



MEMO

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

The 2023 OGRA conference will be held in Toronto from April 16th to April 19th. 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 Fairmount Royal York Hotel.

The costs associated with attending the conference are as follows:

OGRA	
Registration	\$825.00
Accommodations (3 nights @\$319/night min.)	\$957.00
Per Diem (4 days @ \$95.95/day)	\$383.80
Total per Person if using a city vehicle	\$2,165.80
Travel (1104 km travel Elliot Lake to Toronto return @ \$.61/km)	\$673.44*
Total per Person if using a personal vehicle	\$2,839.24

* 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. 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,

Melanie McInnes