

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: October 4, 2016
SUBJECT: Councillor Wendy Brunetta – NOMA Regional Conference Travel & Per Diem Claims

BACKGROUND

Attached is a copy of the Travel Statement – Mayor/Council Honorarium per diem in the amount of \$450.00 and Schedule “B” Travel Expenses of \$105.00 to attend the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23, 2016 as submitted by Councillor Wendy Brunetta.

Conference Expenses

1. Meals	\$105.00
2. Per Diem (3 days)	<u>450.00</u>
Total Per Diem & Travel Claims	<u>\$555.00</u>

The registration fee of \$250.00 and hotel accommodations of \$259.90 were paid by the Town resulting in the total cost of \$1,064.90 to attend NOMA Regional 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 Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$555.00 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Regional Conference held in Thunder Bay, Ontario.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Statement – Mayor/Council Honorarium per diem and Travel Expense claim in the total amount of \$555.00 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Regional Conference held in Thunder Bay, Ontario from September 21 - 23,