

**COUNCIL REPORT**

**To:** Mayor and Council

**From:** Administration

**Date:** March 7, 2023

**Subject:** Council Travel and Expenses

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**RECOMMENDATION:**

THAT Council allow the reallocation of unused Council expense budgets to other Councillor budgets if they have or will be exceeding their annual budget;

AND THAT any requests for further funding would be brought forward to Council for approval prior to booking.

**BACKGROUND:**

Throughout the year Mayor and Council attend various conferences and events to network with other government officials and to discover opportunities that may benefit the District of Mackenzie. Typically, Councillors may attend conferences or events that pertain to their liaison appointments or for District committees they belong to.

The 2023 conferences and events budget for Mayor and Council is \$40,000. The Mayor is allocated \$10,000, and each Councillor has a budget of \$5,000.

Many activities Council participates in are either held locally, virtually, or are free to attend, which has allowed Council engagement without the use of the allotted budgets.

The following conferences/events are planned for 2023:

January 17-19, 2023	BC Natural Resources Forum
February 10-11, 2023	AGRO Connect – Conference and Agricultural Market
March 15-17, 2023	Local Government Leadership Academy Elected Officials Seminar
April 12-14, 2023	Council of Forest Industries Convention
May 9-12, 2023	North Central Local Government Association Annual Convention
May 31 – June 2, 2023	Minerals North Conference
September 18-23, 2023	Union of BC Municipalities Annual Convention

## 2023 Council Expenses

If there are expenses related to an event/conference, they typically fall into one of the following categories in [Policy 1.1 Expense Account Regulations](#): Travel, accommodation, per diems, and event registration.

As of March 2023, the total expenses and remaining balances are shown below:

	<b>Budget</b>	<b>Spent</b>	<b>Remaining</b>
Mayor Joan Atkinson	\$10,000	\$2,914.16*	\$7,085.84
Councillor Andy Barnes	\$5,000	\$1,483.16	\$3,516.84
Councillor Viktor Brumovsky	\$5,000	-	\$5,000
Councillor Amber Hipkiss	\$5,000	\$2,953.36*	\$2,046.64
Councillor Raye McMeeken	\$5,000	-	\$5,000
Councillor Kyle Tapper	\$5,000	\$2,253.77	\$2,746.23
Councillor Jesse Wright	\$5,000	\$4,284.84	\$715.16

\*Expenses include the upcoming North Central Local Government Association registration costs.

## Union of BC Municipalities Conference

Aside from the hotel and travel expenses still to come from the North Central Local Government Association Conference in May, the main event still to take place this year is the Union of BC Municipalities Conference is held in September. This year's conference will be held September 11 – 15, 2023 in Vancouver. Last years costs including registration and travel expenses were approximately \$3,000 per delegate. Costs are expected to increase slightly this year.

## Suggestions for Future Budgets

Due to the professional value of some of the conventions and courses, for the 2024 budget staff are asking if Council would consider adjusting its budget annually to ensure every Council member has an opportunity to attend key networking and professional development events. This could include events such as, after every election year, attendance to the Local Government Leadership Academy Elected Officials training. This would allow the \$10,000 and \$5,000 per Mayor and Council member respectively, to be used for liaison specific conferences and courses as well as any new group training opportunities or strategic planning exercises that may arise.

**COUNCIL PRIORITY:**

**Strong Governance and Finances**

- As the municipality's elected governing body, we serve all residents and businesses in the community. We engage residents and stakeholders on important issues and make our decisions through open and transparent processes. We are careful in our use of resources, mindful of the need to maintain programs and services, while also meeting the community's infrastructure needs.

Respectfully Submitted,



Chelsea Smirle  
Legislative Clerk/Executive Assistant



Kerri Borne  
Chief Financial Officer



Approved for Submission to Council