



Board Remuneration Committee Meeting

Tuesday, May 26, 2026

Zoom/Board Room (Hybrid) – 3008 Fifth Avenue, Port Alberni, BC

10:00 am

Regular Agenda

Watch the meeting live at: <https://www.acrd.bc.ca/events/26-5-2026/>

Register to participate via Zoom Webinar at:

https://acrd-bc-ca.zoom.us/webinar/register/WN_f01xPunZR6Kle8v91NLc1w

PAGE #

1. **CALL TO ORDER**

Recognition of Territories.

Notice to attendees and delegates that this meeting is being recorded and livestreamed to YouTube on the Regional District Website.

Introductions - Committee Members and Staff present in the Boardroom and on Zoom.

2. **APPROVAL OF AGENDA**

(motion to approve, including late items)

3. **DECLARATIONS**

(conflict of interest)

4. **INVITED PRESENTATIONS**

5. **DELEGATIONS (10 minute maximum)**

6. **ADOPTION OF MINUTES**

- a. **Board Remuneration Committee meeting – Wednesday, April 29, 2026**

3-5

THAT the minutes of the Board Remuneration Committee meeting held on Wednesday, April 29, 2026 be adopted.

7. PUBLIC INPUT PERIOD

(15 minutes total. Public will be permitted to speak for up to 3 minutes on an agenda item. No video, use of presentations, handouts, or props are permitted. Virtual attendees, raise your hand in Zoom to request to speak. In-person attendees, raise your hand to request to speak.

8. CORRESPONDENCE FOR INFORMATION

9. CORRESPONDENCE FOR ACTION

10. REQUEST FOR DECISION REPORTS

11. REPORTS

11.1 STAFF REPORTS

- a. 2026 Board Remuneration Committee — 3rd Meeting

6-20

THAT the Board Remuneration Committee receives the Report.

12. OTHER BUSINESS (including Late Items)

Late Items are defined as matters arising after the preparation of the agenda which, if not acted upon in a timely manner, would prejudice or compromise either the Regional District's position or the position of a constituent or group of constituents.

13. QUESTION PERIOD

(15 minutes total. Public will be permitted to ask questions for up to 3 minutes on an agenda item. No video, use of presentations, handouts, or props are permitted. Virtual attendees, raise your hand in Zoom to request to speak. In-person attendees, raise your hand to request to speak).

14. ADJOURN



ALBERNI-CLAYOQUOT REGIONAL DISTRICT

MINUTES OF THE BOARD REMUNERATION REVIEW COMMITTEE MEETING

HELD ON WEDNESDAY, APRIL 29, 2026, 9:00 AM

Hybrid - Zoom/Board Room, 3008 Fifth Avenue, Port Alberni, BC

MEMBERS Roberta Jensen, Member-at-large
PRESENT: John McNabb, Chairperson, Previous Elected Director
Stefan Ochman, Previous Elected Director

REGRETS:

STAFF PRESENT: Cynthia Dick, General Manager of Administrative Services
Heather Zenner, Manager of Administrative Services
Shane Koren, Manager of Financial Services

The meeting can be viewed on the Alberni-Clayoquot Regional District website at:
<https://www.acrd.bc.ca/events/29-4-2026/>

1. CALL TO ORDER

The Chairperson called the meeting to order at 9:05 am.

The Chairperson recognized this meeting is being held throughout the Nuu-chah-nulth territories.

The Chairperson reported this meeting is being recorded and livestreamed to YouTube on the Regional District website.

Introductions - Committee Members and Staff present in the Boardroom and via Zoom.

2. APPROVAL OF AGENDA

The Motion was MOVED and SECONDED

THAT the agenda be approved as circulated.

CARRIED UNANIMOUSLY

3. DECLARATIONS

4. INVITED PRESENTATIONS

5. **DELEGATIONS (10 minute maximum)**

6. **ADOPTION OF MINUTES**

a. **Board Remuneration Committee Meeting – April 8, 2026**

The Motion was MOVED and SECONDED

THAT the minutes of the Board Remuneration Review Committee meeting held on April 8, 2026, be adopted.

