

COWICHAN BAY WATERWORKS DISTRICT

TRUSTEE REMUNERATION POLICY

SUBJECT:	TRUSTEE REMUNERATION	POLICY NO:	CBWD 2021-09-15
DATE:	October 14, 2021	PAGE:	1

PURPOSE

To establish a Cowichan Bay Waterworks District Trustee Remuneration Policy.

DISCUSSION

The Cowichan Bay Water District delivers clean, safe, potable water to a rapidly growing village through about 754 residential and commercial connections, making it one of the larger Water Districts on Vancouver Island. Trustees are responsible for the governance and management of the Water District and bring their various skills, professional experience, and post-secondary educations to this community service role. Trustees are remunerated with an honorarium in recognition of this contribution and the time and effort involved. As per the Order in Council creating the Cowichan Bay Waterworks District on the 12th day of August, 1946, the Trustee remuneration must be fixed for the ensuing year.

POLICY

1. Trustees shall be remunerated with a monthly honorarium of \$200.
[amended to \$300 at 2023 AGM]
2. The Chair shall receive an additional fifty percent (50%) of the amount paid to Trustees.
3. The honorarium is paid based on a calendar month and is
4. The honorarium is pro-rated in situations where the Trustee joins or leaves the Board part way through the month.
5. The honorarium is paid quarterly and is taxable income.
6. The honorarium does not cover approved expenses of Trustees while on CBWD business. Those expenses are reimbursed in accordance with current reimbursement policies.
7. The honorarium shall not be paid to a Trustee who is not available to participate as a Trustee for a period of more than two weeks. (I.e. on vacation without digital access or unable to participate due to illness or disability.)
8. The honorarium shall be pro-rated to reflect the time the Trustee was unavailable beyond the first two weeks.
9. All remuneration to Trustees will be published on the district's website quarterly.

Effective Date	Expiry Date	Amount
September 15, 2021	September 14, 2022	\$200
May 26, 2022	<i>Spring 2023 [Annual AGM]</i>	\$200
May 3, 2023.	<i>Spring 2024 [Annual AGM]</i>	\$300
<i>To be reviewed at the 2024 AGM</i>		

I HEREBY CERTIFY THAT the foregoing is a true copy of Policy CBWD 2021-09-15 as adopted and updated by the District on the 3rd day of May, 2023.

Cheryl Wirsz
District Administrator

Calvin Slade
Chairperson