



# VILLAGE OF FRUITVALE POLICY MANUAL

## POLICY 5.06

### POLICY TITLE: TRAVEL EXPENSES

#### PURPOSE OF POLICY:

**To provide a guideline for travel expenses incurred by Village of Fruitvale employees and council members during travel on Village business.**

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The following are the travel expenses for the Village of Fruitvale Employees and Council Members:

- Mileage** - \$ 0.40 cents per kilometre \*\*
- Per Diem** - \$ 55.00 per day
- \$100.00 per day if out of town for more than 12 hours and a written report is submitted within 60 days. **APPLIES TO COUNCIL MEMBERS ONLY.**

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\* Initially adopted by Council on January 18, 1999.

\*\* Amended by Council on May 9, 2006.

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Mayor

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Administrator

