

**To: Mayor Caul & Members of Council**

**FROM: Dawn Galusha, Treasurer**

**DATE: June 7, 2019**

**SUBJECT: Councillor J McTaggart–OAPSB Annual Conference Travel Expense and Per Diem**

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### **BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$614.41 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$640.00 for attendance at the Ontario Association of Police Services Boards Annual Conference in Windsor, Ontario on May 22-25, 2019 as submitted by Councillor John McTaggart.

#### Expenses

1. Meals	\$ 160.00
2. Equivalent Gasoline- FF to Thunder Bay	77.84
3. Equivalent Airfare- Thunder Bay to Windsor	<u>376.57</u>
	614.41
4. Per Diem	<u>640.00</u>
Total travel and Per Diem Claims	<u><u>\$1,254.41</u></u>

The registration fee of \$593.25 and \$581.73 hotel accommodations was paid by the Town resulting in the total cost of \$2,429.39 to attend Training as authorized by the Police Services Board.

The per diem claim is in compliance with Town of Fort Frances 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 amount of \$1,254.41 as submitted by Councillor John McTaggart for his attendance at the Ontario Association of Police Services Boards Annual Conference in Windsor, Ontario on May 22-25, 2019.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve a total payment of \$1,254.41 to Councillor J. McTaggart.