

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

May 2, 2007

Minutes of the Finance and Administration Sub-Committee (FASC) meeting scheduled at 10:00 a.m. to 12 noon on May 2, 2007, in the 2nd Floor Café West meeting room, 4330 Kingsway, Burnaby, B.C.

ATTENDANCE:	
SUB COMMITTEE	
Councillor Corinne Lonsdale (FASC Chair)	District of Squamish
Mayor Ralph Drew (LMTAC Chair/Ex Officio)	Greater Vancouver Regional District
Councillor Bob Osterman	City of New Westminster
Councillor Ted Schaffer	City of Langley
Councillor Colin Richardson	Village of Belcarra
Director John Turner (FASC Vice-Chair)	Squamish-Lillooet Regional District
STAFF	
Regan Schlecker	LMTAC Managing Director
Mark Kirsop	LMTAC Research/Communications Coordinator
Cheri Hamilton	Recording Secretary

CALL TO ORDER

FASC Vice-Chair Turner confirmed quorum was in attendance and called the meeting to order at 10:08 a.m.

1. ADOPTION OF AGENDA

The agenda was adopted as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES

March 7, 2007. The minutes were adopted as presented.

3. REPORTS

3.1 GVRD 2007 Remuneration Rate for Meeting Attendance

Further to an update in March, FASC members requested an opportunity to review budget implications once a GVRD decision was approved with respect to remuneration for directors. Ms. Schlecker provided an overview of the information report regarding the GVRD's new remuneration bylaw and rates. Members were advised that a new rate would be paid retroactive to October 2006 (based on the date of the GVRD Board recommendation) and a new rate would be established for 2007. The GVRD's rate would be set by a funding formula that would allow for adjustments from time to time. Members were advised that as per LMTAC's Operating Procedures, board member fees were made consistent with those established for the GVRD.

Ms. Schlecker provided members with an estimate on the potential budget impact of increased rates for 2007. Following discussion, FASC members directed staff to proceed on the basis of LMTAC's Operating Procedures to maintain honorarium rates equivalent to those established by the GVRD.

Further, it was noted by Ms. Schlecker that section 11.c of the Operating Procedures regarding annual adjustments was no longer required as it made a direct reference to a GVRD bylaw that was no longer in effect due to being addressed by the newly adopted amending bylaw. It was suggested that LMTAC's Operating Procedures be updated by removing 11.c.

RECOMMENDATION:

That staff update LMTAC's Operating Procedures by deleting provision 11.1c.

CARRIED UNANIMOUSLY

3.2 Preliminary LMTAC 2008 Budget Assumptions

Ms. Schlecker provided members with an overview of preliminary 2008 Budget assumptions regarding revenues and expenditures. Members concurred that the 2008 budget should closely reflect the one established for 2007, while incorporating minimal increases for cost of living. Ms. Schlecker noted that the frequency of LMTAC meetings and treaty table activity is anticipated to be similar to 2007; however it was uncertain how ratification and implementation activities at Tsawwassen would impact LMTAC resources.

The assumptions were based on a FASC suggestion that there be no increase in the funding request to regional districts and that LMTAC continue to pursue annual funding from the Province. Members noted UBCM's continued work on behalf of TACs to seek predictable annual funding for TAC groups.

RECOMMENDATION:

That the LMTAC Executive recommend the 2008 Budget assumptions for Board endorsement and as the basis for FASC to proceed with drafting the 2008 Budget.

CARRIED UNANIMOUSLY

4. OTHER BUSINESS

4.1 LMTAC Provincial Funding Request for 2007 [provided ON TABLE]

Members discussed key messages to include in a funding request letter to the Province that was based on the Minister's expressed support for predictable annual funding. FASC highlighted LMTAC's continued participation at 3 active treaty tables, value-added policy work that benefits other local governments, as well as the Province, and involvement in activities related to the New Relationship. It was determined that although UBCM was in discussions with the Province to explore a funding formula for TACs, LMTAC should still proceed with submitting a request for funding for 2007.

One FASC member suggested that another invite be extended to the Minister to attend a future Board meeting to discuss such topics as the Tsawwassen ratification vote and LMTAC's pending *Lessons Learned and Best Practices* document.

RECOMMENDATION:

That staff prepare a draft funding request letter to the Minister and circulate for review and comments to Executive and FASC members.

CARRIED UNANIMOUSLY

4.2 Administrative Assistant Contract Renewal [In-Camera] [Mr. Kirsop and Ms. Hamilton left the meeting]

Ms. Schlecker provided FASC members with an update on the pending contract renewal; advising that she would meet with Ms. Hamilton on May 28th for an annual performance review and that the process would need to be completed before the next FASC meeting.

RECOMMENDATION:

That the Managing Director proceed with the Administrative Assistant contract renewal process; including a pre-approved salary increase as presented, if deemed appropriate following the review.

CARRIED UNANIMOUSLY

5. INFORMATION

5.1 Financial Statements – as of March 31, 2007 [on-table]

Members received the statements as of March 31, 2007, for information.

NEXT MEETING: FASC members recommended the next meeting be held July 4, 2007 to review a draft of the 2008 Budget.

7. CONCLUSION: The meeting concluded at 11:15am.