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|  | <p style="text-align: center;">stqa?kʷtɪnɪw`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</p> <p style="text-align: center;">sʔaslásq'ət, spáqtan (Tuesday, January) 12, 2021 Approved sknir'mn (February) 9, 2021</p> |
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Meeting took place via the Zoom meeting platform.

ADVISORY COUNCIL MEMBERS:

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| John Cole (Chair) | Prairie District |
| Ludwig Teichgraber | East Boundary District |
| Rick Ould | Old Okanagan District |
| Steve Gilroy | Lakeridge District |
| Michael Trenn | Lakeshore District |

WFN STAFF MEMBERS:

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| Raf De Guevara | Director of Intergovernmental Affairs/ Title & Rights Department |
| Carla Znak | səxʷk'ətq'əq'aym (Recording Clerk) |
| Graeme Dimmick | Senior Planner |
| Alix Larsen | Interim Director of Finance |
| Ron MacKenzie | Controller |
| Ernest Jack | Surveyor of Taxes |

REGRETS:

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| Jeniffer Bellingham | Self Government Implementation Coordinator/ Researcher |
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| CALL TO ORDER | Agenda is attached to these minutes as Exhibit "A". |
| <i>John Cole</i> | Called the meeting to order at 9:02 a.m. |
| | <u>Motion to Adopt the Agenda of spáqtan (January) 12, 2021</u> |
| MOTION | MOVED BY L. TEICHGRABER Seconded by S. Gilroy THAT the Advisory Council hereby approves the agenda of spáqtan (January) 12, 2021, with the following addition: - Review of Administrative Timelines CARRIED |
| | <u>Recognition of any Absences of yi səxʷk'wina?əm (Council Members)</u> |
| | There were no absences. |



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| | <u>Motion to Adopt the Minutes of smík'w'tən (December) 8, 2020</u> |
| MOTION | MOVED BY R. OULD Seconded by S. Gilroy THAT the Advisory Council hereby approves the minutes of smík'w'tən (December) 8, 2020. CARRIED |
| | <u>Review of Advisory Council Contact Information for Residential Developments</u> Contact sheet attached to these minutes as Exhibit "B". |
| <i>J. Cole</i> | Asked the Advisory Council to review and update the contact information and submit to the Recording Clerk as soon as possible. It is important to have this information up to date. |
| <i>L. Teichgraber</i> | Many residents are not aware of who their representative is. Recommended to include the Advisory Council's contact information when staff send out the tax notices. |
| <i>Staff entered</i> | E. Jack entered at 9:09 a.m. |
| FINANCIAL SERVICES | <u>Draft Tax Law 21-TX-01</u> Staff report from E. Jack attached to these minutes as Exhibit "C". |
| <i>E. Jack</i> | Overviewed the report with the Advisory Council and confirmed that the monies from this law and the tax law are both for the same project. Schedule A of the report breaks down the costs. In response to J. Cole, I believe that this has already been in the capital projects budget for 2020. |
| <i>L. Teichgraber</i> | Occasionally we receive updates on the balance remaining in of the funds. Noted that the Advisory Council has not received a complete review of the details of this project. |
| <i>E. Jack</i> | Staff is available to join the meeting to provide more information if needed. |
| <i>L. Teichgraber</i> | We knew that this was happening but we were not consulted on this project with the details and the actual contract. We have never been given a complete review. For the new members, they have not been part of the discussion. |
| <i>R. De Guevara</i> | Clarified the process. If more information is requested on any capital project this needs to be requested by the Advisory Council. Information can be provided at a high level only. |



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| | The new members agreed that no additional information is required. |
| <i>M. Trenn</i> | Agreed that an overview on the Capital Plan, Sidewalk Plan and Parks Plan presentation would be beneficial. |
| MOTION | MOVED BY L. TEICHGRABER Seconded by R. Ould THAT the Advisory Council hereby recommends approval of WFN Tax Law 21-TX-01. CARRIED |
| FINANCIAL SERVICES | <u>Draft Local Revenue Law 21-LRL-01</u> Staff report from E. Jack attached to these minutes as Exhibit "D". |
| <i>E. Jack</i> | Overviewed the report with the Advisory Council. Both laws are for the same project. The Ministry will be funding \$500,000 of this project from the Active Transportation Grant. Funds are used from local government dollars, local improvement charges. The Ministry of Transportation will be funding \$500,000 of this via the active transportation grant from the Province of BC. In response to S. Gilroy, the monies for this project is from Development Cost Charges that have already been collected. |
| MOTION | MOVED BY R. OULD Seconded by L. Teichgraber THAT the Advisory Council hereby recommends approval of WFN Local Revenue Law 21-LRL-01. CARRIED |
| <i>L. Teichgraber</i> | In the past where we have passed some money laws for temporary loan approvals and these were to be paid back. |
| <i>E. Jack</i> | These were provided to the Director of Finance. There were about five done. In the past we have not developed a completion form but we are working on a process to address this. |
| <i>J. Cole</i> | We will follow up in a few months for a status update. |
| <i>R. De Guevara</i> | If the new members want an update on the capital plans by way of a presentation, this can be arranged if requested. These are presented as an overview and not in great detail. |
| <i>S. Gilroy</i> | Appreciated the time R. De Guevara took in conducting the tour. I am supportive of zoom. |



