

MUNICIPALITY OF THE DISTRICT OF ARGYLE POLICY AND ADMINISTRATION MANUAL	REFERENCE NUMBER _____
SECTION ADMINISTRATION	SUBJECT PHYS. ACTV. INCENTIVE

1. APPLICATION

- 1.1.** This policy applies to all full-time employees of the Municipality of Argyle, who have successfully completed their probationary period as well as the Yarmouth Argyle Barrington District Planning Commission employees.

2. PURPOSE

- 2.1.** The Municipality of Argyle recognizes the benefits of a healthy, active workforce and believes that participation in Active Living opportunities aimed at promoting physical, mental and social health entitles employees to financial assistance. A healthy workplace leads to improves satisfaction, healthier work culture, and a decreased absenteeism.

3. POLICY STATEMENT

- 3.1.** Full-time employees of the Municipality of Argyle will be eligible for up to \$150.00 **annually** to be used for personal fitness equipment, program or resources which will enable the employee to become more physically active.
- 3.2.** The fiscal year is April 1st to March 31st , however all receipts must be submitted by January 31st.
- 3.3.** Before the purchase of equipment, resources, etc., the employee will be required to explain to the Active Living Coordinator how it will improve their physical activity.
- a) Any item that may be controversial will be left to the discretion of the Active Living Coordinator.
- 3.4.** Reimbursement can be for more than one item, program, resource, however the annual reimbursement will not exceed \$150.00.
- 3.5.** The employee shall be reimbursed upon receiving a **receipt**.
- 3.6.** Physical activity footwear is eligible under this policy.

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Chief Administrative Officer's Annotation for Official Policy Book

Date of Notice to Council Members
Of Intent to Consider [7 days minimum]: June 4, 2013

Date of Passage of Current Policy: June 11, 2013

I certify that this Policy was adopted by Council as indicated above.

Warden

Date

Chief Administrative Officer

Date