

**- HOUSING POLICY -**  
**THESSALON FIRST NATION**

**Adopted by Thessalon First Nation Chief and Council**

**Date of adoption, May 14, 2013**



# THESSALON FIRST NATION HOUSING POLICY

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## **GLOSSARY OF TERMS**

As used in this Housing Policy the following **boldfaced** terms have the meaning attached to each.

**Chief and Council:** the duly elected Chief and Council of Thessalon First Nation represented by one (1) Chief and five (5) Councillors.

**Housing Committee or Committee:** the Thessalon First Nation Housing Committee represented by six (6) band members appointed by Chief and Council.

**Member:** a registered member of Thessalon First Nation whose name appears on the band membership list maintained by the band membership office.

**Housing Allocation List:** the list of names of band members who have applied for a band built housing unit in any given year in accordance with the terms of article 4.0 of this housing policy and prepared by the Housing Committee according to the terms of article 5.0 of this policy.

**Housing Lot:** A defined parcel of land assigned to a member by Chief and Council for the purpose of constructing a housing unit for the member's own use and at the member's own expense.

**Band built house:** a housing unit constructed by the band for the purpose of assignment to a member in accordance with the terms of article 6.0 of this housing policy.

**Previously occupied house:** a housing unit that was previously occupied by a member and has reverted to ownership by the band for the purpose of reassignment to another member in accordance with the terms of article 6.0 of this housing policy.

**Housing Policy or Policy:** the housing policy of Thessalon First Nation; this document in its entirety.

**TFN:** Thessalon First Nation

**Native Inspection Services Initiative (NISI):** The standard, level and schedule of new home construction inspections as promoted to member First Nations by the North Shore Tribal Council.

**Loan Insurance Program On-Reserve with Ministerial Loan Guarantee:** the program whereby the Canada Mortgage and Housing Corporation (CMHC) provides loan insurance to the Approved Lender (banks, credit unions, Aboriginal Capital Corporations etc.) to make loans on residential homes or projects on-reserve. Security for the loan is made by a loan agreement with the Approved Lender and secured by a Band Council Resolution and a Ministerial Loan Guarantee through AANDC. If the agreed payment of the loan is not made, the outstanding balance is paid out to the Approved Lender through the Ministerial Guarantee by AANDC on behalf of the applicant. AANDC will then require repayment from the Band.

**Abandoned House:** A house which, in the absence of notification to Chief and Council, has been unoccupied for a period of six (6) consecutive months or longer.

**Unoccupied House:** A house from which the homeowner has been absent for a period of thirty (30) consecutive days or longer and to which the homeowner intends to return for the purpose of re-occupancy at some future time.

# **HOUSING POLICY: THESSALON FIRST NATION**

## **Housing Vision Statement**

Thessalon First Nation shall strive to meet the individual and unique housing needs of our band members now and for generations to come through methods and processes that reflect our culture, goals, aspirations and teachings.

## **Housing Policy Objectives**

Future housing requirements for Thessalon First Nation (TFN) members shall be met to the best of the ability of the TFN Chief and Council in a manner that is fair and equitable, without regard to family influence or political decision making. The mandate of the TFN Chief and Council and the TFN Housing Committee is to ensure that all members of the First Nation have access to safe and quality housing on reserve through established policies and procedures for all band members, including Chief and Council and the Housing Committee, to follow.

### **1.0: Housing Lots**

1.1 A member may acquire a housing lot on reserve for the purpose of constructing a housing unit on the lot. The cost of construction of the house shall be at the member's expense, except as provided by articles 2.9 and 2.10 of this policy.

1.2 Application for a housing lot can be made at any time using FORM HP-003, *Lot Application*, here attached as Appendix III and available at the Band Administration Office.

1.3 Granting of a lot for new construction shall be at the sole discretion of Chief and Council. When a lot is assigned to a member Chief and Council shall ensure that the member is provided a copy of this Housing Policy and shall provide to the Housing Committee, in writing, the name of the member to whom the lot was assigned, the date on which the lot was assigned and the lot location.

