

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW no. 2006-30

Being a By-Law to establish a Travel Policy

WHEREAS the Council of the Corporation of the Municipality of Powassan deems it desirable to set rates to be paid for travelling on civic business.

NOW THEREFORE the Council of the Corporation of the Municipality of Powassan enacts as follows:

1. That Members of Council, municipal employees, committee and board members of Council be reimbursed for business related travel expenses:
 - a) \$0.40 per kilometre vehicle allowance
 - b) Hotel and/or accommodations charges
 - c) Vehicle rental, taxi fares, bus, airfare and train charges
 - d) Registration fees
 - e) Incidentals
 - f) meals- \$50.00 per day in Northern Ontario
\$75.00 per day in Southern Ontario
2. That all claims for reimbursement shall be supported by receipts except for meals.
3. That the Treasurer be authorized to advance payment for travel purposes upon request.
4. That transportation costs be shared on a 50/50 basis when travelling on civic business with another municipality.
5. That this By-Law shall take effect upon its adoption and that By-Law no. 2005-14 be repealed..

Read a FIRST time and considered read a SECOND and THIRD time and passed as such in open Council this 19th day of September 2006.

Mayor

Clerk