



## Council Meeting Attendance and Expense Claims 2023 First 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 **January 1, 2023 to March 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](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 Standing Committee Meeting Attendance**

Total number of **Council** meetings in Q1:

**8 (6 Regular and 2 Special Meeting)**

- |                     |   |
|---------------------|---|
| • January 23, 2023  | All members present   |
| • January 30, 2023  | All members present   |
| • February 21, 2023 | All members present   |
| • February 22, 2023 | Deputy Mayor Fryer Absent<br>Councillor Jeffery Absent<br>Councillor Houston Absent |
| • February 27, 2023 | Councillor Doherty Absent   |
| • March 20, 2023    | All members present   |
| • March 27, 2023    | Deputy Mayor Fryer arrived at 2:25pm  |
| • March 30, 2023    | Councillor Houston Absent   |

Total number of **Strategic Initiatives Standing Committee** meetings in Q1:

**4 ( 3 Regular and 1 Special Meeting)**

- |                    |  |
|--------------------|--|
| • January 9, 2023  | All members present                              |
| • January 16, 2023 | Councillor Baines arrived at 2:40pm              |
| • February 6, 2023 | Mayor Hamlin Absent<br>Councillor Jeffery Absent |
| • March 6, 2023    | Councillor Ring Absent                           |

Total number of **Corporate & Community Services Standing Committee** meetings in Q1:  
**3 (3 regular meeting and 0 special meetings)**

- January 9, 2023 All members present
- February 6, 2023 Mayor Hamlin Absent  
Councillor Jeffery Absent
- March 6, 2023 Councillor Ring Absent
- 

Total number of **Development & Operations Services Standing Committee** meetings in Q1:  
**3 (3 regular meeting and 0 special meetings)**

- January 16, 2023 All members present
- February 13, 2023 Councillor Houston Absent
- March 13, 2023 Councillor Jeffery 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 \$0.61 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](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 first quarter of 2023 from **January 1, 2023 to March 31, 2023**.

<b>Council Member</b>	<b>Extra Meetings</b>	<b>Other Expenses</b>	<b>Total (Q1)</b>
Mayor Yvonne Hamlin	210.00	1,495.86	1,705.86
Deputy Mayor Tim Fryer	140.00	1,427.72	1,567.72
Councillor Kathy Jeffery	140.00	0.00	140.00
Councillor Deb Doherty	210.00	654.94	864.94
Councillor Brandon Houston	70.00	0.00	70.00
Councillor Chris Potts	210.00	834.43	1,044.43
Councillor Rob Ring	210.00	1,088.83	1,298.83
Councillor Christopher Baines	210.00	763.20	973.20
Councillor Steve Perry	210.00	1,088.83	1,298.83

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 (1,007.42)
- AMO Standing Committee (Councillor Doherty): \$2,000 (1,143.48)

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 - Q1**  
**January 1 to March 31, 2023**

Month	Activity	Professional Development & Discretionary	Business and Travel	Additional Comments
January		-	-	
February	Mileage	-	66.13	Simcoe Interview
March	Registration	870.05	-	AMO Conference
	Registration	559.68	-	OSUM Conference
April		-	-	
May		-	-	
June		-	-	
July		-	-	
August		-	-	
September		-	-	
October		-	-	
November		-	-	
December		-	-	
<b>Net Total:</b>		<u>1,429.73</u>	<u>66.13</u>	
<b>Annual Budget:</b>		3,500.00	7,000.00	
<b>Remaining Budget:</b>		<u>2,070.27</u>	<u>6,933.87</u>	

**Statement of Expenses - Deputy Mayor Tim Fryer**  
**Reporting period ended - Q1**  
**January 1 to March 31, 2023**

Month	Activity	Professional Development & Discretionary	Additional Comments
January	Registration	834.43	AMO Conference
	Accommodations	593.29	AMO Conference
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
	<b>Net Total:</b>	<u>1,427.72</u>	
	<b>Annual Budget:</b>	6,500.00	
	<b>Remaining Budget:</b>	<u>5,072.28</u>	

