

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** August 26, 2015  
**SUBJECT:** Councillor Paul Ryan – AMO Conference Travel & Per Diem Claims

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### **BACKGROUND**

Attached is a copy of the Travel Statement – Mayor/Council Honorarium per diem in the amount of \$750.00 and Schedule “B” Travel Expenses of \$1,518.84 to attend the AMO Conference held in Niagara Falls, Ontario from August 16 – 19, 2015 as submitted by Councillor Paul Ryan.

#### Conference Expenses

1.	Meals	\$346.00
2.	Ground Transportation (Shuttle Equivalent to Niagara Falls/Hotel Shuttle)	135.00
3.	Hotel Accommodations	298.03
4.	Mileage – Own Vehicle (Thunder Bay Return)	338.40
5.	Airport Parking	29.36
6.	Checked Baggage Charge	56.50
7.	Airfare	<u>315.55</u>
	Sub-total	\$1,518.84
8.	Per Diem (5 days)	<u>750.00</u>
	Total Per Diem & Travel Claims	<u>\$2,268.84</u>

The registration fee of \$729.98 and hotel accommodations of \$911.37 were paid by the Town resulting in the total cost of \$3,910.19 to attend the AMO Conference as authorized by Council.

### **RECOMMENDATION**

Administration recommends approval of the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$2,268.84 as submitted by Councillor Paul Ryan for his attendance at the AMO Conference held in Niagara Falls, Ontario.

Council Approval of this Report Will Agree to the Administration recommendation to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$2,268.84 as submitted by Councillor Paul Ryan for his attendance at the AMO Conference held in Niagara Falls, Ontario.

**TOWN OF FORT FRANCES - SCHEDULE "B"  
TRAVEL EXPENSE STATEMENT**

1. Attendee	PAUL RYAN						
2. Conference/Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONTARIO 116 <sup>th</sup> ANNUAL GENERAL MEETING + CONFERENCE						
Location (Facility and City)	SCOTIABANK CONVENTION CENTRE, NIAGARA FALLS ON.						
Dates	AUGUST 15, 16, 17, 18, 19, 20 / 2015						

3.		Sun. 16 <sup>th</sup>	Mon. 17 <sup>th</sup>	Tues. 18 <sup>th</sup>	Wed. 19 <sup>th</sup>	Thurs. 20 <sup>th</sup>	Fri.	Sat. 15 <sup>th</sup>	Total
	Accommodation				163.56			134.47	298.03
	Transportation <i>Air Fare</i>	315.55							315.55 <i>dw</i>
	Breakfast	15.00	15.00	15.00	15.00	15.00			75.00
	Lunch	20.00	Ø	20.00	20.00	16.00			76.00
	Dinner	40.00	40.00	40.00	40.00			35.00	195.00
	Per Diem								
	Other <i>Shuttle, Toronto Airport to Niagara Falls + Return</i>	131.00	(equivalent)						131.00 <i>No Receipt</i>

4.	Prepaid Expenses	Registration	Air Travel	Other	Total
	<i>By Town of Fort Frances</i>	<i>✓ 56.50</i>	<i>29.38</i>	<i>Room - Aug 16, 17, 18</i>	
	<i>Air Baggage Charge 29.38 x 2 = 58.76 : Private Vehicle Parking 29.38 : Shuttle in Toronto 4.00 =</i>				92.14 <i>89.86</i>

5.	Town Used Vehicle	Yes	<input checked="" type="radio"/> No	Reason	Total
	Mileage Claimed	720	KM x \$0.47 =	<i>Previously Booked By Others</i> <i>Fr. Frances → Thunder Bay + Return</i>	338.40

6.	Approved	Total Expenses <i>dw</i>	\$1,518.84	1205.87
		Advance Received		Ø
		Balance Claimed <i>dw</i>	\$1,518.84	1205.87
		Balance Refunded		

**The agenda must be attached to process payment**

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

*AUGUST 25<sup>th</sup> / 2015*  
Date

*Paul Ryan*  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Manager Signature

Date	Treasurer	A / P	Cashier



**TOWN OF FORT FRANCES - SCHEDULE "E"**  
**TRAVEL WAIVER OF LIABILITY FORM**

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.

