

	<p style="text-align: center;">stqaʔkʷnínw` 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 sknir'mn (February) 11, 2020</p> <p style="text-align: center; color: red;">Approved pæktán (March) 10, 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:

Jeniffer Bellingham	Researcher
Pat Leitch	Director of Finance
Ron MacKenzie	Financial Controller
Warren Kootenay	Funding Coordinator
Ernest Jack	Surveyor of Taxes
Adam Nerger	saxʷkʷəqʷəym / Recording Clerk

DELEGATES IN ATTENDANCE:

Jeromy Spence	MNP LLP
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CALL TO ORDER	Agenda is attached to these minutes as Exhibit "A."
<i>T. Turcan</i>	Called the meeting to order at 8:59 a.m. with P. Leitch, R. MacKenzie, W. Kootenay, and J. Spence present.
	<u>Motion to Adopt the Agenda of sknir'mn (February) 11, 2020</u>
MOTION	MOVED BY R. OULD Seconded by G. Couch THAT the Advisory Council hereby approves the agenda of sknir'mn (February) 11, 2020 CARRIED
	<u>Motion to Adopt the Minutes of spáqtan (January) 14, 2020</u>
MOTION	MOVED BY R. OULD Seconded by G. Couch THAT the Advisory Council hereby approves the minutes of spáqtan (January) 14, 2020. CARRIED
NEW BUSINESS	
	<u>Review of the FY2021 Local Government Budget</u>



	Presentation is attached to these minutes as Exhibit "B."
<i>P. Leitch</i>	Introduced J. Spence to the Advisory Council. MNP LLP was the successful applicant following the release of an auditing request for proposals. New auditing services were identified through a review process with a focus on value added services. MNP LLP provides an improved level of service and broader array of experience available for WFN.
<i>J. Spence</i>	In response to T. Turcan clarified that the supporting MNP LLP branch is local to Kelowna. I will be acting in the capacity of the relationship manager for MNP and will be the point of contact for WFN.
Staff Entered:	E. Jack entered the meeting at 9:04 a.m.
<i>P. Leitch</i>	Overviewed the presentation with the Advisory Council. Highlights from the presentation included: <ul style="list-style-type: none"> • The budget has been prepared in consultation with WFN management and more recently through review by WFN's Council Committees; • The budget will next be presented to Council at the February 18th Policy Day meeting, and to WFN Membership before returning to the Advisory Council; • WFN funds the home owner grant which will see an increase in cost through recent changes to BC Assessment assessment practices; • The targeted tax rate increase is approximately 3.5%, which is competitive with neighbouring local governments; • WFN's Capital Plan will be reviewed at the upcoming February 18th Policy Day meeting before presentation to the Advisory Council during the final budget presentation; • 2020 anticipated tax revenue is \$16,407,360 for an increase of 6.3% from the prior year's budget; • Approximately \$200,000.00 will be contributed to the stabilization fund; • Due to significant changes in mobile home assessment through BC Assessment, there is a notable change in residential assessment values, which is the primary contributor to assessment value; • There is an increase of 224 folios over this year; • Through a review of funding sources, there has been a decrease of approximately 4% in property



	<p>taxation, with funds identified through alternative sources and utilized to support other aspects of local government services;</p> <ul style="list-style-type: none"> • There is an approximate increase of 21% in home owner grant expenditures to be funded through WFN due to an increase in claims for the grant; • Staff are currently reviewing succession planning and identifying positions which require further consideration; • There are further employment opportunities identified for the Financial Services department which will not be funded through taxation dollars; • The Advisory Council budget has seen an increase in anticipation of the upcoming election in September 2020; • Contributions to the stabilization budget is subject to change dependent on taxation rate; • Local government services expenses has increased by 5.8% in the upcoming fiscal year; and • Finalized amounts are anticipated to be received and reviewed by staff shortly for local government service increases.
<p><i>G. Couch</i></p>	<p>Over the years that I have sat on this Council, I have benefitted from the clarity of these presentations and particularly today, I appreciate the format in which this information has been provided. I appreciate the efforts of the Finance team in preparing and presenting this in a manner that is easy to understand.</p>
<p><i>E. Jack</i></p>	<p>In response to T. Turcan clarified that there are exemptions for Member-owned businesses dependent on the situation and manner in which the land is held. This has been a consistent approach since 2007 and conducted as supported through the WFN Constitution.</p> <p>In response to T. Turcan, clarified that local service providers typically consider both taxation and non-assessment rolls.</p>
<p><i>P. Leitch</i></p>	<p>In response to L. Teichgraber clarified that the Member roll is a confidential document and is provided to specific service providers in confidence through the existing service agreements held in place between these bodies and WFN.</p> <p>In response to T. Turcan recommended that any items that the Advisory Council would like to see addressed on the capital projects list be provided prior to February 18th,</p>



