

Type of Decision									
Meeting	Thursday, August 22, 2013				Report	Tuesday, August 20, 2013			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction		Information Only		X	Type of Meeting	X	Open		Closed
REPORT TITLE									
Council compensation and mileage Report #22/08/13/1203									

Subject: Staff Direction for payment of mileage claims

RECOMMENDATION: That Council approve the following resolution.

**WHEREAS** Council mileage and travel policy states that car-pooling wherever possible is the preferred form of transportation for Council and staff to Council approved meetings;

**AND WHEREAS** travel occurred to a meeting on May 9, 2013 in Admaston Bromley without collaboration amongst or invitation to all attending members;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize the Treasurer to provide compensation for both claims made;

BACKGROUND/EXECUTIVE SUMMARY: Municipal policy states in section 11 that whenever possible, all members of Council and staff shall car-pool. Those who do not choose to car-pool when it is available, shall travel at their own expense.

Two Council members travelled together; an invitation was not shared with the third member who travelled on her own. There did not appear to be a "choice" as no invitation was forthcoming.

Since this is not a usual or frequent occurrence and the mileage budget will easily accommodate these expenses it is staff recommendation that compensation be made for both claims, understanding that in the future, shared transportation is the preferred method to keep Council costs in check. The policy states quite clearly that if an individual chooses not to car-pool, they will not be compensated.

Options/Discussion: Since payment of duplicate claims is contrary to existing policy, staff did not wish to proceed without specific authority of Council.

Financial Considerations/Budget Impact: Minimal, budget easily accommodates the duplicate claim.

Policy Impact: Contrary to current policy.

Others Consulted: Noella LeBreton, Treasurer; Councillor Grills, Councillor Antler, Councillor Gibson, No response was received to a request for information and direction from Reeve Stewart sent in early July.

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk

*Melinda Reith*