

# PETERBOROUGH PUBLIC HEALTH

## Board of Health

### POLICY AND PROCEDURE

<b>Section:</b> Board of Health	<b>Number:</b> 2-150	<b>Title:</b> Remuneration of Members
<b>Approved by:</b> Board of Health		<b>Original Approved by Board of Health On (YYYY-MM-DD):</b> 2014-01-08
<b>Signature:</b> <i>Original signed by Board Chair</i>		<b>Author:</b> Governance Committee
<b>Date (YYYY-MM-DD):</b> 2023-06-14		
<b>Reference:</b>		

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## POLICY

### Definitions

"Board" means the Board of Health for Peterborough Public Health;

"Council" means the municipal Councils of the Corporations of the County of Peterborough and the City of Peterborough, and Councils for Curve Lake First Nation and Hiawatha First Nation;

"Committee" means an assembly of two or more members appointed by the Board of Health;

"Meeting" means an official gathering of members of the Board or its committees in one place to transact business; and

"Member" means a person who is appointed to the board by a Council or the Lieutenant Governor-in -Council or a person who is appointed to a committee by the Board.

### Policy

1. At its first regular meeting, the Board shall confirm which members shall be remunerated for attending meetings and shall determine the amount of the remuneration. The Board shall be provided with a recommendation from the Governance Committee on proposed adjustments or increases to support their decision.
2. The Board shall reimburse each member for all reasonable expenses incurred as a result of acting in his/her capacity as a member in accordance with the policies of the Board. This includes mileage which will be calculated based on PPH staff rates.

3. Community members appointed by the board to its Indigenous Health Advisory Circle will be asked to advise whether they would like to have their honourarium paid to them, or directed to the organization they are representing.
4. The Board shall reimburse each member for all reasonable expenses incurred by the attendance at conventions, conferences, seminars, etc. in accordance with the policies of the Board.
5. An honorarium will be paid to each member of the Board of Health who is eligible for compensation in accordance with the Health Promotion and Protection Act.
6. The amount of the honorarium will be established by the Board of Health at the first regular meeting of the Board of Health each year.
7. The honorarium will be paid to each eligible Board member who attends:
  - (a) a regular meeting of the Board;
  - (b) a committee meeting;
  - (c) a conference or convention; or
  - (d) a business meeting on behalf of the Board.
8. Board members wishing to attend a Committee meeting as an observer can do so however they will not be remunerated for their time or mileage. A Board member wishing to attend a Committee meeting for the purposes of orientation will receive a standard honourarium (as outlined in item 7) to a maximum of one meeting per Committee.
9. A Board member who attends one meeting (or consecutive meetings) that extend over six hours, will receive one and one half times the regular honorarium.
10. A Board member will be paid one half of the regular honorarium when required to attend to Board business not covered under item 6. This will include cheque signing when not carried out at regular meetings.
11. The Board Chair will be paid one half of the regular honourarium for scheduled briefing meetings between the Board Chair and Medical Officer of Health. The Vice Chair is welcome to participate, however, they would not be entitled to an honourarium.
12. Board members will not be compensated for attendance at community events unless representing the Chair of the Board of Health.
13. The quarterly financial report presented to the Board of Health will provide details of all expenses related to the activities of the Board of Health.
14. Meeting attendance by County representatives on the Board of Health will be forwarded to the County Clerk's office on a biannual basis.

#### **Review/Revisions**

**On** (YYYY-MM-DD): 2014-01-08

**On** (YYYY-MM-DD): 2016-04-13

**On** (YYYY-MM-DD): 2018-09-12

**On** (YYYY-MM-DD): 2021-01-13