### **1.4 Standards for Construction**

1.41 A housing unit built on a band assigned lot must be constructed to the standards required by the National Building Code of Canada and the Ontario

Building Code, both of which are available for viewing at the Public Works building.

1.42 Over the course of the construction of a housing unit on a band assigned lot the member shall cause to be performed a series of inspections by a Certified Building Inspector. The inspections shall be of the same number and schedule as occur for a band built housing unit as per the Native Inspection Services Initiative (NISI). The NISI inspections are: a) Site; b) Foundation; c) Framing; d) Rough In – Electrical/Mechanical/Plumbing; e) Vapour Barrier/Air; f) Progress; g) Final Inspection. NISI inspections are available through the North Shore Tribal Council. Alternatively, a member may contract with any Certified Building Inspector.

1.43 The cost of inspections described in article 1.42 shall be the responsibility of the member to whom the lot was assigned.

1.5 Construction of a housing unit on an assigned lot must be started within one (1) year and completed within two (2) years from the date on which the lot was assigned to the member by Chief and Council.

1.6 In the case where construction of the housing unit on the assigned lot is substantially complete at the end of the two year period described in article 1.5 it shall be at the discretion of Chief and Council, after due consideration of the individual member's circumstances, whether possession of the lot reverts back to the Band or the member is extended a grace period of up to twelve (12) months in which to complete the new housing unit construction.

1.7 Where a member fails to comply with the terms of article 1.5, possession of the assigned lot shall revert back to the Band. In the case where a partial physical construction has occurred the Band shall, at the time of reversion, pay to the member an amount of money considered to be fair value for the partial construction.

1.8 A member whose name appears on the Housing Allocation List and, according to the terms of this housing policy, applies for and is assigned a lot for the purpose of constructing a housing unit shall have his or her name removed from the Housing Allocation List for the two year period referred to in article 1.5 of this housing policy.

## **2.0: Housing Acquisition and Succession**

2.1 Any band member who was considered to be the owner of a housing unit on-reserve prior to the adoption of this housing policy shall be deemed to be the rightful owner of the unit hereinafter. As the rightful owner of the housing unit the member is entitled to a) occupy the unit as a principal residence or b) sell the unit to another member of TFN or c) live off-reserve and allow another family band member to occupy the residence.

2.2 A member who owns a house on reserve may not rent it or any part of it to any other person.

2.3 Where the member exercises the option to live off-reserve and allow another family band member to occupy the residence the member shall

a) Provide Chief and Council with written notice of this intention at least 30 days prior to occupancy by the family member.

b) Provide to Chief and Council a written agreement outlining the terms of the arrangement with signatures of both parties to the agreement affixed.

2.4 From the time of adoption of this housing policy any member who is assigned a housing lot by the Chief and Council of TFN and elects to build a housing unit on said lot at the expense of the member shall be deemed to own the housing unit and shall have the same privileges of ownership enjoyed by a member as described in article 2.1.

2.5 From the time of adoption of this housing policy any member who is given a band owned housing unit on reserve according to the terms of the Housing Allocation List will be deemed to own said housing unit only when the following conditions have been met:

a) A period of four (4) years has elapsed from the time of occupancy of the unit by the member and

b) The member has continuously occupied the unit as a principal residence during the 4 year period described in 2.5, a).

2.6 Any member who acquires a housing unit on TFN according to the terms of article 2.5 and leaves the unit for reasons other than those described in article 2.7 below and prior to the conditions in article 2.5 being fulfilled will forfeit all rights of occupancy for that unit. In this event, the unit will revert to ownership by the band, be declared as surplus housing and become subject to reassignment to another member according to the provisions of the Housing Allocation List as defined in article 5.0.

