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REPORT TO CAPITAL REGIONAL DISTRICT BOARD MEETING OF WEDNESDAY, MAY 13, 2026

SUBJECT **2027-2030 Board Remuneration and Travel Expense Reimbursement Review**

ISSUE SUMMARY

To present information and recommendations on the implementation of the remuneration and travel expenses review for the Capital Regional District (CRD) Board Directors and Alternates, Commissioners, First Nations Members, and certain appointees to external Boards.

BACKGROUND

The CRD Board has approved a CRD Board Remuneration and Travel Expense Reimbursement Policy ("Policy") (Appendix A). This Policy applies to CRD Board Directors, Commission members, First Nations Members, and certain Board appointees to external Boards. The Policy was established in 2016 and is derived from a remuneration philosophy that recognizes the significant commitment and expectations of a CRD Director, and gross remuneration which is comparable with other organizations. By Policy, remuneration is adjusted annually to the cost of living based on the Victoria Consumer Price Index year over year, with a more comprehensive review undertaken at defined periods to ensure alignment with the remuneration philosophy. Since initial adoption, updates to the Policy have been made by the CRD Board, notably with the inclusion of payments for First Nations Members and Commissioners of the Salt Spring Island Local Community Commission. As a foundation of the Policy, the remuneration philosophy established by the CRD Board is as follows:

- a base Director annual stipend as the average (applied as median) paid to CRD member councillors, which recognizes attendance at all CRD Board meetings and Committee of the Whole meetings plus two Standing Committee commitments;
- an additional annual stipend to Electoral Area Directors to provide overall remuneration consistent with the average (median) paid to CRD member mayors, which recognizes all additional Electoral Area work including Electoral Area Commission commitments;
- an additional annual stipend to the CRD Board Chair consistent with payments made by other Regional Districts, which recognizes all Board Chair responsibilities including all ex-officio responsibilities on Standing Committees;
- additional annual stipends to recognize the additional commitments of the: CRD Board Vice-Chair; Capital Regional Hospital District Chair; Standing Committee Chairs; CRD Directors appointed as a Commission Chair, when such Commission Chair appointment is made directly by the CRD Board Chair; CRD Directors who are involved on more than two Standing Committees; and Commissioners of the Salt Spring Island Local Community Commission;
- per meeting payments to Alternate Directors consistent with payments made by other Regional Districts, and to CRD Directors appointed to local and sub-regional Commissions and external Boards except where remuneration is already paid and/or not eligible; and
- that the annual cost of living adjustment based on the Victoria Consumer Price Index (CPI)

continue to be applied, and that a regular review be undertaken every three (3) to five (5) years to ensure remuneration remains comparable. Schedule 1 of the attached Policy (Appendix A) has been updated to reflect the January 2026 annual adjustment.

For the 3-5 year review, the practice of the CRD Board has been to have these conducted in the final year of a CRD Board term, to be effective for the next CRD Board term. On December 10, 2025, the CRD Board approved that staff commence conducting the review in 2026, for implementation with the new Board term in 2027-2030, utilizing an independent third party. Staff subsequently engaged Western Compensation and Benefits Consultants (WCBC) to conduct this review. WCBC presented their approach and timeline to the CRD Board at the meeting of February 11, 2026.

WCBC commenced the remuneration review commenced immediately following the February 11, 2026 CRD Board meeting. WCBC has now concluded their review and will present their findings and recommendations to the CRD Board at the Board meeting of May 13, 2026. The report and recommendations of WCBC are attached as Appendix B.

In their review, WCBC has concluded that remuneration should be amended to align with the CRD Board Remuneration and Travel Expense Policy. CRD Board policies are updated by staff for Board consideration and adoption.

ALTERNATIVES

Alternative 1

That the CRD Board approve, with the information and recommendations as provided by the consultants at the meeting of May 13, 2026, that staff be directed to update the CRD Board Remuneration and Travel Expense Policy for CRD Board consideration.

Alternative 2

That this report be referred back to staff for additional information.

IMPLICATIONS (choose those that apply)

Alignment with Existing Plans & Strategies

The CRD Board established a comprehensive remuneration Policy. The Policy ensures relative market consistency based on the overall remuneration philosophy. Reviewing comparators on a regular basis ensures that remuneration remains consistent with the Policy and CRD Board direction.

Financial Implications

The approved implementation date for remuneration adjustments would be for the new Board term 2027-2030, starting in January 2027. Remuneration and travel expense adjustments once approved will be included in budget deliberations for those calendar years.

There are no financial implications for the current calendar year, 2026. Costs for the review are within the core budget and current requisition, and the consultant's cost is within the amount budgeted at \$43,000 plus GST.

CONCLUSION

The CRD Board has established a CRD Board Remuneration and Travel Expense Reimbursement Policy. The Policy is derived from a remuneration philosophy that recognizes the significant commitment and expectations of a CRD Director, and gross remuneration which is comparable with other organizations. In a review of the comparable organizations, it has been determined that adjustments to remuneration are required and that the Policy be updated accordingly to be commensurate with the 2027-2030 Board term.

RECOMMENDATION

That the CRD Board approve, with the information and recommendations as provided by the consultants at the meeting of May 13, 2026, that staff be directed to update the CRD Board Remuneration and Travel Expense Policy for CRD Board consideration.

Submitted by:	Chris Neilson, MBA, CPHR, Senior Manager, People, Safety and Culture
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

- Appendix A: CRD Board Remuneration and Travel Expense Reimbursement Policy
- Appendix B: CRD Board Remuneration and Travel Expense Report, Western Compensation and Benefits Consultants, April 23, 2026
- Appendix C: CRD Board Remuneration and Travel Expense Report Presentation, Western Compensation and Benefits Consultants