



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/78**

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: September 18, 2019
SUBJECT: Doug Brown, CAO – Purchase Card Expenses

BACKGROUND

Attached are copies of the Purchase Card expenses, as submitted by Doug Brown for the period August 7 to September 6, 2019 related to travel costs. The costs are gas and airline fees in the amount of \$120.49 in compliance with Town of Fort Frances Travel Policy Number 3.11.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Purchase Card expense claim in the total amount of \$120.49 as submitted by Doug Brown, CAO for the period August 7 to September 6, 2019.

Council Approval of this Report will agree to the Administration & Finance Executive Committee to approve the purchase card expense claim in the total amount of \$120.49 as submitted by Doug Brown, CAO for the period August 7 to September 6, 2019.