

**MEETING TYPE:** Regular Council Meeting  
**MEETING DATE:** February 21, 2023  
**AUTHOR:** Reyna Seabrook, Director of Corporate Services  
**DEPARTMENT:** Corporate Services  
**ITEM TITLE:** Council Authority to Approve Travel (V02)  
**DESCRIPTION:** Council authorization for members to attend various conferences and training in 2023

## QUESTION

Which members of Mayor and Council are authorized to various conferences and training opportunities in 2023?

## OPTIONS

- A. THAT the following members of Council be authorized to attend the 2023 Southern Interior Local Government Association (SILGA) conference:
- THAT the following members of Council be authorized to attend the 2023 Union of British Columbia Municipalities (UBCM) conference:
  - THAT the following members of Council be authorized to attend the 2023 Federation of Canadian Municipalities (FCM) Conference:
  - AND THAT costs incurred for the attendance of members at the 2023 FCM Conference be allocated from Council Contingency.

## EXECUTIVE SUMMARY

Council Remuneration and Expenses Policy 164, 2018 requires a resolution approving attendance of any Council member at a function where there will be a cost incurred by the municipality. Council has an annual conference and training budget of \$25,000.

Should Council wish to incur expenses outside of the existing conference budget to attend other events such as FCM and UBCM Housing Summit, additional funds would be required to be allocated through Council resolution. Council Contingency is \$30,000 and historically has all or most funds remaining at year end.

Registration, travel, and accommodation costs increase as the conference date approaches. Costs are approximate.

Conference	Location	Date	Early Bird Deadline	Registration	Hotel + Travel	Total Per Member	X 7 members
UBCM Housing Summit	Vancouver	Apr 4-5	Feb 24	\$350	\$1,100	\$1,450	\$10,150
SILGA	Vernon	Apr 25-28	Mar 10	\$500		\$500	\$3,500
FCM	Toronto	May 25-28	Apr 21	\$1,000	\$3,000	\$4,000	\$28,000
UBCM	Vancouver	Sept 18-22	Approx. Jul 31	\$1,000	\$2,000	\$3,000	\$21,000

\*Online option for FCM is not available this year.

Respectfully Submitted,  
 Reyna Seabrook, Director of Corporate Services

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**Report Approval Details**

Document Title:	Council Authority to Approve Travel (V02).docx
Attachments:	- Council Remuneration and Expenses Policy 164, 2018.pdf
Final Approval Date:	Feb 13, 2023

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

**Tanya Garost, Chief Administrative Officer - Feb 13, 2023 - 3:25 PM**