

Corporate Report

NO: R281

COUNCIL DATE: November 29,

2004

REGULAR

TO: Mayor & Council DATE: November 12,
2004

FROM: General Manager, Finance, FILE: 0560-01
Technology & HR

SUBJECT: Councillor's Expenses - Not Requiring Council
Resolution

RECOMMENDATION

That Council approve the recommended amendments to the City's Expense Policy for Council Members (D-15).

BACKGROUND

The City's Expense Policy for Council Members (D-15) currently limits pre-authorized expenditures for the Mayor and individual Councillors. Specifically, Section 1.1 is as follows:

		NO RESOLUTION REQUIRED	RESOLUTION REQUIRED
TRIPS/CONFERENCES/SEMINARS/COURSES/ BUSINESS MEETINGS OUTSIDE SURREY.	Mayor	Pre-authorized to expend up to \$700 per event, to a maximum of \$7,000 per year	Over either \$700 per event or \$7,000 per year.
	Councillor	Each Councillor is pre-authorized to expend up to \$200 per event, to a maximum of \$2,000 per year.	Over either \$200 per event or \$2,000 per year.
RECEIVE, ENTERTAIN OR HONOUR AT	Mayor	Pre-Authorized to expend up to a maximum of \$3,500 per year	For each event, once the \$3,500 maximum per year has been exceeded.
		For attendance at events where all members of	For each event that a Councillor

CITY EVENTS	Councillor	Council are invited, each member is pre-authorized to expend a maximum of \$1,200 per year	wishes to attend, once that individual Councillor exceeds his/her \$1,200 per year maximum.
CELL PHONE USAGE	Councillor	Each Councillor is pre-authorized to expend up to a maximum of \$1,200 per year for cell phone usage, over and above the normal operating charges.	For a Councillor's usage once his/her individual maximum of \$1,200 per year has been exceeded.

DISCUSSION

In order to provide the Mayor and each Councillor with greater flexibility, it has been requested that the City's Expense Policy for Council Members be amended to lift the limitations on individual accounts in favour of a single bottom line amount of \$10,500 for the Mayor and \$4,400 for individual councillors. It is therefore recommended that Section 1.1 of this Policy be amended as follows:

		NO RESOLUTION REQUIRED	RESOLUTION REQUIRED
TRIPS/CONFERENCES/ SEMINARS/COURSES/ BUSINESS MEETINGS OUTSIDE SURREY.	Mayor	Pre-authorized to expend up to \$700 per event.	Over \$700 per event.
	Councillor	Each Councillor is pre-authorized to expend up to \$200 per event.	Over \$200 per event.
RECEIVE, ENTERTAIN OR HONOUR AT CITY EVENTS	Mayor	For attendance at events where all members of Council are invited	
	Councillor		
CELL PHONE USAGE	Councillor	Each Councillor is pre-authorized to expend for cell phone usage, as required for city responsibilities.	
	Mayor	Pre-authorized to spend a total maximum aggregate amount of \$10,500 per year for all of the above categories	For each expenditure incurred once the total annual pre-authorized limit exceeds \$10,500 for all of the above categories

ANNUAL AGGREGATE PRE-AUTHORIZED LIMITS		combined.	combined.
	Councillor	Each Councillor is pre-authorized to spend a total maximum aggregate amount of \$4,400 per year for all of the above three categories combined.	For each expenditure incurred by an individual Councillor, once his/her total annual pre-authorized limit exceeds \$4,400 for all of the above three categories combined.

CONCLUSION

The City's Expense Policy for Council Members (D-15) currently limits pre-authorized expenditures for the Mayor and individual Councillors for seminars and conferences, City events and cell phone usage. In order to provide greater flexibility, it has been requested that the individual limits be replaced with a single bottom line amount of \$10,500 for the Mayor and \$4,400 for individual Councillors. This change has no budget impact. It is therefore recommended that the amended Section 1.1 of this Policy as outlined above be approved.

Vivienne Wilke, CGA
General Manager, Finance,
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