



POLICY MANUAL

Legal References: 	Policy Department: Council
Cross References: Administration	Policy Number: C8
Adoption Date: April 13, 2015 Revision Date: September 25, 2017	Policy Title: <hr style="border: 1px solid black;"/> Review Date:

POLICY PURPOSE

To set a policy on reporting to Council after attending Conferences, Seminars and Meetings.

POLICY STATEMENT

Upon the return from a convention, seminar or meeting, in which the town has paid the expense for the Council Member or CAO to attend the event, a verbal report is to be provided to Council at the next regular meeting of council.