

DECISION/DIRECTION NOTE

Title: Travel Authorization for Councillor Tom Davis to attend the upcoming Urban Municipalities Committee Meeting

Date Prepared: February 20, 2025

Report To: Regular Meeting of Council

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

Ward: N/A

Decision/Direction Required:

Seeking Council's approval for Councillor Davis to attend the upcoming Urban Municipalities meeting in Marystown on March 28th and March 29th, 2025.

Discussion – Background and Current Status:

Municipalities NL (MNL) will host the upcoming Urban Municipalities Committee (UMC) meeting in Marystown on Friday, March 28th, and Saturday, March 29th, 2025. The UMC advocates for municipalities in Newfoundland and Labrador with populations exceeding 3,000. These quarterly meetings address various issues and provide recommendations to MNL's Board of Directors. Councillor Davis serves as the alternate delegate for the City of St. John's on the UMC.

Key Considerations/Implications:

1. Budget/Financial Implications: Hotel = \$139/room per night plus 15% HST; Travel is estimated \$100.00; total cost per traveler including per diem = \$619.70. Yearly budget for travel is \$29,000.00, currently at \$13,963.73.

2. Partners or Other Stakeholders: MNL

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:

An Effective City: Ensure accountability and good governance through transparent and open decision making.

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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 of the travel costs to allow Councillor Davis to attend the UMC meeting in Marystown on March 28 and March 29, 2025.

Prepared by: Jennifer Squires, Legislative Assistant

Approved by: Theresa Walsh, City Clerk

Report Approval Details

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| Document Title: | Travel Authorization - Councillor Tom Davis - Urban Municipalities Committee Meeting.docx |
| Attachments: | |
| Final Approval Date: | Feb 20, 2025 |

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

Theresa Walsh - Feb 20, 2025 - 12:33 PM