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Qikiqtani Inuit Association

Executive Compensation Policy

February 18, 2022

1. Background and Application

1.1 The Executive Committee consists of the President, Vice President, and Secretary-Treasurer and three community Directors appointed by the Board of Directors. The role of the Executive Committee is to direct the organization and carry out any necessary business between Board meetings, to report to the Board on any actions taken, and to carry out other duties assigned by the Board.

1.2 The President provides leadership to the Board of Directors and acts as chief spokesperson and advocate for the Qikiqtani Inuit Association.

1.3 QIA encourages qualified candidates to participate in its elections and to serve as the President. Compensation for the President should reflect the President's significant responsibilities.

1.4 The President is a full-time employee of QIA and is required to reside in Iqaluit during his or her term of office. As such, the president shall not hold any other position except by virtue of office.

1.5 Executive Committee members, other than the President, are part time, and can hold other positions including employment, or serve on other governance bodies, subject to compliance with QIA policies.

2. Salary and Benefits

2.1 The President's salary is set by the Board of Directors using the pay scale established under QIA's Financial Policies. The Executive Committee reviews the President's salary annually and can authorize salary adjustments. The President receives the benefits provided to QIA employees under QIA's Human Resources Manual, including Northern Housing Allowance, Northern Settlement Allowance, Vacation Travel Assistance, and Group insurance.

2.2 The President is subject to the leave accrual provisions of QIA Human Resources Manual.

2.3 The President does not receive meeting honoraria for attending meetings by virtue of their office.

2.4 Executive Committee members receive monthly honoraria as well as honoraria for participation at meetings. A per diem is paid where meetings take place outside the member's home community. Remuneration for the Executive Committee, except the President, is set by the Members at an Annual General Meeting.

2.5 QIA makes mandatory deductions from the President's salary and Executive Members' honoraria payments, including those required by a federal or provincial Act or regulations such as taxes and Canada Pension Plan.

2.6 Executive members eligible to enroll in the NEBS pension plan will be enrolled at QIA's expense.

3. Accommodations

3.1 A President who is required to relocate to Iqaluit from his or her home community receives assistance with living arrangements in Iqaluit. Accommodation for the President and immediate family is paid directly by QIA. Assistance with accommodation is for the purpose addressing the financial burden of living in Iqaluit by providing adequate housing, and not to provide additional remuneration to the President.

3.2 A QIA President who is a resident of Iqaluit and maintains a residence in Iqaluit does not receive housing or a living allowance.

3.3 A QIA President who has been provided with housing has 30 days at the end of their term to vacate the housing.

3.4 The president will be assigned housing from existing QIA leased housing stock. If no suitable housing is available then the executive committee may approve housing for the president at a reasonable rate off the open rental market. QIA is responsible for payment of rent, utilities and other expenses as determined by the Executive Director. Services such as landlines, Satellite/cable TV will not be included.

3.5 Executive members are not required to relocate to Iqaluit, and are not eligible to receive accommodation or living allowance.

3.6 The President is not eligible to claim travel expenses (accommodations, per diems, meals or vehicle) if required to travel and work in his or her home community.

4. Relocation

4.1 A President who is required to relocate to Iqaluit from his or her home community is entitled to reimbursement as provided in the Human Resources Manual, (s.7.5 Reimbursement for Relocation).

5. Home travel

5.1 QIA will reimburse a President who is required to relocate to Iqaluit for a maximum of five (5) round trip airfare tickets to his or her home community per fiscal year, for the President and four immediate family members. If 5 round trips are not used in a given fiscal year, no entitlement to unused airfare is carried forward to the next fiscal year.

6. Spousal travel

6.1 The Spouse of the President may, at QIA's expense, accompany the President

on approved business trips if the attendance of the spouse or common law spouse at an official function is deemed necessary for reasons of protocol and the spouse's presence will enhance QIA's participation at the function. The travel has to be approved in advance by at least two Executive Committee members or QIA director(s) whose spouse(s) will not travel on the same trip.

6.2 If a member of the QIA Executive Committee is required because of QIA duty travel to travel for 21 consecutive days without returning to his or her home community, then the Executive Director can authorize payment of the cost of air fare travel and per diem for the Executive Member's spouse to join them.

7. Vehicle use

7.1 QIA provides a vehicle allowance to its President if he or she owns a vehicle. QIA is not responsible for providing a vehicle, purchased nor leased, for the President during his or her term.