

# Program Instructions



## This Program Instruction applies to the following:

- ✓ HSA Part VII Housing Providers (Provincial Reform)
- ✓ Former Federal Program Housing Providers (s. 15.1/27, s, 56.1/95)
- ✓ Housing York
  - ✓ Public Housing
  - ✓ HSA Part VII

## Remuneration of Directors

### Summary

This Program Instruction outlines the Region's local standard for remuneration of Housing Provider's Board of Directors.

### Details

A Housing Provider will not pay remuneration to a Director for performing its duties as a Director on the Board. Reimbursement for reasonable expenses incurred in the performance of the Director's duties is acceptable.

### Employment of Director for other duties

A Housing Provider may employ a Director and pay him reasonable remuneration if,

- the Director resides in the Housing Provider's housing community and is employed by the Housing Provider on a part-time or temporary basis; or
- the Director does not reside in the Housing Provider's housing project and is employed by the Housing Provider to carry out functions of a non-supervisory and non-managerial nature and the Housing Provider has,
  - five or fewer Directors and no other Director is employed by the Housing Provider to carry out the same functions, or
  - more than five Directors and not more than one-fifth of the Directors are employed by the Housing Provider to carry out the same functions

*For example, a Director is employed by the Housing Provider as an accountant of the housing community.*



## **Conflict of Interest**

Director who is also an employee of the Housing Provider must be careful in the performance of his/her duties to not be placed in a situation where a conflict of interest may occur.

*For example, if Director is employed by the Housing Provider, it would be a conflict of interest for this Director to participate in the development of employee benefits policy.*

For more information on conflict of interest see *Program Instruction 2015-06 – Conflict of Interest*

**Authority**            *Housing Services Act, 2011 – section 75*  
                              *Ontario Regulation 367/11 – section 100 (3)*

**References**        *Social Housing Reform Act, 2000*  
                              *Ontario Regulation 339/01 – section 6*

**If you have any questions please contact your Program Coordinator**

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