

ITEM
MANAGER'S REPORT NO. 3
COUNCIL MEETING 85/04/09 27

RE: OUT-OF-POCKET EXPENSES - MAYOR

MUNICIPAL MANAGER'S RECOMMENDATION:

1. *THAT the recommendaiton of the Director Finance be adopted.*

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1985 April 03
File: C65

TO: MUNICIPAL MANAGER
FROM: DIRECTOR FINANCE
RE: OUT-OF-POCKET EXPENSES - MAYOR

RECOMMENDATION

1. THAT for 1985 Council authorize the reimbursement of out-of-pocket expenses incurred by the Mayor when he represents the municipality or is engaged, beyond its borders, on municipal business.

REPORT

Periodically the Mayor travels outside the community on municipal business and incurs related business costs. Because of the urgency of some of these trips, primarily visits to Provincial Government offices in Victoria, he is not always able to obtain Council approval in advance for expenses to be incurred.

To overcome timing problems of this nature, Council in the past has given previous Mayors blanket authority on an annual basis to undertake business trips beyond the borders of the municipality and to be reimbursed for out-of-pocket expenses.

Section 270 of the Municipal Act requires that Council approval be obtained to authorize reimbursement of expenses incurred by a member of Council while engaged on business beyond municipal borders. The relevant Section reads:

"The Council may, by vote of at least 2/3 of the Council members, expend money to . . .

- (d) pay, in addition to payments under Section 267, all or some of the expenses necessarily incurred by a member of Council when, on instructions of Council, he represents the municipality or is engaged, beyond its borders, on its business."

It is recommended that for 1985 Council authorize the reimbursement of out-of-pocket expenses incurred by the Mayor when he represents the municipality or is engaged, beyond its borders, on municipal business.

In order to have this authority in place on an annual basis, a resolution covering this matter will be included in the report which the Manager presents to Council annually in December, seeking authority for a variety of administrative matters.



Howard Karras
DIRECTOR FINANCE