

DATE: October 6, 2020

TO: Board of Trustees

FROM: Trustee Michelle Draper

SUBJECT: Motion re: Increased Honorarium for 2020-2021 for the Addition of Ward A Responsibility

RESOURCE STAFF: Karen Mills

REFERENCE: [Trustees' Handbook – Section 5.2.2 – Notices of Motion](#)

ISSUE

On September 22, 2020, the Board of Trustees passed the following motion, “That, due to the current Ward A vacancy, Board Chair Estabrooks undertake the Trustee duties and responsibilities for Ward A until the next municipal general election, scheduled for October 18, 2021.” The Board is grateful to Board Chair Estabrooks for continuing to serve as the primary contact for the constituents of Ward A.

This motion is put forward with the recognition this additional role adds extra work which should be fairly compensated.

BACKGROUND

Our Trustees' Handbook states, “The total Trustee remuneration package should recognize the role and responsibilities undertaken by the collective Board, individual Trustees and the time required in fulfilling their responsibilities” (p. 59). Although past Board Chairs have taken on the duties and responsibilities for a Trustee while that individual was on leave, it was not for this extended length of time or in the current context of a global pandemic.

Effective January 1, 2019, a Trustee receives \$39,359 as a yearly honorarium. The Board Chair and Vice-Chair receive a slightly higher amount to recognize their extra duties. Our Handbook states, “At the Board’s discretion, a supplementary honorarium may be provided to recognize extraordinary work and time commitments placed on Trustees serving on Board committees or task forces” (p. 60). The amount proposed in the motion recognizes the approximate 12 months remaining in the term.

Other Trustees will take on pieces of the work for Ward A when requested by the Board Chair (i.e., attend a school council meeting or chair a Results Review), for which they will be able to ask for a per diem for themselves if they chose to do so. Submitting a per diem for this additional role the Board Chair has taken on is not feasible as there will be smaller pieces of regular work like responding to constituents in a timely manner, initiating service requests and extra ward-specific activities that she will do throughout the year to ensure the ward is well represented. There are also a maximum number of per diems allowed under the Handbook.

RELATED FACTS

- There is one year left for this term.
- The proposed amount is close to but not quite half of a Trustee's honorarium.

- Our Trustees' Handbook recognizes the Board's ability to provide a supplementary honorarium for recognition of extra work and time above and beyond a Trustee's regular duties.

RECOMMENDATION

That due to the increased workload of undertaking the Trustee duties and responsibilities for Ward A, Board Chair Estabrooks receive an increase of \$12,500.00 to her 2020-2021 honorarium.

OPTIONS

1. Approve the recommendations.
2. Provide feedback and request changes to the recommendations for approval.

NEXT STEPS

Upon approval of this recommendation, the honorarium deposit will be adjusted to reflect the new amount.

MD:km