

	<p style="text-align: center;">stqa?k<sup>w</sup>niw` t  <b>WESTBANK FIRST NATION</b>  515 Highway 97 South  Kelowna, B.C. V1Z 3J2  Phone: (250) 769-4999 Fax: (250) 769-4377  <a href="http://www.wfn.ca">www.wfn.ca</a>  <i>Community. Leadership. Pride.</i></p>	<p style="text-align: center;"><b>MINUTES  ADVISORY  COUNCIL</b>  <b>sknir'mn</b>  (February) 14,  2019  Approved <b>pæktán</b>  (March) 12, 2019</p>
---	---	---

Meeting took place in the First Floor Boardroom of the Westbank First Nation Government Building.

**ADVISORY COUNCIL IN ATTENDANCE:**

Terry Turcan - Chair	Rick Ould
Ludwig Teichgraber	John Cole

**STAFF IN ATTENDANCE:**

Raf De Guevara	Manager of Inter-Governmental Affairs/Title & Rights
Jeniffer Bellingham	Researcher
Pat Leitch	Director of Finance
Adam Nerger	səx <sup>w</sup> k'əq'əq'aym / Recording Clerk

**REGRETS:**

Gord Couch – Vice-Chair	
-------------------------	--

CALL TO ORDER	<b>Agenda is attached to these minutes as Exhibit "A."</b>
<i>T. Turcan</i>	Called the meeting to order at 9:03 a.m. with P. Leitch
	<u>Motion to Adopt the Agenda of <b>sknir'mn (February) 12, 2019</b></u>
MOTION	MOVED BY J. COLE Seconded by R. Ould THAT the Advisory Council hereby approves the agenda of <b>sknir'mn (February) 12, 2019</b> . CARRIED
	<u>Motion re: Absences of Members</u>
MOTION	MOVED BY J. COLE Seconded by R. Ould THAT the Advisory Council hereby excuses G. Couch from this meeting with notice. CARRIED
	<u>Motion to Adopt the Minutes of spáqtan (January) 15, 2019</u>
MOTION	MOVED BY R. OULD Seconded by J. Cole THAT the Advisory Council hereby approves the minutes of spáqtan (January) 15, 2019 CARRIED



NEW BUSINESS	
	<p><u>Quarterly Financial Update</u>          Financial Report is attached to these minutes as <b>Exhibit "B."</b></p>
<p><i>P. Leitch</i></p>	<p>Overviewed the report with the Advisory Council. Highlights from the report included:</p> <ul style="list-style-type: none"> <li>• Building permits are on track at this time and with staff absences this budget is operating at a surplus;</li> <li>• Public Works is operating on track and anticipated to continue to operate on budget; and</li> <li>• There are noted staff vacancies that have not yet been filled that have assisted in maintaining department surpluses and it is likely departments with vacancies will finish the year with a surplus.</li> </ul> <p>In response to T. Turcan clarified the home owner grant budget has been rolled over from the previous year and increased based on the identified folio increase from the previous year.</p> <p>Continuing the report:</p> <ul style="list-style-type: none"> <li>• The community core sports court has been identified as over budget due to some changes made to the design at a later stage of the development;</li> <li>• Discussion has occurred with the Director of Development Services to ensure an appropriate reserve fund is present to support capital projects and asset management; and</li> <li>• The stabilization reserve is reduced and further review of its use will occur.</li> </ul>
<p><i>L. Teichgraber</i></p>	<p>Requested that staff review Bylaw 13-LRL-03 to ensure the appropriate fund was utilized for the purposes of the bylaw.</p>
	<p><u>Presentation of the FY2020 Local Government Services Budget</u>          Presentation is attached to these minutes as Exhibit <b>"C."</b></p>
<p><i>P. Leitch</i></p>	<p>Overviewed the report with Advisory Council. Highlights from the presentation included:</p> <ul style="list-style-type: none"> <li>• The Surveyor of Taxes is continuing to review concerns with BC Assessment and will seek a meeting with BC Assessment representatives; and</li> <li>• No residential appeals have been received though one commercial assessment has been.</li> </ul>



