



Council Meeting Attendance and Expense Claims

2022 Forth Quarter Report - 2022 to 2026 Term Mayor & Councillors

(November 15, 2022 to December 31, 2022)

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 **November 15, 2022 to December 31, 2022**.

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 Standing Committee Meeting Attendance

Total number of **Council** meetings in Q4 (November 8, 2022 to December 31, 2022):

9 (1 regular meetings and 8 special meetings)

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| • November 8, 2022 (Orientation) | All members present |
| • November 9, 2022 (Orientation) | All members present |
| • November 10, 2022 (Orientation) | All members present |
| • November 15, 2022 (Inauguration) | All members present |
| • November 16, 2022 (Special) | All members present |
| • November 28, 2022 (Budget – in person) | Councillor Doherty Absent |
| • November 28, 2022 (Budget – virtual) | Councillor Doherty Absent |
| • December 5, 2022 (Special) | Councillor Jeffery Absent
Councillor Houston Absent |
| • December 19, 2022 | All members present |

Total number of **Strategic Initiatives Standing Committee** meetings in Q4 (November 15, 2022 to December 31, 2022):

2 (1 regular meeting and 1 special meetings)

- | | |
|--------------------------------------|--|
| • November 23, 2022 (Special/Budget) | All members present |
| • December 5, 2022 | Councillor Jeffery left at 3:40
Councillor Houston Absent |

Total number of **Corporate & Community Services Standing Committee** meetings in Q4 (November 15, 2022 to December 31, 2022):

1 (1 regular meeting and 0 special meetings)

- December 5, 2022 Councillor Jeffery Absent
Councillor Houston Absent

Total number of **Development & Operations Services Standing Committee** meetings in Q4 (November 15, 2022 to December 31, 2022):

1 (1 regular meeting and 0 special meetings)

- December 12, 2022 Councillor Houston Absent

Other Committee and Board Commitments

Mayor Yvonne Hamlin	Simcoe County Council Simcoe County Economic Development Sub-Committee Regional Mayor and CAO Working Group Collingwood Police Services Board
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 \$0.61 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 forth quarter of 2022 from **November 8, 2022 to December 31, 2022.**

Council Member	Extra Meetings	Other Expenses	Total (Q4)
Mayor Hamlin			
Deputy Mayor Fryer	700.00	73.78	773.78
Councillor Doherty	700.00	975.69	1,675.69
Councillor Jeffery	630.00	264.32	894.32
Councillor Hamlin	700.00	45.00	745.00
Councillor Baines	700.00	608.02	1,308.02
Councillor-Houston	630.00	608.02	1,238.02
Councillor Perry	700.00	608.02	1,308.02
Councillor Potts	700.00	608.02	1,308.02
Councillor-Ring	700.00	608.02	1,308.02

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 (2,054.39)
- AMO Standing Committee (Councillor Doherty): \$2,000 (1,153.33)

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.

**** NB: 2022 Q4 from October 1, 2022 to November 14, 2022 are expenses related to Yvonne Hamlin, Kathy Jeffery and Deb Doherty as members of Council during the 2014 to 2022 term.**

Expenses listed after November 15, 2022 reflect 2022 Q4 for Yvonne Hamlin as Mayor and Kathy Jeffery and Deb Doherty as Members of Council in the 2022-2026 term.

Statement of Expenses - Deputy Mayor Tim Fryer
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22		-	
Feb-22		-	
Mar-22		-	
Apr-22		-	
May-22		-	
Jun-22		-	
Jul-22		-	
Aug-22		-	
Sep-22		-	
Oct-22		-	
Nov-22	Business Supplies (Sundry)	73.78	Business Cards
Dec-22		-	
Net Total:		<u>73.78</u>	
Annual Budget		6,500.00	
Remaining Budget		<u>6,426.22</u>	

