



MUNICIPAL DISTRICT OF PEACE NO.135

AMENDED BY: Barbara Johnson	ADOPTED BY: Council	NUMBER: ADM - 24
TITLE: Local Authorities Pension Plan		DATE: February 26, 2019

PURPOSE OF THIS POLICY:

To provide a guideline addressing which employees are eligible and/or are required to participate in the Local Authorities Pension Plan and to be in compliance with Local Authorities Pension Plan legislation.

POLICY STATEMENT:

1. Participation in the Local Authorities Pension Plan is mandatory for all classes of full-time continuous employees if they work 30 or more hours per week and there is no pre-determined end date.
2. Participation in the Local Authorities Pension Plan is optional for part-time continuous office staff working 14 hours or more per week and fewer than 30 hours per week and there is no pre-determined end date.
3. Employees working less than 14 hours per week, temporary and seasonal employees are not eligible to participate in the Local Authorities Pension Plan.
4. A new employee must complete a six month probationary period before participation in the Local Authorities Pension Plan.
5. Full-time equivalent base units for each class are as follows:
 - Administration - 1,820 hours per year
 - Public Works - 2,288 hours per year
 - Utilities Officer - 2,288 hours per year
 - Manager of Agricultural Services - 2,002 hours per year
6. Pensionable salary includes:
 - regular pay
 - retroactive pay (on pensionable earnings)
 - sick pay
 - acting pay
7. Requests for Leave of Absence, whether it be contributory or non-contributory, will be dealt with on a case by case scenario.