

## Report to Corporate Services Committee

**To:** Chair and Members  
Corporate Services Committee  
**From:** Michael Schulthess, City Clerk  
**Subject:** Council Members' Expense Account Policy - Update  
**Date:** July 25, 2022

## Recommendation

That, on the recommendation of the City Clerk, the attached proposed by-law (Appendix "A") **BE INTRODUCED** at the Municipal Council meeting to be held on August 2, 2022 to amend By-law No. CPOL.-228-480, as amended, being "Council Members' Expense Account" to update various provisions of the policy.

## Previous Reports Pertinent to this Matter

Governance Working Group – November 8, 2021  
Governance Working Group – November 15, 2021

## Background

Through work at the Governance Working Group, changes to the Council Members' Expense Account Policy have been approved by Council. This report brings forward the necessary by-law amendment to enact these changes.

## Discussion

The changes to the Council Members' Expense Account Policy, incorporated in the attached By-law, are as follows:

- Provision for one annual ward-wide mail out, including printing and distribution by Canada Post, with the costs covered by the Office budget;
- Provision for the registration costs for the Federation of Canadian Municipalities and/or Association of Municipalities of Ontario annual conference(s), with the costs covered by the Office budget; and,
- Clarity related to allowable use of funds for "gifts and souvenirs" – section 4.2 c)iii).

## Conclusion

The attached by-law (Appendix "A"), including the proposed updated Policy, incorporates the recommendations contained in this report.

**Prepared by and Recommended by:** Michael Schulthess, City Clerk

Bill No. [to be completed by Clerks]  
2022

By-law No. CPOL.-[to be completed by Clerks]

A by-law to amend By-law No. CPOL.-228-480, as amended, being "Council Members' Expense Account" to update various provisions of the policy.

WHEREAS section 5(3) of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, C.25, as amended, provides a municipality with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Municipal Council of The Corporation of the City of London wishes to amend By-law No. CPOL.-228-480, as amended, being "Council Members' Expense Account", to update various Policy provisions;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. Section 4.2 "Conditions for Use of the Annual Budget Allocation" subsection a) "This policy does not apply to:", is hereby amended to add the following provisions:

- "xii) registration costs for the Federation of Canadian Municipalities and/or Association of Municipalities of Ontario annual conference(s); it being noted that any related expenses would be eligible for reimbursement from the individual expense account;
- xiii) one annual ward-wide mail out, including printing and distribution by Canada Post."

2. Section 4.2, is further amended in subsection c) "The allocated sum may be used by Members of Council for any of the following purposes:" by replacing item iii) with the following new item iii):

- "iii) gifts and souvenirs for protocol and City of London promotional purposes, specific sponsorship or merchandise contributions ward events (such as City merchandise or equipment rental) up to a maximum value of \$1,200.00 annually; it being noted that donations and grants (funding) is excluded as per part a) xi), above;"

3. This by-law shall come into force and effect on November 15, 2022.

PASSED in Open Council on [to be completed by Clerks].

Ed Holder  
Mayor

Michael Schulthess  
City Clerk

First Reading – [to be completed by Clerks]  
Second Reading – [to be completed by Clerks]  
Third Reading – [to be completed by Clerks]