

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

August 3, 2005

Minutes of the special Finance and Administration Sub-Committee (FASC) meeting scheduled at 10:00 a.m. to 12:30 p.m. on August 3, 2005, in the 6th Floor Meeting room, 4330 Kingsway, Burnaby, B.C.

ATTENDANCE:	
SUB COMMITTEE	
Councillor Candace Gordon (FASC Chair)	District of Maple Ridge
Chair John Turner (FASC Vice Chair)	Squamish Lillooet Regional District
Councillor Alan Nixon	District of North Vancouver
STAFF	
Kirstie Pirie	LMTAC Manager and Acting Recording Secretary
Regan Schlecker	LMTAC Aboriginal Affairs Analyst (arrived at 11:20am)
Cheri Hamilton	LMTAC Administrative Assistant (arrived at 11:20am)

CALL TO ORDER

Chair Gordon confirmed a quorum was in attendance and called the special meeting to order at 10:05 p.m.

1. ADOPTION OF AGENDA

The agenda was adopted as presented with the addition of 4.3 Operating Procedures Review and the movement of item 3.4 up to the top of the agenda.

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES

No minutes were presented.

3. REPORTS

3.4 Staffing Transition

Chair Gordon brought forward the recommendation from the LMTAC Chair and Vice Chair regarding the reconfiguration of the two full-time LMTAC positions. Members discussed the staffing possibilities in light of the short and longer term activities of the Committee. Discussions on timing of a job posting, interviews and training time were also held.

RECOMMENDATION

That the Executive Committee review and endorse the proposed staffing transition plan as soon as possible.

CARRIED UNANIMOUSLY

11:20 a.m.

Regan Schlecker and Cheri Hamilton joined the meeting.

3.1 Draft 2006 Budget Preparations

Chair Gordon provided an overview of the documents, some of which had been revised based on the July 27, 2005 FASC discussion. In particular, members discussed the regional district

contributions and compared proposed increases from 2005. It was suggested to freeze the 2006 funding requests to the Squamish Lillooet and Sunshine Coast Regional District for the following reasons:

- Most of the recent and anticipated future Lower Mainland treaty table activity affects the GVRD area and thus GVRD receives a higher proportion of benefits.
- The SLRD and SCRd have a significantly smaller capacity to pay.

Request to Staff: That the revised regional district contribution chart be emailed to FASC members prior to the next Executive Committee meeting.

RECOMMENDATION

That the Executive Committee and Board endorse the 2006 LMTAC Budget.

CARRIED UNANIMOUSLY

Members discussed an interest to create a policy regarding the Treaty Table Fund.

RECOMMENDATION

That the Executive Committee and Board endorse the below statement as a new addition to the LMTAC Operating Procedures section 10.0 "Budgeting, Funding and Workplans":

- *That LMTAC Treaty Table Fund balance should be maintained to be at least 10% of the annual budget.*

CARRIED UNANIMOUSLY

3.2 2005 Annual LMTAC Member Survey

Chair Gordon walked members through the survey. Members agreed that for comparative purposes it would be useful to keep the same format and questions from 2004.

RECOMMENDATION

That the Executive Committee endorse the attached survey for distribution and completion at the September LMTAC Board meeting.

CARRIED UNANIMOUSLY

3.3 Preliminary 2006 FASC-related Workplan Items

Ms. Pirie asked member to review the 2005 workplan status report and brainstorm other FASC-related items for the 2006 work planning process. Members noted the following additions and changes:

- Move "Participate at Lower Mainland Municipal Association (LMMA) Annual Meeting" to 'Standing Activities' section.
- Request that a new section be added to the Treaty Negotiation/Policy section regarding the New Relationship document.

4. OTHER BUSINESS

4.1 November Municipal Elections

Members reviewed Section 7 (Transition Procedures between Municipal Election Day and the First Meeting of the New LMTAC Membership) of the Operating Procedures as a refresher in light of the November 2005 municipal elections.

4.2 2005 Regional District Presentations

Chair Gordon noted that LMTAC offered to provide an update and presentation to each of the three member jurisdictions on annual basis, usually in September or October.

4.3 Operating Procedures Review

Chair Gordon highlighted that there were a few items that should be reviewed and discussed by FASC in order to consider updating the LMTAC Operating Procedures (a 2005 Workplan item). Members noted the following items:

- Establishing a policy regarding making decisions via email;
- Reviewing what's included in the Operating Procedures regarding the role of the Executive Committee, particularly on matters urgent in nature;
- Reviewing the confidentiality requirements of LMTAC representatives and Table Representatives; and
- Reviewing policies related to staffing policies.

5. INFORMTION

5.1 Letters to Regional District Funding Partners

RECOMMENDATION

That the letters be received for information.

CARRIED UNANIMOUSLY

6. NEXT MEETING: September 7, 2005.

7. CONCLUSION - The meeting concluded at 12:45 p.m.