

TO: Administration & Finance Executive Committee
FROM: Dawn Galusha, Treasurer
DATE: May 1, 2019
SUBJECT: Councillor Michael Behan–NOMA Annual Meeting and Conference Travel Expense and Per Diem

BACKGROUND

Attached is a copy of the Schedule “B” Travel Expenses of \$100.00 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 for attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019 as submitted by Councillor Michael Behan.

Expenses

1. Meals	\$100.00
2. Per Diem	<u>560.00</u>
Total travel and Per Diem Claims	<u>\$660.00</u>

The registration fee of \$500.00 and \$451.29 hotel accommodations was paid by the Town resulting in the total cost of \$1,611.29 to attend the conference as authorized by Council.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-D Schedule ‘A’.