

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 18, 2015
Subject: Councillor Ken Perry NOMA Conference Per Diem & Travel Expense

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule "B" Travel Expense Statement –in the amount of \$529.93 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 22 - 24, 2015 as submitted by Councillor Ken Perry.

Travel Expense Summary

1.	Meals	51.00
2.	Own Vehicle Gas	85.00
3.	Per Diem (3.5 Days)	525.00
4.	Less: NOMA Reimbursement- One night hotel	<u>-131.07</u>
	Total	<u>\$529.93</u>

The registration fee of \$200.00 and hotel accommodations of \$393.21 were paid by the Town resulting in the total cost of \$1,123.14 to attend the NOMA Conference as authorized by Council on February 9, 2015.

The travel expenses and per diem claim is in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-B Schedule 'A'.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$525.00 and Travel Expense Claim in the amount of \$4.93 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 22 - 24, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem and Travel Expense claims in the total amount of \$529.93 as submitted by Councillor Ken Perry for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 22 - 24, 2015.