

	<p style="text-align: center;">stqa?kʷnínw` t WESTBANK FIRST NATION 515 Highway 97 South Kelowna, B.C. V1Z 3J2 Phone: (250) 769-4999 Fax: (250) 769-4377 www.wfn.ca <i>Community. Leadership. Pride.</i></p>	<p style="text-align: center;">MINUTES ADVISORY COUNCIL kətc'ac'aítən (November) 12, 2019</p> <p style="text-align: center; color: red;">Approved smík'wtən (December) 10, 2019</p>
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Meeting took place in the First Floor Boardroom of the Westbank First Nation Government Building.

ADVISORY COUNCIL IN ATTENDANCE:

Terry Turcan - Chair	Gord Couch – Vice-Chair
Ludwig Teichgraber	John Cole
Rick Ould	

STAFF IN ATTENDANCE:

Pat Leitch	Director of Finance
Ron McKenzie	Controller
Warren Kootenay	Funding Coordinator
Ernest Jack	Surveyor of Taxes
Donna Reid	Taxation Officer
Thomas Konek	Taxation Officer
Adam Nerger	səxʷk'əq'əq'aym / Recording Clerk

DELEGATES IN ATTENDANCE:

Bill Dawson	BC Assessment
Tracy Wall	BC Assessment
Steve Fosbery	WFN Economic Development Commission (“EDC”), Chairperson
Kelsey McLeod	WFN EDC, Representative

CALL TO ORDER	Agenda is attached to these minutes as Exhibit “A.”
<i>T. Turcan</i>	Called the meeting to order at 9:02 a.m.
	<u>Motion to Adopt the Agenda of kətc'ac'aítən (November) 12, 2019</u>
MOTION	MOVED BY L. TEICHGRABER Seconded by J. Cole THAT the Advisory Council hereby approves the agenda of kətc'ac'aítən (November) 12, 2019 with the following addition: <ul style="list-style-type: none"> • Discussion on RV Park Resident Regulations CARRIED
	<u>Motion to Adopt the Minutes of sk'aytan (October) 8, 2019</u>
MOTION	MOVED BY R. OULD Seconded by J. Cole THAT the Advisory Council hereby approves the minutes



	of sk'aytan (October) 8, 2019 CARRIED
NEW BUSINESS	
	<u>Annual Donation Considerations</u>
<i>J. Cole</i>	I am supportive of taking a similar approach to last year's donation as this was appreciated and provided support to two entities that support our community.
<i>T. Turcan</i>	I am supportive of identifying an opportunity that will support our homeless population.
	The Advisory Council considered the development of a reserve fund to support initiatives such as homelessness with a level of support expressed by those present. The Advisory Council determined to postpone a decision on the expenditure of donation funds until the next meeting.
	<u>Review of the kətc'ac'ałtən (November) 4, 2019 Council to Council Meeting</u> Draft Council Minutes are attached to these minutes as Exhibit "B."
<i>G. Couch</i>	This meeting was one of the more positive meetings we have had with WFN Council in recent years. Members of Council displayed a level of interest in the Advisory Council's activities and displayed support for an improved level of cooperation. I look forward to working with Council in the upcoming months.
<i>J. Cole</i>	This was a positive experience, particularly as it was an opportunity to expand understanding of our unique position within WFN, and our desire to improve relationships with non-Member residents. It is important to continue to improve upon the awareness of our non-Member residents of what is available to them and work towards recognition at the RDCO level. We will need to look for opportunities for Council to engage with non-Member residents and improve upon current understanding and recognition of these residents in the community.
<i>G. Couch</i>	This has been a frustration to date. I appreciate the efforts of J. Bellingham and steps taken to raise awareness of non-Member residents, however this needs to be improved upon. There is a concern in the lack of a meeting space for many communities which further adds to this inability to relay information.
<i>L. Teichgraber</i>	The meeting was a meaningful and respectful experience that set a positive tone going forward.



