

	<p style="text-align: center;"><b>stqɑʔkʷłnıw`t</b>  <b>WESTBANK FIRST NATION</b>  515 Highway 97 South  Kelowna, BC V1Z 3J2  Phone: (250) 769-4999 Fax: (250) 769-4377  <a href="http://www.wfn.ca">www.wfn.ca</a></p> <p style="text-align: center;"><i>Community. Leadership. Pride.</i></p>	<p style="text-align: center;"><b>MINUTES</b>  <b>ADVISORY COUNCIL</b>  sʔaslásq̓t, sk'aytan  <b>(Tuesday, October) 13,</b>  <b>2020</b>  <b>Approved (November)</b>  <b>10, 2020</b></p>
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Meeting took place via Zoom.

**ADVISORY COUNCIL IN ATTENDANCE:**

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

**STAFF IN ATTENDANCE:**

Alix Larsen	xatus k̓l̓ iʔ sq̓l̓w̓ (Interim Director of Finance)
Ashley Mazur	Executive Assistant to Council Secretariat
Carla Znak	səxʷk'əʔq'əq'aym (Recording Clerk)
Ernest Jack	xatus iʔ k̓l̓ s̓x̓əq̓əq̓ (Surveyor of Taxes)
Derek Corning	Infrastructure Engineer
Ron MacKenzie	Controller

**DELEGATES IN ATTENDANCE:**

Mike Trenn	Acclaimed Soon-To-Be Advisory Council Member
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**REGRETS:**

Jeniffer Bellingham	Self-Government Implementation Coordinator/Researcher
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<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 9:14 a.m.
	<b><u>Recognition of Any Absences of Advisory Council Members</u></b>
	There were no absences.
	<b><u>Motion to Adopt the Agenda</u></b>
<b>MOTION</b>	<b>MOVED BY J. COLE</b> <b>Seconded by R. Ould</b> <b>THAT</b> the Advisory Council hereby approves the agenda. <b>CARRIED</b>
<b>OLD BUSINESS ADMINISTRATION</b>	<b><u>Motion to Adopt the Minutes of sk'aytan (October) 13, 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 minutes of sk'aytan (October) 13, 2020. <b>CARRIED</b>



<b>NEW BUSINESS ADMINISTRATION</b>	
<b>FINANCE</b>	<b>Draft WFN Local Revenue Law 20-LRL-02 Staff Report from E. Jack attached to these minutes as Exhibit “B”.</b>
Staff entered	E. Jack and D. Corning entered the meeting at 9:15 a.m.
Member entered	G. Couch entered the meeting at 9:20 a.m.
Delegate entered	M. Trenn entered the meeting at 9:21 a.m.
<i>D. Corning</i>	<p>Overviewed the draft Local Revenue Law and the proposed plans. The portion WFN is paying is \$44,672 and we are proposing the IR9 Road DCC’s be utilized for this. Total cost of the project is close to \$100,000. The difference will be paid by the developer. We’ve added some work to what this developer had to do and we are looking for funds to pay for that.</p> <p>Our road network plan shows this connects to Bayview and heads West to Old Okanagan Highway. Timing on that is unknown. In the interim this is a great alternative to provide an</p> <p>We’ve acquired a public use right of way through the development that is protected and they could not close. The pathway will always be there.</p>
<i>T. Turcan</i>	This is constant pedestrian traffic cutting through those lands going to commercial buildings. This will provide a safer option.
<i>D. Corning</i>	<p>In response to T. Turcan, there is an upcoming development, however this will not occur for some time and this is a good interim solution. Our plan shows that it will</p> <p>Timing on that is dependent on the area being developed. We will install the sidewalk and when the area is developed it would need to be removed, but could be 10 years or longer from now.</p> <p>In response to R. Ould, they are building a sidewalk along their frontage but no further.</p> <p>West Kelowna is looking to connect into the hub. WFN’s next year’s plan is to build sidewalk, bike lanes and lighting all the way up Louie Drive, fill in the gap between Louie and Coppersky, and Bayview and Coppersky. Once that is done, we will have sidewalks for that entire loop.</p> <p>In response to T. Turcan, part of the scope is relocating the water lines out of Bayview to the other side of the road. The line on the North side of the road would be abandoned.</p>
<i>D. Corning</i>	In response to T. Turcan, the transportation plan identified that a light would improve traffic at Shannon Lake. There was no other considerations made at the time of the application for a traffic circle. It would be an improvement but



