

## Council Communications and Constituency Relations Allowance – Update (January 1 – September 30, 2025)

### ISSUE

This report provides the Governance and Priorities Committee with an update on the usage of the Communications and Constituency Relations Allowance.

### BACKGROUND

[Policy C01-027](#), Council Communications and Constituency Relations Allowance, requires that within 60 days of the end of the quarter, the City Clerk's Office post all expenses, individually and in detail, on the City's website and provide the Governance and Priorities Committee with monthly usage updates for the last quarter.

In this regard, attached are updates of communications expenses for members of Council to the end of September 2025.

### NEXT STEPS

The City Clerk's Office will update the website as noted above. A report summarizing usage to the end of December 2025 will be provided to the Governance and Priorities Committee early in 2026.

### APPENDICES

1. Summary of expenses to the end of September 2025 – Mayor's Office
2. Summary of expenses to the end of September 2025 – City Councillors' Office

#### Report Approval

Written by: Shannon Wasmuth, Executive Assistant, Councillors' Office  
Heather Janzen, Executive Assistant, Councillors' Office

#### Reviewed and

Approved by: Adam Tittlemore, City Clerk

Admin Report - Council Communications and Constituency Relations Allowance – Update (January 1 – September 30, 2025).docx

**Communications and Constituency Relations Allowance (CCRA) 2025**  
 Submitted to Governance and Priorities Committee on October 15, 2025

**Appendix 1**

| <b>Payment Date</b>        | <b>Description</b>  | <b>2025 Actual</b>  |
|----------------------------|---|---------------------|
| <b>Mayor Cynthia Block</b> |   |                     |
| 31-Jan                     | Payroll & Payroll Related Expenses for Communications Director (January)  | \$ 7,553.45         |
| 31-Jan                     | Canva: Monthly Software Subscription (January)                            | \$ 39.00            |
| 28-Feb                     | Payroll & Payroll Related Expenses for Communications Director (February) | \$ 7,474.92         |
| 28-Feb                     | Canva: Monthly Software Subscription (February)                           | \$ 39.00            |
| 31-Mar                     | Payroll & Payroll Related Expenses for Communications Director (March)    | \$ 7,474.92         |
| 31-Mar                     | Canva: Monthly Software Subscription (March)                              | \$ 41.34            |
| 30-Apr                     | Payroll & Payroll Related Expenses for Communications Director (April)    | \$ 7,640.73         |
| 30-Apr                     | Canva: Monthly Software Subscription (April)                              | \$ 39.00            |
| 31-May                     | Payroll & Payroll Related Expenses for Communications Director (May)      | \$ 7,634.40         |
| 31-May                     | Canva: Monthly Software Subscription (May)                                | \$ 41.34            |
| 30-Jun                     | Payroll & Payroll Related Expenses for Communications Director (June)     | \$ 7,639.40         |
| 30-Jun                     | Canva: Monthly Software Subscription (June)                               | \$ 39.00            |
| 30-Jun                     | Meta: Facebook Advertising Campaign                                       | \$ 3.00             |
| 2-Jul                      | Stooners: State of the City Video Production                              | \$ 2,500.00         |
| 2-Jul                      | Arcana Creative: Direction and Production of State of the City Video      | \$ 1,489.72         |
| 31-Jul                     | Payroll & Payroll Related Expenses for Communications Director (July)     | \$ 7,644.40         |
| 31-Jul                     | Canva: Monthly Software Subscription (July)                               | \$ 41.34            |
| 31-Aug                     | Cyberimpact: Monthly Software Subscription (August)                       | \$ 140.24           |
| 31-Aug                     | Survey Monkey: Software Subscription                                      | \$ 572.40           |
| 31-Aug                     | Canva: Monthly Software Subscription (August)                             | \$ 41.34            |
| 30-Sep                     | CapCut: Monthly Software Subscription (September)                         | \$ 5.92             |
| 30-Sep                     | Canva: Monthly Software Subscription (September)                          | \$ 41.34            |
| 30-Sep                     | Cyberimpact: Monthly Software Subscription (September)                    | \$ 140.24           |
|                            |   | <b>\$ 58,276.44</b> |

