

**LOWER MAINLAND TREATY ADVISORY COMMITTEE
COMMUNICATIONS SUB-COMMITTEE
REGULAR MEETING**

October 4, 2000

Minutes of the Regular Meeting of the **Lower Mainland Treaty Advisory Committee (LMTAC) Communications Subcommittee** held at 9:30 a.m. on Wednesday, October 4, 2000, in the 6th floor Conference Room, 4330 Kingsway, Burnaby, BC.

ATTENDANCE:	
JURISDICTION:	TAC REPRESENTATIVE:
City of White Rock	Councillor James Coleridge (Chair)
Village of Anmore	Mayor Hal Weinberg (Vice-Chair)
Village of Lions Bay	Councillor Peter Stevenson
City of Port Moody	Councillor Meghan Lahti
LMTAC STAFF ATTENDANCE:	
David Didluck	LMTAC Executive Director
Kirstie Pirie	LMTAC Communications Coordinator
Carrie Peacock	Recording Secretary, Raincoast Ventures
GUESTS:	
Helen Davies, Advisor, FTNO Public Information and Consultation (departed 10:27 a.m.)	

CALL TO ORDER

A quorum being present, Chair Coleridge called the meeting to order at 9:30 a.m.

1. ADOPTION OF THE AGENDA

1.1 October 4, 2000 Communications Sub-Committee Agenda

It was MOVED (Lahti) and SECONDED (Stevenson)

THAT the Agenda for the Regular Meeting of the LMTAC Communications Sub-Committee scheduled October 4, 2000, be adopted as circulated.

CARRIED UNANIMOUSLY

2. ADOPTION OF THE MINUTES

September 6, 2000 Communications Subcommittee Minutes

It was MOVED (Lahti) and SECONDED (Stevenson)

THAT the Minutes of the Regular Meeting of the LMTAC Communications Subcommittee Meeting held September 6, 2000 be adopted as circulated.

CARRIED UNANIMOUSLY

The meeting discussed the relationship between LMTAC's Subcommittees, Executive Committee and Board, and reviewed LMTAC's Operating Procedures and the Communications Subcommittee's Terms of Reference.

David Didluck, Executive Director noted that both the Board and Executive Committee receive LMTAC's Subcommittee minutes and reports.

3. DELEGATIONS

3.1 Federal Communications and Consultation Update.

On-table document titled "Opinion Leaders Dinners Response to LMTAC/CSC Questions re: Proposal", submitted by the FTNO, dated September 25, 2000

Helen Davies, Advisor, FTNO Public Information and Consultation, referred to the focus, intent and attendance of a recent treaty-related public meeting in Delta, hosted by the Tsawwassen Homeowners Association. Issues addressed at the public meeting were discussed, and a need for a factual public information program in the community was suggested.

The meeting reviewed the on-table document regarding the Opinion Leaders' Dinners, and suggested including an opportunity for the public to express concerns and ask questions. It was noted that the proposed meeting format would include dinner and a presentation starting at 6:00 p.m., followed by an update from the Chief Negotiators and a question and answer period. The subcommittee suggested that the invitation list and letters for each event be compiled by the coordinating municipality, and agreed that provincial and federal treaty negotiations representatives should attend the meetings.

Ms. Davies agreed to develop a sample agenda for the event, to be forwarded electronically to subcommittee members for review as soon as possible. It was noted that the meeting agendas would be adjusted to accommodate any topics suggested by individual communities. Any comments regarding the sample agenda should be promptly forwarded to David Didluck, Executive Director.

The subcommittee agreed that following confirmation of an agenda, municipal councils be invited to participate in the coordination of an Opinion Leaders' Dinner in their community, and to submit additional agenda topic suggestions for the event.

Request of Staff

Staff was requested to forward a compiled list of communities that have expressed interest in an Opinion Leaders' Dinner, accompanied by their suggested additional agenda topics, to Helen Davies, to be scheduled accordingly. Note was made that Delta has requested a public information meeting at the end of November.

10:27 a.m.

Helen Davies departed the meeting.

4. REPORTS

4.1 LMTAC Budget 2001 Assumptions

Report dated September 1, 2000 from the Finance and Organizational Sub-Committee (FOSC) providing recommendations regarding budget assumptions identified for 2001.