	for review with Council at the scheduled Policy Day meeting.
<i>T. Turcan</i>	It will be beneficial to have parks remain a focus as this is a priority that has been identified to date by the Advisory Council.
<i>J. Bellingham</i>	In response to the Advisory Council noted that feedback raised to date by the Advisory Council has been noted by staff for inclusion in the budget and discussion with Council. The level of connectivity for the Advisory Council in the budgeting process is no less than what is provided to Membership.
<i>P. Leitch</i>	<p>In response to the Advisory Council, at this time there is approximately \$100,000.00 budgeted for the upcoming year specific to parks and greenspaces across numerous projects.</p> <p>In response to T. Turcan clarified that the budget for Planning and Development has been reduced due to alternative sources identified, and the completion of special projects.</p> <p>In response to L. Teichgraber, clarified that increases to the budget are largely representative of growth experienced on Westbank lands, and the growth of staffing capacity to support the provision of services to residents. The changes to BC assessment and resulting increase to the WFN Home Owner Grant is a significant factor in increases as well. From review of the continued population growth, it has been ideal that growth in taxation has been limited to 5% over recent years.</p> <p>In response to L. Teichgraber clarified that staff's identification of cost of living increases consider a multitude of factors such as benefits, and pension contributions.</p>
Staff Left:	R. MacKenzie and W. Kootenay left the meeting at 9:57 a.m.
	<u>BC Assessment Meeting</u> Presentation is attached to these minutes as Exhibit "C."
<i>E. Jack</i>	In response to R. Ould clarified the qualification criteria for the issuance of the Home Owners Grant and how it can change for those identified as seniors or having a disability.



<p><i>R. Ould</i></p>	<p>I had concerns with the approach taken at the recent meeting by those presenting. I felt that there was information lacking in the manner in which this presentation was made. Relying on the law rather than on the rationale I believe was a misstep, and I relayed these concerns to BC Assessment representatives present.</p> <p>Comments made by Thomas Konek regarding laws that should be amended was also a misstep as it was out of context and created concerns amongst those residents who were present. The information provided by BC Assessment was not beneficial and created further confusion for those with limited knowledge of these matters.</p>
<p><i>L. Teichgraber</i></p>	<p>BC Assessment provided a poor presentation that did not support the provision of clear information. I believe that WFN should create improved communication materials that provide a greater degree of information regarding assessment practices. If we are not supportive of BC Assessment, then we should look at alternative providers. I am glad that we held the meeting, however feel that there were some notable concerns that could have been addressed in a better manner. In a subsequent meeting, I discussed the topic of assessment with Nancee Way park residents which supported a greater degree of understanding.</p>
<p><i>J. Bellingham</i></p>	<p>This approach is the answer; in the capacity as Advisory Council members, it is your role to advocate and provide this degree of information to residents to support improved understanding.</p>
<p><i>E. Jack</i></p>	<p>In response to T. Turcan clarified that there were approximately 80 residents in attendance at the BC Assessment meeting.</p>
<p>Delegate Left:</p>	<p>J. Spence left the meeting at 10:07 a.m.</p>
<p><i>E. Jack</i></p>	<p>This was a difficult meeting in light of recent increases in assessment. What residents did not comprehend, was that despite these increases that does not necessarily mean that this will negatively affect taxation bills.</p>
<p><i>T. Turcan</i></p>	<p>We can anticipate that there will be increased focus on this matter at the upcoming Resident's Annual General Meeting ("AGM").</p>
<p><i>P. Leitch</i></p>	<p>In light of that, staff can work towards how to provide</p>



