 Tecumseh Avenue East
 London, ON N6C 1R5
Location Details Masonry **# of Units:** 38 **Building:** \$5,678,417 **Equipment & Contents:** \$78,174 **Rental Income:** \$101,535 **Additional Business Income:** \$18
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0006) -
Location Address 1194 Commissioners Road
 London, ON N6K 1C8
Location Details Non-Combustible **# of Units:** 126 **Building:** \$22,615,292 **Equipment & Contents:** \$218,183 **Rental Income:** \$723,431 **Additional Business Income:** \$1,149
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0007) -

Location Address 304 Oxford Street West
London, ON N6H 1T1

Location Details Non-Combustible **# of Units:** 109 **Building:** \$18,935,102 **Equipment & Contents:** \$184,672 **Rental Income:** \$377,012 **Additional Business Income:** \$434
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0008) -

Location Address 345 Wharncliffe Road
London, ON N6G 2V3

Location Details Non-Combustible **# of Units:** 145 **Building:** \$25,183,000 **Equipment & Contents:** \$230,180 **Rental Income:** \$553,922 **Additional Business Income:** \$550
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0009) -

Location Address 632 Hale Street
London, ON N5W 1H5

Location Details Non-Combustible **# of Units:** 146 **Building:** \$25,541,168 **Equipment & Contents:** \$237,658 **Rental Income:** \$814,970 **Additional Business Income:** \$5,691
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0010) -

Location Address 872 William Street
London, ON N5Y 2S4

Location Details Non-Combustible **# of Units:** 70 **Building:** \$12,598,957 **Equipment & Contents:** \$143,630 **Rental Income:** \$195,760 **Additional Business Income:** \$172
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0011) -

Location Address 580 Dundas Street
London, ON N6W 1W9

Location Details Non-Combustible **# of Units:** 151 **Building:** \$22,941,962 **Equipment & Contents:** \$257,563 **Rental Income:** \$403,446 **Additional Business Income:** \$29,800
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0012) -

Location Address 136 Albert Street
London, ON N6A 1M2

Location Details Non-Combustible **# of Units:** 82 **Building:** \$15,625,646 **Equipment & Contents:** \$164,026 **Rental Income:** \$239,094 **Additional Business Income:** \$7,895
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0013) -
Location Address 49 Bella Street
 Strathroy, ON N7G 3W5
Location Details Frame/Brick Veneer **# of Units:** 51 **Building:** \$7,413,877 **Equipment & Contents:** \$12,125 **Rental Income:** \$211,464 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0014) -
Location Address 125 Head Street
 Strathroy, ON N7G 3K6
Location Details Frame/Brick Veneer **# of Units:** 25 **Building:** \$3,616,450 **Equipment & Contents:** \$10,445 **Rental Income:** \$124,002 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0015) -
Location Address 249 Ellen Street
 Parkhill, ON N0M 2K0
Location Details Frame/Brick Veneer **# of Units:** 10 **Building:** \$1,597,898 **Equipment & Contents:** \$13,295 **Rental Income:** \$54,417 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
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Location Name (0016) -
Location Address 10 York Street
 Newbury, ON N0L 1Z0
Location Details Frame/Brick Veneer **# of Units:** 10 **Building:** \$1,732,371 **Equipment & Contents:** \$10,345 **Rental Income:** \$35,306 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0017) -
Location Address 157 Simpson Street
 Glencoe, ON N0L 1M0
Location Details Frame/Brick Veneer **# of Units:** 21 **Building:** \$3,215,146 **Equipment & Contents:** \$16,620 **Rental Income:** \$61,640 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0018) -
Location Address 2061 Dorchester Road
 Dorchester, ON N0L 1G2
Location Details Masonry **# of Units:** 16 **Building:** \$3,182,300 **Equipment & Contents:** \$35,818 **Rental Income:** \$77,172 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
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Location Name (0019) -

Location Address 1481 Limberlost Road
London, ON N6G 2C7

Location Details Frame/Brick Veneer **# of Units:** 160 **Building:** \$41,673,322 **Equipment & Contents:** \$622,250 **Rental Income:** \$821,690 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0020) -

Location Address 961-1183 Huron Street
London, ON N5Y 4K5

Location Details Frame/Brick Veneer **# of Units:** 110 **Building:** \$21,948,458 **Equipment & Contents:** \$434,250 **Rental Income:** \$536,186 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0021) -

Location Address 160-430 Boullee Street
London, ON N5Y 1V1

Location Details Frame/Brick Veneer **# of Units:** 136 **Building:** \$37,868,578 **Equipment & Contents:** \$536,450 **Rental Income:** \$837,710 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0022) -

Location Address 1-34 Barberry Court
London, ON N5Z 3C4

Location Details Frame/Brick Veneer **# of Units:** 34 **Building:** \$7,656,643 **Equipment & Contents:** \$125,800 **Rental Income:** \$181,270 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0023) -

Location Address 35-48 Ivy Court
London, ON N5Z 3B3

Location Details Frame/Brick Veneer **# of Units:** 14 **Building:** \$5,669,961 **Equipment & Contents:** \$69,600 **Rental Income:** \$82,725 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0024) -

Location Address 49-81 Vinewood Court
London, ON N5Z 3C5

Location Details Frame/Brick Veneer **# of Units:** 33 **Building:** \$6,235,819 **Equipment & Contents:** \$122,100 **Rental Income:** \$167,782 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0025) -

Location Address 82-100 Primrose Court
London, ON N5Z 3C6

Location Details Frame/Brick Veneer **# of Units:** 19 **Building:** \$4,280,845 **Equipment & Contents:** \$101,600 **Rental Income:** \$120,016 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0026) -

Location Address 370 Pond Mills Road
London, ON N5Z 3X6

Location Details Frame/Brick Veneer **# of Units:** 81 **Building:** \$19,995,435 **Equipment & Contents:** \$324,350 **Rental Income:** \$434,903 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0027) -

Location Address 931 -1225 Southdale Road
London, ON N6E 1R7

Location Details Frame/Brick Veneer **# of Units:** 138 **Building:** \$40,057,212 **Equipment & Contents:** \$539,100 **Rental Income:** \$621,147 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0028) -

Location Address 243-345 Marconi Blvd
London, ON N5V 1A6

Location Details Frame/Brick Veneer # of Units: 51 **Building:** \$13,791,974 **Equipment & Contents:** \$194,900 **Rental Income:** \$316,744 **Additional Business Income:** \$2,918

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0029) -

Location Address 152-218 Marconi Blvd
London, ON N5V 1A5

Location Details Frame/Brick Veneer # of Units: 34 **Building:** \$24,024,571 **Equipment & Contents:** \$149,050 **Rental Income:** \$248,751 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0030) -

Location Address 25, 45, 94 Court Lane
London, ON N5W 5M6

Location Details Frame/Brick Veneer # of Units: 3 **Building:** \$871,226 **Equipment & Contents:** \$11,100 **Rental Income:** \$18,724 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible: **Deductible:** **Deductible:**

Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

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Location Name (0031) -

Location Address 120 Tweedsmuir Avenue
London, ON N5W 5M3

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$308,783 **Equipment & Contents:** \$3,700 **Rental Income:** \$12,464 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0032) -

Location Address 240 Atkinson Blvd
London, ON N5W 4Z6

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$292,035 **Equipment & Contents:** \$3,700 **Rental Income:** \$12,360 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0033) -

