

Re: CONFERENCE ON MUNICIPAL CODE ADMINISTRATION - BUILDING SAFETY AND THE
COMPUTER/WINNIPEG, MANITOBA - 1989 SEPTEMBER 24-28

Purpose: To request Council's approval for two employees to attend the
subject conference.

Municipal Manager's Recommendation:

1. THAT George Humphrey, Assistant Chief Building Inspector and Cindy Ratcliffe, Business Systems Analyst be authorized to attend an International Conference on Municipal Code Administration - Building Safety and the Computer, to be held in Winnipeg, Manitoba on 1989 September 24 to 28.

REPORT

The Planning & Building Inspection Department and other departments have been actively working with the Information Services Department to develop a Licence, Inspection and Permits system which will allow user departments to automate, and to have access to, detailed information on applications and the issuance of permits and licences. The system will be integrated with the General Accounting System, the Property Tax System and eventually the Mapping System. The objective is to provide an efficient method by which various functions of the permits and licencing processes can be integrated and tracked, and to provide an improved management information system for monitoring and budgeting costs.

The Conference in Winnipeg in September will consist of 4 days of workshops and talks concerning municipal code administration and the integration of the computer in the planning approval and building permit process. Participants will be able to review and discuss with representatives of other municipalities how they have computerized their Planning and Building Department functions, and learn what innovations in computer software are available for incorporation into the design of our Licence, Inspection and Permits system.

The cost of attending the conference is approximately \$1,465.00 per person, or a total of approximately \$2,930 for the two persons who are being requested to attend. Funds are available in the operating budget to cover this amount.

This request is being submitted to Council in compliance with the policy that requires Council approval for all requests in which the estimated cost exceeds \$1,100 (the Municipal Manager has authority to approve all requests if the estimated cost is less than \$1,100).

* * * * *