

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

**July 4, 2003**

Minutes of the **Regular Meeting** of the **LMTAC Finance and Organizational Sub-Committee (FOSC)** held at 10:30 a.m. on July 4, 2003 in the 8th Floor North Meeting Room, 4330 Kingsway, Burnaby, BC.

<b>ATTENDANCE:</b>	
District of Maple Ridge	Councillor Candace Gordon (FOSC Chair)
City of Burnaby	Councillor Lee Rankin (FOSC Vice Chair)
City of Coquitlam	Councillor Louella Hollington
Bowen Island Municipality	Mayor Lisa Barrett - <i>via teleconference</i>
Greater Vancouver Regional District	Mayor Ralph Drew (LMTAC Chair/Ex Officio) - <i>via teleconference</i>
LMTAC Manager	Kirstie Pirie
LMTAC Aboriginal Affairs Analyst	Regan Schlecker

**CALL TO ORDER**

Chair Gordon confirmed a quorum was in attendance and called the meeting to order at 10:40 a.m.

**1. ADOPTION OF AGENDA**

The agenda was adopted with the addition of the June 30 2003 Actuals added to Item 3.1.

**CARRIED UNANIMOUSLY**

**2. ADOPTION OF MINUTES: May 6, 2003**

The minutes were adopted as presented.

**CARRIED UNANIMOUSLY**

**3. REPORTS**

**3.1 Draft 2004 Budget**

Councillor Gordon, FOSC Chair, reviewed each attachment in the Budget 2004 planning package, including:

- Preliminary LMTAC Budget 2004 Assumptions
- Estimated Additional 2004 Funding Required
- Draft 2004 Statement of Revenue and Expenditures
- Draft Regional District Funding Formula Worksheet
- LMTAC Honorarium Comparison
- June 30 Actuals

Members discussed how FOSC should address each one of the three concurrent actions supported by the board: 1) Seek alternate funding sources; 2) Evaluate possibility of increased member regional district contributions; and 3) Review possibilities to reduce current expenses. Each action was discussed separately.

Seek alternate funding sources:

Councillor Gordon referenced the two letters that LMTAC had previously distributed to Minister Responsible for Treaty Negotiations and suggested that - in comparison to the previous two letters - a separate letter be drafted that outlines specific, detailed costs associated with LMTAC resources required to support the work as a key member of the provincial team, particularly at the Tsawwassen table and the anticipated Intergovernmental Relations Working Group.

***Request for Action: That the Chair draft letter to Minister Plant that outlines specific costs.***

Member also highlighted that in May, LMTAC received \$5,000 from the City of Nanaimo in recognition of LMTAC's policy work and in exchange for the City becoming an observer member of LMTAC. It was suggested that LMTAC seek funding contributions from other levels of government (eg. Federal Government)

on a case by case basis if they are involved in any LMTAC special meetings or workshops related, for example, to fisheries or intergovernmental relations.

Evaluate possibility of increased member regional district contributions:

Given the budget planning timelines of LMTAC regional district funding partners, members reviewed the draft 2004 budget that included an increase to each of the three member regional district contributions. Councillor Gordon highlighted that the regional district contribution totals are based on a combination of population numbers and actual expense costs.

***Request of Staff:** That staff add the estimated 2003 treaty table fund surplus into the regional district funding formulas and update the worksheet for the next Executive Committee meeting.*

Members were reminded that the draft budget was to be endorsed by the LMTAC Board at its July 23<sup>rd</sup> meeting so that funding request letters could be distributed to the regional districts by the end of July. A member explained that these letters to the regional districts should clearly outline reasons behind the requested increase and acknowledge the strict budgetary cuts already imposed by LMTAC.

Review possibilities to reduce current expenses:

Members underscored that their preference was not to make any further cuts to the budget, acknowledging the significant cuts made over the past two years to the operating budget. One member suggested that for the benefit of new members the specific cuts made in 2002 and 2003 be highlighted in the budget package to the Executive and Board.

In addition to the draft list of significant expenses (\$12,000 or more) that staff provided on table, members discussed other potential methods of reducing costs, should the need arise. These included: reducing catering, holding fewer board meetings, reviewing the web site, and reducing the FOSC and CSC into one sub committee.

***Request of Staff:** That staff include the above additional expense areas into the Expense Listing and forward it to FOSC members prior to distribution to the Board.*

Members discussed a discussion that took place at the July 2<sup>nd</sup> CSC meeting and acknowledged that once LMTAC had received an indication regarding regional districts contributions, that perhaps the FOSC and CSC could hold a joint meeting to address implications to further cuts.

**RECOMMENDATION AND MOTION TO EXECUTIVE:**

That Executive and Board endorse the draft 2004 budget as presented.

***Request of Staff:** That staff prepare a package with all of the budget related materials for presentation to the Executive and Board.*

**4. OTHER BUSINESS**

**4.1 LMTAC Workplan Status**

Members reviewed the attached status report and noted that of the 6 FOSC-related projects, 2 were complete and 4 were in progress. Staff is continuing to work on alternate agenda distribution research.

**4.2 Staffing Review and Contract Renewal**

Councillor Gordon reminded members that Ms. Pirie's contract end date was in September and that performance feedback forms would be distributed by the end of July so that the FOSC Chair and LMTAC Chair could review the results and meet with Ms. Pirie prior to the September FOSC meeting.

**4.3 LMTAC Observer Members**

It was acknowledged that the next FOSC meeting would address observer membership on LMTAC.

**5. INFORMATION**

**5.1 Schedule of Meetings for 2003**

**6. CONCLUSION - The meeting concluded at 11:46 am**

**The next FOSC meeting, if required, is scheduled for the first week of September. Given the Labour Day weekend holiday – the meeting may be held on the Thursday (Sept 4) or Friday (Sept 5) based on member availability.**