



**Subject: Expense Summary – Council and Office of the Chief Administrative Officer (CAO)**

- Period ending June 30, 2015
- Period ending September 30, 2015

**APPROVALS:**

Audrey Rogers, Acting Director  
Kevin Scoble, Deputy Chief Administrative Officer  
Marcel Ulliac, Chief Administrative Officer

**Administrative Recommendation:**

THAT the Expense Summary for Council and Office of the Chief Administrative Officer (CAO) for the periods ending June 30, 2015 and September 30, 2015 be received as information.

**Summary:**

The current Elected Officials Compensation, Travel, Expense and Support Policy requires that reports on expenditures for each member of Council and the Office of the CAO be presented for review at a public meeting on a quarterly basis.

**Background:**

Administration records, monitors and reports on expenditures for each Council Member and the Office of the CAO. The attached Expense Summaries reflect the expenses entered in the Municipality's financial system for the period ending June 30, 2015 (Attachment 1) and the period ending September 30, 2015 (Attachment 2), in the categories of business travel, conference travel (includes registration costs and training) and public relations (includes event tickets, hosting, sponsorships and promotional items, etc.). At the request of Council, reporting has also been expanded to provide additional detail about the nature of the expenses.

The quarterly report also reflects any expenses that were incurred while acting as Deputy Mayor or when participating on an external board or agency on behalf of Council. These expenses are budgeted separately and do not impact the individual Council Member's budget allocations.

**Rationale for Recommendation:**

As of September 30, 2015, all Council Members are within established budget parameters; therefore, no adjustments are required or recommended at this time.

**Strategic Plan Linkage:** Building Responsible Government

**Attachments:**

1. 2015 Quarterly Expense Summary for the period ending June 30, 2015
2. 2015 Quarterly Expense Summary for the period ending September 30, 2015