

	<p style="text-align: center;">stqa?k^wniw` 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 pæcktán (March) 10, 2020</p> <p style="text-align: center; color: red;">Approved spilmtæn (April) 27, 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/Assistant Negotiator
Pat Leitch	Director of Finance
Ron MacKenzie	Financial Controller
Ernest Jack	Surveyor of Taxes
Graeme Dimmick	Senior Planner
Adam Nerger	səx ^w k'əq'əq'aym / Recording Clerk

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 pæcktán (March) 10, 2020</u>
MOTION	MOVED BY J. COLE Seconded by G. Couch THAT the Advisory Council hereby approves the agenda of pæcktán (March) 10, 2020 with the following additions: <ul style="list-style-type: none"> • Review of Tax Assessment Protocols CARRIED
	<u>Motion to Adopt the Minutes of sknir'mn (February) 11, 2020</u>
MOTION	MOVED BY J. COLE Seconded by G. Couch THAT the Advisory Council hereby approves the minutes of sknir'mn (February) 11, 2020 . CARRIED
NEW BUSINESS	
	<u>Preparation for the Residents Annual General Meeting</u>
<i>J. Bellingham</i>	Preparations for this event are moving forward and notices will be issued for resident awareness shortly.



	In response to G. Couch, clarified that WFN Council members receive an invitation to ensure members of Council are present for the event.
Staff Entered:	P. Leitch and R. MacKenzie entered the meeting at 9:08 a.m.
<i>T. Turcan</i>	A few items that will be raised will be an update on current assessment changes, and the relocation of the Sncewips Heritage Museum. It would also be helpful to follow up to confirm what items Chief Derickson will be raising to avoid duplication of speaking notes.
<i>L. Teichgraber</i>	It will also be important to remind residents of the upcoming election and the supporting administrative process behind this matter.
<i>J. Bellingham</i>	In response to the Advisory Council confirmed that notable dates specific to the election can be present at the Legal Services Branch information booth.
Staff Entered:	E. Jack entered the meeting at 9:12 a.m.
	<u>Presentation of the FY2021 Local Government Services Budget</u> Presentation is attached to these minutes as Exhibit "B."
<i>P. Leitch</i>	<p>Overviewed the budget with the Advisory Council.</p> <p>In response to L. Teichgraber, clarified the current timeline in the budgeting process and upcoming dates prior to finalization of the budget. It is very unlikely that any changes to the budget would occur resulting from the presentation of the budget to Membership based on previous presentations to date.</p> <p>Highlights from the presentation included:</p> <ul style="list-style-type: none"> • There is a current estimate of an increase of \$400,000.00 to be utilized for the Home Owners Grant, however it is likely that this may be a higher than required use; and • \$100,000.00 has been removed from the "doubtful accounts" budget as the full \$200,000.00 budget typically set aside is never reached from previous years' review. <p>In response to L. Teichgraber, clarified that staff do not currently utilize budgeting software however this has been identified in the capital plan for 2021. This would</p>



	<p>provide an integrated approach for departments to utilize.</p> <p>In response to T. Turcan, clarified that finalized figures have been received through the City of West Kelowna which has seen a noted increase in Westside Fire Services in the sum of approximately 7.2%, however other service numbers have not witnessed an increase.</p> <p>Continuing the presentation:</p> <ul style="list-style-type: none"> • There has been a tourism budget line developed under Economic Development which will monitor costs related to tourism. <p>In response to T. Turcan clarified that the current amount in the stabilization fund is approximately \$450,000.00, however there are funds available through the contingency fund as well.</p> <p>Continuing the presentation:</p> <ul style="list-style-type: none"> • There is approximately \$5.3 million in major capital projects identified for the 2020/2021 budget; • There are additionally notable projects under \$100,000.00 that have also been identified such as sidewalk initiatives; • There is an approximate increase in the budget of approximately 4% from the previous budget; • There have been new sources of funding identified through external grants to support new services that will not be funded through taxation; • Assessments on Westbank lands have continued to increase as reflected through the ongoing trends; • \$198,668.00 will be obtained through new property assessments; and • The net tax increase to existing ratepayers will be approximately 3.66% and the total tax increase is 4.95% of which 1.5% is funded through new properties.
<p><i>E. Jack</i></p>	<p>In response to the Advisory Council, clarified that steps were taken to reduce the rate charged for WFN utility rates following direction from the First Nation Tax Commission ("FNTC").</p>
<p><i>P. Leitch</i></p>	<p>Continuing the presentation:</p> <ul style="list-style-type: none"> • The average homeowner will pay on average \$1528.00 after the application of the homeowner grant.



