

To: Mayor and Council
From: Paul Gipps, CAO
Meeting Date: March 3, 2026
Meeting Type: Regular Council Meeting

Prepared by: Collette Beggs, Senior Advisor Intergovernmental Relations
Department: CAO

Title: Council Authority to Approve for 2026 Travel
Description: Council authorization for members to attend various conferences in 2026

RECOMMENDATION

THAT the following members of Council be authorized to attend the 2026 Southern Interior Local Government Association (SILGA) Conference; [members as determined by Council]

THAT the following members of Council be authorized to attend the 2026 Federation of Canadian Municipalities (FCM) Conference; [members as determined by Council]

THAT the following members of Council be authorized to attend the 2026 Union of British Columbia Municipalities (UBCM) Conference; [members as determined by Council]

AND THAT costs incurred for the attendance of members at the Conferences be allocated from PD/CONFERENCES/CONVENTIONS and COUNCIL CONTINGENCY.

EXECUTIVE SUMMARY

Council Remuneration and Expenses Policy No. 164, 2018 requires that Council approve, by resolution, attendance at any conference, training opportunity, or event where costs will be incurred by the municipality. Council currently has an annual budget of \$25,000 to support conference and training participation; however, travel, accommodation, and registration costs have increased in recent years, resulting in higher overall expenses.

If Council wishes to attend conferences, training opportunities, or events beyond what is currently provided for in the approved budget, any associated costs would require additional funding to be authorized by Council resolution. The Council Contingency budget is \$30,000 and, historically, a significant portion of these funds has remained unspent at year-end. This contingency could therefore be considered as a potential funding source, subject to Council’s direction and approval.

DISCUSSION/ANALYSIS

Conference	Location	Dates	Registration	Hotel + Travel	Total Per Member	Total:
SILGA (Mayor + 6 Councillors)	Revelstoke, BC	April 29 – May 2	\$550	\$1,200	\$1,750	\$12,250
FCM	Edmonton,	June 3 – 8	\$1,400	\$2,500	\$3,900	\$7,800

(Mayor + 1 Councillor)	AB					
UBCM (Mayor + 6 Councillors)	Vancouver, BC	September 13 – 18	\$1,400	\$3,700	\$5,100	\$35,700

FINANCIAL IMPLICATIONS

None

 Budget Previously Approved

 Other (see below)

Respectfully Submitted.

Collette Beggs, Senior Advisor Intergovernmental Relations

Report Approval Details

Document Title:	Council Authority to Approve for 2026 Travel.docx
Attachments:	
Final Approval Date:	Feb 26, 2026

This report and all of its attachments were approved and signed as outlined below:

Task assigned to Reyna Seabrook, Director of Corporate Services was completed by workflow administrator Makayla Ablitt, Manager of Corporate Administration - Feb 24, 2026 - 10:27 AM

Paul Gipps, Chief Administrative Officer - Feb 26, 2026 - 7:26 AM

Task assigned to Makayla Ablitt, Manager of Corporate Administration was completed by assistant Shara Glenn, Legislative and FOI Coordinator - Feb 26, 2026 - 8:38 AM