**Budget 2025:** \$ 134,000.00  
**Total Spent:** \$ 58,276.44

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| Payment Date            | Description  | 2025 Budget  | 2025 Actual |
|-------------------------|--|--------------|-------------|
| <b>DAVIES, Troy</b>     |  |              |             |
| 31-Jan                  | Creative Outdoor: Advertising at two locations (Jan 15-Feb 14)                           |              | \$ 302.40   |
| 7-Feb                   | Go Daddy: Domain Name Renewal  |              | \$ 220.92   |
| 28-Feb                  | Creative Outdoor: Advertising at two locations (Feb 15-Mar 14)                           |              | \$ 302.40   |
| 31-Mar                  | RUH Foundation: Greek Gourmet Feast (Mar 19)   |              | \$ 300.00   |
| 31-Mar                  | Creative Outdoor: Advertising at two locations (Mar 15-Apr 14)                           |              | \$ 302.40   |
| 8-Apr                   | Tommy Douglas Collegiate: 2025 Graduation Sponsorship (June)                             |              | \$ 250.00   |
| 22-Apr                  | NSBA: 33rd Annual Golf Classic Sponsorship Invoice #71340 (May 28)                       |              | \$ 750.00   |
| 23-Apr                  | Hampton Village Community Association: Spring Newsletter Advertising                     |              | \$ 200.00   |
| 30-Apr                  | Creative Outdoor: Advertising at two locations (Apr 15-May 14)                           |              | \$ 302.40   |
| 25-Jun                  | Mount Royal Community Association: Spring Newsletter Advertising                         |              | \$ 200.00   |
| 31-May                  | Creative Outdoor: Advertising at two locations (May 15-June 14)                          |              | \$ 302.40   |
| 30-Jun                  | Saskatoon Public Schools Foundation: Lightly Grilled Event (May 1)                       |              | \$ 225.00   |
| 30-Jun                  | Saskatchewan Chamber of Commerce: Deputy Minister Breakfast (June 10)                    |              | \$ 74.20    |
| 30-Jun                  | Creative Outdoor: Advertising at two locations (June 15-July 14)                         |              | \$ 302.40   |
| 31-Jul                  | Creative Outdoor: Advertising at two locations (July 15-Aug 14)                          |              | \$ 302.40   |
| 6-Aug                   | Westview Heights Community Association: Fall Newsletter Advertising                      |              | \$ 100.00   |
| 13-Aug                  | Hampton Village Community Association: Fall Newsletter Advertising                       |              | \$ 200.00   |
| 31-Aug                  | Creative Outdoor: Advertising at two locations (Aug 15-Sept 14)                          |              | \$ 302.40   |
| 19-Sep                  | Mount Royal Community Association: Fall Newsletter Advertising                           |              | \$ 200.00   |
| 30-Sep                  | Creative Outdoor: Advertising at two locations (Sept 15-Oct 14)                          |              | \$ 302.40   |
| <b>Individual Total</b> |  | \$ 10,000.00 | \$ 5,441.72 |
| <b>DONAUER, Randy</b>   |  |              |             |
| 31-May                  | Chamber Event: State of the City with Mayor Block (May 14)                               |              | \$ 53.00    |
| 2-Jul                   | Favourite Things: Administrative Support (Jan-Mar)                                       |              | \$ 525.00   |
| 2-Jul                   | Mail Chimp: Email Marketing (Jan-June)   |              | \$ 543.41   |
| 2-Jul                   | USask: City Council Night: Huskie hockey jersey & ticket for Huskie hockey game (Jan 17) |              | \$ 126.05   |
| 30-Sep                  | Saskatoon & Region Home Builders' Association: Growth & Development Forum (Sept 23)      |              | \$ 157.94   |
| 30-Sep                  | Rusty Macdonald Library: Venue Rental for Coffee With Your Councillor (Oct 16)           |              | \$ 68.94    |
| 30-Sep                  | Alice Turner Library: Venue Rental for Coffee With Your Councillor (Oct 23)              |              | \$ 68.94    |
| <b>Individual Total</b> |  | \$ 10,000.00 | \$ 1,543.28 |

