



MEMO

To: City Clerk & Council
From: Mel McInnes, CAO Administrative Assistant
Date: November 28, 2022
Subject: City of Elliot Lake Representation at the 2023 ROMA Conference

The 2023 ROMA conference will be held in Toronto from January 22nd, 2023 to January 24th, 2023. As conference housing is now open, Council may wish to pass a resolution with respect to how many members (if any) will be attending so that we may secure accommodations at the host hotel – the Sheraton Centre Toronto Hotel.

The costs associated with attending the conference are as follows:

ROMA	
Registration	\$645.00
Accommodations (2 nights @\$240/night min.)	\$480.00
Per Diem (3 days @ \$95.95/day)	\$287.85

Total per Person if using a city vehicle	<u>\$1,412.85</u>
---	--------------------------

Travel (1104 km travel Elliot Lake to Toronto return @ \$.61/km) 673.44*

Total per Person if using a personal vehicle	<u>\$2,086.29</u>
---	--------------------------

* As per the City of Elliot Lake Expense Policy, Council is encouraged to use the most economical and practical method of transportation and share transportation where appropriate. The policy states that authorization for the use of personal vehicles will be granted where a city vehicle is not available, there is an accessibility requirement or there are extenuating circumstances.

Respectfully submitted,

Mel McInnes

Mel McInnes