



Council Meeting Attendance and Expense Claims 2023 Forth Quarter Report for the Mayor and Councillors

The report includes the number of meetings that members of the 2022-2026 Council were scheduled to attend and the actual attendance at the meetings, as well as a reporting of Mayor and Councillor expense claims for **October 1, 2023 to December 31, 2023**

Scheduled meetings include Standing Committee and Council meetings as well as meetings for the Committees/Board/Commissions that members of Council are appointed to as representatives of the municipality. A listing of the Council appointments to these Committees/Board/ Commissions is posted on the Town's website (www.collingwood.ca).

Councillors may encounter circumstances where more than one meeting is scheduled within the same time period. As a result, there can be instances when these scheduling conflicts result in Councillors not being available to attend all required regularly scheduled meetings.

Council and Committee of the Whole Meeting Attendance

Total number of **Council** meetings in Q4:

15 (5 Regular and 10 Special Meeting)

- | | |
|-------------------------|--|
| • October 3, 2023 | Councillor Potts Absent |
| • October 16, 2023 | All members present |
| • October 17, 2023 | Deputy Mayor Fryer and Councillor Potts Absent |
| • October 23, 2023 | Deputy Mayor Fryer Absent |
| • October 30, 2023 | All members present |
| • November 1, 2023 | Councillors Houston and Potts Absent |
| • November 6, 2023 | All members present |
| • November 8, 2023 (AM) | All members present |
| • November 8, 2023 (PM) | All members present |
| • November 9, 2023 | All members present |
| • November 20, 2023 | Councillors and Doherty Absent |
| • November 27, 2023 | Councillors Jeffery and Houston Absent |
| • December 4, 2023 | Councillor Jeffery Absent |
| • December 6, 2023 | All members present |
| • December 11, 2023 | All members present |

Total number of **Committee of the Whole** meetings in Q4:

6 (5 Regular and 1 Special Meeting)

- | | |
|-------------------|-------------------------|
| • October 3, 2023 | Councillor Potts Absent |
|-------------------|-------------------------|

- October 16, 2023 All members present
- October 30, 2023 All members present
- November 6, 2023 All members present
- November 20, 2023 Councillors Jeffery and Doherty Absent
- December 4, 2023 Councillor Jeffery Absent

Total number of **Council & Committee of the Whole** meetings in Q4:

- December 18, 2023 Councillor Houston Absent

Other Committee and Board Commitments

| | |
|------------------------|--|
| Mayor Yvonne Hamlin | Simcoe County Council Regional Mayor and CAO Working Group Collingwood Police Services Board Simcoe County Economic Development Sub-Committee |
| Deputy Mayor Tim Fryer | Simcoe County Council Affordable Housing Task Force |
| Councillor Jeffery | Simcoe County Council (alternate) Collingwood Police Services Board FCM Board of Management |
| Councillor Doherty | Affordable Housing Task Force AMO Board of Directors |
| Councillor Houston | Downtown Collingwood BIA Board of Management |
| Councillor Potts | Sports Hall of Fame |
| Councillor Ring | Affordable Housing Task Force |
| Councillor Baines | Nottawasaga Valley Conservation Authority |
| Councillor Perry | Collingwood Public Library Board |

Professional Development and Discretionary Expenses (PD&DE) Budget for Members of Council

The amounts members of Council are entitled to claim under the terms of the Council Professional Development and Discretionary Expense Policy are as follows:

- Mayor Annually - \$3,500
- Mayor business and travel - \$7,000
- Deputy Mayor Annually - \$6,500
- Councillor Annually - \$5,500

Members of Council are provided with a PD&DE Budget with which to run their offices. The amount will be set annually during the budget deliberations. Expenses include items such as: office supplies, phones, phone bills, per diems, travel by Members of Council to conferences, Board or committee meetings of municipal organizations or similar events in accordance with relevant, approved policies and procedures. Salaries and benefits are not included in this budget account. The budget for the Elected Officials is overseen by Clerk Services.

Half or full day per diem is an allowance provided to cover the cost of lost wages/cost of living while undertaking municipal business. It is the individual member's responsibility to submit the Per Diem Requisition Form to Clerk Services. Clerk Services will submit a quarterly per diem requisition form on behalf of Council for all additional Council and Standing Committee meetings that are required in addition to the regular meeting schedule.

If a member's PD&DE budget is overspent as a result of the extra Standing Committee or Council, the additional budget will be allocated from the corporate administration budget.

