



STAFF REPORT TO THE BOARD

DATE OF REPORT July 18, 2024
MEETING TYPE & DATE Regular Session Board of July 24, 2024
FROM: Legislative Services Division
Corporate Services Department
SUBJECT: Directors Conference Attendance
18th Annual “State of the Island” Economic Summit
FILE: 0390-20

PURPOSE/INTRODUCTION

The purpose of this report is to advise the Board of the upcoming “18th Annual State of the Island Economic Summit” in Nanaimo on October 23 and 24, 2024, and seek approval for Director Wilson and any other Directors who would like to attend.

RECOMMENDED RESOLUTION

That the Board approve the following Directors to attend the 18th Annual “State of the Island” Economic Summit in Nanaimo on October 23 and 24, 2024:

Director Wilson, _____ ...

BACKGROUND

In accordance with the *Director’s Business Expense Policy* (Attachment A), each Elected Official is entitled to attend two conferences annually without prior Board approval where the total cost does not exceed \$500. In this instance, it does go over \$500 therefore requires Board approval.

ANALYSIS

The Summit will be held at the Vancouver Island Conference Centre in Nanaimo. The agenda is outlined on their website at <https://vieasummit2024.vfairs.ca/en/>. Some highlighted topics are:

- Economic Reconciliation Workshop
- Mindful Resilience Workshop
- Land Acknowledgement Workshop
- Vision 2050 Workshop

FINANCIAL CONSIDERATIONS

The Summit registration fees for 2024 are as follows:

	Early Bird July 10 – August 10	Regular August 10- October 7	Late October 7- October 21
Member	\$575.00	\$625.00	\$675.00
Non Member	\$675.00	\$725.00	\$775.00

If there are multiple attendees the CVRD may also receive \$20 off each additional registration. To receive this discount, CVRD must register the additional attendees at the same time.

\$575 (early bird July 10-Aug. 10) will be deducted from Function 250, the Electoral Area Directors' Conferences & Seminars account, which has a remaining budget of \$5,226. Accommodations will be deducted separately from Function 250.

COMMUNICATIONS CONSIDERATIONS

NA

STRATEGIC/BUSINESS PLAN CONSIDERATIONS

NA

Referred to (upon completion):

- ☐ Community Services (*Cowichan Community Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Facilities & Transit*)
- ☐ Corporate Services (*Finance, Human Resources, Information Technology, Legislative Services*)
- ☐ Operations (*Utilities, Parks & Trails, Recycling & Waste Management*)
- ☐ Land Use Services (*Community Planning, Strategic Initiatives, Development Services, Building Inspection & Bylaw Enforcement*)
- ☐ Strategic Services (*Communications & Engagement, Economic Development, Emergency Management, Environmental Services*)

Prepared by:

Reviewed by:



Allison Boyd
Deputy Corporate Officer



Barbra Mohan
General Manager, Corporate Services

Reviewed for form and content and approved for submission to the Board:

Resolution:

Financial Considerations:

☒ Corporate Officer

☒ Chief Financial Officer

Deputy Chief Administrative Officer's Comments / Concurrence



Clayton Postings
Chief Administrative Officer

ATTACHMENTS:

Attachment A: Director’s Business Expense Policy

Attachment B: 2024 State of the Island Economic Summit