

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

**March 2, 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 March 2, 2001, in the 10th floor (North) Committee room, 4330 Kingsway, Burnaby, BC.

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

**1. ADOPTION OF AGENDA (9:45am)**

The agenda was adopted without amendment.

**CARRIED UNANIMOUSLY**

**2. ADOPTION OF MINUTES: February 2, 2001 FOSC minutes**

The minutes were adopted without amendment.

**CARRIED UNANIMOUSLY**

**3. REPORTS**

**4. OTHER BUSINESS: Action on Workplan 2001 (Discussion)**

**4.1 Ability to Expend/Reallocate Funds within Board/Committee Workplans (Project 1)**

Members discussed whether once a Workplan is approved by a Board/Committee can the funds allocated be redistributed to other projects already in the Workplan.

Recommendation to Executive: that the LMTAC Operating Procedures be amended to show the addition of the following new financial policy regarding Board, Sub-Committee or Working Group Workplans:

- that implementation of LMTAC Board, Sub-Committee or Working Group Workplans is the responsibility of the appropriate Board, Sub-Committee or Working Group. Budgeted funds already identified in an approved Workplan may not be reallocated to different projects within that Workplan without FOSC consideration and Executive and Board approval. Funds to be expended in excess of the established budget in the Workplan will require FOSC consideration and Executive and Board approval.
- Unexpended funds from an approved Board, Sub-Committee or Working Group Workplan will not be carried over to future fiscal years. Committed funding for projects in progress will be carried over to the following year's budget. Budgeted funds for projects in a Workplan not undertaken in a given fiscal year should be reviewed and resubmitted in the following year's budget.

**CARRIED UNANIMOUSLY**

**4.2 Sub-Committee Structure & Reporting (Project 4)**

**a) Sub-Committee Reporting**

Members discussed the merits of direct sub-committee reporting to the Full TAC, rather than via the Executive. Role of Executive needs to be defined as its not identified clearly in the Operating Procedures. Members noted that the Executive Committee should not block sub-committee motions but should have the ability to review and help give direction to the full TAC on recommendations – the direction that full TAC members have asked for. The original sub-committee report and recommendation should also be forwarded to the Full TAC as an information item.

Recommendation to Executive: that the Terms of Reference of all Sub-Committees and Working Groups be amended to show that reports and recommendations are ultimately approved by the Full TAC but are reported via the Executive. (Show a solid line between the sub-committees and working groups and the full TAC and a dashed line to the Executive). Reports and recommendations from sub-committees to now be shown on the Executive and Full TAC agendas are to be shown under “Standing Reports” of the sub-committees.

**CARRIED UNANIMOUSLY**

**b) Restructuring to Focus on Table-Specific Issues**

Motion: deferred item to future FOSC

**CARRIED UNANIMOUSLY**

**4.3 Roles of LMTAC Members (Project 3)**

**a) Members appointed to LMTAC**

Change title: “Role of LMTAC Members” to “Role and Responsibilities of LMTAC Members”.  
Change 3<sup>rd</sup> bullet: “attend and participate LMTAC Board meetings, and other meetings as appropriate”.  
Change 2<sup>nd</sup> bullet: “represents interests... to LMTAC”.

Recommendation to Executive: that attachment 4.3b) with suggested amendments be added to the LMTAC Operating Procedures section 3.0 to help define in policy what is the role of LMTAC members on the full Board.

**b) Role of Table Representatives**

Motion: deferred item to future FOSC.

Request of Staff: Executive Director to prepare some suggested wording for the role of LMTAC table representatives.

**c) Linkage between Ex. Director and Table Representatives**

Motion: deferred item to future FOSC.

**CARRIED UNANIMOUSLY**

**4.4 LMTAC Role and Mandate, post provincial election (Project 5)**

Motion: deferred item to future FOSC

**CARRIED UNANIMOUSLY**

**5. INFORMATION**

Motion: that all information items be received.

**CARRIED UNANIMOUSLY**

Request of Staff: XXX.

6. **ADJOURNMENT: 11:30 am – Next Meeting: April 6, 2001**