2.7 Any member who acquires a housing unit according to article 2.5 and ceases to occupy the unit as a principal residence for reasons of employment, education or ill health shall retain all rights of ownership for the unit. During the period of absence and prior to the elapsing of the waiting period described in article 2.5, the member may not sell or rent the unit but may allow any other family band member to occupy the unit in the member's absence.

2.8 A member may acquire a housing unit on-reserve by any of the following means:

- a) By means of purchase from another band member
- b) By constructing a new unit, at the expense of the member, on a lot assigned by the Chief and Council of TFN or
- c) By being assigned a band owned unit according to the terms of the Housing Allocation List.

2.9 Where a member exercises the option to personally finance the cost of purchasing an existing home or building a new home the member may access "The Loan Insurance Program On-Reserve with Ministerial Loan Guarantee (Section 10) through AANDC (formerly INAC), provided all program eligibility criteria are met.

In this event, the Band will participate to the extent of:

- 1) For new home construction, granting use of the land upon which the housing unit is to be built



- 2) Providing a Band Council Resolution to the Approved Lender after receiving notice from the Approved Lender that the member has qualified for a mortgage loan for the proposed home purchase or new home construction.

2.10 Where a member builds a new housing unit on TFN the Band will provide a waterline hookup at no cost to the member provided that:

- 1) The main waterline exists adjacent to the building lot and
- 2) The housing unit siting on the lot conforms to siting requirements set out in this policy.

2.11 Where a member builds a new housing unit on TFN, the Band will pay the cost of a Band approved septic system for the unit and, providing that a Band sponsored work crew is available at the time of the septic system installation, the Band will provide installation labour at no cost to the member.

### **3.0: Housing Committee**

3.1 Any Housing Committee member must be a registered member of Thessalon First Nation.

3.2 The Housing Committee will consist of six (6) TFN Band members, all of whom will be voting members.

3.3 Decisions of the Committee shall be by consensus as a first priority. In the absence of consensus agreement voting for or against any issue will become the basis of a Committee decision.

3.4 Where six(6) Committee members vote on an issue a quorum shall be four(4) votes.

Where five(5) Committee members vote on an issue a quorum shall be three(3) votes.

Where four(4) Committee members vote on an issue a quorum shall be three(3) votes.

3.5 In the event of a tie vote, three(3) votes for and three(3) votes against or two(2) votes for and two(2) votes against, the matter will be brought to Chief and Council as a deadlocked vote. In this instance a decision on the matter will be made by Chief and Council.

### **3.6 Selection and Term of Housing Committee**

3.61 Housing Committee members shall be appointed by Chief and Council for a term of three (3) years commencing April 1 of any appointment year.

3.62 At the conclusion of the 3 year term a Committee member may apply for reappointment to the Committee.

3.63 Any Band member may apply for appointment to the Committee provided he/she does so on or before the last day in February in the final year of the 3 year Committee term. Application must be made using form HP-001, *Application for Housing Committee Membership*, here attached as Appendix I and available at the Band Administration Office.

### **3.7 Conflict of Interest**

3.71 A conflict of interest exists for a Housing Committee member whenever that member's personal and/or business interests compete with his or her responsibility as described in the "Housing Policy Objectives" section of this Housing Policy.

3.72 Each Housing Committee member has an obligation to avoid any conflict of interest. Where a conflict of interest does arise it shall be the duty of the affected member to declare the conflict at the earliest opportunity and remove himself/herself from the meeting room for the period of time in which the remaining Committee members deal with the issue that gave rise to the conflict.

3.73 Where, in the mind of the declaring member, there is a level of uncertainty as to the existence of a conflict of interest the member shall declare the uncertainty to the other committee members and leave the meeting room. In the declaring member's absence the remaining committee members shall discuss the perceived conflict and determine, by vote, if the conflict exists for the absent member.