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| Payment Date            | Description   | 2025 Budget  | 2025 Actual        |
|-------------------------|---|--------------|--------------------|
| <b>DUBOIS, Bev</b>      |   |              |                    |
| 31-Jan                  | Canada Post: Ward 9 Calendar Card Mail Out  |              | \$ 1,799.71        |
| 10-Mar                  | Arcana Creative: Mailchimp reimbursement Invoice #1888                                  |              | \$ 72.64           |
| 31-Mar                  | Cosmo Industries Ltd.: Delivery of Ward 9 Calendar Card Mail Out                        |              | \$ 205.20          |
| 12-May                  | Creative Outdoor: Advertising at two locations (Jan 15-Apr 14)                          |              | \$ 907.20          |
| 31-May                  | SiteGround: Website Hosting (June 5, 2025 to June 4, 2026)                              |              | \$ 327.70          |
| 23-Jun                  | Creative Outdoor: Advertising at two locations (Apr 15-July 14)                         |              | \$ 907.20          |
| 24-Sep                  | Creative Outdoor: Advertising at two locations (July 15-Oct 14)                         |              | \$ 907.21          |
| <b>Individual Total</b> |   | \$ 10,000.00 | \$ <b>5,126.86</b> |
| <b>FORD, Scott</b>      |   |              |                    |
| 31-Jan                  | The People Bridge Advocacy: Champions for Change Gala (Jan 18)                          |              | \$ 107.83          |
| 7-Feb                   | Saskatoon & District Labour Council: Community Service Award Dinner (Feb 7)             |              | \$ 50.00           |
| 31-May                  | Chamber Event: State of the City with Mayor Block (May 14)                              |              | \$ 53.00           |
| 30-Sep                  | Chamber Event: Bank of Canada Luncheon with Tiff Macklem (Sept 23)                      |              | \$ 53.00           |
| <b>Individual Total</b> |   | \$ 10,000.00 | \$ <b>263.83</b>   |
| <b>JEFFRIES, Zach</b>   |   |              |                    |
| 31-Jan                  | The People Bridge Advocacy: Champions for Change Gala (Jan 18)                          |              | \$ 107.83          |
| 7-Feb                   | Saskatoon & District Labour Council: Community Service Award Dinner (Feb 7)             |              | \$ 50.00           |
| 30-Jun                  | Hindu Society of Saskatchewan: Annual Vegetarian Banquet (June 7)                       |              | \$ 90.10           |
| 24-Jul                  | Mail Chimp: Email Marketing (Jan-June)  |              | \$ 1,162.52        |
| 24-Jul                  | Red Block Media: Website Hosting Services (Jan 1-Dec 31) & Web Development Invoice #597 |              | \$ 279.20          |
| <b>Individual Total</b> |   | \$ 10,000.00 | \$ <b>1,689.65</b> |
| <b>KELLEHER, Holly</b>  |   |              |                    |
| 7-Feb                   | Saskatoon & District Labour Council: Community Service Award Dinner (Feb 7)             |              | \$ 50.00           |
| 31-Mar                  | YWCA Saskatoon: International Women's Day EmpowHER Luncheon (Mar 5)                     |              | \$ 47.70           |
| 31-Mar                  | Chamber Event: Provincial Budget Debrief (Mar 21)                                       |              | \$ 47.25           |
| 31-May                  | YWCA Saskatoon: Women of Distinction Awards (May 22)                                    |              | \$ 216.00          |
| 31-May                  | Hindu Society of Saskatchewan: Annual Vegetarian Banquet (June 7)                       |              | \$ 90.10           |
| 31-May                  | Chamber Event: State of the City with Mayor Block (May 14)                              |              | \$ 53.00           |
| <b>Individual Total</b> |   | \$ 10,000.00 | \$ <b>504.05</b>   |

