



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### POLICY OBJECTIVE:

The County of St. Paul desires to work with retiring employees to prepare for staff departures by identifying and developing strategies to fill key positions.

The County desires to establish a process through which employees may return to work for the County following their termination from the Local Authorities Pension Plan and are receiving a monthly pension or have withdrawn the commuted value of their pension prior to age fifty-five (55).

#### POLICY STATEMENT:

- 1) Once an employee has decided to retire, they must provide a signed letter providing **at least** six (6) months' **advance** notice to the Chief Administrative Officer or their designate indicating the date of retirement.
- 2) Employees may elect to retire for a day for the purposes of drawing their pension benefits from the Local Authorities Pension Plan (LAPP) or withdrawing the commuted value of their pension (prior to the age of fifty-five (55) in accordance with the terms and conditions of the LAPP). Under these circumstances, employees must provide a signed letter providing at least two (2) months' advance notice to the Chief Administrative Officer or their designate including the date of retirement.
- 3) Employees who **have communicated their intention to retire in accordance with Paragraph 1 or 2 above** may schedule their accrued holidays up to and including their actual date of retirement.
- 4) The County may, in its sole discretion, elect to enter into a new employment agreement with an employee who has retired, including employees who have retired for the purposes of collecting LAPP benefits or withdrawing the commuted value of their pension, thereby commencing a new employment relationship. This determination will be made solely on the needs and best

interests of the County. Such employment arrangements will only be entered into by the County on a fixed-term basis, meaning the agreements will contain a specific pre-determined end date, to be selected by the County. Employees are not guaranteed to be offered employment on the same terms and conditions as prior to retirement.

- 5) In the event that an employee elects to accept an offer of fixed-term employment with the County following retirement and the employee is collecting LAPP benefits, the employee will not be eligible to participate in the LAPP as per the Plan's rules, nor will the employee receive any compensation from the County in lieu of employer pension contributions.
- 6) All employees who have already begun drawing their pension benefits or have withdrawn the commuted value of their pension will be grandfathered under this Policy and the terms will not apply. This Policy will take effect on July 1, 2015 for all other employees.