3.74 If, in the majority opinion of the remaining Committee members, the conflict does exist, the absent member shall be informed of the decision and remain absent from the meeting room for the period of time required for the remaining Committee members to resolve the perceived conflict issue. If, in the majority opinion of the remaining Committee members the conflict does not exist, the declaring member may remain with the Committee as a participating voter or opt out of the meeting for the period of time in which the remaining Committee members resolve the perceived conflict issue.

3.75 Where a Committee member believes another member is in conflict of interest and has not declared it, it shall be the duty of that member to inform all other Committee members of the perceived conflict and provide justification for the claim. At this juncture, the member with the perceived conflict shall be afforded an opportunity to orally defend the allegation of conflict in the presence of the other Committee members prior to removing himself/herself from the meeting room. In that member's absence, the remaining Committee members shall discuss the perceived conflict and determine, by vote, if the conflict exists for the absent member. Where it is determined that the conflict does exist the absent member shall be duly informed, with justification, and remain absent from the meeting for the period of time required for the remaining members to resolve the perceived conflict issue. Where it is determined that the conflict does not exist the member shall be duly informed and shall return to the meeting and fulfill his/her duty as a participating member of the Housing Committee.

### **3.8 Confidentiality**

Any and all discussions that take place during an official meeting of the Housing Committee are strictly confidential. The subject or substance of a Committee meeting may not be discussed or otherwise disclosed by a Committee member outside of official Committee business.

### **3.9 Removal from Committee Membership**

Chief and Council may remove a Committee member for any of the following reasons:

- a) The member is unwilling to remove himself/herself for reason of conflict of interest.
- b) The member has breached the confidentiality requirements of this policy.
- c) The member has gained personal benefit from membership on the Committee.
- d) The member has missed three (3) consecutive Committee meetings without just cause or the member's attendance at Committee meetings is so infrequent as to impede the member's ability to function as a contributing Committee member.

### **3.10 Vacancy**

In the event that a vacancy exists on the Housing Committee due to resignation or removal by Chief and Council all applications for membership on the Housing Committee for the current term will be reviewed by Chief and Council who will determine the replacement for the vacant membership position.

### **4.0 Application for Housing**

4.1 Members applying for a housing unit must do so on or before March 31 in any given year in order to be eligible to be included on the Housing Allocation List for the subsequent year period commencing April 1.

4.2 Application must be made using Form HP-002, *Application for Housing*, here attached as Appendix II and available at the Band Administration Offices.

4.3 For any member requesting it, Band staff shall be made available to provide assistance in completing Form HP-002.

4.4 No person may be listed on more than one housing application.

4.5 Applications must be renewed annually using Form HP-002. Any applicant who does not comply with this requirement shall not be eligible to be considered for inclusion on the Housing Allocation List for the subsequent year period commencing April 1.

4.6 If, on March 1 of any year, there are applicants from the previous year who have not yet reapplied for the coming year, it shall be the responsibility of the Band Administrator to give notice to said applicants of the impending March 31 deadline. Such notice shall be given by any electronic means or in writing on or before March 15 of that year.

4.7 Any member who makes application for housing and includes on their application any individual who does not reside with them or otherwise knowingly falsifies any information on their application shall be removed from the Housing Allocation List for a period of three (3) years. At the conclusion of the three year suspension period the member may reapply for inclusion on the Housing Allocation List using Form HP-002. Upon return to the list the member shall be considered to be in year one for the sake of *Number of Years on Housing Allocation List* in Table 1 of article 5.4.

## **5.0 Selection Process**

5.1 On the first business day following the March 31 application deadline the Band Administrator shall cause to be given to the Housing Committee all applications made for housing for that year.

5.2 Shortly thereafter the Housing Committee shall convene and consider each application on its own merits.

5.3 Upon completion of a review of all applications the Housing Committee shall prepare the Housing Allocation List for all applicants for that year.

