



## Council Meeting Attendance and Expense Claims 2024 Third Quarter Report for the Mayor and Councillors

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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 **July 1, 2024 to September 30, 2024**.

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](http://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 Meetings Q3: 10

July 8, 2024	Council & Committee of the Whole	All members present
July 10, 2024	Council – Special Meeting	All members present
July 15, 2024	Council – In Camera	All members present
July 22, 2024	Council & Committee of the Whole	All members present
July 23, 2024	Special Council – SPARC in the Park	Councillor Doherty Absent
July 29, 2024	Council – Special Meeting	Councillor Baines Absent
August 1, 2024	Council – Special Meeting	Councillor Baines Absent Councillor Perry Absent
September 9, 2024	Council & Committee of the Whole	All members present
September 16, 2024	Council	Councillor Houston Absent
September 23, 2024	Council & Committee of the Whole	All members present

## 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 Simcoe County Audit and Finance Committee
Councillor Jeffery	Simcoe County Council (alternate) Collingwood Police Services Board FCM Committee of the Whole
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 Collingwood Museum Advisory Board
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 \$0.70 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](http://www.collingwood.ca)) or a copy is available by contacting Clerk Services at [clerk@collingwood.ca](mailto:clerk@collingwood.ca)

Following is the listing of Mayor, Deputy Mayor and Councillor expense claims for the 3rd quarter of 2024 from **July 1, 2024 to September 30, 2024.**

<b>Council Member</b>	<b>Extra Meetings</b>	<b>Other Expenses</b>	<b>Total (Q3)</b>
Mayor Yvonne Hamlin	\$280.00	\$0.00	\$280.00\$
Deputy Mayor Tim Fryer	\$280.00	\$0.00	\$280.00
Councillor Kathy Jeffery	\$280.00	0.00	280.00
Councillor Deb Doherty	\$210.00	\$1,163.43	\$1,373.43
Councillor Brandon Houston	\$280.00	\$0.00	\$280.00
Councillor Chris Potts	\$280.00	0.00	\$280.00
Councillor Rob Ring	\$280.00	\$0.00	\$280.00
Councillor Christopher Baines	\$140.00	\$53.58	\$193.58
Councillor Steve Perry	\$210.00	\$0.00	\$210.00

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 Board Expenses (Councillor Jeffery): \$7,500 (\$7,467.76)
- AMO Board Expenses (Councillor Doherty): \$5,000 (\$4,591.89)

Copies of Councillors’ expense claim sheets are posted on the Town of Collingwood website ([www.collingwood.ca/council](http://www.collingwood.ca/council))

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

**Statement of Expenses - Mayor Yvonne Hamlin**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Business & Travel	Additional Comments
<b>January</b>	Tickets	-	765.21	City Initiatives Conference (Montreal) 2024 Provincial Budget Consultations Bell Mobility ( Apr to Dec.2023)
	Meal	-	25.99	
	Cell Phone (Business)	1,157.32		
<b>February</b>	Accommodations	-	1,026.79	Roma Conference
	Parking	-	177.00	Roma Conference
	Meals	-	107.07	Roma Conference
<b>March</b>		-	-	
<b>April</b>	Tickets	325.00	-	Collingwood Music Festival Charity Event ( CGMH) Research
	Ticket	120.00		
	Book	91.61		
<b>May</b>	Meals	-	64.05	Business Lunch with Director Collver
<b>June</b>	Accommodations	-	658.84	Great Lakes Conference
	Travel/Taxi	-	104.26	Great Lakes Conference
	Meals	-	91.99	Great Lakes Conference
	Air/Tickets	-	813.42	Great Lakes Conference
<b>July</b>				
<b>August</b>				
<b>September</b>				
<b>October</b>				
<b>November</b>				
<b>December</b>				
<b>Net Total:</b>		<u>\$ 1,693.93</u>	<u>\$ 3,834.62</u>	
<b>Annual Budget:</b>		\$ 3,500.00	\$ 7,000.00	
<b>Remaining Budget:</b>		<u>\$ 1,806.07</u>	<u>\$ 3,165.38</u>	

