

**LOWER MAINLAND TREATY ADVISORY COMMITTEE  
COMMUNICATIONS SUBCOMMITTEE (CSC) AND  
FINANCE AND ORGANIZATIONAL SUB-COMMITTEE (FOSC) JOINT MEETING**

**November 6, 2003**

Minutes of the **Joint Meeting** of the **Communications Sub-Committee (CSC)** and **Finance and Organizational Sub-Committee (FOSC)** held at 2:00 p.m. on November 6, 2003 via conference call.

<b>ATTENDANCE:</b>	
District of Maple Ridge	Councillor Candace Gordon ( <i>FOSC Chair</i> )
City of Burnaby	Councillor Lee Rankin ( <i>FOSC &amp; CSC Vice-Chair</i> )
City of Coquitlam	Councillor Louella Hollington ( <i>CSC Chair &amp; FOSC member</i> )
Island Municipality of Bowen Island	Mayor Lisa Barrett ( <i>FOSC &amp; CSC member</i> )
City of White Rock	Councillor Mary-Wade Anderson, <i>CSC committee</i>
LMTAC Manager and Acting Recording Secretary	Kirstie Pirie

**CALL TO ORDER**

Chair Gordon confirmed a quorum was in attendance and called the meeting to order at 2:00 p.m.

**1. ADOPTION OF AGENDA**

The agenda was approved as circulated.

**CARRIED UNANIMOUSLY**

**2. ADOPTION OF MINUTES:**

**October 7, 2003 Joint FOSC & CSC**

The minutes were adopted as presented.

**CARRIED UNANIMOUSLY**

**3. REPORTS**

**3.1 Development of New LMTAC Sub Committee Name and Terms of Reference**

**RECOMMENDATION AND MOTION:**

- a) That the new LMTAC sub committee be named:  
Finance and Administrative Sub Committee (FASC); and
- b) That the attached terms of reference for the new sub committee be endorsed.

**CARRIED UNANIMOUSLY**

**3.2 Update Operating Procedures with New Sub Committee**

**RECOMMENDATION AND MOTION:**

That the outlined changes be made to the related sections of the LMTAC Operating Procedures as a result of creating a new sub committee. (*Sections 4.0 (b), 7.2 (e), 12.0 (h), 13 (a) & (b), 14.0 (a)*)

**CARRIED UNANIMOUSLY**

**4. OTHER BUSINESS**

**4.1 Review of Actuals**

The Chair reviewed the Actuals and acknowledged that there is a continued positive variance close to \$32,000.

There was discussion here regarding the recent GVRD board endorsement of the increased 2004 LMTAC funding request and the positive feedback following the LMTAC presentation to the Sunshine Coast Regional District [SCRD] on October 30. A formal response from SCR D and the Squamish Lillooet Regional District is expected by early 2004.

**5. INFORMATION - No information items were included.**

6. **ADJOURNMENT-** The meeting concluded at 2:30 pm. A meeting will be held in December only if required.