



Council Meeting Attendance and Expense Claims 2021 Forth Quarter Report for the Mayor and Councillors

The report includes the number of meetings that members of Council were scheduled to attend and the actual attendance at the meetings, as well as a reporting of Mayor/Councillor expense claims for **October 1, 2021 to December 31, 2021**.

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 meeting.

Council and Standing Committee Meeting Attendance

Total number of Council meetings in Q4:

6 (6 regular meetings and 0 special meetings)

- October 18, 2021: All members present
- October 25, 2021: Councillor Comi absent
- November 15, 2021: Deputy Mayor Hull absent, Councillor Comi absent
- November 22, 2021: All members present
- December 13, 2021: Deputy Mayor Hull absent**
- December 20, 2021: Deputy Mayor Hull absent**, Councillor Comi absent, Councillor Madigan absent

Total number of Strategic Initiatives Standing Committee meetings in Q4:

11 (5 regular meetings and 6 special meetings)

- October 4, 2021: Councillor Comi absent
- October 6, 2021: Deputy Mayor Hull absent
- Councillor Madigan absent, Councillor Jeffery left meeting at 6:04pm
- October 14, 2021 (special): All members present
- November 1, 2021: All members present
- November 5, 2021 (special): Councillor Comi absent
- November 10, 2021(special): Deputy Mayor Hull absent
- November 17, 2021 (special): Deputy Mayor Hull absent
Councillor Comi absent
- November 29, 2021 (special): Deputy Mayor Hull absent**
- November 29, 2021: Deputy Mayor Hull absent**
- November 30, 2021 (special): Deputy Mayor Hull absent**
Councillor Comi absent
Councillor Doherty joined at 3:20pm
Mayor Brian Saunderson left meeting at 3:15pm

- December 7, 2021 (special): Deputy Mayor Hull absent**
Councillor Comi absent
Councillor Jeffery joined at 1:05pm

Total number of Corporate & Community Services Standing Committee meetings in Q4:

3 (3 regular meetings)

- October 4, 2021: Councillor Comi absent
- November 1, 2021: All members present
- November 29, 2021: All members present

Total number of Development & Operations Services Standing Committee meetings in Q4:

3 (3 regular meetings)

- October 12, 2021: Deputy Mayor Hull joined at 6:09pm
Councillor Doherty left at 7:55pm
- November 8, 2021: Deputy Mayor Hull absent
- December 6, 2021: Deputy Mayor Hull absent**

Other Meetings in Q4:

1 (1 other meeting)

- November 30, 2021: Deputy Mayor Hull absent**
Councillor Comi absent
Councillor Madigan absent
Councillor Doherty absent
Councillor Hamlin absent

*** Leave of absence*

Other Committee and Board Commitments

Mayor Saunderson	Simcoe County Council Collingwood Police Services Board EPCOR / Town Advisory Committee Economic Support and Recovery Task Force Great Lakes and St. Lawrence Cities Initiative
Deputy Mayor Hull	Simcoe County Council Collingwood BIA Board of Management SC Alliance To End Homelessness Affordable Housing Task Force
Councillor McLeod	Nottawasaga Conservation Authority Board of Management Simcoe County Council (alternate)
Councillor Comi	
Councillor Madigan	Sports Hall of Fame
Councillor Berman	Collingwood Public Library Board
Councillor Doherty	AMO Waste Management Task Force

	EPCOR / Town Advisory Committee
Councillor Jeffery	Collingwood Police Services Board FCM Board of Management Affordable Housing Task Force
Councillor Hamlin	Joint Physician Retention Action Group Affordable Housing Task Force

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 annual honorarium - \$2,000
- Mayor business and travel - \$7,000
- Deputy Mayor annual honorarium - \$5,000
- Councillor annual honorarium - \$4,000

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 \$0.59 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/Councillor honorariums and expense claims for the third quarter of 2021 from **October 1 to December 31, 2021**.

