

**To: Mayor Caul & Members of Council**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: February 5, 2020**  
**SUBJECT: Councillor Wendy Brunetta – ROMA Travel Expense Claim**

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### **BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “B” Travel Expenses of \$510.74 Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$480.00 for attendance at the ROMA Conference held in Toronto, ON from January 19 – 21, 2020, as submitted by Councillor Wendy Brunetta.

#### Conference Expenses

1. Taxi	\$ 61.60
2. Meals	235.00
3. Flight Change	169.50
4. Baggage	<u>44.64</u>
5. Total Travel Expense Claims	<u>\$510.74</u>

The registration fee of \$694.95, flight of \$577.71 and hotel accommodations of \$519.44 was paid by the Town resulting in the total cost of \$2,302.84 to attend the AMO Conference as authorized by Council.

The per diem claim is in compliance with the Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-E Schedule ‘A’.

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense and per diem claim in the total amount of \$990.74 as submitted by Councillor Wendy Brunetta for her attendance at the ROMA Conference held in Toronto, Ontario from January 19 – 21, 2020.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense and per diem claim in the total amount of \$990.74 as submitted by Councillor Wendy Brunetta for her attendance at the ROMA Conference in Toronto, Ontario from January 19 – 21, 2020.