

	<p style="text-align: center;"><b>stqa?kʷnínw` t</b>  <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  smík'wtən  (December) 10,  2019</b>  <b>Approved spáqtan  (January) 14, 2020</b></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:**

Jeniffer Bellingham	Researcher
Pat Leitch	Director of Finance
Ron Mackenzie	Financial Controller
Warren Kootenay	Funding Coordinator
Laurie Bowen	Policy Development Program Coordinator
Graeme Dimmick	Senior Planner
Kary Fell	Planner I
Adam Nerger	səxʷk'əʔq'əq'aym / Recording Clerk

<b>CALL TO ORDER</b>	<b>Agenda is attached to these minutes as Exhibit "A."</b>
<i>T. Turcan</i>	Called the meeting to order at 9:02 a.m. with P. Leitch, R. Mackenzie, and W. Kootenay present.
	<b><u>Motion to Adopt the Agenda of smík'wtən (December) 10, 2019</u></b>
<b>MOTION</b>	<b>MOVED BY G. COUCH</b> <b>Seconded by J. Cole</b> <b>THAT</b> the Advisory Council hereby approves the agenda of smík'wtən (December) 10, 2019 with the following addition: <ul style="list-style-type: none"> <li>• Homelessness Report; and</li> <li>• Billboard Review.</li> </ul> <b>CARRIED</b>
	<b><u>Motion to Adopt the Minutes of kətc'ac'aítən (November) 12, 2019</u></b>
<b>MOTION</b>	<b>MOVED BY R. OULD</b> <b>Seconded by J. Cole</b> <b>THAT</b> the Advisory Council hereby approves the minutes of kətc'ac'aítən (November) 12, 2019. <b>CARRIED</b>



<b>NEW BUSINESS</b>	
	<p><b><u>Presentation of the Provisional Local Government Services (LGS) Budget</u></b>  <b>Report is attached to these minutes as Exhibit "B."</b></p>
<i>P. Leitch</i>	<p>Overviewed the Provisional Budget with the Advisory Council. Highlights from this presentation included:</p> <ul style="list-style-type: none"> <li>• This provisional budget is an initial draft of the budget with some aspects requiring further updates upon the receipt of further information such as assessment values of mobile homes on Westbank lands;</li> <li>• Calculations are based on the previous fiscal year's tax rates, however the tax rate may be lowered based on the current collection amount identified;</li> <li>• The homeowners grant is an estimated amount based on previous year's issuances however is not a certainty;</li> <li>• The noted tax rate is subject to change once further information is reviewed and final numbers are received on assessment data; and</li> <li>• Additional staffing requests have not been included in the provided provisional budget.</li> </ul>
Staff Left:	J. Bellingham left the meeting at 9:14 a.m.
<i>P. Leitch</i>	<p>Continuing the report:</p> <ul style="list-style-type: none"> <li>• Homeowner Grants have increased by \$330,000.00 following a review of anticipated growth from the previous fiscal year;</li> <li>• Protective Services has seen an increase of approximately \$240,000.00;</li> <li>• There have been a number of changes within department staff that will be reviewed prior to the development of a final budget; and</li> <li>• The Development Services will see a substantial amount of time put towards the Comprehensive Community Plan review that will be initiated in January 2020.</li> </ul> <p>In response to T. Turcan clarified that costs were shared between WFN and the Province of British Columbia in the joint initiative that resulted in a Conservation Officer presence within the Okanagan territory.</p>
Staff Entered:	J. Bellingham entered the meeting at 9:19 a.m.
<i>P. Leitch</i>	In response to G. Couch clarified that an increase in the Advisory Council budget was noted as resulting from an increase to the promotion and advertising budget line



	item.
<i>J. Bellingham</i>	<p>In response to T. Turcan clarified that the Advisory Council election costs are identified under the Legal Services budget. Costs were considered however for the Advisory Council video update in anticipation of any potential changes prior to, or following, the upcoming election.</p> <p>WFN's Communications Department will further support costs in creating awareness of the Advisory Council in support of its upcoming election.</p>
<i>P. Leitch</i>	<p>Continuing the report:</p> <ul style="list-style-type: none"> <li>• The Provisional Budget will be presented to Council at the upcoming Council meeting on December 16, 2019;</li> <li>• Following the presentation to Council, further discussion will occur with management to review any further amendments and then an updated budget will be presented to the Advisory Council in February 2020; and</li> <li>• Final approval of the budget will occur in March, 2020.</li> </ul>
<i>G. Couch</i>	<p>I understand that there will be further amendments made based on staff requests and information made available to the Financial Services team. I appreciate the explanation of the budget today and appreciate staff efforts on this matter.</p>
<i>P. Leitch</i>	<p>In response to L. Teichgraber noted that only two significant changes of note were identified in the prepared provisional budget to date with those being the Comprehensive Community Plan review and the homeowners grant.</p> <p>In response to J. Cole clarified that there is an extensive level of engagement required for the comprehensive community plan and will likely take a significant amount of time to see this initiative through to completion.</p>
<i>L. Teichgraber</i>	<p>Recommended that consideration be given to video recording of an Advisory Council meeting in future to showcase the activities of the Advisory Council.</p>
<i>P. Leitch</i>	<p>There is still time to amend the budget and consideration can be given to increasing the advertising and promotional budget to support initiatives such as this. I</p>



