

# Local Authorities Pension Plan Policy

**TOPIC:** Personnel – Local Authorities Pension Plan (LAPP) Benefits

**PASSED:** June 11, 2025

**AMENDED:**

**REVIEWED:**

**NEXT REVIEW:**

## 1. PURPOSE

- 1.1 This policy lays out the eligibility for staff to participate in The City of Camrose Library Board's pension plan.

## 2. PARTICIPATION ELIGIBILITY

- 2.1 All permanent employees who work 30 or more hours per week on average in a service year must participate in LAPP, unless they are not eligible according to the terms of the Plan.
- 2.2 There will be a 3-month waiting period for new employees. The Library Director may waive the waiting period. New employees who are already participating in LAPP upon their hire will continue with the Plan with no waiting period provided there is no gap in service.
- 2.3 Casual and Contract Employees are not eligible to participate in LAPP.

## 3. FULL-TIME BASE FOR PENSIONABLE SERVICE

- 3.1 The full-time base for one year of pensionable service is 1,820 hours (35 hours/week x 52 weeks/year).

## 4. PENSIONABLE SALARY

- 4.1 Only regular gross basic pay will be included as pensionable salary.

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Renee Greer  
Board Chair