CARRIED UNANIMOUSLY

7. **PUBLIC INPUT PERIOD**

8. **CORRESPONDENCE FOR INFORMATION**

9. **CORRESPONDENCE FOR ACTION**

10. **REQUEST FOR DECISION REPORTS**

11. **REPORTS**

11.1 **STAFF REPORTS**

a. **2026 Board Remuneration Review Committee — 2nd Meeting**

The Motion was MOVED and SECONDED

THAT the Board Remuneration Review Committee recommends to the Alberni-Clayoquot Regional District Board of Directors to increase the additional remuneration amount for the Vice-Chairperson from 20% to 50% of the Chairperson.

CARRIED UNANIMOUSLY

12. **OTHER BUSINESS (including Late Items)**

13. **QUESTION PERIOD**

14. **ADJOURN**

The Motion was MOVED and SECONDED

THAT this meeting be adjourned at 10:02 am.

CARRIED UNANIMOUSLY

Certified Correct:

John McNabb,
Chairperson

Cynthia Dick,
General Manager of Administrative Services



To: ACRD Board Remuneration Review Committee

From: Cynthia Dick, General Manager of Administrative Services
Shane Koren, CPA, Acting Chief Financial Officer

Meeting Date: May 26, 2026

Subject: 2026 Board Remuneration Committee – 3rd Meeting

Purpose:

To have the Board Remuneration Committee review Board Remuneration, Expenses and Benefits Bylaw No. A1090 and related documentation, and provide recommendations to the Board of Directors in July 2026 for potential amendments, prior to the General Local Elections in October 2026.

Summary:

The finance department with assistance from the Executive Assistant administer Bylaw A1090.

The Board Remuneration Review Committee discussed several items at their April 8 and April 29, 2026 Committee meetings. The Committee also conducted a survey with the Alberni-Clayoquot Regional District (ACRD) Board of Directors. The survey received responses from 7 of the 14 Board of Directors (50%) and included the following topics:

- Remuneration for Emergency Operations Centre (EOC) Activations and Other Emergencies
- Extended Health and Dental Benefits
- Vice-Chairperson Additional Remuneration Amount
- Alternate Director Training and Attendance at Conferences
- Per Diem Rates
- Annual Rates for Directors Remuneration
- Additional Meeting Remuneration for Directors
- Administration Procedures for Director Remuneration
- Other Benefit Considerations

In addition to the survey the Committee conducted one-on-one interviews with the Directors as a follow up to receiving the survey results. All Directors were invited to participate in a one-on-one interview with the Committee, with five (5) interviews conducted on May 11 and 15, 2026. The interviews included questions relating to the following topics:

- Priorities for Recruitment for Directors
- Flexible Benefits Program (Extended Health and Dental, Childcare, Wellness, etc.)

- Director Remuneration for Emergency Operations Centre (EOC) Activations and Other Emergencies
- Other Benefit Considerations.

Passed Resolution - Vice-Chairperson Additional Remuneration

At their April 29, 2026, Board Remuneration Review Committee meeting the following resolution was carried and will be presented to the Board for consideration:

THAT the Board Remuneration Review Committee recommends to the Alberni-Clayoquot Regional District Board of Directors to increase the additional remuneration amount for the Vice-Chairperson from 20% to 50% of the Chairperson.

Optional Resolutions

The Committee reviewed information regarding a potential vehicle purchase or lease for Directors; however, determined not to advance with a recommendation at this time.

The following items have been discussed, and the Committee will need to determine if they would like to provide a recommendation to the Board of Directors to amend Bylaw No. A1090 Board Remuneration, Expenses, Benefits Bylaw (**attached**). A draft resolution is included for each item; however, if the Committee does not want to advance a recommendation to the Board for the topic no resolution is required.