Rates are set as follows:

- \$70.00 half day rate
- \$140.00 full day rate (4 hours +)

Councillors are entitled to claim for mileage travelled to meetings/events at a rate of \$0.68 cents per kilometre (the provincial rate as set by the Canada Revenue Agency).

The Councillor Remuneration Policy in its entirety is posted on the Town of Collingwood website (www.collingwood.ca) or a copy is available by contacting Clerk Services at clerk@collingwood.ca.

Following is the listing of Mayor, Deputy Mayor and Councillor expense claims for the fourth quarter of 2023 from **October 1, 2023 to December 31, 2023**.

| Council Member | Extra Meetings | Other Expenses | Total (Q4) |
|-------------------------------|-----------------------|-----------------------|-------------------|
| Mayor Yvonne Hamlin | 910.00 | 3,778.82 | 4,688.82 |
| Deputy Mayor Tim Fryer | 770.00 | 1,042.48 | 1,812.48 |
| Councillor Kathy Jeffery | 840.00 | 0.00 | 840.00 |
| Councillor Deb Doherty | 910.00 | 1,754.59 | 2,664.59 |
| Councillor Brandon Houston | 770.00 | 0.00 | 770.00 |
| Councillor Chris Potts | 770.00 | 808.09 | 1,578.09 |
| Councillor Rob Ring | 910.00 | 811.11 | 1,721.11 |
| Councillor Christopher Baines | 910.00 | 180.78 | 1,090.78 |
| Councillor Steve Perry | 910.00 | 1,231.87 | 2,141.87 |

Additional funds have been budgeted to provide opportunity for council members to be appointed to and represent the Town of Collingwood on other committees and boards. Approval has been provided in the following amounts:

- FCM Standing Committee (Councillor Jeffery): \$7,500 (635.55)
- AMO Standing Committee (Councillor Doherty): \$2,000 (133.91)

Copies of Councillors' expense claim sheets are posted on the Town of Collingwood website (www.collingwood.ca/council)

Further information in relation to this Council policy is available by contacting Clerk Services at clerk@collingwood.ca or 705-445-1030.

Statement of Expenses - Deputy Mayor Tim Fryer
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | Additional Comments |
|------------------|--------------------------|--|-------------------------------------|
| January | Registration | 834.43 | AMO Conference |
| February | | | |
| March | | | |
| April | | | |
| May | | | |
| June | Per Diem | 140.00 | Simcoe County Municipal Day at Rama |
| July | | | |
| August | | | |
| September | | | |
| October | Accommodations | 387.33 | AMO Conference |
| | Mileage | 235.15 | AMO Conference |
| | Per Diem | 420.00 | AMO Conference (3 Days) |
| November | | | |
| December | | | |
| | Net Total: | \$ 2,016.91 | |
| | Annual Budget: | \$ 6,500.00 | |
| | Remaining Budget: | \$ 4,483.09 | |

Statement of Expenses - Councillor Kathy Jeffery
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | FCM Standing Committee | Additional Comments |
|------------------|--------------------------|--|------------------------|-------------------------------------|
| January | | | | |
| February | | | | |
| March | Registration | | 1007.42 | Annual Conference & Trade Show |
| April | Accommodation | | 337.60 | Deposit - Conference and Trade Show |
| | Per Diem | | 1,470.00 | Annual Conference & Trade Show |
| May | | | | |
| June | Per Diem | 140.00 | | County Council Orientation |
| | Per Diem | 140.00 | | Simcoe County Training Conference |
| | Mileage | 63.69 | | County Council Orientation |
| | Accommodation | | 1,012.80 | FCM - Board Meeting Advocacy Days |
| | Meals | | 155.22 | FCM - Board Meeting Advocacy Days |
| | Sundry | | 32.32 | FCM Election Supplies |
| | Mileage | | 193.51 | FCM AGM Conference |
| | Per Diem | | 630.00 | FCM AGM Conference |
| July | | | | |
| August | | | | |
| September | | | | |
| October | Per Diem | | 420.00 | FCM - Board Meeting |
| November | Mileage | | 215.55 | FCM - Tour Pickering Nuclear Plant |
| December | | | | |
| | | | | |
| | Net Total: | 343.69 | 5,474.42 | |
| | | | | |
| | Annual Budget: | 5,500.00 | 7,500.00 | |
| | | | | |
| | Remaining Budget: | 5,156.31 | 2,025.58 | |

