# Members' Guide to Policy and Resources

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### Salaries and Allowances

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Pursuant to the Members' Remuneration and Pensions Act, each Member of the Legislative Assembly (MLA) receives basic compensation, with an additional salary if they hold a ministerial or parliamentary position. Information on Members' compensation is reported publicly on the Legislative Assembly website and annually in the provincial Public Accounts.

**Basic Compensation** 

**Additional Salary** 

**Capital City Living Allowance** 

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**Death of a Member** 

#### **Learn More**

For more information related to salaries and allowances, contact Payroll Services at 250-387-5532.



## **Basic Compensation**

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Basic compensation for a Member of the Legislative Assembly (MLA) is established under the <u>Members' Remuneration and Pensions Act</u> (MRPA). Effective April 1, 2018, the annual basic compensation each Member receives is \$108,105.35.

The <u>2007 Report of the Independent Commission to Review MLA Compensation</u> included the recommendation that Members' basic compensation be increased April 1 of each year in accordance with the BC Consumer Price Index.

Basic compensation is payable from election day until the day before the next election. It is processed by Payroll Services and paid biweekly by direct deposit to a Member's bank account.

The current gross bi-weekly amount is \$4,143.67. Compulsory deductions are made for the Canada Pension Plan and income tax (either the standard tax-table amount or any specified amount on the TD1 tax form, to be completed by each Member). Members cannot pay into, or receive benefits from, the federal Employment Insurance program.

Depending on the benefit plans chosen by each Member, deductions will also be made for the related plan premiums and/or the tax amount related to the value of the taxable benefit received, where the premiums are partly or fully paid by the Province.

Members are required to complete the following forms upon election, and following any changes to his or her personal situation that would require the forms to be updated. For more information, please contact Payroll Services:

- TD1 (Federal and Provincial)
- Direct Deposit
- Group Life Beneficiary
- o Pension Plan Member Record

## **Additional Salary**

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Members who hold ministerial or parliamentary office receive an additional salary that corresponds to a percentage of their basic compensation. If a Member holds two or more positions for which an additional salary is granted, the Member will receive only the higher amount.

The following table outlines the amount paid with respect to service in any of the listed positions. The amount is paid in addition to the basic compensation on the bi-weekly payroll and is fully taxable.

% of Basic Compensation	Additional Salary (annual)	(bi-weekly)
100 <b>%</b>	\$108,105.35	\$ 4,146.51
90 <b>%</b>	\$ 97,294.81	\$ 3,731.86
50 <b>%</b>	\$ 54,052.67	\$ 2,073.25
	Compensation 100 % 90 %	Compensation         (annual)           100 %         \$108,105.35           90 %         \$ 97,294.81

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Minister of State	35 <b>%</b>	\$ 37,836.87	\$ 1,451.28
Speaker	50 <b>%</b>	\$ 54,052.67	\$ 2,073.25
Deputy Speaker	35 <b>%</b>	\$ 37,836.87	\$ 1,451.28
Assistant Deputy Speaker	35 <b>%</b>	\$ 37,836.87	\$ 1,451.28
Government Whip	20 <b>%</b>	\$ 21,621.07	\$ 829.30
Deputy Government Whip	15 <b>%</b>	\$ 16,215.80	\$ 621.55
Government Caucus Chair	20 <b>%</b>	\$ 21,621.07	\$ 829.30
Deputy Chair, Committee of the Whole	20 <b>%</b>	\$ 21,621.07	\$ 829.30
Parliamentary Secretary	15 <b>%</b>	\$ 16,215.80	\$ 621.98
Leader of the Official Opposition	50 <b>%</b>	\$ 54,052.67	\$ 2,073.25
Official Opposition House Leader	20 <b>%</b>	\$ 21,621.07	\$ 829.30
Official Opposition Whip	20 <b>%</b>	\$ 21,621.07	\$ 829.30
Official Opposition Deputy Whip	15 <b>%</b>	\$ 16,215.80	\$ 621.98
Official Opposition Caucus Chair	20 <b>%</b>	\$ 21,621.07	\$ 829.30
Leader of the Third Party	25 <b>%</b>	\$ 27,026.34	\$ 1,036.63
Third Party House Leader	10 <b>%</b>	\$ 10,810.53	\$ 414.65
Third Party Whip	10 <b>%</b>	\$ 10,810.53	\$ 414.65
Third Party Caucus Chair	10 <b>%</b>	\$ 10,810.53	\$ 414.65
Chair, Select Standing or Special Committee	15 <b>%</b>	\$ 16,215.80	\$ 621.98
Deputy Chair, Select Standing or Special Committee	10 <b>%</b>	\$ 10,810.53	\$ 414.65

The additional salary paid to a Member elected as Chair or Deputy Chair of a Select Standing or Special Committee is included in a Member's bi-weekly pay cheque. Payment will be made from the date the resolutions electing the Chair and Deputy Chair are passed by the Committee until the last day of the bi-weekly pay period in which prorogation of the session occurs.

## **Capital City Living Allowance**

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All Members whose home base is outside the Capital Regional District (CRD) are expected to have accommodation in the Victoria area so they may attend sessions of the Legislature, participate in the work of assigned parliamentary committees, and undertake other MLA duties, as required.

