

	<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 sʔaslásq'ət , smík'w̓tən (Tuesday, December) 12, 2017 <i>Approved spáqtan</i> <i>(January) 9, 2017</i></p>
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Meeting took place in the Inter-Governmental Affairs 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
Adam Nerger	səxʷk'əʔq'əq'aym / Recording Secretary
Eric Fleury	Controller
Ernest Jack	xatus iʔ k'əl sʔəq'əq' / Surveyor of Taxes

CALL TO ORDER	Agenda is attached to these minutes as Exhibit "A."
<i>T. Turcan</i>	Called the meeting to order at 9:00 a.m.
	<u>Motion to Adopt the Agenda of smík'w̓tən (December) 12, 2017</u>
MOTION	MOVED BY J. COLE Seconded by G. Couch THAT the Advisory Council hereby approves the agenda of smík'w̓tən (December) 12, 2017 with the following addition: <ul style="list-style-type: none"> • Advisory Council Donation CARRIED
NEW BUSINESS	
	<u>Adoption of the Minutes of November 14, 2017</u>
MOTION	MOVED BY L. TEICHGRABER Seconded by J. Cole THAT the Advisory Council hereby adopts the minutes of kətc'ac'aʔtən (November) 14, 2017. CARRIED
	<u>Spring Community Cleanup, Review of Costs</u> Spring Cleanup Costs Spreadsheet is attached to these minutes as Exhibit "B."



<i>T. Turcan</i>	This is a discussion topic that was brought forward during the recent Council to Council meeting. At that time I requested that further information be provided on the costs associated with the community cleanup initiative offered to WFN Membership.
<i>J. Bellingham</i>	The fall cleanup costs have not yet been identified however a request has been made to have that information available for the next Advisory Council meeting.
<i>T. Turcan</i>	I had requested this information for the purpose of discussing whether this initiative could become a community wide initiative for all residents of WFN lands.
Staff Entered:	E. Fleury entered the meeting at 9:05 a.m.
	<p>Various comments from the Advisory Council included:</p> <ul style="list-style-type: none"> • Request for clarification on the source of funding used for the community cleanup program; • Support for the development of a community wide cleaning initiative to address unsightly premises on WFN lands; • Question of the ability and resources available to WFN Public Works staff in order to undertake a community wide cleanup; and • Benefits of initiating a community wide cleanup program.
Staff Entered:	E. Jack entered the meeting at 9:16 a.m.
	<p><u>FY2019 Provisional Budget Presentation</u> Provisional Budget is attached to these minutes as Exhibit "C." First Nations Tax Commission Expenditure By-Law Policy is attached to these minutes as Exhibit "D."</p>
<i>E. Fleury and E. Jack</i>	<p>Overviewed the provisional budget with the Advisory Council. Highlights from this presentation included:</p> <ul style="list-style-type: none"> • A review by Financial Services staff was conducted to determine the appropriate amount to be contributed to the WFN Contingency fund in accordance with the recently revised First Nations Tax Commission Expenditure By-Law Policy, specifically section 2.2 of the policy. The policy clarifies that between 1%-10% of gross property taxes can be transferred to a Contingency fund; and • Currently looking to reduce the transfer amount to the Contingency fund this year to 5% to produce a



	balanced budget through combined use of the stabilization fund.
<i>E. Jack</i>	The administration of contingency funds and the amount that can be put aside for this purpose has changed over time, with more recent revisions to governing policy occurring in 2013 and 2017. This policy establishes the criteria for the use of the contingency fund as well.
<i>E. Fleury</i>	<p>In response to T. Turcan clarified that the use of the contingency fund, in accordance with governing policy, is mainly established for the purpose of addressing unpredictable expenses such as natural emergencies or unforeseen expenses.</p> <p>In response to G. Couch clarified that response to natural emergencies in emergency operations are 100% recoverable from the Provincial Government (or INAC) however recovery costs incurred from natural emergencies are 80% recoverable from the Provincial Government.</p>
<i>E. Jack</i>	In response to R. Ould clarified that use of the contingency fund must receive approval from both WFN Council and the First Nations Tax Authority. If there are concerns expressed with the proposed use of the fund, then the usage amount can be reduced as determined by the First Nations Tax Commission.
<i>G. Couch</i>	Expressed concern with the maintenance of a low percentage of the Gross Property Taxes set aside for the Contingency reserve. With the growing population on WFN lands and increased operations, it will be increasingly important to maintain a reserve fund in order to address any emergencies or future financial concerns that may arise.
	The Advisory Council determined to provide their support for the proposed reduction in Gross Property Taxes contributed to the Contingency fund in the amount of 5%.
<i>E. Fleury</i>	<p>Continuing the presentation:</p> <ul style="list-style-type: none"> • Anticipated increase in property tax revenue; • Increase in costs associated for Westside Fire Protection; • Reduction in budgeted agreement payment amounts for BCAA, the Municipal Service Agreement with the Regional District of Central Okanagan, and Municipal Service Agreement with



