

Executive Offices
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BC ASSESSMENT

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June 13, 2023

Public Sector Employers' Council Secretariat
2nd Floor, 880 Douglas Street
Victoria BC V8W 2B7

Attention: John Davison
CEO & President

Re: Public Sector Executive Compensation Reporting Form 2022/2023

Dear Mr. Davison:

Please find attached BC Assessment's Statement of Executive Compensation for the period from April 1, 2022 to March 31, 2023. This report is provided in compliance with Section 14.8(3) of the *Public Sector Employers Act* and in the form and manner established by the Public Sector Employers' Council (PSEC) per the Public Sector Executive Compensation Reporting Guidelines. Also attached is a copy of BC Assessment's Compensation Philosophy.

As the Board Chair for BC Assessment, I confirm the following:

1. BC Assessment's Board of Directors is aware of the executive compensation paid to the CEO and Executive Members listed on the enclosed documents in the fiscal year 2022/2023 (April 1/22 to March 31/23).
2. The compensation information being disclosed is accurate and includes all compensation paid by the employer and it includes the value of any pre or post-employment payments made during the 12-month period before or after the term of employment.

This information has been uploaded to the online PSEC Labour Information and Executive Reporting System (LIGER).

Sincerely,

Ruth Wittenberg
Chair, Board of Directors
British Columbia Assessment

Enclosure





Statement of Executive Compensation

For the Fiscal Year Ending March 31, 2023

Introduction

BC Assessment is a provincial Crown corporation with a mandate to create uniform assessments which can be relied upon to build sustainable flourishing communities. The Board of Directors provides strategic direction, policy leadership and performance monitoring. All operational matters are the responsibility of the President & Chief Executive Officer.

BC Assessment establishes and maintains uniform real property assessments throughout the province, using current market data as a guide. After determining the correct classification, actual value and tax exemption status of approximately 2.14 million properties across the province, BC Assessment provides taxing authorities with an assessment roll, which lists all properties, names of the owners and the taxable values of the land and any improvements (buildings). The corporation sends an assessment notice to each person named in the assessment roll. For some properties, the assessment roll contains values that are determined in accordance with regulations and Board-approved prescribed rates and manuals. Examples include farm land and major industrial property manuals.

The real estate market creates the value that BC Assessment reports to taxing authorities and property owners. Taxing authorities determine the amount of revenue required to pay for public services, set their property tax rate and apply the rate to the assessed value of properties.

BC Assessment employs approximately 730 employees in 13 offices throughout British Columbia. The organization currently consists of 5 regions, with 12 area assessment offices located throughout the province and a head office in Victoria.

Compensation Discussion and Analysis

Compensation Objectives

Under Section 13 of the *Assessment Authority Act*, the Board of Directors is responsible for the appointment of the President & Chief Executive Officer and all other employees and for setting their remuneration. Compensation oversight rests with the Public Sector Employers' Council (PSEC) on behalf of the Minister of Finance and all compensation plans must be approved by the PSEC Secretariat.

BC Assessment has two compensation plans for executive employees. The first covers the President & Chief Executive Officer and the second covers Vice Presidents.

BC Assessment aims to maintain an executive compensation program that will help attract the talent necessary to further the strategic objectives of the organization. We will also provide a compensation program that will be sufficiently attractive to provide talented employees with good reason for remaining with BC Assessment and for continuing in their efforts to enhance service to all of our customers. Our benefits strategy is to provide competitive, cost effective health and welfare benefits that will help to attract and retain qualified employees.

The design of the executive compensation program is anchored in the 'Management Total Compensation Philosophy' approved by the Board of Directors and by the Minister of Finance. The approved philosophy is consistent with the provincial government's four core principles of the common public sector compensation philosophy:



- Performance - Compensation programs support and promote a performance-based (merit) organizational culture.
- Differentiation - Differentiation of salary is supported where there are differences in the scope of the position within an organization, and/or due to superior individual team contributions.
- Accountability - Compensation decisions are objective and based upon a clear and well documented business rationale that demonstrates the appropriate expenditure of public funds.
- 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.

Salary

The goal of the Management Total Compensation Philosophy is to target our compensation plans at the median of our defined external salary marketplace. Market conditions are reviewed on a regular basis. The external marketplace includes the following:

- For Assessment jobs, the key comparator market is other Canadian organizations with an appraisal or assessment function.
- For other jobs, the comparator market is based on a blended market consisting of organizations of a comparable size to BC Assessment in the BC public sector (75% weighting) and the Canadian private sector (25% weighting) as required.

Health and Welfare Benefits

BC Assessment provides medical, dental, extended health, short-term and long-term disability, group life insurance benefits, and a wellness spending account. Generally, these benefits are determined through negotiation with the largest employee group (the bargaining unit) and are in effect for executive employees.

Pension

BC Assessment is required by statute to be a member of the Public Service Pension Plan and to enrol all eligible employees and make contributions on their behalf. This includes executive employees.

Vacations and Other Leaves

Executive employees receive an annual vacation entitlement based upon years of service, commencing at 20 days in the first year of employment up to the maximum of 35 days after 25 years of employment.

Additional paid leave is available to all employees for a variety of purposes such as bereavement, maternity/parental leave or to care for a sick child.

Retirement Allowance

All employees, including Executive, who retire from BC Assessment under the terms of the *Pension Act* receive a retirement allowance of approximately 1.50 days at their rate of pay on retirement for each year of public service to a maximum of 57 days.

