

City Council Travel and Training Expenses - 2021

ISSUE

This report provides a summary of Councillors' Travel and Training expenses for 2021. The Mayor's summary is also provided.

RECOMMENDATION

That the Governance and Priorities Committee:

- 1) approve the allocation of travel and training expenditures for 2021; and
- 2) forward this report to City Council for information, in accordance with Council Policy No. C01-023, *City Councillors' Travel and Training*.

BACKGROUND

Since 2010, the expenses of all members of City Council, including the Mayor, have been posted on the City's website annually in order to demonstrate City Council's commitment to transparency.

Further, since 2017's reporting, the annual posting of car allowance expenditures and travel and training expenditures for members of City Council to the City's website has been to the same level of detail as currently provided for in City Council's Communications and Constituency Relations Allowance. In this regard, this report, redacted receipts, and supporting documentation will be posted accordingly.

DISCUSSION/ANALYSIS

Section 3.4 of [Policy No. C01-023](#), "City Councillors' Travel and Training", states that the City Clerk will, on an annual basis, prepare a report listing the total cost of each Councillor's Common and Individual Travel and Training. Upon approval of the Councillors, the report is to be submitted to City Council, as information.

Also included in the report are Councillors' other travel and training expenses that are either budgeted outside of the regular travel budget (i.e. pension training for those Councillors that do not sit on a pension board) or were paid from other sources (i.e. Board of Police Commissioners, Pension Boards, etc.).

It should be noted that City Council reduced its overall travel and training budget for Councillors for 2021 to \$15,000.00.

Individual Travel and Training

Each Councillor is allotted funds annually for general travel and training, such as attendance at the annual Saskatchewan Urban Municipalities Association (SUMA) convention and Federation of Canadian Municipalities (FCM) conference. The total amount budgeted for 2021 for all Councillors was \$9,000.00. The total expenditures,

less GST, were \$4,071.16. Appendix 1 sets out the details for each individual Councillor.

Common (Appointed) Travel and Training

A common travel and training budget is provided for Councillors to attend annual conferences or board meetings of any organization to which they are appointed as an official representative of the City of Saskatoon, or as a Board member, such as the Canadian Urban Transit Association or FCM Boards and Committees. The total amount budgeted for 2021 was \$6,000.00. The total expenditures, less GST, were \$2,966.06. Appendix 2 sets out the details for each individual Councillor.

Pension and Other Travel and Training

There are various Boards that Councillors are either appointed to or have a vested interest in (ie. non-appointed Pension Boards) that fall outside of the above travel and training budgets.

A \$7,000.00 budget was approved for 2021 for those Councillors that do not sit on a pension board to obtain pension training. For 2021, the total expenditures, less GST, were \$1,795.00. Appendix 3 sets out the details for each individual Councillor.

Other travel and training expenditures are also reported for those Councillors who sit on Boards which are paid from other sources. For example, if a Councillor is a Trustee on a pension board, those expenses are paid for from the Plan. For 2021, there were no expenditures to report.

Appendix 3 lists the 2021 travel expenses for the Mayor. The total amount budgeted for 2021 for the Mayor's Office (including staff) was reduced to \$10,000.00. The total expenditures of the Mayor only, less GST, was \$1,487.88. It should be noted the attached summary for the Mayor lists car allowance expenses, which is the subject of a separate report; however for 2021, there was no budget nor expenditures.

APPENDICES

1. Individual Travel and Training 2021 – Councillors
2. Common (Appointed) Travel and Training 2021 – Councillors
3. Pension Board (Non-Appointed) Travel and Training 2021 - Councillors
4. Travel Expenses – 2021 – Mayor

Report Approval

Written by: Janice Hudson, Assistant to the City Clerk
Reviewed by: Shellie Bryant, Deputy City Clerk – Administrative Services
Approved by: Adam Tittlemore, City Clerk