Location Address 358 Regal Drive
London, ON N5Y 1J4

Location Details Frame/Brick Veneer **# of Units:** 1 **Building:** \$363,905 **Equipment & Contents:** \$3,700 **Rental Income:** \$2,340 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m.**Expiry Date:** November 1, 2024 12:01 a.m.Declaration of
Insurance No. 187707 - LHC039**Location Name** (0034) -**Location Address** 201 Fairway Avenue
London, ON N5W 1J2**Location Details** Frame/Brick Veneer # of Units: 1 **Building:** \$277,075 **Equipment & Contents:** \$3,700 **Rental Income:** \$12,324 **Additional Business Income:** \$0**Condo Unit Owners Contingent:** Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured**Deductibles** **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months**Deductible:****Deductible:****Deductible:****Credits** **Smoke Free Building:** No**Entire Building Outfitted with Safe-T Elements:** Yes**Mandatory Tenants Insurance:** No**Tenants Insurance Monitored for Compliance:** No**Location Name** (0035) -**Location Address** 1487, 1489, 1495, 1497 Perth Avenue
London, ON N5V 2M6**Location Details** Frame/Brick Veneer # of Units: 4 **Building:** \$1,287,164 **Equipment & Contents:** \$14,800 **Rental Income:** \$30,036 **Additional Business Income:** \$0**Condo Unit Owners Contingent:** Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured**Deductibles** **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months**Deductible:****Deductible:****Deductible:****Credits** **Smoke Free Building:** No**Entire Building Outfitted with Safe-T Elements:** Yes**Mandatory Tenants Insurance:** No**Tenants Insurance Monitored for Compliance:** No**Location Name** (0036) -**Location Address** 205 Cairn Avenue
London, ON N5Z 3W6**Location Details** Frame/Brick Veneer # of Units: 1 **Building:** \$333,986 **Equipment & Contents:** \$3,700 **Rental Income:** \$6,029 **Additional Business Income:** \$0**Condo Unit Owners Contingent:** Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured**Deductibles** **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months**Deductible:****Deductible:****Deductible:****Credits** **Smoke Free Building:** No**Entire Building Outfitted with Safe-T Elements:** Yes**Mandatory Tenants Insurance:** No**Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m.

Expiry Date: November 1, 2024 12:01 a.m.

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Location Name (0037) -

Location Address 28 Cornish Street
London, ON N5W 4M3

Location Details Frame/Brick Veneer # of Units: 1 **Building:** \$296,425 **Equipment & Contents:** \$3,700 **Rental Income:** \$11,628 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible:

Deductible:

Deductible:

Credits **Smoke Free Building:** No

Entire Building Outfitted with Safe-T Elements: Yes

Mandatory Tenants Insurance: No

Tenants Insurance Monitored for Compliance: No

Location Name (0038) -

Location Address 193 Burnside Drive
London, ON N5V 1B8

Location Details Frame/Brick Veneer # of Units: 1 **Building:** \$320,653 **Equipment & Contents:** \$3,700 **Rental Income:** \$10,679 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible:

Deductible:

Deductible:

Credits **Smoke Free Building:** No

Entire Building Outfitted with Safe-T Elements: Yes

Mandatory Tenants Insurance: No

Tenants Insurance Monitored for Compliance: No

Location Name (0039) -

Location Address 7 & 9 Tucker Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer # of Units: 2 **Building:** \$574,151 **Equipment & Contents:** \$7,400 **Rental Income:** \$4,713 **Additional Business Income:** \$0

Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months

Deductible:

Deductible:

Deductible:

Credits **Smoke Free Building:** No

Entire Building Outfitted with Safe-T Elements: Yes

Mandatory Tenants Insurance: No

Tenants Insurance Monitored for Compliance: No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0040) -

Location Address 28, 30 York Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer **# of Units:** 2 **Building:** \$574,151 **Equipment & Contents:** \$7,400 **Rental Income:** \$12,670 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0041) -

Location Address 23, 25 Broadway Street
Newbury, ON N0L 1Z0

Location Details Frame/Brick Veneer **# of Units:** 2 **Building:** \$574,151 **Equipment & Contents:** \$7,400 **Rental Income:** \$11,256 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0042) -

Location Address 346-350 Penny Lane & 351-373 Penny Lane (N7G 3P7)
Strathroy, ON N7G 3P6

Location Details Frame/Brick Veneer **# of Units:** 20 **Building:** \$6,509,805 **Equipment & Contents:** \$0 **Rental Income:** \$81,623 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured

Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
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Location Name (0043) -
Location Address 85 Walnut Street
 London, ON N6H 4P3
Location Details Non-Combustible **# of Units:** 232 **Building:** \$43,316,000 **Equipment & Contents:** \$384,271 **Rental Income:** \$1,007,716 **Additional Business Income:** \$912
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0044) -
Location Address 241 Simcoe Street
 London, ON N6B 3L4
Location Details Non-Combustible **# of Units:** 217 **Building:** \$37,498,000 **Equipment & Contents:** \$362,206 **Rental Income:** \$607,962 **Additional Business Income:** \$90,275
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0045) -
Location Address 202 McNay Street
 London, ON N5Y 4X1
Location Details Non-Combustible **# of Units:** 252 **Building:** \$42,057,000 **Equipment & Contents:** \$408,191 **Rental Income:** \$1,127,686 **Additional Business Income:** \$14,076
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

SCHEDULE OF INSURED LOCATIONS AND VALUES

Insured Name: London & Middlesex Community Housing Inc.
 Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. Declaration of Insurance No. 187707 - LHC039

Location Name (0047) -
Location Address 551-605 Millbank Drive
 London, ON N6E 1R7
Location Details Frame/Brick Veneer **# of Units:** 28 **Building:** \$4,167,348 **Equipment & Contents:** \$103,600 **Rental Income:** \$152,416 **Additional Business Income:** \$0
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name (0048) - Office
Location Address 1299 Oxford Street East
 London, ON N5Y 4W5
Location Details Non-Combustible **# of Units:** 1 **Building:** \$0 **Equipment & Contents:** \$740,050 **Rental Income:** \$0 **Additional Business Income:** \$222,052
Condo Unit Owners Contingent: Not Insured **Condo Owners Loss Assessment:** Not Insured **Condo Improvements and Betterments:** Not Insured
Deductibles **Property** \$50,000 **Equipment Breakdown** \$50,000 **General Liability** \$25,000 **Indemnity Period:** 12 months
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** No **Entire Building Outfitted with Safe-T Elements:** Yes **Mandatory Tenants Insurance:** No **Tenants Insurance Monitored for Compliance:** No

Location Name
Location Address
Location Details **# of Units:** **Building:** **Equipment & Contents:** **Rental Income:** **Additional Business Income:**
Condo Unit Owners Contingent: **Condo Owners Loss Assessment:** **Condo Improvements and Betterments:**
Deductibles **Property** **Equipment Breakdown** **General Liability** **Indemnity Period:**
Deductible: **Deductible:** **Deductible:**
Credits **Smoke Free Building:** **Entire Building Outfitted with Safe-T Elements:** **Mandatory Tenants Insurance:** **Tenants Insurance Monitored for Compliance:**

SCHEDULE OF ADDITIONAL INTERESTS

Insured Name: London & Middlesex Community Housing Inc.

Policy Period: **Effective Date:** November 1, 2023 12:01 a.m. **Expiry Date:** November 1, 2024 12:01 a.m. **Policy No:** 187707 - LHC039

Insured Location 1299 Oxford Street East
London, ON N5Y 4W5

Additional Interest Name Westdell Corp.
Address: 782 Richmond Street
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:
Evidence of Insurance

Insured Location Credit Agreement CMHC File No. 6280559
NA, ON NA

Additional Interest Name Canada Mortgage and Housing Corporation (CMHC)
Address: 300-100 Sheppard Avenue East
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:
Credit Agreement CMHC File No. 6280559

Insured Location

Additional Interest Name
Address:
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:

Insured Location

Additional Interest Name
Address:
Type:

With Respect To: Named Insured Additional Insured Loss Payee Mortgagee Other type of Additional Insured:



HSC Insurance Inc.

