

THE CORPORATION OF THE MUNICIPALITY OF POWASSAN

BY-LAW no. 2007-33

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 as follows:
 - a) \$0.45 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 That this By-Law shall take effect January 1, 2008 and that By-Law no. 2006-30 be repealed.

Adopted December 18, 2007.

Mayor

Clerk