Advisory Planning Commission Meetings

The Committee requested an analysis of additional costs related to Director meeting remuneration for Advisory Planning Commission (APC) meetings. Information was provided to the Committee regarding number of meetings held and the potential cost analysis. The Local Government Act, section 461 legislates Advisory Planning Commissions for Regional Districts. As the Committee has considered remuneration for APC meetings, staff would like to advise on the following sections regarding eligibility under this legislation:

(5) The following are not eligible to be a member of an advisory planning commission, but may attend a meeting of the commission in a resource capacity:

- (a) a council member;*
- (b) a regional district director;*
- (c) an employee or officer of the local government;*
- (d) an approving officer.*

(6) The members of an advisory planning commission must serve without remuneration, but may be paid reasonable and necessary expenses that arise directly out of the performance of their duties.

Given the requirements outlined in legislation regarding Advisory Planning Commissions, remuneration is not an eligible expense to attend meetings and only necessary expenses (such as travel) could be considered.

Emergency Operations Centre (EOC) and Other Emergencies

Currently, ACRD Directors are not remunerated for time spent as part of or in an EOC. In BC emergency legislation, elected officials have defined governance and decision-making roles during emergencies; however, Emergency Management BC does not allow Director remuneration as a reimbursable cost. If the Committee determines it would like to recommend EOC remuneration be included; set qualifications and requirements should be recommended to guide the remuneration, such as the EOC Director be responsible for confirming and approving Director involvement in the EOC at which they should be paid at a hourly or set rate per meeting in instances where a Director is requested for items such as media briefings, policy groups, or directly invited to attend EOC related activities. The following resolution can be considered if the Committee would like to include this as a recommendation to the Board.

THAT the Board Remuneration Review Committee recommends to the Alberni-Clayoquot Regional District Board of Directors to include Emergency Operations Centre or Other Emergency meetings in the additional meeting remuneration for Directors in Bylaw No. A1090 and to direct staff to develop a policy or procedure to administer Emergency Operations Centre and Other Emergency Remuneration for Directors.

ACRD Purchased Technology Equipment

The ACRD Bylaw No. A1090 does currently include 'Regional District Purchase of Equipment' outlined as follows:

15. Directors will have the option of being provided with either an iPad or laptop to conduct Regional District business.

16. At the end of a Director's term, all equipment purchased by the Regional District for that Director will be returned to the Regional District or be offered to that Director for a depreciated value.

The following statement is acknowledged and agreed to by ACRD Directors when Directors are provided with ACRD laptop or iPad:

"Upon resignation from the ACRD Board, Directors will return the property, including all accessories, to the Alberni-Clayoquot Regional District. Alternatively, Directors may purchase the device at fair market value. Fair market value is designated as 50% after one year of the original purchase price, 25% after two years, 10% after three years. If Directors elect to purchase the device they will provide it to Alberni-Clayoquot Regional District IT Department to be cleansed of all Alberni-Clayoquot Regional District data and software".

The Committee may wish to consider adding the fair market purchase price language to the Board Remuneration bylaw, including a 'no cost for the device at the four-year mark or later'. The following draft resolution could be considered if the Committee would like to recommend any changes to the purchasing of equipment:

THAT the Board Remuneration Review Committee recommends to the Alberni-Clayoquot Regional District Board of Directors to amend ACRD Bylaw No. A1090 for the purchasing of equipment to _____.

Another item related to the purchasing of equipment considered by the Committee was reimbursement or allowance for cell phone plans. If the Committee would like to include this as a recommendation to the Board the following resolution could be considered:

THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors amend Bylaw No. A1090 to include a cell phone allowance or reimbursement to Directors in the amount of _____.

