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Approved by: *C. A. Spearman*  
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## CITY OF *Lethbridge*

### PER DIEM AND TRAVEL EXPENSES

#### PURPOSE

The Council of the City of Lethbridge has a broad mandate to provide good government, develop and maintain a safe and viable community, and to supply desirable and/or necessary services to the community. The purpose of this policy is to provide transparency and accountability for travel and its reported expenditures for City Council and the City Manager.

#### PERSONS AFFECTED

City Council/City Manager

#### POLICY STATEMENT

It is the policy of the City of Lethbridge that City Council members may travel on City Business outside the City. City Council members and the City Manager publish travel expenditures on the public website on a monthly basis. Per diem expenditures will also be published on the public website, effective January 1, 2015.

#### RESPONSIBILITIES:

City Council Members to:

- Review their per diem and travel expenses to the budgeted amounts annually
- Discuss their actual expenses with Mayor and City Council if it appears that the budgeted amounts will be exceeded

#### REVISION/REVIEW HISTORY

- December 9, 2013: City Council resolution passed
- July 21, 2014: New Document