	at four times the cost, approximately \$1 million. The light would be a bit safer than the circle at this time. You will see activity this fall and then in the Spring doing the additional work.
<i>T. Turcan</i>	Noted that the signal at Shannon Lake would be WFN's first signal light.
<i>E. Jack</i>	Added that the cost of the project would be \$99,809. The money for this would be coming from IR9 DC and the developer.
<i>D. Corning</i>	Typically the developer would have to build a sidewalk on their entire frontage. Since it doesn't go anywhere at this point and we are building sidewalk on the other side, it made more sense for them to contribute to our sidewalk than to have them build one on their side. The essentially would be a cost saving to them, and to WFN.
<i>T. Turcan</i>	The developer would be contributing more than half of this cost. It makes sense for the sidewalk to not continue in their frontage.
<b>MOTION</b>	<b>MOVED BY R. OULD</b> <b>Seconded by T. Teichgraber</b> <b>THAT</b> the Advisory Council hereby recommends approval of WFN Local Revenue Law 20-LRL-02. <b>CARRIED</b>
<i>D. Corning</i>	We will be back in the near future regarding the bike BC program. Over \$2 million in total for a project next year. It will provide a great amenity for the community and close some gaps.  One thing to start thinking about, we are looking to turn Old Okanagan Highway and Louie Drive to have a 4 way stop and reduce the speed limit on that roadway. We will be submitting that to the Ministry. By creating an all-way stop we are improving the Louie leg by providing greater opportunity to go on the highway. This will also create a slower pedestrian zone. With this it will go down to a level B or C, instead of the current A.  In response to R. Ould, it would maintaining one lane in each direction with an all stop.
<i>T. Turcan</i>	Supportive of reducing the speed limit. When coming onto Old Okanagan Highway, the vehicles catch up quickly.
<i>L. Teichgraber</i>	The four way would just be a temporary solution as traffic continually increases. I'm wondering if we should have a traffic plan thought through before the developer starts to develop.
<i>D. Corning</i>	This is only a temporary change. The report shows that this would meet the demands of the area for the next 15 years. When developments come on, we have it noted that we would need to have improvements and would seek to obtain additional lands to accommodate this. We have a plan to identify where the improvements are needed.
<i>E. Jack</i>	In response to T. Turcan, we've collected 96% residential and 98% business



	taxes.
Staff left	D. Corning and E. Jack left the meeting at 9:43 a.m.
	The Advisory Council agreed that would make a better process.
Staff entered	G. Dimmick entered the meeting at 9:44 a.m.
<b>DEVELOPMENT SERVICES</b>	<b><u>Roundabout Installation at Carrington/Butt Road</u></b>
<i>G. Dimmick</i>	Currently underway and will likely be completed in November.
<b>DEVELOPMENT SERVICES</b>	<b><u>WFN Comprehensive Community Plan Review and Update</u></b>
<i>G. Dimmick</i>	<p>Provided an update to Advisory Council. There have been some delays due to COVID-19. The Comprehensive Community Plan (“CCP”) is a significant plan, which would be similar to other municipalities. Overviewed the key reasons identified for the update WFN’s CCP:</p> <ul style="list-style-type: none"> <li>• Improve usability</li> <li>• Strengthen sustainability</li> <li>• Enhance cultural elements</li> <li>• Improve ongoing engagement</li> <li>• Educate staff, community and outside the community</li> <li>• Support long range planning and trends</li> <li>• Link to the housing strategy: coming up with a good mix of housing and addressing needs.</li> <li>• Aligning with the <i>Local Government Act</i></li> <li>• Manage integrate planning process: We want to ensure that WFN’s laws integrate into this plan.</li> </ul> <p>The document is developed through a law and is the community’s vision which Council follows when making their decisions. There is nothing currently that identifies micro-suites. WFN doesn’t fall under the <i>Local Government Act</i> but we would like to incorporate into the CCP components of this act. It gives developers a bit more understanding in how those laws apply and how the process works. The CCP is a high level document. Coming      The other laws come into play      It gives developers a better understanding how things work on reserve.</p> <p>There will be a lot of virtual ongoing engagement. We’ve developed a piece of software with our consultant, called Social Pin Point, which is an online way of seeing the mapping, addressing issues and having conversation. This will be used in consultation with the others, including the Advisory Council, for the non-member population. A big part of this update is we want to hear from the non-members.</p> <p>We are in the initial stages and will utilize our social media to share information and gather feedback. We will look to a variety of groups, such as the Advisory Council and homeowner’s associations. Anticipated to have a draft plan in the fall of 2021.</p>



