

PSAC Local 86001 Honouraria Policy

Date: November 6, 2024

Summary

This policy formalizes the process for remunerating Executive Officers, Bargaining Team members, Shop Stewards, and Committee members for the time and effort that they contribute to the Local.

Policy

The purpose of this policy is to set out formal parameters for recognizing the volunteer work that is done by PSAC Local 86001 Members. It is acknowledged that the work is volunteer work, which would not normally draw any payment. However, PSAC Local 86001 wishes to provide a nominal monetary payment in appreciation of the fact that the members are giving of their time to further the work of the Local.

PSAC Local 86001 will only pay honouraria to members who are performing volunteer committee work directly for PSAC Local 86001 and its members. This includes Executive Board members, Bargaining Team members, Shop Stewards, and Committee members. There will be three tiers for honouraria for typical activities within the Local: Tier 1 (\$250/month) will include the Co-Presidents, Tier 2 (\$200/month) will include the Treasurer, Lead Shop Steward, and Committee Chairs, and Tier 3 (\$150/month) will include Co-Vice Presidents, the Secretary, Shop Stewards, and Committee members.

Honouraria for Committee Chairs and Committee members will only be paid for months during which the Committee that they are a part of is active.

Bargaining team members are already entitled to leave with pay from the PSAC that covers negotiation meetings with the Employer, but the following honouraria reflect the substantial quantity of work that may be expected of them outside of these formal meetings. Once per calendar month, they may claim either: (a) 8 hours of work (without submitting proof of their hours worked); or (b) a timesheet giving details of the number of hours that they have worked. These will be paid at the rate of the current living wage within Halifax (\$28.30/hour in 2024). If Bargaining team members submit their hours worked according to (b) and these are thought to be in excess of what was required, these may be audited by the Executive Board.

It is expected that all members receiving honouraria will endeavour to attend at least 75% of all the scheduled meetings. Where a member is unable to attend a meeting, they are still expected to ensure that they are up to date on the workings of the committee. The various Committee Chairs/Leads are responsible for ensuring the members of their committees are engaged and working with the committee.

Unjustified absence of board members from scheduled meetings or failure to meet their deadlines, set by the PSAC Local 86001 Executive Board or Committee Chair, will be taken into consideration in calculating their honouraria.

Honouraria will be paid monthly and calculated according to the tiers outlined above.

This policy should be revisited every year, when Grant-Paid Employees have a ratified Collective Agreement, or as deemed necessary by the Executive Board.

Background

The By-Laws proposed to an Annual General Meeting on November 6, 2024, state that Executive Officers, Bargaining Team members and Shop Stewards will be remunerated for the time and effort they contribute to the Local and the value of that remuneration will be set by a separate policy document entitled the Honouraria Policy. This policy will provide guidance around who will receive these honoraria payments, for what, and in what amount.

Policy responsibility

Treasurers

Policy History:

Date proposed: November 6, 2024

Date originally approved:

Date revised: