

---

**TO:** GENERAL COMMITTEE

**SUBJECT:** 2017 COUNCIL CONFERENCE ATTENDANCE

**WARD:** ALL

**PREPARED BY AND KEY CONTACT:** W.COOKE, DEPUTY CITY CLERK X4560

**SUBMITTED BY:** D. MCALPINE, DIRECTOR OF LEGISLATIVE AND COURT SERVICES/CITY CLERK

**GENERAL MANAGER APPROVAL:** P. ELLIOTT-SPENCER, MBA, CPA, CMA, GENERAL MANAGER OF COMMUNITY AND CORPORATE SERVICES

**CHIEF ADMINISTRATIVE OFFICER APPROVAL:** C. LADD, CHIEF ADMINISTRATIVE OFFICER

---

**RECOMMENDED MOTION**

1. That \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be granted approval to attend the 2017 Federation of Canadian Municipalities (FCM) annual conference to be held in Ottawa as an official delegation for the City of Barrie.
2. That \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ be granted approval to attend the 2017 Association of Municipalities of Ontario (AMO) annual conference in Ottawa, Ontario as an official delegation for the City of Barrie.
3. That Councillor B. Ainsworth, on behalf of the Town and Gown Committee be granted approval to attend the annual Town and Gown Association of Ontario Symposium (dates and location not yet available).
4. That the applicable related expenses (including registration, travel, accommodation and meals) be reimbursed from the Council Conference Account to a maximum of \$15,000 for the three conferences, subject to approval of the 2017 Business Plan (Account # 01-06-0950-0000-3071).

**PURPOSE & BACKGROUND**

5. Motion 08-G-511 was adopted on October 28, 2008 regarding Council Expenses. Paragraph 2 of the motion required a staff report to be presented annually regarding the approval of the delegates for each conference.
6. In 2012, Council adopted motion 12-G-248 regarding Funding for the Annual Town and Gown Association of Ontario Symposium, as follows:

“That the Council Policy regarding funding for attendance at annual conferences be amended to add to the list of conferences with Council representative attendance funded from the \$15,000 included annually in the Council Conference Account (Account # 01-06-0950-0000-3071), as follows:

One member of Council be granted approval to attend the annual Town and Gown Association of Ontario Symposium typically held in May of each year.”

7. An amount of \$15,000 is being included in the 2017 Business Plan to permit three members of Council to attend the Federation of Canadian Municipalities (FCM) annual conference, five members to attend the Association of Municipalities of Ontario (AMO) annual conference and a single member to attend the Town and Gown Association of Ontario Symposium, including all applicable related expenses (including registration, travel, accommodations and meals).
8. Generally, the decision who is attending the conferences is made early in the calendar year to provide the opportunity to take advantage of the “early bird” rates. Since the City of Ottawa will be hosting a number of events in 2017 in celebration of Canada’s 150<sup>th</sup>, AMO is opening up the hotel registration for their 2017 conference on October 3, 2016 at 10:00 a.m. This is being done to manage a potential run on hotel rooms and to ensure that the delegates are able to book rooms. It is anticipated that the Federation of Canadian Municipalities may do the same as the FCM Conference also being held in Ottawa.
9. According the Guest Room Booking Policy for the AMO Conference, a non-refundable cancellation fee and multi-night deposits are associated with bookings at particular hotel(s), should a member of Council or City staff book a hotel room and/or subsequently cancel, after specific dates.
10. The FCM Annual Conference and Trade Show is being hosted in Ottawa from June 1<sup>st</sup> to 4<sup>th</sup>, 2017. The FCM annual conference is designed to engage political leaders and senior staff in professional development offering informative and thought-provoking sessions.
11. The 2017 AMO annual conference is being hosted by the City of Ottawa from August 13<sup>th</sup> – 16<sup>th</sup>, 2017. The AMO annual conference is a gathering of municipal government officials and each year offers a program with a theme related to current and emerging issues. A wide range of sessions provides delegates with the opportunity to learn, network and share information regarding best practices.
12. The dates and location for the 2017 Town and Gown Association of Ontario Symposium were not published at the time this staff report was prepared. The symposium focuses on working in a collaborative way to address near-campus issues. The 2017 TGAO Symposium is expected to attract approximately 150+ delegates, representing universities/colleges, student organizations, citizens, community organizations, local municipalities and others.
13. The information provided at the conferences/symposium offers municipal elected officials an opportunity to gather new tools for leading their communities and then bring this information back to their respective communities.
14. Members of City Council who attended the subject conferences this year were able to meet with other municipalities to share and receive perspectives on infrastructure funding, new technologies, the economy and other Municipal Government affairs. As well, these conferences often present opportunities to meet with Federal and Provincial Ministers to discuss Barrie’s concerns and requirements related to funding of projects.

## **ANALYSIS**

15. Council members have acknowledged the importance of having political representation at two specific annual conferences, FCM and AMO. Attendance provides Councillors the opportunity to represent the City as official delegations to other levels of government regarding current issues. Council has also identified the importance of the annual Town and Gown Symposium.

