

**Manitoulin-Sudbury District Services Board
POLICY & PROCEDURES MANUAL**

Section: B. General Administration	Effective Date: January 1, 2013 Approved March 26, 2015
Topic: 2. Governance	Replaces: January 1, 2011
Subject: 2.03. Honoraria By-Law & Rates	
Policy No. B.2.03.	Page 1 of 3

POLICY

Honoraria By-Law & Rates

Whereas it is the Board's intent to provide members with equitable compensation for time spent on Board business, and whereas this business takes many forms,

Be it resolved that the Board may from time to time establish honoraria for the following:

- 1) The Chair of the Board, the Chairs of Committees and all Board members shall receive varied monthly stipends related to their respective responsibilities, in addition to the honorarium rate of regular members for meetings attended.

The honorarium for the Vice-Chair be the same as other members unless he/she is replacing or acting on behalf of the chair at which time his/her honorarium will be equal to that of the Chair.

- 2) Committee Chairs shall receive their stipends on a monthly basis when their Committees are active on Board business. Remunerations shall cease when the Committees are dissolved by the Board or when they are inactive because their tasks are completed.
- 3) An honorarium shall be established for Board meetings.
- 4) Committee or other Board sanctioned meetings shall be remunerated at a specific rate.
- 5) An effort shall be made by all Chairs to co-ordinate their Committee meeting times, to permit members to attend separate committee meetings within a given day.
- 6) Only meetings called by the Chair of the Board, by Committee Chairs or as permitted by other Board By-Laws shall be remunerated.
- 7) Attendance at conventions or training sessions, or other events sanctioned by the Board shall be remunerated at the conference rate.
- 8) Members having to travel on the day before or after meetings sanctioned

**Manitoulin-Sudbury District Services Board
POLICY & PROCEDURES MANUAL**

Section: B. General Administration	Effective Date: January 1, 2013 Approved March 26, 2015
Topic: 2. Governance	Replaces: January 1, 2011
Subject: 2.03. Honoraria By-Law & Rates	
Policy No. B.2.03.	Page 2 of 3

by the Board shall be remunerated at \$50.

- 9) Only members named to Committees by the Board, unless specifically requested to attend by the Chair, shall be remunerated for Committee meeting attendance.
- 10) Conference calls of three or more persons shall be remunerated at a specific rate.
- 11) The Board Honoraria and meeting rates will be adjusted on annual basis by the same percentage increase approved by the Board for wages of its administrative staff. Any such increases will not be subject to retroactive calculations.**
- 12) A market study of Honoraria rates across DSSABs/CMSMs will be conducted in the third year of each Boards term. The information will be used to determine the adequacy of Boards Honoraria and meeting attendance rates.

Honoraria Rates

Established June 2010 but effective January 1st, 2011

- Chair of the Board - \$300 per month
- Board members - \$ 25 per month
- Committee Chair - \$100 per month for Committees active in that month

MEETINGS ATTENDED

- Board meeting - \$125
- Committee meetings \$ 75
- Travel on a non meeting day - \$ 50
- Conference Calls \$ 25

**Manitoulin-Sudbury District Services Board
POLICY & PROCEDURES MANUAL**

Section: B. General Administration	Effective Date: January 1, 2013 Approved March 26, 2015
Topic: 2. Governance	Replaces: January 1, 2011
Subject: 2.03. Honoraria By-Law & Rates	
Policy No. B.2.03.	Page 3 of 3

Conferences

\$125 per day