

PLANNING REPORT
FOR
A STUDY OF HOUSING CONDITION AND SHELTER NEED
IN SELECTED AREAS OF THE ATLANTIC PROVINCES

Submission to: Federal Statistical Activities
Secretariat

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Central Mortgage
and Housing Corporation

Société centrale
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National Office

Bureau National

June 9, 1980.

Mrs. Naomi Lee,
Consultant,
Federal Statistical Activities Secretariat,
Statistics Canada,
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Tunney's Pasture,
Ottawa, Ontario.
K1A 0T6

Dear Mrs. Lee:

Attached is one copy of the Planning Report for A Study of Housing Condition and Shelter Need in Selected Areas of the Atlantic Provinces. I am pleased to submit this report on behalf of the Atlantic Regional Office of Canada Mortgage and Housing Corporation and the Canada Youth Employment Program.

Our initial meeting with you on this project has assisted us in introducing at least two improvements from what had originally been conceived:

1. The introduction of a physical inspections component to be conducted by six CMHC Building Inspectors.
2. An outline of the framework and background to the study to integrate our work with other complementary projects being conducted for CMHC.

If you wish to discuss any items of the report, I will be very pleased to do so and am available at 1-(506)-658-4472.

I look forward to hearing from you.

Hussein Rostum,
Project Manager.

P.S. My mailing address is:

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TABLE OF CONTENTS

	PAGE
GUIDE FOR STATISTICS CANADA REVIEW STAFF IDENTIFICATION	i ii
CHAPTER ONE: INTRODUCTION	1
1.1 Background of the Study	2
1.2 Objectives of the Study	7
CHAPTER TWO: SURVEY DESIGN	10
2.1 Outline of the Survey Method	10
2.2 Survey Staff	12
2.2.1 Interviewer Staff	
2.2.2 Inspections Staff	
2.2.3 Data Processing Staff	
2.2.4 Supervisory Staff	
2.3 Training of Staff	13
2.4 Provision for Confidentiality	15
2.5 Quality Control	16
2.6 Estimate of Respondent Burden	19
2.7 Conducting the Household Interview	19
2.8 Selection of Priority Areas	22
2.9 Population (Data Subjects)	22
2.10 Type of Information Collection	23
2.11 Frame	24
2.12 Sample Design	26
2.13 Processing and Storage of Data	27
2.14 Public Relations	30
2.15 Reports and Publications	31
2.16 Time and Costs	31
CHAPTER THREE: STUDY CONTENT, USES AND ANALYSIS	34
3.1 Content	34
3.2 Uses	41
3.3 Analysis	42
APPENDIX A: INSPECTOR'S REPORT	
APPENDIX B: INTERVIEWER'S INSTRUCTIONS	
Sub-Appendix A: Daily Quota Sheet	
Sub-Appendix B: Letter of Introduction	
Sub-Appendix C: Survey Action Plan	
Sub-Appendix D: Survey Questionnaire	
APPENDIX C: A COMPARISON OF ESTIMATES OF PHYSICAL HOUSING CONDITIONS BASED ON 1971 CENSUS DATA AND 1979 FIELD INFORMATION	
APPENDIX D: BIN INVENTORY INPUT FORM	

LIST OF TABLES AND EXHIBITS

	PAGE
Table 1 Example of Assessment Rolls	25
Table 2 Sample Size	28
Table 3 Breakdown of Costs	32
EXHIBIT A Detailed Justification of Survey Instrument	35
EXHIBIT B Application of Market Value Approach to Shelter Needs	44
EXHIBIT C Relating Shelter Problems to Market Studies	46

GUIDE FOR STATISTICS CANADA REVIEW STAFF

To assist you in the review of this Planning Report, the contents are referenced below to correspond to the order recommended in the Reporting Procedures and Guidelines, Statistics Canada.

<u>GUIDELINES</u>	<u>PLANNING REPORT</u>
1. Identification	page ii
2. Objectives	7
3. Use	41
4. Population (Data Subjects)	22
5. Content and Analysis	34&42
6. Description of the Design of the Information Collection Project	
6.1 Type of Information Collection	23
6.2 Frame	24
6.3 Sample Design	26
6.4 Data Collection	12,13&16
6.5 Response Burden	19
6.6 Public Relations	30
6.7 Processing and Storage of the Data	27
6.8 Time and Costs	31
7. Pretest or Pilot Study	16
8. Reports and Publications	31
9. Confidentiality	15

IDENTIFICATION

This study is being undertaken by the Atlantic Regional Office, Canada Mortgage and Housing Corporation, and the Canada Youth Employment Program. It is being financed by the Youth Employment Program, which is delivered by the Canada Employment and Immigration Commission, and by a Part V NHA research grant. Data processing costs and CMHC managerial and planning time is being funded by CMHC. The Bin Number for the study is B-28558.

CHAPTER ONE

INTRODUCTION

This planning report provides an outline for a study to improve the inventory of housing needs information in the Atlantic provinces. The study will focus on selected areas which have been identified by the Atlantic Regional and Branch Offices of Canada Mortgage and Housing Corporation as requiring particular attention. Through an occupant interview, interviewer assessment and a physical inspection of a sub-sample of dwelling units this project will estimate housing conditions, identify the extent of other shelter needs resulting from affordability and housing suitability problems and assess the appropriateness of existing housing program instruments to address these problems. The particular combination of items of information on the data gathering instrument used in this study represents several developments from previous housing survey instruments such as the 1974 Survey of Housing Units conducted by Statistics Canada on behalf of CMHC. As such, new ways to develop useful measures of residential rehabilitation and other shelter needs will be made possible. The following discussion provides a background of the study including a review of recent developments necessitating that such a study be conducted and a summary of the project objectives.

1.1 BACKGROUND OF THE STUDY

There have been several surveys in the past decade to provide housing information necessary for the rationalization of decisions on how best to address residential rehabilitation and other shelter needs of Canadians. However, severe limitations in all of these attempts led to a strong reliance on indicators of shelter needs. The particular combination of housing information provided in these surveys did not elicit sufficient confidence in these indicators as true representations of shelter needs.

The 1971 Census of Canada included information on facilities available to dwelling units. These included such data as heating equipment, water supply, type of sewage disposal and the like. The 1971 Census did not provide any insight on the structural conditions of dwelling units, nor did it provide information on shelter costs necessary for measuring affordability problems of Canadians.

The 1974 Survey of Housing Units, conducted for CMHC by Statistics Canada in 23 metropolitan areas, sought to obtain some information on structural characteristics of dwellings, but only a list of twelve exterior characteristics were included in the survey questionnaire. There was no evaluation of interior physical conditions of the unit. Thus the relationship between the exterior condition and the interior was not established for those dwellings

that were surveyed. Moreover, coverage of small urban and rural areas was not provided by this survey.

In addition to the Census and the Survey of Housing Units of 1974, Canada also conducts an annual survey of household facilities and equipment. This survey is "piggy-backed" onto the Monthly Labor Force Survey of households across Canada. This survey, however, does not include any questions on the structural conditions of dwelling units. In addition, this survey does not sufficiently cover small urban and rural areas to allow for any conclusions on shelter needs of individual housing markets within these areas.

The 1981 Census of Canada will include a general question on physical house condition. This question will be based on the subjective assessment of the occupant. No specific detail on physical house conditions will be requested in the Census questionnaire. Therefore, a test will not be possible on the reliability of responses to the general, subjective question as it relates to specific physical conditions of the dwelling, or as it relates to an objective assessment of physical conditions.

In view of the above, and other shortcomings of existing data sources not mentioned above, as part of a Memorandum of Understanding between the Canadian and United States governments, CMHC and its U.S. counterpart (the Department of Housing and Urban Development) agreed to conduct pilot studies in

two respective urban areas with the aim to design and test new methods for assessing housing condition and need for rehabilitation of dwelling units.

It is expected that the results of the Canada and U.S. pilot studies will eventually be used in the development of a national survey on housing. Such a survey with national coverage, however, will not be possible until the experiences of the pilot studies have been fully analyzed. Moreover, the transferrability of the results of these studies to smaller urban and rural areas may not be possible.

Notwithstanding all of the above, CMHC is now moving towards greater emphasis on local housing market analysis as an input to regional and branch plans, project approvals and for other purposes such as real estate sales, mortgage insurance, federal/provincial relations and program evaluation. A major obstacle to effective planning and housing market analysis, at the local level, especially for the smaller urban and rural areas, is the lack of detailed and up-to-date information on household shelter needs and physical housing conditions. This problem is common to CMHC as well as municipal and provincial government housing departments, lending institutions and other actors involved in the housing business.

Meanwhile, important policy and program decisions are continuously being made affecting budgeting and funds allocation for housing programs. The Atlantic Regional and Branch Offices of CMHC have recognized the necessity of updating and improving our inventory of housing needs information for the rationalization of these policy and program decisions. As such, during the summer of 1979, the CMHC Regional Office conducted a limited pilot study in Saint John, Charlottetown and Amherst with the aim of developing local expertise and initiative in conducting housing needs surveys. Other more specific aims of the 1979 survey focussed on providing housing information which will be used this year as a basis for developing the plans for the three areas covered by the survey, as input into the overall 1981 Corporate Plan for the Atlantic Region.

The modest experience of the 1979 pilot survey in Saint John, Charlottetown and Amherst has successfully generated an awareness among Regional CMHC staff, and among other members of the housing business in the Atlantic, of the necessity for improved housing needs studies. Moreover, the feasibility of conducting similar studies in the Region has been improved. As such, the Atlantic Regional Office in co-operation with CMHC Branch Offices and the Canada Youth Employment Program is conducting the housing needs study outlined in this report. Several developments have been introduced in this study on the basis of last year's experience. Among the improvements that have been made are changes in the survey instrument, better quality control,

introduction of inspector assessments, better training package, improved survey technique and sampling procedure, and generally better organization in the implementation of the survey.

There is a national consensus that the 1980s will see a significant reduction in new housing requirements. This has important implications for the types of adjustments that will have to be made by the residential construction industry, municipal, provincial and Federal governments. In this context, the need for improved knowledge about physical condition of the existing housing stock and about household shelter needs in the 1980s is pressing. The adjustment of the Atlantic housing market to the challenges of the 1980s is better served by improving our inventory of housing information as soon as possible.

Furthermore, the Corporation is now in the process of changing its Corporate Planning system. Greater emphasis is being placed on local housing market intelligence and Branch planning. Local market analysis and information on shelter needs will provide a more rational basis for Branch planning and resource allocation. A large proportion of occupied dwellings in the Atlantic provinces, however, exist in small urban and rural areas. Unfortunately, there is a paucity of information necessary to prepare effective and otherwise relevant market studies in these areas.

It is evident from the discussion above that conducting the study outlined in this report is essential. The results from this study will be used in the 1981 Corporate Plan for the Atlantic Region. The market-by-market approach developed by CMHC for this Plan means that for those areas selected for the survey it will be possible to use the updated, improved housing needs information to be gathered. It is expected that the same survey will be conducted in subsequent years in other priority areas of the Atlantic provinces. Future developments of the survey instrument and method will be possible on the basis of this year's experience in the Atlantic and the joint Canada and U.S. pilot studies.

1.2 OBJECTIVES OF THE STUDY

Given the background of the study as discussed in the previous section, the following study objectives may be specified.

1. To develop an acceptable estimate of the number of "inadequate" dwelling units that may require rehabilitation in the areas selected for the study.
2. To evaluate the effectiveness of CMHC social housing programs in responding to shelter needs.
3. To provide some current housing and household information to determine to what extent reliance can be placed on the analysis of existing but outdated housing needs information.

4. To provide the necessary household and housing needs information to be utilized for rationalizing program and policy planning decisions affecting the selected areas of the study.
5. To provide some up-to-date housing market data on households and dwellings which are otherwise not available from existing sources and which can be used in CMHC housing market studies.
6. To complement the Canada and United States pilot studies in developing a practical survey instrument designed to assess physical house condition and rehabilitation need and potential, with emphasis on the smaller urban and rural areas of the Atlantic provinces.
7. To assess the extent to which the 1981 Census of Canada question on physical house condition will be a reliable indicator of actual housing conditions, especially in the Atlantic Region.
8. To assess the feasibility of estimating housing condition and rehabilitation need based on occupant and interviewer data.
9. To determine the relationship between the interior and exterior condition of dwelling units.

The survey questionnaire to be used in this study was developed with the aim of providing only the most essential data elements

deemed necessary for addressing the above specified objectives. A detailed justification of each question is provided in Chapter 3. The survey instruments of the Canada and U.S. pilot studies are more comprehensive in design, with the aim of conducting intensive investigation of a small sample of dwellings. The Atlantic study, in contrast, is aimed at more diverse geographical coverage and a much larger volume of dwelling units. As such, a simpler survey instrument has been developed for obvious cost related and practical purposes such as undue burden on respondents. The issues addressed by the Canada and U.S. studies, however, will provide a partial test of reliability for the Atlantic study, specifically regarding the measuring of physical house condition and rehabilitation need and potential. Conversely, the Atlantic survey will provide a partial test of the reliability of the Canada study in terms of transferrability of the conclusions of that study to other areas of the country. Moreover, the Canada study, in contrast to the Atlantic study, relies on a continuum of responses to questions on physical housing condition. Responses to these question in the Atlantic study are based on categorical answers. It will be possible to compare the efficacy of these approaches.

CHAPTER TWO

SURVEY DESIGN

The survey design set forth in this chapter represents a substantial improvement on last year's pilot study in Saint John, Charlottetown and Amherst. Among the improvements that have been made are major changes in the survey instrument, better quality control, introduction of inspector assessments, better training package, improved survey technique and sampling procedure, and generally better organization in the implementation of the survey.

2.1 OUTLINE OF THE SURVEY METHOD

For the survey, a random sample of units will be selected for each area from the provincial assessment rolls. Each interviewer will be assigned a sub-area within each community to be surveyed. The addresses selected through the assessment rolls for each respective sub-area will be recorded on respective daily quota sheets.

Just prior to conducting the interviews in each area, a publicity campaign will be undertaken. This is intended to result in a good response rate for the survey. The publicity campaign through television, radio and newspaper

coverage will provide a good opportunity to convey the purpose and timing of the survey, and the confidentiality and voluntary nature of the survey. At all times, the Canada Youth Employment Program and Canada Mortgage and Housing Corporation will be credited and identified as the sponsors for the survey.

A letter of introduction with the signature of a CMHC official is to be provided to each household selected for an interview. This letter explains the purpose of the survey and assures the respondent that confidentiality will be maintained.

Each interviewer will have a quota of addresses to visit and for each visit the interviewer will record the outcome of the interview (i.e., succeeded/failed) on his/her daily quota sheet.

The survey questionnaire includes questions to be answered by the respondent. These are interviewer prompted questions on dwelling unit characteristics, tenure, shelter finances, and personal information such as age, marital status and income. In addition, the questionnaire contains questions to be answered by the interviewer regarding the type and the

exterior condition of the dwelling units.

