

DECISION/DIRECTION NOTE

Title: Travel Authorization – 2025 Canadian Capital Cities Winter Meeting
Councillor Sandy Hickman

Date Prepared: November 12, 2024

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen

Ward: N/A

Decision/Direction Required:

Seeking approval for Councillor Sandy Hickman to attend the 2025 Canadian Capital Cities Winter Meeting in Ottawa, Ontario, January 27 to 29, 2025.

Discussion – Background and Current Status:

Councillor Sandy Hickman is the City's representative on the Canadian Capital Cities Organization (CCCO). Its Winter Meeting is being held in Ottawa, Ontario, from January 27 to 29, 2025, and approval is sought for Councillor Hickman to attend.

Key Considerations/Implications:

1. Budget/Financial Implications: There are no fees associated with registration. The approximate costs are: \$487.00 (flight) + \$1054.00 (hotel) = \$1540.00. Yearly budget for travel is \$29,000.00, currently exceeded by \$10,340.00.

2. Partners or Other Stakeholders:

- Mayor and Council
- Canadian Capital Cities Organization (CCCO)

3. Is this a New Plan or Strategy: No

If yes, are there recommendations or actions that require progress reporting?

If yes, how will progress be reported? (e.g.: through the strategic plan, through Cascade, annual update to Council, etc.)

4. Alignment with Strategic Directions:

ST. JOHN'S

A Sustainable City: Be financially responsible and accountable.

An Effective City: Achieve service excellence through collaboration, innovation and modernization grounded in client needs.

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

Recommendation:

That Council approve the travel costs for Councillor Sandy Hickman to attend the 2025 Canadian Capital Cities Winter Meeting in Ottawa, Ontario, January 27 to 29, 2025

Prepared by: Theresa Walsh, City Clerk
Approved by: Theresa Walsh, City Clerk