



## The Corporation of the Town of Tecumseh

Legislative & Clerk Services

**To:** Mayor and Members of Council

**From:** Robert Auger, Director Legislative Services & Clerk

**Date to Council:** August 8, 2023

**Report Number:** LCS-2023-23

**Subject:** Council Conferences for 2024

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### Recommendations

It is recommended:

**That** Members of Council **be authorized** to attend the following conferences scheduled to be held in 2024 in accordance with the Town's Travel Policy No. 14 and Professional Development Policy No. 73:

Event	Dates	Location
Association of Municipalities of Ontario ("AMO") Annual General Meeting and Annual Conference	Sunday, August 18, 2024 to Wednesday, August 21, 2024	Ottawa, Ontario
Federation of Canadian Municipalities ("FCM") Annual Conference and Trade Show	Thursday, June 6, 2024 to Sunday, June 9, 2024	Calgary, Alberta
Festival and Events Ontario Conference	TBA	TBA
Great Lakes and St. Lawrence Cities Initiatives Annual Meeting and Conference	TBA	Montreal, Quebec

<b>Event</b>	<b>Dates</b>	<b>Location</b>
Ontario Good Roads Association (“OGRA”) Annual Conference	Sunday, April 21, 2024 to Wednesday, April 24, 2024	Toronto, Ontario
Ontario Small Urban Municipalities (“OSUM”) Conference and Trade Show	TBA	TBA
Rural Ontario Municipal Association (“ROMA”) Annual Conference	Sunday, January 21, 2024 to Tuesday, January 23, 2024	Toronto, Ontario

**And that** Members of Council **be approved** to attend any 2024 workshops, webinars, and training opportunities from the associations listed below in accordance with the Town’s Professional Development Policy and subject to funding in the 2024 Budget.

Association of Municipalities Ontario  
Federation of Canadian Municipalities  
Festivals and Events Ontario  
Great Lakes and St. Lawrence Cities Initiative  
Ontario Good Roads Association  
Ontario Small Urban Municipalities  
Rural Ontario Municipal Association

## **Background**

The Town’s Professional Development Policy No. 73 states:

“4.1 Members of Council may be authorized to attend up to 3 conferences (2+ days) per year which have been approved by Council and are within their Department’s budget.

4.2 Members of Council may be authorized to attend workshops/seminars (1-2 days) which have been approved by Council and are within their Department’s budget.”

The Town’s Travel Policy No. 14 provides certain allowances for travel, accommodation, and other related expenses for attending conferences, workshops and/or seminars.

## **Comments**

To facilitate Council approval for conferences, which have typically been attended by the Members in prior years, and to assist the Members in planning for 2024, as well as preparation of the 2024 Council meeting schedule, it is recommended that consideration

be given ahead of time to authorizing attendance at the 2024 conferences listed above under Recommendations.

At the writing of this report, the dates and/or location for the OSUM Conference and Trade Show, the Great Lakes and St. Lawrence Cities Initiatives Annual Meeting and Conference, and the Festival and Events Ontario Conference have not been confirmed.

As more information becomes available for these 2024 conferences, the Mayor's Office will coordinate registration for the Council Members.

Occasionally, some Associations provide additional opportunities for training on emerging trends in the municipal sector that may not have been presented at a noted Conference. These additional training opportunities require Council approval. The current practice is for the request to be circulated to the Clerk's department to add as a communication-action required item for approval at an upcoming Council meeting. This can potentially lead to delays in obtaining approval to register and some sessions can fill up quickly. To assist with greater efficiency with approvals to attend such training sessions from these noted Associations, Administration is recommending that authority be granted now for members of Council to attend these training opportunities as they arise throughout the year as permissible and in accordance with the Town's Professional Development Policy and the 2024 Budget.

## **Consultations**

Association of Municipalities Ontario  
Federation of Canadian Municipalities  
Festivals and Events Ontario  
Great Lakes and St. Lawrence Cities Initiative  
Ontario Good Roads Association  
Ontario Small Urban Municipalities  
Rural Ontario Municipal Association

## **Financial Implications**

Conference/workshop/seminar expenses are subject to Council's annual budget, and in accordance with the Professional Development and Travel Policies.

## Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input checked="" type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input checked="" type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

## Communications

Not applicable

Website

Social Media

News Release

Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Kit Andreoff  
Administrative Assistant to Director Legislative Services & Clerk

Reviewed by:

Robert Auger, LL.B.  
Director Legislative Services & Clerk

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

<b>Attachment Number</b>	<b>Attachment Name</b>
None	None