

DECISION/DIRECTION NOTE

Title: Travel – City Manager, Kevin Breen

Date Prepared: March 3, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Dave Lane, Finance & Administration

Ward: N/A

Decision/Direction Required:

Seeking approval for Kevin Breen, City Manager, to represent the City at the Canadian Association of Municipal Administrators (CAMA) meetings from June 1 to 4, 2020 in Hunstville, Ontario.

Discussion – Background and Current Status:

This annual event provides an array of opportunities for chief administrative officers and municipal senior managers. It is designed to prepare attendees with information and best practices to help communities succeed and prosper.

Key Considerations/Implications:

1. Budget/Financial Implications:
 - The cost to attend these meetings has been allocated under the travel budget for the City Manager.
2. Partners or Other Stakeholders:
 - Canadian Association of Municipal Administrators (CAMA)
3. Alignment with Strategic Directions/Adopted Plans:
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

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9. Information Technology Implications: N/A

10. Other Implications:

Recommendation:

THAT Council approve the travel and associated costs for Kevin Breen, City Manager, to represent the City at the Canadian Association of Municipal Administrators (CAMA) meetings from June 1 to 4, 2020 in Huntsville, Ontario.