	In response to the Advisory Council, clarified that there is not a contribution required from WFN for hospital services. This is something staff are aware of and would look to engage for negotiation in the event that these service costs would be required of WFN.
<i>L. Teichgraber</i>	Recommended that consideration be given to future potential concerns should WFN be required to pay hospital tax.
<i>P. Leitch</i>	The budget will next be brought to WFN Membership and finally return to WFN Council for final approval and adoption.
<i>E. Jack</i>	In response to the Advisory Council, clarified that there has been preliminary discussion with First Nation Tax Commission ("FNTC") representatives to advise them of the anticipated rates and no concerns were identified from that discussion.
<i>P. Leitch</i>	In response to the Advisory Council clarified that taxation exemption and how this is practice is applied is currently under review as direction provided through WFN Council. Continuing the report: <ul style="list-style-type: none"> • WFN rates will be comparable to other local governments and from review of previous year rates, this has been continued.
MOTION	MOVED BY G. COUCH Seconded by R. Ould THAT the Advisory Council determined to support and recommend the adoption of the FY2021 Local Government Services Budget as provided. CARRIED
	<u>Addition of Expenditure By-law Annual Budget 2020 to the Westbank Taxation Expenditure By-law 1995</u> Staff Report from E. Jack is attached to these minutes as Exhibit "C."
<i>P. Leitch</i>	Noted for the Advisory Council's awareness that a schedule for the supporting by-law will need to be amended.
<i>E. Jack</i>	Overviewed the report with the Advisory Council.
MOTION	MOVED BY J. COLE Seconded by G. Couch THAT the Advisory Council determined to accept and



	recommend the adoption of Amending By-law 20-TX-01 as presented. CARRIED
	<u>Westbank First Nation Annual Tax Rates</u> Staff Report from E. Jack is attached to these minutes as Exhibit "D."
<i>E. Jack</i>	Overviewed the report with the Advisory Council.
MOTION	MOVED BY G. COUCH Seconded by R. Ould THAT the Advisory Council determined to accept and recommend the adoption of Amending By-law 20-TX-02 as presented. CARRIED
	<u>Quarterly Financial Report, December 2019</u> Quarterly Report is attached to these minutes as Exhibit "E."
<i>R. MacKenzie</i>	Overviewed the report with the Advisory Council. Highlights from the report included: <ul style="list-style-type: none"> Public Works is currently operating at a deficit primarily due to landscaping costs budgeted that did not proceed.
<i>P. Leitch</i>	In response to the Advisory Council clarified the typical grant process and what factors are generally considered when developing a grant application for submission.
<i>R. MacKenzie</i>	Continuing the report: <ul style="list-style-type: none"> There is \$16.1 million in the contingency reserve fund at this time; and \$200,000.00 has been invested in the Ridge Estates Drive sidewalk project.
<i>P. Leitch</i>	In response to T. Turcan, clarified that \$20,000.00 was identified in the budget to support homelessness initiatives and as a result an additional \$10,000.00 was not supported. If there are specific initiatives identified by the Advisory Council then these can be reviewed and considered. This would reduce the potential for a duplication in budgeting. It was recommended that a proposal be developed and presented to Council should there be any interest in pursuing an initiative of this nature.
	<u>Update on the Property Tax Prepayment Program</u>
<i>P. Leitch</i>	There will be a supporting policy developed to support clarity on this initiative. This will be developed and



	<p>implemented in future with this supporting governance instruments present.</p> <p>In response to T. Turcan, clarified that steps are being taken to implement digital services for payment through an online portal which staff are continuing to be worked towards. At this time, staff are working with the proponent to work towards this outcome however this will require more time to prepare a smooth rollout.</p>
Staff Left:	P. Leitch and R. MacKenzie left the meeting at 10:57 a.m.
	<u>Scheduling of the Semi-Annual Council to Council Meeting</u>
	The Advisory Council determined to recommend either siya?tən (June) 8 th or 22 nd following a Policy Day for a lunch meeting with Council.
	<u>Property Tax Assessment Protocols</u> Proposal is attached to these minutes as Exhibit "F."
<i>L. Teichgraber</i>	There are continued concerns with assessment protocols, transparency in relation to assessment, and taxation exemption considerations. The Advisory Council has developed a list of items that we request be reviewed by Council that I recommend be supported through a motion of this Council. Education is one approach however we would like to propose alternative approaches to this matter. We would like to see steps taken by Council and WFN Administration towards supporting these considerations.
<i>J. Bellingham</i>	This would best be raised with Council at the Council to Council meeting with an appropriate supporting recommendation. This will best support Council awareness and discussion on these matters.
MOTION	<p>MOVED BY L. TEICHGRABER Seconded by J. Cole THAT the Advisory Council recommends that WFN Council consider the merits of authorizing a review of property assessment protocols and modernization of the WFN property taxation law where needed. CARRIED</p>
<i>J. Cole</i>	Recommended that further consideration be given to review of the taxation law and development of a business case to support the proposal put forward to WFN Council.