The Capital City Living Allowance provides funds for a Member living outside the CRD to have a second temporary accommodation while serving as an MLA.

Members are required to complete a Capital City Living Allowance form in order to receive the Capital City Living Allowance outlined in the options below.

#### **SUMMARY OF OPTIONS**

There are several options available to Members for the Capital City Living Allowance, depending upon whether they decide to rent accommodation, to purchase a second residence, or to stay in commercial hotel accommodation for those days they must be in Victoria.

The allowance for Members who rent or own, where expenses are supported by receipts, is capped at \$19,000 per year. For Members who choose hotel accommodation, the annual maximum is \$17,000 where expenses are supported by receipts. Members who make other arrangements, or who do not provide receipts, may opt for a flat rate living allowance of \$1,000 per month or \$12,000 per year.

The Capital City Living Allowance option chosen by a Member is applicable for a fiscal year, from April 1 to March 31. Requests to change options mid-year should be made to Financial Services where a Member's living arrangements change.

#### **Rental Options**

A Member whose principal residence is outside the Capital Regional District (CRD) and who rents a second residence within the CRD to use for the purpose of fulfilling his or her duties as a Member is eligible for one of the two rental options below.

Members are required to complete the Capital City Living Allowance form for either rental option, which includes a signed arm's-length declaration.

An arm's-length relationship or agreement is defined as a transaction between persons in which each acts in their own self-interest. Arm's-length individuals are, generally, persons who are not related to a Member and who are not involved in other business with the Member. Members are not considered to have an arm's-length relationship with: individuals connected by blood relationship, marriage or adoption (legal or in fact); former business associates; staff of caucus; political party members; donors to the political party (though they may not be party members); or any other persons the Legislative Assembly Management Committee may designate from time to time.

#### **Rental Option 1:**

The first rental option available is for reimbursement to a maximum of \$19,000 per year for:

- Rent
- Utilities
- Basic telephone and internet service
- Furniture rental: maximum of \$175 per month, or \$2,100 per year
- Apartment content insurance
- Parking

A Member may authorize Financial Services to pay rent directly to the landlord. All other expenses will be reimbursed upon presentation of receipts.

#### • Rental Option 2:

The second rental option available is to claim a flat rate of \$1,000 per month to a maximum of \$12,000 per year. As this amount is less than the maximum payable under the first rental option, Members are not required to provide any supporting documentation. No further reimbursements will be paid to Members choosing this option.

#### **Ownership Options**

A Member whose principal residence is outside the CRD, and who owns a second residence within the CRD to use for the purpose of fulfilling his or her duties as a Member, is eligible for one of the two options below. Members are required to complete the Capital City Living Allowance form for either option.

#### **Ownership Option 1:**

The first ownership option available is for reimbursement to a maximum of \$19,000 per year for:

- Furniture rental
- o Insurance
- Parking
- Property taxes
- · Strata fees, if any
- Basic telephone and internet service

Members may authorize Financial Services to pay expenses directly to a property manager or strata council. All other expenses will be reimbursed upon the presentation of receipts.

#### Ownership Option 2:

The second ownership option available is to claim a flat rate of \$1,000 per month to a maximum of \$12,000 per year. As this amount is less than the maximum payable under the first ownership option, Members are not required to provide any supporting documentation. No further reimbursements will be paid to Members choosing this option.

#### **Hotel Option:**

Members staying in a hotel during sitting days and not making any claims under any of the above provisions will be reimbursed to a maximum of \$17,000 per year for hotel expenses, including parking and internet services, upon presentation of receipts. Members are required to complete the Capital City Living Allowance form.

### **Per Diem Reimbursement**

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An MLA may claim up to \$61 per day either when in Victoria or when travelling throughout the province. The per diem reimbursement is intended to cover the cost of meals and incidental expenses while a Member is away from their home or constituency. A per diem is not claimable when a Member is working in their constituency, except when attending a parliamentary committee meeting in their riding.

Further details are available in the section on <u>Travel Guidelines</u>.

### **Deductions for Absence from the House**

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As required by the Members' Remuneration and Pensions Act, Members must maintain a record of their attendance at House sittings and prepare a declaration outlining the reason for any absences. This declaration must be submitted to the Clerk of the House between the 1<sup>st</sup> and 15<sup>th</sup> day of January and July each calendar year. Any absence in excess of those permitted under the Act will be deducted by Payroll Services at the rate of \$300 per day from the Member's basic compensation upon receipt of instructions from the Clerk.

## **Death of a Member**

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In the unfortunate event that a Member passes away while holding office, basic compensation will be paid until the end of the month in which the Member dies. Final payments will be made to the Member s estate. The designated beneficiary should contact Payroll Services for details regarding final payments and benefits. Payroll Services will contact the constituency office with instructions.

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**Next: Employment Benefits >** 

HAVE QUESTIONS? WE ARE HAPPY TO HELP! PLEASE CONTACT ORIENTATION@LEG.BC.CA OR 250-387-3785 FOR ASSISTANCE.

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