

**BOARD OF GOVERNORS**

June 22, 2022

John Davison  
President & CEO  
Public Sector Employers' Council Secretariat  
Suite 210, 880 Douglas Street  
Victoria, BC V8W 2B7

Dear Mr. Davison:

**Re: Attestation – Compensation Policy Compliance**

This letter confirms that North Island College Board of Governors is aware of the executive compensation paid in Fiscal Year 2021/22 and verifies that the College is in compliance with:

- The North Island College PSEC approved compensation plan and complies with the guidelines; and
- The disclosed information is accurate and includes all compensation paid by the employer

Please let me know if there is anything more required to show compliance.

Sincerely,

  
Eric Mosley  
Chair, Board of Governors

Cc: C. Fowler Vice President, Finance and College Services

**NORTH ISLAND COLLEGE**  
**TOTAL COMPENSATION PHILOSOPHY**

North Island College's total compensation programs are a tool to help the institution attract and retain qualified staff and are designed in a fiscally responsible manner in support of our mission, vision, values and culture, with flexibility to respond to changing and unique circumstances.

The Guiding Principles for our total compensation programs are as follows:

**Performance** – Compensation programs support and promote a performance-based organizational culture, though the College does not provide performance-based bonuses or other forms of variable pay.

**Differentiation** – Differentiation of salary is supported where there are differences in the scope of the position within the institution and/or superior individual/team contributions by employees, within the parameters of established and approved pay bands.

**Accountability** – Compensation decisions are objective and based on upon a clear and well documented business rationale that demonstrates the appropriate expenditure of public funds in accordance with the Taxpayer Accountability Principles.

**Transparency** – Compensation programs are designed, managed and communicated in a manner that ensures the program is clearly understood by employees and the public while protecting individual personal information, except where disclosure is required by government regulation, statute or policy.

**Sustainability** – Our total compensation programs are designed, administered and updated in a fiscally responsible manner that ensures that costs are affordable and sustainable over time and continue to meet the needs of the institution.

Our total compensation program includes four main elements:

*Compensation*

- The College provides fair compensation, in the form of base salary, for the scope and breadth of job responsibilities and the education, competencies and experience that employees bring to their roles.

*Benefits and Pension*

- The College provides security and protection to employees and their families during their employment and co-contributes to their post-employment retirement plans. Benefits provided include:
  - Medical Services Plan
  - Basic Life Insurance and Accidental Death & Dismemberment Insurance
  - Short and Long Term Disability
  - Extended Health
  - Dental

- Optional Life Insurance (employee paid)
- College Pension Plan or Municipal Pension Plan (employee and employer contributions)

#### *Career Development*

- The College provides support for skill development, upgrades and other career development activities through access to professional development funds as well as project-based assignments for employees that provide opportunities for growth while achieving College operational goals and succession planning objectives.

#### *Work/Life*

- The College provides appropriate paid time off and other programs (i.e. Employee and Family Assistance Program) to help employees balance their work and personal demands.

Our comparator group includes organizations where we can attract qualified employees from and are at risk of losing qualified employees to. Our core comparator group includes similar post-secondary and other public sector organizations in BC. For other jobs where talent may be needed from out-of-province and jobs that require skills from specific industries or from outside of the public sector, a secondary comparator group may be used. Our total compensation programs are targeted at approximately the 50<sup>th</sup> percentile of our comparator group.

We consider the relative scope, responsibilities and complexities of jobs to ensure that compensation levels are fair and equitable. Market competitiveness is balanced with internal equity to ensure that the relative internal value of work is fairly recognized. A multi-factor job evaluation program is utilized to guide and support internal equity and ensure positions are placed appropriately within the compensation structure.

#### **Governance and Administration**

The Board of Governors is responsible for approving our overall compensation philosophy in addition to ensuring annual compensation reporting and disclosure is completed in accordance with Board policies, Government policy and legislation. The President and senior executive team is responsible for the day-to-day oversight and administration of the programs. Total compensation programs may be amended from time-to-time, as determined by the College, and as approved by the Board and the Minister.

