ITEM	14
MANAGER'S REPORT NO.	35
COUNCIL MEETING	May 9/77

Re: CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS CONFERENCE
PERSONNEL AND LABOUR RELATIONS DIVISION ANNUAL MEETING

Following is a request from the Personnel Director for approval to attend the subject conference and meeting which will be held this month in Toronto, Ontario.

RECOMMENDATION:

1. THAT the Personnel Director be authorized to attend the Canadian Association of Municipal Administrators Conference and Personnel and Labour Relations Division Annual Meeting in Toronto, Ontario from May 12 to May 15, 1977.

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TO: MUNICIPAL MANAGER DATE: MAY 5, 1977

FROM: PERSONNEL DIRECTOR OUR FILE: OG-5

SUBJECT: CANADIAN ASSOCIATION OF MUNICIPAL ADMINISTRATORS CONFERENCE
PERSONNEL & LABOUR RELATIONS DIVISION ANNUAL MEETING

The above Conference will be held from Friday, May 13, to noon Sunday, May 15 in Toronto, Ontario. An interesting range of topics and subject matter relevant to municipal administration, as well as Personnel and Labour Relations, will be covered at the Conference.

The Canadian Association of Municipal Administrators has a Personnel and Labour Relations Division. Last year I was elected to serve on the national executive of the Division and was appointed Secretary-Treasurer. The Personnel and Labour Relations Division executive is holding a meeting on Thursday, May 12, and the Annual Meeting of the Division is being held the evening of May 12.

The Personnel Division is also responsible for conducting two part-day sessions of the C.A.M.A. Conference.

Attendance and participation in the above Conference will provide an opportunity for exchange and update of information with other representatives across Canada in addition to the topics covered at the Conference.

May I have permission for leave of absence from the afternoon of May 11 to May 13 to attend the Conference and executive meeting. Anticipated expenses are as follows:

Conference Fee	$ 55.00
Economy Air Fare	390.00
Accommodation	140.00
Per Diem ($15. x 5)	75.00
Limousine	10.00
Total:	$670.00

D. F. Hicks
PERSONNEL DIRECTOR

DFH:mg