



REPORT TO COUNCIL

To: **Mayor Schaffer and Councillors**

Subject **Out of Province Conference Request – Director of Development Services & Economic Development**

Report #: 18-07

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

File #: 6410.00

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Date: January 17, 2018

RECOMMENDATION:

1. THAT the Director of Development Services & Economic Development be authorized to attend the APA 2018 National Planning Conference in New Orleans to be held on April 21-24, 2018.
2. THAT all expenses be paid in accordance with the City's Travel Policy.

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 APA National Planning annual conference will be held in New Orleans from April 21-24, 2018. The early registration deadline is on February 22, 2018 in order to save \$50 and increase the chance of obtaining the limited number of mobile workshops.

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The conference represents an excellent educational opportunity to learn about the latest developments in city planning practice. The theme of the conference is, "Strong Roots. Big Plans.", and offers a wealth of sessions and workshops and will ensure 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 \$2,750.00 and is provided for within the Development Services & Economic Development Department's budget.

ALTERNATIVES:

Deny the request from the Director of Development Services & Economic Development to attend the APA 2018 National Planning Conference.

Respectfully Submitted,



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

Attachment(s):

CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:



Francis Cheung, P. Eng.
Chief Administrative Officer