

**TO:** Administration & Finance Executive Committee  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** January 30, 2020  
**SUBJECT:** Councillor John McTaggart – ROMA Travel Expense Claim

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “B” Travel Expenses of \$241.90 Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 for attendance at the ROMA Conference held in Toronto, ON from January 19 – 21, 2020, as submitted by Councillor John McTaggart.

Conference Expenses

1. Meals	\$208.00
2. Baggage	<u>33.90</u>
3. Total Travel Expense Claims	<u>\$241.90</u>

The registration fee of \$694.95, flight of \$652.67 and hotel accommodations of \$701.60 was paid by the Town resulting in the total cost of \$2,851.12 to attend the AMO Conference as authorized by Council.

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