

	<p style="text-align: center;">stqaʔkʷnɪw` 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>  spáqtan (January)  14, 2020   Approved <b>sknir'mn</b>  (February) 11, 2020</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
Warren Kootenay	Funding Coordinator
Ernest Jack	Surveyor of Taxes
Thomas Konek	Tax Officer
Graeme Dimmick	Senior Planner
Jacque Biblow	Communications and Community Engagement Coordinator
Adam Nerger	səxʷkʷəqʷəym / Recording Clerk

CALL TO ORDER	<b>Agenda is attached to these minutes as Exhibit "A."</b>
<i>T. Turcan</i>	Called the meeting to order at 9:07 a.m.
	<u>Motion to Adopt the Agenda of spáqtan (January) 14, 2020</u>
MOTION	MOVED BY R. OULD Seconded by G. Couch THAT the Advisory Council hereby approves the agenda of spáqtan (January) 14, 2020. CARRIED
	<u>Motion to Adopt the Minutes of <b>smíkʷtən</b> (December) 10, 2019</u>
MOTION	MOVED BY G. COUCH Seconded by J. Cole THAT the Advisory Council hereby approves the minutes of <b>smíkʷtən</b> (December) 10, 2019. CARRIED
NEW BUSINESS	
	<u>Follow Up on the Community Enhancement Grant Program</u>
Staff Entered:	P. Leitch and W. Kootenay entered the meeting at 9:08 a.m.



<i>G. Couch</i>	I am supportive of what has been presented. This matter was previously discussed and I would like to support it moving forward as outlined by staff.
<i>P. Leitch</i>	In response to L. Teichgraber, clarified that a step by step instructional guide could be developed to support greater public awareness.
<i>W. Kootenay</i>	As this program proceeds, we will also look to develop an FAQ to further support this information sharing with the public.
Staff Entered:	L. Bowen entered the meeting at 9:13 a.m.
<i>P. Leitch</i>	In response to the Advisory Council, clarified that there will be a level of engagement from W. Kootenay with prospective applicants to ensure that proposed projects meet initiatives set out in the WFN project workplan.
<i>T. Turcan</i>	I found the governing policy instrument to be a beneficial and comprehensive document that was easy to understand. I am supportive of seeing this document utilized and if there are any identified concerns, they can be reviewed and amended in future as necessary.
	The Advisory Council determined to support and recommend the policy instrument as presented.
<i>L. Bowen</i>	This document will next go to the WFN Policy Development Program Working Group for final review before it goes to Council for approval and adoption.
<i>P. Leitch</i>	This grant will support other community initiatives currently existing by providing an alternative source of funding.
Staff Left:	L. Bowen left the meeting at 9:21 a.m.
	<u>Update on Grant Applications</u>
<i>W. Kootenay</i>	There have been a number of recent grant applications pursued to support a number of WFN initiatives.
<i>P. Leitch</i>	There are also ongoing discussions concerning our operational funds that have seen funding sources identified to continue to support the provision of services offered by WFN.
Staff Left:	W. Kootenay left the meeting at 9:27 a.m.



	<p><u>Update on the Assessment Roll</u>          PowerPoint Presentation is attached to these <b>minutes as Exhibit "B."</b> Supporting Documentation <b>is attached to these minutes as Exhibit "C."</b></p>
Staff Entered:	P. Leitch and T. Konek entered the meeting at 9:29 a.m.
<i>E. Jack</i>	The reason for <b>today's presentation is to support a</b> greater level of public awareness concerning BC Assessment and the home owner grant provided by WFN.
<i>T. Konek</i>	In response to the Advisory Council, confirmed that approximately 50-60 calls have been received from residents. In these calls, I look to provide a greater degree of information regarding the assessment as well as any potential implications on taxes. A number of residents have voiced concerns with potential increases as many operate on a strict budget. I also recommend that residents connect with BC Assessment for greater discussion and information on their assessments and assessment practices.
	The Advisory Council recommended that information on the forthcoming residents meeting be shared through <b>WFN's</b> Communications Department and further determined to post notices within their respective communities for greater resident awareness.
<i>T. Konek</i>	<p>Overviewed the presentation with the Advisory Council. Highlights from the presentation included:</p> <ul style="list-style-type: none"> <li>• Basic homeowner grant is up to \$570 and is not maximized;</li> <li>• There has been a substantial increase in land value which will affect taxes owed by residents;</li> <li>• Key components are the tax rate, homeowner grant, and individual value which will result in the amount owed by each resident; and</li> <li>• Most residents have previously not been able to utilize a homeowner grant, however with these increases WFN will experience a notable increase in application.</li> </ul>
<i>P. Leitch</i>	There are multiple assessment classes and each will have experienced changes. The non-market change is the key driver in changes, as this is new sources of funding without an increase to existing rate payers. If there are more new properties then we can fund existing grants without increasing the tax rate. While the rate will remain the same, with assessment value variations, each resident will see a different bill.



