

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** June 18, 2015  
**Subject:** Councillor Doug Kitowski Agency One Meeting Per Diem

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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 \$150.00 to attend the Agency One Meeting Held at the Fort Frances Public Library on May 26, 2015 as submitted by Councillor Doug Kitowski. The per diem for the meeting was authorized by Council on June 8, 2015.

The per diem claim is in compliance with the Town of Fort Frances By-Law 02/10-B Schedule 'A'.

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Doug Kitowski for his attendance at the Agency One Meeting held in Fort Frances on May 26, 2015.

<p>Council Approval of this Report Will Agree to the Administration &amp; Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Doug Kitowski for his attendance at the Agency One Meeting held in Fort Frances on May 26, 2015.</p>
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TOWN OF FORT FRANCES - SCHEDULE "F"  
TRAVEL STATEMENT - MAYOR / COUNCIL HONORARIUM



Attendee	Doug Kitowski
Conference / Seminar Attended	AGENCY 1 MEETING
Location	F.F. LIABURY
Dates	MAY 26 - 2015

## Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date		MAY 26						
Amount		150.00						

Name (Please Print) Doug Kitowski	Signature 
Approved	Date

To be submitted to Payroll for processing when approved by Council