Council Member	Extra Meetings	Other Expenses	Total (Q3)
Mayor Saunderson	280.00	813.06	1093.06
Deputy Mayor Hull	140.00	0.00	140.00
Councillor McLeod	280.00	93.59	373.59
Councillor Comi	140.00	500.00	640.00

Councillor Madigan	280.00	427.39	707.39
Councillor Doherty	280.00	316.70	596.70
Councillor Berman	280.00	0.00	280.00
Councillor Jeffery	280.00	117.04	397.04
Councillor Hamlin	280.00	457.92	737.92

Additional funds have been budgeted for 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 (1,496.46)
- AMO Standing Committee (Councillor Doherty): \$0,000

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

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

Expenses - Mayor Brian Saunderson
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Business and Travel	Additional Comments
Jan-21		-	-	
Feb-21		-	-	
Mar-21		-	-	
Apr-21		-	-	
May-21	Registration	681.79	-	FCM - Virtual Annual Conference
Jun-21		-	-	
Jul-21		-	-	
Aug-21		-	-	
Sep-21		-	-	
Oct-21		-	-	
Nov-21	Registration	457.92	-	2022 ROMA AGM Virtual Conference
		-		
Dec-21	Registration	355.14	-	Ontario Municipal Leadership - Webinar
	Total Expenses to Date	1,494.85	0.00	
	Annual Budget	2,000.00	7,000.00	
	Remaining Budget	505.15	7,000.00	

Expenses - Deputy Mayor Keith Hull
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21		-	
Feb-21		-	
Mar-21		-	
Apr-21		-	
May-21		-	
Jun-21		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21		-	
Dec-21		-	
	Total Expenses to Date	0.00	
	Annual Budget	5,000.00	
	Remaining Budget	5,000.00	

Expenses - Councillor Steve Berman
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21		-	
Feb-21		-	
Mar-21		-	
Apr-21		-	
May-21		-	
Jun-21		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21		-	
Dec-21		-	
	Total Expenses to Date	<u>0.00</u>	
	Annual Budget	<u>4,000.00</u>	
	Remaining Budget	<u><u>4,000.00</u></u>	

Expenses - Councillor Tina Comi
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21		-	
Feb-21		-	
Mar-21		-	
Apr-21		-	
May-21		-	
Jun-21		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21		-	
Dec-21	Office - Sundry	100.00	Photo Licensing Fee
	Office - Sundry	284.93	Christmas Cards Printing
	Office - Sundry	90.56	Printer Ink
	Office - Sundry	24.51	Printer Paper
Total Expenses to Date		500.00	
Annual Budget		4,000.00	
Remaining Budget		3,500.00	

Expenses - Councillor Doherty
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	AMO Standing Committee Expenses	Additional Comments
Jan-21	Cellular Phone	21.33		Bell Mobility
	Registration	106.00		OIPC & OPWG Invasive Plant Conference
Feb-21	Cellular Phone	20.93		Bell Mobility
Mar-21	Cellular Phone	20.44		Bell Mobility
Apr-21	Cellular Phone	20.30		Bell Mobility
	Registration	610.56		AMO - Virtual Annual Conference
	Registration	610.56		FCM - Virtual Annual Conference
May-21	Cellular Phone	21.40		Bell Mobility
Jun-21	Cellular Phone	21.17		Bell Mobility
Jul-21	Cellular Phone	20.77		Bell Mobility
Aug-21	Cellular Phone	21.93		Bell Mobility
Sep-21	Cellular Phone	20.30		Bell Mobility
Oct-21	Cellular Phone	20.29		Bell Mobility
Nov-21	Registration	254.40		FCM 2021 - Sustainable Communities Conference
	Cellular Phone	20.66		Bell Mobility
Dec-21	Cellular Phone	21.35		Bell Mobility
	Total Expenses to Date	1,832.39	0.00	
	Annual Budget	4,000.00	0.00	
	Remaining Budget	2,167.61	0.00	

