

**To: Mayor Avis & Members of Council**  
**FROM: Laurie Lindberg, Treasurer**  
**DATE: May 2, 2017**  
**Subject: Councillor Paul Ryan NOMA Conference Per Diem & Travel Expense**

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### **BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 and Travel Expense Claim in the amount of 82.00 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 25 – 28, 2017 as submitted by Councillor Paul Ryan.

#### Travel Expense Summary

1.	Meals	82.00
2.	Per Diem (3 1/2 Days)	<u>560.00</u>
	Total	<u>\$642.00</u>

The registration fee of \$325.00 and hotel accommodations of \$400.02 were paid by the Town resulting in the total cost of \$1,367.02 to attend the NOMA Conference as authorized by Council.

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

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$560.00 and Travel Expense Claim in the amount of \$82.00 as submitted by Councillor Paul Ryan for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 25 – 28, 2017.

Council Approval of this Report Will Agree to the Administration recommendation to approve the per diem and Travel Expense claims in the total amount of \$642.00 as submitted by Councillor Paul Ryan for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 25 – 28, 2017.