



# REPORT TO COUNCIL

To: **Mayor and Councillors**

Subject: **Out of Province Conference, 2019 CAMA and FCM Conferences**

File #: 0110.00

Doc #: 162865

From: Francis Cheung, P. Eng.  
Chief Administrative Officer

Date: January 25, 2019

---

## RECOMMENDATION:

THAT the Chief Administrative Officer be approved to attend the Canadian Association of Municipal Administrators Annual Conference and the Federation of Canadian Municipalities Annual Conference in Quebec City, Quebec from May 26 to May 30, 2019 and from May 30 to June 2, 2019 respectively.

---

## PURPOSE:

The purpose of this report is to seek Council approval for staff to attend out of province conferences.

## POLICY:

Section 5.2 of the City's Travel and Expense Policy GE-10 states that:

"Council must approve attendance of an Organization Member at an Event outside of the Province of British Columbia."

## COMMENTS/ANALYSIS:

The plenary sessions, workshops and speakers programmed at the Canadian Association of Municipal Administrators (CAMA) Annual Conference and the Canadian Federation of Municipalities (FCM) Annual Conference will allow the Chief Administrative Officer to learn about the latest developments in municipal

administration, leadership skills, succession planning, employee retention and attraction, management techniques, sustainability strategies and successes, sustainable development strategies, safety and crime prevention, housing, and Canada's long-term infrastructure and transportation plan.

#### **BUDGET IMPLICATIONS:**

The estimated cost for the Chief Administrative Officer to attend the conferences is approximately \$3,000.00. There is sufficient funding in the Administration Department budget for this purpose.

#### **ALTERNATIVES:**

That the out of province request to attend the CAMA Annual Conference and the FCM annual Conference be denied.

Respectfully Submitted,



---

Francis Cheung, P. Eng.  
Chief Administrative Officer

- Attachments 1: 2019 CAMA Conference Program-at-a-glance  
2: 2019 FCM Annual Conference Program-at-a-glance