



## THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

### BY-LAW NUMBER 2846

#### A BY-LAW TO ADOPT A DONATION POLICY FOR THE TOWNSHIP OF AUGUSTA

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**WHEREAS** the Municipal Act c.25 S.O. 2001 section 224 (b) allows for the Council of the Corporation of the Township of Augusta to develop and evaluate policies and programs of the Municipality;

**NOW THEREFORE** the Council of the Corporation of the Township of Augusta enacts as follows:

1. The attached policy shall be known as the Donation Policy and shall form part of this By-Law;
2. This By-Law shall come into full force and effect at the time of passing.

**READ** a first time and second time this 23<sup>rd</sup> day of August 2010.

**READ** a third time and passed this 23<sup>rd</sup> day of August 2010.

  
REEVE

  
CLERK



## Township of Augusta

Policy:	<b>DONATION POLICY</b>	Date Issued: By-Law:	08-09-2010 2846
Coverage:	All employees and elected officials	Revision No.	
Page 2 of 1		Revision Date:	

### DONATION POLICY

When a member of Staff or Council are paying for business related expenses which have not been budgeted for and will not be reimbursed by the Township, the person should be allowed to submit those invoices and receive reimbursement as long as the total amount is being donated back to the Township and a donation receipt issued.

This process should only be available for business related expenses amounting to more than \$1,000.00.