

<p>Town of Eatonia Statement of Policy and Procedure</p>			
Subject:	Benefits Policy	Policy No:	27
Date of Council Approval:	June 11, 2024	Resolution No.	16/6/24

1. Purpose:

The purpose of this policy is to outline the benefits available to all eligible employees.

2. Policy:

2.1 Group Benefits Program

- a) The Town of Eatonia group benefits program is offered through Saskatchewan Urban Municipalities Program (SUMA).
- b) The Town and employee cost share the program as follows:

INSURANCE COVERAGE	TOWN PORTION	EMPLOYEE PORTION
Extended Health Care Insurance	50%	50%
Dental Care Insurance	100%	0%
Life Insurance	100%	0%
Vision Insurance	100%	0%
Accidental Death & Dismemberment	100%	0%
Weekly Indemnity Insurance (STD)	0%	100%
Long-Term Disability Insurance (LTD)	0%	100%
Administration Fee	100%	0%

- c) Online services are available from My Canada Life at Work.
- d) Participation in the group benefits program is mandatory for eligible employees unless coverage is provided under another group plan through a spouse or employer, except for Life Insurance, Accidental Death & Dismemberment, Weekly Indemnity Insurance and Long-Term Disability Insurance (LTD) which are mandatory for all eligible employees regardless of additional coverage.

- e) During a leave of absence, the Town has the option of continuing the employee's benefits coverage for a period of up to 12 months from the date the employee begins the leave of absence. A leave of absence is any unpaid leave approved by the town.
- f) For more information on the group benefits offered, please refer to the SUMA Group Benefits Program Administration Manual.

2.2 Pension Plan

- a) The Town of Eatonia pension plan is offered through the Municipal Employees Pension Plan (MEPP). The purpose of MEPP is to provide retirement income and pension services to plan members.
- b) Employers and employees share equally in the funding of MEPP. Your contribution will be deducted from your pay and forwarded to MEPP. The Town will then match your contribution.
- c) The contribution rate is 9% which is calculated on your pensionable salary. Pensionable salary includes the following:
 - Regular salary;
 - Salary for temporary performance of higher duties;
 - Vacation pay if it is paid on every cheque or when you take a vacation;
 - Retroactive pay;
 - Regular stat holiday pay.
- d) A leave of absence is any unpaid leave approved by the Town. Employees may contribute to the Plan for the period of leave when they return to work. Contact Municipal Employees Pension Plan for more details on contributing while on a leave of absence.