



District of Lantzville

Incorporated June 2003

Policy No.: 5000-3

Date of Implementation: June 25, 2018

Council Resolution: C18-123

Lantzville Fire Rescue Compensation and Honorarium Policy

PURPOSE

To establish by policy a system of compensation for Lantzville Fire Rescue firefighters performing Fire Rescue Department activities.

POLICY

The District of Lantzville will compensate Lantzville Fire Rescue firefighters for all operational Fire Rescue Department activities as outlined within this policy.

1. Rates

The following rates of compensation and officer's honorarium are applicable effective November 1, 2017:

Compensation for:	\$	F.C.*	D.F.C.	Capt.	L.T.	F.F.	Recruits
Fire Department Response	Per hour	18.86	18.86	16.77	15.72	14.67	13.21
Fire Practices	Per hour	-	18.86	16.77	15.72	14.67	13.21
Training Day	Flat rate	-	124.50	124.50	124.50	124.50	124.50
Inspections	Flat rate	-	51.00	51.00	51.00	51.00	51.00
Meetings	Per hour	-	18.86	16.77	15.72	14.67	13.21
Public Education	Per hour	-	18.86	16.77	15.72	14.67	13.21
Honorarium	Annual	-	18,000	2,100	1,650	-	-

**Only applicable outside of the paid hours of work*

Fractional hours worked will be rounded up to the half hour.

2. Rate Adjustments

Lantzville Fire Rescue firefighters will receive a percentage increase to their compensation and honorarium equal to the District's collective bargaining agreement annual percentage increase. The rate change will take effect November 1st of each year.

This compensation structure will be reviewed every five (5) years by the Fire Chief to ensure that a fair compensation is maintained.

3. Compensable Activities

The Fire Chief must review and approval all hours prior to payment being processed. Firefighter will be paid for the following activities, based on documented confirmation of attendance describing hours and activity:

- All Lantzville Fire Rescue responses.
- Regularly scheduled and special fire practices.
- Any training deemed necessary by the Training Officer.
- All training will be compensated to a maximum of eight (8) hours at the practice rate. For a training day exceeding 8 hours, the hourly rate will be replaced by the flat training day rate.
- All Lantzville Fire Rescue operational meetings. This includes monthly business meetings, monthly officers' meetings, safety meetings and any special meetings called by the Fire Chief.
- Fire Inspections.
- Public Education.

4. Payment

The District of Lantzville will compensate all members once per year, for the period of November 1 through October 31, with the exception of the Deputy Fire Chief who will receive the honorarium over equal monthly payments. Firefighters will receive payment by way of direct deposit with the target deposit date of the first pay period in December.

Despite above, should a member cease to be part of Lantzville Fire Rescue for any reason, they will receive their final pay on the next operationally possible pay period.

The District will deduct any amounts required by law from the payment, including but not limited to income tax, Canada Pension Plan payments, and Employment Insurance premiums.

5. Expenses

Reimbursements of expenses will be in accordance with the District's *Travel Expense Reimbursement – District Employees Policy No. 3000-3*.

The claim must be submitted on the expense claim form and returned to the Fire Chief to be approved and processed.