<i>T. Konek</i>	Continuing the presentation: <ul style="list-style-type: none"> <li>The provided formula will also support greater awareness of residents who might seek to appeal their assessment.</li> </ul>
<i>E. Jack</i>	In response to T. Turcan clarified that the Provincial tax rate is <b>\$350 while WFN's is \$500. This is a result of</b> mobile home parks on Westbank lands. This rate has not been changed to date.
<i>T. Konek</i>	Continuing the presentation: <ul style="list-style-type: none"> <li>Information on the home owner application process is further included for greater resident awareness; and</li> <li>Once payment is received then the home owner grant can be applied to deduct the appropriate amount. The grant application cannot be made until the amount owed is paid.</li> </ul>
<i>P. Leitch</i>	This is a different approach from other municipalities due to how this grant is funded internally by WFN.
<i>E. Jack</i>	New funds that WFN will receive are largely represented by new construction costs as previously identified by P. Leitch. This has resulted in minimal growth from the previous fiscal year.
<i>P. Leitch</i>	There are 224 new folios that have been identified as provided in the supporting informational report.
	The Advisory Council expressed appreciation for the report as presented.
Staff Left:	P. Leitch, E. Jack, and T. Konek left the meeting at 10:07 a.m.
	<u>Development Services Update</u>
Staff Entered:	G. Dimmick entered the meeting at 10:09 a.m.
G. Dimmick	Overviewed the update with the Advisory Council. Highlights from the presentation included: <ul style="list-style-type: none"> <li>Road frontage updates have been completed along Daimler Road and East Boundary Road with further review of potential berm considerations addressed by staff;</li> <li>Broadstreet Project continues to work on development permit requirements and has acquired traffic circle designs to support the additional 226 residential units;</li> </ul>



	<ul style="list-style-type: none"> <li>• Skygreen Project has received a demolition permit and is working towards development permit requirements to support 215 residential units;</li> <li>• A 24 unit townhouse development near the WFN Elders Hall will look to initiate work in the Spring, 2020;</li> <li>• Copper Sky development will see 165 townhouse development developed for its third phase;</li> <li>• A Shelter Bay project is working towards Phase 1 Development requirements for a variety of residential developments;</li> <li>• Ariva Project is moving ahead and will be developed over multiple phases and see 194 residential units developed over these phases;</li> <li>• An RV park will be developed near Marmot Lane following WFN Council approval for a rezoning application; and</li> <li>• Overall there are approximately 1,000 proposed residential units upcoming, 115 hotel units in the upcoming year, and approximately half of residential units are rental units.</li> </ul> <p>In response to T. Turcan confirmed that staff are <b>currently reviewing WFN's current development cost charge ("DCC") rates. This will likely be presented to WFN Council in February, following further review and consideration to see that DCC's remain competitive,</b> however there may be a slight increase. As with other cities, there will likely be a grace period before the new fees are applied, however appropriate notice will be issued to developers.</p> <p>In response to the Advisory Council clarified that part of the DCC program is to support park development. There are spaces identified to support this land use in <b>accordance with WFN's Parks Plan.</b></p>
	<p>The Advisory Council expressed appreciation for the update as received.</p>
<p>Staff Left:</p>	<p>G. Dimmick left the meeting at 10:34 a.m.</p>
<p>RECESS</p>	<p>The Advisory Council recessed for a break at 10:34 a.m.</p>
<p>RECONVENE</p>	<p>The Advisory Council reconvened at 10:43 a.m.</p>
	<p><u><a href="#">Overview of Engagement for the Upcoming Advisory Council Election</a></u></p>
<p>Staff Entered:</p>	<p>J. Biblow entered the meeting at 10:44 a.m.</p>



<p><i>J. Biblow</i></p>	<p>I am here today to review ways to increase the profile of the Advisory Council as I understand there have been previous concerns in recent years. I have a proposed three pronged approach to support addressing this. I would prefer to start with a campaign to establish interest, before then moving into establishing an interest in resident involvement. At this time, 71% of adults between 18 and 65 years of age are on Facebook and this is the preferred approach as this will support a broader engagement.</p> <p>WFN maintains a strong social media presence and receives important information through the use of online analytics. I strongly feel that a social media campaign will best support this initiative. A more traditional approach can be considered, however this will come at a higher cost to the Advisory Council. Social media will also support improved engagement by allowing discussions to occur through <b>WFN's</b> Communications Department and support improved response times for the provision of information. With the upcoming mail out, we can also look to include the current resident information brochure to further support this.</p> <p>In response to J. Cole clarified analytical tracking measures undertaken by staff. This information can be shared with the Advisory Council to support appropriate targeting measures.</p> <p>While the election is in September, we would look to <b>begin shortly to build interest ahead of the Resident's Annual General Meeting.</b></p>
<p><i>T. Turcan</i></p>	<p>From previous experience, <b>while the Resident's Annual General Meeting ("AGM") sees a good turnout, there have been issues in continuing to see these individuals maintain an interest in our council.</b> The Advisory Council also developed an informational video which could further be utilized to support promotional purposes.</p>
<p><i>J. Biblow</i></p>	<p>This can be circulated for greater engagement and awareness. It is important first to focus on the role and responsibilities of the Advisory Council first before we look towards promoting the election. By developing this base of knowledge first, it will support developing interest in becoming a member of the Advisory Council.</p>
<p><i>G. Couch</i></p>	<p>One of the key questions posed to me is why there is an Advisory Council. This is set out in the opening provisions</p>