Board Member Recognition Policy

A preliminary discussion on a Board Member Recognition Policy occurred at the April 8 and 29, 2026, Committee meetings where the development of an ACRD Board Member Recognition Policy was supported based on the following approach:

Full Terms on Board	Value of Gift
1	\$50
2	\$20/year of service
3	\$30/year of service
4 or more	\$50/year of service (to a \$1000 max)

The following resolution could be considered if the Committee would like to advance with this recommendation to the Board:

THAT the Board Remuneration Review Committee recommends to the Alberni-Clayoquot Regional District Board of Directors include Board Member Recognition into Bylaw No. A1090 based on the following amounts: \$50 for one term on Board, \$20 per year of service for two terms on Board, \$30 per year of service for three terms on Board and \$50 per year of service for four of more terms on the Board up to a maximum amount of \$1000.

Extended Health and Dental Benefits for Elected Officials

Extended Health and Dental Benefits has been an ongoing discussion of the Committee. This has also been a discussion of many local governments and as such the Union of BC Municipalities (UBCM) was in the process of a comprehensive review of the UBCM Group Benefits for Elected Officials with the information now available at [Group Benefits for Elected Officials | Union of BC Municipalities](#) and a [Group Benefits for Elected Officials](#) guide. Currently ACRD Directors can purchase into the Pacific Blue Cross Extended Health and Dental plan. The Committee has discussed the following options relating to Extended Health and Dental Benefits:

- ACRD Directors being eligible to receive Extended Health and Benefit Plan at no cost to Directors
- Extending Health and Dental Benefits to family members of Directors
- Providing a Flexible Health and Benefits Program administered to Directors via stipend or reimbursement
- Remaining status quo

The following resolution could be considered if the Board would like to make a recommendation regarding Health and Benefits:

THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors amend ACRD Bylaw No. A1090 to include Health and Benefits for Directors to allow for _____ (insert one of the above listed options).

Directors Remuneration Rate

Currently, Bylaw No. A1090 includes the following Director remuneration amounts:

Description	November 1, 2022	November 1, 2023	November 1, 2024	November 1, 2025
Director's Remuneration – includes 21 Board meetings & 12 Regional Hospital District meetings per year	\$8,724	\$8,899	\$9,077	\$9,258
Electoral Areas – additional amount	\$3,095	\$3,157	\$3,220	\$3,285
Chairperson – additional amount	\$7,738	\$7,893	\$8,051	\$8,212
Vice-chairperson – additional amount (20% of chairperson additional amount)	\$1,548	\$1,579	\$1,610	\$1,642

If the Board would like to propose any recommended changes to these amounts the following resolution could be considered:

THAT the Board Remuneration Review Committee recommends that the Alberni-Clayoquot Regional District Board of Directors amend Bylaw No. A1090 for the Directors remuneration for _____ in the amount of _____.

Included in Bylaw No. A1090 is an annual cost of living adjustment to sections 2- Remuneration and section 3- Expenses in the amount of 2%.

Per Diem Rates

Currently, Bylaw No. A1090 includes a \$20.00 per night away from home incidental cost and the following per diem amounts for Directors:

- Breakfast \$20.00
- Lunch \$25.00
- Dinner \$30.00

for Vancouver, Victoria, Whistler or Kelowna, the following allowances shall be paid for each meal that is taken during the trip:

- Breakfast \$25.00

- Lunch \$30.00
- Dinner \$35.00

If the Committee would like to recommend an increase to any of the per diem amounts the following resolution can be considered:

THAT the Board Remuneration Committee recommends that the Alberni-Clayoquot Regional District Board of Directors increase the per diem amount in Bylaw No. A1090 to

_____.

Strategic Plan Implications:

N/A- an independent review of Directors remuneration, expenses, and benefits must be conducted every 4 years prior to the next local government election in accordance with Bylaw No. A1090.

Policy or Legislation:

The *Local Government Act* and *Community Charter* Apply. ACRD Board Remuneration, Expenses and Benefits Bylaw No. A1090 is the authority for remunerating the elected officials.