The completed questionnaires and daily quota sheets will be mailed to the Atlantic Regional Office, CMHC, for editing, coding and computerization.

2.2 SURVEY STAFF

2.2.1 Interviewer Staff

The total number of interviewers employed for the survey is 42. Most of the interviewers are in their early twenties and in their finishing year towards Bachelor of Arts degrees. There are six Team Leaders supervising six respective teams. The Team Leaders have all recently obtained their Bachelor of Arts degrees. All the interviewers and Team Leaders have been hired through the Canada Youth Employment Program.

2.2.2 Inspections Staff

Six CMHC Building Inspectors will conduct technical inspections for 100 dwelling units which will have been surveyed by the interviewers.

2.2.3 Data Processing Staff

One Computer Programmer will be developing the computer programs for editing the survey data and for creating a computer data base on the survey. Based on specifications

to be determined by CMHC professional staff, the Computer Programmer will be responsible for preparing the computer programs for producing a statistical handbook on the results of the survey. Finally, the Computer Programmer will prepare a documentation report describing the survey computer data base.

Three Data Processing Assistants will scan the completed questionnaires for quality control. They will also code the questionnaires for keypunching and subsequent computerization.

2.2.4 Supervisory Staff

The Economist, Field Support, Centre, CMHC Atlantic Region, is the Manager of the study. Three CMHC Housing Analysts and a Statistical Analyst are responsible for co-ordination of the study at the respective provincial levels.

2.3 TRAINING OF STAFF

Before going out into the field, the 42 interviewers will participate in several staff training sessions. The six Team Leaders will, in addition, participate in a separate session to convey to them their roles and responsibilities as Team Leaders. The itinerary of the training session involves the following:

1. A group discussion on the objectives of the

study and an explanation of what is expected of each individual in the context of these objectives.

2. A survey strategy session to convey details on survey administration, e.g., transportation, accommodation, processing of completed questionnaires, office space, materials, identification cards, etc.
3. A session on sampling, survey technique, survey coverage and quality control.
4. A separate session to discuss in detail the survey questionnaire, the precise meaning of each question and how to complete the questionnaire.
5. A slide presentation on the Residential Rehabilitation Assistance Program of CMHC, to familiarize the surveyors with the Federal Government's efforts at residential rehabilitation.
6. A slide presentation by a CMHC Building Inspector focussing on various exterior and interior housing condition problems and situations which will be investigated through the survey questionnaire.
7. A field trip to various dwelling units where examples of the types of housing condition defects examined by the survey questionnaire will be pointed out and discussed with a CMHC Building Inspector.
8. A trial run to be conducted during a period of three days. The trial run will then be reviewed with professional staff members of CMHC. At this time,

any inconsistencies in interpretations of questions by interviewers will be considered. Also, sampling, survey technique and the questionnaire will be discussed and suggestions for improvement will be considered before finalization of the overall survey design.

To assist in the training process an interviewer's instructions manual has been prepared (see Appendix B). This instructions manual covers the details of the survey method and on the completion of the survey questionnaire.

2.4 PROVISION FOR CONFIDENTIALITY

The information gathered on the interview and the inspection will be kept confidential. The letter of introduction will stress the confidentiality of the survey and just prior to conducting the interview the voluntary nature of the survey will be stressed. Names will not be recorded except when extracting the sample from the assessment rolls. Once the completed interviews and inspections are validated and computerized all specific street address identifiers will be removed and destroyed.

During the training sessions with interviewers and data processing staff, the necessity of confidentiality and anonymity will be

stressed. The importance of confidentiality will also be conveyed in writing to the six CMHC Building Inspectors. All staff involved in the study will be asked to sign a letter of agreement to keep secret all the questionnaire information.

2.5 QUALITY CONTROL

Several quality control measures will be implemented during the survey. These are:

1. A trial run will be conducted in six of the areas to be surveyed. These areas are Moncton, Fredericton, New Glasgow, Sydney, Summerside, and St. John's. The trial run will be reviewed by the Project Manager, CMHC Housing Analysts, Statistical Analyst, Team Leaders and Field Workers.
2. Completed questionnaires will be visually examined by three data processing assistants before coding for data processing. It will be possible through the interviewer code on each questionnaire to monitor each interviewer's performance and accuracy in completing the questionnaires. Logical consistency will be checked among certain key items in the questionnaire as identified by the Project Manager.
3. Editing for completeness, accuracy and logical consistency of information on each of the

questionnaires will also be implemented at the computer data processing stages. Computer program subroutines for checking the response on each question on the survey instrument will flag any errors to be corrected at the source.

4. Each Team Leader will be requested to prepare progress reports during the implementation stages of the survey. These progress reports are intended to capture any problems involving morale, administration, logistics, funds and ad hoc problems not foreseen at the outset. The progress reports will also be a vehicle for Team Leaders to convey any specific local concerns regarding the survey design which were not captured at earlier stages of the survey.
5. Each interviewer will be requested to complete daily quota sheets (see Interviewer's Instructions). The daily quota sheets will report on the results of each attempted interview.
6. Provincial co-ordinators for the survey (CMHC Housing Analysts) will attend periodic meetings with the survey teams to review sampling procedure, interview procedure, interviewer recording, non-responses and interpretation of questions.
7. CMHC Building Inspectors will prepare inspections reports on dwelling units covered in the survey.

A minimum of two dwelling units and a maximum of five units will be inspected for each interviewer's individual samples. The selection of dwelling units to be inspected will be made by CMHC staff and not by the survey teams. The selection of dwelling units to be inspected will be based on ensuring coverage of a cross-section of types of units, locations and physical conditions as initially assessed by interviewers. Contact with the households of dwellings will be made by the Inspector subsequent to the interview. Interviewers will be requested on completion of their interviews to ask if the households will be willing to have their dwellings inspected by a CMHC Building Inspector as part of the survey, stressing the confidentiality of the inspection report as well as the voluntary nature of submitting to the inspection. If the answer is "yes" then the interviewer will enter the telephone number and name of the respondent on the blank space provided in page three of the survey instrument. The Inspector will follow-up with a telephone call to arrange for an appointment.

A copy of the inspection's report is provided in Appendix A. A total of 100 dwelling units will be inspected. These 100 units will be distributed as follows: 27 units in New Brunswick, 12 in Prince

Edward Island, 34 in Nova Scotia and 27 in Newfoundland. The inspection report is^Vdesigned to correspond to the questions provided in the survey instrument.

8. Both inspectors and interviewers will be responsible for editing their own respective work for completeness and accuracy as soon after each inspection and interview as possible.

2.6 ESTIMATE OF RESPONDENT BURDEN

A trial run on an actual dwelling unit was conducted. On the basis of this trial run it was estimated that the interview portion of the survey instrument would last between 15 and 25 minutes. The interviewer's portion of the survey instrument would last between five and ten minutes. Thus the total survey time is expected to be between 20 and 35 minutes. In those cases where a follow-up inspection will be implemented, a maximum of 25 additional minutes will be added to the survey time.

2.7 CONDUCTING THE HOUSEHOLD INTERVIEW

The method of data gathering is based on three techniques: an occupant interview, an interviewer assessment and a physical inspection of a sub-sample of dwellings. Before the occupant interview a letter of introduction will first be presented to the respondent and a verbal explanation of what the letter

contains will be given (see Interviewer's Instructions in Appendix B for a copy of letter of introduction). The interviewer will have their identification cards pinned to their chests. Confidentiality and the voluntary nature of the survey will be stressed. Each of the separate sections of the survey questionnaire will be introduced with a brief, general explanation on what the information in that section is about - i.e., characteristics of the dwelling, financing of housing bills and personal information.

When the respondent's portion of the interview is over, the interviewer will explain that the interview is over and will request if he may examine the exterior of the dwelling to complete his portion of the questionnaire. In addition, he will inquire if a follow-up inspection by a CMHC Building Inspector is possible. If so, the telephone number of the household will be recorded.

Although in general the answers to the questionnaires are secret, the questions asked are not, and respondents can be shown blank forms if they request and the answers on their own dwelling if they insist. If the interview is interrupted once it has begun, and this interruption will entail a long period of time (i.e., more than 30 minutes), the interviewer will attempt to re-schedule it for a time convenient to the respondent and then will proceed to

complete the interviewer portion of the questionnaire. If the interruption time is 30 minutes or less, the interviewer will proceed to complete his/her portion of the questionnaire and then wait for the respondent to return to the interview.

2.8 SELECTION OF PRIORITY AREAS

The selection of areas for the survey is primarily on a priority basis. Local CMHC Branch Managers, Program Managers, Lending Officers and Housing Analysts were consulted. The selection was based largely on a consensus of their expertise. The following areas of consideration were taken into account during the consultation process.

1. Volume of CMHC activity in the selected areas, or lack of it.
2. Current housing market conditions in those areas.
3. Economic base of these areas and potential for growth.

In addition to consulting with CMHC professionals in the field, local municipal and provincial officials were invited to present their views. The final selection of areas represents a general consensus. Other areas are expected to be the focus of attention next year.

2.9 POPULATION (DATA SUBJECTS)

The survey will be conducted in the Atlantic provinces in the following selected areas:

1. Nova Scotia: Bridgewater, Glace Bay, Kentville, New Glasgow, North Sydney, Sydney (c.) and Sydney Mines.

2. New Brunswick: Bathurst, Campbellton, Dieppe, Edmundston, Fredericton, Moncton, Riverview, Sackville, Shediac, St. Stephen and Sussex.
3. Prince Edward Island: Summerside and Montague.
4. Newfoundland: Corner Brook and St. John's.

The survey data subjects will include all types of residential dwellings and households. There will be no restrictions on selection of dwellings and households to be interviewed and inspected. Any member of the household who is able to answer the survey questions may do so. It is possible that more than one member of the household will be available to answer the questions. It will be permissible to obtain answers from two or more members of the household.

2.10 TYPE OF INFORMATION COLLECTION

The survey will be based on a sample of the populations in the areas identified above. The collection of information in those areas will not be repeated in subsequent months or years. It is expected, however, that the survey will be implemented next year and in subsequent years in other geographical locations of the Atlantic provinces, on a rotational basis.

2.11 FRAME

The frame that will be used to access the survey population is the provincial assessment rolls of each of the Atlantic provinces. An example of the information contained in these assessment rolls is provided in Table 1. Several more items of information are contained on the assessment rolls. Those that will be extracted are: property code, name and address of owner, location description and assessed value. Through the assessed values it will be possible to calculate property taxes. As part of the accuracy tests of the quality control procedures, these property taxes will be checked against the responses of the householders to the property tax question on the survey instrument.

The assessment rolls are located in provincial as well as municipal offices. CMHC has obtained agreement from all the respective sources to select the survey sample from the rolls.

It is estimated that between one and five percent of the total population of dwellings in those areas surveyed will be missing from the assessment rolls. While the assessment rolls are kept up-to-date, there is sometimes a lag before assessments of newly completed dwellings are processed into the rolls.

TABLE 1

EXAMPLE OF ASSESSMENT ROLLS (SYDNEY)

<u>PROPERTY CODE</u>	<u>NAME AND ADDRESS</u>	<u>LOCATION DESCRIPTION</u>	<u>ASSESSED VALUE</u>
35-020995	Legg, Terrance Carol 29 Topshee Drive Sydney	Land & Dwelling 29 Topshee Drive	xx,xxx*
35-020996	Black, John 35 Topshee Drive Sydney	Land & Dwelling 35 Topshee Drive	xx,xxx*

Note: Only information to be extracted for the study is displayed in this table.

* Not reproduced in this report for confidentiality.

The assessment rolls include residential and commercial buildings. Only residential and mixed commercial-residential buildings will be sampled, since commercial buildings alone are not part of the study.

2.12 SAMPLE DESIGN

The sample will be a two-stage random sample. The first stage will be a simple random sample selected from the assessment rolls. In the Nova Scotia and Newfoundland surveys, the random samples will be generated by computer using a random number generator routine. In the New Brunswick and Prince Edward Island surveys, the random samples will be selected manually, systematically taking 1 in "n" units from the rolls ("n" varies between areas depending on the sample size). The assessment rolls are organized on a street-by-street basis.

The second stage of the sampling procedure occurs when an interview fails during the first stage. Each interviewer will be asked to systematically select a substitute. One of a possible three neighbouring dwellings to the original dwelling on his/her daily quota sheet is selected on the following basis: "first select the unit to the left of the original dwelling as you face it, second the unit to the right, third the unit facing the original dwelling". If all three of these fail for any reason, the interviewer moves on to the next original address on the daily quota sheet. The second stage of the sampling

procedure is designed to preserve the original randomness of the sample selected during the first stage.

The level of accuracy at which the estimates are required is to give a true representation of the survey populations (data subjects) in the individual areas surveyed. No generalizations will be made to reflect provincial or regional levels. Sampling error will be examined and estimated during the final stages of the study. Sample sizes for the various areas of the survey are presented in Table 2.

2.13 PROCESSING AND STORAGE OF DATA

The responses on the survey instrument are all numerical. Most questions elicit a response which has been pre-coded. The rest of the questions, such as those requesting mortgage payments or rents and property taxes, are not pre-coded since they elicit a numerical response.

Completed questionnaires will be transferred to coded key-punching sheets by data processing clerks. At this stage checks for inconsistencies will be made and verification of completed questionnaires for accuracy and completeness will be made.

Once the coded keypunching sheets are completed, keypunchers will punch and verify the data onto keypunch cards. These cards will be read into the Datacrown IBM computer through CMHC

TABLE 2

SAMPLE SIZE

AREA	SAMPLE SIZE (DWELLING UNITS)	PERCENT OF TOTAL DATA SUBJECTS (ESTIMATE)
<u>NEW BRUNSWICK</u>		
Bathurst	400	9
Campbellton	270	10
Dieppe	220	11
Edmundston	350	9
Fredericton	1200	8
Moncton	1500	7
Riverview	350	9
Sackville	225	11
Shediac	150	12
St. Stephen	225	11
Sussex	170	12
<u>NOVA SCOTIA</u>		
Bridgewater	300	12
Glace Bay	500	9
Kentville	250	12
New Glasgow	350	10
North Sydney	250	11
Sydney (c.)	700	8
Sydney Mines	250	11
<u>PRINCE EDWARD ISLAND</u>		
Summerside	350	14
Montague	150	25
<u>NEWFOUNDLAND</u>		
Corner Brook	610	9
St. John's	1,750	7
<hr/>		
<u>TOTAL</u>	10,520	

(National Office) facilities. Computer programs for editing and further verification of the data will be entered into the Datacrown system through the Lanpar Decwriter Terminal of the Atlantic Regional Office, CMHC. All these computer programs will be documented and available for scrutiny.

