



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/96**

To: Mayor Avis & Members of Council

FROM: Dawn Galusha, Deputy Treasurer

DATE: September 28, 2017

Subject: Mayor Roy Avis NOMA 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 \$400.00 and Travel Expense Claim in the amount of \$185.80 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on September 20-22, 2017 as submitted by Mayor Roy Avis.

Travel Expense Summary

1.	Meals	\$ 87.00
2.	Gasoline	98.80
3.	Per Diem (2 ½ Days)	<u>400.00</u>
	Total	<u>\$585.80</u>

The registration fee of \$250.00 and hotel accommodations of \$266.68 were paid by the Town resulting in the total cost of \$1,102.48 to attend the NOMA 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 \$400.00 and Travel Expense Claim in the amount of \$185.80 as submitted by Mayor Roy Avis for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on September 20-22, 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 \$585.80 as submitted by Mayor Roy Avis for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on September 20-22, 2017.
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