

**TO:** Mayor Caul & Members of Council  
**FROM:** Dawn Galusha, Treasurer  
**DATE:** May 7, 2019  
**SUBJECT:** Councillor Michael Behan–NOMA Annual Meeting and Conference Travel Expense and Per Diem

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### **BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$100.00 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 for attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019 as submitted by Councillor Michael Behan.

#### Expenses

1. Meals	\$100.00
2. Per Diem	<u>560.00</u>
Total travel and Per Diem Claims	<u>\$660.00</u>

The registration fee of \$500.00 and \$451.29 hotel accommodations was paid by the Town resulting in the total cost of \$1,611.29 to attend the conference as authorized by Council.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-D Schedule ‘A’.

### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the amount of \$660.00 as submitted by Councillor Michael Behan for his attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019.

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 amount of \$660.00 as submitted by Councillor Michael Behan for his attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019.