20 Dundas Street West, Suite 1030
 Toronto, Ontario M5G 2C2
 Tel: 416-360-0761
 Toll Free: 1-866-440-2492

Insurance Invoice

(for the period ending November 1, 2024)

Bill To:

London & Middlesex Community Housing Inc.
 300 Dufferin Avenue
 London, ON N6A 4L9

For enquiries, please provide the following:

Invoice #:	INS23-37256444
Account #:	LHC039
Billing Date:	October 13, 2023
Due Date:	November 12, 2023

Payment Options		Total Amount Due: \$1,062,152.73
Electronic Funds Transfer (EFT):	<p>The Bank of Nova Scotia 392 Bay Street, Toronto, ON, Canada M5H 3K5 Account Information:</p> <ul style="list-style-type: none"> • Bank Code: 002 • Transit Number: 34272 • Account Number: 0106119 <p>Please email remittance advice to finance@hscorp.ca. Ensure that remittance advice contains reference to the payment date, payment amount, invoice number, invoice date, account number and payer's contact information.</p>	
Online Banking:	<p>Available at most Canadian financial institutions</p> <p>Please select HSC Insurance Inc. as payee and reference your account number located on the top right corner of your invoice.</p>	
Credit Card:	<p>To make a payment by credit card please call Lucy Krutiansky at 437-242-5772.</p>	
Interace-Transfer (e-Mail Money Transfer):	<p>Please send the payment to finance@hscorp.ca and reference the invoice number and account number.</p>	
Financing:	<p>Annual premiums can be paid in monthly instalments if premium financing is elected through FIRST Insurance Funding of Canada. Please send your completed FIRST Insurance forms and a VOID cheque to clientservices@firstinsurancefunding.ca or mail forms to FIRST Insurance Funding of Canada, 20 Toronto St., Suite 700, Toronto, ON M5C 2B8. Note that if you have used the premium financing option in prior years, you are still required to complete and return the FIRST Insurance forms to proceed with the premium financing option. For more information, please refer to the FIRST Insurance forms or contact FIRST Insurance at 1-888-232-2238. Finance Contract to follow by separate email.</p>	
Refunds:	<p>If your invoice indicates a refund is due to you, payment will follow via EFT.</p>	
Inquiries:	<p>If you have questions regarding these payment options, please contact us at finance@hscorp.ca</p>	



HSC Insurance Inc.
 20 Dundas Street West, Suite 1030
 Toronto, Ontario M5G 2C2
 Tel: 416-360-0761
 Toll Free: 1-866-440-2492

London & Middlesex Community Housing Inc.
 Invoice #: INS23-37256444
 Account #: LHC039
 Billing Date: October 13, 2023

PREMIUM DETAILS

Total # of units: 3277

Effective Date	Expiry Date	Coverage Type / Description	Cost
November 1, 2023	November 1, 2024	Primary & 1 st Excess Property	\$254,220.95
November 1, 2023	November 1, 2024	2 nd Excess Property	\$29,151.83
November 1, 2023	November 1, 2024	3 rd Excess Property	Not Insured
November 1, 2023	November 1, 2024	4 th Excess Property	Not Insured
November 1, 2023	November 1, 2024	Equipment Breakdown	\$9,318.39
November 1, 2023	November 1, 2024	Commercial General Liability	\$149,870.62
November 1, 2023	November 1, 2024	Umbrella Liability	\$7,919.06
November 1, 2023	November 1, 2024	Excess Umbrella Liability	\$35,292.35
November 1, 2023	November 1, 2024	Directors & Officers Liability	\$19,382.79
November 1, 2023	November 1, 2024	Cyber Extension	Included
November 1, 2023	November 1, 2024	Excess Directors & Officers Liability	Not Insured
November 1, 2023	November 1, 2024	Property Managers Errors & Omissions	\$794.60
November 1, 2023	November 1, 2024	Tenant Support Services Errors & Omissions	Not Insured
November 1, 2023	November 1, 2024	Crime	\$7,131.99



HSC Insurance Inc.
 20 Dundas Street West, Suite 1030
 Toronto, Ontario M5G 2C2
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London & Middlesex Community Housing Inc.
 Invoice #: INS23-37256444
 Account #: LHC039
 Billing Date: October 13, 2023

Effective Date	Expiry Date	Coverage Type / Description	Cost
November 1, 2023	November 1, 2024	Contribution to Property Claims Trust Fund	\$488,008.33
November 1, 2023	November 1, 2024	Contribution to Directors & Officers Claims Trust Fund	\$11,513.73
November 1, 2023	November 1, 2024	Mandatory Tenant Insurance Credit	(\$0.00)
November 1, 2023	November 1, 2024	Monitoring Tenant Insurance Credit	(\$0.00)
November 1, 2023	November 1, 2024	Smart Burner Credit	(\$29,129.89)
November 1, 2023	November 1, 2024	Smoke Free Credit	(\$0.00)

SUMMARY

ANNUAL PREMIUM	\$513,082.58
Contribution to Property Claims Trust Fund*	\$488,008.33
Contribution to Directors & Officers Claims Trust Fund*	\$11,513.73
Total Risk Credits	(\$29,129.89)
SUB-TOTAL	\$983,474.75
RST on Sub-Total	\$78,677.98
TOTAL AMOUNT DUE	\$1,062,152.73

Note: Other Non-Core Coverages (if applicable) are not included in this invoice and will be billed separately at a later date.

***Please note: All contributions to the Claims Trust Funds are fully non-refundable**



HSC Insurance Inc.

20 Dundas Street West, Suite 1030
Toronto, Ontario M5G 2C2
Tel: 416-360-0761
Toll Free: 1-866-440-2492

London & Middlesex Community Housing Inc.

Invoice #: INS23-37256444

Account #: LHC039

Billing Date: October 13, 2023

Premium is calculated based on data provided to HSC Insurance Inc. through Marsh Canada Limited. Amounts may differ from your original quote if coverage, limits, deductibles, or information provided to Marsh Canada Limited were changed following the generation of the original quote.

By making any payment on account of this invoice, you confirm your consent to Housing Services Corporation and HSC Insurance Inc.'s privacy terms as described in the most recent Transparency and Privacy Compliance Consent Form provided to you in connection with the HSC Group Insurance Program.

Any balance not paid by the due date will be subject to a late payment charge of 2% per month compounded monthly until paid in full. Unpaid accounts are subject to cancellation of insurance. For more information, please call (416) 360-0761, ext. 0 or 1-866-440-2492, ext. 0. You may also email us at finance@hscorp.ca.

At Marsh, we hold ourselves to the highest professional standards and are committed to ensuring our customers are treated fairly. Visit our website at www.marsh.ca to learn more about how we comply with our industry's codes of conduct.

STAFF REPORT 2023 – 58

TO: LMCH Board of Directors
FROM: Paul Chisholm, CEO
SUBJECT: Board Expense Policy for LMCH
DATE: October 19, 2023

PURPOSE:

To update the Board regarding the status of LMCH’s Board Expense Policy that was previously reviewed in October of 2014.

RECOMMENDATION:

1. **APPROVED** the updated Board Expense Policy for LMCH.
2. **Authorize** staff to take the necessary steps to give effect to the above recommendations.