	<p>the City of West Kelowna;</p> <ul style="list-style-type: none"> • Increase in Library Services costs due to the increase in WFN resident population; • Additional Planner in Planning and Development, this item was previously budgeted for however no suitable candidates were identified at that time; • Anticipated depletion of the stabilization fund to \$400,710.00; • Reduction to a 5% transfer to the contingency fund rather than the previous annual 10% transfer amount from Gross Property Tax Revenue; and • Increase in the Community Services budget line item specific to the Community Core and proposed sports court as well as other recreational areas within the core that utilized by both WFN Members and non-Members.
<i>T. Turcan</i>	<p>Expressed concerns with the delay in implementation of smart water meters on WFN lands. It is likely that the use of smart meters, as previously proposed, would identify a reduction in resident consumption of water and septic services resulting in lower rates for WFN. An update on the implementation plan for smart meters would be beneficial.</p>
<i>E. Fleury</i>	<p>Continuing the report:</p> <ul style="list-style-type: none"> • Overall increase in property tax revenue use of 3.3% from the previous fiscal year; • 1.7% increase in total property tax transferred to department budgets; and • Anticipated increase in building permit revenue compared to the previous fiscal year; <p>Finance staff will review 2018 property tax assessment data with the Advisory Council at the January, 2018 meeting. An updated budget will be prepared for further discussion with the Advisory Council at the February, 2018 meeting.</p>
MOTION	<p>MOVED BY R. OULD Seconded by J. Cole THAT The Advisory Council provided their support for the December, 2017 FY2019 Provisional Budget and the proposed contingency fund transfer of 5%. CARRIED</p>
Staff Left:	E. Fleury and E. Jack left the meeting at 10:51 a.m.
RECESS	The Advisory Council determined to adjourn for a brief



	recess at 10:51 a.m.
RECONVENED	The Advisory Council reconvened the meeting at 11:02 a.m.
	<u>Overview of Response Received from Minister George Heyman and Deputy Minister Bobbi Plecas</u> Letter of Response from Minister George Heyman's Office is attached to these minutes as Exhibit "E." Minister Heyman's Biography is attached to these minutes as Exhibit "F."
<i>T. Turcan</i>	A responding communication has been received from Minister George Heyman's office following the provision of a letter approved by the Advisory Council concerning our support for the distribution of the Carbon Tax Rebate for residents of WFN lands. At this time J. Bellingham is continuing to work with Minister Heyman's office to determine an appropriate date for a meeting to occur. At this time we are considering the delegation for that meeting to include Councillor Konek, the Manager of Intergovernmental Affairs, J. Bellingham and I however further discussion can occur once a date is confirmed. I appreciate the efforts of G. Couch and L. Teichgraber in supporting and pursuing this initiative as previous Advisory Council members.
<i>G. Couch</i>	I am appreciative that the Minister's Office is willing to meet with us as the previous Provincial Government had not responded to our requests.
	<u>Advisory Council Video Timeline</u>
	The Advisory Council determined to meet with R. Sagayadon at the next Advisory Council meeting in January to establish a date to begin filming interviews for the video.
	<u>Overview of the Council to Council Meeting Discussion</u>
	The Advisory Council reviewed the recent Council to Council meeting that occurred on November 27, 2017. Comments from the Advisory Council regarding the meeting with WFN Council included: <ul style="list-style-type: none"> • Beneficial for new Advisory Council members to meet with members of WFN Council in a more personal environment; • Appreciation for the attendance of WFN CAO/Director of Operations Pat Fosbery and Council Secretariat/Legal Counsel Kevin Kingston; • The meeting provided a great opportunity for the