Name (Please Print) <b>PAUL RYAN</b>	Signature <b>Paul Ryan</b>
Approved	Date <b>August 24<sup>th</sup> / 2015</b>



TownePlace Suites by Marriott

550 Harbour Expressway | Thunder Bay, ON P7B 6P4  
phone 807.346.9000



Paul Ryan  
523 Colonization Rd E  
Fort Frances ON P9A2S1  
Town Of Fort Frances

room: 332  
room type: STQQ  
number of guests: 2      clerk: HSA  
rate: \$119.00

arrive: 13Aug15      time: 05:39PM      depart: 14Aug15      time: 05:14AM      folio number: 71480

Date	Description	Charges	Credits
13Aug15	room charge	119.00	
13Aug15	hst- tax room	15.47	
14Aug15	Master Card		134.47
	<i>card #: MCXXXXXXXXXXXX1937/XXXX</i>		
	<i>amount: 134.47 auth: 07101z signature on file</i>		
	<i>this card was electronically swiped on 13aug15</i>		
	balance:	0.00	

**Rewards Account # XXXXX9354.** Your Rewards points/miles earned on your eligible earnings will be credited to your account. Check your Rewards Account Statement or your online Statement for updated activity.

As requested, a final copy of your bill will be emailed to you at: RBAVIS@JAM21.NET. See "Internet Privacy Statement" on Marriott.com.



**Holiday Inn**

08-20-15

**Gordon Ryan  
CA**

Folio No. :  
A/R Number :  
Group Code :  
Company : **Government**  
Membership No. :  
Invoice No. :  
Reference # :

Cashier No. : **125**

Room No. : **0358**  
Arrival : **08-19-15**  
Departure : **08-20-15**  
Conf. No. : **67262638**  
Rate Code : **IMGOV**  
Page No. : **1 of 1**

Date	Description	Charges	Credits
08-19-15	*Accommodation	141.00	
08-19-15	DMP	3.74	
08-19-15	HST	18.82	
08-20-15	MasterCard		163.56
<b>Total</b>		<b>163.56</b>	<b>163.56</b>
<b>Balance</b>		<b>0.00</b>	

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Holiday Inn Toronto International Airport  
970 Dixon Road  
Toronto, ON Canada M9W 1J9  
Telephone: (416) 675-7611 Fax: (416) 675-9162  
Website: [www.holidayinn.com/yyz-intlapt](http://www.holidayinn.com/yyz-intlapt)  
GST # 869382002RT0001

Your booking is confirmed. Booking reference: **LQMY7Z**

An email booking confirmation has been sent to: **gpryan70@hotmail.com**.

Use your booking reference to **retrieve your official Itinerary/Receipt at aircanada.com**.

**Passengers** Ms Gay L Ryan, Mr Gordon Paul Ryan

Flight	From	To	Departure	Arrival
AC8532	Thunder Bay (YQT)	Toronto (YYZ)	07:20 Fri 14-Aug 2015	09:14 Fri 14-Aug 2015
AC8535	Toronto (YYZ)	Thunder Bay (YQT)	12:35 Thu 20-Aug 2015	14:38 Thu 20-Aug 2015

Air Transp. Charges	480.00
Options	0.00
Taxes, fees and charges	151.10
Travel Insurance	Purchase travel insurance
<b>Grand Total</b> Canadian dollars	<b>\$631.10</b>

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.



### Booking Information

**AIR CANADA**

**Booking Reference:** **LQMY7Z**

#### Customer Care

**Electronic Ticketing confirmed. This is your official itinerary/receipt.**

**Air Canada**  
1-888-247-2262

**Main Contact:**  
Ms Gay L Ryan  
gpryan70@hotmail.com  
Mobile: 1-807-2764440  
Home: 1-807-2749195  
Work: 1-807-2743287

**Flight Arrivals and Departures**  
1-888-422-7533

### Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8532 <sup>1</sup>	Thunder Bay (YQT) Fri 14-Aug 2015 07:20	Toronto, Pearson Int'l (YYZ) Fri 14-Aug 2015 09:14 - Terminal 1	0	1hr54	DH4	Tango, T	
AC8535 <sup>1</sup>	Toronto, Pearson Int'l (YYZ) Thu 20-Aug 2015 12:35 - Terminal 1	Thunder Bay (YQT) Thu 20-Aug 2015 14:38	0	2hr03	DH4	Tango, L	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