5.4 Each application shall be scored according to the point system described in Table 1 below. Points shall be assigned based on information present within the application on file. Points awarded to each application shall be totalled and, using a listing of most points on top and sequentially down to least points on bottom, the Committee shall rank order all applications to create the Housing Allocation Points List. Subsequent to the creation of the Housing Allocation Points List the Committee shall prepare a list of names of applicants that are the committee's recommendations for housing allocation for that year. The Committee recommendations list shall be prepared with due consideration to the Housing Allocation Points List and the Committee's consideration of each applicant's established relationship with the community (eg. past community involvement).

CATEGORY	DESCRIPTION and POINTS
Number of Years on Housing Allocation List	0-3 years ( 1 point) 4-6 years ( 2 points) More than 6 years (3 points)
Household Type	Family With Children ( 4 points) Single Parent With Children (3 points) Couple, No Children ( 1 point) Single , No Children ( 1 point)
T.F.N. Band Membership	Each Band Member ( 1 point) Each Non-Band Member ( 0 points)
Present Living Conditions	Overcrowding Exists ( 1, 2 or 3 points) Unsafe/Unhealthy Conditions (1, 2 or 3 points)
Family Income Type	Full Time Employment (4 points) Part Time/Seasonal Employment (3 points) Disability Benefits ( 2 points) Social Assistance ( 1 point)

Table 1: Point System for the Creation of the Housing Allocation List

5.5 Subsequent to the creation of the Housing Allocation Points List and the Committee's recommendations list the Housing Committee shall present both lists to Chief and Council who shall use the lists as the basis for their decision as to which applicant(s) will be allocated a housing unit that year.

5.6 Within five (5) business days following Council's decision for housing allocation the Band Administrator shall notify all applicants in writing of the decision and shall cause to be publicly displayed a notice of housing allocation.

5.7 All decisions for housing allocation by Chief and Council shall be final and not subject to appeal.

## **6.0 Eligibility**

6.1 In order to be eligible to apply for a housing lot or band-built housing unit a person must be a registered Thessalon First Nation band member who is at least 21 years of age.

## **7.0 Acceptance or Rejection of a Band Offer of Housing**

7.1 Members will be offered new or previously occupied housing units as they become available and according to the terms of this housing policy.

7.2 When a previously occupied house becomes available for reassignment the band shall, at its own expense, ensure that all repairs necessary to bring the house up to code are performed prior to offering the house to a member on the Housing Allocation List.

7.3 A member may refuse an offer of a previously occupied house or a new house. Where an offer of a previously occupied house is refused the member shall remain on the Housing Allocation List in a position determined by the point system described in article 5.4. Where an offer of a new housing unit is refused the matter shall be brought before Council who shall consider the circumstances of the refusing member and the reasons put forward for refusal. Where it is determined by Council that the reason(s) for refusal are valid and justifiable the member shall have his or her name returned to the Housing Allocation List without loss of seniority on that list. Where it is determined by Council that the reason(s) for refusal are neither valid nor justifiable the member may not reapply for a housing unit during the three (3) year period following the refusal. At the conclusion of the three year period the member's name will be returned to the Housing Allocation List and be considered to be in the first year of time spent on the list for the sake of article 5.4.

7.4 Any housing unit offered by the Band and refused by a member shall be offered to the next- in- line member on the Housing Allocation List.

7.5 A member who accepts an offer by the Band of a previously occupied housing unit shall not be eligible to apply for a housing unit for a period of ten (10) years following acceptance of the Band's offer.

7.6 A member who accepts an offer by the Band of a new housing unit shall not be eligible to apply for a housing unit at any future time.

## **8.0 Siting**

8.1 All new houses must be built within a distance of 75 feet from the main waterline, main power lines and main roads.

8.2 A member wishing to have a new house sited on a lot other than as described in article 8.1 must first have the siting approved by the Manager of Public Works and/or Chief and Council. If approved, the additional cost associated with the alternate siting shall be borne by the member.