OVERVIEW:

LMCH operations are governed by both Provincial Legislation and municipal bylaws. The legislation and bylaws provide guidance for setting requirements for LMCH and/or limiting decision-making. LMCH will create and review current policies to provide clarity on the position of LMCH on certain issues and how they are being managed by the corporation. Policies require Board Approval prior to implementation.

Board Expense Policy:

The Board Expense Policy outlines the expenses LMCH will cover for Directors participating in Board Meetings, Conferences, Events, and other Board-approved responsibilities.

The Board Expense Policy was previously reviewed and approved in October of 2014. LMCH staff undertook a review process and found additional sections were required to maintain best practices.

The following sections were added or amended:

- Childcare/Care of a Dependent Relative
- Meals and Beverage
- Technology Expense Provision
- Pre-Approved Expenses Process

Childcare/Care of a Dependent Relative:

Board members may be reimbursed for childcare, care of a dependent relative, or other personal care costs, such as eldercare or specialized care for a disabled family member, when necessitated by conflicts between Board-endorsed functions and their personal responsibilities. All such reimbursements require proper documentation and must be approved in advance.

Meals and Beverage:

Following the direction of London City Council, LMCH has updated the meals and beverage allowance for the following meals:

Breakfast:	\$15.00	(Previously \$10.00)
Lunch:	\$25.00	(Previously \$15.00)
Dinner:	\$35.00	(Previously \$25.00)

Technology and Expense Provision:

To help remove technological barriers for LMCH directors and to allow those directors to fully participate in all meetings and events, LMCH is instituting a protocol to provide technology to any Director who makes a request. LMCH will purchase multiple devices which are to be loaned out to any director who has a need and makes a request.

Pre-Approved Expenses Process:

LMCH removed language in the policy that required the Board to review all expenses submitted by fellow board members and vote on the legitimacy of the claim. The new process allows the Board Secretary to approve all expenses submitted which are found on the pre-approved list. Any expenses that fall outside of the pre-approved list will be subject to review by the Board Chair and the Board Secretary, with no guarantee of reimbursement.

In accordance with the Board Expense Policy, LMCH staff also reviewed the possibility of creating a Board Remuneration Policy which would potentially offer a stipend per meeting for all Directors. After reviewing section 5 of LMCH's by-law no.2, LMCH is unable to offer any remuneration to any director. Directors of the board shall not directly or indirectly receive any profit from their position except for reimbursement for reasonable expenses highlighted in the Board Expense Policy. Therefore, a Board Remuneration Policy will not move forward for approval by the Board.

Conclusion:

LMCH staff recommends that the updated Board Expense Policy be approved by the board as it better reflects best practices, current financial standards, accountability, and efficient management of organizational resources.

Attachments:

APPENDIX A: Board Expense Policy

APPENDIX B: General Expense and Travel Claim Form

APPENDIX C: LMCH Mileage Chart

APPENDIX D: By-Law #2

STAFF CONTACT:	RECOMMENDED BY:
RYAN WINTER BUSINESS PLANNER	PAUL CHISHOLM CEO

LMCH BOARD EXPENSE POLICY

Introduction

Under the Housing Services Act section 138(2), the London and Middlesex Community Housing (LMCH) Board is tasked with developing a policy to guide the reimbursement of legitimate director expenses. This policy, adhering to the Act's regulations, outlines the eligible expenses, reimbursement scope, required documentation, and necessary approvals for expense claims, ensuring a fair and transparent reimbursement process. It aligns with the Province of Ontario Management Board of Cabinet "Travel, Meal and Hospitality Expenses Directive" and distinguishes between Board Expenses and Remuneration as defined in the Act and operational practice.

Purpose

To clearly define expense claim guidelines for all Board members during corporate activities.

Policy Statement

LMCH is committed to refunding Board members for reasonable out-of-pocket expenses accrued while participating in activities sanctioned by the Board. Expense submissions to LMCH are to be made within sixty (60) days post the purchase.

Submission Process

Expense claims by the Board should be routed to the Board Secretary / CEO or their representative. The claims must be accompanied by an original receipt detailing the date, items, cost, and payment mode. In the absence of a receipt, a thorough written description is a prerequisite for submission, which may or may not get full reimbursement approval.

Eligible and Non-Eligible Items for Reimbursement

Eligible Items:

- Board-approved training courses.
- Hotel accommodations paid out-of-pocket while on Board-approved business trips.
- Meals and beverages paid out-of-pocket while performing Board-approved business.
- Parking costs while using privately owned vehicles, while performing board-approved business.
- Mileage incurred from travel while performing Board-approved business.

- Any expense that relates to Board business and Board business objectives, which has received written approval from the Board of Directors or Board Chair and can be accompanied by an itemized receipt.

Non-Eligible Items:

- Any alcohol purchased while on Board business.
- Use of car rental or limousine services, unless preapproved by the Board.
- Laundry/dry-cleaning service costs while traveling for Board business, unless the travel exceeds four (4) days.
- Costs of travel, meal and beverage, or educational training courses for family or significant others.
- Items claimed, but not accompanied with a receipt (some modes of transportation are exempt from this line, such as taxi and public transit).
- Medical expenses incurred before, during or after travel for Board business.
- Any expenses deemed unnecessary and/or unreasonable that do not support Board objectives.

Pre-approved Expenses Process

Items categorized under pre-approved expenses are eligible for full reimbursement without necessitating additional approval from the Board of Directors. The Board Secretary will oversee the approval of these pre-approved expenses. It is imperative that the expenses adhere to the guidelines and criteria set forth for pre-approved categories. Any expenses that fall outside of these pre-defined categories will be subject to review by the Board Chair and Board Secretary, with no guarantee of reimbursement.

Childcare and Other Care Costs

Board members may be reimbursed for childcare, care of a dependent relative, or other personal care costs, such as eldercare or specialized care for a disabled family member, when necessitated by conflicts between Board-endorsed functions and their personal responsibilities. All such reimbursements require proper documentation and must be approved in advance.

Technology Expense Provision

To help remove technological barriers for LMCH directors and to allow those directors to fully participate in all meetings and events, LMCH is instituting a protocol to provide technology to any Director that makes a request. LMCH will purchase multiple devices which are to be loaned out to any director who has a need and makes a request.

Possible additional expenses will be considered including:

- Monthly internet service fees, prorated for board-related activities.
- Software, including virtual meeting platform subscription fees
- Other tools as required

Claim Process:

- Board members should submit a detailed expense claim, accompanied by original receipts, for any technology expenses they wish to be reimbursed for.
- All claims must specify the direct relevance of the expense to board activities.

Limits:

- An annual cap may be established for technology expenses for each board member to ensure budgetary constraints are respected.
- Technological upgrades or purchases that are not essential for board functions will not be reimbursed.

Travel

The Board Secretary/CEO or their representative will plan, or designate arrangements to be made, to accommodate all travel. These arrangements will be made using a reputable company and will consider the most appropriate way for Board members to reach their destination. If Board members wish to travel using their own vehicle, a mileage claim can be submitted.

Meals and Beverage

If meals are not provided in the cost of the registration of the conference, seminar, workshop, or meeting, the Board member will provide an original detailed receipt to LMCH and will be reimbursed up to the following maximum daily rates, excluding alcohol and gratuities before taxes, per person:

Breakfast: \$15.00 (Updated Amount – based on London Council)
Lunch: \$25.00 (Updated Amount – based on London Council)
Dinner: \$35.00 (Updated Amount – based on London Council)

Meal expenses are to be reported on the General Expense & Travel Claim Form and will be signed by the Board members as indicated on the form. Gratuities shall not exceed twenty percent (20%) of the total of each meal.



