



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/64**

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: May 8, 2018
SUBJECT: Doug Brown, CAO – NOMA Travel Expense Claim

BACKGROUND

Attached is a copy of the Schedule “B” Travel Expenses of \$67.00 for attendance at the NOMA Conference held in Kenora, ON from May 2 - 4, 2018, as submitted by Doug Brown, CAO.

Conference Expenses

1. Meals	\$ 52.00
2. Per Diem (1 1/2 days)	<u>15.00</u>
Total Travel Expense Claims	<u>\$ 67.00</u>

The travel expense claim is in compliance with Town of Fort Frances Travel Policy Number 3.11.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Travel Expense claim in the total amount of \$67.00 as submitted by Doug Brown, CAO for his attendance at the NOMA Conference held 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 claim in the total amount of \$67.00 as submitted by Doug Brown, CAO for his attendance at the NOMA Conference in Kenora, Ontario from May 2 - 4, 2018.