

## **THE CORPORATION OF THE TOWNSHIP OF O'CONNOR**

### **STAFF & COUNCIL MEMBERS TRAINING COURSES**

This policy establishes the terms by which employees and Council members may be reimbursed for expenses incurred in attending job-related courses and courses with respect to continuing education.

The Township of O'Connor shall pay the cost of tuition and books for approved courses undertaken on the employee's/Council member's own time, payment shall be made upon successful completion of each semester.

### **FULL-TIME/PART-TIME EMPLOYEES/COUNCIL MEMBERS**

Courses and expenses shall be approved by Council prior to enrolment.

Annual budgets shall provide for staff and Council members training expenses.

July 27, 1989