

2 December 2010



## City Council Committee Report

**To: Mayor & Council**

**Fr: Joanne L. McMillin, City Clerk**

**Re: 2011 ROMA/OGRA Annual Conference**

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### **Recommendation:**

That authorization be hereby given for the following Members of Council to attend the ROMA/OGRA 2011 Annual Conference taking place February 27 to March 2, 2011, in Toronto, ON:-

; and further

That all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.

### **Background:**

This relates to attendances at the Annual ROMA/OGRA Conference. The Travel Policy sets out a maximum of up to four (4) Members may be authorized to attend. It is necessary to know who is wishing to attend in order to make arrangements to guarantee room reservations, and for this we need to reserve by individual name and not by municipality. An Early-bird reservation for the Conference is required by February 4.

### **Budget:**

Council Members travel budget to cover applicable expenses.

### **Communication Plan/Notice By-law Requirements:**

N/A