



Chapter 5
Council & Staff Travel Expense



Council & staff Travel Expense

All members of Council are authorized each year to attend the annual conventions of the following organizations and any expenses incurred with those expenses types and limits described herein shall be paid by the Town either directly to or on behalf of the attendee.

- i. Municipalities Newfoundland & Labrador
- ii. Municipalities Newfoundland & Labrador Symposium
- iii. Provincial Municipal Administrators

Types of Expense and Payment Limits

The following types of expenses qualify for payment to the maximum so indicated.

1. **Travel:**
 - a) Automobile Travel – When a member of Council elects to travel by automobile, reimbursement for the distance travels shall be at government established mileage rates for the Town plus parking, ferry charges and highway tolls.
 - b) Where a member of Council elects to travel by a form(s) of transportation other than automobile to their destination point, the expense reimbursement shall not exceed that equivalent cost of automobile travel as defined above.

Registration Fees

2. Registration Fees for the event, as receipted.

Accommodations

3. Single room hotel accommodations, as receipted.

Meals & Incidental Expenses

4. Mayor, Councillors & Staff will receive \$55.00 per day per diem to cover expenses for meals and incidentals. The Town will pay for one day preceding and immediately following the schedule event.