Computer programs for the analysis of the data will also be prepared and entered into the Datacrown system through the terminal of the Atlantic Regional Office. Documentation of these programs will also be prepared. An SPSS system file for the survey data will be created for the purpose of data analysis using the SPSS system.

All the data will be stored on computer tapes at the Datacrown facilities in Toronto. Security codes will be affixed to each of these tapes and only the Project Manager for the survey, who is a CMHC employee and sworn to secrecy, will be authorized to release the information. In addition, no identification that may link particular dwellings or households to the particular records on the computer base will be stored in any form once the data have been validated.

Inspections reports will be verified and computerized using similar techniques as outlined above.

2.14 PUBLIC RELATIONS

An introductory, explanatory note will be conveyed to each respondent just before each interview (see Interviewer's Instructions for a copy of this letter). Advance notice will be given to those households whose dwellings will be inspected by CMHC building inspectors. The inspectors will phone the respective respondents to arrange for an interview.

Prior to conducting the interviews in each of the survey areas, a publicity campaign will be undertaken. The persons responsible for publicity will be the CMHC Information Officer at the Atlantic Regional Office, the CMHC Provincial Co-ordinators of the project, and the respective Team Leaders. The publicity campaign through television, radio and/or newspaper coverage will provide a good opportunity to convey the purpose and timing of the survey, and the confidentiality and voluntary nature of the survey. At all times, the Canada Youth Employment Program and Canada Mortgage and Housing Corporation will be credited and identified as the sponsors of the survey.

At the conclusion of the project, the CMHC Information Officer at the Atlantic Regional Office will prepare and issue a press release on the results of the survey.

2.15 REPORTS AND PUBLICATIONS

The following reports and publications will be completed in the course of the study:

1. Planning report to be submitted to Statistics Canada.
2. Instructions Manual for interviewers.
3. Statistical Handbook on the results of the survey. This will include a brief description of the survey method and design and a series of tables to be specified by the Project Manager and other CMHC staff.
4. Reports documenting the computer programs prepared for creating the computer data base for the survey and the programs prepared for the analysis of the data.
5. A comprehensive report on the analysis of the data and the results obtained.
6. A summary report to be issued as part of the press release by the Atlantic Regional Office.

2.16 TIME AND COSTS

The time frame for the commencement and completion of the fieldwork is June 16 to September 5, 1980.

A breakdown of the estimated total costs is presented in Table 3. The costs for the project are jointly funded by CMHC and the Canadian Employment and Immigration Commission, through the

TABLE 3

BREAKDOWN OF COSTS

Management Research and Planning (CMHC staff only)	\$ 12,500
Sampling	300
Trial Run	2,500
Training	4,500
Printing and distribution	5,000
Fieldwork and Supervision (including travel)	134,000
Processing and Analysis (including keypunching, coding, salary for computer programmer, and computer data processing time)	26,500
	<hr/>
TOTAL	\$185,300

Note: All figures are rounded to nearest 100 dollar.

Youth Employment Program. The contribution of the CEIC is \$110,000; CMHC's contribution is \$75,300.

CHAPTER THREE

STUDY CONTENT, USES AND ANALYSIS

This chapter describes the information being collected along with giving a justification for each item. The uses to which the data will be put and how the objectives will be met by the study are also examined in this chapter.

3.1 CONTENT

A detailed justification of each question included in the survey instrument is provided in Exhibit A. Some of the questions have appeared in previous surveys or will appear in the 1981 Census of Canada. Several of these questions have been modified. Questions of the Atlantic Survey instrument are referenced by their question number. A copy of the questionnaire is provided in Sub-Appendix D of Appendix B (Interviewer's Instructions).

If questions have been modified from the original this is indicated in Exhibit A as "modified". Correspondence to other instruments is referenced by providing the title of the source survey.

There are 22 new questions on the survey instrument out of a total of 44 questions. New questions are indicated in Exhibit A as "new".

EXHIBIT A

DETAILED JUSTIFICATION OF SURVEY INSTRUMENT

QUESTION NUMBER	DESCRIPTION	JUSTIFICATION	CORRESPONDENCE TO OTHER SURVEY INSTRUMENTS
4.1	Heating equipment	models of housing condition	1981 Census of Canada (modified)
4.2	Heating fuel	models of housing condition	1981 Census of Canada (modified)
4.3	Respondent's perceptions of room temperature in dwelling	respondent's perception of housing condition	New
4.4	Water supply	models of housing condition	1971 Census of Canada
4.5	Electricity	models of housing condition	1971 Census of Canada
4.6	Smoke detectors	fire safety	New
4.7	Alternate exits for fire protection	fire safety	U.S. Pilot Study to Measure Housing Condition and Rehabilitation Need. (modified)
4.8	Repair needs	test of 1981 Census question	1981 Census of Canada

DETAILED JUSTIFICATION OF SURVEY INSTRUMENT

QUESTION NUMBER	DESCRIPTION	JUSTIFICATION	CORRESPONDENCE TO OTHER SURVEY INSTRUMENTS
4.9	Number of rooms	dwelling unit description - suitability	1981 Census of Canada
4.10	Number of bed- rooms	dwelling unit description - suitability	Various
4.11	Number of bath- rooms	dwelling unit description	1981 Census of Canada (modified)
4.12	Insulation	respondent's perception of house condition	New
4.13	Storm windows and storm doors	models of housing condition	New
4.14	Sewage disposal system	models of housing condition	1971 Census of Canada
4.15	Usage of various facilities by household	inventory of facilities - models of housing condition	New, but bears some similarities with 1971 Census of Canada
4.16	Previous repairs made to dwelling and cost	models of housing condition	New

DETAILED JUSTIFICATION OF SURVEY INSTRUMENT

QUESTION NUMBER	DESCRIPTION	JUSTIFICATION	CORRESPONDENCE TO OTHER SURVEY INSTRUMENTS
4.17	Itemized repair requirements	models of house condition	New
4.18	"Tightness" of dwelling or air and moisture leakage problems	(control of moisture - waterproofness) models of house condition	Annual Housing Survey for the United States (modified)
4.19	Years of residence in dwelling	characteristics of household and housing condition model	Similarity to various surveys
4.20	Age of dwelling	models of house condition and rehabilitation need	Similarity to various surveys
4.21	Respondent's general satisfaction with interior and exterior of dwelling	perceived general satisfaction (this will affect respondent's evaluations of their housing)	New
5.1	Tenure	type of shelter - models of affordability	1981 Census of Canada
5.2.1	Monthly rent	housing cost - models of affordability	New

DETAILED JUSTIFICATION OF SURVEY INSTRUMENT

QUESTION NUMBER	DESCRIPTION	JUSTIFICATION	CORRESPONDENCE TO OTHER SURVEY INSTRUMENTS
5.2.2	Costs of heating, electricity, water and parking	housing cost - models of affordability	Similarity to various surveys
5.3.1	Monthly mortgage payments	housing cost - models of affordability	New
5.3.2	Property taxes included in mortgage payment?	housing cost - models of affordability	1981 Census of Canada (modified)
5.3.3	Actual property taxes	housing cost - models of affordability	1981 Census of Canada (modified)
5.3.4	Mortgage interest rate, mortgage renewal date, years left on mortgage payments	housing cost - models of affordability	New
5.3.5	Costs of heating, electricity, water and maintenance	housing cost - models of affordability	Similarity to various surveys

DETAILED JUSTIFICATION OF SURVEY INSTRUMENT

QUESTION NUMBER	DESCRIPTION	JUSTIFICATION	CORRESPONDENCE TO OTHER SURVEY INSTRUMENTS
5.3.6	House insurance	housing cost	New
5.4	Respondent's perception of affordability problem	comparison of respondent's perception to general standards of affordability	New
5.5	Financial assistance	affordability	New
5.6	Amount of financial assistance	affordability	New
6.1	Number of persons living in dwelling	household characteristics - suitability	Similarity to various surveys
6.2	Age of person contributing most to shelter costs	household characteristics	New
6.3	Marital status of this person	household characteristics	1981 Census of Canada
6.4	Income of this person	affordability	New

DETAILED JUSTIFICATION OF SURVEY INSTRUMENT

QUESTION NUMBER	DESCRIPTION	JUSTIFICATION	CORRESPONDENCE TO OTHER SURVEY INSTRUMENTS
6.5	Income of household	affordability	New
6.6	Main source of income	household characteristics	New
7.	Type of dwelling	description of structure type	1981 Census of Canada
8.	Number of dwelling units in building	description of structure type	New
9.	Defects in exterior of dwelling	models of house condition and rehabilitation need	1974 Survey of Housing Units with several modifications and additions
10.	General exterior condition	models of house condition	New
11.	General interior condition	models of house condition	New

3.2 USES

The main use of the statistical information base which will be created by this study is to support ongoing policy analysis, program development and evaluation and to provide background information for the rationalization of policy and program decisions affecting budgeting and funds allocation in the areas covered by the study.

The results from this study will be used in the 1981 Corporate Plan for the Atlantic Region. The market-by-market approach recently developed by CMHC for the Corporate Plan means that for the areas selected for the survey it will be possible to use the updated, improved housing needs information to be gathered.

Derivative uses from the Atlantic study is to support housing research in the Atlantic provinces, municipalities and universities. Already, several provincial and municipal departments and universities in the Atlantic have expressed interest in the housing needs information base to be created by this study.

Statistical analysis will be provided to members of the housing construction industry. The statistical handbook to be produced will be available to any institution or individual on request.

3.3 ANALYSIS

The particular combination of data elements that will be provided by the study will permit a variety of analyses not previously made possible from existing data sources. This section of the planning report will briefly describe the types of analyses that will be conducted to address the different study objectives.

Objective 1 To develop an acceptable estimate of the number of "inadequate" dwelling units that may require rehabilitation in the areas selected for the study.

Analysis Various measures of physical "inadequacy" of dwelling units will be developed and tested. Basically three steps will be followed in analyzing the physical conditions of dwellings. The first step will be to develop a standard to be used in classifying dwelling units into two or more states of physical condition, e.g. physically adequate or inadequate. The second step is to identify those deficiencies that are causing dwelling units to fall below the given standards. This will involve an analysis of whether individual deficiencies tend to occur together. Finally, the third step will examine the relationship of physical inadequacy to occupant and unit characteristics in order to discover which predominant characteristics of households and their dwellings coincide with housing

condition problems.

Objective 2 To evaluate the effectiveness of CMHC social housing programs in responding to shelter needs.

Analysis This will be done by comparing socio-economic characteristics of current CMHC social housing program clientele to the socio-economic characteristics of households identified by the study as being "in need of shelter assistance" in the survey areas. Exhibit B shows one type of analysis that will be possible to use for identifying those "in need of shelter assistance" - i.e. shelter problem groups.

Objective 3 To provide some current housing and household information to determine to what extent reliance can be placed on the analysis of existing but outdated housing needs information.

Analysis An example of the type of analysis which will be made possible is provided in Appendix C.

Objective 4 To provide the necessary household and housing needs information to be utilized for rationalizing program and policy planning decisions affecting the selected areas of the study.

EXHIBIT B

APPLICATION OF MARKET VALUE APPROACH TO SHELTER NEEDS*

CONVENTIONAL APPROACH	MARKET VALUE APPROACH: SHELTER PROBLEM GROUPS	
No consideration of alternative housing in the same market.	Would have to spend over 30% of income on average rent including utilities: potential shelter problem.	Would have to spend 30% or less of income on average rent including utilities: No shelter problem
No Problem	<u>No need</u> : would only have a problem if forced to move into norm unit**	<u>No need</u> : Neither current nor market value problem
Adequacy and/or crowding problem only	<u>Core need</u> : Presumed to live in inadequate and/or crowded unit because the norm unit is not affordable	<u>No need</u> : presumed to have chosen inadequate and/or crowded unit, although better unit was affordable
Adequacy and/or crowding and affordability problem	<u>Core need</u> : currently has more than one problem and cannot afford to move into norm unit.	<u>No need</u> : presumed to be able to improve problem at affordable shelter costs. Question remains as to why a household would prefer a "worse" over a "better" situation.
Affordability Problem at 30% of income on shelter costs.	<u>Core need</u> : has an affordability problem and is not able to afford norm unit.	<u>No need</u> : presumed to have chosen high cost shelter freely, although affordable shelter is available.

Notes: * This typology was developed by the Market Analysis and Forecasts Division of CMHC. Only minor modification has been made by the author.

** A norm unit is a unit renting at the average value in the same market area.

Analysis Exhibit C shows an example of how shelter problems to be identified by the study can be related to the market situation and to the various housing program or policy options available for addressing the problems.

Objective 5 To provide some up-to-date housing market data on households and dwellings which are otherwise not available from existing sources and which can be used in CMHC housing market studies.

Analysis The occupants' view on their accommodation will influence how they act in the market as consumers of housing. A number of attitudinal questions are included in the survey instrument. These can be analysed to measure attitudes of households towards their shelter problems. Comparisons of occupant perceptions to the objective evaluations of dwellings made by inspectors will indicate to what extent households are cognizant of their shelter problems, which in turn influences their behaviour as consumers of housing.

Objective 6 To complement the Canada and United States pilot studies in developing a practical survey instrument designed to assess physical house condition and rehabilitation need potential, with emphasis on the smaller urban and rural areas of the Atlantic Provinces.

Analysis This has already been discussed in Chapter One.

RELATING PROBLEMS TO MARKET SITUATIONS

PROBLEMS WHICH CANNOT BE SOLVED THROUGH
MARKET (NON-MARKET)

PROBLEM	MARKET SITUATION	MECHANISM/STRATEGY
Affordability	Tight	housing allowances plus new production (Non-Profit, Coop)
	Loose	rent supplements, housing allowances
	Stable	rent supplements, housing allowances
Quality	Tight	rehabilitation, new production
	Loose	rehabilitation
	Stable	rehabilitation
Suitability	Tight	conversion incentives
	Loose	housing allowances
	Stable	housing allowances
Quality and Suitability	Tight	rehabilitation, new production
	Loose	rehabilitation
	Stable	rehabilitation
Affordability and Quality	Tight	rehabilitation plus rent supplement new production
	Loose	rehabilitation plus rent supplement housing allowances
	Stable	rehabilitation plus rent supplement housing allowances
Affordability and Suitability	Tight	new production plus housing allowances
	Loose	housing allowances
	Stable	housing allowances
Affordability, Quality and Suitability	Tight	new production, housing allowances, rehabilitation plus rent supplement
	Loose	housing allowances, rehabilitation plus rent supplement
	Stable	housing allowances, rehabilitation plus rent supplement

The mechanisms given are usual solutions to the problems in the given situations. There may be other factors which affect a local market situation which should be considered.

Objective 7 To assess the extent to which the 1981 Census of Canada question on physical house condition will be a reliable indicator of actual housing conditions, especially in the Atlantic Region.

Analysis By comparing the response to this question to the interviewer and inspector evaluations of the dwelling units, it will be possible to determine to what extent this question corresponds to a second opinion as well as to an objective evaluation.

