

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

May 2, 2008

Minutes of the Finance and Administration Sub-Committee (FASC) meeting scheduled at 10:00 a.m. to 12 noon on May 2, 2008, in the 2nd Floor Café East meeting room, 4330 Kingsway, Burnaby, B.C.

ATTENDANCE:	
SUB COMMITTEE	
Councillor Corinne Lonsdale (FASC Chair)	District of Squamish
Mayor Ralph Drew	Metro Vancouver
Councillor Colin Richardson	Village of Belcarra [by telephone]
Councillor Bob Osterman	City of New Westminster
Director John Turner (FASC Vice-Chair)	Squamish-Lillooet Regional District
Barbara Steele	City of Surrey
STAFF	
Regan Schlecker	LMTAC Managing Director (Recording Secretary)

CALL TO ORDER

FASC Chair Lonsdale confirmed quorum was in attendance and called the meeting to order at 10:15 a.m.

1. ADOPTION OF AGENDA

The agenda was adopted as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES

The minutes of March 13, 2008, were adopted as presented.

CARRIED UNANIMOUSLY

3. REPORTS

3.1 Preliminary LMTAC 2009 Budget Assumptions

Ms. Schlecker, Managing Director, provided members with an overview of the draft 2009 budget assumptions for FASC consideration. During discussion, FASC members recommended the following revisions:

- Note continued funding from BC in the amount of \$40,000
- Include regular FVTAC meetings (1 day/month)
- That an increase to regional district funding be linked to the increase anticipated for the LMTAC – GVRD service agreement or Consumer Price Index.
- That the Operating Procedures be amended to maintain the treaty reserve fund balance at 10% (rather than 5%) of the operating budget.

RECOMMENDATION:

That the Executive Committee recommend the 2009 Budget assumptions, as amended, for Board endorsement, including an amendment to the Operating Procedures, Financial Policy, clause 13.e to reinstate maintenance of the Treaty Table Reserve Fund balance to 10% of the annual operating budget.

CARRIED UNANIMOUSLY

Ms. Schlecker also informed FASC members of an anticipated Katzie Intergovernmental Relations workshop series to be facilitated by LMTAC. The LMTAC Chair suggested that LMTAC contact UBCM regarding funding assistance as per a recent Building Governance Capacity grant from the Province. Ms. Schlecker advised that details for grant applications were yet to be released and FASC members noted that a letter was timely and could assist with establishing criteria.

RECOMMENDATION:

That the Executive Committee sent correspondence to the UBCM First Nations Relations Committee to request funding assistance for facilitating the Katzie Intergovernmental Relations workshop series.

CARRIED UNANIMOUSLY

[In-Camera]

3.2 Review of Job Description – Research / Communications Coordinator

3.3 Comparative Analysis of LMTAC Staff Compensation

3.4 Administrative Assistant Contract Renewal

[Return to PUBLIC]

4. OTHER BUSINESS

4.1 Lower Mainland Local Government Association (LMLGA) AGM

A] Survey

FASC members reviewed the draft survey and noted that three questions were sufficient to receive effective feedback. Members suggested that a reference to the LMTAC website be made, along with request for name and contact information. One member suggested that the use of laptops to demo the site at the information booth would be beneficial.

RECOMMENDATION:

That staff use the survey, as amended, as a draw prize entry at the LMTAC information booth during LMLGA.

CARRIED UNANIMOUSLY

Request of Staff:

To seek use of a laptop for use at the information booth to demonstrate the LMTAC website.

B] Draw Prize

Director Turner confirmed purchase of a draw prize for the LMTAC information booth and FASC members expressed appreciation for his efforts.

4.2 LMTAC Office Space

Ms. Schlecker informed members that further to Metro Vancouver Head Office plans to relocate LMTAC, a decision was made that LMTAC remain in its current location.

5. INFORMATION

5.1 Financial Statements – as of March 2008

Members received the statements for information.

6. NEXT MEETING: To be determined.

CONCLUSION: The meeting concluded at 11:55 a.m.