

DECISION/DIRECTION NOTE

Title: CAMA Conference Travel Authorization – Mont-Tremblant, QC

Date Prepared: February 2, 2025

Report To: Regular Meeting of Council

Councillor and Role: Mayor Danny Breen, Governance & Strategic Priorities

Ward: N/A

Decision/Direction Required:

Seeking Council Approval for the City Manager to attend the Canadian Association of Municipal Administrators (CAMA) Conference and AGM in Mont-Tremblant, QC in May 2025.

Discussion – Background and Current Status:

The 51st Annual CAMA Conference and Annual General Meeting will take place in Mont Tremblant, Québec, from Monday, May 26th, 2025, to Wednesday, May 28th, 2025. The City Manager, as a member of the Canadian Association of Municipal Administrators (CAMA), should attend this annual event. This conference provides a wealth of opportunities for Chief Administrative Officers, Municipal Senior Managers, and staff members from various functions within the organization to enhance their skills. It is designed to equip Municipal Administrators with valuable information and best practices to foster success and prosperity. The event offers seven hours of training and instruction, which can be used to meet professional development or individual certification requirements for eligible delegates.

Key Considerations/Implications:

1. Budget/Financial Implications: Budgeted travel (including flight/registration/hotel) is estimated to cost \$3200. The yearly travel budget for the City Manager's Office is \$13,700, with no current expenditures.
2. Partners or Other Stakeholders: Canadian Association of Municipal Administrators (CAMA)
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.)

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4. Alignment with Strategic Directions:

A Sustainable City: Facilitate and create the conditions that drive the economy by being business and industry friendly; and being a location of choice for residents, businesses and visitors.

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

7. Legal or Policy Implications: N/A

8. Privacy Implications: N/A

9. Engagement and Communications Considerations: N/A

10. Human Resource Implications: N/A

11. Procurement Implications: N/A

12. Information Technology Implications: N/A

13. Other Implications: N/A

Recommendation:

That Council approve costs associated for the City Manager to attend the Canadian Association of Municipal Administrators (CAMA) Conference in Mont-Tremblant, QC, May 2025.

Prepared by: Stacey Fallon, Office of the Mayor – City Manager
Approved by: Theresa Walsh, City Clerk

Report Approval Details

Document Title:	CAMA Conference Attendance Approval – Mont-Tremblant, QC.docx
Attachments:	
Final Approval Date:	Feb 13, 2025

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

Theresa Walsh - Feb 13, 2025 - 4:10 PM