Objective 8 To assess the feasibility of estimating housing condition and rehabilitation need based on occupant and interviewer data.

Analysis Reliability will only be to the extent that the occupant's and interviewer's responses correspond to the inspector's responses.

Objective 9 To determine the relationship between the interior and exterior condition of dwelling units.

Analysis This analysis will investigate the relationship of observed deficiencies in the exterior of the dwelling unit to deficiencies observed inside the unit. If there is a close correspondence, this would indicate that future surveys of housing condition might be able to concentrate primarily if not solely on an exterior inspection without significant loss of accuracy in classification. This could possibly reduce required inspection costs.

APPENDIX A

INSPECTOR'S REPORT

APPENDIX B

INTERVIEWER'S INSTRUCTIONS

INTERVIEWER'S INSTRUCTIONS

ATLANTIC SURVEY OF HOUSEHOLDS
AND HOUSING CONDITIONS

Prepared by: Hussein Rostum
Atlantic Regional Office
Canada Mortgage & Housing Corporation

TABLE OF CONTENTS

INFORMATION SHEET

I. INTRODUCTION

- 1.1 Purposes of the Survey
- 1.2 Outline of the Survey Method
- 1.3 Supplies
- 1.4 Queries

II. THE SURVEY METHOD

- 2.1 Daily Quota Sheets
- 2.2 Letter of Introduction
- 2.3 Identification Card
- 2.4 Interviewer Code
- 2.5 Refusals
- 2.6 Selection of Alternate Dwelling
- 2.7 Who Answers the Question?
- 2.8 Social Problems
- 2.9 Confidentiality
- 2.10 Where to Send Completed Questionnaires
and Quota Sheets
- 2.11 Progress Reports

III. COMPLETION OF THE SURVEY QUESTIONNAIRE

APPENDIX "A": Daily Quota Sheets

APPENDIX "B": Letter of Introduction

APPENDIX "C": Survey Action Plan

APPENDIX "D": Survey Questionnaire

INFORMATION SHEET

CMHC Office Contacts

General organization is in the hands of Mr. H. Rostum.

Collect calls will be received by H. Rostum or Mrs. E. Barned from team leaders on the following line:

1 - (506) 658-4472

at

Atlantic Regional Office, CMHC

Prince William Street

Saint John, N.B.

Provincial organization is in the hands of Mr. C. Oliver for Newfoundland, Mr. W. Collins for Nova Scotia and Mr. J. Nelson for Prince Edward Island and New Brunswick.

Collect calls will be received by the above from team leaders and interviewers on the following lines:

For Newfoundland -	C. Oliver at 1 - (709) 737-4903
For Nova Scotia -	W. Collins at 1 - (902) 466-3791
For Prince Edward Island -	J. Nelson at 1 - (506) 658-4484

and New Brunswick

Interviewer problems or concerns should be referred first to the team leader. If it is not possible to resolve the problem or concern locally, the above persons will be available for consultation.

I. INTRODUCTION

A recurring problem facing housing program and policy planners, at the municipal provincial or federal levels, is the lack of up-to-date information focussing on physical housing conditions, and household shelter needs. It is only through housing surveys that detailed information can be obtained about the present state of housing. This information is very important when decisions have to be made on how best to improve the physical conditions in which people live.

1.1 Purposes of the Survey

There are three main purposes of the Atlantic Survey of Households and Housing Conditions (ASHHC) which is to be conducted in selected areas of the Atlantic Provinces. For each of the selected areas, the survey will:

- (i) provide information on socio-economic characteristics of households and on dwelling units in order to develop acceptable estimates of housing needs which can be utilized for program and policy planning;

- (ii) provide some up-to-date housing market data on households and dwellings which are otherwise not available from existing sources;
- (iii) provide information required for developing an acceptable basis by which to estimate the number of "inadequate" dwelling units that may require rehabilitation.

1.2 Outline of the Survey Method

For the survey a random sample of units will be selected for each area from the provincial assessment rolls. Each interviewer will be assigned a sub-area within each community to be surveyed. The addresses selected through the assessment rolls for each respective sub-area will be recorded on the respective daily quota sheets.

Just prior to conducting the interviews in each area, a publicity campaign will be undertaken. This is intended to result in a good response rate for the survey. The publicity campaign through television, radio and newspaper coverage will provide a good opportunity to convey the purpose and timing of the

survey. At all times, the Canada Youth Employment Program and Canada Mortgage and Housing Corporation are to be credited for the survey.

A letter of introduction with the signature of a CMHC official is to be provided to each household selected for an interview. This letter explains the purpose of the survey and assures the respondent that confidentiality will be maintained.

Each interviewer will have a quota of addresses to visit and for each visit the interviewer will record the outcome of the interview (i.e. succeeded/failed) on his/her daily quota sheet.

The survey questionnaire includes questions to be answered by the respondent. These are interviewer prompted questions on dwelling unit characteristics, tenure, shelter finances, and personal information such as age, marital status and income. In addition, the questionnaire contains questions to be answered by the interviewer regarding the type and the exterior condition of the dwelling units.

The completed questionnaires and daily quota sheets should be mailed to the Atlantic Regional Office, CMHC.

1.3 Supplies

Together with these instructions, the following supplies are needed for the survey:

1. Daily quota sheets
2. Letter of introduction
3. Identification card
4. Survey forms
5. Clip board
6. Ball point pens
7. Envelopes for returning completed questionnaires
and daily quota sheets to CMHC, Atlantic
Regional Office
8. Street maps

1.4 Queries

Technical or administrative queries from the interviewers should be directed to the CMHC office contacts named in the Information Sheet at the beginning of these instructions.

If the respondent seeks more information about the survey, please ask them to write to the address provided in the letter of introduction.

The local chiefs of police and better business bureau will be informed of the survey and its timing, in case any major problems arise during or after the interviews.

II. THE SURVEY METHOD

2.1 Daily Quota Sheets

Each interviewer will be issued quota sheets (Appendix A) to be completed each day. The daily quota of successful interviews will vary between 6 and 12 depending on the area being surveyed.

2.2 Letter of Introduction

Letters of introduction will also be supplied (Appendix B). These letters will explain the purpose of the survey and assure the respondent that confidentiality will be maintained. One copy of the letter should be handed to the respondent just before the interview. Along with handing out the letter of introduction, the interviewer should give a verbal explanation of what the letter contains.

2.3 Identification Card

A CMHC identification card for each interviewer, with a photograph, will be issued. These identification cards should be pinned on the chest for clear view by the respondent.

2.4 Interviewer Code

Each interviewer will be assigned a unique code number. Respective code numbers should be recorded on each

questionnaire and on each daily quota sheet.

2.5 Refusals

The survey is not compulsory. A reasonable amount of explanation can be made but if the respondent still refuses, the interview will have to be dropped. In this case, the inspection of the exterior of the dwelling should also be dropped.

2.6 Selection of Alternate Dwelling in Case of Failure

If for any reason an interview at a particular address, selected through the assessment rolls, is not successful, a neighbouring unit should then be chosen as a substitute. If the substitute interview also fails move on to the next address listed on your quota sheet.

2.7 Who Answers the Questions?

Any member of the household who is able to answer the survey questions may do so. It is possible that more than one member of the household will be available to answer the questions. It is permissible to obtain answers from two or more members of the household.

2.8 Social Problems

It is not the function of the interviewer to deal with social problems. Respondents should in general be told that the interviewer's responsibility is solely to see

that the questionnaire is completed and not to deal with problems.

2.9 Confidentiality

The survey is a joint exercise between the Canada Mortgage and Housing Corporation and the Canada Youth Employment Program. We will, however, ensure that information on specific houses and households will remain strictly confidential and will be seen only by the people directly involved in the survey or in compiling the results. Although in general the answers are secret, the questions asked are not, and respondents can be shown blank forms if they request and the answers on their own dwelling if they insist.

2.10 Where to Send Completed Questionnaires and Quota Sheets

At the end of each week, completed questionnaires and daily quota sheets must be sent by registered mail to:

Mr. H. Rostum
CMHC, Atlantic Regional Office
P.O. Box 7320, Station A
Saint John, New Brunswick
E2L 4S7

It is the responsibility of the project leader to collect all completed questionnaires and quota sheets and to mail them to the above address.

2.11 Progress Reports

In addition to the completed questionnaires and quota sheets, the project leaders will be expected to submit progress reports on request to their respective provincial co-ordinators. These progress reports should summarize any problems or concerns encountered by the project leaders or field workers in the course of conducting the survey. There will be no fixed form for these reports and they could vary in length from 1 page to 10 pages.

III. COMPLETION OF THE SURVEY QUESTIONNAIRE

A copy of the survey questionnaire is provided in Appendix "D". Comments regarding the completion of each question are provided in the following pages. The comments are not comprehensive, but more detailed instructions and discussion will take place during the training session for the survey. Please be prepared to take notes at that time. Two important definitions to remember are:

- (i) a household is the person, a family, or the group of persons occupying one dwelling unit;
- (ii) a dwelling unit is a structurally separate set of living quarters with a private entrance from outside or from a common hallway or stairway inside the building (e.g., the entrance must not be through someone else's living quarters).

Each question on the questionnaire is repeated in the following pages, with comments provided separately for each question or group of questions.

THIS SECTION IS TO BE ANSWERED BY THE INTERVIEWER

1. Questionnaire number -----
2. Interviewer code --
3. Location
 - 3.1 Province Code --
 - 3.2 Street Address _____
 - 3.3 City, town, village, municipality _____
 - 3.4 Postal Code --- ---

COMMENTS:

1. Only the completed or partially completed questionnaires need to be numbered. Unsuccessful interviews need only be enumerated on the daily quota sheets.
2. Each interviewer will be assigned a unique code to be recorded on each questionnaire.
 - 3.1 Provinces should be coded as follows:

Newfoundland	01
Nova Scotia	02
Prince Edward Island	03
New Brunswick	04
 - 3.4 Correct postal codes for each area surveyed can be obtained from local post offices.

ALL OF SECTION 4 IS TO BE ANSWERED BY THE RESPONDENT

4. Dwelling Unit Characteristics

4.1 What is the main (and secondary) type(s) of heating equipment for this dwelling?

	Main Equipment (circle one)	Sec- ondary (circle one)
steam or hot water furnace	1	1
forced hot air furnace	2	2
installed electric heating system	3	3
heating stove (e.g. wood), cooking stove, space heater	4	4
other (fireplace, solar, etc.)	5	5
do not know	6	6
no secondary equipment		7

COMMENTS:

4.1 If there is no secondary equipment then "7" in the second column should be circled. If the dwelling has no heating equipment then this question should be left blank.

4.2 Which fuel is used most for:

(a) heating this dwelling?

(b) heating the water in this dwelling

	Heating	Water
	(circle one)	Heating (circle one)
oil or kerosene	1	1
pipd gas, e.g. natural gas	2	2
bottled gas, e.g. propane	3	3
electricity	4	4
wood	5	5
coal or coke	6	6
other fuel	7	7
do not know	8	8

COMMENTS:

4.2 Only the fuel used for the main heating and water heating equipment is to be identified in this question. If there is no heating equipment this question should be left blank.

4.3 During last winter were any of the following rooms in this dwelling so cold that it caused you discomfort?

	(circle one for each)			
	No	Yes, Minor Dis- Comfort	Yes, Major Dis- Comfort	Not Applic- able
master bedroom	1	2	3	4
other bedroom(s)	1	2	3	4
dining area	1	2	3	4
living room	1	2	3	4
finished basement	1	2	3	4
family or rec room (if not in basement)	1	2	3	4

COMMENTS:

4.3 This is a subjective question and the answer regarding the "discomfort" of the respondent should be based entirely on his interpretation. In the instances when the dwelling units do not have certain rooms, such as a living room or a family room, then the "not applicable" code should be circled.

- 4.4 Is your water supply one of the following? (circle one)
- | | |
|--------------------|---|
| piped hot and cold | 1 |
| piped cold only | 2 |
| no piped water | 3 |
- 4.5 Is your dwelling serviced with electricity? (circle one)
- | | |
|-----|---|
| yes | 1 |
| no | 2 |

COMMENTS:

- 4.4 If there are pipes installed but there are plumbing problems or cuts in the water service from time-to-time this question should still be answered as "1" or "2" as appropriate.
- 4.5 If there is an electric system installed in the dwelling and temporary cuts in the service or some repair problems exist in the electric system, then this question should still be answered "yes".

4.6 Do you have any smoke detectors
installed in your dwelling-if so how many? # _ _

4.7 In addition to your regular entrance to this
dwelling is there another way to get out
safely in case of fire such as a fire
escape, back entrance, or fire ladder?

(circle one)

yes
no

1
2

COMMENTS:

4.6 In some areas there exist by-laws requiring smoke
detectors to be installed. If necessary, to ensure
truthful answers the confidentiality of the responses
should be stressed - i.e., this survey is not going
to be used as an instrument for enforcing any by-laws.

- 4.8 Is this dwelling in need of any repairs? (Do not include
desirable remodelling or additions.) (circle one)
- no, only regular maintenance is needed 1
(painting, furnace cleaning etc.)
- yes, minor repairs are needed (missing 2
or loose floor tiles, bricks or
shingles, defective steps, railing
or siding, etc.)
- yes, major repairs are needed (defective 3
plumbing or electrical wiring,
structural repairs to walls, floors
or ceilings, etc.)

COMMENTS:

- 4.8 This question will be asked in the 1981 Census of Canada.
As in all the questions in Section 4, no "coaching" on the
part of the interviewer should be made regarding the answer
to this question.

- 4.9 How many rooms are there in this dwelling? # _ _
(Include kitchen, bedrooms, finished rooms
in attic or basement, dining, living, family
and rec rooms. Do not count bathrooms, halls,
vestibules or rooms used solely for business
purposes.)
- 4.10 How many bedrooms are there in this dwelling? # _ _
- 4.11 How many bathrooms are there within this dwelling?
- none or only in exterior of dwelling (circle) 0
OR
number of complete bathrooms # _ _
number of half bathrooms # _ _

COMMENTS:

- 4.9 In addition to those rooms identified, the following
should also be excluded: porches, washing and drying
areas, greenhouses, stores attached to dwellings,
patios and the like.
- 4.10 A bachelor apartment with a bed (folding or permanent)
would be counted as two rooms - i.e., kitchen and living
(including bed) area. L-shaped bachelor apartments are
also counted as two rooms.
- 4.11 Complete bathrooms have at least a flush toilet, a sink
and a bath or shower. Half bathrooms have at least a
flush toilet and a sink or bath or shower. A sink alone
or a bath or shower alone or a sink and bath or shower
are not half bathrooms.