### Passenger Information

**1: Ms Gay L Ryan : Adult (16+), Ticket Number: 0142149481759**

Air Canada - Aeroplan : <b>366662047</b>	Meal Preference: <b>None</b>
Payment Card: <b>xxxx-xxxx-xxxx-4925</b>	Special Needs: <b>None</b>
Seat Selection: <b>None</b>	

**2: Mr Gordon Paul Ryan : Adult (16+), Ticket Number: 0142149481760**

Frequent Flyer Prog: <b>None</b>	Meal Preference: <b>None</b>
Payment Card: <b>xxxx-xxxx-xxxx-4925</b>	Special Needs: <b>None</b>
Seat Selection: <b>None</b>	

*Note*  
 $\text{Total } 631.10 \div 2 = \text{Claim Airfare}$   
**\$315.55**

### Purchase Summary

#### Fare Summary

**Total for 2 adults**

Departing Flight (Tango)  
(Including surcharges) **270.00**



Return Flight (Tango) (including surcharges)	<b>210.00</b>
Options	0.00
Taxes, Fees and Charges	151.10
Total	<b>631.10</b>
Travel Insurance (declined)	0.00
<b>Grand Total - Canadian dollars</b>	<b>\$631.10</b>

#### Payment Information

**Credit/Debit Card xxxx-xxxx-xxxx-4925** - Amount paid: **\$631.10**

The following amount (tax inclusive) will appear on your credit card or debit card statement:

- Air Canada: \$315.55 (Air Transp. Charges - per ticket)

Ticket number(s): 0142149481759, 0142149481760

#### Fare Rules

**Departing Flight** Thunder Bay (YQT) To Toronto (YYZ) - **Tango**

**Return Flight** Toronto (YYZ) To Thunder Bay (YQT) - **Tango**

- **Changes:**
  - Prior to day of departure - **Change fee** per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
  - **Same-day confirmed changes at check-in or at the airport** are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger.
  - **Same-day standby** is available **only** to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.
  - Flights can only be used in sequence from the place of departure specified on the itinerary.
- **Cancellations:**
  - Tickets are **non-refundable** and **non-transferable**.
  - **Cancellations** can be made up to 45 minutes prior to departure.
  - Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
  - Customers who **no-show** their flight will forfeit the fare paid.
- **Paid Advance Seat Selection** is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Up to 24 hours after the purchase of a **new ticket**, Air Canada will cancel your ticket and provide a full refund without penalty.
- Flights operated by Air Canada: earn 25% Aeroplan Miles (Altitude Qualifying Miles) for flights within Canada and 50% Aeroplan Miles (Altitude Qualifying Miles) for flights between Canada and the U.S.
- Read complete **fare rules** applicable to this fare.

#### Baggage Allowance and Fees

Prepare your checked and carry-on baggage with the help of our Baggage Guide .

#### Carry-on Baggage

On your Air Canada, Air Canada Express, or Air Canada rouge-operated flight, you are entitled to 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15,5 x 21,5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Maximum weight for each item is 10 kg (22 lb). View more details.

#### Checked Baggage

Please see below for details on the bags you plan to check in at the baggage counter.

**Departing Flight :** Thunder Bay (YQT) To Toronto (YYZ) - **Tango**

**Return Flight :** Toronto (YYZ) To Thunder Bay (YQT) - **Tango**

Regular Baggage Allowance	<b>1st bag:</b>	<b>2nd bag:</b>
	<b>\$25.00 CAD</b>	<b>\$25.00 CAD</b>
	+ taxes* per direction	+ taxes* per direction
	Max. weight per bag: 23 kg (50 lb)	
	Max. linear dimensions per bag: 158 cm (62 in)	

\* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the



Niagara Airbus  
8626 Lundy's Lane  
Niagara Falls, ON Canada L2H 1H4  
Phone: 905-374-8111  
support@niagaraairbus.com

# Niagara Airbus Rate Calculator

Get a quick quote for your next trip with Niagara Airbus.

## Trip Information

☐ One Way ☒ Round Trip

### Origin \*

Toronto International Airport ▼

### Destination \*

Niagara Region ▼

Select a City:

Niagara Falls ▼

- OR -

Select a hotel:

Enter the first few characters of your hotel name

### Travel Dates \*

Travel Date:

08/30/2015

Return Date:

09/02/2015

### Passengers \*

# Adults (18 to 64 yrs) # Seniors (+65 years) # Students (12 to 17 yrs) # Children (3 to 11 yrs) # Infants (under 3 yrs)

0 ▼

1 ▼

0 ▼

0 ▼

0 ▼

Different # of Passengers on Return Trip?

