



REPORT TO COUNCIL

To: **Mayor Schaffer and Councillors**

Subject **Out of Province Conference Request**

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

Report #: 18-01
File #: 6410.00
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Date: January 8, 2018

RECOMMENDATION:

THAT the Deputy Director of Development Services & Economic Development be authorized to attend the Canadian Institute of Planners Annual Conference in Winnipeg, Manitoba from July 19-22, 2018.

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 annual conference will be held in Winnipeg from July 19-22, 2018. The theme of the conference is, "Soul". The annual conference offers planners a wealth of courses on contemporary Canadian and international planning 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 \$2,500.00 and is provided for within the Development Services & Economic Development Department's budget.

ALTERNATIVES:

1. Deny the request to attend the 2018 Canadian Institute of Planners conference.

Respectfully Submitted,



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

Concurrence:



Gerald Minchuk, MCIP, RPP
Director of Development Services &
Economic Development

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I support the recommendation.



Francis Cheung, P. Eng.
Chief Administrative Officer