

<b>Corporate Policies and Procedures</b>			
<b>DEPARTMENT:</b> Human Resources			<b>POLICY #:</b> A-14
<b>POLICY:</b> Retirement and Early Retirement			
<b>DATE:</b> OCT30/91	<b>REV. DATE:</b> NOV29/17	<b>COVERAGE:</b> All Employees	<b>PAGE #:</b> 1 of 2

**POLICY STATEMENT:**

The normal retirement age for all County employees is sixty-five (65). Early retirement age coincides with conditions set by Ontario Municipal Employees Retirement System (OMERS).

**PROCEDURE:**

1. Consult the appropriate Collective Agreement for any deviations to this policy.
2. The following apply to employee retirement benefits at age 65:
  - (a) If an employee continues to work on a full-time or part-time basis after age sixty-five (65), contributions to the OMERS pension are mandatory up to age seventy-one (71), after which contributions cease and the pension becomes payable.
  - (b) Contributions to the Canada Pension Plan cease at age sixty-five (65) and benefits may be collected. However, if an employee continues to work after age sixty-five (65), Canada Pension Plan contributions are made until age seventy (70) then this option is available.
  - (c) Life insurance, long-term disability, extended health care and dental coverage are discontinued.
  - (d) An employee continues under the short-term sick leave program only if the extension is as a full-time employee. Sick leave pay-outs from credits vested under the old sick leave plan occur at the retirement date.
3. The following apply to early employee retirement benefits, as defined under OMERS:
  - (a) From date of early retirement to age sixty-five (65), extended health care and dental coverage are available.
  - (b) Participation is optional; however, election of benefit continuation must be done prior to retirement date.

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4. The employer shall pay 100% of the premiums for employees who qualify under OMERS for an Early Retirement Plan for full-time employees as follows:
  - (a) For all employees who retired prior to January 30, 2013 a lifetime maximum of \$25,000 for claims (total claims single or family).
  - (b) For all employees who retire after January 29, 2013 a lifetime maximum of \$50,000 for claims (\$45,000 for EHC and \$5,000 for dental total claims single or family).
  - (c) For all employees who retire after March 1, 2015 a lifetime maximum of \$75,000 for claims (\$60,000 EHC and \$15,000 dental total claims single or family).
  - (d) For all employees who retire after February 1, 2016 a lifetime maximum of \$100,000 for all claims (\$80,000 EHC and \$20,000 dental total claims single or family).
  
5. The County provides a retirement gift to a retiring employee who has been employed with the County of Renfrew for a minimum of five (5) years and is fifty-five (55) years of age or older. The gift is purchased by the employee's supervisor and valued at \$10.00 for each year of service. The retirement gift is presented at the Annual Service Award dinner.