Staff Entered:	P. Leitch, W. Kootenay and R. Mackenzie entered the meeting at 9:31 a.m.
	Quarterly Financial Report Financial Report is attached to these minutes as Exhibit "C."
	P. Leitch introduced W. Kootenay to the Advisory Council. Warren is WFN's new Funding Coordinator and will assist in identifying grant funding to support WFN operations.
<i>W. Kootenay</i>	In this capacity, I will collaborate with the Advisory Council to support the administration of the Community Enhancement Grant. I will work with WFN's Policy Development Program Coordinator, Laurie Bowen, to develop a supporting terms of reference and application to further support this program. This will be presented to the Advisory Council at an upcoming meeting for review and consultation. There will be a focus in this role to centralize funding, ensure milestones are met, and improve tracking measures for funding received.
<i>P. Leitch</i>	<p>Previously department managers would undertake funding applications independently which resulted in a number of concerns for the Financial Services department. Warren will support a centralized approach as well as liaison with departments to identify needs to better support WFN operations.</p> <p>In response to R. Ould, confirmed that there are grant opportunities that can be applied to better support non-Member resident benefits which W. Kootenay has identified.</p> <p>Departmental budget meetings will begin shortly. The Advisory Council is welcome to identify any changes or additional budget items to be considered for provision to staff at the next meeting.</p> <p>In response to the Advisory Council clarified that a reserve fund could be developed to support initiatives such as a fund to address homelessness on Westbank lands. This is possible, but further discussion will need to occur as well as approval of WFN Council will be required.</p> <p>Overviewed the Quarterly Financial Update with the Advisory Council. Highlights from the presentation included:</p> <ul style="list-style-type: none"> • 44% of the Advisory Council budget has been expended to date;



	<ul style="list-style-type: none"> • Planning and Development has experienced a lower level of expenditures due to staffing concerns and the lack of progress of some initiatives due to staff vacancies; • The deficit identified for Building Permits will be reviewed for greater clarity by staff; • Recreation and Youth has noted a decrease in anticipated expenses; • Utilities has seen an increase in revenue not anticipated; and • There are anticipated higher expenses that will be noted in the next financial update resulting from Public Works projects.
<i>L. Teichgraber</i>	Requested that additional information on anticipated costs for development projects be shared with the Advisory Council at an upcoming meeting.
<i>T. Turcan</i>	Requested that an update on water meters be prepared for an upcoming Advisory Council meeting.
<i>P. Leitch</i>	<p>Continuing the report:</p> <ul style="list-style-type: none"> • There was a notable increase in taxation dollars received in July after the taxation payment deadline. <p>In response to the Advisory Council, clarified the use of the stabilization fund. There is a supporting policy that governs this fund which can be shared with the Advisory Council at an upcoming meeting.</p> <p>Continuing the report:</p> <ul style="list-style-type: none"> • \$81,000 in revenue was received from the Okanagan Basin Water Board and includes outstanding funds owed from the previous fiscal year. This funding amount is a rebate through the Okanagan Basin Water Board in lieu of grant funding which WFN had previously applied for.
	The Advisory Council expressed appreciation for the report as presented.
Staff Left:	R. McKenzie and W. Kootenay left the meeting at 10:10 a.m.
RECESS	The Advisory Council took a quick break at 10:10 a.m.
RECONVENE	The Advisory Council reconvened at 10:16 a.m. with B. Dawson, T. Wall, E. Jack, D. Reid, and T. Konek present.



