



Committee Report

To:	Warden and Members of Grey County Council
Committee Date:	December 9, 2021
Subject / Report No:	FR-CW-01-22
Title:	2021 Housing Write Off of Uncollectible Accounts
Prepared by:	Garrett Reed, Financial Analyst
Reviewed by:	Mary Lou Spicer, Director of Finance and Anne Marie Shaw, Director of Housing
Lower Tier(s) Affected:	Not applicable
Status:	Recommendation adopted by Committee as presented per Resolution CW01-22; Endorsed by County Council January 13, 2022 per Resolution CC11-22

Recommendation

1. That Report FR-CW-01-22 titled **2021 Housing Write Off of Uncollectible Accounts** be received; and
2. That the recommended write offs in the amount of **\$28,265** as outlined in the report be approved.

Executive Summary

Balances owing from former tenants with no repayment activity are written off at year-end for accounting purposes and staff continue to work on collections. Staff recommends that \$28,265 in arrears be written off, which is less than the budgeted amount of \$40,000.

Background and Discussion

Staff in the Housing department review accounts receivable balances monthly and attempt to work with residents when arrears exist in order to minimize the potential for write offs. The Housing accounts receivable balances that staff recommends be written off relate to former housing tenants with charges originating between January 1, 2020 and June 30, 2021 with no repayment activity. Although the amounts are written off for accounting purposes, attempts continue to be made to collect the receivables.

Previous tenants with balances owing are not eligible for subsidized housing with Grey County or other housing providers in the province until such time as payment is made or a repayment schedule is in place.

A total of \$28,265 meets the criteria outlined above as compared to the budgeted amount of \$40,000. The write off is comprised mostly of rental arrears and maintenance charges with small amounts for utility charges. This total write-off amount is 0.69% of the budgeted rental revenue of \$4,122,600. The following chart provides comparative information for the proposed 2021 write off and the previous five years.

Summary of Housing Accounts Receivable Write Off and Bad Debt Recovery

Year	Amount of Write Off	Number of Accounts Written Off	Amount of Bad Debt Recovery
2021	\$28,265	21	\$1,300
2020	\$42,933	24	\$5,746
2019	\$50,074	21	\$3,263
2018	\$21,471	19	\$8,133
2017	\$63,137	38	\$2,694
2016	\$40,900	30	\$2,829
2015	\$16,225	14	\$4,265

Legal and Legislated Requirements

None

Financial and Resource Implications

The uncollectible amount eligible for write off totals \$28,265 as compared to the budgeted amount of \$40,700.

Relevant Consultation

- Internal – Anne Marie Shaw, Director of Housing
- External (list)

Appendices and Attachments

None