

To: Fraser Valley Regional District Board

Date: 2018-02-27

From: Jaime Schween, Manager of Corporate Administration

File No: 0390-20-2018

Subject: Regional District CEO / CAO Forum – March 20 and 21, 2018

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize the Board Chair and Chief Administrative Officer to attend the Regional District CEO / CAO Forum to be held in Victoria, BC on March 20 and 21, 2018;

AND THAT registration fees, accommodation and travel expenses be approved from the Regional Administration budget 101.

BACKGROUND

In 2017, this event was held at the Hotel Grand Pacific in Victoria, BC.

COST

The cost of registration for the Regional District CEO / CAO Forum is invoiced on a per capita basis following the event. The registration fees for the 2017 event were \$52.91 per person.

The cost of the hotel room for the Regional District CEO / CAO Forum is \$122.00 plus taxes per night. As this event is held in Victoria, travel costs will include BC Ferry costs of \$173 per vehicle, plus mileage.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported. Funds are included in the Regional Administration (101) budget to support attendance at this event.

Paul Gipps, Chief Administrative Officer

Reviewed and supported