



Remuneration Schedule and Expense Guidelines for Members of CIC Crown Corporation Boards

Issue Date: September 1, 2001

Revised Date: November 15, 2012

Authority

The CIC Board has approved the following *Remuneration Schedule and Expense Guidelines for Members of CIC Subsidiary Crown Corporation Boards of Directors* (the Policy).

The Policy has been issued pursuant to subsection 9(1) of *The Crown Corporations Act, 1993*, which states:

“9(1) Notwithstanding any other Act, CIC shall fix the remuneration and rate of reimbursement for expenses of directors of subsidiary Crown corporations.”

Application

The Policy applies to any individual who is appointed to serve as a member of a CIC subsidiary Crown corporation board of directors, except for an individual who is employed by the Government of Saskatchewan in a Crown corporation, a Ministry or another government agency or body.

Remuneration Schedule

CROWN CORPORATION	BOARD CHAIR RETAINER (ANNUAL)	BOARD MEMBER RETAINER (ANNUAL)	AUDIT & FINANCE COMMITTEE CHAIR RETAINER (ANNUAL)	OTHER COMMITTEE CHAIR RETAINER (ANNUAL)	COMMITTEE MEMBER MEETING FEE (DAILY)
Tier 1 SaskEnergy Saskatchewan Government Insurance SaskPower SaskTel	\$40,000	\$25,000	\$3,500	\$2,500	\$750
Tier 2 Saskatchewan Gaming Corporation Saskatchewan Opportunities Corporation Saskatchewan Transportation Company Saskatchewan Water Corporation	\$20,000	\$14,000	\$2,600	\$2,000	\$650



Remuneration and Expense Guidelines

1. Retainers shall be paid on a quarterly basis, at or near the end of each quarter.
2. Retainers are paid to compensate board members for their contributions to the corporation and for the time the chair or director spends preparing for and carrying out their duties as board members or participating in board-related activities for which a meeting fee is not payable.
3. At the discretion of the board chair, where a director has missed two regularly scheduled meetings of the board or of a committee on which the director serves, the chair may direct the corporation to withhold a portion or all of the director's quarterly or annual retainer.
4. At the discretion of the chair of the governance committee, where the board chair has missed two regularly scheduled meetings of the board or of a committee on which the board chair serves, the governance committee chair may direct the corporation to withhold a portion or all of the board chair's quarterly or annual retainer.
5. Directors will not be eligible to receive a fee for attending a meeting of the board or for participating in board-related activities, or for travelling to attend or participate in a board meeting, a committee meeting or a board-related activity.
6. A full day fee is payable for each full day (four hours or more) that a chair or director attends a meeting of a committee of the board or a CIC board training session. A one-half day fee is payable for each half day or part thereof (up to four hours) that a chair or director attends a meeting of a committee of the board or a CIC board training session.
7. If a committee of the board meets on the same day as a board meeting is held, the members of the committee will be entitled to receive a one-half day fee for attending the committee meeting.
8. A one-half day fee is payable for conference call meetings of a committee of the board.
9. When attending a CIC board training session, directors are entitled to receive the same fee and expenses they receive for attending a meeting of a committee of the board. Where authorized in writing by the Crown corporation CEO or designate, the board chair or designate, or the Crown corporation board of directors to attend other training sessions related to their duties as a director, directors are entitled to be reimbursed for expenses, including registration fees, but not meeting fees.
10. Directors who use their personal vehicles for board-related work are entitled to receive per kilometre rates equivalent to the rates paid to corporate employees.
11. Meals and other expenses related to board work will be reimbursed on an actual and reasonable basis, supported by receipts.



12. Expenses, but not meeting fees, are payable to directors who are invited by the Crown corporation CEO or designate, or authorized by the board chair or the board, in writing, to attend a corporate social event or a business function.
13. Expense claims shall be submitted to the Corporate Secretary of the board for authorization as soon as possible after the director incurs an expense. All expense claims shall then be submitted to the Crown corporation for review, final approval and processing.
14. The audit committee of each Crown board, or another committee designated by the board, shall review all directors' expenses on a quarterly basis. Any concerns or questions regarding a director's expense claim shall be forwarded for resolution to the chair of the board.

Effective Date

The Policy, as revised, is effective on January 1, 2013.

Administrative Information:

Contact: Director, Corporate Secretariat, CIC, 306-787-5907.

Reviewed: February 4, 2016