





## **Housing In Peel**

Subject:	Minimum Number of Board Meetings
Date: Replaces:	October 1, 2013 N/A
Applicable to	The policy and procedures contained in this document apply to the following housing providers:
	Peel Access to Housing (PATH)
Content	This document contains the following information:
	Purpose Background
	Peel's Policy Policy Rationale
	<u>Legislation</u>
	Additional Resources Questions
Purpose	The purpose of this document is to provide housing providers with Peel's Minimum Number of Board Meetings policy under the <i>Housing Services Act</i> , 2011.
Background	Social Housing Reform Act, 2000 (SHRA)
	Under the SHRA Boards were required to meet a minimum of four (4) times per year.
	Housing Services Act, 2011 (HSA)
	Under the HSA there are no prescribed requirements for the number of times Boards meet per year, and the Service Manager has

#### **Peel's Policy**

In Peel, the Board of Directors for each housing provider subject to the HSA is required to meet at least four times per year, preferably once each quarter.

Directors can participate in meetings in person, by telephone or through other technological means provided all attendees have the opportunity to participate simultaneously and equally in the meeting, and all Board members are in agreement to the various options members can select to participate.

Each Board meeting should include a review of the housing provider's most recent financial documents.

If any housing provider's by-laws conflict with this local rule they will need to be updated to meet the requirements of this local rule.

### Policy Rationale

During Peel's facilitated HSA Local Rule consultation sessions housing providers expressed satisfaction with the SHRA requirement to meet at minimum 4 times per year. The majority agreed that a minimum number was necessary to support good governance and that reviewing financial documents is a best practice that should continue.

Flexibility with how Directors can participate in meetings was included to recognize the various methods now available to boards such as teleconferencing.

Use of technology is also consistent with:

- the Not-for Profit Corporations Act (set to come into force in 2014)
- current corporate best business practices, and
- supporting work-life balance for board members.

#### Legislation

Housing Services Act, 2011, s. 75(2)
O. Reg. 367/11 s.100

# Additional Resources

Ontario Non-Profit Housing Association
Co-operative Housing Federation of Canada

#### Questions

If you have questions about this document please contact your Housing Programs Specialist at the Region of Peel.