Statement of Expenses - Councillor Deb Doherty
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | AMO Standing Committee Expenses | Additional Comments |
|------------------|---|--|---------------------------------|--|
| January | Cellular Phone | 21.27 | | Bell Mobility |
| February | Registration | | 559.68 | OSUM Conference |
| | Per Diem allowance ((1-Full Day), (1-Half Day)) | | 210.00 | OSUM Conference |
| | Mileage | | 210.66 | Travel to OSUM Executive meeting - Paris ON |
| | Accommodation | | 131.27 | OSUM Conference |
| | Cellular Phone | 20.84 | | Bell Mobility |
| | Per Diem allowance ((1-Full Day), (1-Half Day)) | | 70.00 | AMO Board of Directors Meeting |
| | Mileage | | 180.04 | Travel to AMO Meeting - Toronto return |
| | Parking | | 61.06 | AMO Board of Directors Meeting |
| | Accommodations | | 280.45 | AMO Board of Directors Meeting |
| March | Cellular Phone | 53.15 | | Bell Mobility |
| April | Cellular Phone | 20.49 | | Bell Mobility |
| | Registration | | 559.68 | Ending Homelessness Symposium |
| May | Per Diem Allowance | | 70.00 | AMO Board of Directors Meeting |
| | Mileage | | 78.38 | AMO Board Meeting |
| | Accommodation | | 263.52 | AMO Board of Directors Meeting |
| | Transit | | 28.70 | AMO Board of Directors Meeting |
| | Accommodation | 518.15 | | OSUM Annual Conference |
| | Per Diem Allowance | 350.00 | | OSUM Annual Conference |
| | Per Diem Allowance | 210.00 | | Ontario Bike Summit Conference |
| | Parking | 20.00 | | Ontario Bike Summit Conference |
| | Registration | 514.34 | | Ontario Bike Summit Conference |
| | Mileage | 184.93 | | Ontario Bike Summit Conference |
| | Mileage | | 101.04 | Airport / Return - Ending Homelessness Symposium |
| | Accommodation | | 300.95 | AMO - Ending Homelessness Symposium |
| | Meals | | 6.11 | AMO - Ending Homelessness Symposium |
| | Per Diem Allowance | | 140.00 | Ending Homelessness Symposium |
| | Mileage | 278.01 | | Brantford / Return OSUM Conference |
| | Cellular Phone | 19.90 | | Bell Mobility |
| June | Per Diem Allowance | 140.00 | | Simcoe County Training Course |
| | Cellular Phone | 150.96 | | Bell Mobility |
| July | Registration | | 870.05 | AMO AGM Annual Conference |
| | Cellular Phone | 20.43 | | Bell Mobility |
| August | Cellular Phone | 51.84 | | Bell Mobility |
| | Meals | 29.97 | | Business |
| | Per Diem Allowance | 700.00 | | Ghana mission - 5 days |
| | Accommodations | | 1202.38 | AMO Conference |
| September | | | | |
| October | Meals | 11.31 | | AMO Annual Conference |
| | Per Diem | 210.00 | | AMO Annual Conference |
| | Accommodations | | (1,166.03) | Refund - AMO Conference |
| | Cellular Phone | 21.08 | 0.00 | Bell Mobility |
| | Cellular Phone | 20.27 | 0.00 | Bell Mobility |
| | Meals | 47.05 | - | AMO Conference |
| | Accommodations | 801.97 | - | AMO Conference - London |
| | Per Diem | 350.00 | - | AMO Conference - 2.5 days |
| | Mileage | 186.16 | - | AMO Conference - London |
| November | Cellular Phone | 21.48 | | |
| | Per Diem | | 350.00 | AMO & OSUM Board Meetings |
| | Mileage | | 95.52 | Travel to Orillia/Return OSUM Meeting |
| | Accommodations | | 125.46 | |
| | Per Diem | 140.00 | | Tourism Industry Summit |
| | Mileage | 145.74 | | TIAO Summit / Airport Hilton & Return |
| December | Cellular Phone | 20.84 | | |
| | Mileage | | 77.16 | AMO Board of Director Meeting |
| | Per Diem | | 140.00 | AMO Board of Director Meeting |
| | Accommodations | | 268.59 | AMO Board of Director Meeting |
| | Fares - Transit | | 21.90 | AMO Board of Director Meeting |
| | | | | |
| | Net Total: | 5,280.18 | 5,236.57 | |
| | Annual Budget: | 5,500.00 | 5,000.00 | |
| | Remaining Budget: | 219.82 | (236.57) | |

Statement of Expenses - Councillor Brandon Houston
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | Additional Comments |
|-----------|--------------------------|--|---------------------|
| January | | | |
| February | | | |
| March | | | |
| April | | | |
| May | | | |
| June | | | |
| July | | | |
| August | | | |
| September | | | |
| October | | | |
| November | | | |
| December | | | |
| | | | |
| | | | |
| | Net Total: | 0.00 | |
| | | | |
| | Annual Budget: | 5,500.00 | |
| | | | |
| | Remaining Budget: | 5,500.00 | |

