



CITY OF VANCOUVER

ADMINISTRATIVE REPORT

Report Date: January 6, 2006
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CC File No.: 08-2200-20
Meeting Date: January 17, 2006

TO: Vancouver City Council

FROM: City Clerk

SUBJECT: Councillor Tim Stevenson's Travel to Bromont, Quebec March 1 - March 4, 2006.

RECOMMENDATION

- A. That Council authorize Councillor Tim Stevenson to attend the Federation of Canadian Municipalities (FCM) Board Meeting to be held in Bromont, Quebec from March 1, 2006 to March 4, 2006, at an estimated cost of \$1,825.00, source of funding to be the Councillor's 2006 travel budget.
- B. That Council grant a Leave of Absence to Councillor Tim Stevenson from the City Services and Budgets meeting, the Planning and Environment meeting and from the back up Public Hearing scheduled for March 2, 2006 to attend the Federation of Canadian Municipalities Board Meeting.

CITY MANAGER'S COMMENTS

The City Manager submits this report for Council's consideration.

COUNCIL POLICY

The City's Mayor and Council Members' Expenses By-law No 8904 requires that a Council member wishing to engage in an activity that is representing the city, engaging in city business or attending a course, meeting or convention outside British Columbia must request Council prior approval. If Council approval is granted, the council member may claim reimbursement for expenses incurred in accordance with the By-law.

PURPOSE

The purpose of this report is to seek Council's approval for Councillor Tim Stevenson to attend the Federation of Canadian Municipalities (FCM) March 2006 Board Meeting as a representative of the City.

BACKGROUND

Councillor Tim Stevenson is a member of the following Standing Committees of the FCM:

- Municipal Finance and Intergovernmental Arrangements
- International Relations

The terms of membership to the Standing Committees of the FCM are effective for the period of one year, from Annual Conference to Annual Conference, which generally take place in June of each year.

Councillor Tim Stevenson has been attending these Board Meetings since his appointment to the above Standing Committees at the 2005 Annual Conference.

This is the last FCM Board Meeting of the current term.

FINANCIAL IMPLICATIONS

The estimated costs to be funded from the 2006 Travel Budget are as follows:

Item	Estimated Costs
Airfare - return (including applicable taxes)	\$ 880.00
Accommodations - 3 nights @ \$181 (incl. GST/HST) (±)	\$ 543.00
Ground Transportation	\$ 90.00
Per Diem* - 4 days X \$60.00 US/day(\$78.00 CAN)	\$ 312.00
Total Estimated Costs	\$ 1,825.00

Note: By-law per diem is US \$60 - assume conversion factor of 1.30

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