



November 12, 2025

Director and Volunteer Remuneration Policy Review

As part of its regular governance review, the Board has reviewed both the Director Remuneration Policy and Volunteer Remuneration Policy.

- Director Remuneration Policy: No changes are proposed at this time.
- Volunteer Remuneration Policy: The Board recommends the following updates:
 - Section 4: Clarified that a rate of \$50 per hour may be claimed for meetings lasting between 31 minutes and 4 hours.
 - Section 7: Added a new section specifying that Research Committee volunteers may claim a daily per diem of \$350 for meeting preparation.



DIRECTOR REMUNERATION POLICY

LAST REVIEWED: OCT 2025

LAST UPDATED: NOV 2023

Purpose of the Policy

1. BC Dairy recognizes that producers serving on the Board of Directors commit significant time and effort to serve the industry for the benefit of all producers. This commitment can cause additional costs for a producer's business in the form of replacement labour and could result in lost opportunities. Accordingly, the purpose of this policy is to help mitigate these costs.
2. Board members will receive payment for their board-authorized, board-related work on behalf of BC Dairy as outlined in Con-11 of the BC Dairy Governing Policies manual.
3. BC Dairy will deduct Canada Pension Plan (CPP) contributions from payments issued to directors in accordance with applicable Canada Revenue Agency requirements.

Director Monthly Stipend

4. All directors of BC Dairy will receive a monthly stipend to compensate them for all time spent preparing for meetings and email and phone communications on BC Dairy-related business, as follows:
 - a. Chair = \$3,300 per month
 - b. Vice Chair = \$2,200 per month
 - c. Committee Chair = \$2,200 per month
 - d. Director = \$1,925 per month

External Appointment Stipend:

The board of BC Dairy will regularly appoint directors to represent BC Dairy and the interests of BC dairy farmers on external organizations. Some of these appointments are recognized as strategically critical to BC Dairy and board of BC Dairy recognizes that these positions carry a considerable workload. In these instances, BC Dairy will provide a

stipend to a director equal to that of a Committee Chair, unless the Chair is appointed to such roles, which will result in no change to the Chair stipend.

This includes external appointments to the following organizations: Dairy Farmers of Canada (DFC), BC Agriculture Council, Dairy Innovation West, Western Milk Pool.

Director Per Diems

5. Directors shall be paid a per diem for attending meetings or events of other organizations if requested to participate by the BC Dairy Board Chair or member of the BC Dairy Senior Management Team. The director shall claim the per diem based on total time invested including travel time, as more particularly set out below.
6. Directors and the BC Dairy Board Chair shall be paid a per diem in accordance with the table below for the following:
 - Attendance at all in-person board, committee, and producer meetings, other than meetings organized or hosted by regional organizations (which, in turn, appoint members to the BC Dairy board), unless the BC Dairy director is attending such meeting in his or her capacity as a BC Dairy board representative.
 - Attending meetings in-person hosted by another organization, that the director serves on behalf of BC Dairy.
 - Attending meetings or events in-person at the request of BC Dairy.

In-person meetings	Directors	Chair
Full day (between 4 to 8 hours including travel time)	\$350	\$425

- a. Meetings (or calls) less than 30 minutes will not be compensated.
- b. Meetings that take between 31 and 4 hours (including travel time) will be remunerated at ½ of the daily per diem rate above.
- c. Meetings occurring for more than 8 hours in one day will be remunerated at the daily per diem rate above plus an additional \$50.
- d. An extra ½ of the daily per diem rate above will be paid for out-of-town meeting days that exceed 8 hours instead of the \$50 extra in 5c. above.

No director shall be entitled to claim reimbursement under more than one policy of BC Dairy (including, for example, this Policy and the Volunteer Remuneration Policy) for the same activities.

Per diems paid by other organizations

7. Certain external appointments may qualify for per diems paid by an organization other than BC Dairy. In such cases, BC Dairy expects the director to claim from the other organization first. Directors may not claim from another organization and BC Dairy; provided, however, if the per diem payable by the other organization is less than would be paid by BC Dairy, then the difference may be claimed by the director from BC Dairy.

When per diems not paid

8. Per diems will not be paid when a director is attending a meeting or event without prior approval.

Application and Interpretation of this Policy

9. Per diems for attendance at internal BC Dairy meetings will be paid automatically based on the attendance record in the minutes of the meeting.
10. Anyone serving as a director of BC Dairy is responsible for claiming per diems (that are not automatically applied per section 8 above) from BC Dairy under this Policy in a timely manner, and not later than 90 days after the date on which the director service was performed. Claiming under this Policy is optional.
11. All questions regarding remuneration should be directed to BC Dairy Director of Finance and Administration. Questions can also be directed to the Board Chair.
12. This Policy is meant to serve as a remuneration guide and is to be interpreted fairly in the interests of BC Dairy and its directors. This Policy is not intended to grant rights in favour of directors nor shall it be enforceable as such. BC Dairy's Finance and Audit Committee is responsible for the interpretation of this Policy and any decision of the Finance and Audit Committee in connection with the application of this Policy is final.

