

	<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  spíłmtən (April)  27, 2020</b></p> <p style="text-align: center;"><b>Approved siyaʔtən  (June) 9, 2020</b></p>
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Meeting took place via Zoom Meeting Platform.

**ADVISORY COUNCIL IN ATTENDANCE:**

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

**STAFF IN ATTENDANCE:**

Jeniffer Bellingham	Self-Government Implementation Coordinator/Researcher
Raf De Guevara	Manager, Intergovernmental Affairs/Title & Rights
Pat Leitch	Director of Finance
Ernest Jack	Surveyor of Taxes
Adam Nerger	səxʷkʷəqʷəqʷaym / 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.
	<b><u>Motion to Adopt the Agenda of spíłmtən (April) 27, 2020</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 agenda of spíłmtən (April) 27, 2020 with the following additions: <ul style="list-style-type: none"> <li>• Meeting Honorarium;</li> <li>• Taxation Notice Communications;</li> <li>• Next Meetings for the Advisory Council; and</li> <li>• Resident’s Annual General Meeting Update.</li> </ul> <b>CARRIED</b>
	<b><u>Motion to Adopt the Minutes of pəckłtán (March) 10, 2020</u></b>
<b>MOTION</b>	<b>MOVED BY R. OULD</b> <b>Seconded by J. Cole</b> <b>THAT</b> the Advisory Council determined to adopt the minutes of pəckłtán (March) 10, 2020 as presented. <b>CARRIED</b>
<b>NEW BUSINESS</b>	
	<b><u>Financial Update</u></b> <b>Financial Report is attached to these minutes as Exhibit "B."</b>



<p><i>P. Leitch</i></p>	<p>Overviewed the report with the Advisory Council.          Highlights from the report included:</p> <ul style="list-style-type: none"> <li>• There will be two forthcoming changes to the previously presented budget;</li> <li>• 2020 assessments will be reviewed and updated with updated rates for light industry and business rates;</li> <li>• No rate changes were made to residential assessments; and</li> <li>• Other local governments in the region are currently reviewing rates for businesses and light industry.</li> </ul> <p>In response to J. Cole clarified that rate changes will be specific to WFN and businesses in BC will face different rate changes depending on their local government authority.</p> <p>Continuing the report:</p> <ul style="list-style-type: none"> <li>• Funds will be drawn down from the contingency reserve fund, which will be reduced by \$430,000 for current action taken in recognition of the COVID-19 pandemic; and</li> <li>• A year-end financial review is under way at this time and numbers provided in the report are not final.</li> </ul>
<p>Staff Entered:</p>	<p>E. Jack entered the meeting at 9:12 a.m. via Zoom</p>
	<p><b><u>COVID-19 Tax Relief Update to the Advisory Council Staff Report from E. Jack is attached to these minutes as Exhibit "C."</u></b></p>
<p><i>E. Jack</i></p>	<p>Overviewed the report with the Advisory Council.</p> <p>In response to T. Turcan, clarified the use of the contingency reserve fund in accordance with WFN policy, which allows for the use of up to 10% of funds. The proposed action will meet these requirements set by policy.</p>
<p><i>P. Leitch</i></p>	<p>For clarity, we will distribute 5% into this reserve fund as well before the proposed action is taken.</p> <p>Communications have been released updating the general public with the proposed action following discussion and approval by Council.</p>
<p><i>R. De Guevara</i></p>	<p>In response to T. Turcan, clarified that the intent is that taxation continued to be collected and only in instances</p>



	<p>where an individual is not able to pay due to current pandemic considerations, they will be able to defer payment to September, 2020.</p>
<i>P. Leitch</i>	<p>At this time, this approach will be taken based on the honour system, however there will be an emphasis to encourage those that are able to pay, to do so.</p> <p>In response to L. Teichgraber, clarified that those unable to pay by September 2020 will receive a 10% penalty.</p>
<b>MOTION</b>	<p><b>MOVED BY J. COLE</b>  <b>Seconded by R. Ould</b>  <b>THAT</b> the Advisory Council supports and recommends:</p> <p><b>THAT</b> Council extend the tax due date from July 2, 2020 to September 30, 2020, under section 48 of the WFN Property Tax By-law 95-TX-08 and subsequent amendments;</p> <p><b>THAT</b> Council support a decrease in the School Tax portion of the tax rates for Classes 5 and 6 by 50%, as established in By-law 20-TX-02, and further amend By-law 20-TX-02 accordingly and give 20-TX-02 Third Reading;</p> <p><b>THAT</b> Council authorize funding the total expected cost of the school tax portion decrease of 50% for Class 5 and 6 of approximately \$430,000, from the Tax Contingency Reserve Fund and amend the final LGS budget accordingly; and</p> <p><b>THAT</b> Council amend the Tax Annual Expenditure By-law 20-TX-01 to reduce the property tax revenue by \$430,000.00, funding this change through the Tax Contingency Reserve Fund, and give the amended 20-TX-01 Annual Expenditure By-law Third Reading.  <b>CARRIED</b></p>
<i>P. Leitch</i>	<p>This matter will next be brought forward to Council on May 4<sup>th</sup> and an update will be provided at the next scheduled meeting of the Advisory Council. A communication will be developed for inclusion in the upcoming tax notices as well for greater awareness and clarity.</p>
<i>G. Couch</i>	<p>Expressed appreciation for the efforts of staff in developing supporting meeting documentation and arrangement to support a meeting utilizing the Zoom</p>



