

**REPORT TO GOVERNANCE AND FIRST NATIONS RELATIONS COMMITTEE
MEETING OF WEDNESDAY, DECEMBER 3, 2025**

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

ISSUE SUMMARY

To provide information on the upcoming review process of remuneration and travel expenses for Capital Regional District (CRD) Board Directors and their 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 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 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 CRD Directors appointed to local and sub-regional Commissions

and external Boards, except where remuneration is already paid and/or not eligible; and to Alternate Directors consistent with payments made by other Regional Districts; and

- that the annual cost of living adjustment based on the Victoria Consumer Price Index continue to be applied, and that a regular review be undertaken every three (3) to five (5) years to ensure remuneration remains comparable.

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. Based on this, the next remuneration review is scheduled for 2026 and for implementation commensurate with the 2027-2030 CRD Board term.

As is standard process, a third-party consultant will be engaged in early 2026 to gather data and provide recommendations aligned with the Policy and its philosophy. The consultant is secured through a procurement process, in accordance with the CRD procurement policy. The consultant will be expected to conclude their review in mid-2026, in advance of budget considerations for the 2027 calendar year. Once the review from the third-party consultant is concluded, results will be presented to the CRD Board prior to implementation.

ALTERNATIVES

Alternative 1

The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:

That the Board Remuneration and Travel Expense Reimbursement Review be conducted in 2026 and that any adjustments are in alignment with the established remuneration philosophy and be effective for the new Capital Regional District Board term 2027-2030.

Alternative 2

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

IMPLICATIONS

Alignment with Existing Plans & Strategies

The CRD Board established a comprehensive remuneration Policy. The plan ensures relative market consistency based on the overall remuneration philosophy. Without reviewing on a regular basis, the CRD may be out of line with remuneration philosophy, be that below or exceeding, which is inconsistent with CRD Board direction.

Financial Implications

There are no financial implications for the current calendar year, 2026. Costs for the review are within the core budget and current requisition. Any adjustments for future years will be included in budget deliberations.

CONCLUSION

The CRD Board has established a CRD Board Remuneration and Travel Expense Reimbursement Policy, which is derived from a comprehensive remuneration philosophy.

Consistent with CRD Board direction within Policy, CRD staff will undertake the regular remuneration review process in 2026 for implementation in the 2027-2030 CRD Board term.

RECOMMENDATION

The Governance and First Nations Relations Committee recommends to the Capital Regional District Board:

That the Board Remuneration and Travel Expense Reimbursement Review be conducted in 2026 and that any adjustments are in alignment with the established remuneration philosophy and be effective for the new Capital Regional District Board term 2027-2030.

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 (BRD03)