	<p><u>BC Assessment Presentation</u> PowerPoint Presentation is attached to these minutes as Exhibit "D."</p>
<p><i>B. Dawson</i></p>	<p>Overviewed the presentation with the Advisory Council. Highlights from the presentation included:</p> <ul style="list-style-type: none"> • BC Assessment was established in 1974 under the Assessment Authority Act for the purposes of creating a fair and consistent assessment approach; and • BC Assessment developed an assessment role that represents over 2 million properties with a total value of over \$1.86 trillion. <p>In response to J. Cole clarified that the governing assessment legislation falls under Federal authority.</p> <p>Continuing the presentation:</p> <ul style="list-style-type: none"> • Assessors are required to assess at actual value which means a price which land and improvements might reasonably be expected to bring if held in fee simple off reserve and offered for sale in the open market on the valuation date; and • This meaning of actual value is similar to other approaches though the wording utilized may be changed. <p>In response to the Advisory Council, clarified that other First Nations, under treaty agreements, have the same rules to follow and abide by as WFN. The agreements may have different terminology however the assessment process and application remains the same under the same law for all.</p>
<p><i>E. Jack</i></p>	<p>In response to the Advisory Council clarified that leases on Westbank lands have come to a conclusion and have been renegotiated with new terms. There are no instances where the lease has expired.</p>
<p><i>B. Dawson</i></p>	<p>Continuing the presentation:</p> <ul style="list-style-type: none"> • Physical condition date is October 31st of each year, it is at this point that the state of the residence is assessed and a value determined; • Assessments are made in the name of the leaseholder; and • 1984 BCSC Golden Acres stated case assisted in the development of the assessment of mobile home parks, where mobile homes are assessed at the value of the land they are located on.



Delegate Entered:	S. Fosbery entered the meeting at 10:54 a.m.
<i>B. Dawson</i>	Overviewed various legal cases that resulted in the conducting of a Provincial assessment of mobile homes in the Province of British Columbia.
Delegate Entered:	K. McLeod entered the meeting at 10:55 a.m.
<i>T. Wall</i>	Continuing the report: <ul style="list-style-type: none"> • There will be a noted increase in assessment in the upcoming year, largely resulting from an increase in land value; and • The average improvement value will see an increase of approximately 4%, and an overall increase of 37% in land value. <p>In response to T. Turcan, clarified that there will be an increase this year, however this results from no recent increases to assessments in recent years.</p>
<i>T. Konek</i>	While this may be a notable concern for some residents, this will result in some resident's ability to qualify for the homeowner grant. It will also support recognition of land at its real value.
<i>P. Leitch</i>	In response to the Advisory Council, clarified that this will not result in an increase in revenue for WFN as there will be an increased distribution to residents from WFN in the form of the homeowner grant.
<i>B. Dawson</i>	In response to T. Turcan, clarified that this experience has been noted in other First Nation communities. There were appeals received from the assessments with varied rates of appeal. The typical appeal ratio to the Assessment Review Panel and Board of Review is approximately 2%, though it is likely WFN will experience an increased review submission rate in the upcoming year. Information on the collection practices, governing legislation, and properties are shared and to date the Board of Review and Review Panel have largely upheld the assessments.
<i>T. Wall</i>	Early notification letters will be distributed to residents in December and subsequently Assessment Notices in January. These communications will encourage customers to contact BC Assessment to speak directly with an appraiser as required.
<i>B. Dawson</i>	In response to J. Cole clarified that assessments have



	<p>largely been upheld, though there have been instances where further review was required for an issued assessment.</p> <p>In response to L. Teichgraber, overviewed how recreational homes are considered when undertaking an assessment. These have proven to be a challenge to date.</p>
<i>T. Wall</i>	<p>Typically when an RV is connected to local services and the occupant has received a hydro bill or displayed a long term presence, the residence is identified for assessment purposes. There has been a notable concern with access to, and obtaining information from, RV Park owners to cooperate in this manner. This is a notable issue not specific to just WFN.</p> <p>Notices will be issued as of January 1, 2020 with a deadline for appeals for January 31, 2020. BC Assessment will offer the ability to host an open house to further share this information.</p> <p>In response to T. Turcan, clarified that other First Nation communities will be experiencing a similar concern and presentations from BC Assessment will be made in the upcoming weeks.</p>
<i>B. Dawson</i>	<p>Continuing the presentation:</p> <ul style="list-style-type: none"> • Assessments off reserve remain comparable to on reserve; and • Tax rates can be compared to non-reserve jurisdictions under the fee simple interest approach.
<i>P. Leitch</i>	<p>The key message is that every residence located on reserve is assessed in the same manner and in accordance with the governing law.</p>
	<p>The Advisory Council expressed appreciation for the presentation and information shared.</p>
Delegates Left:	B. Dawson and T. Wall left the meeting at 11:21 a.m.
Staff Left:	P. Leitch, E. Jack, D. Reid, and T. Konek left the meeting at 11:21 a.m.
	<p><u>Economic Development Commission Presentation</u> PowerPoint Presentation is attached to these</p>



