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**TO:** GENERAL COMMITTEE

**SUBJECT:** 2020 COUNCIL CONFERENCE ATTENDANCE

**WARD:** ALL

**PREPARED BY AND KEY CONTACT:** L. WEILAND, SUPERVISOR OF ADMINISTRATIVE SUPPORT SERVICES, EXT. 5077

**SUBMITTED BY:** W. COOKE, DIRECTOR OF LEGISLATIVE AND COURT SERVICES/CITY CLERK

**GENERAL MANAGER APPROVAL:** D. MCALPINE, GENERAL MANAGER OF COMMUNITY AND CORPORATE SERVICES

**CHIEF ADMINISTRATIVE OFFICER APPROVAL:** M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

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### **RECOMMENDED MOTION**

1. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be granted approval to attend the 2020 Federation of Canadian Municipalities (FCM) annual conference to be held in Toronto, Ontario as an official delegation for the City of Barrie.
2. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be granted approval to attend the 2020 Association of Municipalities of Ontario (AMO) annual conference in Ottawa, Ontario as an official delegation for the City of Barrie.
3. That the Council representative on the Town and Gown Committee, be granted approval to attend the Town and Gown Association of Ontario 2020 Conference in Niagara, Ontario.
4. That the applicable related expenses (including registration, travel, accommodation, and meals) be reimbursed from the Council Conference Account to a maximum of \$17,000 for the three conferences, as approved in the 2020 Business Plan (Account # 1010-600000).
5. That the City Clerk be delegated authority to coordinate the Council member attendance for future AMO and FCM conferences.

### **PURPOSE & BACKGROUND**

#### **Report Overview**

6. Motion 08-G-511 was adopted on October 28, 2008 regarding Council Expenses. In paragraph two of the motion, a staff report is required to be presented annually to obtain approval of the delegates for the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO) annual conferences.
7. In 2012, Council adopted motion 12-G-248 regarding Funding for the annual Town and Gown Association of Ontario Symposium, as follows:

"That the Council Policy regarding funding for attendance at annual conferences be amended to add to the list of conferences with Council representative attendance funded from the \$15,000 included annually in the Council Conference Account (Account # 1010-600000), as follows:

One member of Council be granted approval to attend the annual Town and Gown Association of Ontario Symposium typically held in May of each year."

8. To address increasing costs since 2012, the amount budgeted for these conferences has increased over the years. The amount of \$17,000 has been included in the 2020 Business Plan to permit three members of Council to attend the Federation of Canadian Municipalities (FCM) annual conference, five members to attend the Association of Municipalities of Ontario (AMO) annual conference, and a single member to attend the Town and Gown Association of Ontario annual conference to include all applicable related expenses (including registration, travel, accommodations and meals).
9. Generally, the decision regarding which members are attending the conferences is made early to provide the opportunity to take advantage of the "early bird" hotel rates.
10. The 2020 FCM Annual Conference and Trade Show is being hosted in Toronto, Ontario from Thursday, June 4 to Sunday, June 7, 2020. The FCM annual conference is designed to engage political leaders and senior staff in professional development offering informative and thought-provoking sessions.
11. FCM has negotiated discounted room rates at various hotels in Toronto and the list of hotels, rates, and booking instructions will be available when registration for the conference opens in January. All reservations at FCM conference hotels are subject to a non-refundable deposit equal to the first night's room fee plus tax, at the time of reservation. If a reservation is cancelled at any time, this deposit will be forfeited.
12. The 2020 AMO Annual Conference is being hosted by the City of Ottawa from August 16 - 19, 2020. The AMO Conference is a gathering of municipal government officials and each year offers a program with a theme related to current and emerging issues. A wide range of sessions provides delegates with the opportunity to learn, network and share information regarding best practices.
13. According the 2020 AMO Conference Guest Room Booking Policy, several hotels have a negotiated conference rate and there is a deposit policy in place to reserve a room. Any reservations with duplicate names will not be honoured. There may be a non-refundable cancellation fee and multi-night deposits associated with bookings at particular hotel(s), should a member of Council or City staff book a hotel room and/or subsequently cancel after specific dates.
14. The 2020 Town and Gown Association of Ontario (TGAO) Conference is being hosted in Niagara, Ontario in the Spring of 2020. The symposium focuses on working in a collaborative way to address near-campus issues. The 2020 TGAO Conference is expected to attract approximately 150+ delegates, representing universities/colleges, student organizations, citizens, community organizations, local municipalities and others.
15. The information provided at the conferences offers municipal elected officials an opportunity to gather new tools for leading their communities and then bring this information back to their respective communities.

16. Members of City Council who attended the subject conferences this year were able to meet with other municipalities to share and receive perspectives on infrastructure funding, new technologies, the economy and other municipal government affairs. As well, these conferences often present opportunities to meet with Federal and Provincial Ministers to discuss Barrie's concerns and requirements related to funding of projects.

