Fraser Valley Regional District

CORPORATE REPORT

To: Fraser Valley Regional District Board
Date: 2018-01-24

From: Jaime Schween, Manager of Corporate Administration
File No: 0390-20-2018

Subject: FCM Annual Conference, Halifax, Nova Scotia - May 31 to June 3, 2018

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize Electoral Area Directors, as designated, to attend the FCM Annual Conference and Trade Show to be held in Halifax, Nova Scotia from May 31 to June 3, 2018;

AND THAT registration fees, accommodation and travel costs be approved from Budget 102.

BACKGROUND

In 2017, four Electoral Areas Directors attended the Conference which was held in Ottawa, Ontario.

DISCUSSION

This year's FCM Conference is held at the Halifax Convention Centre in Halifax, Nova Scotia. The conference consists of four days of plenaries, workshops, industry-led seminars and networking opportunities.

The Agenda for this year's Conference has not yet been released. However, as this Conference takes place in Halifax and requires travel arrangements to be made well in advance, staff is bringing this matter forward for consideration.

Approval is also being sought from the Board for the Board Chair, Board Vice Chair and Chief Administrative Officer to attend the Conference.

COST

The Conference registration fees for 2018 have not yet been announced. However, the registration fees for 2017 were approximately $850.00, plus taxes. The cost of the hotel room is $245.00, plus taxes, per night, per person. As of the date of this memo, the costs for an average flight between Vancouver and Halifax are approximately $750.00, plus taxes, per person.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported. Funds are included in the Electoral Area Administration (102) budget to support attendance at this event with one attending being covered jointly by all electoral areas (typically the EASC Chair) and all other attendees being covered from their area specific travel budgets.

Paul Gipps, Chief Administrative Officer: Reviewed and supported