

# 2026 Lay Staff Compensation Sheet for Payroll

Churches are encouraged to increase lay staff salaries by at least 3% for cost of living in 2026.

Employee Name \_\_\_\_\_ Effective Date of 2026 Increase: \_\_\_\_\_

Address \_\_\_\_\_ √ if new address \_\_\_\_\_

Parish Name \_\_\_\_\_ City/Town \_\_\_\_\_

Annual Salary \$ \_\_\_\_\_ /year Monthly Salary \$ \_\_\_\_\_ /month

Hourly Pay \$ \_\_\_\_\_ /hour Hours must be submitted the first week of the month for the previous month

*Minimum wage in Ontario is \$17.60/hour effective October 1, 2025.* The Diocese encourages paying a living wage. <https://www.ontariolivingwage.ca/rates>

Number of hours worked per month \_\_\_\_\_

## VACATION PAY

Add to each pay \_\_\_\_\_ % (minimum 4% for employees under 5 years; 6% if over 5 years)  
Or

Paid vacation days included in salary. Indicate # of paid vacation days per year \_\_\_\_\_

## AUTHORIZATION

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Churchwarden)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Churchwarden)

Parish Treasurer or Paymaster (Payroll Contact) Name: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime phone number: \_\_\_\_\_

Please mail, email or fax completed copies to:

Payroll Diocese of Huron, 190 Queens Ave. London, Ontario N6A 6H7

Phone: 519 434 6893 x 234

Fax #: (519) 673-4151

Email: [payroll@huron.anglican.ca](mailto:payroll@huron.anglican.ca)

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## For Office Use

Parish \_\_\_\_\_ Div/Dept \_\_\_\_\_

Location \_\_\_\_\_ Employee No \_\_\_\_\_

Lay Benefits \_\_\_\_\_ Lay Pension \_\_\_\_\_