

**To: Mayor Avis & Members of Council**  
**FROM: Laurie Lindberg, Treasurer**  
**DATE: May 8, 2018**  
**SUBJECT: Mayor Roy Avis – NOMA Conference Travel & Per Diem Claims**

---

### **BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$114.00 and Schedule “F” – Mayor/Council Honorarium in the amount of \$480.00 for attendance at the NOMA Conference held in Kenora, ON from May 2 - 4, 2018, as submitted by Mayor Roy Avis.

#### Conference Expenses

1. Meals	\$ 34.00
2. Own Auto Gas	80.00
3. Per Diem (3 days)	<u>480.00</u>
Total Per Diem & Travel Claims	<u>\$594.00</u>

The registration fee of \$350.00 and \$263.30 hotel accommodations were paid by the Town resulting in the total cost of \$1,207.30 to attend the NOMA 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.

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the total amount of \$594.00 as submitted by Mayor Roy Avis for his attendance at the NOMA Conference in Kenora, Ontario from May 2 - 4, 2018.

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 \$594.00 as submitted by Mayor Roy Avis for his attendance at the NOMA Conference in Kenora, Ontario from May 2 - 4, 2018.