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| Payment Date              | Description   | 2025 Budget  | 2025 Actual |
|---------------------------|---|--------------|-------------|
| <b>MACDONALD, Kathryn</b> |   |              |             |
| 31-Mar                    | YWCA Saskatoon: International Women's Day EmpowHER Luncheon (Mar 5)         |              | \$ 47.70    |
| 30-Apr                    | Saskatoon Pride: Trans Day of Visibility All Ages Cabaret (Mar 30)          |              | \$ 15.90    |
| 3-May                     | Saskatoon & District Labour Council: May Day Show 2025 (May 3)              |              | \$ 35.00    |
| 27-May                    | HBPMKW Community Association: Spring Newsletter Advertising                 |              | \$ 160.00   |
| 24-Jun                    | Arcana Creative: Web Design, Development & Hosting Invoice #1993            |              | \$ 3,922.00 |
| 3-Sep                     | HBPMKW Community Association: Fall Newsletter Advertising                   |              | \$ 160.00   |
| 19-Sep                    | 33rd Street Fair Vendor Registration (Sept 13)                              |              | \$ 33.25    |
| 30-Sep                    | Chamber Event: Bank of Canada Luncheon with Tiff Macklem (Sept 23)          |              | \$ 53.00    |
| <b>Individual Total</b>   |   | \$ 10,000.00 | \$ 4,426.85 |
| <b>PARKER, Jasmin</b>     |   |              |             |
| 7-Feb                     | Saskatoon & District Labour Council: Community Service Award Dinner (Feb 7) |              | \$ 50.00    |
| 31-Mar                    | Chamber Event: Provincial Budget Debrief (Mar 21)                           |              | \$ 47.70    |
| 30-Sep                    | Chamber Event: Bank of Canada Luncheon with Tiff Macklem (Sept 23)          |              | \$ 53.00    |
| <b>Individual Total</b>   |   | \$ 10,000.00 | \$ 150.70   |
| <b>PEARCE, Robert</b>     |   |              |             |
|                           |   |              |             |
| <b>Individual Total</b>   |   | \$ 10,000.00 | \$ -        |

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Appendix 2

| Payment Date            | Description  | 2025 Budget         | 2025 Actual        |
|-------------------------|--|---------------------|--------------------|
| <b>TIMON, Senos</b>     |  |                     |                    |
| 31-Jan                  | Arcana Creative: Web Design & Development and Communications Inv. 1889                         |                     | \$ 1,822.14        |
| 7-Feb                   | Saskatoon & District Labour Council: Community Service Award Dinner (Feb 7)                    |                     | \$ 50.00           |
| 28-Feb                  | BPES Music Show Black History Month (Feb 15)   |                     | \$ 10.42           |
| 10-Mar                  | Tim Hortons: refreshments for Meet Your Councillor Event (Jan 31)                              |                     | \$ 20.66           |
| 18-Mar                  | Salina Muni: catering for Meet Your Councillor Event (Jan 31)                                  |                     | \$ 200.00          |
| 25-Mar                  | Holiday Park Community Association: Winter Newsletter Advertising                              |                     | \$ 35.00           |
| 1-May                   | Royal Canadian Legion Saskatoon Branch 63: hall rental for Meet Your Councillor Event (Jan 31) |                     | \$ 360.00          |
| 3-May                   | Saskatoon & District Labour Council: May Day Show 2025 (May 3)                                 |                     | \$ 35.00           |
| 31-May                  | Hindu Society of Saskatchewan: Annual Vegetarian Banquet (June 7)                              |                     | \$ 90.10           |
| 27-May                  | Holiday Park Community Association: Spring Newsletter Advertising                              |                     | \$ 35.00           |
| 31-May                  | Chamber Event: State of the City with Mayor Block (May 14)                                     |                     | \$ 53.00           |
| 24-Jun                  | Arcana Creative: Blog addition Invoice #1911   |                     | \$ 106.00          |
| 24-Jun                  | Arcana Creative: Blog additions, Social Media Templates & Newsletter Update Invoice #1992      |                     | \$ 530.00          |
| 30-Jun                  | Creative Outdoor: Advertising (Aug 15-Dec 31)  |                     | \$ 693.35          |
| 11-Jul                  | Agum Mapiour: Social Media & Communication Management (Jan-Dec)                                |                     | \$ 1,500.00        |
| 24-Jul                  | Salina Muni: catering for Town Hall Meeting (June 20)  |                     | \$ 150.00          |
| 24-Jul                  | Nancy Sindani: Administrative Support for Town Hall Meeting (June 20)                          |                     | \$ 75.00           |
| 24-Jul                  | Tim Hortons: Ward 2 Town Hall Expense (June 20)  |                     | \$ 25.00           |
| 24-Jul                  | Mandarin Restaurant: Ward 2 Town Hall Expense (June 20)  |                     | \$ 50.00           |
| 31-Jul                  | Station 20 West: room rental & catering for Town Hall Meeting (June 20)                        |                     | \$ 598.75          |
| 19-Sep                  | 33rd Street Fair Vendor Registration (Sept 13)   |                     | \$ 33.25           |
| <b>Individual Total</b> |  | <b>\$ 10,000.00</b> | <b>\$ 6,472.67</b> |

**2025 Budget \$ 100,000.00**

**2025 Actual \$ 25,619.61**