

TO: Administration & Finance Executive Committee
FROM: Dawn Galusha, Treasurer
DATE: August 28, 2019
SUBJECT: Mayor June Caul- AMO Conference

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'.