

**To: Mayor Avis & Members of Council**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: August 4, 2015**  
**Subject: Mayor Roy Avis Building Ontario Up Travel & Per Diem Claims**

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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 Building Ontario Up meeting held in Kenora on June 22, 2015 and Schedule “B” Travel Expense in the amount of \$77.00 as submitted by Mayor Roy Avis.

#### Expense Summary

1. Meal Allowance	\$ 16.00
2. Own Vehicle Gas	<u>61.00</u>
Sub-Total	\$ 77.00
3. Per Diem	<u>150.00</u>
Total	<u>\$227.00</u>

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

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the travel expense and per diem claims in the total amount of \$227.00 as submitted by Mayor Roy Avis for his attendance at the June 22, 2015 Building Ontario Up meeting held in Kenora.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the travel expense and per diem claims in the total amount of \$227.00 as submitted by Mayor Roy Avis for his attendance at the June 22, 2015 Building Ontario Up meeting held in Kenora.