



ADMINISTRATIVE REPORT

Report Date: September 19, 2017
Contact: Rosemary Hagiwara
Contact No.: 604.673.8301
RTS No.: 12148
VanRIMS No.: 08-2000-20
Meeting Date: October 3, 2017

TO: Vancouver City Council
FROM: Deputy City Clerk
SUBJECT: Travel Approval Request - Federation of Canadian Municipalities (FCM)
Board of Directors Meetings

RECOMMENDATION

THAT Council authorize Councillor Raymond Louie to attend FCM's Board of Directors meetings taking place November 21-24, 2017 in Ottawa, ON and March 6-9, 2018 in Laval, QC with expenses estimated at \$4852.00 to be funded from the Councillors' Travel Budget.

REPORT SUMMARY

Councillor Raymond Louie requests funding under the City's Mayor and Councillor Expenses By-Law No. 11529 to represent the City of Vancouver at FCM's Board of Directors Meetings in Ottawa and Laval.

The current FCM President, Jenny Gerbasi, has specifically requested Councillor Raymond Louie to serve in an advisory role as President Emeritus on FCM's Strategic Planning Process Steering Group and Governance Working Group. The invitation was extended to him because of his many years of experience within FCM's governance bodies and as Acting Mayor of the City of Vancouver. The committees will conduct their work through periodic conference calls, as well as face to face meetings held in conjunction with FCM's Board of Directors meetings, which will take place November 21-24, 2017 (Ottawa, ON) and March 6-9, 2018 (Laval, QC).

COUNCIL AUTHORITY/PREVIOUS DECISIONS

The Mayor and Councillors Expenses Bylaw No. 11529 requires Council approval for Council members' reimbursement of expenses incurred while on City business.

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

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

REPORT

Background/Context

FCM has been the national voice of municipal government since 1901. With close to 2,000 members, FCM represents the interests of and advocates for municipalities on policies and programs that fall within federal jurisdiction. Membership includes Canada's largest cities, small urban and rural communities, and 21 provincial and territorial municipal associations.

At the present time, FCM is at a crossroad. They are being called upon to continue their traditional role as a membership services organization while also responding to relevant Government of Canada priorities. Building on the success of FCM in recent years, they are in transition from an effective advocate to an empowered nation-builder.

The FCM Board of Directors has approved a 2-track approach for renewing FCM's Strategic Plan, which is led by the Strategic Planning Process Steering Group (PSG). PSG is a short-term structure that has been convened by the FCM President to provide overall guidance to the strategic planning process. Members contribute to the PSG's discussions from their experience and the perspective they represent.

The Governance Working Group (GWG) identifies key governance policies and practices requiring attention, examines best practices in other organizations, and presents recommendations to the Board of Directors for review and approval. Examples of what is on the GWG agenda for this year are:

- FCM'S Bilingualism Policy;
- Code of Ethical Conduct;
- Review and revise Elections Procedure/Code of Ethical Conduct
- Assess proposed changes to regional caucus elections; revise Elections Procedures if needed;
- Propose approach to improve integration and orientation of new Board members and non-Board committee members; and
- Improve consistency and efficiency of chairing procedures

The PSG and GWG will meet by teleconference on a regular basis and hold face-to-face meetings during the FCM Board meetings.

Strategic Analysis

As President Emeritus, Councillor Louie brings an important and unique set of skills and experiences to FCM's Strategic Planning Process Steering Group and Governance Working Group. He has a strong knowledge of effective organizational governance. He also understands FCM and is therefore well placed to assist in providing strategic

direction for FCM so that they are best positioned to provide their members with the services and support they need in the future. Finally, he will help ensure a big city perspective is integrated into the thinking and decisions of the Board on FCM governance and strategic planning issues.

Implications/Related Issues/Risk

Financial

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

Item	Estimated Costs
November 21-24, 2017 (Ottawa, ON):	
Airfare: Vancouver to Ottawa return	\$1050.00
Ground Transportation	\$100.00
Accommodation: 4 nights at \$259.00 per night	\$1036.00
Per Diem: \$60 per day	\$240.00
Subtotal Estimated Costs	\$2426.00
March 6-9, 2018 (Laval, QC):	
Airfare: Vancouver to Laval return	\$1050.00
Ground Transportation	\$100.00
Accommodation: 4 nights at \$259.00 per night	\$1036.00
Per Diem: \$60 per day	\$240.00
Subtotal Estimated Costs	\$2426.00
Total Estimated Costs	\$4852.00

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