

Salt Spring Island Fire Protection District

POLICY MANUAL

Section	Employment
Policy Number	AE-2105-01
Policy Title	Paid-on-call Employee Benefits – Matching RRSP

BASIC MATCHING REGISTERED RETIREMENT SAVINGS PLAN (RRSP) BENEFIT

Maximum Basic Benefit Amount of \$500.00. per calendar year.

The benefit will be paid to the employee as part of the bi-weekly payroll upon presentation of a copy of an official receipt issued by the RRSP plan administrator/financial institution. The receipt must show the employee as the contributor and that the contribution was made in the current or immediately preceding calendar year.

The benefit is a taxable benefit.

EMPLOYEE ELIGIBILITY

Paid-on-call members who attend a minimum of 25 drill nights and 25 non-duty call-outs in the previous calendar year are eligible for the matching RRSP benefit.

Paid-on-call employees who also work as casual or regular employees for the District are eligible for the benefit provided they are included on the Paid-on-call Roster maintained by the Fire Chief.

ADDITIONAL PAID-ON-CALL RRSP BENEFIT

Paid-on-call members who attend a minimum of 25 drill nights and 25 non-duty call-outs in the previous calendar year and have a minimum of 5 years service as of January 1 are eligible for an additional \$500 Retention Benefit to be taken at the member's

election as an increase to the matching RRSP plan or an increased Health & Welfare Trust plan limit for the calendar year.

The default election is \$500 increased matching RRSP contribution unless the employee advises in writing that they wish to take the Retention Benefit as an increased Health & Welfare Trust plan limit.

TERMINATION OF BENEFITS

Matching RRSP benefits terminate when an employee ceases to be on the Paid-on-Call Roster of the Salt Spring Island Fire Protection District either by letter of resignation or termination.

BOARD DISCRETION

The provisions set out in this policy are subject to revision from time to time at the discretion of the *Board of Trustees*.

RELATED DOCUMENTS

APPROVALS

Approval date:		Approved by:	
1. Amendment date:	14 May 2018	Approved by:	
2. Amendment date:		Approved by:	
3. Amendment date:		Approved by:	