

COUNCIL MEMBERSHIPS, CONFERENCES AND TRAVEL POLICY

Council Policy No. 20/12

POLICY:

The City of Fort St. John shall maintain memberships, attend conferences and fully participate in forums, workshops, business meetings and functions of the following municipal associations and organizations and encourages individual Council Members to assume executive and leadership roles in such associations:

1. Union of British Columbia Municipalities

This organization is the Provincial Association representing and enjoying 100% membership of all BC's 160 municipalities and its 29 regional districts and Islands Trust.

Policy:

The City will maintain membership in the UBCM and all members of City Council and the City Manager are authorized to attend the annual UBCM conference provided funds are available in the approved budget.

2. North Central Local Government Association

This organization is a regional chapter of the parent UBCM referred to as the NCLGA which covers the geographic area from 100 Mile House to the Northern border. Municipalities and regional districts within this area are members and the organization holds an Annual Conference in April/May of each year in a member municipality.

Policy:

The City will maintain membership in the NCLGA and all members of City Council and the City Manager are authorized to attend the annual NCLGA Conference provided funds are available in the approved budget.

3. Peace River Municipalities Association

This organization is a Regional Municipalities Association comprised of municipal and regional district elected officials in the Peace River Regional District. The organization holds quarterly dinner meetings in the seven member communities on a rotational basis.

Policy:

The City will maintain membership in the PRMA and all members of City Council and the City Manager are authorized to attend and City Council will endeavour to have at least two representatives available at each PRMA meeting provided funds are available in the approved budget.

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POLICY: (continued)

4. Northern Health Authority /Northern Rockies Alaska Highway Tourist Association Policy

The City will maintain membership in the Northern Health Authority and the Northern Rockies Alaska Highway Tourist Association and the member or members of Council authorized to represent the City on such Board/Association are authorized to attend any meetings, functions or workshops conditional that they are held within the Regional District and subject to funds being available in the budget.

5. Meetings with Provincial or Federal Ministers or Ministries
Workshops/Economic Development Meetings/Miscellaneous Conferences

Policy:

The City shall, subject to the budget, provide for the City to be represented at and participate in meetings, workshops or conferences that are beneficial to the City's financial or economic interests. Approval to attend must be by specific resolution to authorize Council Members, Employees or Officers or other persons to represent the City outside of municipal boundaries.

6. Federation of Canadian Municipalities

Policy:

The City will maintain membership in the FCM and all members of City Council and the City Manager are authorized to attend the annual FCM conference provided funds are available in the approved budget.

7. Pacific North West Economic Region

This organization's mission is to foster sustainable economic development throughout the entire region.

Policy:

The City will maintain membership in the Pacific North West Economic Region and one member of City Council and the City Manager are authorized to attend the annual PNWER conference provided funds are available in the approved budget.

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POLICY: (continued)

8. Miscellaneous Conferences

Conferences that are not listed within this policy must have Council's approval by resolution for a Council member to attend. The Council member wishing to attend must have the conference topic as their portfolio responsibility. Miscellaneous conferences are subject to funds being available in the approved budget.

9. Reporting

Council members attending conferences must provide a written report that will be included as part of the next upcoming Regular Council meeting agenda. The report will include the sessions attended, any information received at the conference that may benefit other Council members and the relevancy of attending.