16. Individuals not selected as part of the official delegation for either of these conferences would still be able to attend utilizing their own individual expense account. If there are other conferences that Council members wish to attend, the costs associated would continue to be reimbursed through individual expense accounts. Council may also approve attendance for a certain conference at any time through a Council resolution.
17. Information currently available for the FCM, AMO conferences is attached. Additional information concerning the conferences will be provided to Members of Council as it becomes available.

### **ENVIRONMENTAL MATTERS**

18. There are no environmental matters related to the recommendation.

### **ALTERNATIVES**

19. The following alternatives are available to General Committee with respect to the recommendation:

#### **Alternative #1**

General Committee could add, change or reduce the number of attendees at the conferences/symposium as an official delegation for the City of Barrie.

A significant increase in the number of attendees at the conferences could result in the annual budget for Council conferences being exceeded, depending on the location/costs associated with a conference(s).

#### **Alternative #2**

General Committee could require attendance at any of the three conferences to be paid from individual expense accounts or by the individual member of Council rather than the Council Conference Account.

### **FINANCIAL**

20. \$15,000 will be included in the 2017 Business Plan for the costs associated with the delegations on behalf of City Council to the FCM, AMO and Town and Gown annual conferences. This includes costs associated with registration, travel, accommodation and meals. It is estimated that \$15,000 is sufficient based upon the location of the conferences and typical costs for three members to attend FCM, five members to attend AMO and one member to attend the Town and Gown Symposium.
21. Expenses associated with attendance at either of the conferences would be included in the annual Council remuneration report as required by section 284(1) of the Municipal Act, 2001. Council expenses include the costs associated with attending events on behalf of the City hosting guests, communication materials, travel related expenses and office expenses.

### **LINKAGE TO 2014-2018 COUNCIL STRATEGIC PLAN**

22. The recommendation(s) included in this Staff Report are not specifically related to the goals identified in the 2014-2018 Strategic Plan. However, attendance at the FCM and AMO Conferences and Town and Gown Symposium supports Council Strategic Priorities as they promote opportunities to network with other Municipal Officials and gain ideas related to supporting a vibrant business environment, responsible spending, an inclusive community and well planned transportation.

APPENDIX "A"

Information regarding the FCM and AMO Conferences and Town and Gown Symposium



Home / Events / Upcoming events / 2017 Annual Conference and Trade Show Ottawa

Upcoming events

Past Webinars and Workshops

Past Conferences

## 2017 Annual Conference and Trade Show Ottawa

**June 1-4, 2017**  
**Shaw Convention Centre, Ottawa**

More than 1,500 municipal leaders are heading to Ottawa, June 1—4, for Canada's largest municipal-federal conference. With the focus of this year's conference on municipalities as nation-builders, FCM's 2017 Annual Conference and Trade Show will showcase how the municipal sector is helping to shape our country's future.

For more information, contact [Natalina Conner](#), Events Registration Coordinator.

**Visit the 2017 Ottawa Trade Show**

Search the site

Share This Page

Information

[Natalina Conner](#)  
Member Relations Representative, Communications and Membership  
T. 613-907-6317

Trade Show Information

[Marie Klobucar](#)  
Coordinator, Sponsorship and Trade Show Sales  
T. 613-907-6236

Page Updated: 13/07/2016

LOGIN

SEARCH

- HOME
- ADVOCACY
- EVENTS
- TRAINING
- YOUR ASSOCIATION
- DASHBOARD

- > AMO Annual Conference
- > Energy Symposium
- > Human Services Symposium
- > Ontario West Municipal Conference

**QUICK LINKS**

**DOWNLOAD**

Guestroom Booking Policy

**CONTACT**

Navneet Dhalival  
Special Events & Business  
Development Coordinator  
[ndhalival@amo.on.ca](mailto:ndhalival@amo.on.ca)

## 2017 CONFERENCE ANNOUNCEMENT

Ottawa will be hosting a number of events in 2017 in celebration of Canada's 150th, including the AMO AGM & Annual Conference. As their calendar books up, so do hotel rooms in Ottawa. In order to manage a potential run on hotel rooms, and ensure that our delegates are able to book rooms in Ottawa, AMO is moving up the hotel booking date to **Monday, October 3 at 10 am.**

Please read the guest room booking policy in full prior to making any bookings at either the primary hotel or any of the secondary hotels. Rates, distance from the venue and cancellation policies are outlined both in the policy and on the booking sites of the individual hotels.

To help you plan your stay, note that the conference will be held at the Shaw Convention Centre and the Westin Hotel. It will run from Sunday, August 13 to Wednesday, August 17, with programming on Sunday generally starting after 2:00 pm, concluding on Wednesday before noon.

## 2016 CONFERENCE INFORMATION

With over 1900 participants in attendance, the 2016 AMO AGM and Annual Conference was a great success. If you have looking for:

1. Presentations and proceedings from the Conference [click here](#).
2. Sponsor information [click here](#).

## FUTURE CONFERENCE DATES

- August 13 - 16, 2017 | Ottawa
- August 19 - 22, 2018 | Ottawa