**Purpose**

In consideration of time spent carrying out responsibilities under the [*Workplace Health, Safety and Compensation Commission and Workers’ Compensation Appeals Tribunal Act*](https://laws.gnb.ca/en/showfulldoc/cs/W-14/20221107) (*WHSCC and WCAT Act*), WorkSafeNB compensates the Chairperson, Vice-Chairperson, and board members of the WorkSafeNB Board of Directors. The Lieutenant-Governor in Council under the authority of section 8(2) of the *WHSCC and WCAT Act* has prescribed the compensation in *New Brunswick Order in Council 94-891* effective December 21, 1994.

**Interpretation**

**Remuneration rate**

1. The Lieutenant-Governor in Council establishes board remuneration as a per diem of:
* Four hundred dollars ($400.00) per day for the Chairperson; and
* Two hundred dollars ($200.00) per day for Board Members.

The Chairperson, Vice-Chairperson, and board members will receive the full per diem amounts for partial or full days of meetings including:

* One meeting over one day;
* Multiple meetings over one day;
* A meeting or meetings that last less than one day;
* Ad-hoc meetings; and
* Electronic signing of resolutions.

**When compensation may be provided**

1. The Chairperson, Vice-Chairperson, and board members will be compensated for:
* Attending a Board meeting;
* Attending a Committee meeting, when a member of the Committee;
* One day in preparation for a Board or Committee meeting, except ad-hoc meetings or electronic signing of resolutions;
* Attending a stakeholder meeting that is formally organized by the WorkSafeNB Board of Directors;
* Participating in professional development, for example the Association of Workers’ Compensation Boards of Canada Governance Conference;
* Attending special events in the capacity of a member of the WorkSafeNB Board of Directors, for example the organization’s annual staff meeting;
* Participating in orientation when appointed to the WorkSafeNB Board of Directors; and
* Travel, when it is not possible to travel on the day of a meeting. Travel can be one day before and one day after a meeting day.
1. The Vice-Chairperson and Board Members may be compensated for discharging other board duties when directed and approved by the Chairperson.

**Acting as Chairperson**

1. When the Vice-Chairperson or a board member is acting in the role of Chair for a Board Meeting or a Committee Meeting, they may be remunerated at the Chairperson per diem rate.

**Addressing Discrepancies**

1. As required, the Governance Committee of the board of directors will review and provide direction for any claimed per diem that needs clarification.

**References**

Policy 41-002 – Governance Statement, appendices:

* Appendix E – Position Guideline, Board Member, Board of Directors
* Appendix F – Position Guidelines, Chairperson, Board of Directors
* Appendix G – Position Guidelines, Vice-Chairperson, Board of Directors

**History**

This is the original release.

**Approval date**

November 24, 2022