

**TO:** Administration & Finance Executive Committee  
**FROM:** Laurie Lindberg, Treasurer  
**DATE:** August 30, 2018  
**SUBJECT:** Councillor Ken Perry – AMO Conference Travel & Per Diem Claims

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## **BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$1,034.32 and Schedule “F” – Mayor/Council Honorarium in the amount of \$880.00 for attendance at the AMO Conference held in Ottawa, ON from August 19 - 22, 2018, as submitted by Councillor Ken Perry.

### Conference Expenses

1.	Meals	\$ 360.00
2.	Hotel Accommodations (Ottawa & Thunder Bay)	336.59
3.	Ground Transportation (Gas & Taxi expenses)	179.06
4.	Airport Parking	66.75
4.	Airfare (Porter flight)	<u>386.75</u>
		\$1,329.15
5.	Per Diem (5 ½ days)	<u>880.00</u>
	Total Per Diem & Travel Claims	<u>\$2,209.15</u>

The registration fee of \$881.40 and \$884.94 hotel accommodations was paid by the Town resulting in the total cost of \$3,975.49 to attend the AMO Conference as authorized by Council.

The travel expenses and per diem claim are in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-D.