

**City Clerk's Office Report to  
Organizational Meeting of Council  
2020 October 26**

**ISC: UNRESTRICTED  
C2020-1177  
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**Authorization to Cover Meeting Costs of Council Representative to the Federation of Canadian Municipalities**

**RECOMMENDATION:**

That Council agrees to cover all reasonable costs, incurred in accordance with Council Policy CC008, of attendance at meetings of the Federation of Canadian Municipalities (FCM) National Board of Directors for its Member of Council representative to the FCM Board of Directors; such costs to be charged to Corporate Costs.

**HIGHLIGHTS**

- FCM requires a resolution of Council each year confirming that costs for the attendance of the appointed Director at meetings of the FCM Board of Directors will be covered by The City of Calgary.
- Council selects a nominee to FCM annually at the Organizational Meeting of Council.
- Why does this matter? The FCM is an advocacy group representing municipalities across Canada and is the main national lobbying group for mayors, councillors, and other elected municipal officials while negotiating with the Government of Canada's departments and agencies
- What does this mean to Calgarians? Having a member of Calgary City Council as a FCM Director helps to ensure that matters that are of importance to Calgary, and Alberta on a whole, are brought forward.
- Strategic Alignment to Council's Citizen Priorities: A well-run city
- Council Policy CC008 (*Council to Cover Expenses of Prospective FCM (Federation of Canadian Municipalities) Directors*) is included as Attachment 1.

**DISCUSSION**

- The FCM Board of Directors manages or supervises the management of the activities and affairs of the Federation. In accordance with Section 3.04(i) of Bylaw No. 1 of the Federation of Canadian Municipalities ("Bylaw No. 1"), there shall be seven (7) Directors representing Alberta, consisting of one (1) nominee selected by The City of Calgary.
- Only one elected municipal official is eligible to be Director.
- Section 3.13 of Bylaw No. 1 provides that the "Board shall meet at least three (3) times annually. Provided that all Directors consent, meetings may be held in person, by telephone, Internet or other electronic means of conferencing."
- Reasonable costs are defined as the following:
  - Economy or equivalent airfare booked through the City's full-service travel provider
  - All expenses to be paid using the Corporate Credit Card (CCC) ensuring all detailed receipts are provided, business hosting expenses clearly indicate the names of individuals in attendance, no alcohol expenses, no personal expenses are made using the CCC, and all receipts are submitted with the CCC statement. All expenses to be paid using the Corporate Credit Card (CCC) ensuring all detailed receipts are provided, business hosting expenses clearly indicate the names of individuals in attendance, no alcohol expenses, and no personal expenses are made using the CCC, and all receipts are submitted with the CCC statement.

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In preparation of this report, Administration reviewed the Council policy on *Council to Cover Expenses of Prospective FCM (Federation of Canadian Municipalities) Directors (CC008)* and Bylaw No. 1 of the FCM (adopted 2019 June 02).

**STAKEHOLDER ENGAGEMENT AND COMMUNICATION (EXTERNAL)**

- ☐ Public Engagement was undertaken
- ☒ Public Communication or Engagement was not required
- ☐ Public/Stakeholders were informed
- ☐ Stakeholder dialogue/relations were undertaken

**IMPLICATIONS**

**Social**

Not applicable

**Environmental**

Not applicable

**Economic**

Not applicable

**Service and Financial Implications**

**Existing operating funding - base**

Reasonable expenses incurred for attendance at meetings of the FCM Board of Directors will be charged to Corporate Costs.

There are no current and future operating or capital budget impacts as a result of this report.

**RISK**

There are no risks associated with the recommendation of this report.

**ATTACHMENT**

1. Council Policy CC008

Department Circulation

General Manager	Department	Approve/Consult/Inform