	recommend that feedback be provided to the Manager of Intergovernmental Affairs/Title & Rights for their consideration in undertaking the budget development process.
<b>MOTION</b>	<b>MOVED BY L. TEICHGRABER</b> <b>Seconded by J. Cole</b> <b>THAT</b> the Advisory Council accepts the Provisional Budget as presented with no changes of significance requested. <b>CARRIED</b>
Staff Entered:	L. Bowen entered the meeting at 9:44 a.m.
	<b><u>Community Enhancement Grant Review</u></b> <b>Staff Report is attached to these minutes as Exhibit "C."</b>
<i>P. Leitch</i>	This policy instrument has been reviewed by the Director of Development Services who has requested that certain aspects be reviewed by Development Services staff to provide further feedback and better reflect actions to be taken by Development Services. Amendments are largely specific to the Appendix A of the policy instrument. It was further noted that employment titles be referenced rather than staff names as well as the development of a general electronic address, <a href="mailto:funding@wfn.ca">funding@wfn.ca</a> , for submissions.  In response to the Advisory Council, clarified that submissions are received through WFN's Funding Coordinator who works with applicants as necessary. The application is then provided to Development Services for further review and approval. Following approval, direction is provided to the Funding Coordinator to then develop a list of the applications for presentation to the Advisory Council for review and consideration in the administration of funding in the sum of up to \$5,000.00.
<i>W. Kootenay</i>	In response to the Advisory Council, clarified that only applications that meet the noted criteria set out in the policy instrument will proceed through the review process.
<i>P. Leitch</i>	If the program proves to be successful then further discussion with Council can occur to look at increasing the budget to support additional projects as possible.
<i>W. Kootenay</i>	In response to J. Cole, clarified key areas of focus that the grant would look to support. The overall grant program is aligned with the WFN strategic plan as well as activities identified as needed within the community.



	Unused funding is required to be returned to WFN as set out in the policy instrument. A final report overviewing the use of funding is further required of successful applicants for reporting purposes.
<i>P. Leitch</i>	In response to T. Turcan clarified that the intent of the policy is to apply funding to various projects and initiatives that will best support the community.  This is a benefit to both the community and WFN as it results in positive changes and works that will continue to support the improvement of our community.
<i>L. Bowen</i>	The next step of the policy development process is to bring this policy forward to WFN's Policy Development Working Group for review and feedback and then to Council for final approval.
	The Advisory Council determined to further review the policy at the spáqtan (January) 2020 Advisory Council meeting.
	The Advisory Council expressed appreciation for the presentation.
Staff Left:	L. Bowen, P. Leitch, R. Mackenzie, and W. Kootenay left the meeting at 10:11 a.m.
<b>RECESS</b>	The Advisory Council took a short break at 10:11 a.m.
<b>RECONVENE</b>	The Advisory Council reconvened with G. Dimmick and K. Fell present at 10:20 a.m.
	<b><u>Development Services Update</u></b>
<i>G. Dimmick</i>	Introduced K. Fell to the Advisory Council. Kary is the new Planner recently hired for the Planning Department.  Overviewed the update with the Advisory Council. Highlights included: <ul style="list-style-type: none"> <li>• The Skyview Project near Old Okanagan Highway is currently working towards finalization of their development permits which will result in frontage improvements along the roadway and provide emergency road access to Village Green Way;</li> <li>• Stage One Conceptual Development Approval was provided by Council at the December 2, 2019 Council meeting for Phase 2 of Copper Sky that will see 108 townhomes constructed. A reciprocal access agreement to provide access to Bayview is</li> </ul>



