



Council Compensation Policy

Policy Number: G-GEN-019

Authority: 143/24

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Department Responsible: Administration (CAO)

Revision Dates: N/A

Review Date: January, 2027

Status: Active

1. Policy Statement

- 1.1 The Town of LaSalle prides itself on attracting candidates for Council, ensuring that its rates of pay remain fair and competitive while recognizing the time commitment and dedication of Members of Council in governing and guiding the community.
- 1.2 This Policy provides a standardized framework for remunerating Members while ensuring fairness, transparency, and accountability.

2. Scope

- 2.1 This Policy applies to all current Members of the Town of LaSalle and covers the amounts paid to Members to compensate them for the time spent carrying out the duties of their office.
- 2.2 Amounts paid to Members for attendance at conferences, workshops and training sessions is covered by the Council Conference, Training and Travel Expense Reimbursement Policy in effect at the time.

3. Definitions

In this Policy,

Base Salary shall mean the base amount, as outlined in Schedule A, paid to Members to compensate them for attendance at Regular Meetings and time spent carrying out the duties of their office.

CAO shall mean the Chief Administrative Officer appointed under s. 229 of the *Municipal Act, 2001*, or their designate.

Clerk shall mean the Clerk, appointed under s.228 of the *Municipal Act, 2001*, or their designate.

Council shall mean the current Council of the Town.

Full Day shall mean a length of time in excess of 3.5 hours on a given day.

Half Day shall mean a length of time up to 3.5 hours on a given day.

Internet Connectivity Allowance shall mean an allowance paid to Members to compensate for the use of their personal internet while carrying out their duties.

Member shall mean a duly elected member of Council.

Policy shall mean the Council Compensation Policy.

Regular Meeting shall mean a regularly scheduled meeting held pursuant to the provisions of the Procedure By-law in effect at the time, and includes committee, closed and other meetings of Council ordinarily scheduled in advance of, or following these regularly scheduled meetings.

Special Meeting shall mean a meeting scheduled by the Town outside of the Regular Meeting schedule (i.e. Budget Meetings, Orientation, Strategic Planning Sessions).

Stipend shall mean an amount paid to a Member, as outlined in Schedule A, to compensate them for attendance at Special Meetings.

Town shall mean the Corporation of the Town of LaSalle.

Treasurer shall mean the Treasurer appointed under s. 286 of the *Municipal Act, 2001*, or their designate.

4. Policy

4.1 General Provisions

- 4.1.1 A Base Salary, as determined by Council, shall be paid in accordance with the payment schedule set out by the Treasurer.
- 4.1.2 Annual increases to the Base Salary will mirror those given to the non-union employees.
- 4.1.3 The Base Salary shall be reviewed at least once per term of Council.

- a) Any market-related adjustments to the Base Salary will be effective at the start of the next term of Council.

4.1.4 Members do not receive mileage for travel under this Policy.

4.2 **Base Salary and Stipends**

4.2.1 The Base Salary is intended to cover the time a Member spends carrying out the duties of their office, including but not limited to:

- a) Attending community events;
- b) Participation at municipal events;
- c) Attendance at public information sessions;
- d) Addressing concerns, inquiries and issues brought to the Member from constituents; and
- e) Preparing for and attending Regular Meetings and committee meetings.

4.2.2 In addition to the Base Salary, each Member shall receive a Stipend, as set out in Schedule A, for attendance at Special Meetings.

4.2.3 Members shall not receive a Stipend or any other form of compensation from the Town under this Policy for attendance at Regular Meetings, committee and board meetings, community/social events, or any other gathering in which one or more Members are invited.

4.3 **Benefits**

4.3.1 Members are provided with the following:

- a) Town-owned mobile phone and tablet;
- b) Office space;
- c) Access to necessary office supplies; and
- d) Meeting room space to meet with constituents or other Town guests.

4.3.2 Members shall be provided with a health benefit plan with a range of coverages to support the maintenance or enhancement of physical and mental well-being.

- 4.3.3 Members are reimbursed for additional expenditures for attendance at conferences and workshops in accordance with the Council Conference, Training, and Travel Expense Reimbursement Policy.
- 4.3.4 Members shall receive a monthly Internet Connectivity Allowance as outlined in Schedule "A".

5. Roles and Responsibilities

5.1 Members of Council

- 5.1.1 The Mayor shall review and approve all compensation forms submitted under this Policy.
- 5.1.2 The Deputy Mayor shall review and approve all compensation forms submitted by or on behalf of the Mayor.
- 5.1.3 All Members shall adhere to this policy.

5.2 Office of the CAO

- 5.2.1 The CAO shall be responsible for reviewing the compensation and rate of pay for Members as outlined in this policy.
- 5.2.2 The CAO shall oversee and administer this policy.

5.3 Council Services

- 5.3.1 The Clerk is authorized to amend Schedule "A" as Base Salaries are adjusted.

6. References and Related Documents

- Stipend Compensation form
- Council Conference, Training and Travel Expense Reimbursement Policy

7. Attachments

- Schedule A – Rates of Stipends

Schedule "A" – Compensation Amounts

Base Salary

Office	Base Salary January 2024	Base Salary January 2025
Mayor	\$50,625.44	To be determined
Deputy Mayor	\$40,736.38	To be determined
Councillor	\$36,690.03	To be determined

Stipend and Internet Connectivity Allowance

Compensation Item	Compensation Amount
Half-Day Stipend	\$100.00
Full-Day Stipend	\$200.00
Internet Connectivity Allowance	\$40.00/month