Technology Allowance

13. BC Dairy provides a technology allowance of \$1,000 every 3 years for all directors serving on the BC Dairy Board of Directors to purchase electronic devices (laptops, tablets) for use in board and committee meetings. A director may claim reimbursement under this allowance by providing a copy of the relevant receipt(s) to the BC Dairy Director of Finance and Administration.

Future Adjustments

14. Board member remuneration and expense rates will be reviewed annually by the Finance and Audit Committee and will be aligned with comparable organizations having comparable expectations of their directors.



VOLUNTEER REMUNERATION POLICY SEPTEMBER 2025

Purpose of the Policy

1. This policy applies to any person volunteering material time in a capacity on behalf of BC Dairy producers at the written request of BC Dairy staff or directors (which time commitment goes beyond the time commitment associated with being a member of BC Dairy and, for example, attending annual general meetings) (each, a **“Volunteer”**).
2. BC Dairy recognizes that Volunteers who serve on committees and working groups, attend events and meetings, participate in marketing, communications, and advocacy efforts, on behalf of and at the written request of BC Dairy, are committing time and effort to serve the industry for the benefit of all producers and to further the purposes of BC Dairy.

Per diems for BC Dairy Volunteers

3. Volunteers shall be paid a per diem of \$300 per day for attending in person, and for time spent travelling to and from meetings. This applies to events or meetings hosted by BC Dairy, or by other organizations.
4. A partial per diem may be claimed by Volunteers if appropriate. For example, any meeting or event requiring a Volunteer to commit less than 4 hours of time but more than 15 minutes (including travel time) may be billed by the Volunteer for the hours worked at a rate of \$50 per hour.
5. For days exceeding 12 hours of a Volunteer’s time including travel time, up to \$350 per day may be claimed by the Volunteer.
6. Attending a meeting via video and conference calls may be claimed by the Volunteer as follows:

Video/Conference Calls	Rate
Up to one hour	\$50
Over one hour to three hours	\$150
Over three hours	\$300

No Volunteer shall be entitled to claim reimbursement under more than one policy of BC Dairy (including, for example, this Policy and the Director Remuneration Policy) for the same activities.

7. Volunteers serving on the Research Committee are entitled to claim a full day per diem at a rate of \$300 if needed for meeting preparation,
8. Should the Volunteer serve as a spokesperson or in an advocacy role act in the capacity of chair, a rate of \$75 for calls of up to one hour will be applied.
9. Volunteers serving in an Emergency Operations Centre (at the written request of BC Dairy) shall be eligible for an additional \$100 per diem (or partial if applicable) or an aggregate of \$400 per day (rather than the regular per diem rate of \$300 contemplated in section 3 above). Any training required for an Emergency Operations Centre role will be compensated at the standard \$300 per-diem rate.
10. Any farm that is hosting a large-scale farm tour or video production, at the request of BC Dairy, using discretion as determined by the General Manager, will be eligible for expense reimbursement of up to \$2,000 (rather than the regular per diem rate of \$300 contemplated in section 3 above).
11. Farms hosting tours must disclose any other funding received for that tour to BC Dairy. Expenses paid by other organizations or through other sources of external funding are not eligible for reimbursement. For certainty, expenses (or a portion thereof) paid for pursuant to shared cost arrangements under government programs administered by or contributed to by BC Dairy, may not be eligible for reimbursement.
12. From time to time, BC Dairy may engage subject matter experts (“**SMEs**”) such as veterinarians or engineers to participate in an advisory or volunteer capacity. In these instances, BC Dairy may, in its discretion (acting reasonably) agree to pay those SMEs at their normal rate(s) if applicable.

Per diems paid by other organizations

13. Certain Volunteer appointments may qualify for per diems paid by an organization other than BC Dairy. In such cases, BC Dairy expects the Volunteer to claim from the other organization first. Volunteers may not claim from another organization and BC Dairy; provided, however, if the per diem payable by the other organization is less than would be paid by BC Dairy, then the difference may be claimed by the Volunteer from BC Dairy.

When per diems not paid

14. Per diems will not be paid when a Volunteer is attending a meeting or event without prior approval.
15. Farms that are hosting tours and events at the request of other organizations are not eligible. Only BC Dairy-organized events are eligible.
16. Per diems will not be paid for time spent by Volunteers preparing for meetings.
17. From time to time, the Board may approve an additional stipend for Volunteers serving as a committee or advisory group chair.

Application and Interpretation of this Policy

18. Anyone serving as a Volunteer is responsible for claiming per diems from BC Dairy under this Policy in a timely manner, and not later than 90 days after the date on which the volunteer service was performed. Claiming under this Policy is optional.
19. All questions regarding entitlement to compensation should be directed to the BC Dairy Director of Finance and Administration. Questions can also be directed to the BC Dairy Board Chairperson.
20. This Policy is meant to serve as a remuneration guide and is to be interpreted fairly in the interests of BC Dairy and the Volunteers. This Policy is not intended to grant rights in favour of Volunteers nor shall it be enforceable as such. BC Dairy's Finance & Audit Committee is responsible for the interpretation of this Policy and any decision of the Finance & Audit Committee in connection with the application of this Policy is final.