4.12 Do you know if there is adequate insulation in your (circle one for each)

	Yes There Is	No There Isn't	Do Not Know	Not App.
attic or roof?	1	2	3	
walls?	1	2	3	
basement?	1	2	3	4

4.13 Does your dwelling have (circle one for each)

	Yes	No
storm windows (include thermopane)?	1	2
storm doors (include insulated doors)?	1	2

4.14 What type of sewage disposal system does this dwelling have?

	(circle one)
public sewer	1
septic tank	2
other (e.g. chemical or composting)	3

COMMENTS:

4.12 This is a subjective question and is intended only to identify the respondent's perception of adequacy of insulation in the dwelling.

4.13 Double or triple glazed windows elicit a "yes" response.

4.15 Does this dwelling have the use of any of the following?
(circle one for each)

	<u>Yes, Exclusive Use</u>	<u>Yes, Share With Another Dwelling</u>	<u>Dwelling Does not Have this Facility</u>
flush toilet	1	2	3
bathtub/shower	1	2	3
kitchen sink	1	2	3
dish washer	1	2	3
clothes washer	1	2	3
clothes dryer	1	2	3
refrigerator	1	2	3
stove or range	1	2	3
freezer(separate from refrigerator)	1	2	3

COMMENTS:

4.15 "Exclusive use" means that no other dwelling/household shares the facility. All members of a household would be considered to have exclusive use of a facility if that facility is not shared with any other household. A household is the person or the group of persons occupying one dwelling unit.

- 4.16 During the last 12 months have you
made or are you aware of any repairs
made to your dwelling? (circle one)
- no repairs made 1
- yes, minor repairs (definition same 2
as in 4.8)
- yes, major repairs (definition same 3
as in 4.8)
- (If both minor and major repairs were
made circle 3)
- If yes, approximately how much
was the cost of these repairs? \$ _ _ _ _ _
- OR
- Do not know (circle) 1

COMMENTS:

- 4.16 In the case of renters who may not be responsible for
repairs in their dwelling unit, this question should
still be answered based on whether or not the renter
is aware of repairs having been made.

4.17 Do any of the following need repair?

(circle one for each)

	No Repair	Minor Repair	Major Repair	Not Applic- able
electric system	1	2	3	4
plumbing	1	2	3	4
sewage disposal system	1	2	3	4
heating	1	2	3	4
roof	1	2	3	4
floors	1	2	3	
walls(interior)	1	2	3	
walls(exterior)	1	2	3	
ceilings	1	2	3	
stairs	1	2	3	4
windows	1	2	3	
doors	1	2	3	
foundation	1	2	3	
chimney or flue	1	2	3	4

COMMENTS:

4.18 As in other questions in this section, this question should be answered by the respondent. The interviewer should not "inspect" the interior of the dwelling even if invited to do so.

4.18 Do you have any of the following problems?

(circle one for each)

	No	Yes, Minor Problem	Yes, Major Problem	Do Not Know
water leakage in basement	1	2	3	4
leaky roof	1	2	3	4
open cracks or holes in interior walls or ceilings	1	2	3	4
holes in the floor	1	2	3	4
broken plaster or peeling paint on the ceilings or inside walls	1	2	3	4
decaying wood in the interior (e.g. windows, doors, attic, etc.)	1	2	3	4

COMMENTS:

4.17 As in other questions in this section, this question should be answered by the respondent. The interviewer should not "inspect" the interior of the dwelling even if invited to do so.

4.19 Approximately how many years have you lived
in this dwelling?

Less than
one year (circle) 0
OR
Years - -

4.20 Approximately what is the age of
this dwelling?

Less than
one year (circle) 0
OR
Years - -

4.21 Are you generally satisfied with the interior
and exterior physical condition of this dwelling?
(circle one for each)

	<u>Interior of</u> <u>Dwelling</u>	<u>Exterior of</u> <u>Dwelling</u>
satisfied	1	1
indifferent	2	2
dissatisfied	3	3
so dissatisfied, that I intend to sell (owners) or move (renters) first chance I get	4	4

COMMENTS:

4.19 and 4.20 Approximate figures are acceptable for these
two questions.

4.21 This is a subjective question and the interviewer
should not "coach" the respondent, in any manner.

ALL OF SECTION 5 IS TO BE ANSWERED BY THE RESPONDENT

5. Tenure and Shelter Finances

5.1 Is this dwelling:

(circle one)

- | | |
|--|---|
| owned or being bought by you or a | 1 |
| member of this household? | |
| rented (even if no cash rent is paid)? | 2 |

COMMENTS:

- 5.1 A dwelling unit for which mortgage payments are still being paid off by any member of the household, is considered an owned unit.

5.2 If you rent

5.2.1 What is your monthly cash rent? \$ - - - -
(This is rent including only what
you actually pay and excluding any
financial assistance you receive, from
government sources, for rent
payments.)

5.2.2 If not included in the rent, approximately
how much did you pay during the past 12
months for the following?

	<u>Yearly</u> <u>Payment</u>	<u>Included</u> <u>In Rent</u>	<u>Do Not</u> <u>Know</u>
all heating	\$ - - - -	1	2
electricity	\$ - - - -	1	2
water	\$ - - - -	1	2
parking	\$ - - - -	1	2

COMMENTS:

5.2.1 Financial assistance from other than government sources
should be included in the monthly cash rent.

5.2.2 If the heating system is electric, only record the
electricity payments as a total - i.e., "electricity"
would then refer to heating plus light and power for
electric appliances. Only yearly payments should be
recorded. Allow for time so that the respondent may
check bills if necessary.

5.3 If you own

5.3.1 What is your regular monthly mortgage payment for this dwelling? None (circle) 0
(This is the total mortgage OR
payments including only what you \$ _ _ _ _
actually pay and excluding
financial assistance you receive,
from government sources,
for mortgage payments.)

5.3.2 Are your property taxes (municipal and school) included in the amount shown in Question 5.3.1? (circle one)
yes 1
no 2
do not know 3

5.3.3 What is your estimated yearly property tax for this dwelling?
(This is total property tax including only what you actually pay and excluding any financial assistance you receive, from government sources, for property tax payments.)
None (circle) 0
OR Do not know (circle) 1
OR \$ _ _ _ _

COMMENTS:

- 5.3.1 Financial assistance from other than government sources should be included in the actual monthly mortgage payments. "Total mortgage payments" means the payments for the total of first, second and third mortgages. If there are no second or third mortgages, only first mortgage payments are to be recorded.
- 5.3.2 Sometimes property tax payments are included with mortgage payments as one monthly cheque.

5.3.4 What is the current interest rate
on your first mortgage?

No mortgage (circle) 0
Do not know (circle) 1
Percent - -

When will your mortgage have to
be renewed? 19_ -

How many years remain before your mortgage
payments end? Less than
 one year (circle) 0
 OR
 Years - -

COMMENTS:

5.3.4 This is the interest rate only on the first mortgage,
even if the dwelling unit has two or three mortgages.

Most mortgages are based on one, three or five year
terms after which interest rates are re-negotiated depending
on the existing rates at the time of renewal.

Mortgage payments continue for the life of a mortgage,
as long as they are not paid-off in a "lump sum", or the
dwelling unit is sold-off, etc. The number of years left
on the life of the mortgage is the information requested
in the third part of this question. Most mortgages have
a life of 20, 25 or 30 years.

5.3.5 Approximately how much did you pay during the past 12 months for the following?

	Yearly Payment	Do Not Know
all heating	\$ _ _ _ _	1
electricity	\$ _ _ _ _	1
water	\$ _ _ _ _	1
regular maintenance (as defined in 4.8)	\$ _ _ _ _	1

5.3.6 How much do you pay for house insurance (yearly)?

No insurance (circle) 0
OR \$ _ _ _ _

COMMENTS:

5.3.5 If the heating system is electric, only record the electricity payments as a total - i.e., "electricity" would then refer to heating plus light and power for electric appliances. Only yearly payments should be recorded. Allow for time so that respondent may check bills if necessary.

5.3.6 This is total house insurance, including fire, theft, etc.

5.4 Are you presently paying more than you can afford for shelter costs?

(Owner: shelter costs are total of regular monthly payments (including principal, interest, and property taxes) heating, electricity, water, and maintenance.)

(Renters: shelter costs are cash rent, heating, electricity, water and parking.)

(circle one)

yes

1

no

2

not sure

3

COMMENTS:

- 5.4 This is a subjective question and the interviewer should not coach the respondent in any manner. An explanation of what to include as "shelter costs" is permissible, but no definition of "affordability" should be attempted.

5.5 Do you receive any financial assistance from government sources to pay for your housing bills (include only assistance for mortgage, rent or property taxes from federal, provincial and municipal sources). (circle one)

yes	1
no	2
do not know	3

5.6 What is the amount of this assistance?

Do not know (circle) 1

OR \$ _ _ _ _ monthly

OR \$ _ _ _ _ yearly

COMMENTS:

5.5 Only assistance from government sources is being referred to here.

5.6 Enter information as appropriate (i.e., either monthly or yearly).

ALL OF SECTION 6 IS TO BE ANSWERED BY THE RESPONDENT

6. Personal Information

6.1 How many persons usually live in this dwelling?

adults (19 to 64 years inclusive)	#	—	—
children (18 years or younger)	#	—	—
senior citizens (65 years or older)	#	—	—
TOTAL	#	—	—

6.1.1 How many of the above persons (all ages)
are disabled or handicapped?

None (circle) 0
OR # — —

6.2 What is the age of the person who
contributes most towards payments
for the shelter costs of this dwelling?
(Shelter costs are as defined in 5.4.) Years — —

6.3 What is the marital status of this person?
(circle one)

now married	1
separated	2
divorced	3
widowed	4
never married (single)	5

COMMENTS:

6.1 It is important that all usual members of the household
(including those temporarily away on vacation, business,
at school, etc., as well as those with no usual residence
elsewhere) be listed.

6.2 If more than one person contributes towards payments for
shelter costs only the age of the person who contributes
most should be recorded. If two or more persons contribute
equally record the age of the elder person.

6.4 What is the gross yearly income of this person?

<u>exact amount</u>	\$ _ _ _ _
OR <u>approximate</u>	(circle one)
less than \$5,000	1
\$5,000 - \$7,000	2
\$7,001 - \$9,000	3
\$9,001 - \$11,000	4
\$11,001 - \$14,000	5
\$14,001 - \$17,000	6
\$17,001 - \$20,000	7
\$20,001 - \$25,000	8
over \$25,000	9

COMMENTS:

- 6.4 "Gross income" is income before taxes and other deductions are subtracted. For most people this will be the most personal question on the questionnaire, but it is also one of the most important. The exact amount or an approximation is requested. It may be necessary at this point to reassure the respondent of the confidentiality of the survey. If the respondent does not wish to reveal the exact amount, the list of possible income ranges should be shown to him/her with the request for an approximation to fall within one of the ranges.

6.5 What is the gross yearly income of this household (include gross yearly income of all members of this household)?

exact amount

\$ _ _ _ _ _

OR approximate

(circle one)

less than \$5,000

1

\$5,000 - \$7,000

2

\$7,001 - \$9,000

3

\$9,001 - \$11,000

4

\$11,001 - \$14,000

5

\$14,001 - \$17,000

6

\$17,001 - \$20,000

7

\$20,001 - \$25,000

8

\$25,001 - \$30,000

9

over \$30,000

0

6.6 What would you say is the main source of this household's gross yearly income?

(circle one)

wages and salaries

1

self employment

2

government assistance (e.g. welfare)

3

investments

4

retirement pensions

5

other income

6

COMMENTS:

6.5 Same comments as in 6.4.

6.6 Only the main source is being requested. When a household has more than one source of income, the largest contributing source is the main source.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE INTERVIEWER

7. What type of dwelling is this

(circle one)

- | | |
|--|---|
| single house | 1 |
| semi-detached or double house | 2 |
| duplex | 3 |
| row house | 4 |
| apartment in a building that has five
or more storeys | 5 |
| apartment in a building that has less than
five storeys | 6 |
| house attached to a non-residential building | 7 |
| mobile home | 8 |
| other movable dwelling | 9 |

8. How many dwelling units are there in this
building? (observe or ask owner)

_ _ _

COMMENTS:

7. This breakdown of types of dwellings is the same as the
breakdown for the 1981 Census of Canada.

A single house is a single dwelling not attached to any
other building and surrounded on all sides by open space.

A semi-detached or double house is one of two dwellings
attached side by side but not attached to any other building
and surrounded on all other sides by open space.

A duplex is one of two dwellings, one above the other, not
attached to any other building and surrounded on all sides
by open space.

A row house is one of three or more dwellings joined side by
side but not having any other dwellings either above or below.

An apartment in a building that has five or more storeys is,
for example, a dwelling unit in a highrise apartment building.

An apartment in a building that has less than five storeys is,
for example, a dwelling unit in a triplex, quadruplex or a
dwelling unit in a non-residential building or in a house that
has been converted.

A house attached to a non-residential building is a single dwelling attached at ground level to another building (such as a store, etc.) but separated from it by a common wall running from ground to roof.

A mobile home is designed and constructed to be transported on its own chassis and capable of being moved on short notice.

An other movable dwelling is, for example, a tent, travel trailer, railroad car or houseboat.

9. Exterior Condition of Dwelling Units

Does the exterior of this dwelling display any of the following defects?	(circle one for each)			
	No	Yes, Minor Prob.	Yes, Major Prob.	Not Applicable
sagging roof	1	2	3	4
shingles missing from roof	1	2	3	4
decaying wood - windows, doors or eaves	1	2	3	
sagging eaves	1	2	3	4
broken or missing windows	1	2	3	
broken or missing doors	1	2	3	
sloping walls	1	2	3	
loose bricks	1	2	3	4
poor exterior wall surface (e.g. siding)	1	2	3	
poor paint	1	2	3	
poor access into dwelling unit	1	2	3	
poor foundations (crumbling or open holes, cracking cement)	1	2	3	
poor grading (area immediately next to dwelling slopes towards foundation)	1	2	3	
crooked, damaged or makeshift chimney	1	2	3	4
uneven settlement or structural distortion	1	2	3	
accumulation of rubbish, trash, or garbage around dwelling	1	2	3	

COMMENTS:

9. During the training process, a CMHC building inspector will discuss these exterior defects with you, and will conduct a field trip to various dwelling units where examples of the above will be shown to you. In addition, a slide presentation by the CMHC building inspector will focus on this question.

10. How would you rate the general exterior condition
of this dwelling?

(circle one)

excellent	1
very good	2
good	3
poor	4
very poor	5

11. How would you rate the general interior condition
of this dwelling based on what you saw?

(circle one)

excellent	1
very good	2
good	3
poor	4
very poor	5
did not see any of the interior	6

COMMENTS:

11. You are not expected to "inspect" or "look around" the interior of the dwelling. This question should be answered only on the impressions you are able to have on the basis of what you see of the interior during the interview. If the interview is conducted outside the dwelling you should circle "6".

