

**Communications and Constituency Relations Allowance
Mayor's Office
January 1 to December 31, 2023**

<i>Payment Date</i>	<i>Doc #</i>	<i>Description</i>	<i>Amount</i>	<i>GST Rebate</i>	<i>Total</i>
		Payroll for Policy & Communications Advisor (January)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (January)	\$ 1,103.12	\$ -	\$ 1,103.12
7-Feb-23	1538	Contract services for Social Media Manager (January 2023)	\$ 1,132.20	\$ 51.00	\$ 1,081.20
		Payroll for Policy & Communications Advisor (February)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (February)	\$ 1,066.91	\$ -	\$ 1,066.91
15-Mar-23	1556	Contract services for Social Media Manager (February 2023)	\$ 582.75	\$ 26.25	\$ 556.50
		Payroll for Policy & Communications Advisor (March)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (March)	\$ 1,066.91	\$ -	\$ 1,066.91
4-May-23	1586	Contract services for Social Media Manager (March & April 2023)	\$ 849.15	\$ 38.25	\$ 810.90
		Payroll for Policy & Communications Advisor (April)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (April)	\$ 1,075.83	\$ -	\$ 1,075.83
26-May-23	1596	Contract services for Social Media Manager (May 2023)	\$ 66.60	\$ 3.00	\$ 63.60
		Payroll for Policy & Communications Advisor (May)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (May)	\$ 1,075.83	\$ -	\$ 1,075.83
22-Jun-23	1624	Contract services for Social Media Manager (June 2023)	\$ 299.70	\$ 13.50	\$ 286.20
		Payroll for Policy & Communications Advisor (June)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (June)	\$ 1,075.83	\$ -	\$ 1,075.83
		Payroll for Policy & Communications Advisor (July)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (July)	\$ 1,075.83	\$ -	\$ 1,075.83
31-Jul-23	03854-28803103	Canva	\$ 162.70	\$ (9.76)	\$ 172.46
		Payroll for Policy & Communications Advisor (August)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (August)	\$ 1,075.83	\$ -	\$ 1,075.83
		Payroll for Policy & Communications Advisor (September)	\$ 6,706.52	\$ -	\$ 6,706.52
		Payroll Costs for Policy & Communications Advisor (September)	\$ 1,066.91	\$ -	\$ 1,066.91
29-Sep-23	1658	Contract services for Social Media Manager (July, August & September 2023)	\$ 799.20	\$ 36.00	\$ 763.20
		Payroll for Policy & Communications Advisor (October)	\$ 6,706.00	\$ -	\$ 6,706.00
		Payroll Costs for Policy & Communications Advisor (October)	\$ 844.91	\$ -	\$ 844.91
		Payroll for Policy & Communications Advisor (November)	\$ 6,706.00	\$ -	\$ 6,706.00
		Payroll Costs for Policy & Communications Advisor (November)	\$ 616.91	\$ -	\$ 616.91
		Payroll for Policy & Communications Advisor (December)	\$ 7,103.00	\$ -	\$ 7,103.00
		Payroll Costs for Policy & Communications Advisor (December)	\$ 643.22	\$ -	\$ 643.22
11-Dec-23	1690	Contract services for Social Media Manager (October & November 2023)	\$ 233.10	\$ 12.50	\$ 220.60
29-Dec-23	1702	Contract services for Social Media Manager (December 2023)	\$ 299.70	\$ 13.50	\$ 286.20
			\$ 97,086.82	\$ 184.24	\$ 96,902.58

Budget 2023: \$132,300.00

Total Spent: \$96,902.58