



BY-LAW: 5/22
SUBJECT: TRUSTEE INDEMNITY AND EXPENSES
AMENDED: February 1, 2023, October 2025
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BEING A BY-LAW of the Evergreen School Division to provide for the payment of indemnities and expenses to the Chairperson of the Board and to each Trustee for services rendered to the Board.

WHEREBY, by virtue of Section 56, Subsection 1-3 inclusive, of the Public Schools Act (PSA), being Chapter P. 250 of the Revised Statutes of Manitoba, providing for the payment of annual indemnities and reimbursement of expenses to the Chairperson and Trustees, the Board of Trustees of the Evergreen School Division deems it desirable to declare the indemnities and expenses payable to the Chairperson and to each Trustee in respect of services rendered to the Board annually.

NOW THEREFORE be it enacted as a By-Law of the Evergreen School Division:

1. Indemnity

THAT the Regular Trustee Indemnity shall be as outlined below.

- 1.1 THAT each Trustee shall be paid and may accept the Regular Trustee Indemnity of \$9,432,99 sum as compensation for services rendered to the Board annually.
- 1.2 THAT the Chairperson of the Board shall be paid and may accept the Regular Trustee Indemnity sum plus Chairperson's allowance of Two Thousand Dollars (\$2,000.00) as compensation for services rendered to the Board annually.
- 1.3 THAT the Vice-Chairperson of the Board shall be paid and may accept the Regular Trustee Indemnity sum [plus Vice-Chairperson's allowance of One Thousand Dollars (\$1,000.00)] as compensation for services rendered to the Board annually.

2. Expenses

THAT a School Board may reimburse its Trustees for expenses necessarily incurred while attending meetings/conferences or carrying out duties assigned or approved by the School Board at such rates and conditions as the School Board may determine.

- 2.1 THAT the Chairperson of the Board, or designate, may claim such additional expenses as are necessary from time to time in the carrying out of the responsibilities of the Office as sanctioned by the Board of Trustees.
- 2.2 THAT the Chairperson and each Trustee shall be paid and may accept a sum, at the prescribed divisional rate, for each kilometer actually and necessarily travelled from their place of residence in the school division to the place of meetings of the Board, and return to their place of residence, such sum to be allowed only once for each School Division meeting.

- 2.3 THAT Trustees be paid and may accept a sum, at the prescribed divisional rate for each kilometer actually and necessarily travelled by them in the performance of their duties in attending meetings/conferences.

* Procedure 5.80 Expense Reimbursement

- 2.4 THAT Trustees be provided with a Travel Rate of twenty-dollar (\$20.00) per hour to a maximum of two (2) hours to attend all Division Board and Committee Meetings, conferences and Professional Development.
- 2.5 THAT expense claims shall be submitted monthly, or at least once every three (3) months. Expense claims shall be submitted for payment to the Secretary-Treasurer.

3. Committees

- 3.1 THAT trustees appointed by the Board to Standing Board Committees, Ad Hoc Committees and Divisional Committees shall be paid for attendance at Committee Meetings at the rate of sixty-five dollars (\$65.00) per meeting.

- 3.2 **THAT trustees appointed to Negotiation Committee will be paid ninety dollars (\$90.00) for negotiations proceedings that are three (3) hours or less in duration and one hundred and eighty dollars (\$180.00) for proceedings that are in excess of three (3) hours in duration.**

4. Professional Learning and Other Activities Approved by the Board

- 4.1 THAT the Board shall be provided with an annual budget as set aside by the Board to be used for professional learning during the fiscal year. Unused budgets shall not be carried forward.

- 4.2 THAT trustees will be reimbursed for reasonable expenses incurred, within the above budget allocations, while attending conventions, conferences, workshops and other such activities as approved by the Board, prior to incurring the expense, including:

- a) Registration fees
- b) Transportation (including airfare, taxi and cancellation insurance as necessary)
- c) Actual accommodation expenses and meal costs
- d) A per diem of one hundred eighty dollars (\$180.00) for full day events and ninety dollars (\$90.00) for half day events of less than three (3) hours

5. Payment

- 5.1 THAT The payment of indemnities as provided for shall be made on a monthly basis, and the payment of expenses, as provided for herein, shall be paid forthwith upon approval by the Secretary-Treasurer acting on behalf of the Board.

- 5.2 THAT, in the event that a Chairperson or Trustee of the Board does not serve a whole twelve (12) month period, they shall be paid such proportion of their annual indemnity as the number of months served bears to twelve (12).

- 5.3 THAT trustees will be deducted at the current daily rate for designated monthly meetings missed after two (2) absences in any given year (inaugural to inaugural) unless approved by the Board via motion.

Designated meetings shall include Regular Board Meetings and Finance Committee of the Whole Board meetings, Board Evaluation and Superintendent Evaluation.

THAT this By-Law **amendment** shall become effective on **November 18, 2025**.

DONE AND PASSED in open session of the meeting of the Board of Trustees of the EvergreenSchool Division, held in the Rural Municipality of Gimli.


GIVEN FIRST READING: November 4, 2025

GIVEN SECOND READING: November 18, 2025

GIVEN THIRD READING: November 18, 2025



Chairperson



Secretary-Treasurer