## **9.0 Divorce or Separation**

**Case #1: The house is occupied by two adult partners with no children and there is no mutual agreement for future occupancy of the house**

9.1 In the event of a divorce or separation where both adults are members the matter shall be brought to Chief and Council who shall determine which member shall remain as the occupant of the house following due consideration of the material facts in the case (eg. which member was the original applicant for the house).

9.2 In the event of a divorce or separation where one adult occupant is a member and the other is a non-member the right of occupancy shall rest with the member.

9.3 No house may be occupied exclusively by non-members of Thessalon First Nation.



**Case #2: The house is occupied by two adult partners with children and there is no mutual agreement for future occupancy of the house**

9.4 In the event of divorce or separation involving two adult members with children the right of occupancy shall rest with the adult having custody of the children. Where the adults have shared custody of the children upon separation or divorce the matter shall be decided by Chief and Council following due consideration of the material facts in the case (eg. which member was the original applicant for the house).

9.5 In the event of divorce or separation where one adult is a member, the other adult is a non-member and the children are non-members the right of occupancy shall rest with the adult who is a member of Thessalon First Nation.

9.6 In the event of a divorce or separation where only one adult is a member and will be the custodial parent of the children the right of occupancy shall rest with that member.

9.7 In the event of divorce or separation where one adult is a member, the other adult is a non-member, at least one child is a member and the non-member will be the custodial parent of the children the matter shall be brought to Chief and Council who, following consideration of the material facts of the case, shall determine rightful occupancy of the house.

9.8 In the event of divorce or separation involving an adult member and an adult non-member and where the adults have shared custody of the children, one at least of which is a member, the matter of right of occupancy shall rest with the adult member.

9.9 In the event of divorce or separation where neither adult is a member but at least one child is a member the right of occupancy shall be determined by Chief and Council following consideration of the material facts of the case.

**10.0 Abandoned/Unoccupied Houses**

10.1 A house shall be considered to be abandoned when, in the absence of notification to Chief and Council, it has been unoccupied for a period of six (6) months or longer.

10.2 Upon declaring a house to be abandoned Chief and Council shall communicate their declaration of abandonment to the member by any and all means reasonable and available.

10.3 From the time of Council's communication to the member of their declaration of abandonment the member shall have a period of thirty (30) days in which to respond and give good reason why the house should not be declared as abandoned.

10.4 In the absence of a response from the member prior to the expiration of the thirty (30) day period described in article 10.3 above the house shall revert to ownership by the band, be declared as surplus housing and be reassigned to another member according to the terms of the selection process described in article 5.0 of this housing policy.

10.5 A house shall be considered to be unoccupied when the homeowner is absent from the house for a period of thirty (30) consecutive days or longer and where the homeowner intends to reoccupy the house at some future time.

10.6 A member who has not yet achieved the four(4) year occupancy term described in article 2.3a of this policy and intends to leave the house unoccupied as described in article 10.5 above must inform Chief and Council of the intention prior to the expiration of the thirty(30) day period referred to in article 10.5. Where the member fails to inform Chief and Council prior to the expiration of the thirty (30) day period referred to in article 10.5 Chief and Council may declare the house as abandoned. In this case the house will become subject to the terms of articles 10.2-10.4 above.

10.7 A member other than as described in article 10.6 is strongly encouraged to inform Chief and Council of their intention to leave a house as unoccupied for any period of thirty (30) days or longer.

10.8 All members who leave a house as unoccupied are strongly encouraged to take all steps necessary to ensure that no damage occurs to the house or property in the member's absence. Available steps include having the house checked on a regular basis by a trusted friend, neighbour or relative. Keeping the house heated to a minimum level in colder months is also recommended.

10.9 Any person who occupies a house without the prior consent of the house's legal occupant shall be deemed to be in trespass and shall be evicted by Chief and Council.

### **11.0 Eviction**

11.1 Generally, Chief and Council may evict from a house and the Thessalon First Nation any person who by their actions poses a significant threat to the health, welfare or safety of other persons residing on the First Nation.

