



ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/77

To: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: August 30, 2017
Subject: Mayor Avis 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 \$1,387.33 to attend the Association of Municipalities of Ontario (AMO) Conference held in Ottawa, Ontario August 12-17, 2017 as submitted by Mayor Roy Avis.

Travel Expense Summary

1. Accommodation	\$ 217.84
2. Gasoline (Own Vehicle)	115.49
3. Meals	387.00
4. Taxi	45.00
5. Travel in Lieu of Airfare	622.00
6. Per Diem (5 ½ Days)	880.00
Total	<u>\$2,267.33</u>

The registration fee of \$697.06 and hotel accommodations of \$1,566.61 were paid by the Town resulting in the total cost of \$4,531.00 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 \$1,387.33 as submitted by Mayor Avis 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 \$2,267.33 as submitted by Mayor Avis for his attendance at the Association of Municipalities of Ontario (AMO) Conference held in Ottawa, Ontario August 12-17, 2017