Hotels

The Board Secretary/CEO or their representative will plan, or designate arrangements to be made, to accommodate all hotel stays. Hotel stays will be considered based on the knowledge that performing activities endorsed and/or approved by Board members is at great distance from home. If this approved expense is performed out-of-pocket, the amount will be fully reimbursed to the Board member incurring these charges and will be submitted in an LMCH expense form.

Miscellaneous

All other expenses that are submitted and not outlined in this policy will be considered for reimbursement by the Board Chair and/or the Board Secretary. Any reasonable receipts and expenses submitted will not be denied for reimbursement.

Related Documents

- General Expense & Travel Claim Form
- LMCH Mileage Chart

Document Control

Approved: May 22, 2014

Revised: October 12, 2023



LONDON & MIDDLESEX
COMMUNITY HOUSING

LMCH Board of Directors General Expense & Travel Claim Form

Instructions:

- Please complete the form in its entirety.
- Attach all relevant receipts and documentation.
- Submit the form to the Executive Assistant (mofori@lmch.ca) within 14 days of the expense occurrence.
- For any queries, contact Melissa Ofori (mofori@lmch.ca)

Personal Information

Full Name: [_____]
 Position: [_____]
 Email: [_____]
 Phone Number: [_____]
 Mailing Address: [_____]

Travel Details

Purpose of Travel: [_____]
 i.e; Board-Approved Training Courses, Board Meeting, Conference, Board Event, Other Board-Related Work etc.

Travel Date: [_____]
 Return Date: [_____]
 Destination: [_____]

Transportation

Airfare: [\$ _____]
 Train/Bus: [\$ _____]
 Taxi/Rideshare: [\$ _____]
 Mileage (if using personal vehicle):
 [_____] miles x \$0.45/mile = [\$ _____]

Accommodation

Hotel Name: [_____]
 Number of Nights: [_____]
 Cost per Night: [\$ _____]
 Total Cost: [\$ _____]



LONDON & MIDDLESEX
COMMUNITY HOUSING

Meals

Date: [____], Meal: [____], Cost: [\$____]
Date: [____], Meal: [____], Cost: [\$____]
Date: [____], Meal: [____], Cost: [\$____]

Other Expenses

Description: [____], Cost: [\$____]
Description: [____], Cost: [\$____]

Total Claim Amount: [\$____]

Board Expense Details

Please itemize each expense and attach all relevant receipts.

Board-Approved Training Courses

Course Name: [____]
Date: [____]
Cost: [\$____]

Parking Costs

Location: [____]
Date: [____]
Cost: [\$____]

Childcare

Provider Name: [____]
Date: [____]
Hours: [____]
Rate per Hour: [\$____]
Total Cost: [\$____]

Care of a Dependent Relative

Provider Name: [____]



LONDON & MIDDLESEX
COMMUNITY HOUSING

Date: []
Hours: []
Rate per Hour: [\$]
Total Cost: [\$]

Technology Expense Provision

Description: []
Date: []

Other Costs

Description: []
Date: []
Cost: [\$]

Additional Expenses Related to Board Work

Description: []
Date: []
Cost: [\$]
Total Claim Amount: [\$]

Declaration

I, [], declare that the above information is accurate and that the expenses were incurred in the performance of LMCH duties.

Signature: []
Date: []

Approval
(For Office Use Only)

Approved by: []
Position: []

Signature: []
Date: []

MILEAGE CHART

<u>KMS</u>	Main Office	Albert Street	Allan Rush	Base Line Road	Berkshire Drive	Boulee Street	Commissioners Road	Dundas Street	Hale Street	Huron Street	Kent Street	Limberlost	Marconi	McNay Street	Oxford Street	Pond Mills	Simcoe Street	Southdale Road	Tecumseh	Walnut Street	Wharncliffe Road	William Street
Main Office		5	6	10	10	2	14	5	2	3	6	11	6	2	7	7	6	9	9	7	6	3
Albert Street	5		8	5	5	5	9	3	6	6	1	8	9	6	3	8	2	9	4	2	2	3
Allan Rush	6	7		7	10	7	11	5	5	7	7	15	7	7	9	2	5	4	7	8	8	6
Base Line Road	10	5	7		3	9	6	7	9	9	5	10	11	10	6	6	4	8	2	4	5	7
Berkshire Drive	10	5	10	3		10	4	7	9	10	6	7	12	10	6	9	5	10	4	4	6	8
Boulee Street	2	5	7	10	10		13	4	5	2	5	10	8	1	4	7	6	11	8	7	6	2
Commissioners	14	9	11	6	4	13		10	12	14	9	8	15	14	10	11	8	12	8	7	9	11
Dundas Street	5	3	5	7	7	4	10		4	5	2	9	7	5	3	6	3	8	5	3	4	2
Hale Street	2	6	7	9	9	5	12	4		5	6	13	4	4	6	5	6	8	8	7	8	6
Huron Street	3	6	7	9	10	2	14	5	5		6	11	9	2	4	10	7	12	9	8	6	3
Kent Street	6	1	7	5	6	5	9	2	6	6		8	9	6	2	8	2	10	4	2	3	3
Limberlost	11	8	15	10	7	10	8	9	13	11	8		20	12	7	15	11	16	9	7	6	8
Marconi	6	9	7	11	12	8	15	7	4	9	9	20		8	10	8	8	10	11	10	11	9
McNay Street	2	6	7	10	10	1	14	5	5	2	6	12	8		4	8	6	11	9	7	6	3
Oxford Street	7	3	9	6	6	4	10	3	4	4	2	7	10	9		9	3	10	5	3	2	2
Pond Mills	7	8	2	6	9	7	11	6	6	10	8	15	8	8	8		6	2	7	9	10	8
Simcoe Street	6	2	5	4	5	6	8	3	6	7	2	11	8	6	3	6		7	3	3	4	4
Southdale	9	9	4	8	10	11	12	8	8	12	10	16	10	11	10	2	8		7	10	11	10
Tecumseh	9	4	7	2	4	8	8	5	8	9	4	9	11	9	5	7	3	7		3	4	6
Walnut Street	7	3	11	4	4	7	7	3	7	8	2	7	10	7	3	9	3	10	3		2	5
Wharncliffe Rd	6	2	8	5	6	6	9	4	8	6	3	6	11	6	2	10	4	11	4	3		4
William Street	3	3	6	7	8	2	11	2	6	3	3	8	9	3	2	8	4	10	6	5	4	

Bylaw No.2

A bylaw relating generally to the conduct of the business and affairs of London and Middlesex Housing Corporation.

(herein called the "Corporation")

BEING a bylaw to amend Bylaw No.1, being a bylaw relating generally to the conduct and affairs of London and Middlesex Housing Corporation.

Be it ENACTED that Bylaw No.1 be repealed and replaced with Bylaw No.2.

