
SATURNA ISLAND RESCUE COMPENSATION POLICY

Policy #18

Date: May 1, 2023

Revised: September 23, 2024

Preamble

The Board of Directors approved a compensation plan that supports the recruitment and retention of Saturna Island Rescue volunteers. It is anticipated that, for active volunteers who take shifts, potential income from the modest compensation plan will be sufficient to cover any lost wages that may result when a volunteer is dispatched on an emergency response call during a workday.

- SIFPS is the Saturna Island Fire Protection Society
- SIR is Saturna Island Rescue

Policy

1. The effective date of the Compensation Plan is May 1, 2023.
2. SIR volunteers shall receive \$1.00 per hour for each complete hour on shift. This aspect of the compensation plan is voluntary, not mandatory (see note 9 below).
3. Two SIR volunteers shall be entitled to receive \$20.00 per hour each when dispatched on a 911 call (to a maximum of 3.5 hours per call). At the discretion of the SIR Chief, a third volunteer may be compensated at the same rate. This aspect of the compensation plan is voluntary, not mandatory (see note 9 below).
4. The SIR Chief (or designate) shall maintain a monthly on-shift timesheet and a monthly call dispatch log for SIR volunteers which will form the basis of all accrued compensation amounts. The timesheet and call dispatch logs shall be approved by the SIR Chief and submitted to the Treasurer within 2 days of the calendar month end.
5. All compensation paid by SIFPS is considered taxable income by the Canada Revenue Agency.
6. All participating SIR volunteers must complete and sign federal and provincial TD1 forms before any compensation is accrued or paid. Completed TD1 form information will be used for calculating any taxes to be withheld from compensation and paid to the Canada Revenue Agency.

7. Compensation will be paid usually within 5 days following the end of each calendar month.
8. SIR volunteers receiving compensation in a calendar year will be issued a T4 within 60-days of the end of the calendar year.
9. SIR volunteers may elect to not receive any compensation under this plan by providing notice in writing.

The Compensation Policy and Plan may be withdrawn or amended at any time by the SIFPS Board of Directors.