Submitted by: *Cynthia Dick*
Cynthia Dick, General Manager of Administrative Services

Approved by: *Daniel Sailland*
Daniel Sailland, MBA, Chief Administrative Officer



Alberni-Clayoquot Regional District

Bylaw No. A1090

A Bylaw to Provide for Board Member Remuneration, Expenses, and Benefits

WHEREAS the Board of the Alberni-Clayoquot Regional District, may by bylaw, provide for remuneration, expenses and benefits for Directors and Alternate Directors.

WHEREAS the Board of the Alberni-Clayoquot Regional District, is mindful of the need to provide fair and adequate compensation in order to attract and retain qualified Directors, as well as the public interest in ensuring reasonable costs, in providing for remuneration, expenses, and benefits for Directors and Alternate Directors.

NOW THEREFORE the Board of the Alberni-Clayoquot Regional District, in open meeting assembled, enacts as follows:

Definitions

1. In this Bylaw:
 - a. **“Director”** means a person elected or appointed as a Director to the Regional District of Alberni-Clayoquot Board, and includes alternate Directors when that alternate Director is acting in place of a Director;
 - b. **“Regional District”** means the Alberni-Clayoquot Regional District;
 - c. **“Remuneration”** means the annual base salary paid to Directors and the additional amounts paid for attending meetings other than Board meetings.

Remuneration

2. The Remuneration for Directors is set out in Schedule “A” of this bylaw.

Expenses

3. In addition to the Remuneration paid in Section 2, a Director is entitled to:
 - a. Be reimbursed for out of pocket costs or to otherwise have the Regional District pay the cost of the following:
 - i. Standard accommodation;
 - ii. Ferry fares for vehicle and driver and other passengers, if any, travelling on Regional District business;
 - iii. Taxi or shuttle bus;

Bylaw No. A1090, 2022
Board Remuneration, Expenses, and Benefits

- iv. Parking;
 - v. Motor vehicle rental, including mileage and insurance costs;
 - vi. Air fare;
 - vii. Childcare or other family care if required to attend meetings. The amount reimbursable must be in proportion to meetings attended and be approved by the Chair.
- b. Be paid an expense allowance:
- i. for each meal at the following per diem rates:

• Breakfast	\$20.00
• Lunch	\$25.00
• Dinner	\$30.00

for Vancouver, Victoria, Whistler or Kelowna, the following allowances shall be paid for each meal that is taken during the trip:

• Breakfast	\$25.00
• Lunch	\$30.00
• Dinner	\$35.00
 - ii. of \$20.00 per night away from home for incidental costs;
 - iii. for travel on a paved road surface based on the kilometer rate set by Canada Revenue Agency (CRA) at the time the expense is incurred.
 - iv. for travel on an unpaved road surface based on the kilometer rate set by CRA for the period plus 20% per kilometer.
 - v. where private lodging is used in lieu of a hotel, reimbursement of \$50 per day.
- c. Be reimbursed for long distance telephone charges for calls on Regional District business.
4. No payment will be made, under Section 2 or 3, to a Director for any costs incurred unless they were incurred in the conduct of the Regional District's affairs to attend:
- a. Regional District Board or Committee meetings;
 - b. External board, committee or commission meetings in which Directors have been appointed to sit on by the Regional District Board;
 - c. Policy Committee meeting in relation to an activated Emergency Operations Centre;
 - d. Union of BC Municipalities Convention;

- e. Association of Vancouver Island and Coastal Communities Convention;
 - f. Any other meeting, convention or seminar approved by the Regional District Board;
 - g. Administrative tribunal or court proceeding;
 - h. Public Hearings.
5. Notwithstanding Section 4, the Chairperson of the Board of Directors may authorize any Director or the Chairperson to attend any meeting related to Regional District business without prior approval of the Board of Directors and shall be entitled to payments under Section 2 and 3. The Chairperson shall report the meeting and purpose to the Chief Administrative Officer and the Regional District Board at the next regular meeting.
 6. The Regional District will not reimburse travel and expenses for Director's spouses at conferences and conventions and will not pay for partners programs at AVICC, UBCM or any other conference and conventions.

