

# Synopsis

## Expense Reimbursement and Hospitality Policy

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Recent changes have been made to the Municipal Government Act introducing required content for Expense Reimbursement Policies and the requirement to have a Hospitality Policy.

The Town of Amherst has had a Travel Policy for many years. Regular updates have been made to it and it has served the Town well. However, with these new regulations, the Association of Municipal Administrators have provided new sample policies, after which both the recommended Expense Reimbursement and Hospitality Policies have been modeled.

The recommended policies comply with all requirements of the legislation and regulations.

### **MOTION:**

**That Council approve the proposed Expense Reimbursement Policy and Hospitality Policy, and further that the existing Travel Policy #3000-01 be repealed.**