

**PROTOCOL AGREEMENT AND
LETTER OF PERFORMANCE EXPECTATIONS 2024 – 2025**

**Between
The Minister Responsible for the Yukon Housing Corporation
and
The Board of Directors, Yukon Housing Corporation**

Purpose

This agreement sets out the Yukon government’s performance expectations for the Yukon Housing Corporation and the roles and responsibilities of the Minister responsible for the Yukon Housing Corporation, the corporation’s Board of Directors and its President in the work of the corporation. It has been negotiated for the 2024-25 fiscal year, to fulfill the requirements of section 10 of the *Housing Corporation Act* and to support strong corporate governance and the achievement of the Government’s public policy objectives.

Definitions

The following terms are used throughout this Agreement:

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| “Agreement” | means the Protocol Agreement and Letter of Performance Expectations |
| “Board” | means the Board of Directors of the Yukon Housing Corporation |
| “Chair” | means the Chair of the Yukon Housing Corporation Board of Directors |
| “Corporation” | means the Yukon Housing Corporation |
| “Director” | means a Member of the Board of Directors of the Yukon Housing Corporation |

“Government” means the Government of Yukon

“Minister” means the Minister Responsible for the Yukon Housing Corporation

“President” means the President of the Yukon Housing Corporation

Performance Expectations

Government has provided the following direction to the Yukon Housing Corporation:

- To deliver programs and initiatives related to the provision of housing in the Yukon as set out in the Housing Corporation Act, the Housing Development Act and the Government Employee Housing Plan Act.

As an agent of Government, the corporation is subject to other applicable Yukon laws, including, but not limited to, the *Corporate Governance Act*, the *Financial Administration Act*, the *Public Service Act* and the *Access to Information and Protection of Privacy Act*.

The legislative mandate from the *Housing Corporation Act* that empowers the implementation of Creating Home: Yukon Housing Corporation’s Strategic Plan 2023/24 to 2027/28 is:

- To deliver housing programs and initiatives that address the housing needs of Yukon residents in accordance with government legislation, and in alignment with the objectives and priorities established by the government.

To achieve its mandate, and in response to Government’s general direction, policies and fiscal plan, the corporation will partner and engage with Yukon residents as it delivers on the corporation’s priorities and the Government’s statement of enduring priorities:

- Looking after people and communities
- Investing in our collective future
- Advancing Reconciliation
- Making life more affordable for Yukoners

In guiding the achievement of the Annual Operating Plan and meeting the objectives of the Strategic Plan, the corporation will pay particular attention to building on the following Government priorities, as assigned by the Minister to the Corporation, specific to the mandate:

- Implementing the work plan created in partnership with the Department of Health and Social Services to respond to the recommendations of the 2022 Office of the Auditor General of Canada Report on Yukon Housing.
- Developing the Yukon's rapid response to homelessness strategy while continuing to implement integrated housing with supports in partnership with Health and Social Services.
- Exploring and supporting new approaches to address the ongoing need for housing options in the territory.
- Supporting the community land trust to advance its project in Whitehorse.
- Creating opportunities for public private partnerships in land development.
- Developing and maintaining Yukon government staff housing in rural communities in partnership with First Nation governments and development corporations.
- Continuing to explore innovative approaches to modernize Community Housing, such as broadening mixed income housing while carrying out due diligence on cost efficiencies and maintenance of the Yukon Housing Corporation's housing stock.
- Continuing to implement the Aging in Place Action Plan, to ensure that Yukoners can access supports in their communities, and enable seniors and elders to live safe, independent, and comfortable lives for as long as possible.

As well, for the 2024-25 year the Board will work to:

- Implement Creating Home: Yukon Housing Corporation's Strategic Plan for 2023/24-2027/28.
- Support and report out on the Work Plan for the 2022 Office of the Auditor General's (OAG) Performance Audit on Yukon Housing.

Role and Responsibilities

To assist in the achievement of Government's performance expectations, this section sets out the roles and general responsibilities of the Minister, the Board, the Chair and the President in the work of the Corporation.

Minister

The Minister is the key link between Government and the corporation and is accountable to the Legislative Assembly for the corporation. The Minister is responsible for the statutory, regulatory and public policy framework in which the corporation operates.

