



	Policy/Procedure Name:	President and Chief Executive Officer and Chief of Staff Compensation
Manual: Governance	Number:	
Section: Leadership	Effective Date:	11 MAR 2022
Pages: 1 of 2	Revision Date:	

Purpose

This policy outlines the process for determining President and Chief Executive Officer and Chief of Staff compensation.

Scope

The policy pertains to Muskoka Algonquin Healthcare (MAHC) Board of Directors, President and CEO and Chief of Staff.

Policy

The Board is responsible for establishing appropriate and competitive compensation packages for the position of President and Chief Executive Officer and for the position of Chief of Staff that comply with all applicable legislation and directives.

The compensation package provided to the President and Chief Executive Officer will be set out in a Board-approved employment agreement between the Corporation and the President and Chief Executive Officer, which will incorporate by reference any other applicable documents, such as benefit plans and Corporation policies.

The compensation package provided to the Chief of Staff will be set out in a Board-approved employment agreement between the Corporation and the Chief of Staff, which will incorporate by reference any other applicable documents, such as benefit plans and Corporation policies.

In establishing the compensation package, consideration will be given to market rates paid for similar positions within the local geographic area and within the province, particularly as applicable to broader public sector employment. The total compensation package will include base salary, vacation, incentive compensation, and perquisites. In keeping with applicable legislation, compensation will be linked to achieving agreed upon performance objectives, including targets set out in the annual quality improvement plan.

Adjustments to the compensation package will be considered on a regular basis, giving consideration to cost of living changes, market rates, and changes in duties or requirements, as well as annual performance reviews, but adjustments will only be made if and to the extent permissible by applicable legislation and directives. Any permissible changes to the compensation package will be made only upon Board approval, and will generally be made at the time of the annual reviews. Upon the recommendation of the Performance Management Committee, the Board will approve the amount calculated for incentive compensation.

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The Performance Management Committee will annually review the President and Chief Executive Officer and the Chief of Staff compensation for possible annual adjustments, subject to the President and Chief Executive Officer and/or the Chief of Staff meeting performance expectations as determined through the performance review process, within the scope described above, and within the limits of the Corporation’s overall compensation budget set by the Board.

Cross Reference

President and Chief Executive Officer and Chief of Staff Performance Evaluation

Notes

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