



Social Services Department Housing Services

Policy Name:	Absence from Unit	Policy Catalogue #	HS 2013-PA2.0
Department:	Administration	Approved by:	Committee and Council
Approval Date:	June 27, 2013	Signature:	<i>Harry Blinkhorn</i>

1.0 PURPOSE

To establish a local rule setting the maximum number of days a household is allowed to be absent from the unit for which the household receives Rent-Geared-to-Income or Rent Support assistance (hereinafter referred to as “the unit”), as prescribed under the Housing Services Act 2011 and Ontario Regulation 367/11 section 37. The maximum absence from unit local rule will determine the ongoing eligibility for all current and future households administered by the County of Wellington, CMSM and its housing providers.

2.0 REVISION HISTORY

N/A

3.0 POLICY

All members of a household are allowed to be absent from the unit for a maximum of 60 consecutive days.

All members of a household are allowed to be absent from the unit for a maximum of 90 days over a 12 month period.

A member of a household shall be deemed to be not absent from the unit for the purposes of these local rules if such a person is absent from their unit for medical reasons.

Any requests for a waiver of this policy based on extenuating circumstances will be considered. All extenuating circumstance requests must be submitted to the housing provider in writing prior to or as soon as the circumstances are known to the household. All decisions with regards to extenuating circumstances are at the discretion of the Housing Provider.

4.0 DEFINITIONS

(1) “CMSM” means Consolidated Municipal Service Manager. The Corporation of the County of Wellington is the Consolidated Municipal Service Manager for the geographic area that includes The County of Wellington and the City of Guelph for the purposes of the Housing Services Act, 2011;

(2) “Extenuating Circumstances” means a situation which hinders a household’s ability to follow the local rule;

(3) “Housing Provider” means all landlords in the County of Wellington CMSM service area that fall under Ontario Regulation 368/11, Schedule 35;

(4) “Medical Reasons” may include but are not limited to the following medical situations:

- A patient in hospital;
- A person in a residential treatment centre or substance abuse recovery programme;
- A person in a care facility; or
- A person recuperating from a serious medical intervention at the home of family or friends.

(5) “Policy Approval Date” means the date this policy received final approval by County Council.

5.0 APPLICATION

The local “Absence from Unit” rule comes into effect on the policy approval date.

The “Absence from Unit” local rule will apply to all current and future households in units administered by the County of Wellington, CMSM and its housing providers.

6.0 PROCEDURES

N/A

7.0 RELEVANT LEGISLATION & POLICY

Housing Services Act, 2011 S.O. 2011
Ontario Regulation 367/11, s. 37
Ontario Regulation 368/11, Schedule 35
Directive 2006-01



Alternative Formats Available Upon Request