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Policy n° 1999-FR-01:

Expense Reimbursement Policy for the Members of the Council of Commissioners and the Employees of the Sir Wilfrid Laurier School Board



5.1.2 Expenses actually incurred for the use of a taxi or other transportation. In the case of the use of an aircraft, only the economy class fare is eligible.

5.1.3 Employees travelling 1,000 kilometres or more (return trip) are expected to rent a car at the best rate available.

Employees who rather use their personal vehicle than rent a car are entitled to compensation in the amount of \$0.145 per kilometre travelled.

5.1.4 For travel between schools, centres and the board office, the kilometre chart of distances as established by the Material Resources and Transportation Department will apply. (Annex 2)

5.1.5 For all other travel, the distances recognized are those actually travelled, based on the lesser of:

- the distance between the destination and the regular workplace, or
- the distance between the destination and the residence of the commissioner or the employee.

5.2.4 Meal allocation (see Annex 1).



ANNEX I

*MEALS*

Meals*:	Breakfast	\$15.00
	Lunch	\$20.00
	Supper	\$33.00

Maximum

## ANNEX 2

### SIR WILFRID LAURIER SCHOOL BOARD KILOMETRE CHART

Revised 2014-09-24 with  
Google 2014 Laval  
schools JES

	Arundel	Arundel Science	CDC Laurier - Lachute	CDC Laurier - Vimont	CDC Laurier - Pont-Viau	CDC St-Eustache	Crestview	Curriculum Center	Franklin Hill	Genesis	Grenville	Hillcrest	John F. Kennedy	Joliette Elementary	Joliette HS	Jules Verne	Lake of Two Mountains	Laurentia	Laurentian	Laurentian Regional HS	Laurier Senior HS	Laval Jr HS	Laval Liberty HS	McCaig	Morin Heights	Mother Teresa HS	Mountainview	Mountainview HS - Prevost	Our Lady of Peace	Phoenix	Pierre Elliott Trudeau	Pinewood (Campus A & B)	Rawdon	Rosemere HS	Souvenir	Ste-Adele	Ste-Agathe	St-Jude	St-Paul/St-Ernest	St-Vincent - Campus St-Jacques	St-Vincent - Campus Concorde	SWLSB Administration	Terry Fox	Twin Oaks
Arundel	0	4	58	98	103	99	102	91	126	105	58	103	99	120	120	104	98	72	59	61	98	96	98	91	36	96	98	50	93	102	76	105	96	91	101	48	49	97	105	108	105	91	100	93
Arundel Science	4	0	62	102	107	102	106	95	130	109	62	107	103	133	124	108	102	76	63	64	102	100	102	95	40	100	102	54	97	106	80	109	100	95	105	52	45	101	109	112	109	95	104	97
CDC Laurier - Lachute	58	62	0	62	68	42	68	56	93	70	25	70	64	94	94	71	52	37	0	3	64	62	64	56	40	62	52	47	58	70	43	72	88	56	67	60	81	55	70	73	70	56	64	58
CDC Laurier - Vimont	98	102	62	0	7	26	17	15	45	8	89	18	10	72	73	8	27	38	65	62	10	8	10	15	68	8	27	53	11	8	22	25	73	15	17	67	86	30	8	11	8	12	3	11
CDC Laurier - Pont-Viau	103	107	68	7	0	30	9	19	40	3	93	10	7	74	90	2	28	44	71	68	7	7	7	19	72	7	28	57	15	3	29	25	92	19	9	71	90	31	4	7	4	19	11	15
CDC St-Eustache	99	102	42	26	30	0	20	19	55	31	66	19	19	88	84	30	3	38	42	45	19	18	19	20	64	18	3	50	14	29	25	34	77	20	19	63	83	5	31	34	31	20	25	13
Crestview	102	106	68	17	9	20	0	22	51	12	93	2	3	81	89	13	24	44	71	68	4	6	4	22	72	6	24	57	9	12	32	39	85	22	1	71	90	26	12	15	12	22	18	9
Curriculum Center	91	95	56	12	19	19	22	0	39	15	81	23	20	72	69	16	20	32	59	56	20	18	20	0	60	18	20	45	17	21	15	0	10	184	1	10	0	2	4	2462	1-924	(25)-1539	(34)-1232	(77)-115

