

**TO: Mayor Caul & Members of Council**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: September 4, 2019**  
**SUBJECT: Mayor June Caul- AMO Conference**

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule "B" Travel Expenses of \$167.00 Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$640.00 for attendance at the Association of Municipalities of Ontario (AMO) Conference in Ottawa, Ontario on August 18-21, 2019 as submitted by Mayor June Caul.

Conference Expenses

1. Meals	\$ 167.00
2. Per Diem (4 days)	<u>640.00</u>
Total Per Diem & Travel Claims	<u>\$ 807.00</u>

The registration fee of \$909.65, flight of \$784.35 and hotel accommodations of \$616.98 was paid by the Town resulting in the total cost of \$3,117.98 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 claims in the total amount of \$807.00 as submitted by Mayor June Caul for her attendance at the AMO Conference in Ottawa, Ontario from August 18 - 21, 2019.

<p>Council Approval of this Report Will Agree to the recommendation of the Administration &amp; Finance Executive Committee to approve the Travel Expense and Per Diem claims in the amount of \$807.00 as submitted by Mayor June Caul for her attendance at the AMO Conference in Ottawa, Ontario from August 18 - 21, 2019.</p>
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