Contents

- | | |
|---|-----------------------------|
| 1. Interpretation | 9. Meetings of Shareholders |
| 2. Registered Office and Seal | 10. Shares and Transfers |
| 3. Directors | 11. Dividends |
| 4. Meetings of Directors | 12. Execution of Documents |
| 5. Remuneration of Directors | 13. Notices |
| 6. Officers and Personnel | 14. Banking and Fiscal |
| 7. Standard of Care and Liability of Directors and Officers | 15. Repeal and Amendment |
| 8. Indemnification of Directors and Officers | 16. Effective Date |

Be it ENACTED as a bylaw of the Corporation as follows:

1. Interpretation

- 1.01 In this bylaw, unless the context otherwise requires:
- a) "Act" means the *Business Corporations Act, 1990* of the Province of Ontario together with the regulations made pursuant thereto and any statute or regulations that may be substituted therefor, as amended from time to time;
 - b) "Articles" means the articles of incorporation of the Corporation as amended or restated from time to time;
 - c) "Board" means the board of directors of the Corporation;
 - d) "Bylaw" means this bylaw;

- e) "Corporation" means this Corporation;
 - f) "dssab service manager" means a service manager that is a district social services administration board;
 - g) "Director" means a director of the Corporation;
 - h) "independent municipality" means a municipality within the service area of a municipal service manager that does not form part of the municipality of the municipal service manager for municipal purposes;
 - i) "Minister" means the Minister of Municipal Affairs and Housing or such other member of the Executive Council as may be assigned the administration of the *Housing Services Act, 2011* (or any successor legislation thereto), under the *Executive Council Act, 1990*;
 - j) "municipal service manager" means a service manager that is a municipality;
 - k) "notice" means written or electronic notice;
 - l) "person" means an individual, a corporation, the Crown, a municipality, an agency, a board, a commission or any other entity;
 - m) "recorded address" means, in the case of a shareholder, his or her address as recorded in the shareholders' register; and, in the case of a Director, officer, auditor or member of a committee of the Board, his or her latest address recorded in the records of the Corporation;
 - n) "related municipality" means an independent municipality in the related service manager's service area in the case of a municipal service manager, or a municipality in the related service manager's service area, in the case of a dssab service manager;
 - o) "related service manager", in relation to the Corporation, means the service manager to whom common shares of the Corporation were deemed to have been issued under section 23(7) of the former *Housing Services Act, 2011* (or any successor legislation thereto), or such other service manager as is prescribed for the purposes of this clause;
 - p) "service manager" means a municipality, agency, board or commission designated as a service manager under subsection 11(1) of the *Housing Services Act, 2011* (or any successor legislation thereto); and
- 1.02 In this bylaw where the context requires, words importing the singular include the plural and vice versa and words importing gender include the neuter gender.
- 1.03 Save as aforesaid, all the words and terms appearing in this bylaw shall have the same definitions and application as in the Act.

- 1.04 In the event of a conflict between the provisions of this bylaw and any other bylaw of the Corporation, except a bylaw amending or repealing all or any part of this bylaw, the provisions of this bylaw shall prevail.

2. Registered Office and Seal

- 2.01 The registered office of the Corporation shall be as specified by the Board.
- 2.02 The Corporation may have a corporate seal which shall be adopted and may be changed by resolution of the Board.

3. Directors

- 3.01 The Board shall consist of no less than two (2) and no more than thirteen (13) Directors.
- 3.02 **Appointment/Election and Term**
- a) A Director may be appointed/elected for a term of three (3) years.
 - b) Despite clause 3.02(a), a Director shall remain in office until a successor is appointed.
- 3.03 **Chair** – The Board shall appoint a Chair who shall preside at meetings and may perform any other duties assigned by the Board.
- 3.04 **Resignation** – A Director may resign from office upon giving a written resignation to the Corporation and such resignation becomes effective when received by the Corporation or at the time specified in the resignation, whichever is later.
- 3.05 **Removal** – The shareholders may, by ordinary resolution passed at a meeting of the shareholders, remove any Director or Directors from office before the expiration of his, her or their respective terms and may, by a majority of the votes cast at the meeting, elect any person in his or her place for the remainder of his or her term.
- 3.06 **Vacating of Office** – A Director ceases to hold office when he or she dies, resigns, is removed from office by the shareholders, or becomes disqualified to serve as a Director.
- 3.07 **Vacancies** – Where a vacancy occurs on the Board, the shareholder(s) may appoint a new Director to fill the vacancy.

4. Meetings of Directors

- 4.01 **Meetings by Telephone** – Where all the Directors present at or participating in the meeting have consented, any Director may participate in a meeting of the Board or of a committee of the Board by means of conference telephone, electronic or other communications facilities as permit all persons participating in the meeting to communicate with each other, simultaneously and instantaneously, and a Director participating in such a meeting by such means is deemed to be present at the meeting.
- 4.02 **Calling of Meetings** – Meetings of the Board shall be held from time to time at such place, at such time and on such day any two other Directors may determine, and the secretary shall call meetings when directed or authorized by that person(s). Notice of every meeting so called shall be given to each Director not less than 48 hours (excluding any part of a Sunday and of a holiday as defined by the *Interpretation Act, 1990* (Ontario)) before the time when the meeting is to be held, except that no notice of meeting shall be necessary if all the Directors are present or if those absent have waived notice of or otherwise signified their consent to the holding of such meeting.
- 4.03 **Regular Meeting** – The Board may appoint a day or days in any month or months for regular meetings at a place and hour to be named. A copy of any resolution of the Board fixing the place and time of regular meetings of the Board shall be sent to each Director forthwith after being passed, but no other notice shall be required for any such regular meetings except where the Act requires the purpose or the business to be transacted to be specified. A minimum of six (6) regular meetings shall be held in any calendar year.
- 4.04 **First Meeting of New Board** – Each newly elected Board may without notice hold its first meeting provided that a quorum of Directors is present.
- 4.05 **Quorum** – A majority of the Directors constitutes a quorum at any meeting of Directors.
- 4.06 **Chair** – The chair of any meeting of the Board shall be
- a) the Chair, or
 - b) if the chair is not available, another Director who is present at the meeting and selected by the Directors who are present.

- 4.07 **Votes to Govern** – At all meetings of the Board, each Director shall have one vote and every question shall be decided by a majority of votes cast on the question.
- 4.08 **Casting Vote** – In the case of an equality of votes on any question at a meeting of the Board, the chair of the meeting shall be entitled to be a second or casting vote.
- 4.09 **Resolution in Lieu of Meeting** – A resolution in writing, signed by all the Directors entitled to vote on that resolution at a meeting of Directors or committee of Directors, is as valid as if it had been passed at a meeting of Directors or committee of Directors. A copy of every such resolution shall be kept with the minutes of the proceedings of the Directors or committee of Directors.
- 4.10 **Delegation** – Directors may appoint from their number a committee of Directors and delegate to such committee any of the powers of the Directors. Unless otherwise determined by the Board, each committee shall have the power to fix its quorum at not less than a majority of its members, to elect its chair and to regulate its procedure.
- 4.11 **Conflict of Interest – Disclosure of Interest in Contracts** – Every Director or officer of the Corporation who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation, or is a Director or officer of or has a material interest in any person who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation, shall disclose in writing to the Corporation or request to have entered in the minutes of the meeting of Directors the nature and extent of his or her interest at the time and in the manner required by the Act. Any such contract or proposed contract shall be referred to the Board or shareholders for approval even if such contract is one that in the ordinary course of the Corporation’s business would not require approval by the Board or the shareholders, and a director interested in a contract so referred to the Board shall not vote on any resolution to approve the same except as provided by the Act.

5. Remuneration of Directors

- 5.01 **Remuneration** – The Directors of the Corporation, including those who are also officers shall serve as Directors and if applicable, officers without remuneration, and no Director shall directly or indirectly receive any profit or remuneration from his or her position or in any other capacity, except for:

- a) remuneration from the related service manager or another municipality paid pursuant to section 244 of the *Municipal Act, 2001* as amended from time to time, including any successor legislation; and
- b) reimbursement for reasonable expenses incurred in the performance of duties as Directors of the Corporation.

