

Policy Manual – Trustees

T.08 – Trustee Honoraria

The mission of Catholic Education in Hamilton-Wentworth, in union with our Bishop, is to enable all learners to realize the fullness of humanity of which Our Lord Jesus Christ is the model

POLICY STATEMENT

The Hamilton-Wentworth Catholic District School Board will pay an honorarium to its trustees in accordance with the provisions of the Education Act and Associated regulations.

Purpose

The Board is required to establish a policy on or before October 15 of the calendar year in which the member's term of office begins. **A Board member's term of office is four years in length, beginning on November 15 of the election year and ending November 14 of the next election year, as described in the Education Act.** The policy will include the components of the honorarium that it will pay during the term of office and the amounts.

Components of the honorarium:

The honorarium shall consist of the following components as the board determines:

1. The base amount for the year;
2. The enrolment amount for the year;
3. The attendance amounts payable to the member for the year; and,
4. The distance amounts payable to the member for the year.

Amounts calculated:

1. **The annual honorarium effective November 15, 2022 shall be as follows:**

- a) the base and enrolment honorarium amount for a trustee who is not the Chairperson of the Board or Vice-Chairperson of the Board is **\$11,679**;
- b) the base and enrolment honorarium amount for the Chairperson of the Board is **\$18,165**;
- c) the base and enrolment honorarium amount for the Vice-Chairperson of the Board is **\$14,922**;

Note: the above amounts are subject to change annually based on enrolment and changes in legislation.

- d) the Board forgoes the \$50.00 attendance amount for trustee participation on the Special Education Advisory Committee [SEAC], Supervised Alternative Learning Committee [SAL], Audit Committee and Catholic Parent Involvement Committee [CPIC]; and,
- e) the distance amount is not applicable to this Board.

2. Until December 31, 2018, for income tax purposes, only 2/3 of the monthly honorarium is defined as income and subject to deduction for the Canada Pension Plan. The remaining 1/3 of the honorarium is exempt from income tax which is defined as Municipal Officers' allowance under the Income Tax Act.
3. Commencing January 1, 2019, the federal government repealed subsection 81(3) of the Income Tax Act meaning that all allowances will become fully taxable.
4. The Trustee honorarium shall be paid on a monthly basis through the Payroll Department of the Board.
5. For income tax purposes, T-4 slips shall be issued before the end of February of each year.

Responsibility

Director of Education

Associate Director of Corporate Services

Regulations

- Ontario Regulation 357/06
- Ontario Regulation 163/07
- Ontario Regulation 412/00
- Income Tax Act 81 (3)

Related Board Committee

Committee of the Whole

BM Original Policy Approved 05 April 1988

Revisions: 07 1995, 07 November 1995, 03 March 1998, 05 June 2007, 24 June 2008,
16 November 2010, 07 October 2014, 16 October 2018, 04 October 2022

To be reviewed every four Years