The subcommittee discussed the priorities contained in LMTAC's Communications Plan 2000 and reviewed funding allocated in LMTAC's Budget 2000.

Request of Staff

Staff was requested to bring pertinent subcommittee information including LMTAC's Operating Procedures, Term of Reference, and budget information, to future Communications Subcommittee meetings.

The concept of a LMTAC-hosted barbeque was discussed, noting that the event would compliment the subcommittee's communications priorities, and develop and enhance relationships with First Nations. The Executive Committee's consideration of the concept was reviewed.

Request for Action

- a) *That Mayor Weinberg provide LMTAC staff with an initial conceptual plan for LMTAC-hosted barbeques;*
- b) *That federal funding opportunities for a LMTAC barbeque be researched;*
- c) *That a workplan for the event be developed and discussed with First Nations representatives;*

- d) *That a detailed model for the event be completed and presented to the LMTAC Board, for their consideration;*
- e) *That staff identify First Nations that have not recently participated in similar events;*
- f) *That First Nations representatives be invited to meet with the Communications Subcommittee after November 1, 2000, at a mutually convenient location; and*
- g) *That staff ensure that LMTAC's Web Site cards be available at all events attended by LMTAC representatives.*

Web Site maintenance costs and the financial benefits and convenience of electronically distributed LMTAC agendas were reviewed. It was suggested that LMTAC members could receive electronic agendas unless a printed agenda was specifically requested.

Request of Staff

Staff was requested to contact Rob Fenger to discuss and provide cost estimates for:

- a) *LMTAC's 2001 Web Site requirements, and*
- b) *distribution of electronic LMTAC meeting agendas.*

The meeting reviewed the status of the subcommittee's current budget and priorities. It was noted that cost estimates from local cablevision companies regarding the in-studio public forum are forthcoming. Funding options relative to this project were discussed. Anticipated costs associated with developing a maintaining a media relations contact list, were also discussed.

Request of Staff

Staff was requested to hire a consultant to compile a media relations contact list, and to enter the information into LMTAC's computer and facsimile systems, for an amount not to exceed \$700.

The subcommittee discussed items for consideration in the coming year, including:

- a) an extended focus on public information activities;
- b) LMTAC's influence on the treaty process in the Lower Mainland;
- c) the Communications Subcommittee's overall effectiveness and mandate; and
- d) surveying LMTAC members regarding LMTAC's Website, potential improvements, internal and external communications, etc.

It was noted that LMTAC's current part-time clerical position may need to be expanded in the near future, to a full time position to accommodate LMTAC's expanding administrative requirements. Funding alternatives to address future administrative requirements were suggested.

The subcommittee requested that the November 1, 2000 Communications Subcommittee meeting include information to facilitate communications budget discussions, and suggested consideration of the following:

- a) projected costs for responding to queries received through LMTAC's Website;
- b) developing educational programs for elementary, secondary and post-secondary levels;
- c) allocation of funds for each table as a communications contribution; and
- d) an internal communications needs assessment.

Following a review of the Communications Plan 2000 and after consideration of objectives for 2001, an anticipated budget amount of \$18,600 for LMTAC's Communications Budget 2001 was projected.

5. OTHER BUSINESS

It was suggested that staff consider scheduling some LMTAC meetings at the 'Center for Dialogue', located downtown Vancouver.

It was MOVED and SECONDED

That the LMTAC Communications Subcommittee request the LMTAC Executive Director to compare the interests expressed in a report by Delta's Treaty Advisory Task Force with LMTAC's First Principles, and to identify any discrepancies to the Communications Subcommittee.

CARRIED UNANIMOUSLY

6. INFORMATION

The LMTAC Communications Subcommittee received for information:

- 6.1** Communications Plan 2000 Activity and Budget Status;
- 6.2** Statistical Summary for LMTAC Web Site;
- 6.3** Deadlines for Agenda Production; and
- 6.4** Honorarium and Expense Form

7. CONCLUSION

The Regular Meeting of the LMTAC Communications Subcommittee held October 4, 2000 concluded at 11:49 a.m.