	of the WFN Advisory Council <b>Law and WFN's Self-Government Agreement</b> which provides that residents must have a voice as they do not have one in respect to the Chief and Council election. This is reflective of providing input as a taxpayer residing on Westbank lands.
<i>J. Biblow</i>	This is key information that can be shared and we can look at an engaging way to communicate this to residents.
<i>J. Cole</i>	There is a young, robust demographic present on Westbank Lands that we can look to engage that will be reflective of other municipalities across Canada. This is a growing trend that provides new insights and views and we should look to engage them. There is a transition in the roles of councils in future and focusing on younger demographics will support continued growth in future.
<i>J. Biblow</i>	This is a notable transition as we have experienced in recent neighbouring elections. We can look to build awareness in this direction however this will be an ongoing initiative that will take time.
<i>L. Teichgraber</i>	I recommend that we look to host an informational seminar for residents that Advisory Council members can be present for discussion and education of our residents.
	<p>Various comments from the Advisory Council included:</p> <ul style="list-style-type: none"> <li>• Continued lack of engagement despite previous efforts to engage to date;</li> <li>• A lack of connectivity to youth demographics to increase interest in becoming an Advisory Council member;</li> <li>• A notable desire to transition approaches to support a more current approach to engagement rather than through traditional mechanisms;</li> <li>• A desire to review past efforts to better understand how processes can be improved;</li> <li>• Current demographics on Westbank lands tend to reflect an elderly community with minimal families present;</li> <li>• A focus on inviting residents to attend Advisory Council meetings;</li> <li>• Establishing a greater degree of awareness for district involvement and residents rights to vote in these elections;</li> <li>• The Advisory Council plays a much larger role than a typical advisory body; and</li> <li>• There should be an awareness of the Advisory</li> </ul>



	Council acting in a participatory capacity within WFN.
<i>J. Biblow</i>	<p><b>This likely won't see all changes achieved during this</b> upcoming election, however we will work towards changes as an ongoing measure over time. There has not been a cohesive approach to date and the proposed model will look to address this.</p> <p>If the Advisory Council is comfortable with the proposed approach I can work towards that with support from Advisory Council members, and then report back at an upcoming meeting. This approach does not need to be specific to the election but can be an ongoing initiative to maintain awareness throughout the year.</p>
<i>G. Couch</i>	As other Advisory Council members have alluded to this is a unique body that plays an important part within WFN. One highlight of note is the positive relationship that exists between our body and others within the organization. There is positive and open communication, and while there are challenges at time, largely there is an open and accepting dialogue.
	The Advisory Council requested that an update be provided at the next Advisory Council meeting.
Staff Left:	J. Biblow left the meeting at 11: 30 a.m.
	<u>Review of Donation Considerations</u>
<i>R. Ould</i>	I followed up with the housing shelter near Stevens Road as previously discussed by the Advisory Council. One concern of note is that the provision of a support basket is a temporary support, and the representative that I spoke with suggested that a financial contribution would be the best approach.
MOTION	<p>MOVED BY J. COLE          Seconded by R. Ould          THAT the Advisory Council determined to support a donation in the sum of \$1,000.00 to the Central Okanagan Community Food Bank and \$1,000.00 to the United Church to support homelessness on the Westside.          CARRIED</p>
	<b><u>2020 Resident's Annual General Meeting Date</u></b>
	The Advisory Council recommended reviewing the dates of April 7 <sup>th</sup> or 9 <sup>th</sup> as possible to best accommodate Advisory Council member schedules.





<i>L. Teichgraber</i>	Recommended that a second informational video be prepared overviewing a typical meeting of the Advisory Council and additional information on the roles of Advisory Council members.
<i>J. Cole</i>	A supporting informational banner should also be present at the Residents AGM addressing key points as identified by J. Biblow.
	<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>	There is nothing to report at this time.
	<u>Lakeshore</u>
<i>R. Ould</i>	There is nothing to report at this time.
	<u>East Boundary</u>
<i>J. Cole</i>	There is nothing to report at this time. I am aware of a community arbitration and hope that there will be a beneficial outcome.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	There is nothing to report at this time.
	<u>Next Meeting</u>
	The next meeting will take place on <b>sknir'mn</b> (February) 11, 2020 in the First Floor Boardroom of the WFN Government Building.
ADJOURNMENT MOTION	MOVED BY G. COUCH THAT the Advisory Council meeting be adjourned. CARRIED The meeting adjourned at 11:59 a.m.



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Westbank First Nation  
*Community. Leadership. Pride.*

MINUTES  
ADVISORY COUNCIL  
spáqtan (January) 14, 2020

These minutes are certified correct:

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

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

\_\_\_\_\_  
Ludwig Teichgraber

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

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