	<p>The Advisory Council requested an update from the Surveyor of Taxes on ongoing discussions with BC Assessment for the next meeting.</p>
<p><i>P. Leitch</i></p>	<p>Continuing the report:</p> <ul style="list-style-type: none"><li>• There has been a significant increase in 2019 assessments from the previous year, largely from residential folios resulting from new construction;</li><li>• There will be a fluctuation in taxes for businesses however there is one set rate that applies to businesses operating on Westbank lands;</li><li>• 2019 rates have been identified as an increase of 3.25% which is a change from 2.6% from the presented provisional budget;</li><li>• This is a budget driven tax requisition system and developed to support the strategic plan and supporting departmental plans;</li><li>• There has been a noted increase in bank interest rate earnings as experienced during the current fiscal year;</li><li>• Staff are working to digitize a number of taxation and financial processes to support ease of access, this will be an ongoing project for the upcoming year. A number of other departments have noted upcoming projects to bring a digitized experience for administrative processes;</li><li>• There is a desire to hire a grant coordinator for a one year contract to support the identification of grant funding opportunities to provide alternative funding to support WFN. This individual will support WFN as a whole with a focus on <b>supporting WFN's strategic plan and will be</b> responsible for grant applications, tracking of funding, and reporting requirements;</li><li>• The identified provisional rate is a result of the extensive growth experienced on WFN lands and remains comparable to neighbouring local governments; and</li><li>• A pilot project has been recommended to the Advisory Council for a Community Enhancement Grant Program. This would have a budget of \$5,000.00 that could be utilized to support local community groups with enhancement projects for public lands. Applications could be made to the Advisory Council to review and consider. A terms of reference, application process, and other administrative processes would need to be established.</li></ul>



	The Advisory Council requested further information on the proposed pilot project to support the creation of an appropriate administrative process and application forms.
<i>P. Leitch</i>	Continuing the report: <ul style="list-style-type: none"> <li>The next financial presentation will occur at the upcoming February 19, 2019 Council Policy Day before returning to the Advisory Council on March 12<sup>th</sup> prior to final approval by Council at the end of March, 2019.</li> </ul> <p>In response to the Advisory Council clarified that the Director of Development Services is currently working to develop an asset management plan.</p>
	The Advisory Council expressed appreciation for the presentation.
<i>T. Turcan</i>	Recommended that WFN Council consider the release of preliminary taxation rates and the provisional budget through social media to raise a level of awareness for residents and interest in the role of the Advisory Council.
<i>J. Bellingham</i>	There is a budget development process in effect that is adhered to by staff and there are still presentations to Membership that have yet to occur. The proposed action is a practice that has not taken place to date as due to the current structure there has to be a level of fairness for all affected to be made aware of the proposed budget prior to the release of this information. Due to the tight timeline of the budget development process this would add further complications to what is being proposed. If the Advisory Council wishes, this item can be raised with WFN Council at the next Council to Council meeting for further discussion.
Staff Left:	P. Leitch left the meeting at 10:52 a.m.
	The Advisory Council recessed for a short break at 10:52 a.m.
	The Advisory Council reconvened at 11:01 a.m. with R. De Guevara present.
R. De Guevara	Overviewed updates from the Inter-Governmental Affairs Department which included: <ul style="list-style-type: none"> <li>The establishment of a Memorandum of Understanding amongst local governments inclusive of the District of Peachland, the City of</li> </ul>



