



June 6, 2023

Mr. John Davison
President & CEO PSEC Secretariat
Suite 210 – 880 Douglas Street
Victoria, BC V8W 2B7

Dear Mr. Davison,

RE: Community Living BC Executive Compensation Reporting – Board Attestation

As per the attached Community Living BC Executive Compensation Report and Compensation Philosophy Statement, the Board is aware of the executive compensation paid in the prior fiscal year.

The disclosed information is accurate and includes all compensation paid by the employer, foundations, subsidiaries, or any other organization related to or associated with the employer. The disclosed information also includes the value of any pre- or post-employment payments made during the twelve (12) month period before or after the term of employment. Due to collective bargaining timing, CLBC has not provided any performance-based salary increases for excluded and management staff other than to those who have completed their one-year anniversary in their role.

The Board verifies that the compensation provided was within approved compensation plans and complies with these guidelines.

Sincerely,

A handwritten signature in black ink that reads "Michael J. Prince".

Michael J. Prince
Chair, CLBC Board of Directors

Encl.



**COMMUNITY LIVING BRITISH COLUMBIA
EXECUTIVE COMPENSATION REPORTING
For the fiscal year ending March 31, 2023**

Community Living BC (CLBC) was established on July 1, 2005 by the Community Living Authority Act with a mandate to provide person-centred supports to adults with developmental disabilities. Today, CLBC funds, administers and monitors services which meet the disability-related needs of two groups of eligible individuals. As of March 31, 2023, this included:

- 23,752 adults who have a developmental disability; and
- 3,063 adults who have fetal alcohol spectrum disorder (FASD) or autism spectrum disorder (ASD), and significant limitations in adaptive functioning.

CLBC funds services through a network of service providers and via individualized funding (directly to families), usually where families manage funds on behalf of their loved ones.

The following support services are provided by CLBC:

- Supports for individual and family well-being (wellness supports – formerly known as respite, communication and behavioural, psychological supports)
- Supports to participate in the community (skill development, employment, community inclusion)
- Home supports (supported independent living, shared living, staffed homes)

For the period covered by this disclosure, specialized behavioural and mental health services for youth aged 14 and up and adults with developmental disabilities and mental health problems were provided through the Provincial Assessment Centre. However, the Provincial Assessment Centre is transferring to the Provincial Health Services Authority in the 2023/24 fiscal year.



CLBC'S Compensation Philosophy

The purpose of our Compensation Philosophy is to describe the common principles that guide CLBC's excluded management compensation programs and decisions in recognition of employees' contributions to CLBC's organizational results on behalf of our stakeholders. The Compensation Philosophy creates a framework for consistency and brings transparency to the pay strategy. CLBC's pay and other reward programs support our organizational strategy.

Community Living BC believes that our total compensation program is essential for communicating performance expectations, for aligning efforts to our strategic plan, and for recognizing contributions to the organization's success. Total Compensation includes all cash compensation, benefits and non-cash rewards. All programs will be consistent with government direction.

Market-driven. Our programs will be structured to be competitive both in their design and in the total compensation opportunity they offer. Positions are valued based on market, demand, skills and value to the organization. Market comparison groups include public service, public sector, private sector (where applicable), and social services industries in which we compete for talent.

Performance-based. Annual pay at the individual employee level will be linked to individual performance and tied to divisional and organization wide results and differentiated as a result of outstanding performance or team contribution. We will seek to create clear expectations for performance, including performance measures and behaviours contributing to outcomes.

Values-orientated. The design and administration of our total rewards program will be guided by, and supportive of the CLBC's values and commitments. Our assessments of individual performance will measure results and the extent to which each of us is living the organization's values. Our total rewards program will be applied fairly and consistently, and communicated transparently to employees and the public, while protecting personal information.

Consistency of Approach. We will use principles and criteria that allow for the application of consistent judgment in administration. At the same time, guidelines will allow for sufficient flexibility to respond to unique, business-critical attraction and retention needs of CLBC.

Alignment with Business Strategies. Our programs will be aligned and support CLBC's short- and long-term strategies and objectives and appropriately link to our talent strategy.

Accountability to Stakeholders. We will ensure financial management of our compensation programs that are in keeping with PSEC guidelines and will implement programs that are transparent and demonstrate the linkage between organizational success and the value created for our stakeholders.

