

scəwáθən məsteyəx<sup>w</sup>

TSAWWASSEN FIRST NATION

## **Tsawwassen First Nation**

### **Aging at Home: Elder Home Repairs Policy (2025)**

---

**Date Enacted: 8 July 2025**

*Order Number: O.047-2025*

**X**

---

Kim Baird  
Chief Administrative Officer

Table of Amendments

<b>Section(s) Amended</b>	<b>Date</b>	<b>Order number</b>	<b>Come Into Force Date</b>

## Table of Contents

<b>1. Authority.....</b>	<b>5</b>
<b>2. Definitions .....</b>	<b>5</b>
<b>3. Purpose .....</b>	<b>5</b>
<b>4. Application .....</b>	<b>5</b>
<b>5. Principles.....</b>	<b>6</b>
<b>6. Eligibility.....</b>	<b>6</b>
6.1 Eligibility and Amount.....	6
6.2 Additional Funding.....	6
6.3 Eligible Services.....	6
<b>7. Application and Waitlist.....</b>	<b>7</b>
7.1 Application Form.....	7
7.2 Waitlist.....	7
7.3 Building Inspection.....	8
<b>8. Payment Methods .....</b>	<b>8</b>
8.1 TFN Delivered Services .....	8
8.2 Reimbursement.....	8
<b>9. Complaints and Appeals .....</b>	<b>8</b>
<b>10. Privacy and Confidentiality .....</b>	<b>8</b>
<b>Schedule A – Application for Aging at Home: Elder Home Repairs .....</b>	<b>9</b>
<b>Schedule B – TFN Community Area Map .....</b>	<b>11</b>

## 1. Authority

Section 3(1)(a) of the *Community Governance Act* authorizes Executive Council to provide services or make arrangements for services provided to Members on Tsawwassen Lands.

## 2. Definitions

For the purposes of this policy:

“**Applicant**” means an Elder who applies for Eligible Services under this policy.

“**Director**” means the Director of Lands, or their delegate.

“**Elder**” means a Tsawwassen Member aged 55 or older.

“**Eligible Services**” means services eligible under section 6.3.

“**Member**” has the meaning given in the *Constitution Act*.

“**Minor Household Repairs**” means repairs or modifications that support safety and healthy aging at home.

“**TFN**” means the Tsawwassen First Nation Government.

“**TFN Community Area**” means the TFN Community Area shown in Schedule B.

## 3. Purpose

The purpose of this policy is to set out the process for TFN to provide household modifications and repairs to Elders living in the TFN Community Area in a way that honours Elders and improves their quality of life.

## 4. Application

This policy applies to provision of Minor Household Repairs to Elders’ principal residences in the TFN Community Area.

This policy does not apply to Elders living in TFN-owned properties. Elders seeking Minor Household Repairs for TFN-owned properties must submit a service request in accordance with the *Lelum Rental Housing Regulation* and, if applicable, their tenancy agreement.

This policy does not apply to renovations, which are addressed by the TFN *Servicing and Renovation for Developed Lots Policy*.

## 5. Principles

The policy is administered according to the following principles:

- Elders feel connected to the community and are supported to live vibrant and fulfilling lives in their homes;
- Elders are held in the highest regard as the knowledge keepers of Tsawwassen First Nation and its culture, history, heritage, and language; and
- Elders should benefit from living on Tsawwassen Lands that the Tsawwassen People have occupied since time immemorial.

## 6. Eligibility

### 6.1 Eligibility and Amount

Elders are eligible for a maximum of \$8,000 (CAD) every two (2) years to pay for Minor Household Repairs. This limit applies to the relevant residence, not the individual Applicant. If two or more Elders live in the same residence, they may not claim more than \$8,000 between them each two years. If an Elder moves to a different residence within two years, they may be eligible for funding for Minor Household Repairs in their new residence.

TFN funding is subject to approval of the *Appropriations Act* by the Tsawwassen Legislature each year.

### 6.2 Additional Funding

Additional funding may be provided, despite s.6.1, if the Applicant demonstrates extraordinary need. The Applicant must:

- demonstrate immediate need which impacts, or has a high likelihood of impacting, Elder health and wellbeing;
- comply with section 6.3; and
- apply in accordance with section 7.

