



Social Services Department Housing Services

Policy Name:	Housing Provider Standards	Policy Catalogue #	HS 2013-PA7.0
Department:	Administration	Approved by:	Committee and Council
Approval Date:	June 27, 2013	Signature:	<i>Harry Blinkhorn</i>

1.0 PURPOSE

To establish local standards among the County of Wellington, CMSM's housing providers as prescribed under Housing Services Act, 2011 Section 75 and Ontario Regulation 367/11section 100.

2.0 REVISION HISTORY

N/A

3.0 POLICY

3.1 Minimum Number of Board Meetings

Under the Housing Services Act, 2011 and Ontario Regulation 367/11section 100(2), the County of Wellington, CMSM is permitted to set standards relating to the minimum number of meetings of the board of directors of a housing provider that must be held.

The number of meetings of the board of directors of a housing provider that must be held is determined by the Bylaws of the housing provider. The minimum number of meetings of the board of directors of the housing provider that is being set herein to be provided in the Bylaws of the housing provider is six (6) board meetings per year.

3.2 Remuneration of Directors

Under the Housing Services Act, 2011 and Ontario Regulation 367/11section 100(3), the County of Wellington, CMSM is permitted to set standards for the remuneration of the directors of a housing provider.

Housing providers shall not pay remuneration to directors. However, the Bylaws of the housing provider may stipulate that a director can receive reimbursement of reasonable expenses accrued during the course of duties performed.

3.3 Multi-year financial Plans

Under the Housing Services Act, 2011 and Ontario Regulation 367/11section 100(6), the County of Wellington, CMSM is permitted to set standards for multi-year financial plans of a housing provider.

Housing providers are required to submit the following capital multi-year financial plans annually:

- One-year capital budget for the current fiscal period;
- Five year capital plan; and
- A copy of their most recent capital reserve investment portfolio statement.

The capital multi-year financial plans are to be provided in the format prescribed by the County of Wellington CMSM. The plans are to be submitted annually along with the Operating Subsidy Estimate/Budget at the times specified below:

- HSA – Non-Profit and Co-op Programs -3 months prior to the start of the fiscal year
- Federal Programs 95 & 56.1 -As required by operating agreements

4.0 DEFINITIONS

(1) “Agent” means an individual or company contracted by the housing provider to carry out duties on their behalf;

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

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

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

5.0 APPLICATION

The Housing Provider Standards local policy comes into effect on the policy approval date. The rules established in this policy will apply to all housing providers that fall under the Housing Services Act, 2011- Ontario Regulation 368/11, Schedule 35 in the County of Wellington CMSM service area.

In any situations where the standards established in this document conflict with those set in the housing provider corporate by-laws, the corporate bylaws must be changed to reflect the standards set in this document.

6.0 PROCEDURES

N/A

7.0 RELEVANT LEGISLATION & POLICY

Housing Services Act, 2011, Section 75
Ontario Regulation 367/11, Sections 100
Ontario Regulation 368/11, Schedule 35



Alternative Formats Available Upon Request