Expense Submissions

7. Directors must submit expense claims within 60 days of incurring the expense. No claims for the previous year will be accepted after January 31st of each year.
8. Expense claims **must** be supported by all appropriate receipts.
9. The Finance Department will verify expense claims to ensure compliance with the bylaw. Any issues, discrepancies, or conflict in interpretation shall be referred to the Chairperson for adjudication, after consultation with the Chief Administrative Officer. If the matter is not resolved to the satisfaction of the Director, the matter will be referred to the Board of Directors.

Remuneration Payment

10. The Remuneration payable under section 2 and 3 of this bylaw shall be paid bi-weekly through the Regional District payroll system.

Annual Cost of Living Adjustment

11. The Remuneration payable under section 2 and 3 of this bylaw shall be subject to an annual cost of living adjustment of 2%.

No Double Dipping

12. In no case will the Regional District reimburse or pay for any costs claimed by a Director where those costs have been or will be paid by any other organization.

Benefits

13. Directors are, subject to insurance carrier requirements, eligible for medical, extended health, dental and group life insurance benefits for themselves and their dependents on the same basis that the Regional District provides those benefits to its employees, provided that all costs for those benefits are paid in full by the Director.
14. The Regional District shall obtain and pay the premiums for accident insurance coverage for Directors while on Regional District business.

Regional District Purchased Equipment

15. Directors will have the option of being provided with either an iPad or laptop to conduct Regional District business.
16. At the end of a Director's term, all equipment purchased by the Regional District for that Director will be returned to the Regional District or be offered to that Director for a depreciated value.

Future Changes to Director Remuneration, Expenses, and Benefits

17. An independent review of Directors remuneration, expenses, and benefits shall be conducted every 4 years prior to the next local government election.

Citation

18. This Bylaw may be cited for all purposes as "***Board Remuneration, Expenses, and Benefits Bylaw No. A1090, 2022***"

Repeal

19. Bylaw No. A1084, Board Remuneration, Expenses, and Benefits Bylaw is repealed on October 31, 2022.

Effective Date

20. This bylaw shall come into effect on November 1, 2022.

Bylaw No. A1090, 2022
Board Remuneration, Expenses, and Benefits

Read a first time the 24th day of August, 2022
Read a second time this 24th day of August, 2022
Read a third time this 24th day of August, 2022
Adopted this 24th day of August, 2022



Chairperson



General Manager of Administrative Services

Schedule "A"

1. The annual Director's remuneration is as follows:

Description	November 1, 2022	November 1, 2023	November 1, 2024	November 1, 2025
Director's Remuneration – includes 21 Board meetings & 12 Regional Hospital District meetings per year	\$8,724	\$8,899	\$9,077	\$9,258
Electoral Areas – additional amount	\$3,095	\$3,157	\$3,220	\$3,285
Chairperson – additional amount	\$7,738	\$7,893	\$8,051	\$8,212
Vice-chairperson – additional amount (20% of chairperson additional amount)	\$1,548	\$1,579	\$1,610	\$1,642

2. Additional Director's remuneration for other meetings is as follows:

Description	November 1, 2022	November 1, 2023	November 1, 2024	November 1, 2025
Alternate Director's attendance at Board meeting or Director's attendance at additional Board meetings (above the 2 regular Board meetings)	\$191	\$195	\$198	\$202
Additional amount where travel to the meeting is greater than 60km (round trip)	\$100	\$102	\$104	\$106
Committee meeting or Public Hearing up to 3 hours in length	\$84	\$85	\$87	\$89
Committee meeting or Public Hearing between 3 and 5 hours in length	\$135	\$137	\$140	\$143
Attendance at conferences, conventions, committee meetings or Public Hearing exceeding 5 hours in length	\$191	\$195	\$198	\$202



Alberni-Clayoquot Regional District

Bylaw No. A1090-1

A Bylaw to Amend the Board Member Remuneration, Expenses, and Benefits Bylaw

The Board of the Alberni-Clayoquot Regional District in open meeting assembled enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as *“Bylaw A1090-1, Board Remuneration, Expenses, and Benefits Bylaw Amendment, 2023.”*

2. AMENDMENT

Bylaw No. A1090, cited as *“Board Remuneration, Expenses, and Benefits, 2022”* is hereby amended as follows:

Expenses

Replacing Section 3 (b) iv. with the following:

For travel on an unpaved road surface based on the kilometer rate set by Canada Revenue Agency (CRA) for the period plus 0.20 cents per kilometer.