The Director has the discretion whether to approve additional funding requests.

### 6.3 Eligible Services

Elders are eligible for Minor Household Repairs to the interior or exterior of their principal residence in the TFN Community Area.

Eligible Services do not include:

- improvements for business or commercial purposes;
- Minor Household Repairs for the purpose of selling, leasing, or transferring a property;
- repairs to personal belongings or personal medical devices;
- renovations that fall within the TFN *Servicing and Renovation for Developed Lots Policy*;
- landscaping, snow removal, or other yard work;
- cleaning or organizing; and
- other services deemed ineligible by the Director.

## **7. Application and Waitlist**

### **7.1 Application Form**

Applicants must submit to the Director a completed application in the form set out in Schedule A. The Director may request additional information. Applications are assessed on a first come first serve basis.

Applicants are encouraged to contact the Director before securing Eligible Services from a provider.

### **7.2 Waitlist**

For any reason, if TFN is unable to support all eligible Applicants, The Director will continue to accept applications and compile a waitlist. The Director will notify Applicants placed on the waitlist.

Unless the health and wellbeing of an Elder is at risk, the waitlist is prioritized by the date when TFN received the application. The Director has the discretion to redetermine waitlist priority.

The Director will notify the Applicant when support is available. The Applicant must respond to the Director within ten (10) business days. If there is no response within ten (10) business days, or the Applicant withdraws their application, then the Director will contact the next Applicant on the waitlist.

It is the Applicant's responsibility to ensure that their contact information is up to date.

### **7.3 Building Inspection**

The Director may require an inspection before and after the work is completed in accordance with TFN's *Building Regulation*.

## **8. Payment Methods**

The Director and the Applicant are encouraged to discuss payment methods before the payment of Eligible Services.

TFN is not responsible for any costs associated with unsuccessful applications.

### **8.1 TFN Delivered Services**

If the Applicant and the Director agree, TFN, or an agent acting on TFN's behalf, may provide Minor Household Repairs as form of payment for Eligible Services.

For clarity, Applicants are not eligible to receive payment under section 8.2 for Eligible Services provided directly by TFN, or an agent acting on TFN's behalf.

### **8.2 Reimbursement**

Applicants can only seek reimbursement for Eligible Services that are paid for up to two (2) years following the date of service. Only reimbursements for Eligible Services dated after the enactment of this policy are accepted.

The Applicant must provide proof of payment and evidence of the work completed to before the Director will authorize reimbursement. The Director reimburses actual costs incurred up to the maximum amount in section 6. The Director may reimburse the Applicant or the agent acting on the Applicant's behalf directly for Eligible Services.

## **9. Complaints and Appeals**

For TFN delivered services in section 8.2, Applicants may submit a complaint to the Director if Eligible Services have not met the objectives of this policy.

## **10. Privacy and Confidentiality**

For purposes of delivering the program, personal information may be collected, retained, used, and disclosed in accordance with the *Freedom of Information and Protection of Privacy Act*.

# Schedule A – Application for Aging at Home: Elder Home Repairs



Applications shall be made to the attention of the Director of Lands.

## Applicant Information

Name: \_\_\_\_\_

Membership Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## Address and Work

Address

\_\_\_\_\_

Description of work:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Budget:

\_\_\_\_\_

Contractor (if applicable):

\_\_\_\_\_

Contractor Phone: \_\_\_\_\_

Contractor Email: \_\_\_\_\_

Business License No (if applicable).:

\_\_\_\_\_

Contractors MUST have a valid Business License to do work on Tsawwassen Lands. Apply to the Lands Department for a business license if you do not have one.