***Approved by North Island College Board of Governors, November 26, 2015***

North Island College

Summary Compensation Table at 2022

Name and Position	Salary	Holdback/Bonus/ Incentive Plan Compensation	Benefits	Pension	All Other Compensation (expanded below)	2021/2022 Total Compensation	Previous Two Years Totals Total Compensation	
							2020/2021	2019/2020
Lisa Domae, President	\$ 199,628	-	\$ 15,948	\$ 20,633	\$ 32,952	\$ 269,161	\$ 187,572	\$ 176,347
Antonio Bellavia, Vice President, Academic	\$ 156,501	-	\$ 14,229	\$ 16,733	\$ 5,476	\$ 192,939	\$ 172,675	
Ken Crewe, Associate Vice President, People, Equity & Inclusion	\$ 140,561	-	\$ 13,452	\$ 14,525	-	\$ 168,538		
Colin Fowler, Vice President, Finance and College Services	\$ 156,217	-	\$ 13,829	\$ 16,153	-	\$ 186,199	\$ 184,021	\$ 175,396
Randall Heidt, Vice President, Strategic Initiatives	\$ 46,988	-	\$ 2,604	\$ 4,740	\$ 10,411	\$ 64,743	\$ 180,046	\$ 166,663
Kathleen Kuhnert, Vice President Student and Community Engagement	\$ 158,472	-	\$ 14,311	\$ 16,377	-	\$ 189,160		

Summary Other Compensation Table at 2022

Name and Position	All Other Compensation	Severance	Vacation Payout	Paid Leave	Vehicle / Transportation Allowance	Perquisites / Other Allowances	Other
Lisa Domae, President	\$ 32,952	-	\$ 32,952	-	-	-	-
Antonio Bellavia, Vice President, Academic	\$ 5,476	-	-	-	-	-	\$ 5,476
Ken Crewe, Associate Vice President, People, Equity & Inclusion	-	-	-	-	-	-	-
Colin Fowler, Vice President, Finance and College Services	-	-	-	-	-	-	-
Randall Heidt, Vice President, Strategic Initiatives	\$ 10,411	-	\$ 10,411	-	-	-	-
Kathleen Kuhnert, Vice President Student and Community Engagement	-	-	-	-	-	-	-

Notes

Lisa Domae, President	<b>General Note:</b> Formerly the Executive Vice President and Chief Operating Officer. Appointed as President effective April 12th 2021. Actual base salary includes both the former and current positions. “This position met criteria for inclusion in the 2020/21 executive compensation freeze, which came into effect on August 31, 2020. As a result, this individual was ineligible to receive a performance-based increase for the 2020/21 performance year.”
Antonio Bellavia, Vice President, Academic	<b>General Note:</b> Formerly the Vice President of Access & Regions. On June 28th 2021, the administrative and executive roles underwent a reorganization, new roles and titles were created and salary changes occurred. Actual base salary includes both the former and current positions. Former position Associate Vice President Access & Regions ended June 27, 2021 and new position VP Academic commenced June 28, 2021. “This position met criteria for inclusion in the 2020/21 executive compensation freeze, which came into effect on August 31, 2020. As a result, this individual was ineligible to receive a performance-based increase for the 2020/21 performance year.” <b>Other Note:</b> \$5,476 stipend as acting VP Academic and COO (April 2021 - June 2021)
Ken Crewe, Associate Vice President, People, Equity & Inclusion	<b>General Note:</b> Formerly the Director, Human Resources & Organizational Development. On June 2nd 2021, the administrative and executive roles underwent a reorganization, new roles and titles were created and salary changes occurred. Actual base salary includes both the former and current positions. Former position Director Human Resources ended June 1, 2021 and new position Associate Vice President, People, Equity and Inclusion commenced June 2, 2021. “This position did not meet criteria for inclusion in the 2020/21 executive compensation freeze, which came into effect on August 31, 2020. As a result, this individual was eligible to receive a performance-based increase for the 2020/21 performance year.”
Colin Fowler, Vice President, Finance and College Services	<b>General Note:</b> This position met criteria for inclusion in the 2020/21 executive compensation freeze, which came into effect on August 31, 2020. As a result, this individual was ineligible to receive a performance-based increase for the 2020/21 performance year.
Randall Heidt, Vice President, Strategic Initiatives	<b>General Note:</b> Employment terminated effective July 13, 2021 Randall Heidt was eligible to receive salary continuance until March 2, 2022. The salary continuance ended on July 13, 2021, due to Randall obtaining employment in the BC public sector.
Kathleen Kuhnert, Vice President Student and Community Engagement	<b>General Note:</b> Formerly the Associate Vice-President, Student Services And Registrar. On June 2nd 2021, the administrative and executive roles underwent a reorganization, new roles and titles were created and salary changes occurred. Actual base salary includes both the former and current positions. Former position Associate Vice President Student Services and Registrar ended June 1, 2021 and new position Vice President, Students & Community Engagement commenced June 2, 2021. “This position met criteria for inclusion in the 2020/21 executive compensation freeze, which came into effect on August 31, 2020. As a result, this individual was ineligible to receive a performance-based increase for the 2020/21 performance year.”