	<p>Advisory Council to speak to projects and future considerations for WFN;</p> <ul style="list-style-type: none"> • Some disappointment with the absence of Chief Lindley from the meeting; and • Appreciation for an update provided on the development of a WFN Sign Law as well as other resident concerns such as unsightly premises on WFN lands.
	<p>The Advisory Council expressed their appreciation for J. Bellingham in arranging the meeting between the Advisory Council and WFN Council.</p>
	<p><u>WFN Land Tour</u></p>
	<p>The Advisory Council determined to identify a date with the Manager of Intergovernmental Affairs, R. De Guevara, for the tour to occur.</p>
	<p><u>Advisory Council Donation</u></p>
<i>T. Turcan</i>	<p>I have requested that this item be included on today's agenda. The Advisory Council has previously offered a donation annually to the West Kelowna Food Bank. I would recommend that Advisory Council members consider donation possibilities for discussion at the next Advisory Council meeting.</p>
	<p><u>Update on the Water Meter Project</u> Correspondence from the WFN Manager of Utilities is attached to these minutes as Exhibit "G."</p>
<i>J. Bellingham</i>	<p>Overviewed the correspondence provided by the WFN Manager of Utilities concerning the water meter project. The Manager of Utilities will attend the next Advisory Council meeting to provide further information on the water meter project.</p>
	<p><u>District Reports</u></p>
	<p><u>Lakeridge</u></p>
<i>L. Teichgraber</i>	<p>There is nothing to report at this time.</p>
	<p><u>Prairie</u></p>
<i>G. Couch</i>	<p>There has been an increasing issue of break ins occurring at postal boxes in Sun Village. I understand that this is an issue that has been experienced in the region as well. This has affected the service of parcels and residents are required to go to Kelowna for parcel delivery service by Canada Post. The residents were notified of action taken by Canada Post to prevent future occurrences.</p>



	<u>Lakeshore</u>
<i>R. Ould</i>	I received a phone call from a tenant in Princess Enterprises who is experiencing an issue with her park manager who they feel is interfering with the sale of their residence within the mobile home park. I heard her concerns and directed her to the WFN Residential Premises Administrator who is able to provide further information and resources to them.
	<u>East Boundary</u>
<i>J. Cole</i>	I have not received any resident concerns or comments for this past month. I appreciate the orientation binder for the Advisory Council that J. Bellingham prepared and have shared this information with other members of the community.
	<u>Old Okanagan</u>
<i>T. Turcan</i>	I received a phone call from a resident expressing concerns with the street lighting implemented for the Shannon Lake sidewalk project. I followed up with Development Services on this concern who identified that this was due to the funding available for the project however consideration has been given to this for future development.
	<u>Gift From Intergovernmental Affairs</u>
	J. Bellingham distributed gifts to the Advisory Council members on behalf of Intergovernmental Affairs.
	The following items were included in the Advisory Council package for informational purposes only: <ul style="list-style-type: none"> • Westbank First Nation Community Policing Report for the month of November, 2017; • Westbank First Nation Emergency Management Operations Report for the month of November, 2017; and • Staff Report prepared by WFN's Infrastructure Engineer regarding the Sensisyusten House of Learning Renovation and Expansion Design Application Request.
	<u>Next Meeting</u>
	The next Advisory Council meeting will take place on January 9, 2017.
ADJOURNMENT MOTION	MOVED BY G. COUCH THAT the Advisory Council meeting be adjourned.



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Westbank First Nation
Community. Leadership. Pride.

MINUTES
ADVISORY COUNCIL
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(December) 12, 2017

	CARRIED The meeting adjourned at 12:19 p.m.
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These minutes are certified correct:

Terry Turcan

Gord Couch

Ludwig Teichgraber

Rick Ould

John Cole