



Policy Committee Compensation/ Honoraria	Replaces former policy: <input checked="" type="checkbox"/> Title: Board and Committee Compensation/Honoraria <input type="checkbox"/> N/A
	(if applicable to specific profession(s), state here) Date Effective: 2026-04-01 Last Update: 2024-06-30
Contact: Kathy Davidson, Executive Director - SGSA	

Policy Statement

Compensation (honoraria) is paid to individuals who are not employees of the College for their services, or for which payments are not traditionally or legally required. Committee members are not employees of the College. Compensation (honoraria) rates are listed in [Schedule A](#). Payments and reimbursements are processed through the College’s online payroll system, and statutory deductions are applied as required.

Indigenous committee members are offered the opportunity to declare tax-exempt status and compensation payments are adjusted accordingly.

As required by the Canadian Revenue Agency (CRA)¹, committee members receive a tax slip at the end of each calendar year to report committee compensation as income.

Note: Separately, travel and business expenses will be reimbursed to committee members when attending to or carrying out College business. Further information is available in the *Policy - Travel & Business Expenses*.

1. Policy Rationale and Purpose

The College recognizes that committee members should be fairly and equitably compensated for time spent participating in College business. Committee member compensation (honoraria) payments are an ex gratia payment made to an individual who is not an employee of the College to recognize or to acknowledge the contribution of time to the College as a committee member. Committee member compensation (honorarium) amounts are based on:

- expertise or time commitment
- the culture of volunteerism

¹ Note that the CRA takes the position that committee members are appointed as persons and not corporations, limited companies, partnerships, etc.; therefore, committee member compensation (honoraria) payments must be made to individuals and not to their company. Committee member compensation (honoraria) will be paid according to CRA guidelines and may incur deductions for CPP and income taxes.



- foregone income where applicable
- consistency and transparency
- diversity, equity and inclusion
- developing individual leadership and work skills to better support the College

2. Policy Scope

This policy applies to individuals appointed as CHCPBC committee members, and other individuals who provide services in relation to their governance responsibilities on behalf of the College.

3. Duties and Responsibilities

Team Members supporting the committees

Submit the [Form - Compensation Claim for Board and Committees \(Revised 2025-04\).pdf](#) to the Finance team following each meeting of the committee (or associated panel).

People Managers

Ensure team members are aware of, complete and submit the required form as soon as possible after each meeting of the committee (or associated panel).

Committee Members

At the time of orientation and onboarding to the committee following appointment, complete the necessary tax forms and provide requested information to allow for payment of compensation amounts following each meeting.

4. Legal and Regulatory Authority

This policy is linked to the following legislation and regulatory documents:

- Health Professions and Occupations Act (S355)
- Bylaw 3.26
- Canada Revenue Agency and applicable tax laws

5. Other Relevant Policies and Documents

This policy is linked to the following other relevant policies and documents:

- Policy - Travel & Business Expenses
- Form - Compensation Claim for Board and Committees

6. Key Partnerships

None identified at this time.



7. Definitions

None identified at this time.

8. Process Check

The following documents have been consulted and applied to this policy.

- Policy Development Framework (required)
- Anti-Discrimination Measures (S14/15 HPOA) (required if applicable)
- Health Standards Organization BC Cultural Safety and Humility Standard policy best practices (required if applicable)
- Safe Spaces Playbook (required if applicable)
- In Plain Sight Report and Recommendations (required if applicable)

9. Resources/References

None identified at this time.

Reviewed by the Board on:		2026-04-02	<input type="checkbox"/> N/A
Reviewed by the Registrar/Deputy Registrar on:		Select date	<input checked="" type="checkbox"/> N/A
Date Approved 2026-04-02	Approved By <input checked="" type="checkbox"/> Board <input type="checkbox"/> Committee (<i>Name of Committee</i>) OR Name <i>Full Name</i> Title <i>Title</i>		
Date Effective 2026-04-02	Revision history	Last Updated:	2024-06-28
Next Review Select date		Previous Update:	Select date
Drafted by: Name Kathy Davidson		Title Executive Director, SGSA	



Schedule A

BMR = Base Meeting Rate \$100

Rates are effective April 2, 2026

Activity	Rate	Comment
Board ² /Committee/Panel meetings (applies to all members for in-person and virtual meetings)	Full Day \$800 (4-8 hrs) Half Day \$400 (3 to <4 hours) Hourly \$100/ hour (<3 hours)	8 X BMR 4 X BMR
BoardEffect discussions or votes (applies to only those discussions or votes designated by the committee/panel Chair as eligible for compensation)	Hourly - \$50/hour (minimum 1 hour/ maximum of 3 hours without approval of the Chair)	\$50/hour Remunerable time more than 3 hours may be approved by the Chair committee/panel Chair, and provided to the Director of Finance or delegate as soon as possible after the meeting
Committee/Panel Meeting Preparation Compensation ³	\$50/hour For all meetings other than Investigation Committee: Preparation Compensation hours can be no less than one hour, and not greater than one-half of scheduled meeting hours.	Remunerable time will be determined by the committee/ panel Chair, and provided to the Director of Finance or delegate by the committee liaison as soon as possible after the meeting

² Board Compensation required under HPOA S350, and found in Bylaw 2.12/Bylaw Schedule 3

³ Committee Meeting Minutes include a notation of the number of preparation hours as determined by the Chair



Activity	Rate	Comment
	For Investigation Committee/Panel meetings: Preparation Compensation hours can be no less than one hour, or the number of hours as determined by the Investigation Committee/Panel Chair	
Committee/Panel ⁴ Chair Stipend	\$100 per meeting	Equitable across committees and adjusts for meeting frequency

⁴ The Committee Chair will approve if/when a Panel Chair receives a stipend; Committee Vice-Chairs may be entitled to a stipend if acting on behalf of the Chair.