	The Advisory Council requested that T. Turcan provide a background to support further discussion with WFN Council and provide a greater degree of clarity to the request.
	<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>	On pæckttán (March) 18 th there will be a Sun Village meeting held to address fencing that exists along Old Okanagan Highway which is in need of repair. From discussion to date there are concerns with the boundaries of the affected area in respect to WFN and the City of West Kelowna, however both have provided approval for the works to be completed.
	<u>Lakeshore</u>
<i>R. Ould</i>	There was a resident concern brought forward to my attention however in discussion with WFN's Residential Premises Administrator I understand that this matter is being addressed, however as this is a personal matter and the resident who raised it to my attention is not a party to the matter, there is no further information to provide.
Staff Left:	J. Bellingham left the meeting at 11:19 a.m.
<i>R. Ould</i>	I understand at this time from the resident that this matter will be raised at the Supreme Court however as this is a personal matter it is beyond our control.
Staff Left:	E. Jack left the meeting at 11:21 a.m.
Staff Entered:	G. Dimmick entered the meeting at 11:22 a.m.
	<u>East Boundary</u>
<i>J. Cole</i>	A resident contacted me concerning a recent arbitration hearing and potential impacts of the noted sanitation concerns. I directed this individual to WFN's Development Services to follow up on these concerns.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	Unfortunately the Bayview meeting will be rescheduled due to a funeral that occurred at the space we were to utilize. There are constant concerns of vandalism in the Bayview area that the community is looking to address.



	<u>Development Services Update</u>
G. Dimmick	<p>Overviewed the update with the Advisory Council. Highlights from the update included:</p> <ul style="list-style-type: none"> • 121 units are under construction through the Harbour Ridge development and will largely be rental units with some commercial units; • The Ariva Project is currently in the development permit application process at this time and will result in 300 units over seven phases with a focus on senior living and a future possible assisted living facility; • Nancee Way Village has recently finalized approval for the development of nine additional units; • The Shelter Bay project is currently working on development permit requirements, and would result in over 100 residential units and see roadway improves to support pedestrian and cyclist traffic; • The Skygreen Project is under way with 115 rental units anticipated to be constructed; • The Broad Street project is working towards completion of development permit applications and will require traffic improvements; • A hotel to be located on Carrington Road will support further traffic improvements in the area; • Staff continue to work to support traffic improvements and implement these requirements on developers to reduce costs to be faced by WFN; • Hawk’s Landing will see an additional 40 units consisting of 20 duplexes constructed; • An amended industrial zoning, “business industrial”, has been developed that will result in a greater mix of lighter uses; • An 8600 square foot business industrial space has been proposed to utilize the business industrial zoning; • The next phase of the Copper Sky development is proceeding though with an amended proposal to result in 168 townhouses rather than the current condo development approach; • An RV Park will proceed near the Old Okanagan Highway/Marmot Lane area with the owner proceeding through the development permit process; • Frontage improvements will occur along Daimler Road through the existing developer as a development requirement with support received through the City of West Kelowna due to existing boundaries;



	<ul style="list-style-type: none"> • An amalgamation of parcels has been proposed near Cougar Road to support the development of 74 townhomes; • WFN is currently working towards the award of a project to a consultant to support the review of the WFN Community Plan which will be a large scale project that will require a significant level of engagement; and • The City of West Kelowna will similarly be working towards the review of the comprehensive community plan and will look to engage WFN and WFN residents in undertaking this project. City of West Kelowna representatives will be meeting with WFN Council in the upcoming weeks. <p>In response to T. Turcan clarified that parks and trails plans are typically developer driven through a presentation of the existing masterplan will be overviewed at the upcoming Chief Bitterroot Council Committee.</p>
	The Advisory Council expressed appreciation to G. Dimmick for the presentation.
Staff Left:	G. Dimmick left the meeting at 11:47 a.m.
	<u>Social Media</u> Report Prepared by J. Biblow is attached to these minutes as Exhibit "G."
A. Nerger	Overviewed the report with the Advisory Council. This report was prepared by WFN's Social Media and Engagement Coordinator, Jacquie Biblow. Posting of news, events, and information on the Advisory Council will be continued in accordance with the previously presented engagement plan with updates to be shared with the Advisory Council each month. If there are any specific postings the Advisory Council would like to have shared, then this can be coordinated through Jacquie.
	The Advisory Council expressed appreciation for the information as presented.
	<u>Next Meeting</u>
	The next meeting will take place on spíamtən (April) 14, 2020.
ADJOURNMENT MOTION	MOVED BY J. COLE THAT the Advisory Council meeting be adjourned. CARRIED



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Westbank First Nation
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MINUTES
ADVISORY COUNCIL
pæktán (March) 10, 2020

	The meeting adjourned at 11:49 a.m.
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These minutes are certified correct:

Terry Turcan

Gord Couch

Ludwig Teichgraber

Rick Ould

John Cole