

TRANSITION TO RETIREMENT - SUPPORT STAFF

Background

The Division supports a Transition to Retirement practice which allows support staff, 55 years of age or older, to access the Local Authorities Pension Plan (LAPP) while still working. The staff member would resign his or her permanent position, and would be granted a temporary position for a one year period.

Procedures

1. Support staff must write a letter to their immediate supervisor indicating their intention to resign from their permanent position and request to be rehired on a temporary basis for a maximum of one year.
2. Benefits, holidays, wages, salary or hourly wage increases would apply as appropriate for the position. Consideration will be given to previous years of service.
3. The temporary position will not be eligible for LAPP contributions and there will be no additional payments or compensation to the staff member in respect of any such pension contributions.

Amended: December 2017