	this information in a clear manner that is easily understood by residents ahead of the upcoming AGM. This can be a task completed by WFN's Taxation Department.
<i>J. Cole</i>	If there is information prepared, it should be clear how the market value is determined so that residents are aware of this.
<i>E. Jack</i>	In response to the Advisory Council, clarified the manner in which manufactured homes are assessed with consideration given to their concrete foundation.
<i>P. Leitch</i>	Staff can connect with BC Assessment to obtain information on their assessment practices for provision to the Advisory Council that can be reviewed and provided to residents for a greater level of awareness.
<i>E. Jack</i>	As a result of the issued notices, there have been 51 appeals received at this time.
	The Advisory Council determined to further discuss the matter and provide a direction at the next meeting.
<i>J. Bellingham</i>	There is time, prior to the AGM, for the Advisory Council to determine how to approach this matter. If the Advisory Council prefers, a presentation can be made at the AGM with the intent to provide a greater level of information to residents through this public event. This is one possible solution, however there are alternative measures to provide information as noted by the Advisory Council.
Staff Left:	P. Leitch and E. Jack left the meeting at 10:34 a.m.
	<u>Review of the Advisory Council Information Brochure</u> Informational Brochure is attached to these minutes as Exhibit "D."
<i>J. Bellingham</i>	5500 informational brochures will be ordered by WFN's Communications Department and made available at the upcoming AGM. Brochures will further be included in an upcoming notice to be issued to residents.
	<u>2020 Advisory Council Annual General Meeting: Review of Flyer and Menu</u> Supporting Documents are attached to these minutes as Exhibit "E."
<i>J. Bellingham</i>	Overviewed the supporting materials with the Advisory Council.



	The Advisory Council provided support for the flyer as presented.
	Feedback from the Advisory Council on speaking items at the AGM included: <ul style="list-style-type: none"> • Information on taxation assessment; • Notable capital projects; • Upcoming Advisory Council election; and • Notable upcoming developments.
	The Advisory Council determined to recommend that the AGM dinner consist of the hamburger option with hot dogs included and for an attendance of approximately 350 residents.
	<u>Update on Engagement for the Upcoming Advisory Council Election</u> Communication Plan is attached to these minutes as Exhibit "F."
<i>J. Bellingham</i>	WFN's Communications & Community Engagement Coordinator, Jacquie Biblow, has prepared a communication plan following meeting with the Advisory Council last month. The Advisory Council is encouraged to review this document and provide any feedback to her ahead of next meeting.
	The Advisory Council determined to support the Communications Plan as provided and requested that J. Biblow attend the next Advisory Council meeting if necessary.
	<u>District Reports</u>
	<u>Lakeridge</u>
Staff Left:	J. Bellingham left the meeting at 11:01 a.m.
<i>L. Teichgraber</i>	Overviewed recent attendance to a meeting with Nancee Way Village with residents to review taxation assessment on Westbank lands.
	<u>Prairie</u>
<i>G. Couch</i>	There is nothing to report at this time.
	<u>Lakeshore</u>
<i>R. Ould</i>	Overviewed a communication received regarding tax reforms from an attendee to the recent BC Assessment meeting. This correspondence largely focused on personal changes the individual would like to see.
	<u>East Boundary</u>



<i>J. Cole</i>	I received a phone call from a Berkley Estates resident regarding a rumour they had heard concerning the possible sale of the park. I directed them to review their tenancy agreement and supporting law to consider their rights as well as to seek clarity with park management.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	I have been asked to provide a report on WFN Activities at the annual Bayview Residents Meeting that will take place this month and will report on this at the next meeting.
	<u>Next Meeting</u>
	The next meeting will take place on pæckítán (March) 10, 2020.
ADJOURNMENT MOTION	MOVED BY T. TURCAN THAT the Advisory Council meeting be adjourned. CARRIED The meeting adjourned at 11:13 a.m.

These minutes are certified correct:

Terry Turcan

Gord Couch

Ludwig Teichgraber

Rick Ould

John Cole