6. Officers and Personnel

- 6.01 **Appointment** – The Board shall from time to time appoint an executive director, a Secretary, a Treasurer, or a Secretary-Treasurer and may appoint a deputy executive director and such other officers as the Board may determine. The Board may specify the duties of, and in accordance with this bylaw, delegate to such officers powers to manage the business and affairs of the Corporation.
- 6.02 **Terms and Remuneration** – The terms of employment and remuneration of all officers elected or appointed by the Board, other than those who are Directors, and the remuneration of employees, shall be determined by resolution of the Board. The Board shall also have the power to authorize the reimbursement of any Director or officer of the Corporation for reasonable expenses incurred in the performance of duties.
- 6.03 **Executive Director** – The Board shall appoint an executive director who shall be responsible for the general supervision of the day-to-day business and affairs of the Corporation and shall have such other powers and duties as the Board may specify.
- 6.04 **Secretary** – The Board shall from time to time appoint a Secretary. The Secretary shall attend all meetings of the Directors, shareholders and committees of the Board and shall enter or cause to be entered in books kept for that purpose, minutes of all proceedings at such meetings; he or she shall give, or cause to be given, when instructed, notices required to be given to shareholders, Directors, auditor and members of committees; he or she shall be the custodian of the stamp or mechanical device generally used for affixing the corporate seal of the Corporation and of all books, papers, records, documents and other instruments belonging to the Corporation; and he or she shall perform such other duties as may from time to time be prescribed by the Board.
- 6.05 **Treasurer** – The Board shall from time to time appoint a Treasurer. The Treasurer shall keep, or cause to be kept, proper accounting records as required by the Act; he or she shall deposit, or cause to be deposited, all monies received by the Corporation in the Corporation's bank account; he or she shall, under the direction

of the Board, supervise the safekeeping of securities and the disbursement of the funds of the Corporation; he or she shall render to the Board, whenever required, an account of all his or transactions as Treasurer and of the financial position of the Corporation; and he or she shall perform such other duties as may from time to time be prescribed by the Board.

- 6.06 **Other Officers** – The duties of all other officers of the Corporation shall be such as the terms of their engagement call for or the Board requires of them. Any of the powers and duties of an officer to whom an assistant has been appointed may be exercised and performed by such assistant, unless the Board otherwise directs.
- 6.07 **Engaging of Employees** – The Board may engage, or arrange for the services of employees, agents and other personnel as may be required to perform such duties and exercise such powers as may be assigned to them by the Board.
- 6.08 **Remuneration of Officers and Employees** – The Board shall have the power to fix the remuneration payable to the Corporation’s officers (other than those who are Directors) and employees.
- 6.09 **Conflict of Interest** – An officer shall disclose his or her interest in any material contract or transaction or proposed material contract or transaction with the Corporation in accordance with Section 4.11 herein.

7. Standard of Care and Liability of Directors and Officers

- 7.01 **Standard of Care** – Every Director and officer of the Corporation, in exercising his or her powers and discharging his or her duties, shall act honestly and in good faith with a view to the best interests of the Corporation, and exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.
- 7.02 **Limitation of Liability** – Subject to paragraph 7.01, no Director or officer shall be liable for the acts, receipts, neglects or defaults of any other Director or officer or employee, or for any loss, damage or expense happening to the Corporation through the letting or subletting of land or premises owned or managed by the Corporation or through the insufficiency or deficiency of title to any property acquired for or on behalf of the Corporation, or for the insufficiency or deficiency in the maintenance, repair or renovation of any building comprising the projects under the control of the Corporation, or for the insufficiency or deficiency of any security in or upon which any of the monies from the bankruptcy, insolvency, or tortious act of any person, firm or corporation with whom or which any monies, securities or effects of the

Corporation shall be lodged or deposited, or for any loss, conversion, misapplication or misappropriation of any damage resulting from any dealing with any monies, securities or other assets belonging to the Corporation, or for any loss occasioned by any error of judgment or oversight on his or her part in the operation, management or administration of the housing projects under the control of the Corporation, or for any other loss, damage or misfortune whatever, which shall happen in the execution of the duties of his or her office or in relation thereto, unless the same are occasioned by his or her own dishonesty, wilful neglect or wilful default; provided that nothing herein shall relieve any Director or officer from the duty to act in accordance with the Act or from liability for any breach of the Act.

8. Indemnification of Directors and Officers

8.01 Indemnification – The Corporation shall indemnify and save harmless every Director or officer of the Corporation, or other person who has undertaken or is about to undertake any liability on behalf of the Corporation, and his or her heirs, executors, administrators and estate shall be indemnified and saved harmless, out of the funds of the Corporation, from and against:

- a) all costs, charges and expenses which such Director, officer or other person sustains or incurs in respect of any action, suit or proceedings which are brought, commenced or prosecuted against him in respect of any act, deed or matter made, done or permitted by him or her, in respect of the execution of the duties of his or her office or in respect to any such liability; and
- b) all other costs, charges and expenses which he or she sustains or incurs in relation to the affairs thereof;

except such costs, charges or expenses as are occasioned by his or her own dishonesty, wilful neglect or wilful default.

8.02 Insurance – The Corporation may purchase and maintain such insurance for the benefit of its Directors and officers as such, as the Board may from time to time determine.

9. Meetings of Shareholders

9.01 Annual Meetings – The annual meeting of the shareholders of the Corporation shall be held at such time and on such day in each year as the Board may from time to time determine, for the purposes of receiving the reports and statements required by the Act to be laid before the annual meeting, electing Directors, appointing

auditors and fixing or authorizing the Board to fix their remuneration, and for the transaction of such other business as may properly be brought before the meeting.

- 9.02 **Special Meetings** – The Board may at any time call a special meeting of the shareholders for the transaction of any business which may properly be brought before such meeting of shareholders.
- 9.03 **Place of Meeting** – Meetings of shareholders shall be held at the registered office of the Corporation, or at such other place as the Board from time to time determines.
- 9.04 **Notice of Meetings** – Notice of the time and place of each meeting of shareholders shall be sent not less than ten (10) days before the date of the meeting to the auditor of the Corporation, to each Director, and to each person whose name appears on the records of the Corporation at the close of business on the day next preceding the giving of the notice as a shareholder entitled to vote at the meeting. Notice of a special meeting of shareholders shall state:
- a) the nature of the business to be transacted at the meeting in sufficient detail to permit the shareholders to form a reasoned judgment on the business; and
 - b) the text of any special resolution or bylaw to be submitted to the meeting.
- A shareholder and any other person entitled to attend a meeting of shareholders may in any manner and at any time waive notice of or otherwise consent to a meeting of shareholders.
- 9.05 **Persons Entitled to be Present** – The only persons entitled to attend a meeting of shareholders shall be those entitled to vote at the meeting, the Directors and the auditor of the Corporation and others who although not entitled to vote are entitled or required under any provision of the Act or bylaws of the Corporation to be present at the meeting. Any other persons may be admitted only on the invitation of the chair of the meeting or with the consent of the meeting.
- 9.06 **Quorum** – The holders of a majority of the shares entitled to vote at a meeting of shareholders present in person constitute a quorum for the transaction of business at any meeting of shareholders.
- 9.07 **One-Shareholder Meeting** – If the Corporation has only one shareholder, the shareholder present through a person duly authorized to represent the shareholder constitutes a meeting.

