



## Hupacasath First Nation

### Housing Committee

#### Draft Terms of Reference - February 6th, 2007

**Purpose:** To monitor the housing inventory of the Hupacasath First Nation and record and make recommendations to council on behalf of the Hupacasath membership.

Council hereby establishes and appoints a Housing Committee to be comprised of at least five (5) and not more than nine (9) people. Chief and Council will appoint One (1) member of Council, and the remaining vacancies as Hupacasath members. The Housing Coordinator as well as the Director of Operations will form a part of the committee in a non-voting advisory and support capacity.

The term of the Housing Committee shall be 3 years commencing in year 1 of a newly elected council's term.

The duties and responsibilities of the Housing Committee shall be governed by this policy.

All proceedings of the Housing Committee are confidential and the Director of Operations, with Council's support, must approve any material deemed appropriate for external circulation. A motion made by Chief and Council will remove any member that abuses this condition.

Members of the Housing Committee must be vigilant in respecting the potential for Conflict of Interest. It is incumbent on all committee members to identify potential conflicts when applicable.

The Housing Committee shall commit to meeting at least quarterly to ensure that its duties are carried out in a timely manner.

#### **Roles and Responsibilities:**

- make recommendations to Council about lot and housing grant allocations, (based on recommendations from the Housing Co-ordinator) as well as renovations
- make recommendations to Council regarding legal action to recover rent arrears or regain possession of a property with significant rent arrears
- make recommendations to Council regarding complaints about the Housing Policy
- make recommendations to Council for any required changes to this Housing Policy
- work with owners of large Certificate of Possession lots who are giving up part of their lot to family members be involved with Community Plan and land use decisions