	<p>being worked towards;</p> <ul style="list-style-type: none"> <li>• Hawks Landing development is working towards their first phase of development consisting of 42 residences with Council recently providing grading approval;</li> <li>• Council further provided approval for rezoning of a lot neighbouring Marmot Lane and Old Okanagan Highway that will likely result in the development of an RV Park;</li> <li>• A review, in collaboration with the Ministry of Transportation and Infrastructure, is underway for the development of a traffic circle near Butt and Carrington Road;</li> <li>• The Elk and Carrington Road intersection will be changed to a four-way stop in the Spring with the intention to work towards the development of a traffic circle in future;</li> <li>• Harbour Ridge apartments located near the entrance of West Harbour are currently under construction that will result in 121 new residential developments;</li> <li>• Phase 1 of the Shelter Bay development project is currently underway;</li> <li>• Ariva Project is working towards its development permit with presales currently available; and</li> <li>• \$51 million in building permit fees have been received this year which is comparable to the 2007-2008 year which saw significant growth. There are three substantial developments further anticipated.</li> </ul>
<p><i>G. Couch</i></p>	<p>There is a positive outlook present for development from this presentation and noted upcoming development initiatives.</p>
	<p>The Advisory Council expressed appreciation for the presentation and recommended future presentations be received on a bi-monthly basis as required.</p>
<p>Staff Left:</p>	<p>G. Dimmick, K. Fell and J. Bellingham left the meeting at 10:42 a.m.</p>
	<p><b><u>Homelessness Initiative Update</u></b></p>
<p><i>R. Ould</i></p>	<p>There have been no meetings for this group since ʃwɪʃwɪʃtán (August) 2019 and a notable decline in activity. Previously anticipated actions have not been completed though I understand a presentation is being worked towards for the newly elected Council. There has not been a meeting for the past six months however this is</p>



	reflective of delays in moving initiatives forward.
Staff Entered:	J. Bellingham entered the meeting at 10:47 a.m.
	<b><u>Review of Donation Considerations</u></b>
<i>J. Bellingham</i>	There is currently \$2,000.00 available in the budget for the Advisory Council to consider utilizing to support a donation. A decision is not required today and can be delayed pending further consideration.
<i>G. Couch</i>	There are a number of options that the Advisory Council can consider to best support those in need in the community.
	The Advisory Council determined to have further discussion on this matter at the spáqtan (January) 2020 meeting with a focus on supporting homelessness initiatives.
	<b><u>BC Assessment Update</u></b> <b>Report is attached to these minutes as Exhibit "D."</b>
	The Advisory Council determined to accept the report for informational purposes.
	<b><u>Billboards</u></b>
<i>T. Turcan</i>	Previously we were informed by WFN's Legal Services that a sign law was being developed that would address noted concerns with increased presence of billboards, however no update has been received since that discussion. There is a new electronic billboard that has emerged near the lake front.
<i>J. Bellingham</i>	An update can be requested from Legal Services on the status of this law and what has transpired since that discussion.
	<b><u>District Reports</u></b>
	<u>Lakeridge</u>
<i>L. Teichgraber</i>	There is nothing to report at this time.
	<u>Prairie</u>
<i>G. Couch</i>	The Sun Village Board of Directors is currently undertaking a review and revision of bylaws. As there is an upcoming Advisory Council election in September 2020, I recommend that the Advisory Council consider utilizing the Sun Village community newsletter as an opportunity to promote the election and raise awareness of residents as there are concerns with individuals



	attending residences on a door to door basis.
<i>J. Cole</i>	The BC Election Act does provide the ability to attend these communities to raise awareness concerning this political body.
<i>T. Turcan</i>	The governing Provincial and Federal laws would supercede this communal bylaw as the bylaw cannot impede a superior law.
	The Advisory Council requested clarity on the ability of WFN representatives to campaign in the event that a strata or residential community develops a bylaw that does not allow for door to door visitors.
	<u>Lakeshore</u>
<i>R. Ould</i>	There is nothing to report.
	<u>East Boundary</u>
<i>J. Cole</i>	There is nothing to report.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	I spoke with the Director of Development Services regarding the cleanup initiative, and was informed that due to short staffing that occurred this initiative did not occur.
	<b><u>Next Meeting</u></b>
	The next meeting will take place on spáqtan (January) 14, 2020.
<b>ADJOURNMENT MOTION</b>	<b>MOVED BY T. TURCAN</b> <b>THAT</b> the Advisory Council meeting be adjourned. <b>CARRIED</b> The meeting adjourned at 11:13 a.m.



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Westbank First Nation  
*Community. Leadership. Pride.*

**MINUTES  
ADVISORY COUNCIL  
smík'wtən (December) 10, 2019**

**These minutes are certified correct:**

\_\_\_\_\_  
Terry Turcan

\_\_\_\_\_  
Gord Couch

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Ludwig Teichgraber

\_\_\_\_\_  
Rick Ould

\_\_\_\_\_  
John Cole