Car Lease

Executive employees are provided a vehicle allowance or lease arrangement using the Provincial Government's guidelines for executive staff to carry out company business. For the period April 1, 2022 to March 31, 2023 the maximum monthly lease payment exclusive of tax is not to exceed \$625 per month. The executive member may elect to receive a vehicle allowance in lieu of taking a leased vehicle which is equivalent to the average lease and vehicle operating costs of \$580 per month.



 Jason Grant
 President and Chief Executive Officer

 June 21, 2023

Date



 Ruth Wittenberg
 Chair, Board of Directors

 June 21, 2023

Date

EXECUTIVE COMPENSATION DISCLOSURE

BC Assessment

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	Total Compensation	
							2021/2022 ¹	2020/2021
Jason R Grant, President and CEO	\$ 228,740	-	\$ 15,822	\$ 22,823	\$ 27,717	\$ 295,102	\$ 337,932	\$ 260,083
Duane Bates, Vice President, Assessment	\$ 199,412	-	\$ 14,819	\$ 19,642	\$ 22,225	\$ 256,098	\$ 286,604	\$ 225,708
Char Paul, Vice President & EFO	\$ 181,627	-	\$ 14,208	\$ 17,890	\$ 7,925	\$ 221,650		
Denise Rossander, Vice President and Chief Information Officer	\$ 183,067	-	\$ 14,478	\$ 18,032	\$ 8,192	\$ 223,769	\$ 93,303	
Jason Sowinski, Vice President, Customer	\$ 181,031	-	\$ 15,219	\$ 17,832	\$ 40,541	\$ 254,623	\$ 230,500	
Susan Wood, Vice President, People	\$ 186,286	-	\$ 14,504	\$ 18,349	\$ 16,912	\$ 236,051	\$ 174,167	

¹ 2021 Reporting period covers 15 months from January 1, 2021 to March 31, 2022, due to a change in the BCA fiscal year

EXECUTIVE COMPENSATION DISCLOSURE

Summary Other Compensation Table at 2023

Name and Position	All Other Compensation	Severance	Vacation Payout	Paid Leave	Vehicle / Transportation Allowance	Perquisites / Other Allowances	Other
Jason R Grant, President and CEO	\$ 27,717	-	\$ 17,179	-	\$ 6,960	\$ 1,915	\$ 1,663
Duane Bates, Vice President, Assessment	\$ 22,225	-	\$ 14,713	-	\$ 7,487	\$ 25	-
Char Paul, Vice President & EFO	\$ 7,925	-	-	-	\$ 6,693	-	\$ 1,232
Denise Rossander, Vice President and Chief Information Officer	\$ 8,192	-	-	-	\$ 6,960	-	\$ 1,232
Jason Sowinski, Vice President, Customer	\$ 40,541	-	\$ 32,054	-	\$ 7,720	\$ 335	\$ 432
Susan Wood, Vice President, People	\$ 16,912	-	\$ 8,368	-	\$ 6,960	-	\$ 1,584

EXECUTIVE COMPENSATION DISCLOSURE

Notes

Jason R Grant, President and CEO	<p>General Note: Board received approval for a 5% increase to base salary effective January 1, 2023. Actual base salary includes \$2,045 retro from Jan 1 - March 11 2022. Compensation for 2022 reflected a 15-month fiscal year. Fiscal year end changed from December 31 to March 31 effective 2022. Returned to a 12-month cycle for 2023.</p> <p>Perquisite/Other Allowance Note: Professional association dues</p> <p>Other Note: Parking</p>
Duane Bates, Vice President, Assessment	<p>General Note: Received 5.5% increase effective January 1, 2023 based on performance. Actual base salary Includes \$3155.15 retro from Jan 1 - March 11 2022. Compensation for 2022 reflected a 15-month fiscal year. Fiscal year end changed from December 31 to March 31 effective 2022. Returned to a 12-month cycle for 2023.</p> <p>Perquisite/Other Allowance Note: Professional association dues.</p>
Char Paul, Vice President & EFO	<p>General Note: Received 5.5% increase effective January 1, 2023 based on performance. Actual base salary includes \$1900 retro from Jan 1 to March 11 2022. Promoted to VP 2022-04-11.</p> <p>Other Note: Parking</p>
Denise Rossander, Vice President and Chief Information Officer	<p>General Note: Received 5.5% increase effective January 1, 2023 based on performance. Actual base salary includes \$1341 retro from Jan 1 - March 11 2022. Denise has been in this role a full year as of October 25, 2022. Compensation for 2022 reflected a 15-month fiscal year. Fiscal year end changed from December 31 to March 31 effective 2022. Returned to a 12-month cycle for 2023.</p> <p>Other Note: Parking</p>
Jason Sowinski, Vice President, Customer	<p>General Note: Received 5.5% increase effective January 1, 2023 based on performance. Actual base salary Includes \$1228.74 retro from Jan 1 - March 11 2022. Compensation for 2022 reflected a 15-month fiscal year. Fiscal year end changed from December 31 to March 31 effective 2022. Returned to a 12-month cycle for 2023.</p> <p>Perquisite/Other Allowance Note: Professional association dues.</p> <p>Other Note: Parking Vacation Payout: Grandfathered vacation entitlement balance paid out in 2022.</p>
Susan Wood, Vice President, People	<p>General Note: Received 5.5% increase effective January 1, 2023 based on performance. Actual base salary includes \$2298.85 retro from Jan 1 - March 11 2022. Compensation for 2022 reflected a 15-month fiscal year. Fiscal year end changed from December 31 to March 31 effective 2022. Returned to a 12-month cycle for 2023.</p> <p>Other Note: Parking</p>