Statement of Expenses - Councillor Chris Baines
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22		-	
Feb-22		-	
Mar-22		-	
Apr-22		-	
May-22		-	
Jun-22		-	
Jul-22		-	
Aug-22		-	
Sep-22		-	
Oct-22		-	
Nov-22	Registration	534.24	AMO - New Councillor Training
Dec-22	Business Supplies (Sundry)	73.78	Business Cards
Net Total:		<u>608.02</u>	
Annual Budget		5,500.00	
Remaining Budget		<u>4,891.98</u>	

Statement of Expenses - Councillor Deb Doherty
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	AMO Standing Committee Expenses	Additional Comments
Jan-22	Cellular Phone	32.14	-	Bell Mobility
Feb-22	Cellular Phone	20.87	-	Bell Mobility
Mar-22	Cellular Phone	22.43	-	Bell Mobility
	Registration - Training Seminars	195.00	-	GLOBE Forum FCM 2022
Apr-22	Registration	746.39	-	AMO AGM Annual Conference
	Cellular Phone	19.53		
May-22	Cellular Phone	20.88	-	Bell Mobility
Jun-22	Cellular Phone	21.32	-	Bell Mobility
Jul-22	Cellular Phone	21.79	-	Bell Mobility
Aug-22	Cellular Phone	21.15	-	Bell Mobility
	Mileage	544.38		AMO Conference
	Meal Allowance	183.44		AMO Conference
	Parking	32.40		AMO Conference
	Per Diem Allowance	210.00		AMO Conference
Sep-22	Cellular Phone	21.47	-	Bell Mobility
	Mileage	513.07		AMO Conference Ottawa
	Per Diem Allowance	210.00		AMO Conference Ottawa
	Meal Allowance	177.43		AMO Conference Ottawa
	Parking	30.00		AMO Conference Ottawa
Oct-22		-	-	
Nov-22	Cellular Phone	24.53	-	Bell Mobility
	Tickets	85.00		David Busby Centre
	Cellular Phone	519.86		Bell Mobility Upgrade cell
	Cellular Phone	39.96		Bell Mobility
	Accommodation		291.03	AMO Board of Directors Meeting
	Mileage		161.50	AMO Board of Directors Meeting
Dec-22	Business Supplies (Sundry)	73.78	-	Business Cards
	Mileage	145.02		Travel AMO Meeting - Orillia
	Cellular Phone	87.54		Bell Mobility
	Per Diem Allowance (Half Day)		70.00	AMO Board Meeting
	Per Diem Allowance (Full Day)		140.00	AMO Board Meeting
	Meal Allowance		63.44	AMO Board Meeting - Fundraiser Symposium
	Accommodation		220.86	AMO Board Meeting - Fundraiser Symposium
	Parking		45.00	AMO Board Meeting - Fundraiser Symposium
	Mileage		161.50	AMO Board Meeting - Poverty Symposium
		-		
Net Total:		<u>4,019.38</u>	<u>1,153.33</u>	
Annual Budget		5,500.00	2,000.00	
Remaining Budget		<u>1,480.62</u>	<u>846.67</u>	

Statement of Expenses - Councillor Yvonne Hamlin
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22	Registration	281.57	AMO - Municipal Energy Symposium
	Office Supplies	411.13	Work Expense
	Cellular Phone	359.39	Bell Mobile (Sept to Dec.2021)
Feb-22	Office Supplies	227.92	Work Expense
	Educational	49.78	Book
	Cellular Phone	57.71	Bell Mobile (Sept to Dec.2021)
Mar-22	Tickets	18.01	International Women's Day Event 2022
Apr-22		-	
May-22		-	
Jun-22	Registration	849.70	AMO AGM Annual Conference
Jul-22	Accommodations	242.35	AMO Annual Conference
Aug-22		-	
Sep-22		-	
Oct-22		-	
Nov-22	Registration	45.00	Women for Women Event
Dec-22		-	
	Net Total:	<u><u>2,542.56</u></u>	
	Annual Budget	5,500.00	
	Remaining Budget	<u><u>2,957.44</u></u>	