### Additional Information

More than one pickup/drop-off location?

☐ Yes

Select the number of additional pieces of luggage:

0 ▼

[Read Our Excess Luggage](#)

Conference or Promotion Code?

### Estimated Fare \*

**Airport Shuttle (Shared Ride)**

**Exclusive Service (Private Car)**

Base Fare \$122.00 Base Fare \$402.00

Early Bird Discount (\$6.07) Early Bird Discount (\$20.10)

0 \*  
122.00  
6.07  
115.93  
115.93  
13.00  
15.07  
115.93  
115.93  
15.07  
131.00





Holiday Inn

08-20-15

Gordon Ryan  
CA

Folio No. : 925435  
A/R Number :  
Group Code :  
Company : Government  
Membership No. :  
Invoice No. :  
Reference # :

Cashier No. : 151

Room No. : 0358  
Arrival : 08-19-15  
Departure : 08-20-15  
Conf. No. : 67262638  
Rate Code : IMG0V  
Page No. : 1 of 1

Date	Description	Charges	Credits
08-20-15	Shuttle Service	3.54	
08-20-15	HST	0.46	
08-20-15	Cash		4.00
Total		4.00	4.00
Balance		0.00	

**Guest Signature:** \_\_\_\_\_

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Re: Shuttle - Hotel to Pearson Toronto Airport

Holiday Inn Toronto International Airport  
970 Dixon Road  
Toronto, ON Canada M9W 1J9  
Telephone: (416) 675-7611 Fax: (416) 675-9162  
Website: [www.holidayinn.com/yyz-intlapt](http://www.holidayinn.com/yyz-intlapt)  
GST # 869382002RT0001

Departure Date: 2015-08-14

Passenger: GORDON RYAN

Departure city: THUNDER BAY YQT

Destination city: TORONTO YYZ

Fee Breakdown:

Excess baggage fee (1 piece): 25.00 CAD

HST: 3.25 CAD

Total CAD: 28.25 CAD

Form of payment used: Visa XXXXXXXXXXXXX4925

Please Note: This fee is non refundable.

GST - HST: #100092287 RT0001

Fly through paying on your mobile device with Air Canada Mobile+!  
Air Canada mobile+ can remember your personal and payment information so you can fly through your mobile experience and pay for items like upgrades and flight changes quickly, easily and securely. Click the link below to Learn More, <http://services.aircanada.com/portal-web/mobile/static/mobileplus.html>

You can view all your available Air Canada mobile+ messages here:  
<http://mymessages.aircanada.com/en/hilhCRtUFisdfaOltW3MEg>

\*\*\*\*\*

This service email was sent by Air Canada

GST - HST: #100092287 RT0001

Departure Date: 2015-08-20

Passenger: GORDON RYAN

Departure city: TORONTO-T1 YYZ

Destination city: THUNDER BAY YQT

Fee Breakdown:

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Excess baggage fee (1 piece): 25.00 CAD

HST: 3.25 CAD

Total CAD: 28.25 CAD

Form of payment used: Visa XXXXXXXXXXXXX4925

Please Note: This fee is non refundable.

GST - HST: #100092287 RT0001

Fly through paying on your mobile device with Air Canada Mobile+!  
Air Canada mobile+ can remember your personal and payment  
information so you can fly through your mobile experience and pay for  
items like upgrades and flight changes quickly, easily and securely. Click  
the link below to Learn More, [http://services.aircanada.com/portal-  
web/mobile/static/mobileplus.html](http://services.aircanada.com/portal-web/mobile/static/mobileplus.html)

You can view all your available Air Canada mobile+ messages here:  
<http://mymessages.aircanada.com/en/hilhCRtUFisdfaOltW3MEg>

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Avis  
Airpark  
Thunder Bay, ON

08/20/2015 2:18PM 01  
000000#8090 CLERK01

	6 @ \$6.50
Reg. Park	12 \$39.00
SUBTOTAL	\$44.07
MDSE ST	\$39.00
H. S. T.	\$5.07

ITEMS	60
CHARGE	\$44.07

Private Vehicle Parking @ Avis AirPark Lot  
Thunder Bay

$44.07 \div 6 \text{ Days} = 7.34 / \text{Day}$

Claim 4 Days Parking @ 7.34 x 4 = 29.36

Association of Municipalities of Ontario  
200 University Ave., Suite 801, Toronto, Ontario M5H 3C6

