

**Communications and Constituency Relations Allowance  
Mayor's Office  
January 1 to December 31, 2020**

*\*as per Section 3.1 f) of Policy No. C01-027, "in the year of a civic election, 8/12 of the allowance will be allocated to the sitting members of City Council and 2/12 of the allowance will be allocated to the newly elected members of City Council."*

<b>Payment Date</b>	<b>Doc #</b>	<b>Description</b>	<b>Amount</b>	<b>GST Rebate</b>	<b>Total</b>
15-Jan-20		Payroll Costs for Policy & Communications Advisor (Jan 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Jan-20		Payroll for Policy & Communications Advisor (Jan 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
31-Jan-20		Payroll Costs for Policy & Communications Advisor (Jan 16 - 31)	\$ 474.68	\$ -	\$ 474.68
31-Jan-20		Payroll for Policy & Communications Advisor (Jan 16 - 31)	\$ 3,347.50	\$ -	\$ 3,347.50
4-Feb-20	R612691	Contract services for Social Media Manager (January 2020)	\$ 1,387.50	\$ 62.50	\$ 1,325.00
4-Feb-20	R612692	Charges for videography & photography sessions	\$ 1,470.75	\$ 66.25	\$ 1,404.50
15-Feb-20		Payroll Costs for Policy & Communications Advisor (Feb 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Feb-20		Payroll for Policy & Communications Advisor (Feb 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
29-Feb-20		Payroll Costs for Policy & Communications Advisor (Feb 16 - 29)	\$ 474.68	\$ -	\$ 474.68
29-Feb-20		Payroll for Policy & Communications Advisor (Feb 16 - 29)	\$ 3,347.50	\$ -	\$ 3,347.50
2-Mar-20	R624210	Contract services for Social Media Manager (February 2020)	\$ 1,984.13	\$ 89.38	\$ 1,894.75
15-Mar-20		Payroll Costs for Policy & Communications Advisor (Mar 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Mar-20		Payroll for Policy & Communications Advisor (Mar 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
31-Mar-20		Payroll Costs for Policy & Communications Advisor (Mar 16 - 31)	\$ 474.68	\$ -	\$ 474.68
31-Mar-20		Payroll for Policy & Communications Advisor (Mar 16 - 31)	\$ 3,347.50	\$ -	\$ 3,347.50
2-Apr-20	R800004	Contract services for Social Media Manager (March 2020)	\$ 3,343.88	\$ 150.63	\$ 3,193.25
15-Apr-20		Payroll Costs for Policy & Communications Advisor (Apr 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Apr-20		Payroll for Policy & Communications Advisor (Apr 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
30-Apr-20		Payroll Costs for Policy & Communications Advisor (Apr 16 - 30)	\$ 474.68	\$ -	\$ 474.68
30-Apr-20		Payroll for Policy & Communications Advisor (Apr 16 - 30)	\$ 3,347.50	\$ -	\$ 3,347.50
6-May-20	R800672	Contract services for Social Media Manager (April 2020)	\$ 2,095.13	\$ 94.38	\$ 2,000.75
15-May-20		Payroll Costs for Policy & Communications Advisor (May 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-May-20		Payroll for Policy & Communications Advisor (May 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
31-May-20		Payroll Costs for Policy & Communications Advisor (May 16 - 31)	\$ 474.68	\$ -	\$ 474.68
31-May-20		Payroll for Policy & Communications Advisor (May 16 - 31)	\$ 3,347.50	\$ -	\$ 3,347.50
31-May-20	R801126	Contract services for Social Media Manager (May 2020)	\$ 2,025.75	\$ 91.25	\$ 1,934.50
15-Jun-20		Payroll Costs for Policy & Communications Advisor (June 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Jun-20		Payroll for Policy & Communications Advisor (June 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
30-Jun-20		Payroll Costs for Policy & Communications Advisor (June 16 - 30)	\$ 474.68	\$ -	\$ 474.68
15-Jun-20		Payroll for Policy & Communications Advisor (June 16 - 30)	\$ 3,347.50	\$ -	\$ 3,347.50
3-Jul-20	R801723	Contract services for Social Media Manager (June 2020)	\$ 2,247.75	\$ 101.25	\$ 2,146.50
15-Jul-20		Payroll Costs for Policy & Communications Advisor (July 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Jul-20		Payroll for Policy & Communications Advisor (July 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
31-Jul-20		Payroll Costs for Policy & Communications Advisor (July 16 - 31)	\$ 474.68	\$ -	\$ 474.68
31-Jul-20		Payroll for Policy & Communications Advisor (July 16 - 31)	\$ 3,347.50	\$ -	\$ 3,347.50
13-Aug-20	R802374	Contract services for Social Media Manager (July 2020)	\$ 1,359.75	\$ 61.25	\$ 1,298.50
15-Aug-20		Payroll Costs for Policy & Communications Advisor (Aug 1 - 15)	\$ 474.68	\$ -	\$ 474.68
15-Aug-20		Payroll for Policy & Communications Advisor (Aug 1 - 15)	\$ 3,347.50	\$ -	\$ 3,347.50
31-Aug-20		Payroll Costs for Policy & Communications Advisor (Aug 16 - 31)	\$ 518.49	\$ -	\$ 518.49
31-Aug-20		Payroll for Policy & Communications Advisor (Aug 16 - 31)	\$ 3,656.49	\$ -	\$ 3,656.49
2-Sep-20	R802886	Contract services for Social Media Manager (August 2020)	\$ 818.63	\$ 36.88	\$ 781.75
15-Dec-20		Payroll Costs for Policy & Communications Advisor (Dec 1 - 15)	\$ 477.71	\$ -	\$ 477.71
15-Dec-20		Payroll for Policy & Communications Advisor (Dec 1 - 15)	\$ 3,368.92	\$ -	\$ 3,368.92
31-Dec-20		Payroll Costs for Policy & Communications Advisor (Dec 16 - 31)	\$ 431.28	\$ -	\$ 431.28
31-Dec-20		Payroll for Policy & Communications Advisor (Dec 16 - 31)	\$ 3,041.50	\$ -	\$ 3,041.50
4-Jan-21	R624619	Contract services for Social Media Manager (November & December 2020)	\$ 1,032.30	\$ 46.50	\$ 985.80
			<b>\$ 86,592.66</b>	<b>\$ 800.27</b>	<b>\$ 85,792.39</b>

2020 Budget: \$ 130,000.00  
Total Spent: \$ 85,792.39