

Policy Number: 2007 – 24

Policy Subject: Attendance at FCM and UNSM Conferences

Preamble

The Annual Conference's of the Federation of Canadian Municipalities (FCM) and the Union of Nova Scotia Municipalities (UNSM) are recognized as a valuable opportunity for the sharing of information and networking with elected officials from across the Province and for the FCM across Canada... both valued professional development opportunities. The FCM Conference location is scheduled, each spring, on a rotating basis – from East Coast to the West Coast.

Policy Objective

The objective of this policy is to provide a procedure, under which the Town of Stewiacke will be properly represented at provincial and national Municipal Conferences and also to allow a fair schedule for attendance by the Mayor, Council members and the Chief Administrative Officer.

Policy

1. Attendance at UNSM Conferences

- The Mayor, Council and the Chief Administrative Officer will be encouraged to attend the annual UNSM Conference usually held in the fall.
- The Mayor, Council and the Chief Administrative Officer will be encouraged to attend the annual UNSM Spring Workshop.
- The Town will budget annually, depending on the years financial capability, sufficient funds to provide for the attendance of the officials outlined in the above two bullets.

2. Attendance at the FCM Annual Conference

- The Mayor and the Chief Administrative Officer shall be afforded the opportunity, on a rotational basis, to attend the annual FCM Conference. If both are unable to attend, the opportunity will be given to another member of Council.

- One Councillor shall be selected for attendance each year as follows:
 - All interested Councillors shall, at a December meeting, place their name into a hat and the mayor/chairperson shall pick a name along with an alternate name.
 - The Councillor will be given one month to secure holiday time, if applicable, and confirm his / her attendance. If unable to attend, the alternate Councillor will be given the opportunity to attend.
 - After attending one FCM conference, a Councillor is not eligible to attend another conference in his / her 4 year term, unless a vacancy occurs.
- In any year the FCM annual conference is held in the Maritime Provinces, Council may authorize that any member of Council may attend and be reimbursed expenses.
- The Town will budget annually, depending on the year's financial capability, sufficient funds to provide for the attendance of the officials outlined in the above bullets.
- A verbal summary is expected, to be presented, in a timely fashion upon return from attending the FCM conference.

Annotation for Official Policy Book

Date of Notice to Council Members of
Intent to consider: September 14, 2007

Date of Passage of Current Policy: September 27, 2007
I certify that this was adopted by Council as indicated above.

CAO / Clerk

Date