**Statement of Expenses - Deputy Mayor Tim Fryer**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Additional Comments
January		-	
February	Registration	610.56	OSUM Conference
March		-	
April		-	
May		-	
June		-	
July		-	
August		-	
September		-	
October		-	
November		-	
December		-	
	<b>Net Total:</b>	<u>\$ 610.56</u>	
	<b>Annual Budget:</b>	\$ 6,500.00	
	<b>Remaining Budget:</b>	<u>\$ 5,889.44</u>	

**Statement of Expenses - Councillor Kathy Jeffery**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	FCM Standing Committee Expenses	Additional Comments
January	Airline Ticket	-	842.94	FCM - Board Meeting
February		-	-	
March	Per Diem (6 days )	-	840.00	FCM - PMI-WILL GHANA
	Airline Ticket	-	539.29	FCM - Board Meeting - AGM (Prince George)
	Registration	-	1,182.95	FCM - Board Meeting - AGM (Prince George)
	Mileage	-	281.69	FCM - Board Meeting - AGM (Prince George)
	Accommodations	-	421.14	FCM - Board Meeting - AGM (Prince George)
	Meals	-	55.45	FCM - Board Meeting - AGM (Prince George)
	Transportation	-	93.10	FCM - Board Meeting - AGM (Prince George)
	Per Diem (4 full days)	-	560.00	FCM - Board Meeting - AGM (Prince George)
April		-	-	
May		-	-	
June	Sundry	62.71		FCM Election Campaigns
	Accommodations	-	1,268.37	FCM/AGM Conference (Calgary)
	Mileage	-	289.97	FCM/AGM Conference (Calgary)
	Per Diem (6 full days)	-	840.00	FCM/AGM Conference (Calgary)
	Sundry (housekeeping)	-	10.00	FCM/AGM Conference (Calgary)
	Meals	-	140.84	FCM/AGM Conference (Calgary)
	Transportation (Taxi)	-	102.02	FCM/AGM Conference (Calgary)
July				
August				
September				
October				
November				
December				

<b>Net Total:</b>	<u>\$ 62.71</u>	<u>\$ 7,467.76</u>
<b>Annual Budget:</b>	\$ 5,500.00	\$ 7,500.00
<b>Remaining Budget:</b>	<u>\$ 5,437.29</u>	<u>\$ 32.24</u>

**Statement of Expenses - Councillor Deb Doherty**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	AMO Standing Committee	Additional Comments
<b>January</b>	Cell Phone	20.06	-	Bell Mobility
<b>February</b>	Registration	610.56	-	OSUM
	Registration	564.95	-	Ontario Bike Summit
	Cell Phone	20.17	-	Bell Mobility
	Mileage	-	79.43	AMO - BOD Meeting
	Accommodations	-	246.39	AMO - BOD Meeting
	Transit / Go Train & TTC Tickets	-	22.50	AMO - BOD Meeting
	Per Diem ( 2 Half Day)	-	140.00	AMO - BOD Meeting
<b>March</b>	Cell Phone	20.11		Bell Mobility
<b>April</b>	Cell Phone	20.37		Bell Mobility
<b>May</b>	Cell Phone	19.82		Bell Mobility
	Per Diem	280.00		Ontario Bike Summit
	Accommodations	402.05		Ontario Bike Summit
	Parking	40.70		Ontario Bike Summit
	Mileage	173.92		Ontario Bike Summit
	Per Diem ( 3 half days)		210.00	AMO - BOD Meeting
	Accommodations		246.80	AMO - BOD Meeting
	Transit / Go Train & TTC Tickets		22.50	AMO - BOD Meeting
	Mileage		77.16	AMO - BOD Meeting
<b>June</b>	Cell Phone	19.69		Bell Mobility
	Accommodations	479.41		OSUM Conference
	Per Diem ( 2 full days & 1 half day)	350.00		OSUM Conference
	Mileage	91.86		OSUM Conference
<b>July</b>	Registration	914.82		AMO - Meeting/Conference
	Cell Phone	21.06		Bell Mobility
<b>August</b>	Cell Phone	20.01		Bell Mobility
<b>September</b>	Per Diem		350.00	AMO - BOD Meeting
	Accommodations		694.29	AMO - BOD Meeting
	Meals		67.49	AMO - BOD Meeting
	Parking		62.13	AMO - BOD Meeting
	Mileage		579.94	AMO - BOD Meeting
	Registration	67.54	-	Social Finance Forum
	Per Diem	140.00	-	Social Finance Forum
	Per Diem		140.00	AMO - BOD Meeting
	Meals		59.79	AMO - BOD Meeting
	Accommodations		462.86	AMO - BOD Meeting
	Per Diem		140.00	AMO - BOD Meeting
	Mileage		69.34	AMO - BOD Meeting
<b>October</b>				
<b>November</b>				
<b>December</b>			-	
	<b>Net Total:</b>	<u>\$ 4,277.10</u>	<u>\$ 3,670.62</u>	
	<b>Annual Budget:</b>	\$ 5,500.00	\$ 5,000.00	
	<b>Remaining Budget:</b>	<u>\$ 1,222.90</u>	<u>\$ 1,329.38</u>	