	platform.
	<b><u>Taxation Notice Communication</u></b>
	The Advisory Council discussed the possibility of a joint communication to residents in collaboration with WFN Council.
<i>T. Turcan</i>	I would like to see joint communication on action taken by WFN to support businesses and light industry and further provide an update on the Residents Annual General Meeting.
<i>R. De Guevara</i>	Requested that T. Turcan prepare draft correspondence to be shared with Council for further consideration.
	<b><u>Meeting Honorarium</u></b>
<i>J. Bellingham</i>	For clarity, as this meeting is held utilizing the Zoom platform, we will include each of the Advisory Council member responses to the meeting invitation as confirmation of attendance and to support processing of honorarium distributions.
	<b><u>Next Meetings for the Advisory Council</u></b>
<i>J. Bellingham</i>	<p>At this time, we have delayed the next scheduled meeting, originally scheduled for May 12<sup>th</sup>, with the intent to move the meeting to June 9<sup>th</sup> based on current circumstances. It is likely this meeting will be hosted via Zoom as well. The Council to Council meeting will be rescheduled and likely held via Zoom however a new date will need to be identified. WFN facilities continue to be on lockdown to the public and Zoom is the most likely platform to support future meetings for the time being.</p> <p>In response to R. Ould, in accordance with the Advisory Council Law, there is no requirement for the Advisory Council to meet on a monthly basis. The current meeting practice was developed to support a more regular meeting schedule to support staff awareness, however at this time it is not a requirement.</p> <p>I will follow up with WFN Council shortly and work to develop potential meeting options.</p>
	The Advisory Council expressed a preference to meet personally with Council as possible.
Staff Left:	P. Leitch left the meeting at 9:39 a.m.
<i>R. De Guevara</i>	For the Advisory Council's awareness, WFN is engaging



	<p>with the Federal and Provincial governments on various funding initiatives to support the continued provision of programs and services during this pandemic. One matter we will raise with their representatives, is the tax deferral which I will seek to have these costs repaid to WFN from the Federal Government with the intent to redistribute these costs back to the contingency reserve fund. We will keep the Advisory Council updated on this matter as we move forward. To date, there has been active engagement from Federal representatives on this, and we will follow up with correspondence from WFN Council following further discussion.</p> <p>In response to R. Ould clarified that WFN continues to pursue funding initiatives and other sources of funds to best support the community as available.</p>
<i>J. Bellingham</i>	<p>Updates on these matters are provided through the WFN website and social media pages as best possible. Regular updates will continue to be provided through these platforms going forward.</p>
	<p><b><u>Resident’s Annual General Meeting</u></b></p>
<i>J. Bellingham</i>	<p>In response to the Advisory Council, clarified that E. Jack can develop communications for the upcoming tax notice on recent steps taken internally for the greater awareness of residents.</p> <p>Concerning the upcoming Advisory Council election, this will proceed and Legal Services is currently reviewing how to proceed on this basis. This will be developed and shared with the Advisory Council for greater awareness.</p> <p>In response to the Advisory Council, confirmed that the Resident’s Annual General Meeting has been cancelled in recognition of current COVID-19 pandemic concerns.</p>
<i>R. De Guevara</i>	<p>We will connect with WFN Communications and the Chief’s Executive Assistant to collect information that would have been shared at the Resident’s Annual General Meeting to be developed into a communication to then be shared with residents through the WFN website.</p>
<i>J. Bellingham</i>	<p>If the Advisory Council can prepare messaging and provide this to me, I will connect with Communications and the Chief’s Executive Assistant.</p>
	<p><b><u>Communications Strategy Update</u></b>  <b>Communications Update is attached to these</b></p>



	<b>minutes as Exhibit "D."</b>
<i>J. Bellingham</i>	Overviewed the update with the Advisory Council.
	The Advisory Council expressed appreciation for the report as prepared.
<b>ADJOURNMENT MOTION</b>	<b>MOVED BY</b> <b>THAT</b> the Advisory Council meeting be adjourned. <b>CARRIED</b> The meeting adjourned at 9:51 a.m.

**These minutes are certified correct:**

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Terry Turcan

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Gord Couch

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Ludwig Teichgraber

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

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