



<b>BOARD POLICY</b>	
<i>Approval Date</i> <b>2019</b>	<i>Replacing</i> <b>All previous policies</b>
<i>Review Date</i> <b>2020</b>	<i>Page</i> <b>1 of 1</b>
<i>Contact Person/Department</i> <b>Superintendent of Business</b>	<i>Identification</i> <b>BU-3000</b>

## **TRAVEL RATE**

- 1.0 The travel rate for Board members and employees using a personal automobile on Board business shall be set at the amounts laid out by the Canada Revenue Agency (CRA).

**58 cents/km for the first 5,000 km driven in each calendar year, and 52 cents/km driven thereafter for the balance of the calendar year**

- 2.0 The most economical method of transportation as practically possible should be considered. If a less economical method is chosen, the reimbursement shall be capped at the most economical.
- 3.0 When the estimated costs of implementing the Board's policy on travel rates exceeds the estimated gross cost of leasing a vehicle, the Superintendent of Business Services may arrange for the lease of a vehicle as required.