

## **Municipality of the County of Richmond**

**Policy Name:** Physical Fitness Activities

**Approval Date:** October 14, 2008

**Purpose:** To encourage Councillors and Staff to participate in Physical Fitness Activities.

- Policy:**
1. It shall be the Policy of the Municipality of the County of Richmond that Councillors and staff shall receive, on an annual basis, \$250 towards the payment of membership dues at a fitness centre or a recognized fitness program/activity.
  2. It shall be the Policy of the Municipality of the County of Richmond that the funding provided will be 50% of the total to a maximum of 50% of \$500, once receipts have been submitted.

**Responsibility of Council:**

- To review the policy, on an annual basis, to determine if the policy meets the needs of Councillors and staff.

**MUNICIPALITY OF THE COUNTY OF RICHMOND**

**PHYSICAL FITNESS ACTIVITIES POLICY**

**CLAIM FORM**

Name of employee: \_\_\_\_\_

Department: \_\_\_\_\_

Name of activity: \_\_\_\_\_

Total Costs: \_\_\_\_\_

Amount claimed (50%, to maximum \$250): \_\_\_\_\_

Receipt attached (✓): \_\_\_\_\_

Date: \_\_\_\_\_

Employee/Councillor signature: \_\_\_\_\_

Supervisor's signature: \_\_\_\_\_

C.A.O. signature: \_\_\_\_\_