



Report to Council

TO: Mayor & Council
FROM: A. Petrin, Human Resources Manager
DATE: October 9, 2014
SUBJECT: Travel Policy

This policy is being revised to clarify the difference between per diem allowances for members of Boards & Committees, and those of Mayor & Council.

The Travel Policy will continue to direct the application of per diem allowances for Members of Boards & Committees. However, *Bylaw No. 02/10-B* will direct the application of all per diem allowances for Mayor & Council.

Please see the stricken through wording below for proposed changes to the Travel Policy (3.11):

SCHEDULE "A" - All taxes and gratuities included and all figures are in Canadian Dollars.

	Item	Employee	Mayor and Council, Members of Boards and Committees
1.	Per Diem	\$10.00 per day for incidental expenses (newspaper, phone calls, etc.)	\$120 Per day (Mayor and Council per diem follows by law 02/10 after Dec. 1, 2010)

COUNCIL APPROVAL OF THIS REPORT will authorize the proposed changes in wording to the Travel Policy (3.11) with respect to per diem allowances.
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