To meet these responsibilities and support the achievement of Government's performance expectations, the *Minister will*:

- Work with the Board to establish annual performance expectations to be set out in the Protocol Agreement and Letter of Performance Expectations.
- Respond to public inquiries regarding Government direction to the Board.
- Receive and review policy advice and financial recommendations from the Board that require the approval of Cabinet, Management Board and/or the Legislature and take appropriate actions in response.

- Maintain effective communication with the Board, generally through the Chair and President, and advise the Board of Government decisions and directives that may materially affect the business of the Corporation.
- Monitor the performance of the corporation in respect to the Government of Yukon Performance Plan to fulfill its mandate and meet Government's expectations and direction.

Board

The Board is responsible for the stewardship of the corporation. To meet its fiduciary and stewardship obligations, the Board directs and controls the corporation's affairs in accordance with applicable Yukon laws and Government policies. It guides the corporation's strategic direction, its financial performance and the policies that govern the Corporation's housing assets.

The Board is accountable to the Minister, the Yukon Legislative Assembly and the public for its performance, the exercise of statutory responsibilities, its governance practices and the expenditure of public money. It is responsible to the Minister for ensuring that the corporation meets its strategic and fiscal goals and Government's performance expectations.

To meet these responsibilities, the *Board will*:

- Act to advance the public interest within the mandate of the Corporation, adhering to the principles of integrity, respect, partnership and client service.
- Approve the corporation's Annual Operating Plan and monitor progress on its implementation to ensure the corporation delivers on government's priorities.
- Make recommendations to the Minister on an annual budget proposal to meet the corporation's mandate in accordance with the schedule set by

Government and approve reports to the Minister and Management Board on the corporation's financial position and expenditures as required by Government and Legislation.

- Ensure an external audit is conducted of the corporation's finances each year and regularly assess its risk management systems and practices.
- Establish and monitor policies to effectively manage the corporation's liabilities, protect its assets and make effective use of the resources provided to achieve its mandate.
- Maintain bylaws, policies and procedures that support the effective operation of the Board and annually evaluate its performance in meeting its governance responsibilities.
- Report to the Minister through its annual report and other appropriate mechanisms on the corporation's financial performance and its achievements in meeting the Government's priorities specific to its mandate.

Chair

The Chair is responsible for providing leadership for the Board. With direction from the Board, the Chair represents the Board and its interests, as well as the interests of the corporation, in dealing with the Minister, the President, clients and the community.

The Chair will:

- Plan, lead and manage Board meetings and other Board work.
- Communicate on behalf of the Board to the President of the Corporation to review and discuss the implementation and progress of the performance expectations as set out in this Agreement.

- Work with the President to ensure the Board has the information and advice it needs to make informed decisions.
- Ensure Board members have training and other opportunities to effectively carry out their responsibilities.
- Foster a positive working relationship among Board members and between the Board and the President.
- On behalf of the Board, evaluate the President's performance based on quantitative and qualitative measures and provide recommendations to the Premier and Minister as part of the annual performance review process.

President

The President of the Yukon Housing Corporation is responsible for managing the Corporation's daily operations under the Board's stewardship and strategic direction and in keeping with Government's direction to the Board and its performance expectations in the context of an outcomes-based evaluation framework.

The President is accountable to the Board and to the Minister and Government for the operations of the Yukon Housing Corporation.

To meet these responsibilities, the President will:

- Provide leadership, management and control of the corporation's day-to-day operations within the applicable legal, regulatory and policy frameworks and in keeping with the direction from the Board, the Minister and Government.
- Support the Board in discharging its responsibilities, meeting the corporation's fiscal goals, meeting the commitments in its Annual

Operating Plan and achieving performance expectations as set out in this Agreement and the 5-year strategic plan "Creating Home".

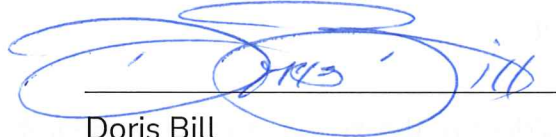
- Working with the Chair, advise the Minister of the corporation's activities, plans and communications with partners and the public.
- Maintain effective communication with the Board and its Chair, with departmental, business, community and intergovernmental partners and clients.

Effective Date and Signature

This Agreement is effective upon signing by both parties and may be revised at the request of either party.



The Honourable Ranj Pillai
Minister Responsible for the
Yukon Housing Corporation



Doris Bill
Chair, Board of Directors
Yukon Housing Corporation

April 30, 2024
Date

April 25, 2024
Date