

To: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: May 8, 2018
SUBJECT: Councillor Wendy Brunetta – NOMA Conference Travel & Per Diem Claims

BACKGROUND

Attached is a copy of the Schedule “B” Travel Expenses of \$17.00 and Schedule “F” – Mayor/Council Honorarium in the amount of \$560.00 for attendance at the NOMA Conference held in Kenora, ON from May 1 - 4, 2018, as submitted by Councillor Wendy Brunetta.

Conference Expenses

1. Meals	\$ 17.00
2. Per Diem (3 ½ days)	<u>560.00</u>
Total Per Diem & Travel Claims	<u>\$577.00</u>

The registration fee of \$350.00 and \$263.30 hotel accommodations were paid by the Town resulting in the total cost of \$1,190.30 to attend the NOMA Conference as authorized by Council.

The travel expenses and per diem claim are in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-D.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the total amount of \$577.00 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Conference in Kenora, Ontario from May 1 - 4, 2018.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense and Per Diem claims in the total amount of \$577.00 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Conference in Kenora, Ontario from May 1 - 4, 2018.