



THE RURAL MUNICIPALITY OF VICTORIA BEACH

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MEALS & TRAVEL ALLOWANCE POLICY 2025

Approved by resolution #2025/043 on 01 April 2025

This Policy shall take effect on April 01, 2025 and will apply to all municipal personnel and council members with respect to the reimbursement of meal and travel costs incurred to attend council approved seminars, courses, meetings, etc., within the Province of Manitoba.

The following meal and travel allowances shall apply when attending council approved functions and will be used to calculate reimbursement claims for out-of-pocket expenses:

1. MEALS (Maximum daily limit of \$75.00)

- | | |
|---------------------|----------------|
| a. BREAKFAST | \$20.00 |
| b. LUNCH | \$25.00 |
| c. DINNER | \$30.00 |

2. MILEAGE

- a. \$0.60/km**

3. OTHER REIMBURSABLE PERSONAL EXPENSES:

- a. Receipts will be required for reimbursement for work-related expenses not covered in 1) or 2) above.