APPENDIX "A"

Daily Quota Sheet

DAILY QUOTA SHEET

Interviewer Name:

Interviewer Code:

Date:

Daily Interview Number	Project Interview Number *	Address	Result of Interview Succeed/Fail	Reason for Failure of Interview **
1 Original Substitute				
2 Original Substitute				
3 Original Substitute				
4 Original Substitute				
5 Original Substitute				
6 Original Substitute				
7 Original Substitute				
8 Original Substitute				
9 Original Substitute				
10 Original Substitute				
11 Original Substitute				
12 Original Substitute				
13 Original Substitute				
14 Original Substitute				
15 Original Substitute				
16 Original Substitute				
17 Original Substitute				
18 Original Substitute				

* For each interviewer this should start from 1 on day 1 and increase continuously to the last day of fieldwork. Both successful and failed interviews should be counted.

- ** 1. Respondent did not wish to answer questions.
2. Respondent unable to answer questions.
3. Unit is vacant.
4. Unit is demolished.
5. No answer to doorbell.
6. Not a dwelling unit.
7. Other.

APPENDIX "B"

Letter of Introduction



Canada Mortgage
and Housing Corporation
Atlantic Region

Société canadienne
d'hypothèques et de logement
Région de l'Atlantique

June 2, 1980

Dear Sir or Madam :

SURVEY OF HOUSEHOLDS AND PHYSICAL HOUSING CONDITIONS

This housing conditions and needs survey is being carried out by the Canada Mortgage and Housing Corporation to obtain information about housing in _____.

Federal, Provincial and Municipal authorities must have up-to-date facts in their plans to improve housing conditions. The results of this survey will provide government authorities with information about the quality of housing and the shelter needs of our community.

We would like to stress that the information you provide will be held in strict confidence. Your co-operation will help provide a better understanding of the housing conditions in our community.

P.O. Box 7320,
Station "A",
Brunswick House,
Suite 1400,
44 Prince William St.,
Saint John, N.B.
E2L 4S7

C.P. 7320
Succursale "A"
Brunswick House
Porte 1400
44, rue Prince William
Saint-Jean (N.-B.)
E2L 4S7

APPENDIX "C"

Survey Action Plan

ACTION PLAN FOR THE
ATLANTIC SURVEY OF HOUSEHOLDS
AND HOUSING CONDITIONS

Prepared by: H. Rostum
Project Manager

Goal

To plan, organize, implement and manage a survey of households and housing conditions which will improve on the inventory of housing information in the Atlantic Region. More specifically, for selected areas in the Atlantic Provinces the survey will:

- (i) provide information on socio-economic characteristics of households and on dwelling units in order to develop acceptable estimates of housing needs which can be utilized for program and policy planning;
- (ii) provide some up-to-date housing market data on households and dwellings which are otherwise not available from existing sources;
- (iii) provide information required for developing an acceptable basis by which to estimate the number of "inadequate" dwelling units that may require rehabilitation.

	<u>ACTION</u>	<u>RESPONSIBILITY</u>	<u>TARGET DATE</u> (1980)
1.	<u>Funding</u>		
1.1	Prepare an outline of the project and a submission to the Canada Employment and Immigration Commission to secure the necessary funds from the Youth Employment Program for implementation of the project.	H.Rostum	February 29
1.2	Prepare submission to the General Manager, Atlantic Region and Vice-President, Policy Development and Research to obtain a Part V grant of \$25,000. in order to cover parts of costs incurred in conducting the survey.	H.Rostum	March 31

<u>ACTION</u>	<u>RESPONSIBILITY</u>	<u>TARGET DATE</u> (1980)
2. <u>Development of Survey Instrument</u>		
2.1 Prepare first draft of survey instrument.	H. Rostum	April 15
2.2 Review survey instrument and prepare second draft of survey instrument.	H. Rostum C. Oliver W. Collins J. Nelson	May 1
2.3 Consult with Manager, Housing Conditions and Requirements, Market Analysis and Forecasts Division, N.O., with the Statistical Review Staff of Statistics Canada and with other professionals in and outside of CMHC, regarding the survey instrument.	H. Rostum	May 6
2.4 Review and finalize survey instrument.	Social Housing Group, Atlantic Regional Office	May 12
2.5 Translation of survey instrument.	---	May 26
2.6 12,000 copies of survey instrument (english).	Quick Print	May 30
3. <u>Hiring of Survey Personnel</u>		
3.1 Contact Canada Employment and Immigration officials to arrange for interviewing of student candidates.	C. Oliver W. Collins J. Nelson	April 18
3.2 Interview candidates and hire: 12 students for Newfoundland 14 students for Nova Scotia 4 students for P.E.I. 12 students for New Brunswick 1 computer programmer (ARO) 1 data processing assistant (ARO)	C. Oliver W. Collins J. Nelson J. Nelson H. Rostum H. Rostum	May 8

<u>ACTION</u>	<u>RESPONSIBILITY</u>	<u>TARGET DATE</u>
4. <u>Preparation of Training Package</u>		(1980)
4.1 Prepare instructions manual for team leaders and field workers.	H. Rostum	May 16
4.2 Arrange for field trip with inspector and municipal official.	C. Oliver W. Collins J. Nelson	May 16
4.3 Finalize details on survey administration to be conveyed to interviewers (field workers) during training session; e.g., transportation, accomodation, processing of completed questionnaires, office space, materials, identification cards, etc.	H. Rostum C. Oliver W. Collins J. Nelson	May 16
4.4 Prepare audio-visual presentations on substandard dwellings and residential rehabilitation.	J. Mantle R. Smith or substitutes	May 16
5. <u>Selection of Survey Areas and Sampling Procedures</u>		
5.1 Evaluate and select priority areas in which to conduct the survey and consult with Branch Offices regarding selection.	H. Rostum C. Oliver W. Collins J. Nelson	May 1
5.2 Determine most appropriate and feasible sampling procedure: - Newfoundland - Nova Scotia - P.E.I. and New Brunswick	C. Oliver W. Collins J. Nelson	May 14
5.3 Review selection of survey areas and sampling procedures.	Social Housing Group, Atlantic Regional Office	May 16
6. <u>Submission to Statistics Canada</u>		
6.1 Meet with Statistical Review Staff of Statistics Canada.	H. Rostum R. Martin W. Collins	April 30

<u>ACTION</u>		<u>RESPONSIBILITY</u>	<u>TARGET DATE</u> (1980)
6.2	Prepare survey planning book for review by Statistics Canada.	H. Rostum	May 16
6.3	Working session with Statistical Review Staff to finalize survey plan and submission to Statistics Canada.	H. Rostum R. Martin	May 20
6.4	Review planning book and convey recommendations to CMHC.	Statistics Canada	May 30
<u>7. Actual Training</u>			
7.1	Survey strategy session for all team leaders (location: Moncton).	H. Rostum C. Oliver W. Collins J. Nelson	May 21
7.2	Training session for P.E.I. and N.B. survey teams (location: Moncton).		
7.2.1	Sampling, survey technique, questionnaire, survey coverage and quality control.	H. Rostum J. Nelson	May 22, 23
7.2.2	Audio-visual presentation. Field trip.	J. Mantle or substitute	May 23
7.3	Training session for Sydney survey team (location: Sydney).		
7.3.1	Sampling, survey technique, questionnaire, survey coverage and quality control.	W. Collins	May 22, 23
7.3.2	Audio-visual presentation. Field trip.	Chief Inspector	May 23
7.4	Training session for Nfld. survey teams (location: St. John's).		
7.4.1	Sampling, survey technique, questionnaire, survey coverage and quality control.	H. Rostum C. Oliver	May 26, 27
7.4.2	Audio-visual presentation. Field trip.	J. Mantle or substitute	May 27
7.5	Training session for New Glasgow team (location: New Glasgow)		
7.5.1	Sampling, survey technique, questionnaire, survey coverage and quality control.	W. Collins	May 26, 27
7.5.2	Audio-visual presentation. Field trip.	Chief Inspector	May 27

<u>ACTION</u>	<u>RESPONSIBILITY</u>	<u>TARGET DATE</u>
8. <u>Sampling and Pre-coding</u>		(1980)
8.1 New Brunswick, P.E.I. and Sydney teams.	Team leaders/May 26 - 30 & Field Workers	
8.2 New Glasgow and Newfoundland teams.	Team leaders/May 28, 30 & Field Workers	
9. <u>Quality Control</u>		
9.1 Trial run of survey: Field work	Team Leaders/June 2 - 4 & Field Workers	
Review of trial run with team leaders and field workers	H. Rostum C. Oliver W. Collins J. Nelson	June 5
9.2 Preparation of weekly progress reports (first month of project, June) and bi-weekly progress reports (July and August).	Team Leaders/Ongoing to end of project (September 5)	
9.3 Review of progress reports and monitoring of sampling procedures, interview administration, and interviewer recording.	C. Oliver W. Collins J. Nelson	Ongoing to end of project (September 5)
9.4 Scanning completed questionnaires of interviewers.	E. Barned /Ongoing and Data Processing Assistant	
9.5 Periodic meetings to deal with problems such as non-response, misinterpretation of questions by respondents, difficulties with interview procedures or other previously unforeseen problems.	Housing Analysts Team Leaders, and Field Workers	
9.6 Preparation of inspection reports by Branch inspectors for at least two dwelling units surveyed by each interviewer respectively (i.e., total dwelling units to be inspected are at least 84).	Branch Inspectors	July 15

	<u>ACTION</u>	<u>RESPONSIBILITY</u>	<u>TARGET DATE</u> (1980)
10.	<u>Data Processing</u>		
10.1	Editing and coding of survey data.	E. Barsed & /September 9 Data Processing Assistant	
10.2	Preparation of computer programs to create computer data base and to generate statistical tables.	Computer Programmer	July 31
10.3	Tabulation of preliminary results of the survey.	E. Barsed, Computer Program- mer and Data Processing Assistant	August 15
11.	<u>Planning of Output</u>		
11.1	Prepare specifications for display of survey results. This should take into consideration requirements for Corporate and Branch Planning and housing market analysis studies of areas surveyed, with special emphasis on the analysis of data related to social housing programs.	H. Rostum C. Oliver W. Collins J. Nelson	July 15
11.2	Review specifications for display of survey results.	Provincial /July 31 Directors, F/P Coordinatio Committees, Provincial Planning Groups & Social Housing Group, ARO	
11.3	Final approval of specifications.	General Manager	August 7
12.	<u>Analysis and Report Preparation</u>		
12.1	Based on specifications determined in 11 above produce handbook on results of the survey.	E. Barsed & /August 31 Computer Programmer	
12.2	Prepare documentation on computer data base.	Computer Programmer	September 5
12.3	Draft report on the results of the survey.	H. Rostum C. Oliver W. Collins J. Nelson	September 15

	<u>ACTION</u>	<u>RESPONSIBILITY</u>	<u>TARGET DATE</u> (1980)
12.4	Review draft report	Provincial Planning Groups, F/P Coordination Committees, & Social Housing Group, ARO	/September 22
12.5	Final approval of report on survey.	General Manager	/September 30
12.6	Develop formal presentation on the results of the survey and their relevance to planning and market analysis.	H. Rostum	October 6
12.7	Press release on the results of the survey.	W. O'Mahony	October 6

APPENDIX "D"

Survey Questionnaire

ATLANTIC SURVEY OF HOUSEHOLDS AND HOUSING CONDITIONS

THIS SECTION TO BE COMPLETED BY INTERVIEWER

1. Questionnaire number - - - -
2. Interviewer code - -
3. Location
- 3.1 Province Code - - -
- 3.2 Street Address
- 3.3 City, town, village, municipality
- 3.4 Postal code - - - -

4. Dwelling Unit Characteristics

- 4.1 What is the main (and secondary) type(s) of heating equipment for this dwelling?

	Main Equipment (circle one)	Sec- ondary (circle one)
steam or hot water furnace	1	1
forced hot air furnace	2	2
installed electric heating system	3	3
heating stove (e.g. wood), cooking stove, space heater	4	4
other (fireplace, solar, etc.)	5	5
do not know	6	6
no secondary equipment		7

- 4.2 Which fuel is used most for:

(a) heating this dwelling?

(b) heating the water in this dwelling

	Heating (circle one)	Water Heating (circle one)
oil or kerosene	1	1
pipel gas, e.g. natural gas	2	2
bottled gas, e.g. propane	3	3
electricity	4	4
wood	5	5
coal or coke	6	6
other fuel	7	7
do not know	8	8

- 4.3 During last winter were any of the following rooms in this dwelling so cold that it caused you discomfort?

	No	Yes, Minor Dis- Comfort	Yes, Major Dis- Comfort	Not Applic- able
master bedroom	1	2	3	4
other bedroom(s)	1	2	3	4
dining area	1	2	3	4
living room	1	2	3	4
finished basement	1	2	3	4
family or rec room (if not in basement)	1	2	3	4

- 4.4 Is your water supply one of the following?

	(circle one)
pipel hot and cold	1
pipel cold only	2
no pipel water	3

- 4.5 Is your dwelling serviced with electricity?

	(circle one)
yes	1
no	2

- 4.6 Do you have any smoke detectors installed in your dwelling-if so how many?

- -

- 4.7 In addition to your regular entrance to this dwelling is there another way to get out safely in case of fire such as a fire escape, back entrance, or fire ladder?

	(circle one)
yes	1
no	2

- 4.8 Is this dwelling in need of any repairs?

(circle one)

- no, only regular maintenance is needed (painting, furnace cleaning etc.) 1
- yes, minor repairs are needed (missing or loose floor tiles, bricks or shingles, defective steps, railing or siding, etc.) 2
- yes, major repairs are needed (defective plumbing or electrical wiring, structural repairs to walls, floors or ceilings, etc.) 3

- 4.9 How many rooms are there in this dwelling?

- -

(Include kitchen, bedrooms, finished rooms in attic or basement, dining, living, family and rec rooms. Do not count bathrooms, halls, vestibules or rooms used solely for business purposes.)

- 4.10 How many bedrooms are there in this dwelling?

- -

- 4.11 How many bathrooms are there within this dwelling?

none or only in exterior of dwelling (circle) 0

OR

number of complete bathrooms # - -

number of half bathrooms # - -

- 4.12 Do you know if there is adequate insulation in your

(circle one for each)

	Yes Is	No There Isn't	Do Not Know	Not App.
attic or roof?	1	2	3	
walls?	1	2	3	
basement?	1	2	3	4

- 4.13 Does your dwelling have

(circle one for each)

	Yes	No
storm windows (include thermopane)?	1	2
storm doors (include insulated doors)?	1	2

- 4.14 What type of sewage disposal system does this dwelling have?

(circle one)

public sewer	1
septic tank	2
other (e.g. chemical or composting)	3

- 4.15 Does this dwelling have the use of any of the following?

