



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2018/97**

TO: Administration & Finance Executive Committee
FROM: Laurie Lindberg, Treasurer
DATE: August 28, 2018
SUBJECT: Doug Brown, CAO – AMO Travel Expense Claim

BACKGROUND

Attached is a copy of the Schedule “B” Travel Expenses of \$277.00 for attendance at the AMO Conference held in Ottawa, ON from August 19 – 23, 2018, as submitted by Doug Brown, CAO.

Conference Expenses

1. Meals	\$237.00
2. Per Diem (4 days)	<u>40.00</u>
Total Travel Expense Claims	<u>\$277.00</u>

The travel expense claim is in compliance with Town of Fort Frances Travel Policy Number 3.11.