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ANCIENT SPIRIT, MODERN MIND

Huu-ay-aht First Nations Treaty Settlement Lands (TSL) Healthy Homes Maintenance

Enacted: June 2021
Amended: July 9, 2026
Pursuant to: EC260709-08

Policy Objective

Huu-ay-aht First Nations (Huu-ay-aht) is committed to supporting citizens living on Treaty Settlement Lands (TSL) to ensure they have a safe and healthy home.

This policy ensures that:

- Huu-ay-aht will follow all code compliances associated with home building.
- Huu-ay-aht First Nations will offer support for citizens living on TSL facing an immediate threat to health, safety, or continued habitation.
- Huu-ay-aht will ensure the privacy of all personal information and will manage this information securely, ethically, and transparently, with respect for individual and collective privacy rights. Non-citizens, such as external individuals or organizations, have no right of access but may be granted information at the government's discretion, subject to governance rules and agreements.
- Annual reporting will be implemented. The information obtained will be used for future revisions if required.

Statement

This policy applies to Huu-ay-aht citizens living on TSL who are homeowners and require financial support for repairs, major maintenance and/or safety improvement to their houses.

This policy applies to:

- Homeownership: permanent and residing in residence on TSL
- Safe & Healthy: contribute directly to their healthy and safe living conditions.
- Repairs, maintenance or safety improvements: Unsafe or unsanitary living conditions or important key household components about to fail from age.

Application

This policy is issued under the authority of the Executive Director, pursuant to the Infrastructure Act, and any other applicable Huu-ay-aht laws and regulations governing the protection of personal information.

A) Availability

- Huu-ay-aht citizens are eligible to apply for a Healthy Homes grant. Priority will be given to the following homeowners: Elders first, then Families, then citizens.
- This grant funding will be based upon a first come first serve application process.

B) Eligibility

- Funding can be accessed only after all other financial avenues have been exhausted.
- The HFN Citizen Healthy Home Grant Project is there to provide one time assistance to eligible homeowners who have low income residing on TSL, to make repairs, perform maintenance, and/or make safety improvements to their permanent

residence that are reasonably necessary to healthy and safe living conditions.

- Low-income threshold is set for a combined household income of $80,000 a year or less.
- Permanent residence in the home is required, having long-term residency. The residence must also be the primary residence, and no other secondary residence would be considered for the grant.
- The repairs, maintenance or improvements may involve:

    - all roofing components which include but are not limited to shingles, flashings, eavestroughs, chimneys, as well as fascia;
    - building envelopes (all the elements of the outer shell that maintain a dry, heated, or cooled indoor environment and facilitate climate control), as well as wall finishes including exterior/interior painting and washing;
    - heating systems;
    - domestic hot water tanks, septic systems;
    - kitchen facilities such as sink and faucet installations, counter tops and cabinets;
    - bathroom facilities such as toilets, sinks and fixtures, vanities, tubs and fixtures;
    - Mold and asbestos remediation.;
    - any appliances that compromise health and safety;
    - all components related to the actual structure of the house.

C) Huu-ay-aht First Nation (HFN) Laws

- Both the HFN Financial Administration Act and the HFN Purchasing Policy & Infrastructure Regulations apply to this policy.
- The HFN Executive Council is responsible for approving the budget for the housing program each year. Expenditure must be maintained with the current fiscal year's Budget Act.

D) Accountability

- Citizens will be accountable for providing documentation to cover the amount that they are requesting. This can include associated costs.
- Huu-ay-aht Infrastructure will be responsible for the assessment and contractors. The monies will be **paid directly to the vendor or person providing contracting services** or supplies.
- Citizens also need to ensure that the Huu-ay-aht administration has been provided with ten (10) business days to review the application and to submit it for payment.