**Statement of Expenses - Councillor Chris Baines**  
**Reporting period ended - Q1**  
**January 1 to March 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			
May			
June			
July			
August			
September			
October			
November			
December			
	<b>Net Total:</b>	<u>763.20</u>	
	<b>Annual Budget:</b>	5,500.00	
	<b>Remaining Budget:</b>	<u>4,736.80</u>	

**Statement of Expenses - Councillor Deb Doherty**  
**Reporting period ended - Q1**  
**January 1 to March 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				
May				
June				
July				
August				
September				
October				
November				
December				
<b>Net Total:</b>		<u>654.94</u>	<u>1,143.48</u>	
<b>Annual Budget:</b>		5,500.00	5,000.00	
<b>Remaining Budget:</b>		<u>4,845.06</u>	<u>3,856.52</u>	



**Statement of Expenses - Councillor Brandon Houston**  
**Reporting period ended - Q1**  
**January 1 to March 31, 2023**

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

<b>Net Total:</b>	<u>0.00</u>
<b>Annual Budget:</b>	5,500.00
<b>Remaining Budget:</b>	<u>5,500.00</u>

Statement of Expenses - Councillor Kathy Jeffery  
Reporting period ended - Q1  
January 1 to March 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 For Councillor Kathy Jeffery (FCM)**  
**Reporting period ended - Q1**  
**January 1 to March 31, 2023**

Month	Activity	Professional Development & Discretionary	Additional Comments
January		-	
February		-	
March	Registration	1,007.42	Annual Conference & Trade Show
April		-	
May		-	
June		-	
July		-	
August		-	
September		-	
October		-	
November		-	
December		-	
Total Expenses:		\$ 1,007.42	
Annual Budget:		\$ 7,500.00	
Remaining Budget:		\$ 6,492.58	

Statement of Expenses -Councillor Chris Potts  
Reporting period ended - Q1  
January 1 to March 31, 2023

Month	Activity	Professional Development & Discretionary	Additional Comments
January	Registration	834.43	AMO Conference
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

Net Total:	<u>834.43</u>
Annual Budget:	5,500.00
Remaining Budget:	<u>4,665.57</u>

**Statement of Expenses -Councillor Rob Ring**  
**Reporting period ended - Q1**  
**January 1 to March 31, 2023**

Month	Activity	Professional Development & Discretionary	Additional Comments
January	Registration	834.43	AMO Conference
February	Registration	254.40	AMO Workshop
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			

<b>Net Total:</b>	<u>1,088.83</u>
<b>Annual Budget:</b>	5,500.00
<b>Remaining Budget:</b>	<u>4,411.17</u>

**Statement of Expenses -Councillor Steve Perry**  
**Reporting period ended - Q1**  
**January 1 to March 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			
July			
August			
September			
October			
November			
December			
	<b>Net Total:</b>	<u>1,088.83</u>	
	<b>Annual Budget:</b>	5,500.00	
	<b>Remaining Budget:</b>	<u>4,411.17</u>	

2023  
RECAP  
MAYOR COUNCIL PROFESSIONAL DEVELOPMENT

***Mayor and Council Statement of Expense Summary - Q1. - January 1 to March 31, 2023***

<b><i>Expenses Summary</i></b>		<b>Total Expenses</b>
Hamlin	PD	1,429.73
Hamlin	B&T	66.13
Baines		763.20
Fryer		1,427.72
Houston		0.00
Jeffery	PD	0.00
Jeffery	FCM	1,007.42
Perry		1,088.83
Potts		834.43
Ring		1,088.83
Doherty	PD	654.94
Doherty	AMO	1,143.48
<b><i>Net Total:</i></b>		<b><i>\$ 9,504.71</i></b>