

**LOWER MAINLAND TREATY ADVISORY COMMITTEE
FINANCE AND ORGANIZATIONAL SUB-COMMITTEE (FOSC)
REGULAR MEETING**

April 6, 2001

Minutes of the Regular Meeting of the **Lower Mainland Treaty Advisory Committee (LMTAC) Finance and Organizational Sub-Committee (FOSC)** held at 9:30 a.m. on April 6, 2001, in the 10th floor (North) Committee room, 4330 Kingsway, Burnaby, BC.

ATTENDANCE:		
JURISDICTION:	LMTAC REPRESENTATIVE:	ALTERNATE:
District of Maple Ridge	Councillor Candace Gordon (Chair)	
City of Port Moody	Councillor Meghan Lahti	
Corporation of Delta	Councillor Vicki Huntington	
North Vancouver District	Mayor Don Bell (ex-officio)	
LMTAC STAFF ATTENDANCE:		
David Didluck	LMTAC Executive Director	
REGRETS:		
Village of Lions Bay	Councillor Peter Stevenson (Vice Chair)	

1. ADOPTION OF AGENDA (9:45am)

The agenda was adopted with the addition of items: 3.0 "Changes to LMTAC Operating Procedures re: Expense Claims"; 4.2 "Telephone system changes – report from Executive Director"; and 4.3 "Review of Draft Audited Financial Statements".

CARRIED UNANIMOUSLY

2. ADOPTION OF MINUTES: March 2, 2001 FOSC minutes

The minutes were adopted without amendment.

CARRIED UNANIMOUSLY

3. REPORTS

3.0 Changes to LMTAC Operating Procedures re: Expense Claims

Motion and Recommendation to Executive: that the Operating Procedures be amended to state that all expense and honoraria claims for LMTAC-related meetings must be received within 45 days from the end of the month of the date of the meeting or of the date the expense was incurred.

CARRIED UNANIMOUSLY

3.1 Role of Table Representatives (Project 3)

Members noted that, in practice, LMTAC table reps are chosen from the jurisdiction directly impacted by a particular treaty negotiation. Members agreed that since this practice is already in place, this issue does not need to be formally articulated in policy.

Members debated the value of including a formal statement in policy that clarifies when table representatives clarify when they are speaking on behalf of the full LMTAC or when they are speaking on behalf of their individual jurisdiction.

Motions and Recommendations to Executive and Full TAC:

A) That section 8.0 of the LMTAC Operating Procedures be amended to include the roles and responsibilities for LMTAC table representatives based on the suggestions noted in Section 4.0 in the attached report, with the following amendments:

- All bullets should be numbered when added to the Operating Procedures.

- remove top 2 bullets under roles and responsibilities. They are redundant.
- 3rd bullet under “provide info to provincial representatives from LMTAC”, add “LMTAC policy and interest papers.”
- Delete 5th bullet under “provide info to provincial representatives from LMTAC”.
- Change 2nd bold face heading to “Provide Information from LMTAC to the Treaty Table (via Provincial Negotiators)”.
- Change 7th bullet under “provide info to provincial representatives from LMTAC” to “coordinate LMTAC participation at table specific meetings”.

B) That the following be added to Section 8.0 c) of the LMTAC Operating Procedures: “No individual municipality or regional district has representation at any specific negotiating table. LMTAC table representatives need to clarify when they are speaking on behalf of the Full LMTAC membership or when they are speaking on behalf of their individual municipality or regional district.”

C) That Section 8.0 b) of the LMTAC Operating Procedures be amended as follows: “That the MTAC Chair or Chair’s designate will be the spokesperson(s) for the LMTAC in the Lower Mainland area.”

Request of Staff: circulate changes by email prior to next Executive, and add to next full TAC agenda.

CARRIED UNANIMOUSLY

3.2 Linkage Between Executive Director and Table Representatives (Project 3)

Proposed Section 12.0 “Staffing” in the report be amended as follows:

- Delete bullets b) and i)
- Amend a) “The LMTAC will hire an Executive Director to represent LMTAC and act as its senior staff person”.

Request of Staff: the Executive Director to make the committee’s suggested changes to the proposed job description and Operating Procedures, circulate them in advance to the next Executive, and bring to a full TAC for approval with the following recommendation: That Section 12.0 of the LMTAC Operating Procedures and the Executive Director’s Job Description be amended to include the proposed amendments and that official correspondence be sent from the LMTAC Chair to provincial representatives explaining these amendments.

CARRIED UNANIMOUSLY

3.3 LMTAC’s Role and Mandate, post provincial election (Project 5)

Deferred to next meeting.

CARRIED UNANIMOUSLY

3.4 Restructuring to Focus on Table Specific Issues (Project 4)

Deferred to next meeting.

CARRIED UNANIMOUSLY

4. OTHER BUSINESS

4.1 FOSC Meeting Dates

May 4, 2001 FOSC date moved to May 3, 2001.

Request of Staff: to rebook room and catering.

4.2 Telephone system changes – report from Executive Director

Mr. Didluck reported that, as a result of a GVRD staffing decision, there will be no longer a live person acting as LMTAC’s receptionist effective May 2001. Members agreed that the absence of

having a receptionist answer the phone for calls forwarded from voicemail is not a serious issue. Members suggested that staff could update their outgoing messages daily.

4.3 Review of draft Audited Financial Statements

Request of Staff: send copies of the draft financial reports to the FOSC and Executive members for information and comments.

Members commented on the fact that contributions from BC do not offset the increasing contributions of Local Government to fund LMTAC activities

5. INFORMATION

Motion: that all information items be received.

CARRIED UNANIMOUSLY

6. ADJOURNMENT: 11:30 am – Next Meeting: May 3, 2001 (note new date)