(circle one for each)

	Yes, Exclusive Use	Yes, Share With Another Dwelling	Dwelling Does not Have this Facility
flush toilet	1	2	3
bathtub/shower	1	2	3
kitchen sink	1	2	3
dish washer	1	2	3
clothes washer	1	2	3
clothes dryer	1	2	3
refrigerator	1	2	3
stove or range	1	2	3
freezer (separate from refrigerator)	1	2	3

- 4.16 During the last 12 months have you made or are you aware of any repairs made to your dwelling?

(circle one)

- no repairs made 1
- yes, minor repairs (definition same as in 4.8) 2
- yes, major repairs (definition same as in 4.8) 3
- not aware of any repairs made (If both minor and major repairs were made circle 3) 4
- If yes, approximately how much was the cost of these repairs? \$ - - - -

OR

Do not know (circle) 1

4.17 Do any of the following need repair?

(circle one for each)

	No Repair	Minor Repair	Major Repair	Not Applic- able
electric system	1	2	3	4
plumbing	1	2	3	4
sewage disposal system	1	2	3	4
heating	1	2	3	4
roof	1	2	3	4
floors	1	2	3	
walls(interior)	1	2	3	
walls(exterior)	1	2	3	
ceilings	1	2	3	
stairs	1	2	3	4
windows	1	2	3	
doors	1	2	3	
foundation	1	2	3	
chimney or flue	1	2	3	4

4.18 Do you have any of the following problems?

(circle one for each)

	No	Problem	Yes, Minor	Yes, Major	Do Not Know
water leakage in basement	1	2	3	4	
leaky roof	1	2	3	4	
open cracks or holes in interior walls or ceilings	1	2	3	4	
holes in the floor	1	2	3	4	
broken plaster or peeling paint on the ceilings or inside walls	1	2	3	4	
decaying wood in the interior (e.g. windows, doors, attic, etc.)	1	2	3	4	

4.19 Approximately how many years have you lived in this dwelling?

Less than one year (circle) 0
OR
Years

4.20 Approximately what is the age of this dwelling?

Less than one year (circle) 0
OR
Years

4.21 Are you generally satisfied with the interior and exterior physical condition of this dwelling?

(circle one for each)

	Interior of Dwelling	Exterior of Dwelling
satisfied	1	1
indifferent	2	2
dissatisfied	3	3
so dissatisfied, that I intend to sell (owners) or move (renters) first chance I get	4	4

5. Tenure and Shelter Finances

5.1 Is this dwelling:

(circle one)

owned or being bought by you or a member of this household? 1
rented (even if no cash rent is paid)? 2

5.2 If you rent

5.2.1 What is your monthly cash rent? \$
(This is rent including only what you actually pay and excluding any financial assistance you receive, from government sources, for rent payments.)

5.2.2 If not included in the rent, approximately how much did you pay during the past 12 months for the following?

	Yearly Payment	Included In Rent	Do Not Know
all heating	\$	1	2
electricity	\$	1	2
water	\$	1	2
parking	\$	1	2

GO TO QUESTION 5.4

5.3 If you own

5.3.1 What is your regular monthly mortgage payment for this dwelling? None (circle) 0
(This is the total mortgage OR payments including only what you actually pay and excluding financial assistance you receive, from government sources, for mortgage payments.) \$

5.3.2 Are your property taxes (municipal and school) included in the amount shown in Question 5.3.1?

(circle one)

yes 1
no 2
do not know 3

5.3.3 What is your estimated yearly property tax for this dwelling?
(This is total property tax including only what you actually pay and excluding any financial assistance you receive, from government sources, for property tax payments.)

None (circle) 0
OR Do not know (circle) 1
OR \$

5.3.4 What is the current interest rate on your first mortgage?

No mortgage (circle) 0
Do not know (circle) 1
Percent

When will your mortgage have to be renewed?

19

How many years remain before your mortgage payments end?

Less than one year (circle) 0
OR
Years

5.3.5 Approximately how much did you pay during the past 12 months for the following?

	Yearly Payment	Do Not Know
all heating	\$	1
electricity	\$	1
water	\$	1
regular maintenance (as defined in 4.8)	\$	1

5.3.6 How much do you pay for house insurance (yearly)?

No insurance (circle) 0
OR \$

5.4 Are you presently paying more than you can afford for shelter costs?

(Owner: shelter costs are total of regular monthly payments (including principal, interest, and property taxes) heating, electricity, water, and maintenance.)

(Renters: shelter costs are cash rent, heating, electricity, water and parking.)

(circle one)

yes 1
no 2
not sure 3

5.5 Do you receive any financial assistance from government sources to pay for your housing bills (include only assistance for mortgage, rent or property taxes from federal, provincial and municipal sources).

(circle one)

yes 1
no 2
do not know 3

5.6 What is the amount of this assistance?

Do not know (circle) 1
OR \$ monthly
OR \$ yearly

6. Personal Information

6.1 How many persons usually live in this dwelling?

adults (19 to 64 years inclusive)	#	_	_
children (18 years or younger)	#	_	_
senior citizens (65 years or older).	#	_	_
TOTAL	#	_	_

6.1.1 How many of the above persons (all ages)
are disabled or handicapped?

None (circle) 0
OR #

6.2 What is the age of the person who contributes most towards payments for the shelter costs of this dwelling? (Shelter costs are as defined in 5.4.) Years

6.3 What is the marital status of this person? (circle one)

now married	1
separated	2
divorced	3
widowed	4
never married (single)	5

6.4 What is the gross yearly income of this person?

<u>exact amount</u>	\$ _ _ _ _ _
OR <u>approximate</u>	(circle one)
less than \$5,000	1
\$5,000 - \$7,000	2
\$7,001 - \$9,000	3
\$9,001 - \$11,000	4
\$11,001 - \$14,000	5
\$14,001 - \$17,000	6
\$17,001 - \$20,000	7
\$20,001 - \$25,000	8
over \$25,000	9

6.5 What is the gross yearly income of this household (include gross yearly income of all members of this household)?

exact amount \$ _ _ _ _ _

OR approximate (circle one)

less than \$5,000	1
\$5,000 - \$7,000	2
\$7,001 - \$9,000	3
\$9,001 - \$11,000	4
\$11,001 - \$14,000	5
\$14,001 - \$17,000	6
\$17,001 - \$20,000	7
\$20,001 - \$25,000	8
\$25,001 - \$30,000	9
over \$30,000	0

6.6 What would you say is the main source of this household's gross yearly income? (circle one)

wages and salaries	1
self employment	2
government assistance (e.g. welfare)	3
investments	4
retirement pensions	5
other income	6

9. Exterior Condition of Dwelling Units

Does the exterior of this dwelling display any of the following defects?	(circle one for each)			
	No	Yes, Minor Prob.	Yes, Major Prob.	Not Applicable
sagging roof	1	2	3	4
shingles missing from roof	1	2	3	4
decaying wood - windows, doors or eaves	1	2	3	
sagging eaves	1	2	3	4
broken or missing windows	1	2	3	
broken or missing doors	1	2	3	
sloping walls	1	2	3	
loose bricks	1	2	3	4
poor exterior wall surface (e.g. siding)	1	2	3	
poor paint	1	2	3	
poor access into dwelling unit	1	2	3	
poor foundations (crumbling or open holes, cracking cement)	1	2	3	
poor grading (area immediately next to dwelling slopes towards foundation)	1	2	3	
crooked, damaged or makeshift chimney	1	2	3	4
uneven settlement or structural distortion	1	2	3	
accumulation of rubbish, trash, or garbage around dwelling	1	2	3	

10. How would you rate the general exterior condition
of this dwelling?

(circle one)

excellent	1
very good	2
good	3
poor	4
very poor	5

11. How would you rate the general interior condition
of this dwelling based on what you saw? (circle one)

excellent	1
very good	2
good	3
poor	4
very poor	5
did not see any of the interior	6

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE INTERVIEWER

7. What type of dwelling is this (circle one)

single house	1
semi-detached or double house	2
duplex	3
row house	4
apartment in a building that has five or more storeys	5
apartment in a building that has less than five storeys	6
house attached to a non-residential building	7
mobile home	8
other movable dwelling	9

8. How many dwelling units are there in this building? (observe or ask owner) #

APPENDIX C

A COMPARISON OF ESTIMATES OF PHYSICAL
HOUSING CONDITIONS BASED ON 1971 CENSUS
DATA AND 1979 FIELD INFORMATION

A COMPARISON OF ESTIMATES OF PHYSICAL HOUSING CONDITIONS
BASED ON 1971 CENSUS DATA AND 1979 FIELD INFORMATION,
SAINT JOHN, CHARLOTTETOWN AND AMHERST

A. INTRODUCTION

During June and July, 1979, a team of students from the Canada Youth Job Corps Program conducted an analysis of physical conditions of housing in the Atlantic Provinces. All municipalities and subdivisions, respectively, were ranked on the basis of a model which uses ten variables to indicate physical conditions of housing in each area.¹ All the data was taken from the 1971 Census.

The Youth Job Corps students also implemented a household and housing conditions survey during August, 1979, in Saint John, Charlottetown and Amherst. One of the objectives of this survey was:

to provide some current field information to determine to what extent reliance can be placed on the results of the Regional model which estimates physical conditions of housing in the Atlantic Provinces using 1971 Census data.

¹A report by the Atlantic Regional Office, now in preparation, will discuss this model in more detail.

This objective of the survey is the subject of this report.

B. ANALYSIS

To determine to what extent reliance can be placed on the Regional model for physical housing conditions in the Atlantic Provinces, the following comparisons are made:

- (i) a comparison of the results of the Regional model using the 1979 survey data, in Saint John, Charlottetown and Amherst, with the results of the model using 1971 Census data;
- (ii) a comparison of results of the Regional model (using 1979 survey data) with the results of a different model which uses more detailed data on physical conditions of housing.¹ These detailed data are available from the 1979 survey for Saint John, Charlottetown and Amherst, but are not available from the 1971 Census or from any subsequent survey;
- (iii) a comparison of "housing scores" calculated by the model first by using 1971 Census data and second by using the 1979 survey data for Saint John, Charlottetown and Amherst;

¹ This includes 18 items of information on the exterior and 11 items of information on the interior of the houses. This model is discussed in H. Rostum, Report on the Survey of Household and Physical Housing Conditions. Atlantic Regional Office, CMHC, 1979.

(iv) a comparison of the key indicators of housing conditions used by the model, 1971 - 1979.

The results of (i) to (iv) above are presented in Tables 1, 2 and 3.

Table 1, shows that the "housing scores" computed by the model using 1971 Census data are consistently less than housing scores computed by using the 1979 survey data, (i.e. housing was in worse condition in 1971). The difference is greatest in Saint John: 12.5 percent.

The estimated number of units that are considered inadequate using the Regional model are shown in Table 2. Using 1971 data the proportions of units that are inadequate are 30, 31 and 35 percent for Saint John, Charlottetown and Amherst respectively. Using 1979 data the proportions of units that are inadequate have been reduced, since 1971, by 17, 9 and 10 percent for Saint John, Charlottetown and Amherst respectively. This is not surprising since the Regional model uses household income and period of construction as main indicators of physical housing conditions (i.e. the largest weight is given to these two indicators). Table 3 shows that incomes in all three areas of the

TABLE 1
COMPARISON OF HOUSING SCORES CALCULATED ON THE BASIS
OF 1971 CENSUS DATA AND 1979 SURVEY DATA:
SAINT JOHN, CHARLOTTETOWN AND AMHERST

HOUSING SCORES (CALCULATED USING MODEL)			
	SAINT JOHN	CHARLOTTETOWN	AMHERST
(1) Analysis of 1971 Census	.53815	.53636	.50208
(2) Analysis of 1979 Survey	.66364	.60671	.57898
(3) Difference Between (2) and (1)	.12549	.07035	.07690

TABLE 2

COMPARISON OF ESTIMATES OF INADEQUATE HOUSING

BASED ON THE ANALYSES OF 1971 CENSUS DATA AND

1979 SURVEY DATA: SAINT JOHN, CHARLOTTETOWN AND AMHERST

	SAINT JOHN %	CHARLOTTETOWN %	AMHERST %
(1) Analysis of 1971 Census Data (Using Model)			
Substandard Units	9.9	10.8	13.4
Poor Units	<u>20.1</u>	<u>20.0</u>	<u>22.0</u>
Total Inadequate	30.0	30.8	35.4
Other	<u>70.0</u>	<u>69.2</u>	<u>64.6</u>
	100.0	100.0	100.0
(2) Analysis of 1979 Survey data (Using Model)			
Substandard Units	2.4	6.2	7.9
Poor Units	<u>10.6</u>	<u>15.5</u>	<u>17.3</u>
Total Inadequate	13.0	21.7	25.2
Other	<u>87.0</u>	<u>78.3</u>	<u>74.8</u>
	100.0	100.0	100.0
(3) Difference Between (2) and (1) (Total Inadequate Units)	-17	- 9.1	- 10.2
(4) Analysis of 1979 Survey Data (Market Value Approach)			
Total Inadequate	23.4	31.5	33.3
(5) Difference Between (4) and (2) (Total Inadequate Units)	10.4	9.8	8.1

TABLE 3
CHANGES IN KEY INDICATORS OF HOUSING CONDITIONS
USED BY THE MODEL, 1971 - 1979

	SAINT JOHN		CHARLOTTETOWN		AMHERST	
	1971 %	1979 %	1971 %	1979 %	1971 %	1979 %
(1) Household Income						
15,000 +	10	55	14	43	14	41
10,000 - 14,999	21	29	17	21	16	26
7,000 - 9,999	26	7	21	19	22	18
5,000 - 6,999	17	6	17	7	17	8
< 5,000	26	3	31	10	31	7
	100	100	100	100	100	100
(2) Period of Construction						
1972 - 1979	0	20	0	12	0	11
1961 - 1971	21	23	19	20	8	6
1951 - 1960	14	18	9	11	10	13
1946 - 1950	9	6	7	6	6	3
1921 - 1945	15	13	19	16	20	20
Before 1921	41	20	46	35	57	47
	100	100	100	100	100	100
(3) Persons Per Room						
< 0.5	44	60	46	72	52	71
0.6 - 1.0	45	38	45	27	41	28
1.1 - 1.5	9	2	7	1	6	1
1.6 - 2.0	2	0	2	0	1	3
2.1 +	0	0	0	0	0	0
	100	100	100	100	100	100
(4) Sewage Disposal						
Public Sewer	84	94	98	100	97	99
Septic Tank	13	6	1	0	1	1
Other	3	0	1	0	2	0
	100	100	100	100	100	100
(5) Water Supply						
Piped Hot & Cold	93	97	97	99	96	99
Piped Cold Only	6	3	3	1	4	1
No Piped	1	0	0	0	0	0
	100	100	100	100	100	100
(6) Toilet Facilities						
One or More	95	99	97	99	97	100
Shared or None	5	1	3	1	3	0
	100	100	100	100	100	100
(7) Bath Facilities						
Exclusive Use	93	99	93	99	92	99
Shared or None	7	1	7	1	8	1
	100	100	100	100	100	100

(Continued)

(Continued)

TABLE 3

	SAINT JOHN		CHARLOTTETOWN		AMHERST	
	1971 %	1979 %	1971 %	1979 %	1971 %	1979 %
(8) Age of Household Head						
15 - 24	7	5	7	3	6	5
25 - 34	18	18	14	8	15	12
35 - 44	18	19	15	12	15	15
45 - 54	20	20	19	19	20	17
55 +	37	38	45	58	44	51
	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>
(9) Heating Equipment						
Electricity	1	18	2	4	2	4
Steam or Water	42	42	57	49	19	14
Hot Air	24	31	27	42	65	67
Stove Space Heater	32	6	13	3	12	9
Other	1	3	1	2	1	7
	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>

survey have increased considerably. In Saint John, the proportion of households with incomes at or above \$15,000 increased from 10 to 55 percent, in Charlottetown from 14 to 43 percent and in Amherst from 14 to 41 percent. The housing stock from 1971 has also increased by 20 percent in Saint John, 12 in Charlottetown and 11 in Amherst. These figures serve as an indication of trends only, since they are based on a sample, and some sampling error is expected. Comparison with 1976 Census data for housing stock suggests that the 20 percent increase in Saint John is an overstatement by approximately 3 or 4 percent and, the figures for Charlottetown and Amherst is an understatement by about 4 or 5 percent. Nevertheless, it is somewhat obvious that the picture for 1979 would appear to have improved, since the weighting scheme used by the model places emphasis on two indicators which have been significantly altered in all of the three areas of the survey.