**Statement of Expenses - Councillor Brandon Houston**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Additional Comments
January	Accommodations	983.90	AMO Conference
February		-	
March		-	
April		-	
May		-	
June	Registration	914.82	AMO Conference
July		-	
August		-	
September		-	
October		-	
November		-	
December		-	
<b>Net Total:</b>		\$ 1,898.72	
<b>Annual Budget:</b>		\$ 5,500.00	
<b>Remaining Budget:</b>		\$ 3,601.28	

**Statement of Expenses -Councillor Chris Potts**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Additional Comments
January		-	
February		-	
March		-	
April		-	
May		-	
June		-	
July			
August			
September			
October			
November			
December			

<b>Net Total:</b>	\$ -
<b>Annual Budget:</b>	\$ 5,500.00
<b>Remaining Budget:</b>	\$ 5,500.00

**Statement of Expenses -Councillor Rob Ring**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Additional Comments
January		-	
February	Registration	808.99	AMO Conference
March	Accommodations	692.80	AMO Conference
April		-	
May		-	
June		-	
July			
August			
September			
October			
November			
December			
	<b>Net Total:</b>	<u>1,501.79</u>	
	<b>Annual Budget:</b>	5,500.00	
	<b>Remaining Budget:</b>	<u>3,998.21</u>	

**Statement of Expenses - Councillor Chris Baines**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Additional Comments
January		-	
February		-	
March	Registration Accommodations	305.28 692.80	AMO - Cyber Security for Municipal Councillors AMO
April	Sundry	52.92	Business Cards
May			
June	Registration	914.82	AMO Conference
July		-	
August	Mileage	53.58	Ministry of Environment/Wetlands (NVCA)
September			
October			
November			
December			

<b>Net Total:</b>	<u>\$ 2,019.40</u>
<b>Annual Budget:</b>	\$ 5,500.00
<b>Remaining Budget:</b>	<u>\$ 3,480.60</u>

**Statement of Expenses -Councillor Steve Perry**  
**Reporting period ended - Q3**  
**January 1 to September 30, 2024**

Month	Activity	Professional Development & Discretionary	Additional Comments
January		-	
February	Registration	808.99	AMO Conference
March	Accommodations	692.80	AMO Conference
April		-	
May		-	
June		-	
July			
August			
September			
October			
November			
December			

<b>Net Total:</b>	\$ 1,501.79
<b>Annual Budget:</b>	\$ 5,500.00
<b>Remaining Budget:</b>	\$ 3,998.21

2024  
RECAP  
MAYOR COUNCIL PROFESSIONAL DEVELOPMENT

**Mayor and Council Statement of Expense Summary - Q3 - January 1 to September 30, 2024**

<b>Expenses Summary</b>		<b>Total Expenses</b>
Hamlin	PD	1,693.93
Hamlin	B&T	3,834.62
Baines		2,019.40
Fryer		610.56
Houston		1,898.72
Jeffery	PD	62.71
Jeffery	FCM	7,467.76
Perry		1,501.79
Potts		0.00
Ring		1,501.79
Doherty	PD	4,277.10
Doherty	AMO	3,670.62
<b>Net Total:</b>		<b>\$ 28,539.00</b>