Read a first time this 11th day of January, 2023.

Read a second time this 11th day of January, 2023.

Read a third time this 11th day of January, 2023.

Adopted this 11th day of January, 2023.

John Jack

Chairperson

Wendy Thomson

General Manager of Administrative Services



Alberni-Clayoquot Regional District

Bylaw No. A1090-2

A Bylaw to Amend the Board Member Remuneration, Expenses, and Benefits Bylaw

The Board of the Alberni-Clayoquot Regional District in open meeting assembled enacts as follows:

1. CITATION

This bylaw may be cited for all purposes as “*Bylaw A1090-2, Board Remuneration, Expenses, and Benefits Bylaw Amendment, 2023.*”

2. AMENDMENT

Bylaw No. A1090, cited as “*Board Remuneration, Expenses, and Benefits, 2022*” is hereby amended by adding a new Section 3 as follows, and that the subsequent Sections be renumbered to reflect the insertion:

Breaches of the Code of Conduct

3. (a) Where a Director has been found by a Third-Party Investigator appointed under the ACRD *Code of Conduct Policy*, as amended or replaced from time to time, to have breached the *Code of Conduct Policy*, the remuneration to which the Director would otherwise be entitled to under Schedule “A” of this Bylaw shall be adjusted in accordance with the following:
 - i. where the Director has been found to have breached the Policy for a first time, the remuneration to which the Director would otherwise be entitled shall be reduced by 10%, for a period of 12 months from the date of the breach;
 - ii. where the Director has been found to have breached the Policy for a second time, the remuneration to which the Director would otherwise be entitled shall be reduced by 15%, for a period of 12 months from the date of the second breach;
 - iii. where the Director has been found to have breached the Policy for a third or subsequent time, the remuneration to which the Director would otherwise be entitled shall be reduced by 25%, for a period of

12 months from the date of third or subsequent breach;

- iv. for certainty, where a Director has been found to have breached the Policy more than once in a 12-month period, the reductions in the remuneration to which the Director would otherwise be entitled to shall be cumulative for any period of overlap in the duration of each reduction (e.g., if a Director is found to have first breached the Policy on January 1 of a calendar year, and is subsequently found to have breached the Policy again on July 1 of that year, the remuneration to which the Director would otherwise be entitled to shall be reduced by 10% from January 1 to June 30 of that year, by 25% from July 1 to December 31 of that year, by 15% from January 1 to June 30 of the following year, and thereafter be fully reinstated.)
 - v. for further certainty, any financial penalties imposed under this clause shall expire at the end of the electoral term in which they were imposed, and the “cumulative” penalties described in (ii), (iii), and (iv) above shall also be reset at the beginning of each new electoral term, so that where a Director who has been found to be in violation of the Policy in a previous electoral term and is subsequently found to be in violation in a new electoral term, that violation in the new term shall be considered a “first time” breach as described in (i) above.
- (b) In the event that a Director is found to be in violation of the Code of Conduct, any remuneration that is foregone by that Director under Section 3 (a) above shall be reallocated to offset a portion of the costs incurred in the Third Party Investigation which led to the finding of the breach.

Read a first time this 28th day of June, 2023.

Read a second time this 28th day of June, 2023.

Read a third time this 28th day of June, 2023.

Adopted this 28th day of June, 2023.

John Jack

Chairperson

Wendy Thomson

General Manager of Administrative Services