Policy Requirements

- This Policy does not apply for non-Huu-ay-aht Citizens and can only be accessed once per household.
- Funding can only be accessed once all other financial avenues have been exhausted and the repairs needed exceed the financial means of the residents.
- The property of each applicant will undergo an inspection from the Housing Maintenance Manager, which involves documentation, photographs, and a report. An additional house inspection may also be completed by a third-party

contractor if necessary. Assistance with applications and questions can be directed to the Housing Maintenance Manager.
- The Huu-ay-aht government will coordinate and pay directly for the provision of services, e.g. carpenter, electrician and related materials.
- Huu-ay-aht government will takes the lead with major health concerns such as mold remediation, asbestos, and others that may require specific health and safety training skills and knowledge

Exceptions

- Funding cannot be used for personal gain (starting a business, buying or selling a house, investments, etc.).
- Where the Citizen chooses to perform the repair and maintenance or make the improvement themselves and is qualified to do so, the Huu-ay-aht will work with them to ensure all work meets building standards and payment will be made to the homeowner.
- The maximum can apply for $80,000 for that residence.
- Where mold abatement or asbestos abatement and other work may pose further health risks to occupants during the work process, homeowners will have to consider a relocation of the occupants of a remediated home maybe required. Huu-ay-aht will endeavor to provide support in these situations but cannot guarantee an outcome.
- When, following inspection of the property, it is determined that the property is beyond repair and cannot reasonably be remediated, discussions will take place between the household and the Housing Maintenance Manager to determine appropriate next steps.

What is not covered by this policy

- There is no retroactive reimbursement on previous work completed or work that was done but there was no collaboration with the Housing Maintenance Manager.
- Homes that are considered condemned or unlivable by BC housing standards or by a technical expert such as a housing appraiser or building inspector.

Authority

1. **Authority – Lands, Planning & Infrastructure**

The Lands Planning Committee (LPC) is responsible for overseeing the implementation of this policy and ensuring that implementation of the policy is implemented. The LPC will:

- Approve this policy and any related procedures;
- Ensuing monitoring of the policies and procedures is occurring yearly to ensure that the safety and well-being of citizens are being met;
- Keep the policy up to date; and
- Identify any amendments that are required.

The Executive Director is responsible for ensuring the appropriate department is implementing, monitoring, and evaluating the policy.

The Infrastructure & Capital Department is responsible for the full implementation of the policy, including the monitoring and evaluation of the policy.

2. Exceptions & Appeals

Exceptions can be made in extreme circumstances where a person's health & safety or living conditions will be severely compromised without the maintenance work being completed.

For appeals, the final decision resides with the Executive Director in consultation with the Director of Infrastructure & Capital and the Housing Maintenance Manager.

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Huu-ay-aht First Nations
Citizen Healthy Homes Grant
Application Form

APPLICANT INFORMATION

Full Legal Name _____
Date of Birth (YYYY/MM/DD) _____
HFN Citizenship Number _____
Phone Number _____
Email Address _____
Current Address _____

Full Legal Name of Spouse _____
Spouse's Date of Birth (YYYY/MM/DD) _____

Please provide proof of main source of income

Have you looked for other sources of assistance?

☐ Yes. Where? _____
☐ No. Why not? _____

Please describe the reason you are applying for this funding?

Amount Requested: $_____
Supporting documents must be attached

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DECLARATION AND CONSENT

I,_____ , declare that:

- The information provided in this application is true and complete to the best of my knowledge.
- I understand that providing false or misleading information may result in denial of my application.
- I understand that funding is subject to availability and program eligibility requirements.
- I confirm that I have not received HFN Treaty Settlement Lands Healthy Homes Maintenance funding within the past 12 months.
- I agree that, if approved, funds will be paid directly to the contractor or administered by HFN.
- I authorize Huu-ay-aht First Nations to verify any information provided in this application for the purpose of determining my eligibility for the program.

Applicant Signature:_____

Date(DD/MM/YYYY):_____

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PROGRAM REQUIREMENTS CHECKLIST

Please ensure the following documents are attached:

☐ Completed application form
☐ Copy of mortgage & land title documentation
☐ Description of maintenance work required
☐ Contractor estimates or supporting documentation, Insurance and business license

SUBMISSION INFORMATION

Please submit your completed application and supporting documents to the:

Director, Infrastructure & Capital Projects kaal.h@huuayaht.org

Huu-ay-aht First Nations Port Alberni Government Office
4644 Adelaide St. Port Alberni, BC V9Y 6N4

FOR OFFICE USE ONLY

Application Received Date: _____

Application Complete: ☐ Yes ☐ No

Eligibility Verified: ☐ Yes ☐ No

Approval Status: ☐ Approved ☐ Waitlisted ☐ Denied

Approved Amount: $_____

Processed By: _____

Date Processed: _____

Notes:

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