**Purpose**

In consideration of time spent carrying out responsibilities under the *Workplace Health, Safety and Compensation Commission and Workers’ Compensation Appeals Tribunal Act* (*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 remuneration 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;
* One meeting which occurs over two days;
* Multiple meetings over one day;
* A meeting or meetings that last less than one day;
* Ad-hoc meetings; and
* Electronic signing of resolutions.

**When remuneration may be provided**

1. The Chairperson, Vice-Chairperson, and board members will be remunerated for:
* Attending a Board meeting;
* Attending a Committee meeting, when a member or alternate of the committee;
* Preparing for a Board or Committee meeting (remuneration limited to one preparation day per board or committee meeting, including meetings which occur over two days), 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 remunerated 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 Guidelines, Board Member, Board of Directors
* Appendix F – Position Guidelines, Chairperson, Board of Directors
* Appendix G – Position Guidelines, Vice-Chairperson, Board of Directors

**History**

This document replaces the original release effective January 1, 2023, which was updated to clarify per diems for preparation of board or committee meetings.

**Approval date**

September 24, 2025