

Re: BUSINESS TRIPS TO HOUSTON, TEXAS
MAPPING PROGRAM

ITEM 9
MANAGER'S REPORT NO. 69
COUNCIL MEETING Nov. 1/76

Requests have been received from Mr. M. Ross, Assistant Municipal Engineer, and Mr. H. Christie, Supervisor of Drafting, for permission to travel to Houston, Texas on municipal business. Both trips are related to the mapping program which we are now implementing.

Mr. Christie will be a member, representing Burnaby, of a five-man team who will be placing a test section of the data structure into the finally assembled system for purposes of factory acceptance.

Mr. Ross, as a member of the administration board, would visit the Houston Natural Gas Co. Ltd. and Entex Ltd. These two companies have two Synercom Ltd. mapping systems which have been operating for some time. Mr. Ross hopes to familiarize himself with the systems and benefit from their experience with respect to start-up problems and organizational problems which they have had to deal with before these systems became as successful as they now are.

Estimated costs for the two trips are as follows:

M. Ross

Air fare	\$ 360
Accommodation (4 days)	140
Meals, etc.	60
Transportation	20
	<u>\$ 580</u>

H. Christie

Air fare	\$ 360
Accommodation (4 days)	245
Meals, etc.	105
Transportation	40
	<u>\$ 750</u>

B.C. Hydro and B.C. Telephone will also be sending representatives to Houston. All expenses associated with these trips are to be borne separately by the respective parties to the joint venture in accordance with the agreement.

RECOMMENDATION:

1. THAT authorization be given to Mr. M. Ross and Mr. H. Christie to travel to Houston, Texas on municipal business in November for the reasons outlined in this report.