



Subject: 2015 Year-End Expense Summary – Council and Office of the Chief Administrative Officer

APPROVALS:

David Leflar, Director
Kevin, Scoble, Deputy Chief Administrative Officer
Marcel Ulliac, Chief Administrative Officer

Administrative Recommendation:

THAT the 2015 Year-End Expense Summary for Council and the Office of the Chief Administrative Officer 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 be presented for review at a public meeting on a quarterly basis.

Background:

The attached Council Expense Summary (Attachment 1) reflects all expenses entered in the Municipality's financial system for the 2015 fiscal year (January 1-December 31, 2015) in the categories of business travel, conference travel (includes registration costs and training) and public relations (includes event tickets, hosting, sponsorships, etc.) for each Member of Council. 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.

Individual budgets are monitored on an ongoing basis, and budget adjustments are made, as needed. No adjustments were made in 2015, as all Council Members remained within their respective total cumulative budget allocation.

In keeping with the established practice in 2014, expenses for the Office of the Chief Administrative Officer are also submitted for review. This provides a consistent reporting process for Council Members and the most senior member of municipal administration, while ensuring that the primary objectives of transparency and accountability are upheld.

Strategic Plan Linkage:

Pillar 1 – Building Responsible Government

Attachment:

1. 2015 Year-End Expense Summary – Council and Office of the CAO