- 9.08 **Right to Vote** – At any meeting of shareholders, unless the Articles otherwise provide, each share of the Corporation entitles the holder to one vote.
- 9.09 **Votes to Govern** – All questions proposed for the consideration of the shareholders at a meeting shall be decided by a majority of the votes. In case of equality of votes, the chair of the meeting shall be entitled to a second or casting vote.
- 9.10 **Show of Hands** – At all meetings of shareholders every question shall be decided by a show of hands. Upon a show of hands, every person present and entitled to vote has one vote regardless of the number of shares he represents. Whenever a vote by show of hands shall have been taken upon a question, a declaration by the chair that the vote upon the question has been carried by a particular majority, or not carried, and an entry to that effect in the minutes of the meeting, shall be prima facie evidence of the fact.
- 9.11 **Adjournment** – The chair of a meeting of shareholders may, with the consent of the meeting and subject to such conditions as the meeting may decide, adjourn the meeting from time to time and from place to place.
- 9.12 **Resolution in Lieu of Meeting** – Except where a written statement with respect to the subject matter of the resolution is submitted by a Director or the auditor in accordance with the Act,
- a) a resolution in writing signed by all the shareholders entitled to vote on that resolution at a meeting of shareholders is as valid as if it had been passed at a meeting of the shareholders; and
 - b) a resolution in writing dealing with any matter required by the Act to be dealt with at a meeting of shareholders, and signed by all the shareholders entitled to vote at that meeting, satisfies all the requirements of the Act relating to that meeting of shareholders.

10. Shares and Transfers

- 10.01 **First Share Issuance** – The Corporation is deemed upon incorporation to have issued one hundred (100) shares in its capital stock of the Corporation to the related service manager for nominal consideration.
- 10.02 **Common Shares and Acquisition of Shares** – The Corporation may issue common shares only and only a related service manager and a related municipality may acquire common shares in the capital of the Corporation as a result of a share

issuance, share transfer or amalgamation, subject to the restrictions specified in paragraphs 10.03, 10.04 and 10.05.

10.03 Restrictions on Share Issuance – The Corporation shall not issue shares pursuant to 10.02 without the prior written consent of the Minister unless they are issued to:

- a) the related service manager,
- b) a related municipality,
- c) a non-profit corporation controlled by the related service manager or a related municipality, but only if an object of the non-profit corporation is the provision of housing, or
- d) a non-profit housing corporation incorporated under section 13 of the *Housing Development Act, 1990* and that is controlled by the related service manager or a related municipality;

and the share issuance does not result in the related service manager owning legally or beneficially less than a majority of the issued and outstanding common shares in the capital of the Corporation.

10.04 Restrictions on Share Transfers – A shareholder of the Corporation shall not, without the prior written consent of the Minister, transfer or encumber the shareholder's legal or beneficial ownership in shares in the capital of the Corporation, and the Corporation shall not, without the prior written consent of the Minister, permit, acquiesce in, approve, ratify, recognize or register any transfer or encumbrance of legal or beneficial ownership in shares in its capital, unless the transfer or encumbrance is made to or in favour of:

- a) the related service manager,
- b) a related municipality,
- c) a non-profit corporation controlled by the related service manager or a related municipality, but only if an object of the non-profit corporation is the provision of housing, or
- d) a non-profit housing corporation incorporated under section 13 of the *Housing Development Act, 1990* and that is controlled by the related service manager or a related municipality;

and the transfer or encumbrance does not and cannot result in the related service manager owning legally or beneficially less than a majority of the issued and outstanding common shares in the capital of the Corporation.

10.05 Restriction on Amalgamation – The Corporation shall not amalgamate with another corporation without the prior written consent of the Minister unless the other corporation is

- a) a non-profit corporation controlled by the related service manager or a related municipality, but only if an object of the non-profit corporation is the provision of housing; or
- b) a non-profit housing corporation incorporated under section 13 of the *Housing Development Act, 1990* and that is controlled by the related service manager or a related municipality.

10.06 Restriction on Voluntary Dissolution or Winding Up – The Corporation shall not, without the prior written consent of the Minister, be voluntarily dissolved unless all real property that was transferred by a transfer order has been transferred to one or more of the following persons:

- a) the related service manager;
- b) a related municipality;
- c) a non-profit corporation controlled by the related service manager or a related municipality, but only if an object of the non-profit corporation is the provision of housing;
- d) a non-profit housing corporation incorporated under section 13 of the *Housing Development Act, 1990* and that is controlled by the related service manager or a related municipality.

10.07 Restriction on Securities – Any invitation to subscribe for securities of the Corporation is prohibited.

10.08 Share Certificates – Every holder of one or more shares of the Corporation is entitled, at his or her option, to a share certificate, or to a non-transferable written acknowledgement of his or her right to obtain a share certificate, stating the number and class or a series of shares held by him or her as shown in the records of the Corporation. Share certificates and acknowledgements of a shareholder's right to a share certificate shall be in such form as the Board shall from time to time approve.

Any share certificate shall be signed in accordance with Section 12.01 herein and need not be under the corporate seal.

- 10.09 **Replacement of Share Certificates** – The Directors may by resolution prescribe, either generally or in a particular case, the conditions upon which a new share certificate may be issued to replace a share certificate which has been defaced, lost, stolen or destroyed.

11. Dividends

- 11.01 The Directors of the Corporation shall not declare, and the Corporation shall not pay, any dividend on any issued share of the Corporation.
- 11.02 No part of the income of the Corporation shall be payable to or otherwise available for the personal benefit of any shareholder of the Corporation.

12. Execution of Documents

- 12.01 **Signing Officers** – Deeds, transfers, assignments, contracts and obligations of the Corporation may be signed by the executive director or any other person designated by the Directors. Notwithstanding this, the Board may at any time and from time to time direct the manner in which and the person or persons by whom any particular deed, transfer, contract or obligation or any class of deeds, transfers, contracts or obligation or any class of deeds, transfers, contracts or obligations may be signed.
- 12.02 **Seal** – Any person authorized to sign any document may affix the corporate seal.

13. Notices

- 13.01 **Giving Notice** – The giving (including the sending, delivering or serving) of any notice (including any communication or other document) pursuant to the Act, the Articles or bylaws shall be sufficiently given if delivered personally or by facsimile to the intended recipient or to the intended recipient's recorded address, or if mailed by prepaid post.
- 13.02 **Deemed Notice** – A notice is deemed to have been given in the case of personal delivery or by facsimile at the time of such delivery or facsimile. A mailed notice is deemed to have been received, in the absence of a postal disruption, five (5) days after the mailing.
- 13.03 **Omissions and Errors** – The accidental omission to give any notice, or the non-receipt of any notice, or any error in any notice not affecting its substance, shall not

invalidate any action taken at any meeting held pursuant to such notice or otherwise founded on the notice.

- 13.04 **Waiver of Notice** – Any person entitled to a notice may at any time in writing waive same or abridge the time for its delivery, and any such waiver, whether given before or after the conduct of the business to which the notice relates shall cure any default in the giving or timeliness of such notice.

14. Banking and Fiscal

- 14.01 **Banking** – The banking business of the Corporation shall be transacted with such banks, trust companies or other bodies corporate or organizations as may from time to time be designated by or under the authority of the Board under such agreements, instructions, and delegation of powers, subject to paragraph 12.01 as the Board may from time to time authorize.
- 14.02 **Signing of Cheques** – All cheques and other negotiable instruments for the payment of money shall be signed in such manner and by such officers or persons as the Board may from time to time designate.
- 14.03 **Financial Year** – The financial year of the Corporation shall terminate on the 31st day of December in each year.

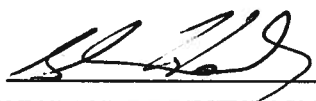
15. Repeal and Amendment

- 15.01 The Board may repeal or amend all or any part of this bylaw.

16. Effective Date

- 16.01 **Effective Date** - This amended bylaw shall come into force on the 29th day of November, 2013.

RESOLVED by the Board on the 28th day of November, 2013.



Glenn Hadley
Chair, LMHC Board of Directors