



COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

POLICY OBJECTIVE:

The County of St. Paul recognizes that its employees are its most valuable resource and strives to provide employees with a competitive benefits program.

POLICY STATEMENT:

A) ELIGIBILITY:

- 1) The County of St. Paul is partnered with Groupsource Ltd. Partnership. All full – time employees working thirty (30) hours or more and elected officials are entitled to the following benefits subject to the plan’s eligibility conditions:
 - a) Full-time salaried employees must complete a one (1) month waiting period. The waiting period may be waived if transferring from another group.
 - b) Seasonal employees must complete one (1) season of work.
 - c) Elected officials will be eligible immediately upon swearing in.

B) BENEFITS PROVIDED:

- 1) The following benefits are conditions of employment:
 - a) Life Insurance; Accidental Death and Dismemberment
 - b) Long Term Disability (Full-time employees only)
 - c) Employee Assistance Program
 - d) Local Authorities Pension Plan (Mandatory for full-time salaried, optional for full-time seasonal, part-time is ineligible)
- 2) The following benefits are optional at the discretion of the employee:
 - a) Extended Health
 - b) Dental
 - c) Voluntary Life Insurance
 - d) Voluntary Critical Illness
 - e) Voluntary Accident
 - f) Health Care and Wellness Spending Accounts

3) The Health and Wellness Spending Accounts provide reimbursement for eligible medical, dental, and wellness expenses with pre-tax dollars. The Canadian Revenue Agency governs administration of the accounts. The County funds the Health Care Spending Accounts with credits which are not taxable to employees. Alternatively, the Wellness Spending Accounts are considered a taxable benefit to the employee and must be claimed. Eligibility criteria will be determined from time to time by the Chief Administrative Officer or their designee.

C) PENSION:

1) The Local Authorities Pension Plan covers eligible County employees. Membership is compulsory for full-time salaried employees. Full-time is defined as working no fewer than thirty (30) hours per week, over the period deemed by the employer to be a normal working year. **Pension contributions are optional for seasonal employees exceeding thirty (30) hours.**

D) WORKERS' COMPENSATION:

- 1) All employees are covered under Workers' Compensation Board legislation.
- 2) All employees must report all work-related injuries to their immediate supervisor and in turn to the County Office or Public Works Shop within seventy-two (72) hours of the accident or injury.