

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: October 6, 2015
SUBJECT: Mayor Roy Avis – NOMA Regional Conference Travel & Per Diem Claims

BACKGROUND

Attached is a copy of the Travel Statement – Mayor/Council Honorarium per diem in the amount of \$375.00 and Schedule “B” Travel Expenses of \$209.08 to attend the NOMA Regional Conference held in Thunder Bay, Ontario from September 23 - 25, 2015 as submitted by Mayor Roy Avis.

Conference Expenses

1.	Meals	\$ 82.00
2.	Own Vehicle Gas	<u>127.08</u>
	Sub-total	209.08
3.	Per Diem (2 1/2 days)	<u>375.00</u>
	Total Per Diem & Travel Claims	<u>\$584.08</u>

The registration fee of \$200.00 and hotel accommodations of \$262.14 were paid by the Town resulting in the total cost of \$1,046.22 to attend the NOMA Regional Conference as authorized by Council.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$584.08 as submitted by Mayor Roy Avis for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$584.08 as submitted by Mayor Roy Avis for his attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.