L. Teichgraber	One of the import things for the long term is to address the lease situation that will be expiring, how buyers perceive these and the renewals. There are significant concerns regarding this, especially if leases don't have continuity. Depreciation will occur as a result of expiring leases.
G. Dimmick	That is not something that doesn't show up in a CCP normally. There is a policy currently in place for MHP redevelopment.
T. Turcan	I am supportive of incorporating the <i>Local Government Act</i> as part of the CCP which will make the development of lands more attractive to development. Parts of this plan look very positive.
G. Couch	I strongly endorse this and the items on the list presented.
G. Dimmick	In response to T. Turcan, there is currently a CCP and the law requires a review once every 5 years.
<b>DEVELOPMENT SERVICES</b>	<b><u>Project and Capital Plan Update</u></b>
G. Dimmick	<p>Provided an update to the Advisory Council of the ongoing projects.</p> <p><u>IR 9:</u></p> <ul style="list-style-type: none"> <li>• Broadstreet project called Lakeview Village by Sonoma Pines – This is well underway. There will be 276 multi-family units. As part of that construction, the developer is paying for majority part of the Carrington Road and Butt Road traffic circle. One of the other benefits to WFN is that we are going through a devolution of Carrington Road going back to WFN, which helps for approvals and longer range planning.</li> <li>• The Carrington Hotel is well under way with 115 units and will be the largest hotel on the westside. They will be turning Carrington and Elk into a four way stop in the Spring. This is an interim step before the final solution of a traffic circle.</li> <li>• During some discussion for the broad street, Ron Derrickson provided some land at Carrington and Elk for the traffic circle. This developer will also be putting in a crosswalk for pedestrians to safely cross.</li> </ul> <p>In response to R. Ould, it is a mix of unit sizes with some townhouses within the higher density buildings.</p> <p>In response to J. Cole, the right hand turn into Canadian Tire It will still be there but medians will be in place for controls.</p> <ul style="list-style-type: none"> <li>• Sage Creek, located at the end of Red Cloud and Boucherie, we have an application. There will be multiple improvements that they will contribute to. Main entrance will be off Red Cloud, 97 units of single family units.</li> <li>• Coppersky Phase 2 is close to finalizing the development permit requirements.</li> <li>• Trasolini Construction is finalizing their development permit requirements. They are proposing 11,000 square metres of business</li> </ul>



