**Version: June 2025**

**Honorarium Rates:**

* Monthly prep time: $260.00 (Executive members only)
* Prep time: $260.00 (Designated committee members only)
* Committee Chair: Eligible to receive a 25% uplift on the Per diem claimed
* Per diem: $260.00 per day
	+ 0 – 1 hours 25% of Per diem
	+ 1 – 4 hours 50% of Per diem
	+ 4 – 8 hours 100% of Per diem
	+ 8 – 12 hours 150% of Per diem
	+ +12 hours 200% of Per diem
* Travel time allowance (Executive members and committee members):
	+ Ground $25.00 per hour
	+ Air (In Province) $84.00 per 24 hour period
	+ Air (Out of Province) $167.00 per 24 hour period

**Travel Rates:**

* Private vehicle usage:
	+ $0.54/km (effective July 1, 2025)
	+ $0.48/km (effective January 1, 2025 to June 30, 2025)
	+ Northern travel that begins or ends above the 54th parallel is eligible for a 4% increase to the mileage rate
	+ Intracity travel $10 per day
* Hotel, motel, or other rental or private accommodations:
	+ Actual amount with receipt; amount must be reasonable compared to other market rates.
	+ Reimbursement up to $35.00 without a receipt.

**Meal Rates:**

* In Province:
	+ Breakfast $15.00
	+ Lunch $20.00
	+ Supper $30.00
* Out of Province meal rates are 1.5 times the in province rate.
* Meal rates include reimbursement for taxes and gratuities.

**Miscellaneous:**

* Other expenses necessarily incurred, in a reasonable amount, supported by receipts, will be reimbursed. Examples include meeting supplies, protocol gifts, etc.
* Reimbursement up to $10.00 per day total without receipts. Examples for expenditures include tips and parking meters actually expended.