Expenses - Councillor Hamlin
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21	Home Office Expense	1,098.96	Laptop & Office 365
Feb-21	Cellular Phone	58.52	Rogers Wireless
Mar-21	Book	82.11	Ontario's Municipal Act
	Cellular Phone	67.84	Rogers Wireless
Apr-21	Registration	610.56	AMO - Annual Conference
May-21		-	
Jun-21		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21	Registration	457.92	2022 ROMA AGM Virtual Conference
Dec-21		-	
Total Expenses to Date		2,375.91	
Annual Budget		4,000.00	
Remaining Budget		1,624.09	

Expenses - Councillor Jeffery
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21	Cellular Phone	57.49	Bell Mobility
	Home Office Expense	5.09	Photocopy paper
	Home Office Expense	94.13	Printer toner
Feb-21	Cellular Phone	57.50	Bell Mobility
Mar-21	Cellular Phone	57.50	Bell Mobility
Apr-21	Cellular Phone	58.52	Bell Mobility
May-21	Cellular Phone	58.52	Bell Mobility
Jun-21	Cellular Phone	58.52	Bell Mobility
Jul-21		-	
Aug-21	Cellular Phone	58.52	Bell Mobility
Sep-21	Cellular Phone	117.03	Bell Mobility
Oct-21		-	
Nov-21	Cellular Phone	58.52	Bell Mobility
Dec-21	Cellular Phone	58.52	Bell Mobility
	Total Expenses to Date	739.86	
	Annual Budget	4,000.00	
	Remaining Budget	3,260.14	

Expenses For Councillor Jeffery (FCM)
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan		-	
Feb		-	
Mar		-	
Apr		-	
May	Registration	610.56	FCM - Annual Conference
Jun		-	
Jul		-	
Aug		-	
Sept		-	
Oct		-	
Nov	Airfare - Tickets	321.24	FCM Board Meeting - Ottawa
Dec	Airport Parking	75.65	FCM Board Meeting and Advocacy Days - Ottawa
	Taxi - Travel	70.97	FCM Board Meeting and Advocacy Days - Ottawa
	Accommodations	548.20	FCM Board Meeting and Advocacy Days - Ottawa
	Meals	84.57	FCM Board Meeting and Advocacy Days - Ottawa
	Per Diem allowance	280.00	FCM Board Meeting and Advocacy Days - Ottawa
	Mileage - travel to and from Airport	115.83	FCM Board Meeting and Advocacy Days - Ottawa
	Total Expenses to Date	2,107.02	
	Annual Budget	7,500.00	
	Remaining Budget	5,392.98	

Expenses - Councillor McLeod
Reporting period ended - 4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21		-	
Feb-21		-	
Mar-21	Registration	610.56	AMO - Virtual Annual Conference
Apr-21		-	
May-21		-	
Jun-21		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21	Office - Sundry	93.59	Printer Paper
Dec-21		-	
	Total Expenses to Date	<u>704.15</u>	
	Annual Budget	<u>4,000.00</u>	
	Remaining Budget	<u><u>3,295.85</u></u>	

Expenses - Councillor Madigan
Reporting period ended -4th Qtr
January to December 31, 2021

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-21		-	
Feb-21		-	
Mar-21		-	
Apr-21		-	
May-21		-	
Jun-21		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21		-	
Dec-21	Cellular Phone	427.39	Koodo - Jan.- Dec Work Cell
	Total Expenses to Date	<u>427.39</u>	
	Annual Budget	<u>4,000.00</u>	
	Remaining Budget	<u><u>3,572.61</u></u>	

2021
RECAP
MAYOR COUNCIL PROFESSIONAL DEVELOPMENT

Mayor and Council Expense Summary - 4th Qtr. - January - December31, 2021

January to September 30, 2021		
Saunderson	PD	1,494.85
	B&T	0.00
Hull		0.00
Berman		0.00
Comi		500.00
Hamlin		2,375.91
Jeffery		739.86
Madigan		427.39
McLeod		704.15
Doherty		1,832.39
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Total		\$ 8,074.55
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