

September 26, 2001

NOTICE TO THE LMTAC COMMUNICATIONS SUB-COMMITTEE

You are requested to attend a meeting of the LMTAC Communications Sub-Committee to be held on **Wednesday, October 3, 2001 from 11:30 a.m. – 1:30 p.m. in the 6th floor Conference Room, GVRD Offices, 4330 Kingsway, Burnaby, B.C.**

AGENDA (*Attachments included)

1. **AGENDA**
 - 1.1 **October 3, 2001 – Adoption of agenda**
2. **MINUTES FOR ADOPTION**
 - 2.1 **September 6, 2001***
3. **DELEGATIONS**
4. **REPORTS**
 - 4.1 **Workplanning 2002*** 60 min

Directive: Members are asked to give final consideration to possible projects that the Committee would like to include in the Full LMTAC Workplan for 2002. Please review attachments in preparation for this discussion.
5. **STANDING REPORTS [only as required]** 20 min
 - 5.1 BC South Communications & Consultation Update
 - 5.2 Communications Sub-Committee (CSC) Chair
 - 5.3 LMTAC Staff
6. **OTHER BUSINESS**
 - 6.1 **Terms of Reference*** 10 min

Directive: With the endorsement of LMTAC's new mission statement, roles and project screening criteria, members are requested to review and suggest updates to the CSC Terms of Reference to bring forward to the Executive and Full Board.

 - 6.2 **November CSC Meeting Date**
7. **INFORMATION***
 - 7.1 **LMTAC Web Site Statistical Summary**
 - 7.2 **Honorarium and Expense Form**
 - 7.3 **LMTAC Communications Plan 2001 -Status Report**
8. **ADJOURNMENT - Next Meeting: November 7, 2001**