Statement of Expenses - Councillor Brandon Houston
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22			
Feb-22			
Mar-22			
Apr-22			
May-22			
Jun-22			
Jul-22			
Aug-22			
Sep-22			
Oct-22			
Nov-22	Registration	534.24	AMO - New Councillor Training
Dec-22	Business Supplies (Sundry)	73.78	Business Cards
Net Total:		<u>608.02</u>	
Annual Budget		5,500.00	
Remaining Budget		<u>4,891.98</u>	

Statement of Expenses - Councillor Kathy Jeffery
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22	Cell Phone	58.51	Rogers Wireless
Feb-22	Cell Phone	58.52	Rogers Wireless
Mar-22		-	
Apr-22		-	
May-22		-	
Jun-22		-	
Jul-22		-	
Aug-22		-	
Sep-22		-	
Oct-22			
Nov-22			
Dec-22	Business Supplies (Sundry)	73.78	Business Cards
	Per Diem Allowance (Full Day)	140.00	County Council Orientation
	Mileage	50.54	County Council Orientation
Net Total:		<u>381.35</u>	
Annual Budget		5,500.00	
Remaining Budget		<u>5,118.65</u>	

Statement of Expenses For Councillor Kathy Jeffery (FCM)
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22		-	
Feb-22		-	
Mar-22	Registration	918.17	FCM Annual Conference (Regina)
	Travel - Return flight Regina	594.16	FCM Annual Conference (Regina)
Apr-22	Accommodation	187.12	FCM Conference
May-22		-	
Jun-22	Travel / Mileage	126.34	FCM - Collingwood to Pearson Return
	2 Full Day - per diem	350.00	Cover cost of living on business travel
	Accommodation	768.46	FCM Conference & Trade Show
	Meals	115.14	FCM Conference & Trade Show
	Travel / Mileage	62.83	FCM Conference & Trade Show
	Parking	130.58	FCM Conference & Trade Show
Jul-22		-	
Aug-22		-	
Sep-22		-	
Oct-22		-	
Nov-22	Travel - Airline Ticket	375.75	FCM Board Meeting - Advocacy Days
Dec-22	Accommodation	890.48	FCM Board Meeting - Advocacy Days
	Meals	92.63	FCM Board Meeting - Advocacy Days
	Parking	76.99	FCM Board Meeting - Advocacy Days
	Travel	78.72	FCM Board Meeting - Advocacy Days
	Per Diem Allowance (3 Days)	420	FCM Board Meeting - Advocacy Days
	Mileage	119.82	FCM Board Meeting - Advocacy Days
Total Expenses to Date		<u>\$ 5,307.19</u>	
Annual Budget		<u>\$ 7,500.00</u>	
Remaining Budget		<u><u>\$ 2,192.81</u></u>	

Statement of Expenses -Councillor Steve Perry
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22		-	
Feb-22		-	
Mar-22		-	
Apr-22		-	
May-22		-	
Jun-22		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21	Registration	534.24	AMO - New Councillor Training
Dec-21	Business Supplies (Sundry)	73.78	Business Cards
	Net Total:	<u>608.02</u>	
	Annual Budget	5,500.00	
	Remaining Budget	<u>4,891.98</u>	

Statement of Expenses -Councillor Chris Potts
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22		-	
Feb-22		-	
Mar-22		-	
Apr-22		-	
May-22		-	
Jun-22		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21	Registration	534.24	AMO - New Councillor Training
Dec-21	Business Supplies (Sundry)	73.78	Business Cards
Net Total:		<u><u>608.02</u></u>	
Annual Budget		5,500.00	
Remaining Budget		<u><u>4,891.98</u></u>	

Statement of Expenses -Councillor Rob Ring
Reporting period ended - Q4
January 1 to December 31, 2022

Month	Activity	Professional Development & Discretionary	Additional Comments
Jan-22		-	
Feb-22		-	
Mar-22		-	
Apr-22		-	
May-22		-	
Jun-22		-	
Jul-21		-	
Aug-21		-	
Sep-21		-	
Oct-21		-	
Nov-21		-	
Dec-21	Business Supplies (Sundry)	73.78	Business Cards
Net Total:		<u>73.78</u>	
Annual Budget		5,500.00	
Remaining Budget		<u>5,426.22</u>	