



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/78**

To: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: August 30, 2017
Subject: Councillor Ryan's AMO Conference Per Diem & Travel Expense

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$880.00 and Travel Expense Claim in the amount of \$1,345.40 to attend the Association of Municipalities of Ontario (AMO) Conference held in Ottawa, Ontario August 12-17, 2017 as submitted by Councillor Paul Ryan.

Travel Expense Summary

1. Accommodation	\$ 213.57
2. Mileage (Own Vehicle)	388.80
3. Meals	388.00
4. Taxi	77.00
5. Airfare, Baggage, and Parking at Airport	491.60
6. Per Diem (5 ½ Days)	<u>880.00</u>
Total	<u>\$2,438.97</u>

The registration fee of \$697.06 and hotel accommodations of \$1,547.98 were paid by the Town resulting in the total cost of \$4,684.01 to attend the AMO Conference as authorized by Council.

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 \$880.00 and Travel Expense Claim in the amount of \$1,558.97 as submitted by Councillor Paul Ryan for his attendance at the Association of Municipalities of Ontario (AMO) Conference held in Ottawa, Ontario August 12-17, 2017.

Council Approval of this Report Will Agree to the Administration recommendation to approve the per diem and Travel Expense claims in the total amount of \$2,438.97 as submitted by Councillor Ryan for his attendance at the Association of Municipalities of Ontario (AMO) Conference held in Ottawa, Ontario August 12-17, 2017