

**Appendix B**

Pursuant to Council Policy 28(2) Council Members' Expense Account, part (d),  
the following submission is made to the  
Corporate Services Committee for approval, on an exception basis

DESCRIPTION OF PROPOSED EXPENSE -

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The proposed expenditure can generally be considered under the following allowable purpose:

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|--|---|
| <input type="checkbox"/> Conference/seminar      | <input type="checkbox"/> Advertising    |
| <input type="checkbox"/> Educational course      | <input type="checkbox"/> Ward matters   |
| <input type="checkbox"/> Gift/souvenir           | <input type="checkbox"/> Forum hosting  |
| <input type="checkbox"/> Spousal/hosting expense | <input type="checkbox"/> Office support |
| <input type="checkbox"/> Contract assistance     | <input type="checkbox"/> In-town travel |
| <input type="checkbox"/> Not applicable          |   |

EXPENSE TOTAL \$ \_\_\_\_\_

- Approximately
- Taxes included
- Taxes additional

This is a one-time expense. \_\_\_\_\_ yes \_\_\_\_\_ no

There is a policy change related to this proposed expenditure that should be considered.

\_\_\_\_\_ yes \_\_\_\_\_ no

BACKGROUND – information demonstrating how the proposed expense will support the performance of the diverse role of representing constituents.

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Additional documentation attached