	<p>West Kelowna, and Westbank First Nation to support improved collaboration; and</p> <ul style="list-style-type: none"> <li>• Ongoing Title and Rights initiatives in collaboration with the Federal Government of Canada to establish an implementation branch to better support self-governing First Nation communities.</li> </ul>
Staff Left:	R. De Guevara left the meeting at 11:13 a.m.
	<p><u>Donation to the United Church</u>          Media Announcement is attached to these minutes <b>as Exhibit "D."</b></p>
<i>R. Ould</i>	<p>T. Turcan and I recently attended the United Church to review the current operations and present a donation on behalf of the WFN Advisory Council in the sum of \$1,000.00. This was well received and appreciation was expressed by United Church representatives present.</p> <p>The WFN Homelessness Committee has not had any additional meetings since my last update to the Advisory Council however an update will be sought shortly.</p>
	<p><u>Review of Donation Opportunities</u></p>
<i>T. Turcan</i>	<p>The Advisory Council currently has a donation amount of \$1,000.00 remaining following the recent donation made to the United Church.</p>
	<p>The Advisory Council determined to review donation opportunities at the upcoming March 12, 2019 meeting.</p>
	<p><u>Review of <b>Resident's</b> Annual General Meeting ("AGM") Preparation Items</u>          Supporting Documentation is attached as Exhibit <b>"E."</b></p>
<i>J. Bellingham</i>	<p>At this time, due to the ongoing school expansion and renovation project, the multi-purpose room will not be available for the upcoming AGM. There will also be limited parking space present for the event. Due to the closure of the multi-purpose room, an alternative menu has been prepared and provided. Staff will work to accommodate the AGM as best as possible due to these closures.</p>
	<p>The Advisory Council determined to support Menu Option #3 for the purposes of the upcoming AGM.</p>
<i>J. Bellingham</i>	<p>I followed up with the WFN Communications Department regarding a <b>resident's information</b> pamphlet and Communications staff are willing to assist the Advisory Council in reviewing and updating this material as</p>



	necessary. The Advisory Council will need to provide supporting information however in a timely manner.
<i>J. Cole</i>	The general focus will be to raise awareness of the Advisory Council profile to support greater turnout for the next election of Advisory Council members.
<i>J. Bellingham</i>	Improvements to current displays can also be utilized for presentation at the upcoming AGM. Updating display boards to provide additional information to raise awareness to that extent may be a preferred solution.
	The Advisory Council determined to review the existing information pamphlet and prepare communication outlining the desired changes to review with the Communications Department at the next Advisory Council meeting.
	<u>West Kelowna Transmission Update</u>
<i>J. Bellingham</i>	Overviewed the project update with the Advisory Council. WFN is the project lead on this project working with the Okanagan Nation Alliance. The project began in 2014, and the project review committee was developed in 2015. Currently, an archaeology overview assessment is underway as well as studies reviewing ecological considerations. BC Hydro is currently in the design feasibility phase of the project with the next phase anticipated to be delayed by five months. The next step is to include a more intensive study of ecological considerations and impacts. The transmission line is not anticipated to be in service until 2025 with a public announcement set to occur shortly.
	<u>Update on the WFN Water Meter Project</u>
<i>J. Bellingham</i>	The Utilities Department has hired a Utilities Coordinator to work on the water meter project and is working with the Sonoma Pines Development to review previously identified considerations for individual billing. The Utilities Department has submitted an application for grant funding for a water treatment plant in the sum of \$25 million. Water meter rates are currently under review by staff at this time with an update anticipated shortly on forthcoming changes.
	<u>District Reports</u>
	<u>Lakeridge</u>
<i>L. Teichgraber</i>	There is nothing to report at this time.
	<u>Prairie</u>



	The district representative was not present to provide an update at this time.
	<u>Lakeshore</u>
<i>R. Ould</i>	I received a phone call from a tenant on I.R. 9 regarding an ongoing tenancy concern. I heard this individuals concerns and recommended they seek legal advice based on the nature of the situation.
	<u>East Boundary</u>
<i>J. Cole</i>	I followed up with an update to the resident who requested information on the carbon tax matter identified during the previous Advisory Council meeting. I overviewed previous steps taken by the Advisory Council to advocate for this amount. The resident expressed appreciation for the update.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	I received an email from an individual regarding legalization of cannabis. The Bayview strata group will have its annual meeting this coming week and I have been asked to provide an update at this time.
<i>J. Bellingham</i>	Amendments to WFN law concerning the legalization of cannabis are currently being reviewed by Legal Services <b>to support Council's determination in this matter.</b>
	<u>Next Meeting</u>
	The next meeting will take place on March 12, 2019.
ADJOURNMENT MOTION	MOVED BY J. COLE THAT the Advisory Council meeting be adjourned. CARRIED The meeting adjourned at 12:12 p.m.



stqa?kw4nów` t  
Westbank First Nation  
*Community. Leadership. Pride.*

MINUTES  
ADVISORY COUNCIL  
**sknir'mn (February) 12, 2019**

These minutes are certified correct:

---

Terry Turcan

---

Gord Couch

---

Ludwig Teichgraber

---

Rick Ould

---

John Cole