

**LOWER MAINLAND TREATY ADVISORY COMMITTEE
FINANCE AND ADMINISTRATION SUB-COMMITTEE (FASC) MEETING**

October 6, 2004

Minutes of the Finance and Administration Sub-Committee (FASC) conference call meeting held at 10:30 a.m.

COMMITTEE ATTENDANCE		
Gordon, Candace	District of Maple Ridge	Councillor (FASC Chair)
Turner, John	Electoral Area D	Director (FASC Vice-Chair), in person
Rankin, Lee	City of Burnaby	Councillor
Drew, Ralph	GVRD	Director, LMTAC Chair/Ex-Officio, arrived at 10:41
STAFF		
Pirie, Kirstie	LMTAC	Manager
Smith, Joy	LMTAC	Administrative Assistant & Recording Secretary

CALL TO ORDER

Chair Gordon confirmed a quorum was in attendance and called the meeting to order at 10:40 a.m.

1. ADOPTION OF AGENDA

The agenda was adopted as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES

2.1 September 15, 2004 - The minutes were adopted as presented.

CARRIED UNANIMOUSLY

3. REPORTS

3.1 Draft 2005 Budget

Councillor Gordon reviewed the Statement of Revenue and Expenditure Budget noting the provincial contribution increase to \$40,000.00. The LMTAC Manager noted that the extra funds have been placed on the eligible expenditures side into Consulting to balance the statement. The LMTAC Manager referenced the budget details suggesting an increase in line item 8730 telephone long distance from \$200.00 to \$400.00 to cover additional conference call expenses which would in turn reduce line item 8203 Contract Services by \$200.00. The members were all in agreement.

RECOMMENDATION AND MOTION TO EXECUTIVE AND BOARD:

That the Executive and Board endorse the revised 2005 Budget.

CARRIED UNANIMOUSLY

The agenda varied to accommodate moving 4.1 to the end of the agenda.

4. OTHER BUSINESS

4.2 Review of September Actuals

The LMTAC Manager received a preliminary copy of the September 2004 Actuals. It was noted that as these were not complete, the final Actuals would be distributed to the members via e-mail.

Request of Staff – That the LMTAC Manager distribute the final September Actuals via e-mail.

10:45 Joy Smith departed the meeting.

4.1 Performance Evaluation: LMTAC Aboriginal Affairs Analyst

The LMTAC Manager and LMTAC Chair provided a verbal report regarding the performance evaluation of the Aboriginal Affairs Analyst and made a recommendation to the FASC.

RECOMMENDATION AND MOTION TO EXECUTIVE AND BOARD:

That the FASC recommend the Executive Committee and Board endorse the recommendation from the Finance and Administration Sub-Committee with respect to a renewal of the employment contract for the LMTAC Aboriginal Affairs Analyst.

4.3 LMTAC Updates to Member Regional Districts

Mayor Ralph Drew, LMTAC Chair, noted that he would be presenting to the GVRD Corporate and Intergovernmental Committee on October 8 as part of LMTAC's annual update to the member regional districts.

5. INFORMATION

There were no information items presented at this meeting.

6. ADJOURNMENT - The meeting concluded at 11:15 am.

The next meeting is scheduled for November 3, 2004 [only if required].