


TOWN OF FORT FRANCES - SCHEDULE "B"
TRAVEL EXPENSE STATEMENT

1.	Attendee	<i>ROY ARIS</i>							
2.	Conference/Seminar Attended	<i>AMO 2018 CONFERENCE</i>							
	Location (Facility and City)	<i>OTTAWA WESTIN INN & CONFERENCE CENTRE</i>							
	Dates	<i>SUNDAY AUGUST 19 TO AUGUST 23</i>							
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total
	Accommodation		<i>KATHY'S CREDIT CARD</i>						
	Transportation <i>Fuel</i>								<i>124.05</i>
	Breakfast		<i>20.00</i>						<i>20.00</i>
	Lunch	<i>17.00</i>	<i>25.00</i>	<i>25.00</i>	<i>25.00</i>				<i>92.00</i>
	Dinner	<i>45.00</i>	<i>45.00</i>	<i>0</i>	<i>35.00</i>				<i>125.00</i>
	Per Diem								
	Other								
4.	Prepaid Expenses	Registration		Air Travel		Other		Total	
		<i>KATHY AND</i>		<i>DOUG'S CREDIT CARD</i>				<i>—</i>	
5.	Town Used Vehicle	Yes	<input checked="" type="radio"/> <i>No</i>	Reason					Total
	Mileage Claimed	KM x CRA rate =							<i>—</i>
6.	Approved								Total Expenses
									<i>361.05</i>
									Advance Received
									Balance Claimed
									Balance Refunded

The agenda must be attached to process payment

In claiming the above amounts, I certify that the expenses have been incurred on behalf of the Town, that the means of transportation were the most economical, with due regard to convenience, and that the expenditures were made in the exercise of my duties. NB – a valid and detailed receipt must accompany hotel Visa slips.

August 24 2018
Date


Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

Date	Treasurer	A / P	Cashier

Safeway
417 Scott Street
Fort Frances, ON P9A1H3

STORE NO: 4809
GST/HST#: 831536503

Inv#: 9058507
Trans: Pre-Auth
Completion
*****8498
/ C
VISA CREDIT
AID: A0000000031010
Seq#: 097001001021
Terminal ID: S4809C04
Auth No: 05603I
ACI/ISO: 001/00
Date: 23/08/2018
Time: 5:28:55 PM

TVR 8080008000
TSI 7800
APPROVED

VERIFIED BY PIN

Pump # : 4-Regular
Vol : 91.955 L
Price/L: \$1.349
Total: \$124.05

Fuel Includes:
GST/HST(13%): \$14.27

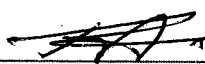
You Saved
5 Cents/L
Total Savings: \$4.60

TOWN OF FORT FRANCES - SCHEDULE "E"
TRAVEL WAIVER OF LIABILITY FORM

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.

Name (Please Print) <i>Roy Avis</i>	Signature 
Approved	Date <i>AUGUST 19/18</i>

From: Events@amo.on.ca
To: Roy Avis
Cc: events@amo.on.ca
Subject: Your registration details for 2018 AMO AGM & Annual Conference
Date: Thursday, July 26, 2018 6:35:11 AM



Association of Municipalities of Ontario
200 University Ave., Suite 801, Toronto, Ontario M5H 3C6

Meeting Confirmation

Roy Avis
Mayor
Town of Fort Frances
320 Portage Avenue Fort Frances, ON P9A 3P9

You have been registered for **2018 AMO AGM & Annual Conference**
8/19/2018 through 8/22/2018
Hosted By the City of Ottawa
Ottawa

Coordinators:

Registration inquiries: Anita Surujdeo - asurujdeo@amo.on.ca | 416-971-9856 x344
All other inquiries: Nav Dhaliwal - ndhaliwal@amo.on.ca | 416-971-9856 x330

You are registered for the following:

Function	Quantity	Unit Price
Regular - Package B	1.00	\$780.00
Northern Caucus Voting	1.00	\$0.00

Subtotal	\$780.00
Tax	\$101.40
Total	\$881.40
Payments	\$881.40
Balance	\$0.00

Total HST: \$101.40
HST Remittance Number: 106732944RT0001

We can also confirm:

Your dietary requirements as:
No Seafood

The Westin Ottawa
11 Colonel By Drive
Ottawa, ON K1N 9H4
Canada
Tel: 613-560-7000 Fax: 613-234-5396

