

# Background and Previous Council Direction

## Background

Council annually adopts a resolution confirming that Council will cover the costs associated with its representative's attendance at the Federation of Canadian Municipalities ("FCM") National Board of Directors meetings. The FCM's Board election regulations require written confirmation and a Council resolution confirming that these costs will be covered by each director's Member Municipality.

## Previous Council Direction

DATE	REPORT NUMBER	DIRECTION/DESCRIPTION
2024 October 22	C2024-0892	<p><a href="#"><u>Authorization to Cover Meeting Costs of Council Representative to the Federation of Canadian Municipalities</u></a></p> <p>Council adopted the following resolution:</p> <p>That Council agrees to cover all reasonable costs, incurred in accordance with the Councillors' Budgets and Expenses Bylaw 36M2021, of attendance at meetings of the Federation of Canadian Municipalities National Board of Directors for its Member of Council Representative to the Board of Directors; such costs are to be charged to Corporate Costs.</p>

## Bylaws, Regulations, Council Policies

### Bylaw No. 1 of the Federation of Canadian Municipalities

Bylaw No.1 provides:

- 3.04 **Elected Directors.** The nomination of the elected Directors shall take place in accordance with the following process:
- (i) Directors Representing Alberta. There shall be seven (7) Directors representing Alberta, consisting of: one (1) nominee selected by each of the Affiliate Members (Alberta Urban Municipalities Association, Alberta Association of Municipal Districts and Counties): one (1) nominee selected by the City of Calgary; one (1) nominee selected by the City of Edmonton; nominees selected by the Accredited Representatives of its Municipal Members, provided that one (1) of the nominees shall hold municipal office in a Municipal Member recognized as rural (counties, municipal districts and certain specialized municipalities) and the remaining two (2) nominees shall hold municipal office in a Municipal Member, other than Calgary or

Edmonton, that is recognized as urban (cities, towns, villages and certain specialized municipalities). Persons seeking to be nominated as a Director from a specialized municipality shall be permitted to seek nomination either for the urban or rural Director position, but not both.

- 3.13 **Meetings of the Board.** 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. Meetings of the Board shall be held on such day, at such time, at such place and by such means as are from time to time determined by the President, provided that notice thereof shall be provided at least fourteen (14) days prior to the date of such meeting and such notice specifies any matter referred to in Section 138(2) of the Act that is to be dealt with at the meeting. No formal notice of a meeting shall be necessary if all Directors are present or if a quorum is present and each absent Director waives notice of the meeting either before or after the meeting has taken place.

## **Federation of Canadian Municipalities Elections Procedure Policy**

### **2.0 ELIGIBILITY TO SEEK ELECTION**

In addition to the requirements of the Canada Not-for-Profit Corporations Act, each person seeking election to the FCM Board of Directors shall:

- a) be an elected municipal official;
- b) have the written approval of their Municipal or Affiliate Member to participate on FCM's Board of Directors, confirming that the Municipal or Affiliate Member will cover any costs related to the candidate's participation in FCM meetings (if elected). The candidate will submit
  - a signed consent form (provided by FCM, available on our website), and
  - an official copy of a resolution endorsed by the Municipal Member or letter of endorsement in the case of an Affiliate Member; and
- c) be able to fulfill their fiduciary duties, act in the highest ethical standards and understand and adhere to FCM's Code of Ethical Conduct and Harassment Policy, which are set forth as appendix "A" of the Bylaws.

### **Councillors' Budgets and Expenses Bylaw 36M2021**

Sections 22(1) and (3) of Bylaw 36M2021 provide as follows:

- (1) *Councillors* and their staff may incur expenses for out-of-town travel that are related to the *Councillor's* duties as a Member of Council.
- (3) In addition, any *Councillor* elected to the FCM Board may also attend the FCM Annual Board of Director's Meetings (up to two nights).

Section 3.1(d) of Schedule “A” provides Council with the following direction on “reasonable expenses”:

3.1. In this policy:

- d. “Reasonable expense” means an expense that demonstrates prudence, good judgement, moderation, and is defensible to an impartial observer or citizen of Calgary;