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| <i>Staff entered</i> | A. Larsen and R. MacKenzie entered the meeting at 9:33 a.m. |
| FINANCIAL SERVICES | <u>Budget</u> Provisional Budget for 2021-2022 attached to these minutes as Exhibit “E”. |
| <i>A. Larsen</i> | Overviewed the Provisional Budget with the Advisory Council. This was presented to Chief and Council in November but there is still a fair amount of work to be done. In order to deliver the services and programs as presented we are currently showing that we will be short. |
| <i>E. Jack</i> | An update was received yesterday and I ran a preliminary last night based on the new assessments. The number was very close to the amount on the projections. |
| <i>A. Larsen</i> | Continued with the overview, highlights include: <ul style="list-style-type: none"> - We are earning more in our treasury accounts than with our GICs. - Home Owner Grants are up quite a bit. - General government services are the transfers. Noted that our administration costs will increase due to Moneris fees and as we are working to move online. - There is a large increase to Community Services expenses as a result of no funding for the emergency response team costs for services provided to the community. Funds are drawn from OSR dollars. We will attempt to secure grants for this. - Administration has had an almost 50% increase. The government is amending our benefits for employees which will cost us more. |
| <i>A. Larsen</i> | In response to R. Ould, for the 2022 budget, I’ve asked managers to determine what their budget needs are in order to provide the services effectively in order to continue in the direction we’d like. Next step is that we need to go back to staff and Chief and Council to advise them that we don’t have enough funding available and the appropriate adjustments. I will look at the costs associated to the Advisory Council amount that’s increased. In response to L. Teichgraber, we are proposing to fund for post-secondary students to cover additional costs. The increase to IGA was due to additional staff for one but I will need to obtain the details in order to provide this to you. |
| <i>L. Teichgraber</i> | Raised concerns with the large increase to administration coming from Local Government Services and requested an explanation. |



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| | We usually split a portion of these costs and questioned if that ratio changed. |
| <i>A. Larsen</i> | <p>At this point in time I presented to Chief and Council what the shortfall is and where it is coming from. Because we have a deficiency overall with the provisional budget and can't support it I needed to reflect that somewhere in the budget. Right now the portion has increased but once approved these numbers will change. We have a constitutional requirement to balance our budget and that is why it was presented as such. Essentially this report is a wish list.</p> <p>There are deficiencies in our programs and services that we are working to address. One of the biggest reasons for the increase in administration is related to the benefits costs. At a future point I will be breaking that amount into the departments.</p> |
| <i>L. Teichgraber</i> | Questioned if it turns out there are no other sources of funding and the taxation is the only option is this what are the options. |
| <i>A. Larsen</i> | We don't have the ability to raise our taxes to cover this deficit. We are restricted from doing so. I need to find other grants or funding. If unsuccessful there will be cutbacks to the asks of each department. |
| <i>R. De Guevara</i> | The overall government budget is an overview. The portion that is applicable to the Advisory Council is the property tax portion. Clarified that there is an increase to IGA overall which comes from the FTA. |
| <i>L. Teichgraber</i> | My concern was that if there was no other funds would we raise taxes. |
| <i>R. De Guevara</i> | The taxes are collected for a specific purpose, not to offset a WFN programs or shortfalls. If it was something specific to property tax, there is the possibility to do so but that is what the contingency funds are for. |
| <i>A. Larsen</i> | <p>What we've done here was comingled everything which brings some confusion. What I could do is prepare something for better clarity or just make the changes at the next provisional.</p> <p>Continued with the presentation. Highlights included:</p> <ul style="list-style-type: none"> - There was a significant increase with the Westside Fire Protection Services costs. The amount shown is the estimated accruals for January, February and March to ensure that we don't see a shortfall as what happened in |



