

DECISION/DIRECTION NOTE

Title: Travel Authorization

Date Prepared: November 20, 2023

Report To: Regular Meeting of Council

Councillor and Role: Councillor Ron Ellsworth, Finance & Administration

Ward: N/A

Decision/Direction Required:

Council approval is requested for the following:

- Travel by Deputy Mayor O’Leary to Ottawa, ON for Federation of Canadian Municipalities Board of Directors and Advocacy Meetings (November 20 – 24, 2023)
- Travel by Councillor Bruce to attend the 2024 Event Atlantic Conference in Charlottetown, PE. (May 1 – 3, 2024)

Discussion – Background and Current Status:

Deputy Mayor O’Leary is currently serving on the Board of Directors for the Federation of Canadian Municipalities (FCM) and is attending the next FCM Board meeting in-person in Ottawa. These meetings are of particular importance as members are able to attend advocacy meetings with Federal Cabinet Ministers and Members of Parliament to advocate on issues of importance.

Councillor Bruce, in her new role as Council Lead for Community Services, Cruise & Special Events will join staff from Community Services for the 2024 Event Atlantic in Charlottetown, PE. The Event Atlantic Summit will bring together event tourism leaders from across Atlantic Canada for key learnings and valuable networking.

Key Considerations/Implications:

1. Budget/Financial Implications: This travel is a pre-budgeted expense.
2. Partners or Other Stakeholders: Federation of Canadian Municipalities and Event Atlantic.
3. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

ST. JOHN’S

A Connected City: Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities.

4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: N/A
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council approve the costs associated with Deputy Mayor O'Leary's travel to the Federation of Canadian Municipalities Board of Directors Meeting and Advocacy Days in Ottawa, and Councillor Bruce's travel to Charlottetown, PE for the 2024 Event Atlantic Conference.

Prepared by: Christine Carter, Legislative Assistant
Approved by: Karen Chafe, City Clerk

Report Approval Details

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| Document Title: | Travel Authorization - Deputy Mayor O'Leary and Councillor Bruce.docx |
| Attachments: | |
| Final Approval Date: | Nov 20, 2023 |

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

Karen Chafe - Nov 20, 2023 - 2:31 PM