



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/73**

To: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: May 22, 2018
SUBJECT: Councillor Doug Kitowski – NOMA Conference Travel & Per Diem Claims

BACKGROUND

Attached is a copy of the Schedule “B” Travel Expenses of \$122.82 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 Councillor Doug Kitowski.

Conference Expenses

1. Meals	\$ 34.00
2. Own Vehicle Gas	88.82
3. Per Diem (3 days)	<u>480.00</u>
Total Per Diem & Travel Claims	<u>\$602.82</u>

The registration fee of \$350.00 and \$171.19 hotel accommodations were paid by the Town resulting in the total cost of \$1,124.01 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 \$602.82 as submitted by Councillor Doug Kitowski 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 \$602.82 as submitted by Councillor Doug Kitowski for his attendance at the NOMA Conference in Kenora, Ontario from May 2 - 4, 2018.