

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

April 8, 2009

Minutes of the Finance and Administration Sub-Committee (FASC) meeting scheduled at 12:30 p.m. to 2:00 p.m. on April 8, 2009, in the 2nd Floor Café West meeting room, 4330 Kingsway, Burnaby, B.C.

ATTENDANCE:	
SUB COMMITTEE	
Councillor Corinne Lonsdale (FASC Chair)	District of Squamish
Councillor Linda Barnes	City of Richmond
Mayor Ralph Drew	Metro Vancouver [arrived at 12.45pm]
Councillor Bob Osterman	City of New Westminster
Councillor Craig Speirs	District of Maple Ridge
Councillor Colin Richardson	Village of Belcarra
STAFF	
Regan Schlecker	LMTAC Managing Director
Cheri Hamilton	Recording Secretary
Mark Kirsop	Policy Analyst

CALL TO ORDER

FASC Chair Lonsdale confirmed quorum was in attendance and called the meeting to order at 12:30 p.m.

1. ADOPTION OF AGENDA

The agenda was adopted as presented.

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES

The minutes of February 4, 2009, were accepted and adopted.

CARRIED UNANIMOUSLY

3. REPORTS

3.1 Revised Operating Procedures

FASC members considered the proposed draft wording for LMTAC Operating Procedures in accordance with the Executive Committee recommendations of February 18, 2009.

For efficiency, the Managing Director suggested bringing forward a comprehensive package of Operating Procedure amendments for Board endorsement.

Members reviewed the attached Operating Procedures and revised wording as follows:

- Add reference to the new MOU and New Relationship in sections 1.0 and 2.0
- Under 7.1 (d) add the phrase "...A single ballot may include up to a maximum number of positions; however, a nominee's name cannot appear more than once."
- Under 7.2 (e) amend the Executive Committee section to:
 - Four (4), rather treaty table representatives
 - add the phrase "When a treaty table completes Stage 5 Final Agreement negotiations, the LMTAC Board is no longer required to elect a table representative for that position."
- Under 8.0 (b) insert the phrase "The LMTAC Board is no longer required to elect a table representative for treaty tables that have completed Stage 5 Final Agreement negotiations".

RECOMMENDATION

THAT, further to direction by the LMTAC Executive Committee at its meeting of February 18th, 2009, Executive Committee members recommend for Board endorsement the proposed draft wording to LMTAC's Operating Procedures as they relate to:

- *Reference to the new MOU (sections 1a, 2a)*
- *Election Procedures (section 7.1 d)*
- *Treaty Table Representation (sections 7.2a, 8b)*

CARRIED UNANIMOUSLY

3.2 Proposed Nominations Committee

Under 7.1(a) members amended the proposed wording to read:

Each January, a nominating committee, consisting of outgoing Executive Committee members, will be established to prepare a report that outlines expectations for each position up for election at the inaugural Board meeting and a list of individuals with expressed interest to be nominated as a candidate.

RECOMMENDATION

THAT the Executive Committee endorse the proposed wording from section 7.1 (a) of the Operating Procedures.

CARRIED UNANIMOUSLY

3.3 Electronic Agenda Distribution

Members revised the Managing Directors report and discussed some of the challenges of moving towards electronic distribution, while acknowledging that some members continue to express an interest to receive electronic copies for convenience and sustainability reasons.

The FASC Chair suggested a three-month trial period whereby the public agenda could be shared electronically with those members that expressed interest. Staff would be asked to report back on the findings and to consider whether broader distribution should be considered.

RECOMMENDATION

THAT, further to receiving the Managing Director's information report, Executive Committee members endorse:

- i. no change to current Executive and Board agenda distribution methods in recognition of ongoing challenges related to ensuring reliable agenda distribution to all Executive and Board members and the potential risk of unauthorized electronic distribution of in-camera materials;*
- ii. a three-month trial period for LMTAC staff to provide an electronic copy of the public Board agenda to those members that expressed an interest to receive agenda packages electronically, and for staff to report back to FASC; and*
- iii. the Managing Director to inquire about the possibility of archiving electronic LMTAC files within Metro Vancouver facilities.*

CARRIED UNANIMOUSLY

4. OTHER BUSINESS

4.1 LMLGA AGM (May 6th – 8th Harrison Hot Springs)

The Managing Director advised that further to the 2009 Workplan, staff will be participating at LMLGA and that an information booth will be set up. The subject of a prize or donation to draw interest to the LMTAC booth was discussed. FASC requested staff to seek Executive and Board member assistance on possible donations.

4.2 Administrative Assistant Annual Review & Contract Renewal

The Managing Director provided a verbal update and presented FASC members with an on-table memorandum for their consideration.

RECOMMENDATION:

*That the Executive Committee recommend for Board endorsement the recommendation of the Managing Director (to be provided **on-table**) regarding terms of a contract renewal.*

CARRIED UNANIMOUSLY

5. INFORMATION Members received the following statements for information:

5.1 Draft Year End Financial Statement – as of February 28, 2009

5.2 UBCM Executive Release (March 27, 2009)

6. NEXT MEETING: June 3, 2009

CONCLUSION: The meeting concluded at 1:40p.m.