

TOWN OF SUNDRE POLICY #111

Employee Benefits

Purpose of the Policy:

To establish and define pension plan membership for permanent full-time, permanent part-time and full-time temporary employees.

Policy Statement:

Local Authorities Pension Plan (LAPP)

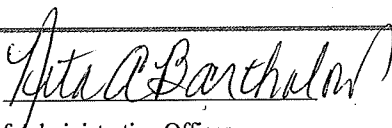
The Town of Sundre will provide pension benefits for all full-time permanent employees after 3 months of continuous employment.

Compulsory Membership - Membership is compulsory for full-time permanent employees. Full-time under membership rules means the employee regularly works not fewer than 30 hours per week over the period deemed by the employer to be a normal working year. In most cases, a normal working year will be a 12-month period. Permanent means there is no foreseen end to employment other than retirement. Employees hired for specific periods under contracts do not have permanent employment even if their contracts are extended from year to year without a break in service.

Permanent Part-Time and Full-Time Temporary Membership - Temporary means that there is a pre-determined date on which employment will end. A part-time employee's employment position must be permanent. As well, the employee must work no fewer than 14 hours per week; 728 hours over a normal working year; or at least 1/3 of full-time employment. Full-time temporary and/or part-time permanent employees will be offered voluntary membership after 3 months of continuous employment.

Acting Pay – Acting pay means an employee has temporarily taken the responsibilities of another position and the Town of Sundre is temporarily paying that employee the equivalent salary. Acting pay is considered to be pensionable salary.

Approval

Signature: 

Title: Chief Administrative Officer

References: Resolution No. 015/08

Revision Schedule: Annually

Date: January 7, 2008

Revision: 2

Next Revision: 2009