	minutes as Exhibit "E."
<i>S. Fosbery and K. McLeod</i>	Provided introductions to the Advisory Council and their respective role on the WFN Economic Development Commission ("EDC.")
S. Fosbery	<p>The EDC largely focuses on businesses operating on Westbank lands by attracting businesses to Westbank lands, providing support to businesses, and retaining business operations. There has been a focus on addressing crime on Westbank lands through the development of a business watch program aimed to reduce crime rates and provide a collaborative approach to this initiative.</p> <p>The EDC recently underwent its annual business walk to engage with businesses on Westbank lands to better understand their needs and provide a personal approach for engagement. There were concerns expressed during this walk on encouraging employment, largely resulting from increased home values and inaccessibility of businesses. There were additionally concerns expressed regarding homelessness and noted crime trends which are being worked towards through the business watch initiative and in collaboration with WFN Law Enforcement Officers.</p> <p>In response to J. Cole, noted that there are opportunities for cooperation with the Advisory Council, such as the Business After Hours events, to improve public engagement and awareness of the Advisory Council and its role within WFN.</p>
<i>T. Turcan</i>	I appreciate the communications received through WFN's Manager of Communications/Economic Development. I recommend that consideration be given to allowing attendance by Advisory Council members on the next Business Walk.
<i>S. Fosbery</i>	I would support this approach, this provides a positive engagement opportunity. Advisory Council representatives are welcome to attend upcoming EDC meetings and present as possible.
<i>T. Turcan</i>	There may be an opportunity for EDC representatives to attend the next Resident's Annual General Meeting or to host an informational panel at this event.
	The Advisory Council expressed appreciation for the presentation as received.



Delegates Left:	S. Fosbery and K. McLeod left the meeting at 11:41 a.m.
	<u>District Reports</u>
	<u>Lakeridge</u>
<i>L. Teichgraber</i>	There is nothing to report at this time.
	<u>Prairie</u>
<i>G. Couch</i>	This past week, there were works completed to address recent roadway issues that had been identified by Sun Village residents and provide a more permanent solution to recent pothole issues.
	<u>Lakeshore</u>
<i>R. Ould</i>	I received a phone call from a resident of a mobile home park regarding a number of concerns specific to her park management. I directed them to speak to WFN staff and followed up with WFN's Residential Premises Administrator on the matter, though this is likely a personal matter that we are unable to assist with.
	<u>East Boundary</u>
<i>J. Cole</i>	I have no received any communication from residents, however undertook a tour of the district to review any potential concerns that could be addressed through a cleanup program though there were few properties noted that could benefit from this. Future consideration can be given to clean up programming in the spring.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	I attended Friday's Aboriginal Veteran Remembrance Service at Community Services which was administered by WFN. This was a great experience and well attended. Chief Derickson was present at this event and provided a powerful speech that was appreciated.
	<u>Next Meeting</u>
	The next meeting will take place on smík'wtən (December) 10, 2019
ADJOURNMENT MOTION	MOVED BY T. TURCAN THAT the Advisory Council meeting be adjourned. CARRIED The meeting adjourned at 12:06 p.m.



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Westbank First Nation
Community. Leadership. Pride.

**MINUTES
ADVISORY COUNCIL
kətc'ac'aftən (November) 12, 2019**

These minutes are certified correct:

Terry Turcan

Gord Couch

Ludwig Teichgraber

Rick Ould

John Cole