

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: May 19, 2015
Subject: Mayor Roy Avis – Forestry Consultation Travel Expenses

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “B” Travel Expenses of \$143.22 and Schedule “F” Travel Expenses - Mayor/Council Honorarium in the amount of \$150.00 to attend a Forestry Consultation meeting held in Thunder Bay on April 23, 2015 as submitted by Mayor Roy Avis.

Travel Expense Summary

1.	Meals	\$ 51.00
2.	Gas (Own Vehicle)	92.22
3.	Per Diem (1 day)	<u>150.00</u>
	Total Travel & Per Diem Expense	\$293.22

The travel expenses and per diem claim is in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-B Schedule ‘A’.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the travel expense and per diem claims for Mayor Roy Avis in the amount of \$293.22 for his attendance at a Forestry Consultation meeting held in Thunder Bay on April 23, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the travel expense and per diem claims for Mayor Roy Avis in the amount of \$293.22 for his attendance at a Forestry Consultation meeting held in Thunder Bay on April 23, 2015.