Summary Compensation Table at 2023

Name and Position	Salary	Holdback/Bonus/ Incentive Plan Compensation	Benefits	Pension	All Other Compensation (expanded below)	2022/2023 Total Compensation	Previous Two Years Totals Total Compensation	
							2021/2022	2020/2021
Ross Chilton, Chief Executive Officer	\$ 214,288	-	\$ 13,523	\$ 21,107	\$ 6,830	\$ 255,748	\$ 250,270	\$ 246,973
Henry (Chai Cheong) Chen, VP Finance & Chief Financial Officer	\$ 193,879	-	\$ 11,094	\$ 19,097	\$ 1,724	\$ 225,794	\$ 227,502	\$ 225,213
Sara Miller, VP, Information Technology and Project Services	\$ 159,953	-	\$ 12,802	\$ 15,763	\$ 1,564	\$ 190,082	\$ 151,010	\$ 190,609
Ian R Scott, VP, Information Technology and Project Services (Acting)	\$ 25,522	-	\$ 2,005	\$ 2,514	\$ 26,408	\$ 56,449	\$ 175,623	
John Stinson, VP, Service Delivery and Innovation	\$ 190,806	-	\$ 11,310	\$ 18,794	\$ 575	\$ 221,485	\$ 221,737	\$ 181,468
Jack Styan, VP, Strategic Initiatives	\$ 156,725	-	\$ 9,907	\$ 15,437	\$ 1,724	\$ 183,793	\$ 183,574	\$ 183,357

Summary Other Compensation Table at 2023

Name and Position	All Other Compensation	Severance	Vacation Payout	Paid Leave	Vehicle / Transportation Allowance	Perquisites / Other Allowances	Other
Ross Chilton, Chief Executive Officer	\$ 6,830	-	-	-	\$ 6,830	-	-
Henry (Chai Cheong) Chen, VP Finance & Chief Financial Officer	\$ 1,724	-	-	-	-	-	\$ 1,724
Sara Miller, VP, Information Technology and Project Services	\$ 1,564	-	\$ 1,564	-	-	-	-
Ian R Scott, VP, Information Technology and Project Services (Acting)	\$ 26,408	-	\$ 26,408	-	-	-	-
John Stinson, VP, Service Delivery and Innovation	\$ 575	-	-	-	-	-	\$ 575
Jack Styan, VP, Strategic Initiatives	\$ 1,724	-	-	-	-	-	\$ 1,724

Notes

Ross Chilton, Chief Executive Officer	General Note: Employee received a monthly vehicle allowance in the amount of \$580.00 effective April 1, 2022 to March 31, 2023. CLBC and BCGEU are yet to ratify the Collective Agreement as of March 31, 2023; hence CLBC executives have not received increases for the performance year 2021-2022. There will be a significant increase in next year's disclosure after increases for 2022 and 2023 are implemented.
Henry (Chai Cheong) Chen, VP Finance & Chief Financial Officer	General Note: CLBC and BCGEU are yet to ratify the Collective Agreement as of March 31, 2023; hence CLBC executives have not received increases for the performance year 2021-2022. There will be a significant increase in next year's disclosure after increases for 2022 and 2023 are implemented. Other Note: 'Other' compensation includes parking expenses
Sara Miller, VP, Information Technology and Project Services	General Note: CLBC and BCGEU are yet to ratify the Collective Agreement as of March 31, 2023; hence CLBC executives have not received increases for the performance year 2021-2022. There will be a significant increase in next year's disclosure after increases for 2022 and 2023 are implemented. Employee was on a leave during part of the reporting period.
Ian R Scott, VP, Information Technology and Project Services (Acting)	General Note: Effective April 1 through May 27, 2022, the employee was on a temporary appointment as VP, Information Technology and Workplace Solutions. Of the actual base salary earned during the reporting period, \$24,525.22 relates to his VP, Information Technology and Workplace Solutions (acting) position.
John Stinson, VP, Service Delivery and Innovation	General Note: CLBC and BCGEU are yet to ratify the Collective Agreement as of March 31, 2023; hence CLBC executives have not received increases for the performance year 2021-2022. There will be a significant increase in next year's disclosure after increases for 2022 and 2023 are implemented. Actual base salary earned during the reporting period includes employee's acting pay relates to Acting CEO position from December 19, 2022 to December 30, 2022. Other Note: "Other" compensation includes parking expenses.
Jack Styán, VP, Strategic Initiatives	General Note: CLBC and BCGEU are yet to ratify the Collective Agreement as of March 31, 2023; hence CLBC executives have not received increases for the performance year 2021-2022. There will be a significant increase in next year's disclosure after increases for 2022 and 2023 are implemented. Other Note: 'Other' compensation includes parking expenses.