	<p>industrial. We have worked with the developer to establish a lighter industrial area, similar to what they are using in other areas of the province. They've incorporated on their second floor a mix of office and residential.</p> <ul style="list-style-type: none"> <li>• BC Housing project on Cougar Road is a 52 housing unit. The entire area will be rezoned. They are looking to have RV storage for Sage Creek as well. The project is in the midst of a consultation process, however it is now on hold due to the election. A bus route is within close walking distance but the route can be changed to accommodate need. Parking is minimal since most occupants will not have vehicles and will likely walk or bike and have requested a reduction of parking requirements.</li> <li>• Sky Green Apartments that are actively moving along with 115 units between two buildings. They will do some improvements on IR 9, including restoring an active wetland and frontage improvements on Old Okanagan.</li> </ul> <p><u>IR 10:</u></p> <ul style="list-style-type: none"> <li>• Shelter Bay is just finishing their development permit application. There will be 220 multi-family units. They will provide a path, lighting and sidewalks. Phase 1 will be mostly 2 and 3 plexes.</li> <li>• Ariva Project are looking to finalize their development permit requirements. There will be 300 multi-units. They will do curbside development and contribute to a long range transportation plan.</li> <li>• Harbour Ridge Apartments – 121 multi-family units with commercial there as well. We have a gravity sewer line installed away which will contribute to future development in that area.</li> </ul>
<i>D. Corning</i>	In response to G. Couch, that corner of Old Okanagan Highway was rezoned a few years ago. The developer has not come back to submit development permits, however, there is recent signage on the property.
<i>Staff left</i>	G. Dimmick left the meeting at 10:18 a.m.
<i>Staff entered</i>	A. Mazur entered the meeting at 10:18 a.m.
<b>LEGAL SERVICES</b>	<b><u>Update on the October 15, 2020 Election</u></b>
<i>A. Mazur</i>	Advised that there was no one for advance polls. Voting day is on Thursday.
<i>L. Teichgraber</i>	I did not campaign, I just encouraged the election. About 375 notices were received by people. I put out a plastic pouch by the mailboxes. Out of these pouches, people took over 250 home and will provide an update after the election. I also delivered 100 directly to the homes. Maybe one of the things needed is a little site that people could pick up WFN material to the community. As I did all this, I may have gotten too enthusiastic over the election. The year before we could create a committee and possibly make some campaign funding available. I would like to promote the year before if possible.
<i>A. Mazur</i>	I wonder if this is something that we would do at the AGM.



<i>T. Turcan</i>	That would be our kickoff but maybe WFN could engage a little bit more. Maybe on the sign board at the health centre could be used.
<i>A. Mazur</i>	Those are points that could be brought up with Raf De Guevara. I would recommend that the advanced polls be at the discretion of the Electoral Officer. Over the past 5 elections, we've only had less than 5 people that show up to vote in advance. If there is only one person, it is not necessary. If there are multiple elections occurring that may be a time to have the advance polls.
<i>T. Turcan</i>	There was only one occurrence where there was several people that came to vote. There has been a loss of excitement of the election. Commended L. Teichgraber for the exceptional effort he has made.
<i>L. Teichgraber</i>	There needs to be more communication about the election and Advisory Council.
<i>A. Mazur</i>	You must sign your oath within 30 days, you cannot take office until you sign your oath. Monday will be the first opportunity by appointment. Tomorrow at 11:59 p.m. your term of office ends.
<i>Staff left</i>	A. Mazur left the meeting at 10:29 a.m.
<i>Staff entered</i>	A. Larsen entered the meeting at 10:29 a.m. and R. MacKenzie entered the meeting at 10:32 a.m.
<b>FINANCE</b>	<b><u>Quarterly Financial Report</u></b> <b>Financial Report attached attached to these minutes as Exhibit "C".</b>
<i>A. Larsen</i>	<p>Overviewed the report with the Advisory Council, identifying key highlights only. Property taxation has the majority of our revenue for the first quarter. We don't have our homeowner grants in there until the payments are received. Since the due date was extended we don't have all of the expenses in there. At the end of June we are looking at about a \$14 million annual surplus in the property taxation department. What has happened in the past, any amounts transferred from the property taxation to other departments, based on the approved budget allocation, basically show up as an expense in property taxation and show as a revenue source in other departments. That is what I am proposing we make a change to as it doesn't accurately reflect expenses. I hope to show this in a separate line item.</p> <p>There has been a significant amount more in development permit revenues. Law enforcement we are balanced. Public works – our ground maintenance revenue is not fully accounted for as we do the contracts. At the end of this reporting period, we are sitting at \$15 million in surplus.</p> <p>We are required to transfer amounts a percentage into our stabilization and capital projects every year. Those two amounts have not been accounted for yet in the first three months of the fiscal year.</p> <p>There are couple of smaller projects. You will see that the expenses exceed the budgeted amount. I will follow up with where the extra funds will come from</p>