**I confirm that the information set out above is correct.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Approval - staff use only; do not write in this section.**

Approved:

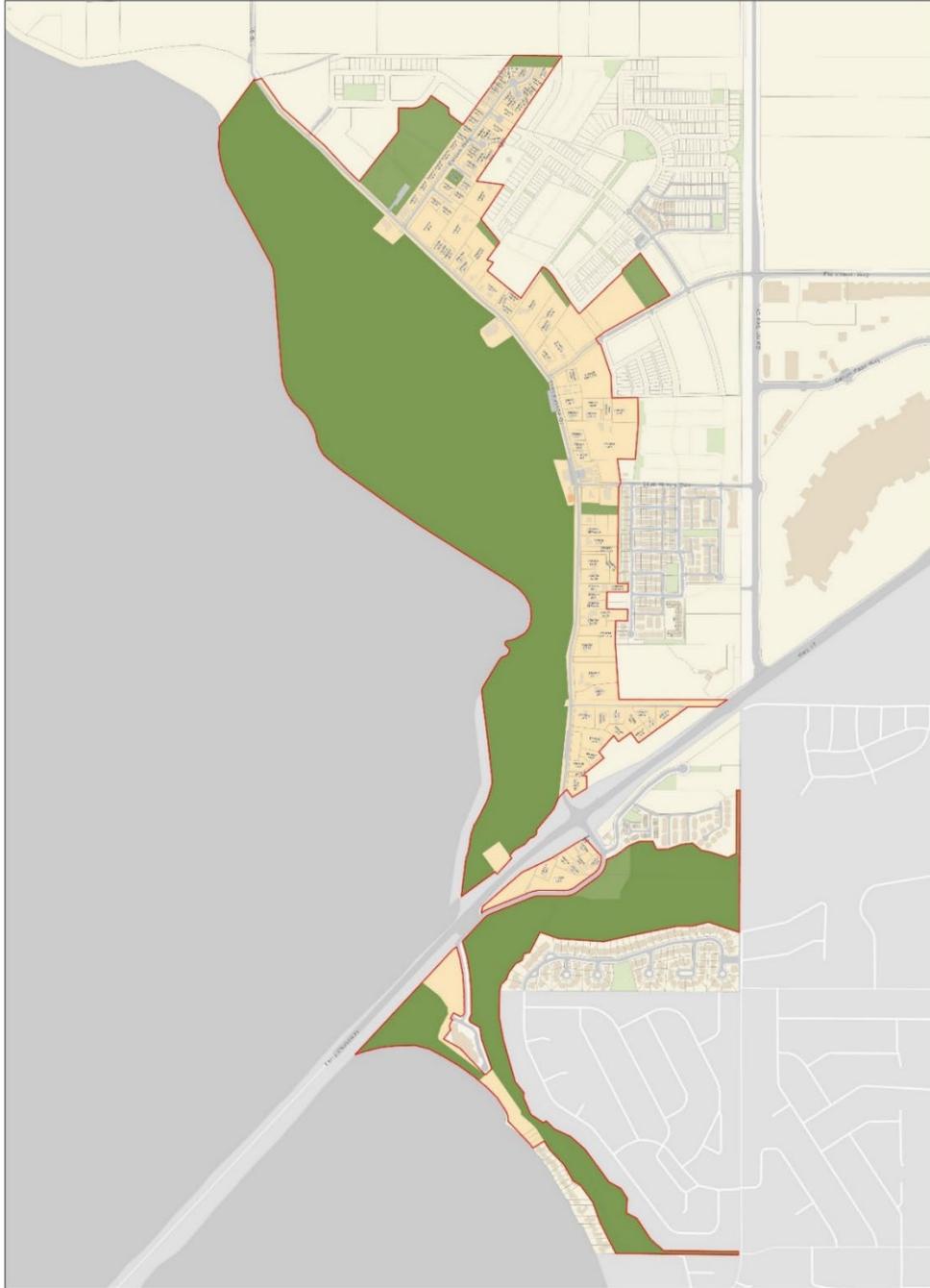
Not Approved:

If not approved, provide reasons \_\_\_\_\_

---

Director's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Schedule B – TFN Community Area Map



2021-09-03 11:35 AM \\TFN\Gov\Shared\GIS\Activities\Planning\20200726-317\_TFN\MemberProperties

## Schedule B – TFN Community Area



- Legend
- TFN Community Area Boundary
  - Residential and Institutional
  - Parks and Open Spaces
  - Parcel Boundary

