

City Council Travel and Training Expenses - 2023

ISSUE

This report provides a summary of Councillors' Travel and Training expenses for 2023. The Mayor's summary is also provided.

RECOMMENDATION

That the Governance and Priorities Committee:

- 1) approve the allocation of travel and training expenditures for 2023; 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.

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.).

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 2023 for all Councillors was \$35,000.00. The total expenditures, less GST, were \$24,300.31. 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 2023 was \$24,000.00. The total expenditures, less GST, were \$16,012.96. 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 2023 for those Councillors that do not sit on a pension board to obtain pension training. For 2023, there were no expenditures to report.

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 2023, the total expenditures, less GST, were \$8,641.70. Appendix 3 sets out the details for each individual Councillor.

Appendix 4 lists the 2023 travel expenses for the Mayor. The total amount budgeted for 2023 for the Mayor's Office (including staff) was \$27,000.00. The total expenditures of the Mayor only, less GST, was \$7,795.17. It should be noted the attached summary for the Mayor lists car allowance expenses, which is the subject of a separate report.

APPENDICES

1. Individual Travel and Training 2023 – Councillors
2. Common (Appointed) Travel and Training 2023 – Councillors
3. Other Travel and Training 2023 - Councillors
4. Travel Expenses – 2023 – Mayor

Report Approval

Written by: Monique Legault, Councillors' Assistant
Shannon Wasmuth, Councillors' Assistant

Reviewed by: Shellie Bryant, Deputy City Clerk – Director of Legislative Services

Approved by: Adam Tittlemore, City Clerk

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INDIVIDUAL COUNCILLORS TRAVEL AND TRAINING EXPENSES (2023)

Travel Date	Purpose	Location	Actual
Opening Balance \$35,000 for calendar year or ~ \$3500/Councillor			
BLOCK Cynthia			
April 16-19	SUMA Annual Convention	Saskatoon, SK	\$ 500.00
May 25-28	FCM Annual Conference	Toronto, ON	\$ 2,991.76
Individual Total			\$ 3,491.76
DAVIES Troy			
Individual Total			\$ -
DONAUER Randy			
May 24-29	FCM Annual Conference	Toronto, ON	\$ 3,020.83
Fall 2023	Governance Solutions: Basics in Financial Literacy Program	Virtual	\$ 843.70
Individual Total			\$ 3,864.53
DUBOIS Bev			
Individual Total			\$ -
GERSHER Sarina			
May 24-29	FCM Annual Conference	Toronto, ON	\$ 3,722.56
Individual Total			\$ 3,722.56
GOUGH Hilary			
January 23	SUMA Sector Meeting	Virtual	\$ 40.00
April 16-19	SUMA Annual Convention	Saskatoon, SK	\$ 500.00
May 24-29	FCM Annual Conference	Toronto, ON	\$ 3,309.68
Individual Total			\$ 3,849.68
HILL Darren			
October 2-7	IDA Annual Conference	Chicago, IL	\$ 4,812.75
Individual Total			\$ 4,812.75
JEFFRIES Zach			
April 16-19	SUMA Annual Convention	Saskatoon, SK	\$ 500.00
May 24-27	FCM Annual Conference	Toronto, ON	\$ 2,759.03
November 27	Banff Forum Conference *portion only*	Banff, AB	\$ 300.00
Individual Total			\$ 3,559.03
KIRTON David			
April 16-19	SUMA Annual Convention	Saskatoon, SK	\$ 500.00
Individual Total			\$ 500.00
LOEWEN Mairin			
April 16-19	SUMA Annual Convention	Saskatoon, SK	\$ 500.00
Individual Total			\$ 500.00
Total Individual Travel (All Councillors)			24,300.31
2023 Budget			35,000.00
2023 Actual			24,300.31

COMMON (APPOINTED) COUNCILLORS TRAVEL AND TRAINING EXPENSES (2023)

