

COUNTY OF ST. PAUL #19

Policy Number

PER-4

**Title
Benefits**

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Date Approved

April 11, 2006

Policy

Full-time, permanent, public works, seasonal, parks employees and elected officials are entitled to the following benefits subject to each plan's eligibility conditions:

A) AMSC Insurance Services Ltd.

The following benefits are conditions of employment subject to the following effective dates of coverage:

Full Time Employees and Elected Officials

- Complete a 3 month waiting period
- Waiting period can be waived if transferring from another group

Seasonal Employees

- Complete 1 season or 1400 hours

Parks Employees

- Complete 1 season or 1400 hours

- 1) Life Insurance; Accidental Death & Dismemberment
- 2) Long Term Disability
- 3) Employee Assistance Program

The following benefits are optional at the discretion of the employee:

- 4) Dental (May opt out if Spouse has coverage)
- 5) Optional Life Insurance
- 6) Optional Critical Illness
- 7) Voluntary Accidental Death & Dismemberment

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B) Alberta Blue Cross (optional)

All eligible employees may participate on the first day of the month if the employee is employed on that day or on the first day of the following month if employed after the first day of the month.

Health Spending Account provides reimbursement of eligible Medical & Dental expenses with pre-tax dollars. CRA Guidelines govern administration. Employer funds the account with credits which are not taxable to employees. The account will be prorated for seasonal employees.

C) Local Authorities Pension Plan (Excluding Elected Officials)

Membership is compulsory for full-time permanent employees. Full time under membership rules, means the employee regularly works not fewer than thirty (30) hours per week, over the period deemed by the employer to be a normal working year.

D) Sick Leave

Full-time employees are allowed to accumulate a total of 1.5 days sick leave per month to a maximum of eighteen (18) days per year. Permanent part-time/seasonal employees are allowed sick leave entitlement on a pro-rated basis.

Sick leave days may be accumulated up to one hundred twenty (120) working days.

E) Workers Compensation

All Employees are covered as per Workers' Compensation Board legislation.

All employees must report all work-related injuries to the immediate supervisor and in turn to the County Office/Shop within seventy-two (72) hours of the accident/injury.

Premiums

The Employee portion of the premium will be deducted from their cheque, and the County of St. Paul shall pay the Employer portion. The Employee-Employer ratio for the premium will be:

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Benefit	Employer %	Employee %
- Alberta Blue Cross	80	20
- Group Life	80	20
- Accidental Death & Dismemberment	80	20
- Long Term Disability (Full-time Employees only)	80	20
- Dental	80	20
- Voluntary Life		100
- Voluntary Accident		100
- Voluntary Critical Illness		100
- WCB	100	
- Employee Assistance Program	100	
- Health Spending Account	100	

All Councillors may participate in the eligible benefits with the County at the same premium ratio as Employees.

During periods of layoff for those returning seasonal employees and those on maternity leave, the County of St. Paul will allow members to remain under the Employers plan for Alberta Blue Cross and AMSC Group Plan. Employees will pay full premiums and leave post dated cheques with the payroll department.

	Date
Approved by Council	September 14, 2010
Amended	
Amended	