



# REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: Out of Province Conference Request

File #: 6410.00

Doc #:

From: Roy M. Beddow, RPP, MCIP  
Deputy Director of Development Services

Date: March 10, 2023

---

## RECOMMENDATION:

THAT the Deputy Director of Development Services & Economic Development be authorized to attend the Canadian Institute of Planners National Conference in Halifax, Nova Scotia from June 27-30, 2023.

---

## PURPOSE:

To seek approval for staff to attend an out of province conference.

## POLICY:

The City's Travel and Expense Policy GE-10 requires City employees to receive Council approval to attend events outside of the Province of British Columbia.

## COMMENTS/ANALYSIS:

The Canadian Institute of Planners (CIP) annual conference will be held in Halifax from June 27-30, 2023. The theme of the conference is, "Navigation" (see Attachment 1). The annual conference offers planners a wealth of courses, workshops and tours exploring contemporary Canadian and international planning experience and will ensure that staff keep up to date with the latest developments in professional practice.

## BUDGET IMPLICATIONS:

The total cost to attend the conference including registration, transportation, accommodation and per diem is approximately \$3,000.00 and is provided for within

the Development Services Department's budget.

**ALTERNATIVES:**

1. Deny the request to attend the 2023 Canadian Institute of Planners conference.

Respectfully Submitted,



---

Roy M. Beddow, RPP, MCIP  
Deputy Director of Development Services

Concurrence:



---

Carl Johannsen, RPP, MCIP  
Director of Development Services

Attachment:

1. "Navigation" – 2023 CIP Conference Webpage

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I support the recommendation.



---

Francis Cheung, P. Eng.  
Chief Administrative Officer

To: Mayor and Councillors  
Date: March 10, 2023  
Subject: Out of Province Conference Request  
Page 3

---