	<p>and where the projects are at.</p> <p>At the end of March we've received \$44 million, to date we've received over \$48 million.</p> <p>The second quarter report will have the changes made and therefore show a more accurate reflection. I will add two more columns to allow for more detail.</p>
<b>FINANCE</b>	<b><u>Follow up to Audit Review Questions</u></b>
	The Advisory Council has no further questions regarding the audit review.
<i>T. Turcan</i>	In response to T. Turcan regarding how WFN has been impacted due to COVID-19, even though there is an impact on revenue sources, some of the expenses are less and therefore there is a minimal effect. WFN has also receive COVID-19 funding for potential support for those who may have difficulty paying utilities. Krista Derrickson is still looking into those things.
<i>A. Larsen</i>	In response to T. Turcan, the collection amount noted by Surveyor of Taxes was for collections to the end of September, not the first quarter. We were aligned with what other municipalities have collected.
<i>Staff left</i>	A. Larsen left the meeting at 10:47 a.m.
<b>DISTRICT REPORTS</b>	<b><u>Lakeridge</u></b>
<i>L. Teichgraber</i>	Nothing further to report.
	<b><u>Prairie</u></b>
<i>G. Couch</i>	An update on the Butt Road trees - MOTI advised that they have identified three trees as dangerous and will remove them with the approval of WFN and at no cost to WFN or Sun Village. I would like to extend my appreciation to Sun Village Administration and the Ministry. Updates will be provided.
	<b><u>Lakeshore</u></b>
<i>R. Ould</i>	There are no issues to report other than concerns form park residents regarding and dangerous dog not being muzzled when out in the public.
	<b><u>East Boundary</u></b>
<i>J. Cole</i>	<p>Vandalism of postal boxes and lack of maintenance of a gate. The owner is now dealing with those two issues.</p> <p>She was surprised to hear that there are community groups in other places. I advised her to look at her agreement and go from there. There may be some broader BC regulation that may provide some guidelines. I suggested to contact the land development department to see how different associations are handling matters. I have not heard anything further on this.</p>
<i>G. Couch</i>	There have been a long history on this where he's ignored the homeowners. I received a note from this person and it sounds like the son has a promising future.





C. Znak	In response to T. Turcan, this area does not fall under the Residential Premises Law or the Mobile Home Park Regulation. If it did fall, the mobile home park manager must consent to forming a committee. The legal department could provide further information on this.
	<b><u>Old Okanagan</u></b>
T. Turcan	One inquiry regarding where to pay a resident's fees to the manufactured mobile home.
G. Couch	After nine years of service, it is time for a change. Acknowledge the support of everyone. Thanked WFN for their support over the years and wish continued success to WFN and the rest of the Advisory Council.
T. Turcan	I've been involved with this committee for the past 15 years and have seen significant positive growth. I'm thankful that I've been able to contribute. I appreciate the support of the AC over the years.
R. Ould	Thanked both for the knowledge they've shared.
<b>FOR YOUR INFORMATION</b>	<b><u>Next Meeting</u></b>
	The next Advisory Council meeting will take place on kətc'ac'ałtən (November) 10, 2020 at 9:00 a.m. via the Zoom meeting platform.
<b>ADJOURNMENT MOTION</b>	<b>MOVED BY G. COUCH</b> <b>Seconded by J. Cole</b> <b>THAT</b> the Advisory Council meeting be adjourned. <b>CARRIED</b> The meeting adjourned at 11:02 a.m.

**Items Requiring Closure**

Items that still require closure include the following:

- Referral of Advisory Council's concerns passed on to the appropriate party(ies) regarding gaps in the information provided to them when requesting them to approve WFN Local Revenue Law 20-LRL-01 (J. Bellingham)
- Review of donation considerations (November meeting)
- Scheduling of next Council to Council meeting (November meeting)

**These minutes are certified correct:**

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

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

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

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

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