



REPORT

To: Chair and Directors

Report Number: FN-BRD-235

From: Leanne Milliken, Procurement Officer

Date: October 26, 2023

Subject: Seniors Aging in Place Support Services 2024

RECOMMENDATION #1: [Corporate Weighted]

That the Regional Board authorize a one-year contract extension for the 'Seniors Aging in Place Support Services Program, RFP 44-2021' for \$1,485,000 (excluding taxes); from January 1, 2024, to December 31, 2024 to the Dawson Creek Society for Community Living; further that the Chair and Chief Administrative Officer be authorized to sign the amendment to the agreement on behalf of the PRRD.

RECOMMENDATION #2: [Corporate Weighted]

That the Regional Board authorize an amendment to the Seniors Aging In Place Support Services contract service fees with the Dawson Creek Society for Community Living for the 2024 Meals and Housekeeping service providers due to increased costs in food and fuel, from \$28.88 to \$32.22 per meal and from \$214.50 to \$230.00 per housekeeping service; further, that the Chair and Chief Administrative Officer be authorized to sign the amended agreement on behalf of the PRRD.

RECOMMENDATION #3: [Corporate Unweighted]

That the Regional Board authorize an amendment to the Miscellaneous Fees and Charges Bylaw 2483, 2022 Schedule D – Seniors Aging In Place Support Services Fees and Charges to increase user fees, effective January 1, 2024, as follows:

- Meal service from \$3.00 per meal to \$5.00 per meal.
- Housekeeping service from \$12.50 per service to \$15.00 per service, and
- update user fees for snow removal service from \$25.00 **per month** to \$20.00 **per service** during the winter months.

BACKGROUND/RATIONALE:

In 2021, the Regional Board adopted Seniors Aging in Place Support Services Establishment Bylaw No. 2444, 2021 to provide, through direct or contracted means or the provision of grant-in-aid to a registered not-for-profit society, or health authority, or any community agency, that employs health professionals, in-home support services to rural seniors. In May of 2022, the Regional District entered a contract with the Dawson Creek Society for Community Living (DCSCL) to provide these services.

Due to rising expenses in respect to food, fuel, and insurance, it has become necessary to review program costs and consider adjustments. These adjustments are aimed at retaining our contracted service providers and ensuring the seamless continuation of our program administration. Consequently, we must contemplate amending the costs associated with contract services for meals

and housekeeping, alongside an increase in user fees for meals, housekeeping, and snow removal services.

	Current		Recommended (per service)	
	Contract Cost	User Fees	Contract Costs	User Fees
Meal	\$ 28.88	\$ (3.00)	\$ 32.22	\$ (5.00)
Housekeeping	\$ 214.50	\$ (12.50)	\$ 230.00	\$ (15.00)
Snow Removal **	\$ 300.00	\$ (25.00)	\$ 300.00	\$ (20.00)

**Snow removal is to be changed from \$25.00/month to \$20.00/service (maximum of 3 services per month).

The bylaw amendment will be presented to the Regional Board on November 16, 2023.

ALTERNATIVE OPTIONS:

1. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

Not Applicable to Strategic Plan

FINANCIAL CONSIDERATION(S):

2024 budget includes the following:

Contracted Services		# of Services Anticipated
Meal Costs	\$ 533,241.00	16,550
Housekeeping Costs	\$ 690,000.00	3,000
Snow Removal	\$ 210,000.00	700
Expansion of Service (<i>trial</i>) TBD	\$ 50,000.00	
Total Expenditures	\$ 1,483,241.00	Total net cost of the program for 2024 is estimated at: \$1,365,151.00
User Fees		
Meal User Fees	\$ (64,650.00)	
Housekeeping Costs	\$ (42,940.00)	
Snow Removal	\$ (10,500.00)	
Total Revenue	\$ (118,090.00)	

COMMUNICATIONS CONSIDERATION(S):

Change Order to be issued to the DCSCCL.
Bylaw to be amended to increase and update user fees.

OTHER CONSIDERATION(S):

None at this time.

External Links:

1. [BL 2444 Seniors Aging in Place](#)
2. [BL 2483 Misc Fees and Charges](#)