### **ANALYSIS**

17. Council members have acknowledged the importance of having political representation at the two specific annual conferences, FCM and AMO. Attendance provides members of Council the opportunity to represent the City as official delegations to other levels of government regarding current issues. Council has also identified the importance of the TGAO annual conference.
18. Individuals not selected as part of the official delegation for either of these conferences, would still be able to attend utilizing their Mayoral/Ward expense account. If there are other conferences that Council members wish to attend, the costs associated would continue to be reimbursed through Mayoral/Ward expense accounts. Council may also approve attendance for a certain conference at any time through a Council resolution.
19. Information currently available for the FCM, AMO, and TGAO annual conferences is attached in Appendix "A". Additional information concerning the conferences will be provided to members of Council as it becomes available.

### **ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS**

20. There are no environmental or climate change impact matters directly related to the recommendation.

### **ALTERNATIVES**

21. The following alternatives are available for consideration by General Committee:

#### **Alternative #1**

General Committee could add, change, or reduce the number of attendees at the conferences as an official delegation for the City of Barrie.

A significant increase in the number of attendees at the conferences could result in the annual budget for Council conferences being exceeded, depending on the location/costs associated with a conference(s).

#### **Alternative #2**

General Committee could require attendance at any of the three conferences to be paid from Mayoral/Ward expense accounts, or by the individual member of Council personally, rather than the Council Conference Account.

### **FINANCIAL**

22. An amount of \$17,000 has been included in the 2020 Business Plan for the costs associated with the delegations on behalf of City Council to the FCM, AMO, and TGAO annual conferences. This includes costs associated with registration, travel, accommodation, and meals. It is estimated that \$17,000 is sufficient based upon the location of the conferences, and typical costs for three members to attend FCM, five members to attend AMO, and one member to attend the TGAO annual conferences.

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23. Expenses associated with attendance at the conferences would be included in the annual Council remuneration report as required by section 283(1) of the *Municipal Act, 2001*. Council expenses include the costs associated with attending events on behalf of the City hosting guests, communication materials, travel related expenses, and office expenses.

**LINKAGE TO 2018–2022 STRATEGIC PLAN**

24. The recommendations included in this Staff Report are not specifically related to the goals identified in the 2018-2022 Strategic Plan. However, attendance at the FCM, AMO, and TGAO annual conferences supports Council Strategic Priorities as they promote opportunities to network with other Municipal Officials, and gain ideas related to supporting a vibrant business environment, responsible spending, an inclusive community, and well planned transportation.

## APPENDIX "A"

### Information Regarding the FCM and AMO Conferences

# Annual Conference and Trade Show

[Program](#)[Trade show](#)[Registration](#)[Plan your trip](#)[Contact us](#)

**Join us for FCM's 2020 Annual Conference and Trade Show—June 4-7 in the heart of downtown Toronto!**

Just months after the federal election, FCM's 2020 Annual Conference and Trade Show is a fantastic opportunity to showcase how empowering local leaders with modern fiscal tools and a seat at the table builds better lives.

Learn from dozens of engaging workshops and study tours. Hear from Canada's top federal political leaders. Meet industry experts at our ever-popular trade show. And of course, network with thousands of your municipal colleagues.

As Canada's largest gathering of municipal leaders, this is one event you won't want to miss.

At the conference you will:

- **Learn** best practices and gain new insights to tackle your municipality's challenges.
- **Network** with more than 2,000 delegates from across the country.
- **Influence** the municipal agenda while hearing from federal party leaders.
- **Exchange** and share knowledge that can help strengthen your community.
- **Achieve** your municipality's full potential and raise your community's profile.



ADVOCACY EVENTS TRAINING OPEN DATA YOUR ASSOCIATION DASHBOARD

## 2020 AMO AGM AND ANNUAL CONFERENCE AUGUST 16 - 19, 2020 | OTTAWA

- > 2020 AMO Conference
- > 2019 AMO Conference

- > The 2020 AMO Conference promises to be yet another fantastic opportunity to connect with your municipal colleagues from across Ontario. With expert keynotes, concurrent educational sessions, political leaders, over 130 industry exhibitors, and access to Provincial Ministers, the AMO Conference is your one-stop-shop for brushing up on current municipal issues and networking.

### CONTACT

AMO Events and Training

events@amo.on.ca

T 416.971.9856

TF 1.877.426.6527

F 416.971.6191



### REGISTRATION

- Coming soon!

### HOTEL INFORMATION

Guest rooms can only be booked starting **Tuesday, January 7th, 2020 at 10:00 a.m.** Hotels have been instructed to decline reservations for AMO delegates until that time. For a list of hotels, [click here](#).