**Meeting Confirmation**

Roy Avis  
Mayor  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

**2015 AMO Annual Conference**

Sunday, August 16, 2015 through Wednesday, August 19, 2015

Hosted By: City of Niagara Falls  
Niagara Falls, ON

Coordinators: Registration inquiries: Anita Surujdeo - [asurujdeo@amo.on.ca](mailto:asurujdeo@amo.on.ca) | 416-971-9856  
x344

All other inquiries: Nav Dhaliwal - [ndhaliwal@amo.on.ca](mailto:ndhaliwal@amo.on.ca) | 416-971-9856 x330

You are registered for the following:

Function	Quantity	Rate	Amount
5% DISCOUNT	1	-34.00	-34.00
(REG) Conference Only	1	680.00	680.00
		Subtotal	646.00
		Tax	83.98
		Total	729.98
		Payment	0.00
		Balance	729.98

Total GST: 83.98

GST Remittance Number: 106732944RT0001

We can also confirm, we have these choices on file :  
caucus selection: Northern Caucus

We can also confirm your dietary requirements as:  
None

GUEST FOLIO

Niagara Falls Marriott Fallsview Hotel & Spa • 6740 Fallsview Blvd, Niagara Falls, ON L2G 3W6 Canada  
905.357.7300 • Marriott.com/IAGNF



Room 1009	Name RYAN/PAUL	Rate 259.00	Depart 19/08/15	Time 12:00	16436	17316
Type NQQG			Arrive 16/08/15	Time 11:44	ACCT#	GROUP
163						

MRW#: XXXXX0043

Room Clerk	Address	Payment			
DATE	REFERENCE	CHARGES	CREDITS	BALANCE DUE	

13/01	ADVDP-VS			911.37	
	SETTLED TO:	VISA			
16/08	NATGRPRV	1009, 1	259.00		
16/08	HST	1009, 1	34.94		B
16/08	PF	1009, 1	9.84		L
17/08	NATGRPRV	1009, 1	259.00		
17/08	HST	1009, 1	34.94		B
17/08	PF	1009, 1	9.84		L
18/08	NATGRPRV	1009, 1	259.00		
18/08	HST	1009, 1	34.94		B
18/08	PF	1009, 1	9.84		L

\$-.03

TO BE SETTLED TO: MASTERCARD

THANK YOU FOR CHOOSING THE MARRIOTT FALLSVIEW! TO EXPEDITE YOUR CHECK-OUT, PLEASE CALL THE FRONT DESK, OR PRESS "MENU" ON YOUR TV REMOTE CONTROL TO ACCESS VIDEO CHECK-OUT.

----- HST 801621061 RT0001 -----			
DESCRIPTION	(AEGM)	TAXED AMOUNT	TAX
TOTAL HST TAX			.00
B ROOM HST TAX 13%		.00	104.82
D GENERAL HST TAX 13%		.00	.00
I ROOM HST 13%		.00	.00
NET CHARGES			
806.52	TAX	CREDITS	FOLIO
	104.82	911.37	-.03

AS REQUESTED, A FINAL COPY OF YOUR BILL WILL BE EMAILED TO:  
KLAWSO@FORT-FRANCES.COM  
SEE "INTERNET PRIVACY STATEMENT" ON MARRIOTT.COM

Note:

Pay By The Town of Fort Frances

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amount shown in the credits column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after checkout, you will owe us interest from the checkout date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X

To secure your next stay, go to marriott.com




**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee	Paul Ryan
Conference / Seminar Attended	ASSOCIATION OF MUNICIPALITIES OF ONTARIO 116 <sup>th</sup> ANNUAL GENERAL MEETING + CONFERENCE
Location	Scotiabank Convention Centre, Niagara Falls ON.
Dates	August 15, 16, 17, 18, 19, 20 / 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Aug 17	Aug 18	Aug 19	Aug 20		Aug 15	Aug 16	
Amount	150.00	150.00	150.00	75.00		75.00	150.00	750.00

Name (Please Print) Paul Ryan	Signature 
Approved	Date August 24 <sup>th</sup> 2015

To be submitted to Payroll for processing when approved by Council