

To: CAO for the Regional and Corporate Services Committee

Date: 2018-12-11

From: Jaime Reilly, Manager of Corporate Administration

File No: 3920-20-2019

Subject: Regional District Chair and CAO Forum: March 26 and 27, 2019

RECOMMENDATION

THAT the Fraser Valley Regional District Board authorize the Board Chair and Chief Administrative Officer to attend the Regional District Chair and CAO Forum to be held in Victoria, BC on March 26 and 27, 2019;

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

BACKGROUND

The previous year's Regional District CEO / CAO Forum was held on March 20 and 21, 2018 in Victoria, BC. This event is normally held in conjunction with the Municipal Finance Authority Annual General Meeting.

DISCUSSION

This event organized by the Union of BC Municipalities, and is attended by Regional District Chairs and CAOs from across British Columbia.

COST

The cost of registration for the Regional District Chair and CAO Forum is invoiced on a per capita basis following the event. Registration fees in the past have been approximately \$50 per person.

The cost of hotel rooms for the event is \$135 plus taxes, per night, per person. As this event is held in Victoria, travel costs will include BC Ferry costs of \$191.90 per vehicle, plus mileage.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported