



STANDARD POLICY

S.P. NO: CrS-HR40

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DATE: 5/6/11

SUBJECT:
COUNCIL'S BUDGET
(Conferences, Travel Expenses, Promotional Items)

DEPARTMENT:
Corporate Services
DIVISION:
Human Resources

COUNCIL AUTHORITY OR STAFF APPROVED:
Resolution 05/06/91, Financial Advisory Committee – July 27/04 and Council resolution – August 9/04
March 1 & 2/07 – Budget.
Report from Council Remuneration Committee approved by Council (Minutes – November 22, 2010)

NEW:

REVISED: X
DATE: Nov. 22/10

The following guidelines have been established with respect to the Mayor and Members of Council attending conferences:

1. Each Member of Council is allocated \$3,750 (the Mayor's conference expenses are not to be capped) annually for conferences, travel expenses and promotional items.
2. Any member of Council appointed by Council or elected to an Association representing City Council will have those costs paid over and above this policy.
3. Any member of Council sitting on a Committee ie. Homes for the Aged, Conservation Authority, Police Services Board, etc. where monies have been budgeted for conferences and meetings, these funds are included in the policy.
4. Should any member of Council wish to exceed the policy amount, that Councillor can seek Council's approval to exceed the amount.
5. Following each Municipal Election, all Council members (including incumbents) must attend an orientation workshop and any costs related to this orientation will be in addition to the annual conference allocation described above.