

**Section III – Items for the Information of the Board**

**TO:** Chair and Members of the Board of Directors  
Friday, March 21, 2025 Meeting

**FROM:** Linda Charlebois, Director, Corporate Services

**RE:** **2024 SUMMARY OF SENIOR STAFF EXPENSES**

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**KEY ISSUE**

Summary report of Toronto and Region Conservation Authority (TRCA) senior staff expenses for 2024.

**RECOMMENDATION:**

**IT IS RECOMMENDED THAT the summary of senior staff expenses for TRCA's Chief Executive Officer, Chief Human Resources Officer, and Divisional Directors for the year ended December 31, 2024, be received.**

**BACKGROUND**

At City of Toronto City Council meeting held on November 29, 30 and December 1, 2011, Council approved the publication on the City's public website, on a semi-annual basis, expenses related to business travel, conferences and training, hospitality, and protocol for senior staff positions at the Division Head level and above. Additionally, Toronto City Council requested that the City's major agencies and corporations adopt a similar policy for their organization.

**RATIONALE**

While the TRCA is not an agency of the City of Toronto and is not bound to follow this directive, the City is a major funding partner and TRCA has chosen to voluntarily publish this information taking into account the above City of Toronto Council resolution. Reporting for 2024 is provided for TRCA senior staff positions of Chief Executive Officer, Chief Human Resources Officer, and Divisional Directors. Financial information related to this disclosure will be made available on TRCA's website as part of this report within the meeting agenda.

The following expenses have been detailed in Attachment 1:

1. Business Travel, which includes any mileage reimbursement with

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- a personal vehicle, or operating costs of a TRCA vehicle provided to staff as a taxable benefit;
2. Conferences, Training and Professional Fees, which include registration fees, accommodations, and per diem allowances; and
  3. Hospitality and Protocol, which includes hosting non-staff at TRCA events, eating establishments or other permitted locations.

### **Relationship to TRCA's 2023-2034 Strategic Plan**

This report supports the following Pillar and Outcome set forth in TRCA's 2023-2034 Strategic Plan:

#### **Pillar 4 Service Excellence:**

4.4 Transparent decision making and accountable results

### **FINANCIAL DETAILS**

A detailed summary of TRCA Senior Staff Expenses for 2024 for the positions of Chief Executive Officer, Chief Human Resources Officer, and Divisional Directors is included as Attachment 1. The combined total for all expenses in the above categories for senior staff at TRCA is \$25,392, with allocation for these expenses provided within Divisional and Business Unit administrative budgets.

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**Date: January 31, 2025**

**Attachments: 1**

Attachment 1: 2024 SUMMARY OF SENIOR STAFF EXPENSES