Statement of Expenses - Councillor Chris Potts
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | Additional Comments |
|------------------|--------------------------|--|---------------------|
| January | Registration | 834.43 | AMO Conference |
| February | | | |
| March | | | |
| April | | | |
| May | | | |
| June | | | |
| July | | | |
| August | | | |
| September | | | |
| October | Per Diem | 350.00 | AMO Conference |
| | Accommodations | 387.32 | AMO Conference |
| | Parking | 8.00 | AMO Conference |
| | Meals | 62.77 | AMO Conference |
| November | | | |
| December | | | |
| | Net Total: | 1,642.52 | |
| | Annual Budget: | 5,500.00 | |
| | Remaining Budget: | 3,857.48 | |

Statement of Expenses - Councillor Rob Ring
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | Additional Comments |
|------------------|--------------------------|--|-----------------------------------|
| January | Registration | 834.43 | AMO Conference |
| February | | | |
| March | | | |
| April | | | |
| May | | | |
| June | Per Diem | 140.00 | Simcoe County Training Conference |
| July | | | |
| August | | | |
| September | | | |
| October | Per Diem | 350.00 | AMO Conference |
| | Accommodations | 387.34 | AMO Conference |
| | Meals | 73.77 | AMO Conference |
| November | | | |
| December | | | |
| | Net Total: | 1,785.54 | |
| | Annual Budget: | 5,500.00 | |
| | Remaining Budget: | 3,714.46 | |

Statement of Expenses - Councillor Chris Baines
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | Additional Comments |
|------------------|--------------------------|---|-----------------------------------|
| January | | | |
| February | Registration | 203.52 | AMO Workshop |
| March | Registration | 305.28 | AMO Workshop |
| | Registration | 254.40 | AMO Workshop |
| April | Mileage | 93.51 | Simcoe County Training |
| May | | | |
| June | Per Diem | 140.00 | Simcoe County Training Conference |
| | Mileage | 121.31 | Simcoe County Training Conference |
| July | | | |
| August | | | |
| September | | | |
| October | | | |
| November | | | |
| December | Per Diem | 140.00 | UNESCO Geopark Info Session |
| | Mileage | 40.78 | UNESCO Geopark Info Session |
| | | | |
| | | | |
| | Net Total: | 1,298.80 | |
| | | | |
| | Annual Budget: | 5,500.00 | |
| | | | |
| | Remaining Budget: | 4,201.20 | |

Statement of Expenses - Councillor Steve Perry
Reporting period ended - Q4
January 1 to December 31, 2023

| Month | Activity | Professional Development & Discretionary | Additional Comments |
|------------------|--------------------------|--|-----------------------------------|
| January | Registration | 834.43 | AMO Conference |
| February | | | |
| March | Registration | 254.40 | AMO Workshop |
| April | | | |
| May | | | |
| June | Per Diem | 140.00 | Simcoe County Training Conference |
| | Mileage | 111.45 | Simcoe County Training Conference |
| July | | | |
| August | | | |
| September | | | |
| October | Per Diem | 350.00 | AMO Conference |
| | Accommodations | 387.34 | AMO Conference |
| | Meals | 96.49 | AMO Conference |
| | Mileage | 302.51 | AMO Conference |
| November | Mileage | 95.53 | Rethink Proverty Presentation |
| December | | | |
| | | | |
| | Net Total: | 2,572.15 | |
| | | | |
| | Annual Budget: | 5,500.00 | |
| | | | |
| | Remaining Budget: | 2,927.85 | |

Mayor and Council Statement of Expenses Summary
Reporting period ended - Q4
January 1 to December 31, 2023

| Council | Total Expenses |
|-------------------|---------------------|
| Hamlin (PD) | 2,946.26 |
| Hamlin (B&T) | 2,831.70 |
| | |
| Fryer | 2,016.91 |
| | |
| Baines | 1,298.80 |
| | |
| Doherty (PD) | 5,280.18 |
| Doherty (AMO) | 5,236.57 |
| | |
| Houston | 0.00 |
| | |
| Jeffery (PD) | 343.69 |
| Jeffery (FCM) | 5,474.42 |
| | |
| Perry | 2,572.15 |
| | |
| Potts | 1,642.52 |
| | |
| Ring | 1,785.54 |
| | |
| Net Total: | \$ 31,428.74 |
| | |