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| | <p>the previous year. Three were a number of additional firefighters employed along with significant capital costs.</p> <ul style="list-style-type: none"> - We also estimated the library costs for the remainder of the fiscal year. Noted a 10% increase related to other governments. - There are some increased costs related to leases, equipment, materials and staff costs for Public Works. <p>We need our total tax requisition amount to be the same as our tax revenue.</p> |
| <i>E. Jack</i> | In response to J. Cole, there is no required law related to the stabilization fund. Adjustments can be made at the end of year by Council's approval. |
| <i>R. De Guevara</i> | Expressed appreciation to the Finance Staff with the work done on the budget but noted that the presentation delivered as such brings confusion to the Advisory Council members and suggested that adjustments to the presentation are made. |
| <i>R. Ould</i> | Suggested Finance to only highlight the items that are related to our portion. |
| <i>Staff left</i> | A. Larsen, R. MacKenzie, E. Jack left the meeting at 10:20 a.m. |
| <i>Staff entered</i> | G. Dimmick entered the meeting at 10:20 a.m. |
| DEVELOPMENT SERVICES | <u>School District 23 Update</u> |
| <i>G. Dimmick</i> | <p>Overviewed the presentation with the Advisory Council. Noted that this still remains as a confidential matter. An information meeting was held January 7, 2020. Overviewed the timeline and indicated that a referendum will be held on January 21, 2021. It will be about 11.8 acres but the final size will be determined by design.</p> <p>Overviewed the social benefit:</p> <ul style="list-style-type: none"> - Neighborhood of Learning Program. 15% of the new space designated for community use. The program is based on community consultation. This would be potentially 18,000 square feet. This is a way to integrate community into the school. - It is anticipated that the lease will be finalized in May, 2021. <p>In response to R. Ould, the SD23 will be paying a pre-paid lease for the property. The concerns raised regarding the school district</p> |



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| | <p>paying property taxes is still being resolved and will occur after the referendum.</p> <p>Overviewed the timeline with the Advisory Council with the hope that the school will be ready to open in September 2025. We will see the detailed designs in 2022.</p> |
| DEVELOPMENT SERVICES | <u>Project and Capital Plan Monthly Update</u> |
| <i>G. Dimmick</i> | The projects are still moving along and an update can be provided at the next meeting. |
| <i>R. De Guevara</i> | Requested that staff provide color coding timelines to make it easier to identify the timelines of the projects. |
| <i>Staff left</i> | G. Dimmick left the meeting at 10:30 a.m. |
| | <u>Review of Administrative Timelines</u> |
| <i>J. Cole</i> | Sought clarification of timelines of agenda items and noted that there isn't a lot of time to go over past minutes in order to vet them properly. Requested the draft minutes be distributed within two weeks of the meeting. Sought clarification when the meeting minutes become public. I rely on the minutes when meeting with Sonoma Pines. |
| <i>R. De Guevara</i> | <p>The meetings are not ratified until they are approved at the meeting, at which time they will be posted on the website.</p> <p>As the Recording Clerk becomes more accustomed to her role, they will be provided in a more timely manner.</p> |
| <i>R. Ould</i> | Referenced sections of the law and requested that these are met. Noted the quality of the minutes are satisfactory but getting them sooner would be appreciated. |
| <i>R. De Guevara</i> | Committed to ensuring that timelines are met and if the Recording Clerk requires additional support we will seek to obtain this. |
| <i>Staff left</i> | R. De Guevara left the meeting at 11:39 a.m. |
| | <u>Lakeridge Report</u> |
| <i>S. Gilroy</i> | The tour we received from R. De Guevara was a good introduction. Assisted a resident who has constant water flow going into his basement and will be working with resident and Lakeridge Park Corp. to resolve the issue. |



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| | <u>Prairie Report</u> |
| <i>J. Cole</i> | I attended the last Sonoma Pines meeting with nothing of note occurring. I will provide them with an update of the capital projects at their next meeting. |
| | <u>Lakeshore Report</u> |
| <i>M. Trenn</i> | Expressed appreciation to R. Ould for the information and tour of the Lakeshore District. The tour with R. De Guevara was a great introduction. |
| | <u>East Boundary Report</u> |
| <i>L. Teichgraber</i> | Nothing to report. |
| <i>J. Cole</i> | Will provide a contact name who is interested in keeping the community going and may be a great resource in getting information out to the residents. |
| | <u>Old Okanagan Report</u> |
| <i>R. Ould</i> | Noted that Elkrige area is also M. Trenn's responsibility. Nothing further to report. |
| | <u>General Discussion</u> |
| <i>J. Cole</i> | Reminded the Advisory Council to update their lists as soon as possible in order for these to be included in the mail out. |
| <i>L. Teichgraber</i> | In the last few years we were not aware when the mail outs were occurring and missed the mail outs. The one we used previously was the tax notice mail out, sometime in May. |
| <i>J. Cole</i> | I would like to follow up to see if there are other opportunities to connect with residents. We will need to start well in advance of the next election to generate interest. Requested to bring in Wayne Carson from RDCO at an upcoming meeting to provide an update to the Advisory Council. |
| | <u>Next Meeting</u> |
| | The next meeting will take place on February 9, 2021 at 9:00 a.m. via Zoom. |
| ADJOURNMENT MOTION | MOVED BY GILROY Seconded by Ould THAT the Advisory Council meeting be adjourned. CARRIED |



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| | The meeting adjourned at 10:54 a.m. |
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| Items Requiring Closure |
| Items that still require closure include the following: <ul style="list-style-type: none">• Temporary loan approval update to be provided in the next few months. |

These minutes are certified correct:

John Cole

Ludwig Teichgraber

Rick Ould

Michael Trenn

Steve Gilroy