

Director Remuneration Policy			
Policy Number:	RPRA-Board-GRSAC-007		
Review Frequency:	Periodically on an as needed basis	Date Last Reviewed:	November 30, 2023
Responsible Executive:	General Counsel and Chief of Strategic Initiatives	Date Last Revised:	November 30, 2023

Purpose:

Directors of RPRA who are not employed by the Crown, including as public servants, are entitled to per diem remuneration for performance of their duties according to RPRA’s policies and procedures, including attending meetings of the board or any committee thereof to which they have been appointed as members or committee meetings to which they have been invited.

This policy is in the spirit of the per diem rates of remuneration for part-time appointees to regulatory agencies as set out in the Ontario Public Service *Agencies & Appointments Directive* and reflects the directors’ accountability for funds collected from parties obligated under the *Resource Recovery and Circular Economy Act, 2016* and the *Waste Diversion Transition Act, 2016*.

Application:

This policy applies to directors of RPRA who are not employed by the Crown.

Policy:

The chair, the vice-chair and members of the board are entitled to per diem remuneration at the following rates¹ for periods of work of three (3) hours or more:

- chair - \$744
- vice-chair - \$583
- member - \$472

For periods of work between one (1) but less than three (3) hours, members are entitled to one-half of the applicable per diem rate above. For periods of work of less than one (1) hour, members are entitled to one-quarter of the applicable per diem rate above.

Remuneration shall be paid for:

- preparation for meetings of committees of the board to a maximum of the eligible remuneration based on the scheduled length of the meeting for which preparation was undertaken or the actual length of the meeting, whichever is greater. The eligible preparation time for board meetings is up to twice the scheduled length of the board meeting or actual length of the board meeting, whichever is greater.

¹ Rates apply retroactively to January 1, 2018 (approved on May 16, 2019).

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- attendance at meetings of the board and committees of the board, including meetings of committees to which they have been appointed as members or committee meetings to which they have been invited;
- travel time calculated using the applicable per diem remuneration rate above divided by 7.25 hours to yield an hourly rate multiplied by:
 - the total number of hours of travel time plus number of hours of actual meeting time less 1 hour if a one-quarter per diem is claimed or less 3 hours if a one-half per diem is claimed or less 7.25 hours if a full per diem is claimed;
 - to a maximum of 60% of the remuneration claimed for the meeting;
- attendance at training, briefing or orientation sessions provided to directors; and
- other tasks assigned by the chair to directors from time to time, including preparation for and attendance at advisory council meetings.²

In addition to the foregoing, the chair and the vice-chair shall be entitled to remuneration for duties and activities other than board and committee meetings necessarily undertaken in the performance of their respective duties as officers of RPRA.

The claim form is completed on a monthly basis and submitted for approval and processing.

Remuneration reports submitted by directors (including in their positions as committee members) are approved as follows:

<u>Submitted by</u>	<u>Approval responsibility</u>
chair	vice-chair
other directors	chair

Per diem remuneration reports submitted by directors are reviewed annually by the auditor.

² Preparation for advisory council meetings will be remunerated to a maximum of the scheduled length of the meeting.