Travel Date	Purpose	Location	Actual
Opening Balance \$24,000 for calendar year			
BLOCK Cynthia			
			\$ -
Individual Total			\$ -
DAVIES Troy			
January, 2023	Travel Credit		\$ (751.30)
September 27-28	Venues Now Conference	Palm Springs, CA	\$ 3,200.06
Individual Total			\$ 2,448.76
DONAUER Randy			
April 16-19	SUMA Annual Convention *no charge as Councillor is a Board member*	Saskatoon, SK	\$ -
Individual Total			\$ -
DUBOIS Bev			
April 16-19	SUMA Annual Convention *no charge as Councillor is a Board member*	Saskatoon, SK	\$ -
May 7-9	CUTA 2023 Spring Summit & AGM Registration	Saskatoon, SK	\$ 596.67
November 12-15	CUTA 2023 Annual Conference & Transit Show	Edmonton, AB	\$ 3,247.24
Individual Total			\$ 3,843.91
GERSHER Sarina			
February 6	Climate Caucus Summit	Virtual	\$ 25.00
April 16-19	SUMA Annual Convention	Saskatoon, SK	\$ 500.00
May 7-9	CUTA 2023 Spring Summit & AGM Registration	Saskatoon, SK	\$ 596.65
November 12-15	CUTA 2023 Annual Conference & Transit Show	Edmonton, AB	\$ 3,387.42
Individual Total			\$ 4,509.07
GOUGH Hilary			
			\$ -
Individual Total			\$ -
HILL Darren			
			\$ -
Individual Total			\$ -
JEFFRIES Zach			
			\$ -
Individual Total			\$ -
KIRTON David			
			\$ -
Individual Total			\$ -
LOEWEN Mairin			
February 6	Climate Caucus Summit	Virtual	\$ 25.00
May 24-29	FCM Annual Conference	Toronto, ON	\$ 2,991.86
November 20-26	FCM Advocacy Days	Ottawa, ON	\$ 2,194.36
Individual Total			\$ 5,211.22
Total Common (Appointed) Travel (All Councillors)			\$ 16,012.96
2023 Budget		24,000.00	
2023 Actual		16,012.96	

COUNCILLORS' OTHER TRAVEL AND TRAINING EXPENSES (2023)

Travel Date	Purpose	Location	Actual
BLOCK Cynthia			
			\$ -
	<i>Individual Total</i>		\$ -
DAVIES Troy			
			\$ -
	<i>Individual Total</i>		\$ -
DONAUER Randy			
			\$ -
	<i>Individual Total</i>		\$ -
DUBOIS Bev			
			\$ -
	<i>Individual Total</i>		\$ -
GERSHER Sarina			
			\$ -
	<i>Individual Total</i>		\$ -
GOUGH Hilary			
			\$ -
	<i>Individual Total</i>		\$ -
HILL, Darren			
September 8-13	IFEBP MTMS and Annual Conference		
	<i>paid by Firefighters' Pension Fund Trustees Board (Original)</i>	Montreal, Quebec	8,641.70
	<i>Individual Total</i>		\$ 8,641.70
JEFFRIES, Zach			
KIRTON David			
			\$ -
	<i>Individual Total</i>		\$ -
LOEWEN Mairin			
			\$ -
	<i>Individual Total</i>		\$ -

*IFEBP - International Foundation of Employee Benefit Plans

MAYOR CHARLIE CLARK
January 1 to December 31, 2023

WITHIN CANADA - TRAVEL EXPENSES

Destination	Date	Purpose	Amount	GST	Total Cost
Ottawa ON	Feb 8 to 10	FCM Sustainable Communities Conference	\$ 1,666.15	\$ 167.80	\$ 1,498.35
Regina SK	May 16	Meeting with Premier and Provincial Government Representatives	\$ 377.60	\$ 0.59	\$ 377.01
Melville SK	June 7 to 8	City Mayor's Caucus Meeting	\$ 334.13	\$ 14.77	\$ 319.36
Regina SK	Oct 2	Meeting with Premier Moe	\$ 352.24	\$ -	\$ 352.24
Regina SK	Nov 15 to 16	City Mayor's Caucus Meeting	\$ 312.81	\$ 13.70	\$ 299.11
Ottawa ON	Nov 19 to 20	Prairie Mayors & Cabinet Ministers Meeting	\$ 1,828.39	\$ 108.98	\$ 1,719.41
TOTAL			\$ 4,871.32	\$ 305.84	\$ 4,565.48

FCM - Federation of Canadian Municipalities

OUTSIDE OF CANADA TRAVEL EXPENSES

Destination	Date	Purpose	Amount	GST	Total Cost
Denver CO	April 25 - 29	Cities Summit of the Americas	\$ 2,892.89	\$ 33.93	\$ 2,858.96
Copenhagen DEN	Sept 22 to 29	CIHR 8 80 Cities Healthy Urban Policy Implementation Workshop (airfare & accommodations paid by CIHR)	\$ 377.85	\$ 7.12	\$ 370.73
TOTAL			\$ 3,270.74	\$ 41.05	\$ 3,229.69

CIHR - Canadian Institutes of Health Research

CAR ALLOWANCE

Mayor's Expenses: \$ 183.98

Total Travel and Car Allowance Expenses: \$ 7,979.15