

26 January 2017

REPORT TO: Administration & Finance Executive Committee

FROM: Elizabeth (Lisa) Slomke, Town Clerk

SUBJECT: Travel Policy

BACKGROUND

In the fall of 2016, Council established a Council Remuneration Committee to review the per diem rates and remuneration as established within By-law 02/10 (as amended). The Committee was established by resolution with a Terms of Reference approved.

The Council Remuneration Committee met twice and brought forward their recommendations to Council at the January 23, 2017 meeting. An amending by-law will be considered at a future meeting which will increase the per diem rate and provide Members of Council with a 1.5% pay increase on their base remuneration.

During both meetings, the topic of meals and mileage was also brought up. The Committee felt that those items should also be reviewed and revised accordingly.

RECOMMENDATION

The Council Remuneration Committee recommends that Council approve an amendment to their Terms of Reference (as attached), which would task the Council Remuneration Committee with reviewing the Travel Policy as it pertains to meals and mileage and make a recommendation to Council.

<p>Council approval of this report will agree to the recommendation of the Council Remuneration Committee to amend their Terms of Reference, and further that the Council Remuneration Committee will complete a review of the Travel Policy as it pertains to meals and mileage and bring a recommendation back to Council.</p>
