

**LOWER MAINLAND TREATY ADVISORY COMMITTEE
COMMUNICATIONS SUBCOMMITTEE (CSC) - REGULAR MEETING**

July 2, 2003

Minutes of the Regular Meeting of the **LMTAC Communications Subcommittee** held at 10:40 a.m. on Wednesday, July 2, 2003 on the 10th floor at the GVRD Offices, 4330 Kingsway, Burnaby, BC.

City of Coquitlam	Councillor Louella Hollington (Chair)
City of Burnaby	Councillor Lee Rankin (Vice-Chair)
Bowen Island Municipality	Mayor Lisa Barrett, departed at 11:45
Greater Vancouver Regional District	Director Ralph Drew, via teleconference call
District of North Vancouver,	Mayor Don Bell, via teleconference call
City of White Rock	Councillor Mary -Wade Anderson
District of Squamish	Councillor Corinne Lonsdale, via teleconference call
Kirstie Pirie	Manager
Regan Schlecker	Aboriginal Affairs Analyst
Joy Smith	Administrative Assistant & Recording Secretary

1. ADOPTION OF THE AGENDA

July 2, 2003

The agenda was adopted with the addition of Item 6.1 Workplan 2003.

CARRIED UNANIMOUSLY

2. ADOPTION OF THE MINUTES

March 5, 2003

The minutes were adopted without amendment.

CARRIED UNANIMOUSLY

3. DELEGATIONS

There were no delegations at the meeting.

4. REPORTS

4.1 2003 Annual LMTAC Member Survey

Directive: As part of the LMTAC Workplan (LMTAC 2003 Workplan Communications Item #6), CSC Members are requested to review the attached staff report and draft Members Survey (based on the 2002 version). Members are encouraged to consider changes what changes, if any, could be made to the 2003 survey.

The Manager reviewed the survey's history noting that in 2002 it was reduced to two pages which gave us the maximum number of responses of thirty (30). She noted that it would be helpful to have the FOSC review the organizational and operational section in light of budget planning. General discussion on the overall survey ensued and it was questioned whether or not LMTAC should keep the current format or change it to a shorter survey. It was thought that keeping the same format would make for an easier comparison with 2002 survey. The Manager noted one of the main uses of the survey is as a guideline as to what the next year's Workplan items should include.

One of the main concerns for this year's survey is the funding question and there was general discussion on this issue. Members were in agreement that we should garner member support regarding the funding issue ie: would individual councils fund LMTAC representatives? A member suggested that we write a cover letter to all Regional Districts and municipalities asking them to please endorse more funding for LMTAC. The Manager noted that staff –as per the request at the May FOSC meeting- sent an e-mail to members encouraging them to speak to their respective regional district finance committee members and that the LMTAC Chair sent a letter to all member municipal mayors and councils reminding them of what LMTAC is and its significant accomplishments. The next step should be a focused message regarding 2004 budget planning in any upcoming correspondence.

After lengthy deliberation, it was decided that the CSC should hold off on the survey until we get a better sense of funding. The survey could be done after budget deliberations of the Regional Districts are finalized.

The Manager suggested that a joint CSC and FOOSC sub-committee meeting would allow both sub committees to address the funding situation and its affect on member communication simultaneously. .

The committee reviewed the 2003 Survey by page and made the following changes:

- Question 1b amended to add “and Workshops” after “meetings”
- Question 1c eliminated
- Question 2c&d eliminated
- Questions 5,6, 7 eliminated
- Question 8 amended to add: “Do you provide regular updates to your council or board?”; a) If yes, what methods do you use to update...” (the boxes remain) b) If no, why not?
- Question 9a&b eliminated
- Question 10 amended to a) In 2003, have you attended a LMTAC-hosted workshop or special meeting? b) If yes, did you find it valuable? c)What suggestions do you have for future workshops? It was suggested that we show the dates along with the names of the 2003 workshops.
- Question 11 eliminated

Request of Staff: *To prepare a new 2003 LMTAC Member Survey draft based on above suggestions and bring to next meeting at which time a determination will be made about distribution pending budget deliberations.*

Request for Action: That the topic of surveying members regarding potential changes to LMTAC meeting schedules, catering or honorarium payments due to budget restrictions be forwarded to the July 4th FOOSC meeting for their consideration.

Members discussed other ways in which communication to members could be improved in the short term. Some items included:

- The LMTAC Update Bulletin should show web information including new updates
- FOOSC is working on investigating alternate forms of distributing information

5. **STANDING REPORTS**

There were no standing reports at the meeting.

6. **OTHER BUSINESS**

6.1 **Workplan 2003**

The Manager reviewed the CSC portion of the Workplan and there was general discussion. It was suggested that Item 2 and 7 could be combined and done in one meeting. The Council of Councils meeting was discussed here as an opportunity with the GVRD Regional Governance.

MOTION AND RECOMMENDATION TO EXECUTIVE AND FULL BOARD:

That Item 2 under CSC on the 2003 Workplan be combined with Item 7 Update Regional Districts.

7. **INFORMATION ITEMS**

8. **CONCLUSION**

The meeting adjourned at 11:55.

The next CSC meeting, if required and directed by the CSC Chair, is scheduled for Wednesday, September 3^d.