Other indicators have also changed in 1979 relative to 1971. Households are relatively less crowded, relatively more public sewers have been installed and relatively more dwellings have piped hot and cold water, one or more toilet facilities and exclusive use of bath facilities. Principal source of heating has also changed. In Saint

John, the proportion of electric heating equipment has increased from 1 to 18 percent of the total. A smaller relative increase of 2 percent in heating through electricity is evident in Charlottetown and Amherst. Households are generally headed by older persons in 1979 compared to 1971. This is true mainly in Charlottetown and Amherst where the proportion of households headed by persons above 54 years of age have increased from 45 to 58 percent and 44 to 51 percent respectively. In Saint John the age distribution of heads of households is roughly the same in 1979 as it was in 1971.

The analysis presented above shows the extent to which changes have occurred in all indicators used by the model for the three areas surveyed. The main indicators, household income and period of construction, have changed significantly.

As part of the analysis in this report, an adjustment to some of the 1979 data was initially contemplated - i.e. deflate income to reflect 1971 levels and remove the stock of housing built between 1971 and 1979 from the sample. This adjusted data would then be run through the model to estimate number of units that are substandard,

poor, etc. However, this scenario was ruled out because the object of the comparison is in fact to identify to what extent the 1971 situation has changed in 1979. Adjusting 1979 data to reflect the 1971 situation is redundant, since for 1971, the actual 1971 data is available.

Another comparison is presented below as part of the analysis in this report. An alternative model was used to estimate physical housing conditions in Saint John, Charlottetown and Amherst using the 1979 data.¹ This model relies on explicit housing quality data rather than on indicators. These housing quality data include 18 items of information on the exterior and 11 items of information on the interior of dwelling units. There is a consensus within CMHC that using explicit data on housing quality to estimate the number of inadequate units is more accurate than using indicators. However, in the past, the reason for relying more strongly on indicators than on detailed survey data, such as the one conducted in Saint John, Charlottetown and Amherst, is the difficulty in implementing these surveys on a wide-scale. Table 2 (5) compares estimates of inadequate units based on the Regional model using 1979 data (indicators) and based on the alternative model using explicit housing quality data

¹ This model is discussed in more detail in Report on the Survey of Households and Physical Housing Conditions - Atlantic Regional Office, CMHC, 1979.

for 1979. The Regional model consistently underestimates housing conditions. In Saint John and Charlottetown the estimate of inadequate units using the alternative model is 10 percent greater, and in Amherst it is 8 percent greater.

C. RECOMMENDATIONS

1. On the basis of the analysis provided above, it is recommended that the results of the Regional model, which uses 1971 Census data, should be used only as a guide for allocating RRAP funds and not as a good assessment of housing conditions in the Atlantic.
2. In using the Regional model as a guide for allocation of RRAP funds, at least two other important considerations should be taken into account:
 - (i) changes that may have occurred between 1971 and 1979, in the housing stock and in socio-economic characteristics of households, and
 - (ii) delivery capability of individual areas which are under consideration for RRAP funding.

3. It is also recommended that a team, consisting of at least one CMHC representative from each of the four Atlantic Provinces, and at least one from the Regional Office, meet to review the results of the model with respect to the 1979 - 1980 context (e.g. the situation in some areas may have improved considerably due to RRAP activity since 1973, while in other areas the situation may have worsened). The team should also review the results of the model in the context of RRAP funding constraints and delivery capabilities of areas identified in greatest need of RRAP assistance.

Hussein Rostum
Field Support Centre
Atlantic Region
November 15, 1979

APPENDIX D

BIN INVENTORY INPUT FORM

BIN INVENTORY INPUT FORM

Si vous préférez recevoir un questionnaire
français veuillez cocher ☐This form should be completed at the time a BIN is designated.
The information will be used for input into the inventory of BINS

Office use only

Status _____

Ref. No

--	--	--	--	--

Date edited _____

Date assigned _____

Date entered _____

Replaces

1. BIN TITLE

Policy Program and Housing Needs Information Base

2. BIN MANAGER

Name

Barry Lacombe, Executive Director

Address

Canada Mortgage & Housing Corporation

Department

Evaluation & Market Analysis Directorate

Location

National Office

Telephone No.

746-4611 ext 35

3. BIN LOCATION

Headquarters only ☐Headquarters & Region ☒Region only ☐Contractor ☐

4. A D P TYPE

Manual ☐Hybrid ☐Automated only ☒INDICATE IN WHICH YEAR the BIN was created in its present form: 19 74

5. EXPECTED LIFE OF BIN

Continuing ☒One time only ☐Fixed life ☐ (specify years) _____

6. BIN CLASS (Check all that apply)

NOTE: More than one class
may apply. See instructions
on classifying BINS in
appendix "B".Individual information bank ☐Employee information bank ☐Federal information bank ☐Business information bank ☐Statistical information bank ☒Residual information bank ☐

CURRENT NUMBER OF DATA SUBJECTS

TYPE OF SUBJECT

Current number in BIN

Individuals (do not include Sole Proprietors, Partners, Incorporated Individuals)

88,114

Unincorporated Businesses

Incorporated Businesses

Farms

Other (specify) _____

9. COLLECTION OF DATA AND TOTAL ANNUAL INPUT (see appendix "B" chapter 425)

Data Source	FREQUENCY OF COLLECTION							Total Annual Input
	Continuous	Once only	Annual	Semi-annual	Quarterly	Monthly	Other regular	
Individuals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Unincorporated Businesses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Incorporated Businesses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Farms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

NOTE: Total annual input = Total number of separate reports provided for input to BIN in the current calendar year (see appendix "B")

10. NARRATIVE DESCRIPTION OF BIN CONTENT. (Population, Information Content, Main Use, Derivative Uses, Non-derivate Uses, Time Period, Disposition.)

This information base is presently composed of 88,114 private dwelling throughout Canada. The sources of this information base has been derived and consolidated from a number of sources: the 1974 Survey of Housing Units carried out for CMHC by Statistics Canada (N = 74,000); the 1978 Urban Priorities Survey carried out by the Ministry of State for Urban Affairs (N = 11,080); the 1978 replication of SHU carried out in Winnipeg by the Social Planning Council of Winnipeg (N = 1,500); and several other smaller housing need surveys carried out in CMHC's regional offices (N = 1,534). The information base is designed to provide detailed housing information on specific housing markets varying within the different provinces by size of population. The 1974 SHU and the 1978 Urban Priorities Survey cover each of the 1971 Census metropolitan areas including Charlottetown while the smaller regional office surveys focus on smaller cities and towns.

The content of this base includes information on:

- Characteristics of rental housing stock;
- characteristics of owner-occupied housing stock;
- socio-economic and demographic characteristics of households occupying this housing stock;
- housing expenditure pattern of these households;
- mortgage arrangements for the owner-occupied housing stock.

The main use of this statistical information base is to support ongoing policy analysis, program development and evaluation at the Federal level. The derivative use is to further support housing research in Canada at the provincial and municipal levels as well as in the universities.

Statistical analysis are also provided to members of the housing construction industry and other Federal departments on request.

The time period covers information collected on housing stock in existence in 1974 as well as linked information for the identical dwellings provided by Statistics Canada from the 1971 Census. These statistical files were further
(cont'd on back page)

see appendix "B" for detailed definitions. Please provide both official languages. Use back page for other official language.

11. SPECIFY, by title, which departmental program (policy) is supported by the BIN
Policy program development and housing research in support of the National Housing Act.

INDIVIDUAL INFORMATION BANKS

(Including Federal and Employee information banks)

IDENTIFIERS ON RECORDS (check all that are contained on record)

Social Insurance Number ☐Name - Address ☐Institution - Program ☐Other ☐ Specify _____

13. →

FEDERAL INFORMATION BANKS ONLY

13. CONTACT FOR PRIVACY ACCESS REQUESTS

Title

Mailing Address

Special requirement for access _____

BUSINESS INFORMATION BANKS

(Please complete this section if the BIN is a business information bank)

14. AUTHORITY FOR BIN

Incidental ☐ If checked, go to item 15Legislative ☐ Specify authority _____Other regulatory ☐ Specify authority _____None ☐

15. ESTIMATE TOTAL NUMBER OF HOURS in current calendar year required by businesses to provide information for this BIN. (Include Unincorporated Businesses and Farms in Estimates)

Total Number of Hours _____

16. BASIS FOR ESTIMATE

Confirmed with sources ☐Confirmed by other means ☐No confirmation ☐

Form completed by: ... Chief, Housing Requirements

Market Analysis & Forecasts Division, CMHC

Date Feb. 25, 1980

Return completed form to: Information Bank Coordination Division,
 Treasury Board Secretariat,
 4th floor, Berger Bldg.
 100 Metcalfe street,
 Ottawa, Ontario.

NOTE: Please be sure the narrative description is included in both languages.

augmented with a number of 1978 housing surveys. Further augmentation of the information base will take place in the future as requirements and funds dictate.

Future studies are likely to include the Joint US/Canada Study on measuring housing conditions and other housing needs studies which will extend the data coverage to a larger number of smaller centres.

The disposition of the information base is under the control of CMHC, Evaluation and Market Analysis Directorate. The policy regarding the distributions of informations from this base has been as follows:

- To publish a general series of housing reports and analysis for wide distribution within Canada;
- To provide special statistical requests for users requiring housing informations who do not have the necessary computer facilities to access the statistical files;
- To provide copies of the computer tapes containing the statistical files to users having the required computer facilities and who are carrying out housing research in Canada.

1. Titre

Fichier central sur le programme d'élaboration de propositions et les
besoins en matière de logement

2. Barry Lacombe, directeur général

Société canadienne d'hypothèques
et de logement

Direction générale de l'évaluation et de l'analyse du marché

Bureau national

746-4611 poste 357

10. Les données du fichier central dont il est ici question traitent de 88 114 résidences privées réparties dans tout le Canada. L'information amassée et fusionnée dans ce fichier provient de nombreuses sources, notamment le Relevé des logements de 1974 (RL), effectué par Statistique Canada pour la SCHL (N = 74 000; Les priorités du milieu urbain vues par les Canadiens, étude menée en 1978 par le Département d'Etat chargé des Affaires urbaines (N = 11 080); la réplique du Relevé des logements, réalisée en 1978 à Winnipeg par le Social Planning Council of Winnipeg (N = 1500), sans oublier une foule de sondages de moindre importance sur les besoins de logements, provenant des bureaux régionaux de la SCHL (N = 1534). Le fichier central est conçu pour dispenser des renseignements détaillés sur des marchés précis du logement, qui varient dans les provinces suivant le chiffre de la population. Le RL de 1974 et l'étude de 1978 sur les priorités du milieu urbain vues par les Canadiens couvrent chacune des Régions métropolitaines du recensement de 1971, y compris Charlottetown, alors que les sondages moins exhaustifs des bureaux régionaux ont pour cibles de plus petites villes.

Le fichier central contient de l'information sur les points suivants:

- les caractéristiques du parc de logements locatifs;
- les caractéristiques du parc de logements de type propriétaire-occupant;
- les caractéristiques socio-économiques et démographiques des ménages qui occupent ces logements;
- la configuration de la dépense-logement de ces ménages;
- les arrangements hypothécaires conclus à l'égard du parc de logements de type propriétaire-occupant.

Cette information statistique est plus particulièrement destinée à appuyer l'analyse permanente des propositions, l'élaboration et l'évaluation des programmes au niveau fédéral. Ses usages dérivés ont pour objet de soutenir davantage la recherche sur le logement au Canada aux divers paliers provinciaux et municipaux aussi bien que dans les universités.

Des analyses statistiques sont également accessibles aux membres de l'industrie de la construction de même qu'à d'autres ministères fédéraux, sur leur demande.

La période traitée recouvre l'information recueillie sur le parc de logement qui existait en 1974 ainsi que l'information corrélative sur les logements identiques, relevée par Statistique Canada au cours du recensement de 1971. Ces données ont été accrues par un nombre d'enquêtes sur le logement effectuées en 1978. Le fichier central continuera de s'enrichir à l'avenir, au fur et à mesure des besoins et suivant les crédits accordés.

Les travaux de recherche prévus inclueront sans doute l'étude mixte Etats-Unis/Canada, visant à mesurer les conditions de logement sans compter d'autres recherches sur les besoins en logements, lesquelles étendront la portée des données à un plus grand nombre d'agglomérations plus petites.

L'accès au fichier central relève de la direction générale de l'Evaluation et de l'analyse du marché à la SCHL. Les lignes de conduite connexes à la diffusion des données du fichier central ont été les suivantes:

- publier et diffuser largement à l'intérieur du Canada une série de rapports généraux et d'analyses sur le logement;
- répondre à des demandes spéciales de statistiques venant d'utilisateurs qui requièrent de l'information sur le logement mais qui ne disposent pas des installations informatiques leur permettant l'accès à des fichiers statistiques;
- fournir des reproductions de bandes d'ordinateurs contenant des données statistiques, aux utilisateurs qui disposent des installations informatiques nécessaires et qui poursuivent des recherches sur le logement au Canada.

11. Programme d'élaboration de propositions et de recherche en matière de logement à l'appui de la Loi nationale sur l'habitation.

Chef, groupe des Besoins en logement
Division de l'Analyse et des besoins du marché, SCHL

le 25 février 1980