11.2 Specifically, there shall exist a low threshold for eviction for instances where the courts have registered a conviction against a person residing on Thessalon First Nation for drug trafficking offences or sexual offences.

### **12.0 Review of Housing Policy and Amendment**

12.1 This Housing Policy shall be reviewed by the Housing Committee annually or as the need arises in relation to changing circumstances.


12.2 Any draft amendment can be made to the existing policy by the Housing Committee by means of drafting of a new article or sub-article, by deletion of an existing article or sub-article or by means of modification to an existing article or sub-article.

12.3 All amendments drafted by the Committee shall be brought to Chief and Council who shall consider the suggested amendments and determine which of them, if any, are to be incorporated into this Housing Policy.

12.4 Where amendments to this policy occur according to the terms of articles 12.1-12.3 above, Chief and Council shall ensure public notification of any and all amendments no later than ten (10) business days following their decision for amendment incorporation into this Housing Policy.

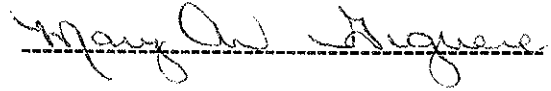
**13.0 AUTHORITY:**

**FOR CHIEF AND COUNCIL**



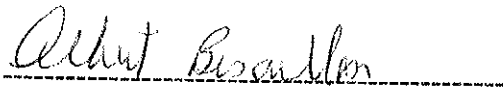
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**CHIEF ALFRED BISAILLON**



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**MARY ANN GIGUERE**



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**ALBERT BISAILLON**



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**VICTORIA WABIGWAN**



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**HANK BOULRICE**



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**BOBBI-JO MCCOLMAN**

**DATED AT THESSALON FIRST NATION: (05/14/2013)**  
**( MM/DD/YYYY )**

**Appendix I: APPLICATION FOR HOUSING COMMITTEE  
MEMBERSHIP**

**A. Personal Information**

Name \_\_\_\_\_ Band Registration # \_\_\_\_\_  
Address \_\_\_\_\_ City, town \_\_\_\_\_  
Postal Code \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**B. Reasons for applying for Committee membership**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**C. Education, skills, experience that are assets for a Committee member**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**D. Please read the statement below and provide your signature on the designated line to indicate your acceptance of the terms of Committee membership.**

*In the event that I am appointed as a member of the Thessalon First Nation Housing Committee I acknowledge my willingness to sign an oath of confidentiality, adhere to conflict of interest guidelines and adhere to the Code of Conduct governing Committee membership.*

Signature \_\_\_\_\_ Witness \_\_\_\_\_

Date (dd/mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_

J) a) Income Sources (check any that apply)

Full time employment     Part time employment     Seasonal employment

Social assistance/E.I./Disability     No income

b) Number of workers in family that are employed

\_\_\_ full time    \_\_\_ part time    \_\_\_ seasonal employment

\_\_\_ social assistance/E.I./Disability

K) Do you have your own funds to contribute for a house?    \_\_\_ yes    \_\_\_ no

***In making this application I acknowledge that should I be approved for a housing unit I will be required to provide a Criminal Background Check, if requested.***

Signature \_\_\_\_\_

Date \_\_\_\_\_

(yyyy/mm/dd)

Form HP-002

## Appendix III: HOUSING LOT APPLICATION

A) Name of Applicant: \_\_\_\_\_

B) T.F.N. Band Number: \_\_\_\_\_

C) Do you have a lot location preference:

\_\_\_ Yes     \_\_\_ No

D) If *Yes* to part C, Where do you wish your lot to be located?

\_\_\_\_\_  
\_\_\_\_\_

*I understand that, should I be assigned a lot for the purpose of constructing a housing unit on that lot, I will be bound by the terms of Article 1.0 (attached) of the Thessalon First Nation Housing Policy.*

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

Date: \_\_\_\_\_  
(yyyy/mm/dd)

FORM HP-003