WESTIN®

HOTELS & RESORTS

Roy Avis
320 Portage Ave
Wetaskiwin, AB, T9A 3P9

Page Number	:	1	Invoice Nbr	:	419839
Guest Number	:	1427507			
Folio ID	:	E			
Arrive Date	:	19-AUG-18	23:25		
Depart Date	:	22-AUG-18	11:04		
No. Of Guest	:	1			
Room Number	:	2016			
Club Account	:				

Copy

Tax ID : 811719848RT0001

The Westin Ottawa AUG-29-2018 16:21 JROBI070

Date	Reference	Description	Charges (CAD)	Credits (CAD)
19-AUG-18	DEPOSIT	Deposit-VI-8250		-1865.04
19-AUG-18	RT2016	Room	529.00	
19-AUG-18	RT2016	Tax-HST Rooms	68.77	
19-AUG-18	RT2016	Municipal Accomodation Tax	21.16	
19-AUG-18	RT2016	Municipal Accomodation Tax HST	2.75	
20-AUG-18	RT2016	Room	529.00	
20-AUG-18	RT2016	Tax-HST Rooms	68.77	
20-AUG-18	RT2016	Municipal Accomodation Tax	21.16	
20-AUG-18	RT2016	Municipal Accomodation Tax HST	2.75	
21-AUG-18	RT2016	Room	529.00	
21-AUG-18	RT2016	Tax-HST Rooms	68.77	
21-AUG-18	RT2016	Municipal Accomodation Tax	21.16	
21-AUG-18	RT2016	Municipal Accomodation Tax HST	2.75	
** Total			1865.04	-1865.04
*** Balance			0.00	

Continued on the next page

From: INTERNATIONAL TRAVEL
To: Kathy Lawson
Subject: eInvoice, August 19 for MR ROY AVIS
Date: Wednesday, July 25, 2018 3:24:57 PM

INTERNATIONAL TRAVEL
807-274-9895
PHERR@SHAW.CA

eInvoice

[Add to Calendar](#)

[Itinerary & Documents](#)

Sales Person: 66 Invoice Issue Date: 25 Jul 2018
Invoice Number: 0052113 Record Locator: ZLXENK



PORTER AIRLINES PD 233

Sunday, 19 August

From: THUNDER BAY ON, CANADA
11:35am

To: OTTAWA ON, CANADA
3:04pm

Class: Economy Duration: 3hr(s) 29min(s)
Meal: Stop(s): 1 Stop(s)
Type: DEHAVILLAND DASH 8-400 TURBOPROP Stop over city: TORONTO B BISHOP



PORTER AIRLINES PD 238

Wednesday, 22 August

From: OTTAWA ON, CANADA
4:45pm

To: THUNDER BAY ON, CANADA
8:29pm

Class: Economy Duration: 3hr(s) 44min(s)
Meal: Stop(s): 1 Stop(s)
Type: DEHAVILLAND DASH 8-400 TURBOPROP Stop over city: TORONTO B BISHOP



OTHERS

Wednesday, 22 August 2018

THUNDER BAY ON
PORTER/F7KCUJ/NON REFUNDABLE/SI-CHANGE FEE S APPLY/SI-BAGGAGE
INCLUDED

Final Payment CH7		CAD 109.62
	V.A.T./G.S.T./H.S.T.	CAD 16.38
Serv Chgs 012		CAD 50.00
	V.A.T./G.S.T./H.S.T.	CAD 6.50

Ticket Information

Ticket Number: PD 2840805468 **Passenger:** AVIS ROY MR CAD 417.25

V.A.T./G.S.T./H.S.T. CAD 54.24

Ticket Number: PD 2840805469 **Passenger:** BROWN DOUGLAS MR CAD 417.25

V.A.T./G.S.T./H.S.T. CAD 54.24

SubTotal: CAD 994.12

Total V.A.T./G.S.T./H.S.T.: CAD 131.36

TOTAL AMOUNT DUE: CAD 1125.48

$\frac{1}{2}$ 562.74

If you no longer wish to receive these emails please contact: PHERR@SHAW.CA.



TOWN OF FORT FRANCES - SCHEDULE "F"
TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM

Attendee	Roy Avis
Conference / Seminar Attended	AMO Conference
Location	Ottawa, ON
Dates	August 19 - 22/18

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Aug 20	Aug 21	Aug 22				Aug 19	
Amount	160.00	160.00	160.00				160.00	\$640.00

Name (Please Print)	Signature
Approved	Date

To be submitted to Payroll for processing when approved by Council