Minute No. 423
Report - Executive Policy Committee - June 14, 2017

Item No. 5 Amendment to the Councillors' Ward Allowance (CWA) Fund Policy

COUNCIL DECISION:

Council concurred in the recommendation of the Executive Policy Committee and adopted the following:

1. That section 5 (Business Meetings & Hospitality) of the Councillors' Ward Allowance (CWA) Fund Policy be amended to prohibit the expensing of alcoholic beverages as follows:

<table>
<tr><th colspan="2">Business Meeting and Hospitality</th></tr>
<tr><td>Eligible expense:
Councillors' expenses for food and beverage, facility rental, venue set-up, audio visual for receptions with constituents, business contacts, representatives of other levels of government, municipal associations, international delegations or visitors
Meals and expenses related to:
Meals consumed by Councillors prior to attending evening functions or events; and
In town conference/seminar at which meals are not provided and where no per diem may be claimed.
Non-professional sporting events.
Meals and expenses related to meetings / planning sessions of committees that occur over the lunch hour</td><td>Ineligible expense:
Alcohol.
Meals and expenses related to
Meetings with City employees, Councillors' staff, other Members of Council or employees of a City agency, board, commission, or special purpose body;
Professional sporting events and concert tickets.</td></tr>
<tr><td colspan="2">Conditions:
Councillors must identify business purpose for the expense.
Councillors must identify reason why meeting cannot be accommodated during normal office hours.
Other information:
Councillors must provide
Receipt showing total amount charged and detailing taxes charged;
Full name of all participants attending meeting; and
Date and purpose of meeting.</td></tr>
</table>

EXECUTIVE POLICY COMMITTEE RECOMMENDATION (continued):

2. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

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DECISION MAKING HISTORY:

Moved by His Worship Mayor Bowman,
That the recommendation of the Executive Policy Committee be adopted.

Carried

EXECUTIVE POLICY COMMITTEE RECOMMENDATION:

On June 14, 2017, the Executive Policy Committee passed the following motion:

WHEREAS it is incumbent upon elected representatives to conduct themselves according to the high standard of the office that they hold;

AND WHEREAS taxpayers expect their elected representatives to utilize the financial resources at their disposal in a cost effective, transparent, and appropriate manner;

AND WHEREAS Councillor expenses must be reasonable and reflect what the public expects of an elected official;

AND WHEREAS the Mayor's Office Expenditure Policy already prohibits the expensing of alcohol, and has been amended to no longer allow the expensing of alcohol as a protocol gift;

THEREFORE BE IT RESOLVED:

1. That section 5 (Business Meetings & Hospitality) of the Councillors' Ward Allowance (CWA) Fund Policy be amended to prohibit the expensing of alcoholic beverages as follows:

Business Meeting and Hospitality	

Eligible expense:
• Councillors' expenses for food and beverage, facility rental, venue set-up, audio visual for receptions with constituents, business contacts, representatives of other levels of government, municipal associations, international delegations or visitors
• Meals and expenses related to:
  • Meals consumed by Councillors prior to attending evening
	Ineligible expense:
	• Alcohol.
	• Meals and expenses related to
	  • Meetings with City employees, Councillors' staff, other Members of Council or employees of a City agency, board, commission, or special purpose body;

functions or events; and • In town conference/seminar at which meals are not provided and where no per diem may be claimed. • Non-professional sporting events. • Meals and expenses related to meetings / planning sessions of committees that occur over the lunch hour	• Professional sporting events and concert tickets.
Conditions: • Councillors must identify business purpose for the expense. • Councillors must identify reason why meeting cannot be accommodated during normal office hours. Other information: • Councillors must provide o Receipt showing total amount charged and detailing taxes charged; o Full name of all participants attending meeting; and o Date and purpose of meeting.	

and forwarded the matter to Council.