

7.2.i Policy & Procedure

TRUSTEE REMUNERATION

Trust Council: December 8, 2010

Amended: June 15, 2011

A. PURPOSE:

To define the process for determining the remuneration and benefits received by trustees, Executive Committee members, and members of Trust Council Committees.

B. REFERENCES:

1. Annual Budget Document
2. *Islands Trust Act*
3. Report on Proposed Trustee Remuneration prepared by Paul McKivett of James R. Craven and Associates dated August 24, 2010
4. Trustee Remuneration Committee Report dated August 24, 2010
5. RFD on Trustee Remuneration approved by Trust Council September 15, 2010
6. Trust Council Policy 2.3.i – Council Committee System

C. DEFINITIONS:

1. Trustees

- a) Trustees are elected officials as defined in the *Islands Trust Act*, sections 6 (local trustees) and 7 (municipal trustees).

2. Population

- a) Population for Local Trust Areas is determined by the most recent census conducted by Statistics Canada.

3. Folios

- a) Folios are individual properties as defined by BC Assessment.
- b) The number of folios in each Local Trust Area is determined annually by BC Assessment and reported to the Islands Trust.

4. Trust Council Committees

Trust Council Committees are the standing committees of Council as defined in Trust Council Policy 2.3.i, exclusive of the Executive Committee.

5. Executive Committee

- a) Executive Committee means the committee referred to in section 20(1) of the *Islands Trust Act*, and is composed of the Chair and Vice-Chairs.

6. Benefits

- a) Benefits are defined as:
 - i. Premiums for Medical Services Plan (MSP).
 - ii. Premiums for dental plans available through the Union of BC Municipalities (UBCM).
 - iii. Premiums for extended health care available through the Union of BC Municipalities (UBCM).

D. POLICY:

1. The Islands Trust endeavors to provide trustee remuneration that reflects the relative workload of individual trustees due to their membership on Local Trust Committees (LTC), Trust Council and Trust Council Committees.
2. Trustee Remuneration will be calculated based on the sum of four factors:
 - a) An amount for membership on Trust Council. This amount will be equal to the remuneration paid to municipal trustees and will be referred to as the "Trust Council Base Amount".
 - b) An amount for participation in LTC business and LTC meetings. This amount shall be referred to as the "LTC Local Base Amount".
 - c) An amount for the population within a Local Trust Area. This amount shall be referred to as the "Population Amount".
 - d) An amount for the number of folios within a Local Trust Area. This amount shall be referred to as the "Folio Amount".
 - e) The amounts for each of the above factors are defined in Section E: Implementation.
3. Additional Remuneration for the Executive Committee
 - a) Members of the Executive Committee receive remuneration for carrying out their duties on the Executive Committee and their duties as Chairs of LTCs.
 - b) The Vice-Chairs' remuneration shall be defined as equal to the Salt Spring Trustee Remuneration amount, plus 10%.
 - c) The Chair's remuneration shall be defined as the Vice-Chair remuneration, plus 25%.
4. Payment of Benefit Premiums for Trustees
 - a) Trustees will be offered the opportunity to have benefit premiums paid by the Islands Trust. Payments for trustee benefit premiums may be subject to income tax as defined by the Canadian Revenue Agency.
 - b) Trustees who do not subscribe to benefit coverage through Islands Trust will receive an annual amount as defined in Section E: Implementation.

E. IMPLEMENTATION:

1. The implementation of this policy will commence with swearing in of trustees elected in November 2011.

2. The defined annual compensation amounts for the first implementation of this policy are the sum of:
 - a) Trust Council Base Amount = \$3,200.00
 - b) LTC Local Base Amount = \$4,200.00
 - c) Population Amount = \$1.30 per person
 - d) Folio Amount = \$1.30 per folio
3. The annual compensation amounts calculated for trustees will be subject to the adoption of an annual Trustee Remuneration Bylaw.
4. Overall Review of Trustee Remuneration
 - a) The Trustee Remuneration calculations will be reviewed when the results are available from the most recent census. Any adjustments based on changes in population or folios will be implemented on April 1st of the following year.
5. Annual Adjustments for Inflation
 - a) In fiscal years where census results are not available, the previous year's remuneration will be adjusted on an annual basis, coinciding with the fiscal year, based on the annual change in the Victoria Consumer Price Index as reported by BC Statistics in December. Adjustments to Trustee Remuneration that result from inflation will be implemented on April 1st of the following year.
6. Payments to Trustees Who Do Not Register for Benefits Through Islands Trust
 - a) Local Trustees who do not register for benefits through Islands Trust will receive an annual payment of \$1,000.00, paid evenly over the fiscal year (ie. \$83.33 per month).
 - b) If Local Trustees take office part way through the fiscal year, this payment will be applied proportionately based on how many months are remaining in the fiscal year.